PeopleSoft®

PeopleSoft Enterprise Project Costing 8.9 PeopleBook

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About This PeopleBook Preface

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

This preface discusses:

- PeopleSoft application prerequisites.
- PeopleSoft application fundamentals.
- Documentation updates and printed documentation.
- Additional resources.
- Typographical conventions and visual cues.
- Comments and suggestions.
- Common elements in PeopleBooks.

Note. PeopleBooks document only page elements, such as fields and check boxes, 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.

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.

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

You should be familiar with navigating the system and adding, updating, and deleting information by using PeopleSoft menus, and pages, forms, or windows. 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.

PeopleSoft Application Fundamentals

Each application PeopleBook provides implementation and processing information for your PeopleSoft applications.

Note. Application fundamentals PeopleBooks are not applicable to the PeopleTools product.

For some applications, additional, essential information describing the setup and design of your system appears in a companion volume of documentation called the application fundamentals PeopleBook. Most PeopleSoft product lines have a version of the application fundamentals PeopleBook. The preface of each PeopleBook identifies the application fundamentals PeopleBooks that are associated with that PeopleBook.

The application fundamentals PeopleBook consists of important topics that apply to many or all PeopleSoft applications across one or more product lines. 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 the appropriate application fundamentals PeopleBooks. They provide the starting points for fundamental implementation tasks.

Documentation Updates and Printed 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 website. 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, https://www.peoplesoft.com/corp/en/login.jsp

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 website, access the PeopleBooks Press website under the Ordering PeopleBooks topic. The PeopleBooks Press website is a joint venture between PeopleSoft and MMA Partners, the book print vendor. Use a credit card, money order, cashier's check, or purchase order to place your order.

Telephone

Contact MMA Partners at 877 588 2525.

Email

Send email to MMA Partners at peoplebookspress@mmapartner.com.

See Also

PeopleSoft Customer Connection, https://www.peoplesoft.com/corp/en/login.jsp

Additional Resources

The following resources are located on the PeopleSoft Customer Connection website:

Resource	Navigation
Application maintenance information	Updates + Fixes
Business process diagrams	Support, Documentation, Business Process Maps
Interactive Services Repository	Interactive Services Repository
Hardware and software requirements	Implement, Optimize + Upgrade, Implementation Guide, Implementation Documentation & Software, Hardware and Software Requirements
Installation guides	Implement, Optimize + Upgrade, Implementation Guide, Implementation Documentation & Software, Installation Guides and Notes
Integration information	Implement, Optimize + Upgrade, Implementation Guide, Implementation Documentation and Software, Pre-built Integrations for PeopleSoft Enterprise and PeopleSoft EnterpriseOne Applications
Minimum technical requirements (MTRs) (EnterpriseOne only)	Implement, Optimize + Upgrade, Implementation Guide, Supported Platforms
PeopleBook documentation updates	Support, Documentation, Documentation Updates
PeopleSoft support policy	Support, Support Policy
Prerelease notes	Support, Documentation, Documentation Updates, Category, Prerelease Notes
Product release roadmap	Support, Roadmaps + Schedules
Release notes	Support, Documentation, Documentation Updates, Category, Release Notes

Resource	Navigation
Release value proposition	Support, Documentation, Documentation Updates, Category, Release Value Proposition
Statement of direction	Support, Documentation, Documentation Updates, Category, Statement of Direction
Troubleshooting information	Support, Troubleshooting
Upgrade documentation	Support, Documentation, Upgrade Documentation and Scripts

Typographical Conventions and Visual Cues

This section discusses:

- Typographical conventions.
- Visual cues.
- Country, region, and industry identifiers.
- Currency codes.

Typographical Conventions

This table contains the typographical conventions that are used in PeopleBooks:

Typographical Convention or Visual Cue	Description
Bold	Indicates PeopleCode function names, business function names, event names, system function names, method names, language constructs, and PeopleCode reserved words that must be included literally in the function call.
Italics	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 letter *O*.
KEY+KEY	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 ALT+W, hold down the ALT key while you press the W key.
`Monospace font`	Indicates a PeopleCode program or other code example.

Typographical Convention or Visual Cue	Description
“ ” (quotation marks)	Indicate chapter titles in cross-references and words that are used differently from their intended meanings.
. . . (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)	When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object. Ampersands also precede all PeopleCode variables.

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.

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

Important! Example of an important note.

Warnings

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

Warning! Example of a warning.

Cross-References

PeopleBooks provide cross-references either under the heading “See Also” or on a separate line preceded by the word *See.* Cross-references lead to other documentation that is pertinent to the immediately preceding documentation.

Country, Region, and Industry Identifiers

Information that applies only to a specific country, region, or industry is preceded by a standard identifier in parentheses. This identifier typically appears at the beginning of a section heading, but it may also appear at the beginning of a note or other text.

Example of a country-specific heading: "(FRA) Hiring an Employee"

Example of a region-specific heading: "(Latin America) Setting Up Depreciation"

Country Identifiers

Countries are identified with the International Organization for Standardization (ISO) country code.

Region Identifiers

Regions are identified by the region name. The following region identifiers may appear in PeopleBooks:

- Asia Pacific
- Europe
- Latin America
- North America

Industry Identifiers

Industries are identified by the industry name or by an abbreviation for that industry. The following industry identifiers may appear in PeopleBooks:

- USF (U.S. Federal)
- E&G (Education and Government)

Currency Codes

Monetary amounts are identified by the ISO currency code.

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.

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

Common Elements Used in PeopleBooks

As of Date	The last date for which a report or process includes data.
Business Unit	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.
Description	Enter up to 30 characters of text.
Effective Date	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.
Once, Always, and **Don't Run**	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.
Process Monitor	Click to access the Process List page, where you can view the status of submitted process requests.
Report Manager	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).
Request ID	An ID that represents a set of selection criteria for a report or process.
Run	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.
SetID	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.
Short Description	Enter up to 15 characters of text.
User ID	An ID that represents the person who generates a transaction.

See Also

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

Enterprise PeopleTools 8.46 PeopleBook: Using PeopleSoft Applications

PeopleSoft Enterprise Project Costing Preface

This preface discusses:

- PeopleSoft products.
- PeopleSoft application fundamentals.
- Pages with deferred processing.
- Common elements used in this PeopleBook.

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.

PeopleSoft Products

This PeopleBook refers to these PeopleSoft products:

- PeopleSoft Enterprise Asset Management
- PeopleSoft Enterprise Contracts
- PeopleSoft Enterprise Expenses
- PeopleSoft Enterprise General Ledger
- PeopleSoft Enterprise Grants
- PeopleSoft Enterprise Maintenance Management
- PeopleSoft Enterprise Planning and Budgeting
- PeopleSoft Enterprise Project Portfolio Management
- PeopleSoft Enterprise Program Management
- PeopleSoft Enterprise Proposal Management
- PeopleSoft Enterprise Receivables
- PeopleSoft Enterprise Resource Management
- PeopleSoft Enterprise Services Procurement
- PeopleSoft Enterprise Time and Labor
- PeopleSoft Enterprise Service Automation Portal Pack (ESA Portal Pack)

PeopleSoft Application Fundamentals

The *PeopleSoft Enterprise Project Costing PeopleBook* provides you with implementation and processing information for your Project Costing 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 Enterprise applications across the Financial Management Solutions, Enterprise Service Automation, Asset Lifecycle Management, and Supply Chain Management product lines. You should be familiar with the contents of these PeopleBooks.

These companion PeopleBooks refer specifically to Project Costing:

- *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*
- *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook*
- *PeopleSoft Enterprise Global Options and Reports 8.9 PeopleBook*

Pages with Deferred Processing

Several pages in Project Costing operate in deferred processing mode. Most fields on these pages are not updated or validated until you save the page or refresh it by clicking a button, link, or tab. Delayed processing has various implications for the field values on the page. For example, if a field contains a default value, any value that you enter before the system updates the page overrides the default. Another implication of deferred processing is that the system updates quantity balances or totals only when you save or otherwise refresh the page.

See the guidelines for designing pages in the *Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Application Designer*.

Common Elements Used in This PeopleBook

Activity ID Unique identification code for an activity.

Actual Work The actual number of hours spent by a resource on an activity. It is captured in the Project Transaction table (PROJ_RESOURCE) at the project activity resource detail from many different sources including Expenses and Time and Labor. Actual work at the activity level is calculated by rolling up the detailed actual rows.

As of Date Last date for which a report or process includes data.

Budget Cost or revenue estimates that are distributed to project activities across time periods for budgetary or project performance measurement.

Business Unit Identification code that represents a high-level organization of business information. For example, business units can define regional or departmental units within a larger organization.

Duration The length of time needed to complete an activity. More precisely, it is the number of business days between an activity's start and end dates.

Effective Date	Date on which a table row becomes effective, or the date that an action begins. For example, if you want to close a ledger on June 30, the effective date for the ledger closing is July 1. The effective date also determines when you can view and change the information. Pages and batch processes that use information with an effective date use the current row.
EmplID (employee identification)	Unique identification code for an individual associated with your organization.
Estimate	An approximation of the costs of the resources needed to complete project activities. Estimates do not involve allocating or distributing costs across time periods for budgetary or project performance measurement.
Milestone	An activity, the completion of which marks an important event in a project. Milestones are usually one day in duration.
Process Frequency group box	Designates the appropriate frequency in the Process Frequency group box. Available options are: *Once:* Executes the request the next time the batch process runs. After the batch process runs, the system automatically changes the process frequency to *Don't Run.* *Always:* Executes the request every time the batch process runs. *Don't Run:* Ignores the request when the batch process runs.
Program	A vehicle for grouping detail projects for the purpose of reporting and management. A program cannot have activities or resources that are directly associated to it.
Project ID	Unique identification code for a project.
Project Costing-Managed Project	A project that is created to address any of the following business needs: • Monitoring and managing activity dates, dependencies, resources, percent complete, budgets, and costs. • Managing, budgeting, and reporting on initiatives at a project or program level. • Pooling and analyzing a variety of costs, including work order costs, related to a particular initiative. • Capitalizing disparate development and construction-related costs. • Retiring assets that require a significant amount of cost and effort. Use a Project Costing-managed project when there is an individual in a project manager role, who is engaged in planning the project by creating the project and its activities before actually executing work and incurring costs.
Report Manager	A link that accesses the Report List page, where you can view report content, check the status of a report, and view content detail messages that show you a description of the report and the distribution list.
Process Monitor	A link that accesses the Process List page, where you can view the status of submitted process requests.
Run	A button that accesses the Process Scheduler request page, where you can specify the location where a process or job runs and the process output format.

Run Control ID	Identification code that identifies the run parameters for a report or process.
SetID	Identification code that represents a set of control table information or tablesets. A tableset is a group of tables (records) that are necessary to define your company's structure and processing options.
Short Description	Any text up to 15 characters.
User ID	System identifier for the individual who generates a transaction.
Work	Total number of hours spent or to be spent by a resource on an activity. Work does not equal duration. For example, the expected duration of an activity can be 5 days, but the work assigned to the activity may be 80 hours with two resources working on the activity. You define work in hours at the activity level.
Work Breakdown Structure (WBS)	Organizes and defines the total scope of the project. Each descending level represents an increasingly detailed definition of a project component.
Work Order	The standard industry vehicle for authorizing the creation and management of assets. Maintenance Management uses work orders to authorize work to be performed and costs to be incurred.
Work Order-Managed Project	A project that is used behind the scenes to enable Project Costing processes to collect, report, track, and account for costs incurred for work orders and work order tasks in Maintenance Management. You do not proactively plan and manage work order managed projects—the planning is done on the work order. For example, a maintenance planner typically plans the work to be performed on a maintenance work order.

CHAPTER 1

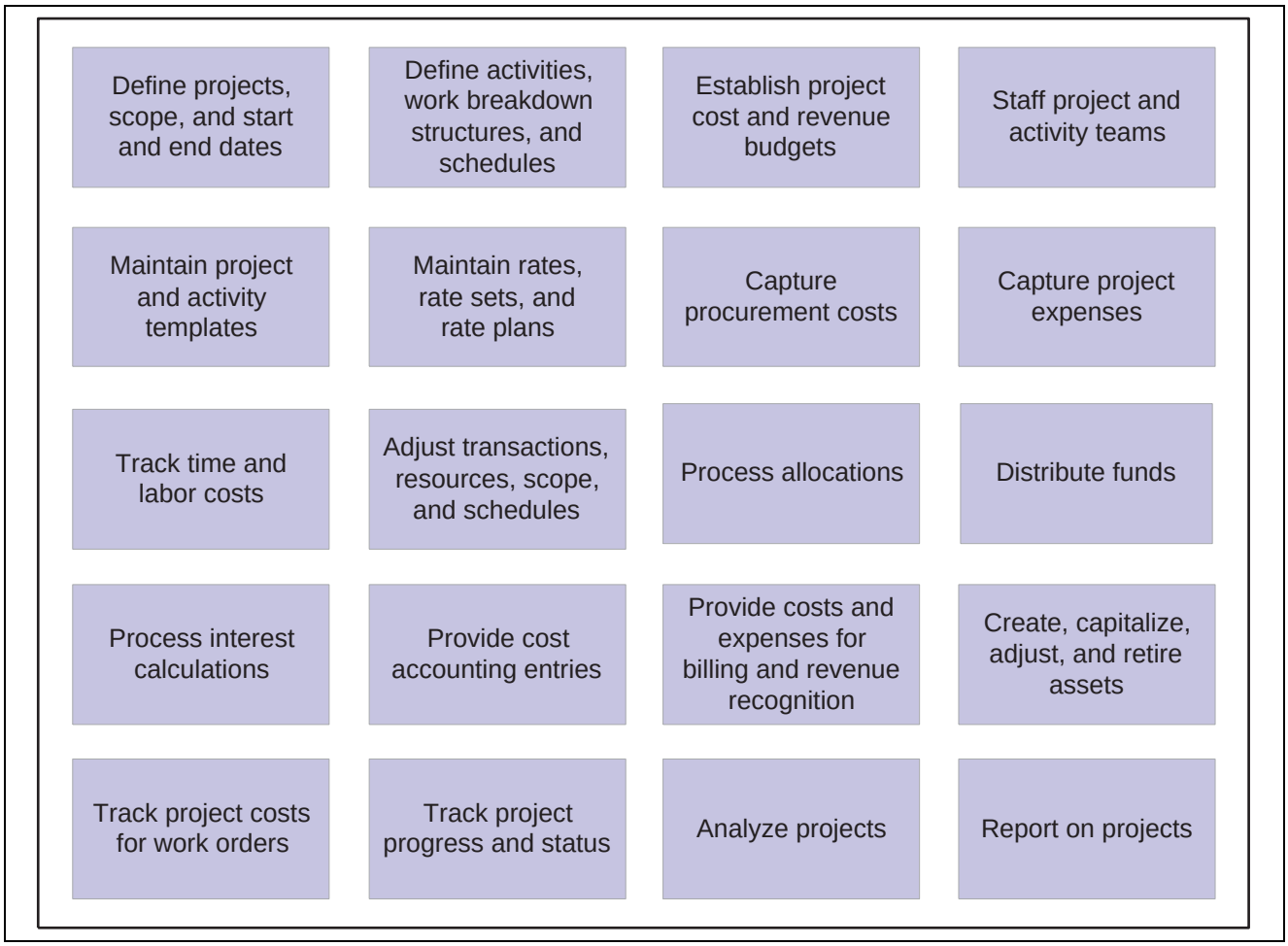
Getting Started with PeopleSoft Enterprise Project Costing

This chapter provides an overview of Project Costing and discusses:

- Project Costing business processes.
- Project Costing integration touchpoints.
- Project Costing implementation tasks.

Project Costing Business Processes

This diagram illustrates the Project Costing business processes:

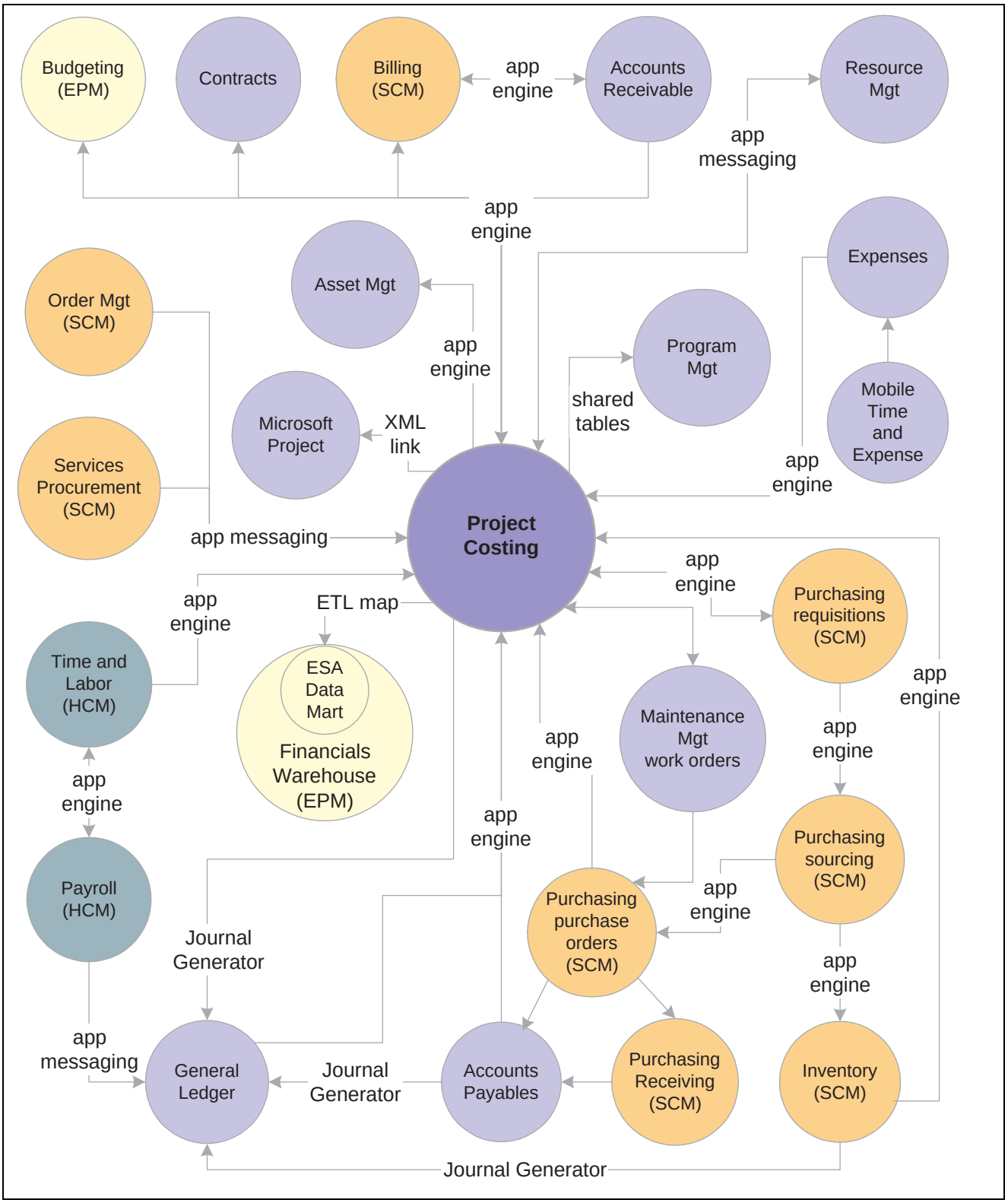


Project Costing business processes

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

Project Costing Integration Touchpoints

To use Project Costing to full advantage, it is important to understand the integration points between Project Costing and the other PeopleSoft applications that you have purchased, such as the ones that are shown in this diagram:



Project Costing integration flow with other applications

We cover integration considerations in the implementation chapters of this PeopleBook.

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

Project Costing Implementation

PeopleSoft Enterprise 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.

Project Costing also provides component interfaces to help you load data from the existing system into Project Costing tables. Use the Excel to Component Interface utility with the component interfaces to populate the tables. This table lists all of the components that have component interfaces:

Component	Component Interface	Reference
Define Standard Activities (FS_ACTIVITY_TBL)	PC_STD_ACT_INTFC	See Chapter 4, "Setting Up Project Costing Control Data," Setting Up Activity-Related Information, page 71.
Project Costing Options (PC_BUS_UNIT_OPT)	PROJECT_BU_OPTIONS	See Chapter 3, "Setting Up Project Business Units," Defining Project Options, page 17.
Rate Sets (PC_RATE)	PC_RATE_INTFC	See Chapter 14, "Pricing Project Costs," Defining Rate Sets and Plans, page 302.
Rates by Employee (PC_RATE_EMPL)	PC_RATE_EMPL_INTFC	See Chapter 14, "Pricing Project Costs," Defining Rates for Employees, Job Codes, and Project Roles, page 300.
Rates by Job Code (PC_RATE_JOBC)	PC_RATE_JOBC_INTFC	See Chapter 14, "Pricing Project Costs," Defining Rates for Employees, Job Codes, and Project Roles, page 300.
Categories (PROJ_CATG_DEFN)	PC_CATG_DEFN_INTFC	See Chapter 4, "Setting Up Project Costing Control Data," Setting Up Project ChartFields, page 56.
Source Types (PROJ_RES_TYPE)	PC_RES_TYPE_INTFC	See Chapter 4, "Setting Up Project Costing Control Data," Setting Up Project ChartFields, page 56.
Subcategories (PROJ_SUBCAT_DEFN)	PC_SUBCAT_DEFN_INTFC	See Chapter 4, "Setting Up Project Costing Control Data," Setting Up Project ChartFields, page 56.
Accounting Rules (PSA_ACCT_SETUP)	PSA_ACCT_SETUP_CI	See Chapter 6, "Setting Up Accounting for Projects," Defining Accounting Rules, page 105.

Other Sources of Information

In the planning phase of your implementation, take advantage of all PeopleSoft sources of information, including the installation guides and troubleshooting information. A complete list of these resources appears in the preface of *About These PeopleBooks,* with information on where to find the most current version of each.

See Also

About These PeopleBooks

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Setup Manager

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Component Interfaces

CHAPTER 2

Navigating in Project Costing

This chapter discusses how to navigate in Project Costing.

Project Costing Custom Navigation

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

Note. In addition to the Project Costing custom navigation pages, PeopleSoft provides menu navigation and standard navigation pages.

See Also

Enterprise PeopleTools 8.46 PeopleBook: Using PeopleSoft Applications

Pages Used to Navigate in Project Costing

This table lists the custom navigation pages that you use to navigate in Project Costing:

Page Name	Navigation	Usage
Project Costing Center	Project Costing, Project Costing Center	Access the key areas to manage Project Costing data.
Accounting	Click the Accounting link on the Project Costing Center page.	Process and review pending and historical accounting entries.
Adjustments	Click the Adjustments link on the Accounting page.	Assign accounting information to transactions that contain project-related adjustments.
Process Project Accounting	Click the Process Accounting link on the Accounting page.	Initiate the process to select undistributed rows in the Project Transaction table and match them to the appropriate accounting rules that are set up to write journal entries.
View/Delete Pending Entries	Click the View/Delete Pending Entries link on the Accounting page.	Review Project Costing accounting lines that have not been sent to General Ledger. Delete erroneous lines.

Page Name	Navigation	Usage
View Accounting History	Click the Review Accounting History link on the Accounting page.	Review Project Costing accounting entries that have been sent to General Ledger. View associated journal information
Asset Capitalization	Click the Asset Capitalization link on the Project Costing Center page.	Manage asset capitalization.
Express Capitalization Setup	Click the Express Capitalization Setup link on the Asset Capitalization page.	Set up express asset filter criteria, express asset definition, and the Express Capitalization process.
Manage Asset Capitalization	Click the Manage Asset Capitalization link on the Asset Capitalization page.	Review assets, define assets, relate assets by project, assign transactions to assets, complete the manual capitalization review, send assets to Asset Management, and retire assets.
Configuration	Click the Configuration link on the Project Costing Center page.	Access options to configure Project Costing.
Activity Options	Click the Activity Options link on the Configuration page.	Set up activity types, activity status, activity type status paths, and quality types.
Common Definitions	Click the Common Definitions link on the Configuration page.	Set up interest types, period calculation factors, transaction codes, transaction types, report summarization options, and Structured Query Reports.
General Options	Click the General Options link on the Configuration page.	Set up the organization hierarchy, accounting rules, transaction summary templates, express asset filter criteria, asset profiles, and budget items.
Installation and Business Unit	Click the Installation and Business Unit link on the Configuration page.	Set up project business unit definitions, Project Costing options, Program Management options, Project Costing integration options, Project Costing installation options, Program Management installation options, and general installation options.
Pricing Structure	Click the Pricing Structure link on the Configuration page.	Set up rate plans, rate sets, rates by employee, rates by job code, and rates by role.
Project Security	Click the Project Security link on the Configuration page.	Set up security profiles, security options, and row level security.

Page Name	Navigation	Usage
Transaction Options	Click the Transaction Options link on the Configuration page.	Set up analysis types, analysis groups, source types, source groups, categories, subcategories, and transaction identifiers. Relate source types to categories, and relate categories to subcategories.
Cost and Revenue Collection	Click the Cost and Revenue Collection link on the Project Costing Center page.	Link to other PeopleSoft products for cost and revenue collection.
Cost Collection	Click Cost Collection on the Cost and Revenue Collection page.	Request processes to retrieve approved expense information from Expenses, vouchers from Payables, requisitions or purchase orders from Purchasing, purchase order and requisition adjustments from Purchasing, time and expense transactions from Services Procurement, estimated gross labor costs and actual labor distributed costs from Time and Labor, fulfilled demands from Inventory, customer orders from Order Management, and post entries or retrieve posted journals from General Ledger.
Revenue Collection	Click Revenue Collection on the Cost and Revenue Collection page.	Request processes to retrieve billing items from Billing, summarized revenue and billing information from Contracts, revenue from Contracts, and accounts receivable items and revenue related adjustments.
Preferences	Click the Maintain Preferences link on the Project Costing Center page.	Modify and view user preferences for managing projects.
My Projects	Click the My Projects link on the Project Costing Center page.	Create a personalized list of projects.
Project and Activity	Click the Project and Activity link on the Project Costing Center page.	Create, modify, and view project and activity information.
Activity Definitions	Click the Activity Definitions link on the Project and Activity page.	Create, modify, and view project activities, activity general information, activity status, activity team, and funds distribution.
Project Definitions	Click the Project Definitions link on the Project and Activity page.	Create, modify, and view project, project general information, project status, project team, organization, projects list, project initiation checklist, and project milestones.

Page Name	Navigation	Usage
Project Budgeting	Click the Project Budgeting link on the Project Costing Center page.	Create, modify, and finalize project budget plans, details, and versions. Request processes to create and post commitment control budget journals, transfer Planning and Budgeting transactions to Project Costing, and send project budget amounts to Planning and Budgeting.
Project Transactions	Click the Project Transactions link on the Project Costing Center page.	Add projects transactions, review cost transactions, and adjust projects.
Reports and Analysis	Click the Reports and Analysis link on the Project Costing Center page.	Review project costing data using reports and interactive reports.
Interactive Reports	Click the Interactive Reports link on the Reports and Analysis page.	View project costing interactive reports for flexible analysis, manager transaction review, budget versus actual, and transactions in progress.
Reports	Click the Reports link on the Reports and Analysis page.	View project costing reports for analysis group, analysis types, activity types, linked transaction elements, report summarization options, reporting options, transactions, finances, transaction level reports, project budget reviews, and configuring Structured Query Reports.
Utilities	Click the Utilities link on the Project Costing Center page.	Use calculation, performance, and third-party integration utilities.
Third-Party Integrations	Click the Third-Party Integrations link on the Utilities page.	Load projects, activities, and transaction data into staging tables, review and modify project, activity, and transaction details, create and modify projects from Microsoft Project, update Microsoft Project with project data, manage the Microsoft Project integration details, and administer Microsoft integrators.
Utilities	Click the Utilities link on the Utilities page.	Request processes to price rows, calculate percent complete, distribute funds, refresh summary tables, convert currency, compress project data, and delete projects. Copy projects, calculate interest, review the project deletion utility log, identify detailed and summary transactions to archive, and refresh budget summary data.

CHAPTER 3

Setting Up Project Business Units

This chapter provides an overview of the Project Costing operational structure and discusses how to:

- Create project business units.
- Define project options.
- Set up other project business unit options.

Note. This chapter contains only part of what you need to know to define the operational structure. Other relevant information is located in the *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook.*

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Defining Financials and Supply Chain Management Common Definitions"

Understanding the Project Costing Operational Structure

A business unit in Project Costing is defined as an operational subset of the organization. Defining business units in this way enables you to plan projects and gather business data around the way that you work, without the constraints of the enterprise's standard accounting procedures for financial posting and reporting. Thus, you can organize information to best facilitate project management, analysis, reporting, and accounting.

To decide how to map the operational business structure in Project Costing, you need to examine how the business functions operationally, or how the work gets done.

After mapping the business structure and determining which tablesets to use, you can create business units. Consider these factors when you determine how many business units to create:

- Each project tree is associated with a single project business unit.

  If you want to group projects in one tree for summary reporting, all of the projects should be in the same project business unit. You can do consolidated reporting with many business units, but it is easier to use a tree.

  Because trees are used for allocations, reporting, analysis, and security, it is important to consider the potential impact of maintaining multiple trees.

- A single project business unit can post to as many general ledger business units as necessary, because you specify an integration template for each project.

See Also

Chapter 5, “Securing Data in Project Costing,” page 81

Chapter 8, “Using Project Trees,” page 167

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Processing Allocations”

Creating Project Business Units

To create project business units, use the Project Costing Business Unit Definition component (PC_BU_DEFN).

This section lists a prerequisite and discusses how to define project business units.

Prerequisite

You must establish at least one general ledger business unit.

See Also

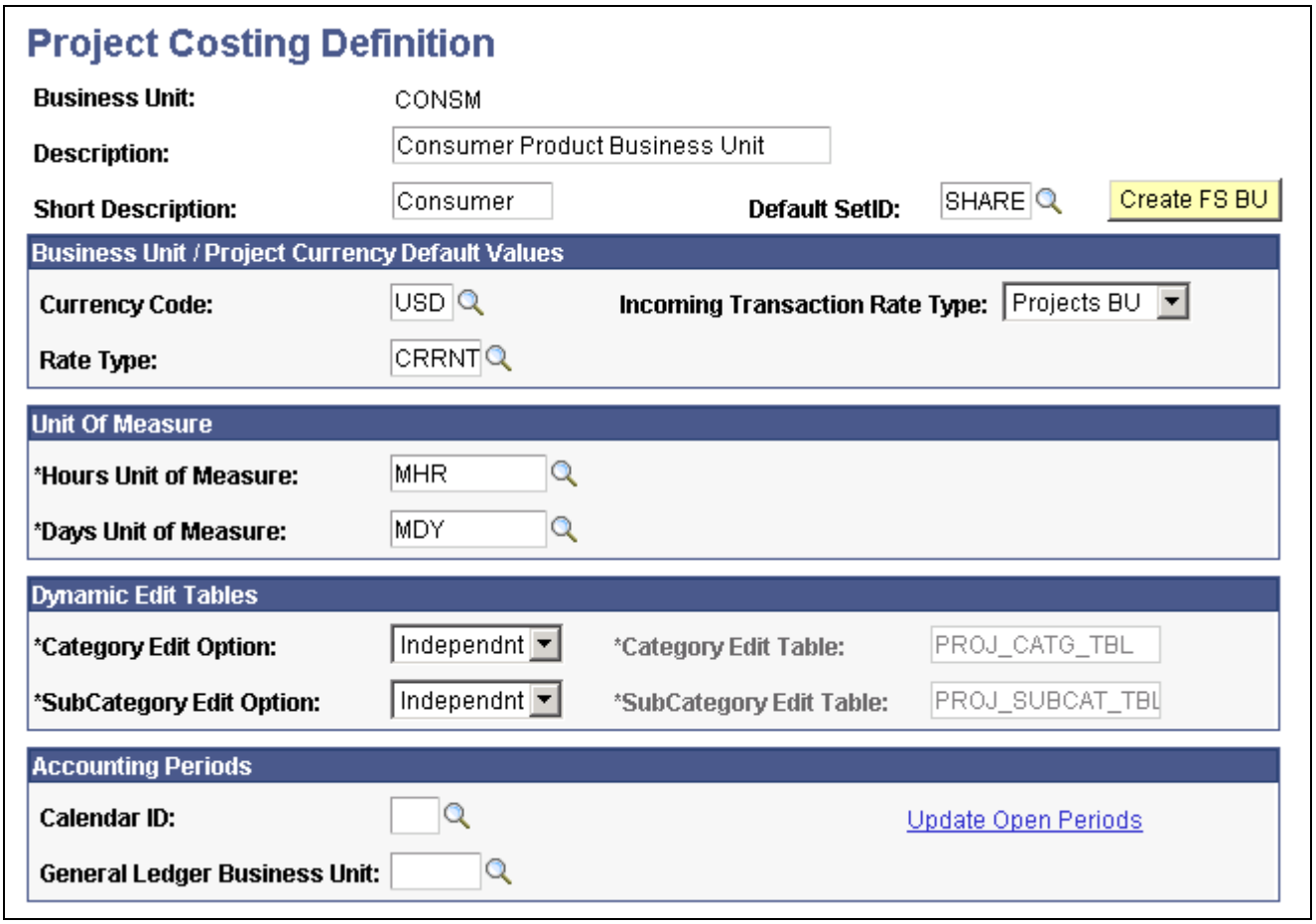
PeopleSoft Enterprise General Ledger 8.9 PeopleBook, “Defining Your Operational Structure,” Understanding General Ledger Business Units and Options

Page Used to Create Project Business Units

Page Name	Object Name	Navigation	Usage
Project Costing Definition	BUS_UNIT_TBL_PC	Set Up Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Definition, Project Costing Definition	Create, define, and modify project business units.

Defining Project Business Units

Access the Project Costing Definition page.



Project Costing Definition page

Note. Create business unit IDs that are exactly five characters long. Depending on the operating system, performance degradation can occur if business unit IDs have fewer than five characters.

Default SetID

Enter the default setID from the available values to associate with this business unit. To establish a new setID, enter the same name as the business unit ID that you are creating.

The default setID is used to set up tableset sharing by determining the setID that is assigned to each record group for the new business unit. The setID that is assigned to a record group determines which tableset is used to determine valid values for that specific business unit. You can modify the default setID for the record group on the TableSet Control - Record Group page.

This field is available in add mode. However, if you create a new project business unit with the same name as an existing business unit in General Ledger or Receivables, the Description field is automatically populated, and the Default SetID field does not appear.

Note. Until you create the business unit, you cannot attach the calendar and general ledger business unit to the new business unit.

SetIDs are defined on the TableSet Control page in PeopleTools.

See *Enterprise PeopleTools 8.46 PeopleBook: System and Server Administration.*

Create FS BU (create Financials business unit) Click to create the business unit. This button appears only in Add mode.

Rate Type

Currency Code Enter the base currency for this business unit. This field serves two purposes. First, for all new projects created for this business unit, this currency code becomes the default currency code for the newly created project. You can override this default value during project creation. Second, this value is the base currency for the business unit. For all transactions that are stored in the Project Transaction table (PROJ_RESOURCE), the system stores two amounts. The Project Transaction table stores the source transaction amount (the foreign amount) and then converts this amount to the base currency identified at the project business unit level.

A project's currency code can differ from the project business unit's base currency.

Currency codes are defined on the Currency Code page.

See *PeopleSoft Enterprise Global Options and Reports 8.9 PeopleBook*, "Processing Multiple Currencies," Maintaining Currency Tables.

Incoming Transaction Rate Type Select the rate type on which multicurrency processing is based. Available options are:

Projects BU: Use the project business unit's conversion method as defined in the Rate Type field on this page.

Source: Use the conversion method that is used by the feeder application from which the incoming transaction originates.

Valid options are based on either the project business unit or the source transaction with the default value set at the project business unit. If you select the *Source* option, all multicurrency conversions will use the rate type that is passed with the source transaction. If you select *Projects BU,* all multicurrency conversions will be performed based on the rate type chosen at the project business unit level.

Rate Type Enter the default rate type to use for currency conversions that occur for this business unit. Rate types are defined on the Market Rate Type page (Setup Financials/Supply Chain, Common Definitions, Market Rates, Market Rate Type).

See *PeopleSoft Enterprise Global Options and Reports 8.9 PeopleBook*, "Processing Multiple Currencies," Defining Market Rates.

Unit of Measure

Use this group box to define default values that are used for analysis and Program Management scheduling. The system uses these fields to convert all units of measure into hours or days.

Hours Unit of Measure Enter the unit of measure that represents hours for the organization. Units of measure are defined on the Units of Measure page. The default value is *MHR* (Work Hour).

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Defining Financials and Supply Chain Management Common Definitions," Defining Additional Common Information.

Days Unit of Measure Enter the unit of measure that represents days for the organization. The default value is *MDY* (Person Day).

Dynamic Edit Tables

Category Edit Option Specify whether category prompt lists display all values that are in the system, or a subset based on dependencies that are established among source types, categories, and subcategories. Available options are:

Independnt (independent): All categories that are in the system are available for selection. Project Costing uses the Project Resource Category record (PROJ_CATG_TBL) to populate prompt lists.

Override: Categories that are available for selection are restricted by established criteria. Project Costing uses the selected category edit table to populate prompt lists.

Related: Categories that are available for selection are restricted by predefined relationships with source types. Project Costing uses the Project Type Category record (PROJ_TYPE_CATVW) to populate prompt lists.

You can select the *Related* option only if the Source Type ChartField is selected on the Standard ChartField Configuration page. If you select *Related* and Source Type ChartField is inactive, an error message appears when you save the page, indicating that you cannot specify a Category Edit Option of *Related* because the Source Type ChartField is inactive.

Available category edit options are based on the translate values in the Category Edit Options field (CAT_EDIT_OPTION) properties. The default value is *Independnt.*

SubCategory Edit Options Specify whether subcategory prompt lists display all values that are in the system, or a subset based on dependencies that are established among source types, categories, and subcategories. Values are:

Independnt (independent): All subcategories that are in the system are available for selection. Project Costing uses the Project Resource SubCategory record (PROJ_SUBCAT_TBL) to populate prompt lists.

Override: Subcategories that are available for selection are restricted by established criteria. Project Costing uses the selected subcategory edit table to populate prompt lists.

Related: Subcategories that are available for selection are restricted by predefined relationships with resource category types. Project Costing uses the Project Category SubCategory record (PROJ_CAT_SUB_VW) to populate prompt lists.

You can select the *Related* option only if the Category ChartField is selected on the Standard ChartField Configuration page. If you select *Related* and the Category ChartField is inactive, an error message appears when you save the page, indicating that you cannot specify a SubCategory Edit Option of *Related* because the Category ChartField is inactive.

Available values are based on the translate values in the SubCategory Edit Options field (SUB_EDIT_OPTION) properties. The default value is *Independnt.*

Accounting Periods

Calendar ID

After you create the business unit, select the calendar that is used for such things as open period accounting and allocations from the Project Transaction table (PROJ_RESOURCE). For open period accounting, when transactions are either entered online in Project Costing or through integration from other applications, the system first determines if an accounting period is open or closed by looking up the calendar ID defined at the business unit level. You create calendars at the setID level by using the menu navigation Setup Financials/Supply Chain, Common Definitions, Calendars/Schedules.

See Chapter 21, "Processing Allocations in Project Costing," Defining the Allocation Pool, page 376.

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Defining Accounting Calendars".

Update Open Periods

Click to access the Open Period Update page in a new browser window in General Ledger to modify project source transaction settings for open period validation.

Note. Open period control is used for transactions that are being imported into Project Costing from interfacing applications, for transaction adjustments, and for transactions that you add through the Add Transactions functionality in Project Costing. If you use open period control in Project Costing and the accounting date on transactions that you import from other applications falls outside of the open periods that you define for Project Costing, the system modifies the accounting date on the Project Transaction table row so that it falls within the defined periods. This system also uses this logic when you generate transaction adjustments. Both the Process Project Accounting (PSA_ACCTGGL) and the Send to Asset Management (PC_AM) Application Engine processes do not use open period control.

You must create the business unit before you can access the Open Period Update page.

Close the new browser window to return to the Project Costing Definition page.

General Ledger Business Unit

If open period is enabled on the Installation Options - Project Costing page, enter the general ledger business unit for the selected calendar ID that the system uses to validate accounting dates. You must select a calendar ID before you select a general ledger business unit.

Open period control requires a one-to-one relationship between a project business unit and a general ledger business unit. To associate a general ledger calendar with a project business unit, select a general ledger business unit with the same calendar so that any transactions with multiple general ledger business units for the project business unit always validate the accounting date against the general ledger business unit calendar that is associated with the project business unit calendar.

See Also

Chapter 11, “Working with Transactions,” Processing Multiple Currencies, page 227

Chapter 4, “Setting Up Project Costing Control Data,” Understanding General Control Data, page 39

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Processing Allocations”

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Defining Accounting Calendars,” Defining and Updating Open Periods and Adjustment Periods

Defining Project Options

To define project options for business units, use the Project Costing Options component (PC_BUS_UNIT_OPT). Use the Project Costing Business Unit Options component interface (PROJECT_BU_OPTIONS) to load data into the tables for this component.

This section discusses how to:

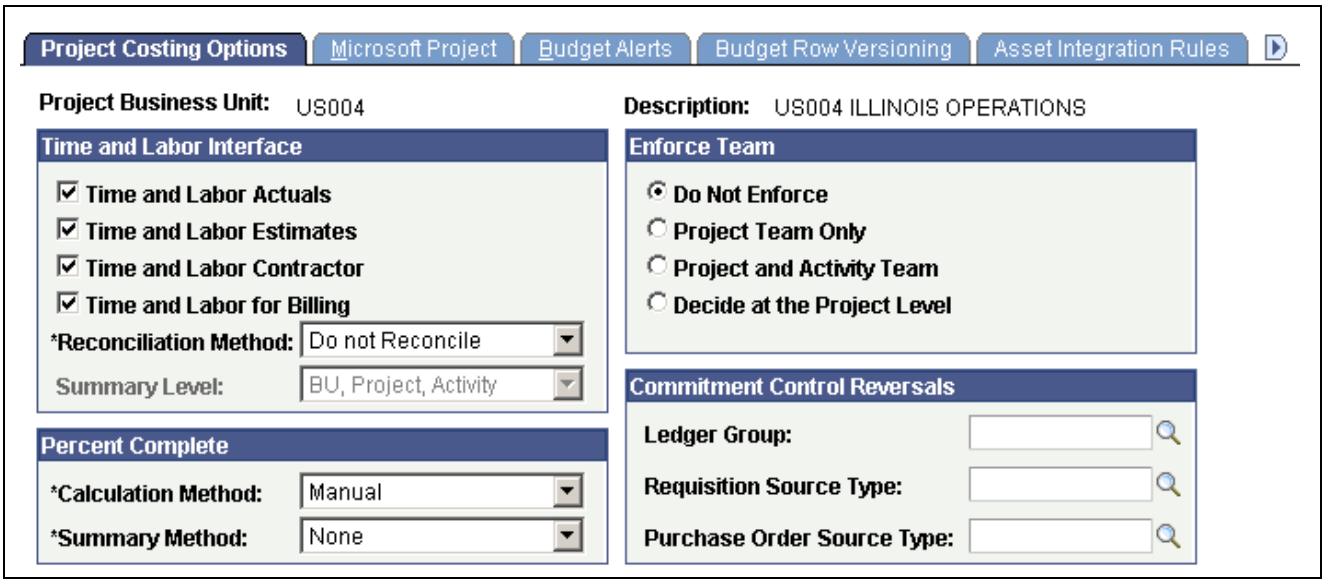
- Define project options for business units.
- Define budget plan version analysis types.
- Define parameters for copying projects and creating projects from templates.
- Define parameters for copying activities, transactions, and analysis groups.
- Define parameters for the Delete utility.

Pages Used to Define Project Options

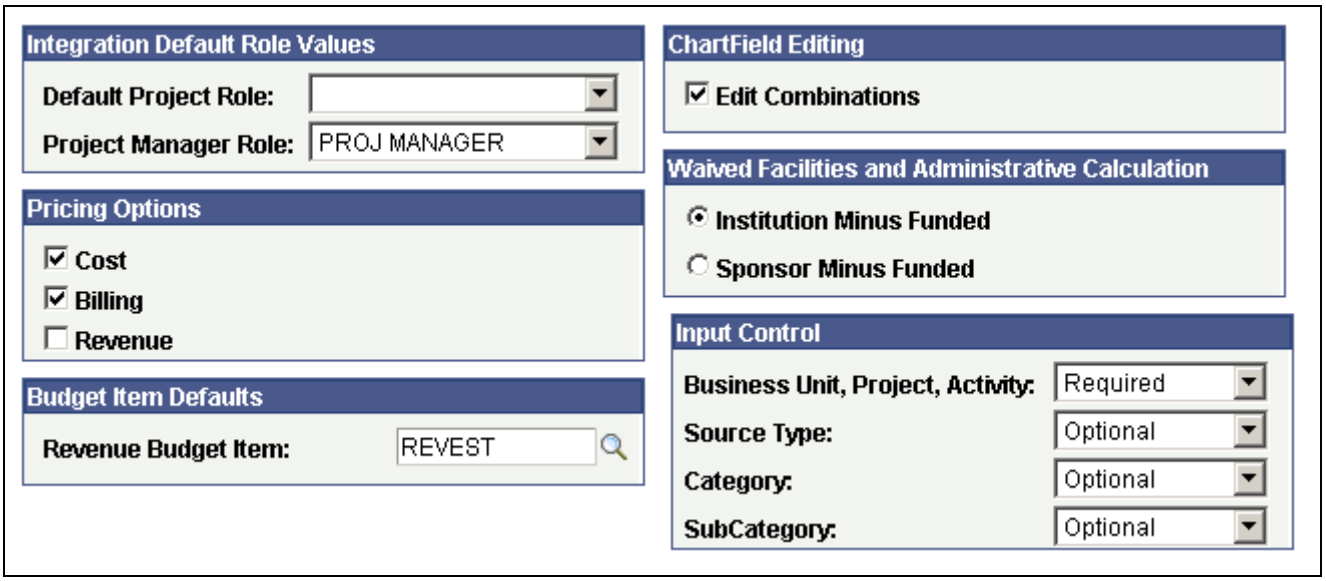
Page Name	Object Name	Navigation	Usage
Project Costing Options	BUS_UNIT_OPT_PC	Set Up Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options, Project Costing Options	Establish project-related transaction fields that are required for importing transactions from other PeopleSoft applications.
Budget Row Versioning	PC_BUD_VER_HST_CFG	Set Up Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options, Budget Row Versioning	Enable budget row versioning for the business unit, and define the sequence of analysis types that the system uses to distinguish historical cost and revenue budget plan versions.
Copy Template Option 1	PC_CPY_TMPL_PNL1	Set Up Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options, Copy Template Option 1	Specify the project tables that the system copies into a new project from a template.
Copy Template Option 2	PC_CPY_TMPL_PNL2	Set Up Financials/Supply Chain, Business Unit Related, Project Costing, Project Options, Copy Template Option 2	Specify the activity and transaction tables that the system copies into a new project from a template, and define parameters analysis groups.
Delete Utility Tables	PC_DEL_PROJ_REC_PG	Setup Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options, Delete Utility Tables tab	Define the parameters for deleting projects, activities, and transactions for a specified business unit.

Defining Project Costing Options for Business Units

Access the Project Costing Options page.



Project Costing Options page (1 of 2)



Project Costing Options page (2 of 2)

Use the Project Costing Options page to define required criteria relating to transactions that enter Project Costing from other PeopleSoft applications.

Time and Labor Interface

Select the type of data to import from Time and Labor into Project Costing. If you select Time and Labor for Billing, also select a reconciliation method.

You select the analysis types for rows that you import from Time and Labor on the Installation Options - Project Costing Integration page.

Time and Labor Actuals Select to import payroll expenses into Project Costing after the close of a payroll period.

Time and Labor Estimates Select to import estimates into Project Costing for the open pay period.

Time and Labor Contractor Select to import contractor time and labor for this business unit after the close of a payroll period.

Time and Labor for Billing and **Reconciliation Method** Select to create separate time and labor for billing rows after the close of a payroll period as part of estimate processing. Amounts are subject to change.

If you select this option, also select from the list of Reconciliation Method options to reconcile the difference between actual time and labor costs with previously entered estimated time and labor costs. Each reconciliation creates a delta row in the Project Transaction table (PROJ_RESOURCE) with the same analysis type as the transaction that you are reconciling. Available options are:

- *Both Quantity and Amount* (reconcile by both quantity and amount)
- *Do Not Reconcile*
- *Reconcile by Quantity*
- *Reconcile by Amount*

Summary Level Select the level at which the system summarizes reconciliations. This affects the number of delta rows that are created during the reconciliation process. If the reconciliation method is not *Do Not Reconcile,* the selection of a summary level is defaulted into the project business unit options at save time with a default value of business unit, project, and activity. At a minimum, if you enable reconciliation, delta transaction rows are grouped by employee ID, business unit, project, and activity, and they cascade down from there. For example, if you summarize by category, then the transaction rows are grouped by employee ID, business unit, project, activity, and category.

This field is not available if you select *Do Not Reconcile* as the reconciliation method for the Time and Labor for Billing option.

Percent Complete

You can manually enter the percent complete for a project and activities, or have the system automatically calculate this value.

Calculation Method Select a method to calculate the percent complete component. Available methods are:

Amounts: Bases the calculation on budgeted and actual amounts as in this equation:

$$\frac{\text{budgeted amount} - \text{actual amount}}{\text{budgeted amount}} \times 100$$

Duration: This option is available only if you use Program Management. Bases the calculation on the number of days that are allotted to complete the activity as in this equation:

$$\frac{\text{total days} - \text{remaining days}}{\text{total days}} \times 100$$

Manual: Bases the calculation on manual entry of percent complete.

Units: Bases the calculation on the number of hours that are allotted to complete the activity as in this equation:

$$\frac{\text{budgeted hours} - \text{actual hours}}{\text{budgeted hours}} \times 100$$

Note. If you use Program Management and select a project charging level of *Activity Costing Level* on the Program Management Options page, the Percent Complete Application Engine process (PC_PERCENT) evaluates only activities in the project charging level that have transactions associated with them. The system ignores planning activities. This affects the percent calculation if you select *Units* or *Amounts* as the calculation method.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Understanding Project Charging Levels.

Summary Method Select a method that the system uses to roll up activity completion percentages to the project. Available methods are:

- *None:* The system does not summarize the percent complete value.
- *Straight-Line:* Adds all individual percent complete values for the project, and divides that amount by the total number of activities.
- *Weighted:* Adds the actual amounts, duration, or units for all activities, and divides that amount by the total budgeted value for the project.

$$\frac{\text{total hours worked for each activity}}{\text{total hours budgeted for each activity}} \times 100$$

Integration Default Role Values

Default Project Role Specify the default project role for the system to use when copying project and activity team members from third-party applications to Project Costing.

Project Manager Role Enter the default project manager role that is assigned to project managers that are added from Grants or Proposal Management, or through a project request. The default project manager role that you define on this page becomes the role that the system assigns to the project manager on the project team.

Pricing Options

Select options in this group box that the Pricing Application Engine process (PC_PRICING) uses when it is triggered by incoming Application Engine processes or through the Add Transactions functionality in Project Costing. Examples of incoming Application Engine processes are the Payables to Project Costing process (PC_AP_TO_PC) and the Time and Labor to Project Costing process (PC_TL_TO_PC). In this case, the Pricing process uses the pricing options that you select on this page for the business unit of each transaction row that it processes. The Pricing process triggers the Limits Application Engine process (CA_LIMIT), which processes the same type of transaction rows (revenue, billing, or both).

Cost Select to use this option as a default pricing option for the business unit on the Pricing run control page. You can override this pricing option when you run the process.

Billing Select to use the billing option as a default pricing option for the business unit on the Pricing run control page. You can override this option on the run control page.

Revenue Select to use the revenue option as a default pricing option for the business unit on the Pricing run control page, and as a default processing option on the

Limits run control page in Contracts if you run the Limits process manually. You can override this option on the run control pages.

The *Revenue* pricing option enables the Pricing process and Limits process to run exclusively for revenue contract rows. This option is available if you use the Government Contracting feature that is available with Contracts, and you select the Separate Billing and Revenue option in the Installation Options - Contracts page.

See Chapter 27, "Integrating with Contracts for Government Contracting," Understanding Project Costing and Government Contracting Integration, page 515.

Input Control

Specify the fields that are required when you enter transactions for this business unit in PeopleSoft cost feeder applications and directly in Project Costing through the Add Transactions page. Values are *Required* or *Optional.*

Note. A project business unit, project, and activity are always required when you enter transactions directly in Project Costing.

If you select *Required* for Category, or SubCategory input control for any business unit, you cannot inactive those ChartFields on the Standard ChartField Configuration page.

Enforce Team

Determine who can charge time, expenses, or both, to a project or activity based on the team membership. Define at what level (business unit level or project level) the decision is made to enforce team restrictions, and to what extent.

Do Not Enforce Select to make the team restriction decision at the business unit level for all projects that belong to the business unit. There is no restriction on charging time or expenses to projects, so the Products drop-down list box does not appear when you select this option.

You cannot override this option at the project and activity team level.

Project Team Only Select to make the team restriction decision at the business unit level for all projects that belong to the business unit, and restrict the charging of time and expenses to project team members. The Products drop-down list box appears when you select this option.

You cannot override this option at the project and activity team level.

Project and Activity Team Select to make the team restriction decision at the business unit level for all projects that belong to the business unit, and restrict the charging of time and expenses to project or activity team members based on the Enforce Team option that you select on the Activity Definitions - Definition page. The Products drop-down list box appears when you select this option.

You cannot override this option at the project and activity team level.

Decide at the Project Level Select to defer the decision to restrict charges to the project manager for each project that belongs to the business unit. The project manager uses the Project Costing Definition page to specify the extent to which restrictions are imposed.

The Products drop-down list box does not appear when you select this option.

Products Available product options are:

Exp and TL (Expenses and Time and Labor): Select to allow project and activity team members to charge to the project from both Expenses and Time and Labor.

Expenses: Select to allow project and activity team members to charge to the project only from Expenses.

Time&Labor: Select to allow project and activity team members to charge to the project only from Time and Labor.

Note. Time and Labor 8.9 does not enforce project activity team. If you select the Project and Activity Team option, and select the *Exp and TL* or *Time&Labor* product option, the system restricts Time and Labor users for projects to which they can charge time. However, Time and Labor users can charge time to any activity on a particular project if they have security access to the project.

Note. Prompt tables are synchronized between the Financial Management Solutions (FMS) and Human Capital Management (HCM) by using the PROJECT_FULLSYNC message in application messaging. If project team enforcement takes place at the business unit level, you must run the PROJECT_FULLSYNC process manually.

Commitment Control Reversals

To set up reversal amounts for project commitments, select a Commitment Control ledger group, requisition source type, and purchase order source type. The Purchasing Adjustment Application Engine process (PC_POADJUST) uses the Ledger Group field, and Requisition Source Type or Purchase Order Source Type fields, in addition to the purchase order or requisition numbers from the Project Transaction table, to identify rows in the Commitment Control Liquidation table (KK_LIQUIDATION). The process copies the corresponding rows to the Project Transaction table.

ChartField Editing

Select the Edit Combinations check box to enable ChartField combination editing when integrating with General Ledger.

Waived Facilities and Administrative Calculation

Select either Institution Minus Funded or Sponsor Minus Funded to tell the system how you want to calculate waived and cost-shared facilities and administration amounts. The system uses this option only if you choose to calculate waived or cost shared amounts in the Facilities Admin Options page in Grants.

This group box appears only if you install Grants.

See *PeopleSoft Enterprise Grants 8.9 PeopleBook*, “Defining Your Operational Structure,” Establishing F&A and Direct-Cost Cost-Sharing Options.

Budget Item Defaults

Select the revenue budget item that the Distribute Costs to Budgets Application Engine process (PGM_SPREAD) uses as the default budget item when it creates revenue budget rows. The default value is *REVEST.*

The revenue budget item that you enter on this page appears in the Bill tab in the Resources by Activity page.

Note. To create cost budget rows, the Distribute Costs to Budgets process uses budget items that you specify for each resource row in the Cost tab of the Resources by Activity page.

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Editing ChartField Combinations"

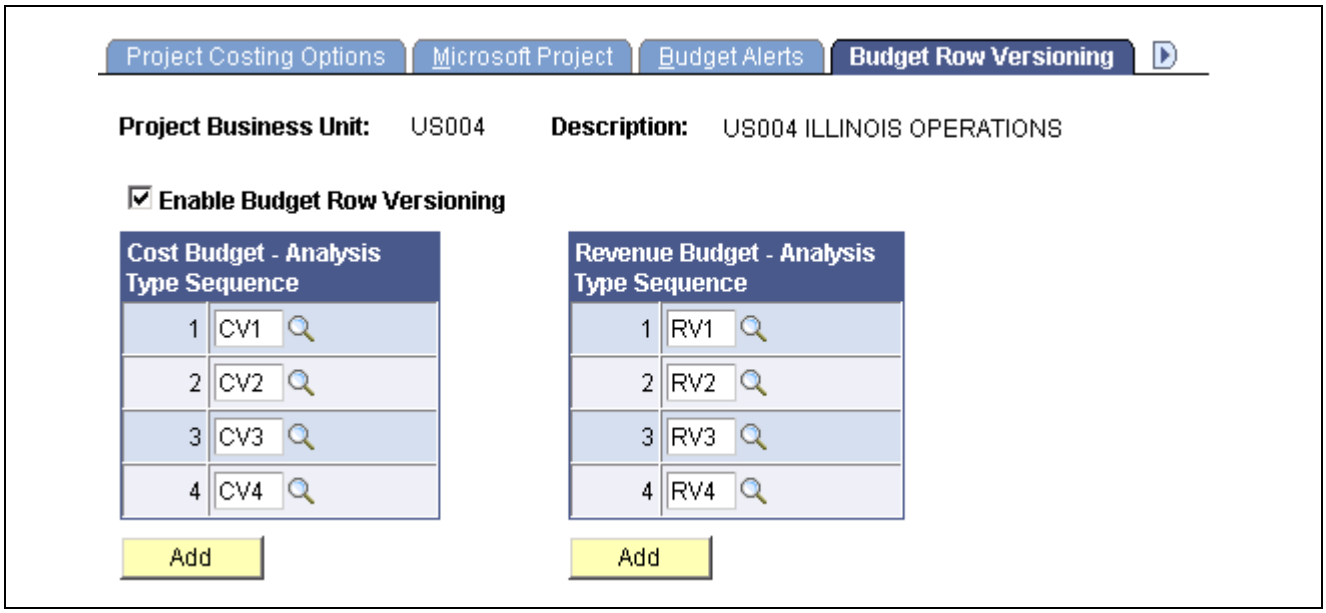
PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Editing ChartField Combinations," Running the Build Combination Data Process

PeopleSoft Enterprise Grants 8.9 PeopleBook, "Defining Your Operational Structure," Defining Grants Options

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Integration Broker

Defining Budget Plan Version Analysis Types

Access the Budget Row Versioning page.



Budget Row Versioning page

Note. Before you can define the analysis types and sequences to use to create budget plan versions, you must set up analysis types in the Analysis Types component (PROJ_ANALYSIS_TYPE) to use to distinguish budget rows for particular budget plan versions.

See Chapter 4, "Setting Up Project Costing Control Data," Defining Analysis Types, page 75.

PeopleSoft delivers a series of analysis types and groups that you can use to distinguish historical cost and revenue budget versions.

See Chapter 12, "Budgeting Project Costs and Revenue," Budget Plan Versions, page 238.

The system uses two different analysis type sequences to distinguish budget plan versions—one sequence for cost budget plan versions and one for revenue budget plan versions.

Enable Budget Row Versioning Select to activate budget row versioning for the business unit. When this option is active, historical versions of finalized cost and revenue budget plans are stored in the Project Transaction table for analysis or reporting.

Cost Budget Analysis Type Sequence and **Revenue Budget Analysis Type Sequence** Enter a series of analysis types to represent historical cost and revenue budget versions. You can use the analysis types that are delivered with the system for this purpose, or create your own sequences. Enter as many analysis types as needed for each sequence.

You must enter analysis types in the order that you want them to be assigned by the system to historical budget versions. When budget row versioning is enabled, the first time that you finalize a project budget for the business unit, the system assigns the first analysis type in the cost or revenue budget sequence on this page to a copy of the budget plan rows. Each subsequent time that you finalize the budget for this project, the system updates a copy of the new finalized budget rows with the next available analysis type from the sequence. The budget version is assigned on a project-by-project basis.

You cannot enter an analysis type that is associated with an analysis group that you specify for Cost Budget, Revenue Budget, Actual Cost, or Actual Revenue, in the Analysis Group Defaults group box on the Installation Options - Project Costing page.

Add Click to append analysis types to the sequence.

After you enter analysis types and save the page, you can append analysis types to the sequence, but you cannot change an existing analysis type or change the sequence order.

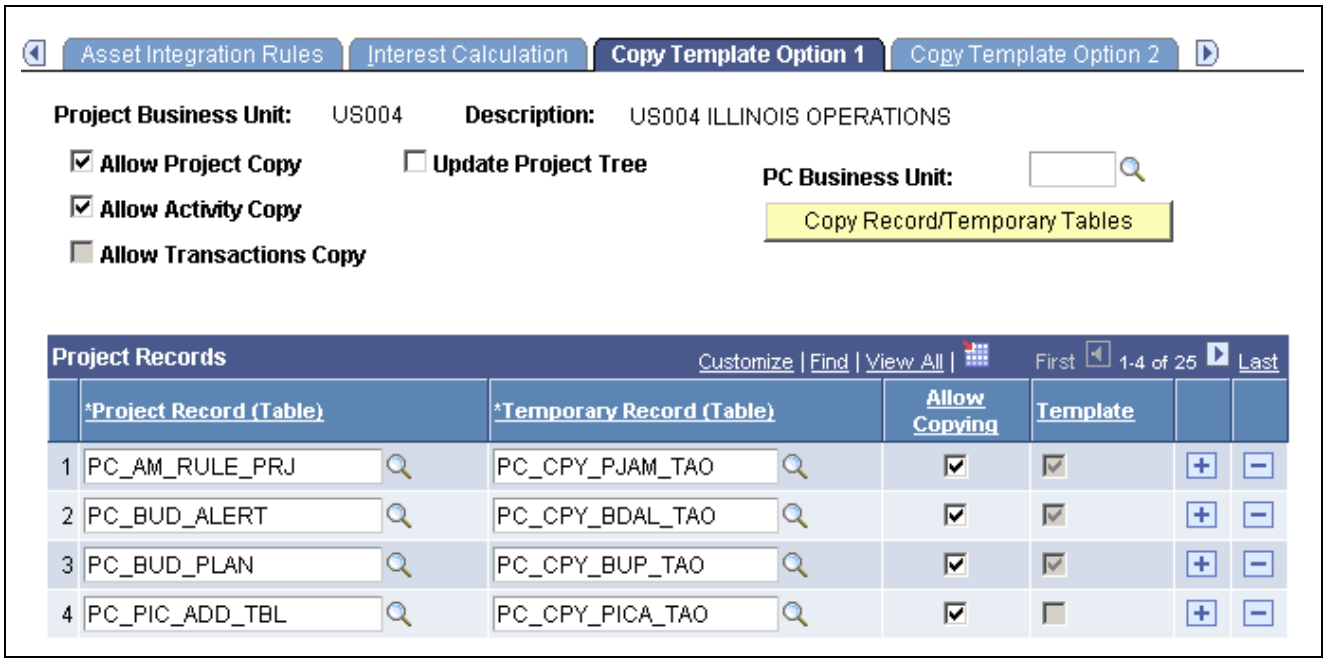
You are not required to create an analysis type sequence in ascending alphanumeric order. The system maintains a separate sequence number for each analysis type on this page. Each time that you add an analysis type, the system increments the Sequence Number field (SEQ_NBR) for the budget type (cost or revenue). The Sequence Number field is not visible on the user interface. The system uses the field to determine the next available budget version analysis type when you finalize a project budget plan.

See Also

Chapter 12, “Budgeting Project Costs and Revenue,” Maintaining Budget Plan Versions, page 263

Defining Parameters for Copying Projects and Creating Projects from Templates

Access the Copy Template Option 1 page.



Copy Template Option 1 page

This page is used to configure both the Project Copy and Project Templating features. Use this page to specify the tables that contain field values that the system copies into a new project that you create from a template.

For Project Copy, you can select the Allow Project Copy, Allow Activity Copy, and Allow Transaction Copy check boxes to enable this feature at project business unit level. Then you indicate at the project business unit level which records are eligible for copying field values from one project to another.

The Project Templating feature does not use the Allow Project Copy, Allow Activity Copy, or Allow Transaction Copy check boxes to determine if you can create a project from a template. The system makes that determination based on security for project creation. The eligible records that the system uses to create projects and field values from templates are based on the selected records in the Template column.

Allow Project Copy Select to include project definitions in a project that you copy from an existing project. The system copies the field values from the tables that are listed in the Project Records grid from the existing project to the new project.

Allow Activity Copy Select to include activity definitions in a new project that you create from an existing project. The system copies the field values from the tables that are listed in the Activity Records grid on the Copy Template 2 page from the existing project to the new project.

Allow Transactions Copy Select to include transactions in a new project that you create from an existing project. The system copies the transactions from the tables that are listed in the Transaction Records grid on the Copy Template 2 page from the existing project to the new project.

You cannot copy transactions from one project to another if you use Commitment Control or Projects Budgeting. Therefore, the Allow Transactions Copy check box is not available for selection if Commitment Control is enabled for Project Costing on the Installation Options - Products page.

Update Project Tree Select to insert the new project into a project tree.

Project Business Unit Enter a business unit to use with Copy Record/Temporary Tables function.

Copy Record/Temporary Tables Click to copy record settings of the business unit that is selected in the PC Business Unit field to this template.

Note. Project Costing delivers standard and temporary Project Records in Business Unit US003, which you can use as a guideline for all Project Records that can be used in the Project Copy and Project Templating features.

Allow Copying Select the check box corresponding to the project-level records from which you want to copy field values for an existing project into a new project.

Note. You must also select the Allow Project Copy option for the system to copy the selected records and their field values.

Template When you select the Allow Copying check box for a row, the system automatically selects the Template check box if the record is eligible to be copied to create projects from templates. This check box is not editable.

This column does not restrict data that is saved in the database tables for a project template.

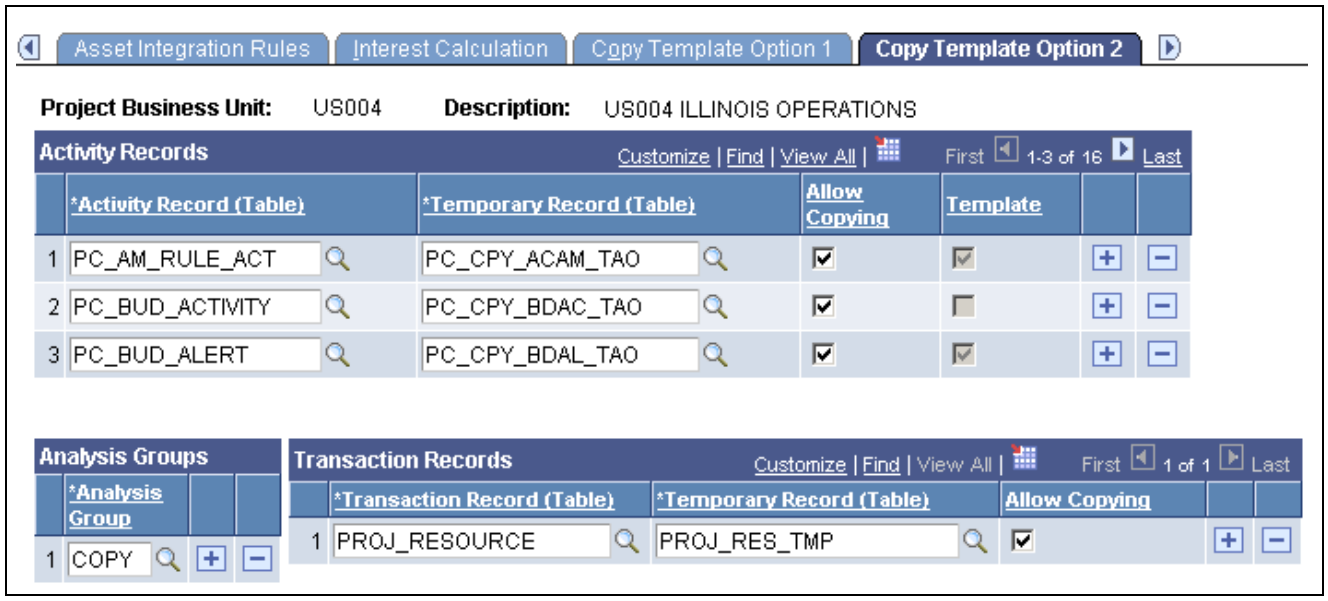
This table lists the records and temporary records that are available for performing the project copy and project templating process:

Project Record (Table)	Temporary Record (Table)	Used for Project Copy, Project Templating, or Both
PC_AM_RULE_PRJ	PC_CPY_PJAM_TAO	Both
PC_BUD_ALERT	PC_CPY_BDAL_TAO	Both
PC_BUD_PLAN	PC_CPY_BUP_TAO	Both
PC_PIC_ADD_TBL	PC_CPY_PICA_TAO	Copy
PC_PIC_STUS_TBL	PC_CPY_PICS_TAO	Copy
PC_PROJHEALTH	PC_CPY_HLTH_TAO	Both
PC_SR_DATES	PC_CPY_SRDT_TAO	Copy
PC_SR_FRQS	PC_CPY_SRFQ_TAO	Copy
PGM_ACTION_PLAN	PC_CPY_RKAP_TAO	Copy
PGM_PROJ_RISK	PC_CPY_RISK_TAO	Copy

Project Record (Table)	Temporary Record (Table)	Used for Project Copy, Project Templating, or Both
PGM_RISK_NOTES	PC_CPY_RKNT_TAO	Copy
PGM_RISK_TRIGGR	PC_CPY_RKTG_TAO	Copy
PROJ_APPROVAL	PC_CPY_PJAP_TAO	Both
PROJ_DOCUMENT	PC_CPY_PDOC_TAO	Copy
PROJ_EV_APPROVE	PC_CPY_EVAP_TAO	Both
PROJ_JUSTIFY	PC_CPY_PJUS_TAO	Both
PROJ_LOCATION	PC_CPY_PLOC_TAO	Both
PROJ_TEAM_SCHED	PC_CPY_TMSC_TAO	Both
PROJECT	PC_CPY_PROJ_TAO	Both
PROJECT_DESCR	PC_CPY_DESC_TAO	Both
PROJECT_MGR	PC_CPY_MGR_TAO	Both
PROJECT_SCHED	PC_CPY_PSCH_TAO	Both
PROJECT_STATUS	PC_CPY_PSTA_TAO	Both
PROJECT_TEAM	PC_CPY_TEAM_TAO	Both
PSA_ORGPRJ_DEFN	PC_CPY_PORG_TAO	Copy

Defining Parameters for Copying Activities, Transactions, and Analysis Groups

Access the Copy Template Option 2 page.



Copy Template Option 2 page

Allow Copying Select the check box corresponding to the activity-level records from which you want to copy field values for an existing project into a new project. The system copies the selected records and their field values only if you select the Allow Activity Copy option on the Copy Template 1 page.

Template When you select the Allow Copying check box for a row, the system automatically selects the Template check box if the record is eligible to be copied to create projects from templates. This check box is not editable.

Analysis Group Enter the analysis group that the system uses for mapping analysis types from the template project or activity to the new project or activity.

When you copy transaction rows from one project to another, the analysis group indicates which transaction rows to copy. The system copies only those rows with an analysis type that is in the selected analysis group. The Template Copy analysis group (COPY) selects actual cost rows (with an analysis type of ACT) and maps them to total cost budget rows (with an analysis type of BUD). Thus, the system selects ACT rows from the template project and copies them to the new project as BUD rows. PeopleSoft delivers the COPY analysis group as system data; however, you can use any analysis group.

See Chapter 4, "Setting Up Project Costing Control Data," Defining Analysis Groups, page 76.

Activity Records

This table lists the activity record and temporary records that are necessary for performing the copy process:

Activity Record (Table)	Temporary Record (Table)	Used for Project Copy, Project Templating, or Both
PC_AM_RULE_ACT	PC_CPY_ACAM_TAO	Both
PC_BUD_ACTIVITY	PC_CPY_BDAC_TAO	Copy
PC_BUD_ALERT	PC_CPY_BDAL_TAO	Both
PC_BUD_DETAIL	PC_CPY_BDTL_TAO	Both
PC_BUD_ITEM	PC_CPY_BDIT_TAO	Both
PC_DELIVERABLES	PC_CPY_DELV_TAO	Both
PC_PRICE_R_PLAN	PC_CPY_PRCP_TAO	Both
PC_PRICE_RATES	PC_CPY_ARAT_TAO	Both
PGM_ACT_DEP	PGM_CPY_ATD_TAO	Both
PROJ_ACT_DESCR	PC_CPY_ADES_TAO	Copy
PROJ_ACT_LOC	PC_CPY_ALOC_TAO	Both
PROJ_ACT_STATUS	PC_CPY_ASTA_TAO	Both
PROJ_ACT_TEAM	PC_CPY_ACTM_TAO	Both
PROJ_ACTIVITY	PC_CPY_ACTY_TAO	Both
PROJ_QUALITY	PC_CPY_QUAL_TAO	Both
PSA_ORGPRJ_ACT	PC_CPY_OGAC_TAO	Copy

Transaction Records

Transaction Record (Table) and **Temporary Record (Table)**

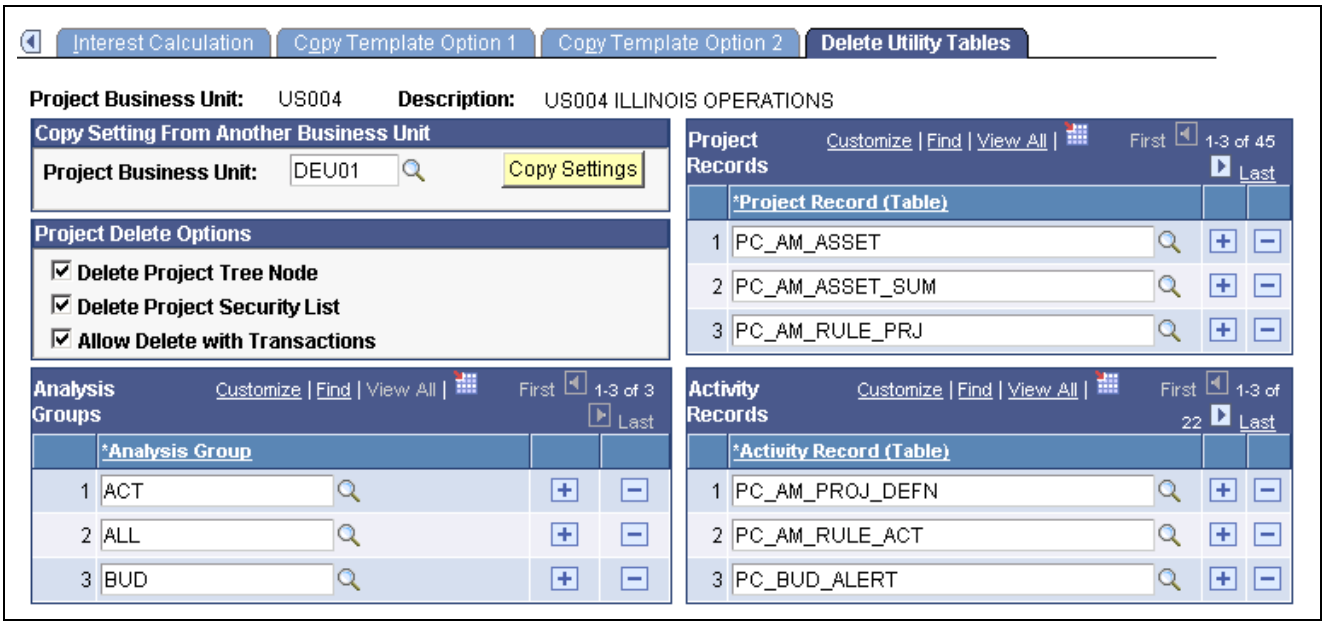
The only transaction record that is necessary for performing the copy process is PROJ_RESOURCE. The corresponding temporary record is PROJ_RES_TMP.

The system copies the selected records and field values only if you select the Allow Transactions Copy option on the Copy Template 1 page.

Defining Parameters for the Delete Utility

The Project Delete utility provides an effective means of removing projects, activities, and transactions from the database. Before you can use the utility, you must set up utility tables for each business unit that is on the Delete Utility Tables page, which is accessible to managers or power users who have permission to implement the Project Delete utility.

Access the Delete Utility Tables page.



Delete Utility Tables page

Use this page to set up the system to allow the deletion of:

- All or selected transactions based on the project, activity, and analysis group.
- All or selected activities based on the project.
- A project and all associated project data.
- A project node from a specified project tree.

The Project Delete utility does not purge project-related data from feeder systems or modules that interface with Project Costing.

Warning! Give thoughtful consideration to the process of setting up the Project Delete utility. Project deletions are permanent and irreversible.

Project Business Unit To copy the settings of the Analysis Groups, Project Records, and Activity Records group boxes from another project business unit to the business unit that is listed at the top of the page, enter the business unit that is to be copied and click Copy Settings.

Delete Project Tree Node Select to delete the corresponding project node from the business unit's project tree structure when the project is deleted.

Delete Project Security List Select to delete the corresponding rows from the Project Security table (SEC_PROJLST_CLS). When you delete a project, the system also removes

project team members from the Project Security table who are associated with the project.

Allow Delete with Transactions

Select to delete projects and activities even if transaction rows exist. When you attempt to delete a project or activity, a warning appears indicating that transaction rows are present and are deleted along with the project or activity.

Clear the Allow Delete with Transactions option to restrict users from deleting a project or activity if a transaction row is present.

Analysis Group

Enter the type of transactions, by analysis group, that you can delete at the transaction level. At this level, project and activity tables remain unchanged.

Project Records

Enter the project records from which data is purged when you delete a project and its activities at the project level.

To prevent data fragmentation, include these records in the Project Records group box:

- GM_PRJ_DEPT
- GM_PRJ_DEPT_PCT
- GM_PROJ_RES
- GM_PROJ_RES_DT
- PC_AM_ASSET
- PC_AM_ASSET_SUM
- PC_AM_RULE_PRJ
- PC_BUD_PLAN
- PC_BUD_PLAN_LNG
- PC_BUD_PLN_HIST
- PC_BUDPLHST_LNG
- PC_CHC_INFO
- PC_GNT_PROJ
- PC_IM_ATTCH_LNG
- PC_IM_ATTCH_TBL
- PC_IM_HIST_LNG
- PC_IM_HIST_TBL
- PC_IM_ISSUE_LNG
- PC_IM_ISSUE_TBL
- PC_IM_NOTE_LNG
- PC_IM_NOTE_TBL
- PC_IM_RSLTN_LNG
- PC_IM_RSLTN_TBL
- PC_PIC_ADD_LNG
- PC_PIC_ADD_TBL

- PC_PIC_NOTE_LNG
- PC_PIC_NOTE_TBL
- PC_PIC_STUS_TBL
- PC_PROJHEALTH
- PC_SR_DATES
- PC_SR_FRQS
- PC_TEAM_IP_SCHD
- PC_TEAM_IPSC_LG
- PC_TEAM_SC_LANG
- PGM_ACTION_PLAN
- PGM_BUDANALFACT
- PGM_BUD_AUDIT
- PGM_BUD_AUDT_LG
- PGM_BUD_DETAIL
- PGM_BUD_DOC
- PGM_BUD_DOC_LG
- PGM_BUD_PERIOD
- PGM_BUD_PLAN
- PGM_BUD_PLAN_LG
- PGM_CHC_BUD_LG
- PGM_CHC_HDR_LG
- PGM_CHC_PRD_LG
- PGM_CHC_REQ_BUD
- PGM_CHC_REQ_HDR
- PGM_CHC_REQ_PRD
- PGM_CHC_REQ_RES
- PGM_CHC_RES_LG
- PGM_PRJ_RISK_LG
- PGM_PROJ_RISK
- PGM_RISK_ATTACH
- PGM_RISK_ATT_LG
- PGM_RISK_NOTES
- PGM_RSK_NOTE_LG
- PGM_RISK_TRIGGR
- PGM_RSK_TRIG_LG
- PROJECT

- PROJECT_DESCR
- PROJECT_LANG
- PROJECT_MGR
- PROJECT_SCHED
- PROJECT_STATUS
- PROJECT_TEAM
- PROJ_APPROVAL
- PROJ_DOCUMENT
- PROJ_EV_APPROVE
- PROJ_FUNDING
- PROJ_JUSTIFY
- PROJ_LOCATION
- PROJ_TEAM_LANG
- PROJ_TEAM_SCHED
- PSA_ORGPRJ_DEFN

You can copy project record settings from the sample database that PeopleSoft delivers.

Activity Records

Enter the activity records from which rows are purged when you delete data at the activity level.

To prevent data fragmentation, include these records in the Activity Records group box:

- GM_PRJ_ACT_FA
- GM_PRJ_ACT_FA1
- GM_PRJ_ACT_FA2
- GM_PRJ_ACT_FA3
- PC_AM_PROJ_DEFN
- PC_AM_RULE_ACT
- PC_BUD_ACTIVITY
- PC_BUD_ALERT
- PC_BUD_ALRT_LNG
- PC_BUD_DETAIL
- PC_BUD_DTL_HIST
- PC_BUD_ITEM
- PC_BUD_SUMMARY
- PC_PRICE_R_PLAN
- PC_DELIVERABLES
- PC_DELIVER_LANG

- PC_DELV_DOC
- PC_DELV_DOC_LNG
- PC_PRICE_RATES
- PC_RES_FUND
- PC_SR_SUM_DTL
- PC_SR_SUMDTL_AF
- PGM_ACT_DEP
- PGM_CHC_ACT_LG
- PGM_CHC_ARL_LG
- PGM_CHC_REQ_ACT
- PGM_CHC_REQ_ARL
- PGM_CHC_REQ_ETC
- PROJ_ACTIVITY
- PROJ_ACTIVTY_LG
- PROJ_ACT_DESCR
- PROJ_ACT_LOC
- PROJ_ACT_STATUS
- PROJ_ACT_TEAM
- PROJ_QUALITY
- PSA_ORGPRJ_ACT

Activity record settings can be copied from the sample database that PeopleSoft delivers.

Setting Up Other Project Business Unit Options

Additional pages in the Project Costing Options component (PC_BUS_UNIT_OPT) are discussed in business process sections of this PeopleBook. This table lists the additional component pages and provides a link to the discussion:

Project Options Component Page	Location of Page Discussion
Microsoft Project	See Chapter 32, "Integrating with Microsoft Project 2002," Defining Integration Criteria, page 622.
Budget Alerts	See Chapter 12, "Budgeting Project Costs and Revenue," Defining Budget Alert Thresholds, page 240.

Project Options Component Page	Location of Page Discussion
Asset Integration Rules	See Chapter 25, "Managing Assets," Defining Asset Integration Rules for Express Capitalization, page 457. See Chapter 25, "Managing Assets," Defining Asset Integration Rules for Manual Capitalization, page 476.
Interest Calculation	See Chapter 22, "Calculating Interest," Defining Interest Calculations, page 390.

CHAPTER 4

Setting Up Project Costing Control Data

This chapter provides overviews of project ChartFields, general control data, project-related control data, activity-related control data, and transaction-related control data and discusses how to:

- Set up project ChartFields.
- Set up general control data.
- Set up project-related information.
- Set up activity-related information.
- Set up transaction-related information.

Understanding Project ChartFields

ChartFields store the chart of accounts and provide the basic structure to segregate and categorize transactional and budget data.

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, “Defining and Using ChartFields”.

The PeopleSoft system provides these six project ChartFields:

- Project Business Unit (BUSINESS_UNIT_PC)
- Project (PROJECT_ID)
- Activity (ACTIVITY_ID)
- (Optional) Source Type (RESOURCE_TYPE)
- (Optional) Category (RESOURCE_CATEGORY)
- (Optional) Subcategory (RESOURCE_SUB_CAT)

Use the Standard ChartField Configuration page (STANDARD_CF_TMPLT) to modify these project ChartField attributes:

- Field display order.

  You can change the placement of the group of project ChartFields when they appear in a grid with all other general ledger ChartFields. All project ChartFields move together in a block when you change the order of the Project ChartField.
- Status (active or inactive).
  - The Project ChartField must remain active if you use Expenses, Resource Management, or Project Costing.
  - Source Type, Category, and Subcategory ChartFields must remain active if you specify on the Project Costing Options page that these are required fields for the project business unit.

  - The Source Type ChartField must remain active if you specify on the Project Costing Definition page that Category field values are related to the Source Type.
  - The Category ChartField must remain active if you specify on the Project Costing Definition page that Subcategory field values are related to the Category.

- Default field label.
- Field display length.

Project ChartFields do not appear for selection in the IntraUnit Related ChartField drop-down list on the Standard ChartField Configuration page.

Note. The Analysis Type field (ANALYSIS_TYPE) is not a project ChartField; therefore, it does not appear in the Standard ChartField Configuration page. However, the Journal Lines page (JRNL_LN_FS) includes the Analysis Type field with the project ChartFields in the Journal Line Data grid. If you reorder the project ChartFields on the Standard ChartField Configuration page, the Analysis Type field retains its position between the Activity and Source Type ChartFields on the Journal Lines page.

Source Types

Project Costing uses transactions to track, analyze, and report on actual and planned project costs. You assign source types to individual transactions to identify the transaction's purpose.

Source types can be as general or as specific as needed. For example, you can use a Labor source type to track total project labor costs, or use overtime labor and standard labor source types to track overtime and standard labor separately.

These source types are necessary for Project Costing source groups, reports, and processes to function properly; if not implemented, these source types must still be configured:

Source Type	Description
AFUDC	AFUDC Interest
DIRCT	Direct Costs
LABOR	Labor
MATER	Materials
OVER	Overhead

Categories and Subcategories

Categories and subcategories further define source types. You can combine categories and subcategories in source groups for reporting and analysis. Although defining categories and subcategories is optional, using them provides greater flexibility and granularity for tracking and analyzing costs.

For example, you can divide a labor source type into different categories of labor, such as architect labor, carpenter labor, and plumber labor, and use subcategories for regular hours and overtime hours. By using these categories and subcategories, you can track items such as total labor costs for a project, total overtime hours, architect overtime hours, and carpenter standard hours.

Relating Source Types, Categories, and Subcategories

Source types, categories, and subcategories provide flexibility for defining transactions. You can define relationships between these fields to control data-entry options for specific fields, which reduces the possibility of error.

The relationships can be one-to-one or one-to-many. If you relate source types to specific categories, and assign a source type to a transaction, you can assign a category only if it is related to the source type. For example, a transaction with a labor source type can only be entered in a category that is related to labor by its definition. The same is true for relationships between categories and subcategories.

To enable relationships between source types, categories, and subcategories, select *Related* as the Category Edit Option and SubCategory Edit Option on the Project Costing Definition page (BUS_UNIT_TBL_PC).

See Chapter 3, "Setting Up Project Business Units," Creating Project Business Units, page 12.

Defining relationships between source types, categories, and subcategories is optional. If you do not establish relationships, the system does not limit the categories and subcategories that are available for selection.

Understanding General Control Data

By using control data, you can group Project Costing elements to facilitate system processing, increase system performance, and aid in analyzing and reporting project data. This section provides an overview of two kinds of general control data—integration templates and asset profiles.

Integration Templates

Project Costing uses integration templates to share projects across multiple business units in Asset Management, Purchasing, and General Ledger. For example, if you create an integration template that points to multiple general ledger business units, you can share a project across those specific business units. Integration templates also establish business units that are assigned to transactions by default.

You must assign an integration template to each new project. For example, if a company has an aerospace division and a utilities division, aerospace projects may use one general ledger business unit and utilities projects may use another general ledger business unit. Therefore, you will set up two integration templates—one to define the business unit integration for aerospace projects and one to define the business unit integration for utilities projects.

Each project integration template contains specific set of general ledger business units. Integration templates provide the flexibility to define the integration between project business units and general ledger business units that best fit the organization's needs. You can set up the project and general ledger integration so that:

- One project business unit can post to many general ledger business units.
- Many project business units can post to a single general ledger business unit.
- Each project business unit can post to a different general ledger business unit.

The system also uses integration templates to control access to general ledger business units. You can post transactions for a project only to a general ledger business unit that is specified in the integration template that is assigned to the project. The same control applies to purchasing business units. You can create requisitions in Purchasing for a project only if the purchasing business unit is defined on the integration template for the project.

Asset Profiles

Asset profiles are templates that contain standard depreciation criteria for an asset type and its corresponding asset books. Profiles help reduce data entry and ensure consistency and accuracy when you add assets. You can use profile data as default values, and you can override any field that is in the asset profile when you enter assets into the system. You set up asset profiles in Asset Management if you use that application. If you don't use Asset Management, you must set up asset profiles in Project Costing before you can summarize transactions by profile or by asset.

You must set up at least one asset profile before any assets can be added to the system. Set up asset profiles to match most, if not all, of the major asset categories you track on the books. Asset profiles can range from standard categories, such as land or furniture and fixtures, to more detailed categories, such as computers, phones, and fax machines.

Each asset profile has a unique profile ID that the system uses to group profiles by type. For example, you can define automobile profiles as autos, autos-luxury, and autos-leased.

See Also

Chapter 25, "Managing Assets," page 437

Understanding Project-Related Control Data

Project-related control data consists of required and optional information that you use primarily to create new projects. This section provides overviews of:

- Project types.
- Project and processing status.
- Project type status paths.
- Project status default values.
- Phase types.
- Project events.

Project Types

The system uses project types to categorize projects for reporting and analysis. Additionally, you can assign a default rate set or rate plan to a project type for specific business units. When you create a new project and specify the project type, the system automatically attaches the default rate set or rate plan that is associated with the project type and business unit combination.

Using project types is optional.

See Also

Chapter 7, “Creating and Maintaining Projects,” Assigning and Tracking Rates, page 150

Project and Processing Status

Project Costing uses two statuses to convey where a project is in its life cycle—project status and processing status:

- Status field (PROJECT_STATUS)

  This is a required, user-defined field that identifies the conditions that you want to track for projects and activities. The status also defines project events, such as conditional changes that require approval.

  You can define status types or use the system-delivered status types.

- Processing Status field (PROCESSING_STATUS)

  This is a system-defined field that the system uses to restrict incoming transactions.

  For example, you can charge cost transactions from feeder systems to projects with an Active processing status, but not to projects with a Pending processing status.

  Valid processing statuses are Pending, Active, Inactive, and Template. You map the user-defined status types to any system-defined processing status, except the Template processing status. When you update a project’s status, the system automatically updates the processing status based on this mapping. You cannot change a project’s processing status directly.

You can map these system-defined processing status types to project status types:

- Active
- Pending
- Inactive

This table lists the status types that Project Costing delivers as sample data and their mappings to processing status types:

Status Type	Corresponding Processing Status Type	Status Effective Date
A (Approved)	Active	08/11/2004
B (Budgeted)	Pending	01/01/1900
C (Closed)	Inactive	08/11/2004
F (Forecasted)	Pending	01/01/1900
H (Hold)	Pending	01/01/1900
I (In Service)	Active	01/01/1900

Status Type	Corresponding Processing Status Type	Status Effective Date
O (Open)	Active	01/01/1900
P (Proposed)	Pending	01/01/1900
Z (Frozen)	Inactive	01/01/1900

Every project status must map to a processing status. You can modify project status types and the delivered mappings, but you must not delete or modify the delivered processing statuses.

Status Effective Dates

A project's status is effective-dated. When you assign a new project status and effective date, an Application Engine program assigns the corresponding processing status based on the effective-dated mapping that you defined for the project status type.

When you create a new project manually in Project Costing, if the project start date equals or precedes the current date, the system assigns the project status effective date based on the project start date. If the project start date is in the future, the system assigns the project status effective date based on the current date.

You cannot change the project start date to an earlier date if there is no valid project status assigned to the project based on the effective date. In this situation, adjust the project status effective date before you change the project start date.

You can modify the project status on the Project Definitions - General Information page until you save a new project. After that, you must enter a new effective-dated row on the Project Definitions - Status page to change the project status.

Default Project Statuses for Integration with Other Applications

Use the Project Status Defaults page to specify default project statuses for each system-defined processing status for projects that are programmatically created by these applications:

- Resource Management.
- Contracts.
- Grants.
- Proposal Management.
- Project Portfolio Management (for projects that are created by project requests in a Costing or Declined status).
- Program Management (for projects that are created by project requests in a Costing or Declined status).

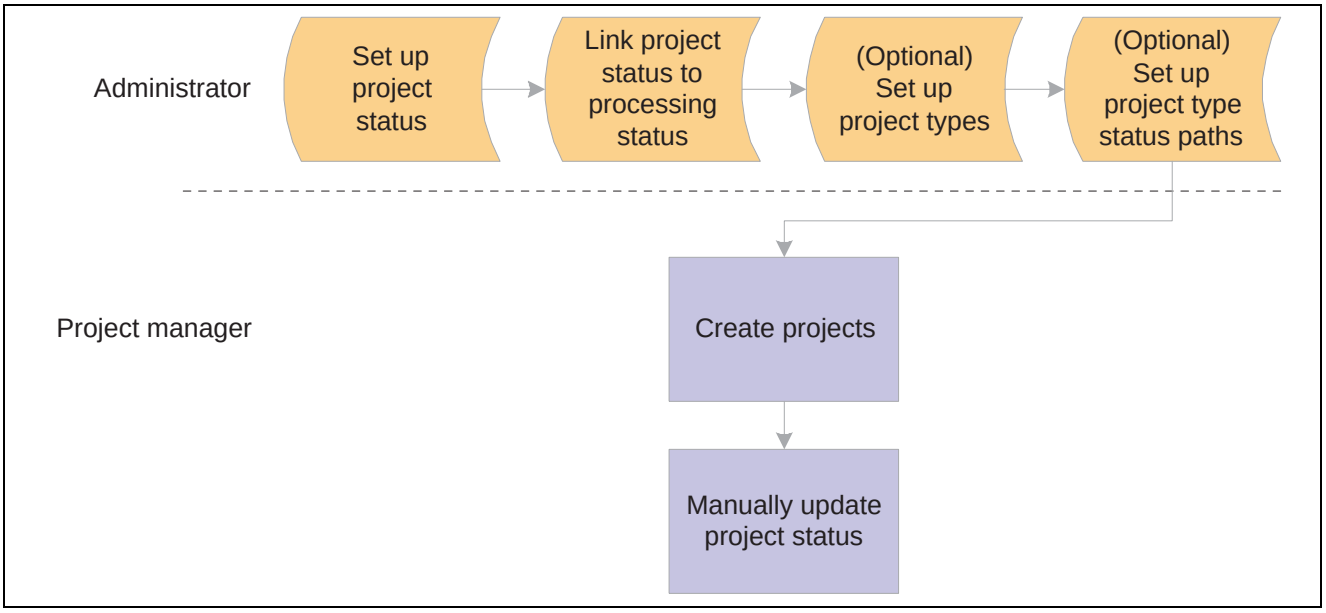
Also use the Project Status Defaults page to specify both default project and processing statuses for projects that are programmatically created by project requests in an Approved status in Project Portfolio Management or Program Management. Otherwise, the project request approval process fails.

As an example of using default project statuses for integration with other applications, assume that you create a project to model costs for a proposal in Proposal Management. The system assigns the pending processing status, and assigns the default project status that is set up for pending projects that are created by project requests in Proposal Management.

To change the project status for a project that is created by Resource Management, Grants, Proposal Management, Project Portfolio Management, or Program Management, you select a project status that is mapped to a processing status on the Project Status Defaults page.

Process Flow

This diagram shows the process flow to set up project and processing statuses, and update a project's status:



Setting up project and processing status

After you update the project status, the system:

1. Determines if the corresponding processing status is a valid change based on the previous processing status.

   The processing status:

   - Can change from Pending to Active.
   - Can change from Pending to Inactive.
   - Can change from Inactive to Active.
   - Can change from Active to Inactive.
   - Cannot change from Active to Pending.
   - Cannot change from Inactive to Pending.

2. Determines if the project status effective date is current or future-dated.

   An Application Engine process monitors project status effective dates and updates the processing status as necessary.

3. Determines if a processing status change is valid.

   If the change is not valid, an error message appears.

4. Determines if a project type status map exists for the project type.

   If a project type status map exists, the system determines if the project status change is valid based on the project type status path for that project type.

5. Determines if there a project event defined for this project status change.

If a project event is defined, the system triggers approval workflow.

6. Updates project status and processing status.

Project Type Status Paths

Project type status paths combine project types and project status types to control the status progression through the life of a project and activity.

For example, a new project may have a status of Proposed. The status can change from Proposed to Open if you win a contract, or from Proposed to Closed-Lost Bid if you lose a contract. A project cannot change from Proposed directly to a status of On-Hold. If the project status is Closed, activities are locked and you cannot change the status. This table lists the possible status paths in this example:

From Status	To Status
Proposed	Open Closed - Lost Bid
Open	Hold Closed
Hold	Closed Re-Open
Closed	No status changes permitted

You can define custom project status paths for each project type. Select the Use Status Path check box on the Project Types page to use a project type status path for a specific project type. Use the Project Type Status Path page to define status paths.

After the system determines if a project status and the corresponding processing status are valid changes, the system determines if the project type status path is valid.

Note. During setup, the system does not validate the project type status path against the processing status path rules.

Phase Types

When you enter dates in a project schedule, it can be useful to know what phase of the project those dates represent. For example, for a phase type of Clean Up, you can enter a begin cleanup date and an end cleanup date in the project schedule to track the time that is spent specifically on the Clean Up phase. Using phase types is optional.

Project Events

Project events are changes in the status of a project or an activity. For example, you can define a change in project status from Proposed to Approved as a project event that requires approval. A project event can be a change in project status between two consecutive status types such as Proposed and Approved, or two nonconsecutive status types such as Proposed and Closed. You must define project status types before you define project events. Using project events is optional.

Note. During setup, the system does not validate the project status event path against the processing status path rules.

Understanding Activity-Related Control Data

Activity-related control data consists of required and optional information that you use primarily to create new activities. This section provides overviews of:

- Quality types.
- Standard activities.

Quality Types

Quality types identify the criteria on which you can rate activities for quality. For example, you can rate projects for quality based on accuracy, on-time performance, safety, or usability. Set up quality types that you can use to group and analyze activities with quality ratings that are based on the same criteria. Using quality types is optional.

Standard Activities

You can limit the number and types of activities that users can assign to projects, which facilitates reporting and analysis. Standard activities are predefined, keyed by setID, and based on project type. You can require users to select from a list of standard activities when they assign activities to projects.

To use standard activity functionality:

- Define standard activities on the Standard Activities page.
    1. Select the Projects option for each activity that you want to use in Project Costing.
    2. Assign a specific project type to each activity that you want to use in Project Costing.
- Create a project and on the Project Definitions - General Information page assign a project type that is associated with the standard activities that you want to add to the project.
- On the Project Costing Definition page for the project, select the Standard Activities option to enable the standard activity functionality.

Using standard activities is optional.

See Also

Chapter 7, “Creating and Maintaining Projects,” Defining Projects, page 142

Understanding Transaction-Related Control Data

Transaction-related control data consists of required and optional information that you use primarily to create transactions. This section provides overviews of:

- Analysis types.
- Analysis groups.
- Transaction codes.
- Transaction types.
- Transaction identifiers.

Analysis Types

With the exception of programs (summary projects), each project is composed, at the most basic level, of transactions. Transaction rows in the Project Transaction table (PROJ_RESOURCE) contain the quantity and amounts associated with each transaction and all of the identifying information that accompanied those costs. Analysis types are assigned to individual transactions to identify different types of transactions, such as estimated costs, budgeted amounts, actual costs, and billed costs. For example, you can create an analysis type for the calculation of total budgeted amounts of the project compared to total actual costs, to see if the project is over or under budget at any time during the project.

A single transaction can result in multiple transaction rows as it moves through the system. For example, assume that a project has 1,000 USD budgeted for project labor. The actual cost of labor is 1,500 USD, and amount of billing for the labor is 1,700 USD. The result is three transaction rows that record the same labor transaction as it moves from stage to stage through the project, as shown in the this table:

Analysis Type	Transaction Type	Amount
BUD (Budget)	LABOR	1,000.00 USD
ACT (Actual costs)	LABOR	1,500.00 USD
BIL (Billing)	LABOR	1,700.00 USD

Many of the following analysis types are necessary for Project Costing analysis groups, reports, and processes to function properly. If you choose not to implement these analysis types, you still must configure these features. You can create additional analysis types for processing and analysis purposes.

Analysis Type	Description
ACT	Actual Cost
ASP	Express Asset % Distributions
BAJ	Billing Adjustment

Analysis Type	Description
BD1 through BD8	Total Cost Budget - Scenario 1 through Total Cost Budget - Scenario 8
BIL	Billable Amount
BLD	Billed Amount
BRT	Billing Retainage
BUD	Total Cost Budget
CAC	Cost Sharing Actuals
CAJ	Cost Share Commitment Adjust
CBA	Cost Budget Adjustments
CBU	Cost Sharing Budget
CCA	Closed Commitment Adjustments
CCO	Cost Sharing Commitment
CCR	Cost Share Commitment Reversal
CFA	Cost Sharing Finance and Administration
CGE	Cost Sharing General Ledger Expense
CLS	Asset Cost Summary
COM	Commitment including Purchase Order & Subcontractor
COR	Cost of Removal of Asset
CPY	Cost Share Payroll
CQR	Cost Share Requisition Reversal

Analysis Type	Description
CRQ	Cost Sharing Requisition
CRR	Cost of Removal Cost Summary
CRV	Commitment Reversals
CST	Costing (without Contracts)
CV1 through CV4	Historical Cost Budget Version 1 through Historical Cost Budget Version 4
DEF	Billing Deferred Amount
DSC	Billing Discount
ESB	Proposal Management Bill Estimate
ESC	Proposal Management Cost Estimate
ETB	Bill Estimate to Complete
ETC	Cost Estimate to Complete
FBD	Fixed Cost Billed Amount
FCC	Completion Cost
FND	Funds Distribution
FRD	Forward Pricing for Revenue
FRV	Fixed Cost Revenue Amount
FTC	Forecast Cost to Complete
GLE	GL (General Ledger) Expense
GLR	GL Revenue

Analysis Type	Description
GNT	Grant Reimbursement
MMC	Maintenance Management Costs
NPY	No Pay Time and Labor Actual
OFA	Offset Revenue
OLT	Over Limit Amount
ORD	Order
PAY	Time and Labor Actual
PCA	Profile Adjustment
PCL	Profile Cost Summary
PFS	Proceeds from Sale of Asset
PMR	Proposal Management Reversal
PRV	Billing Provisional Pricing
PSD	Purchase/Sold Time Discount
PSR	Proceeds from Sale Summary
PST	Purchase/Sold Time
RAJ	Released Retainage Adjustment
RB1 through RB3	Revenue Budget 1 through Revenue Budget 3
RBD	Revenue Budget
REB	Rebate

Analysis Type	Description
REQ	Requisition
RET	Retirement Cost
REV	Revenue
ROL	Revenue Over Limit
RRT	Released Billing Retainage
RRV	Requisition Reversals
RV1 through RV4	Historical Revenue Budget Version 1 through Historical Revenue Budget Version 4
SFA	Sponsor Finance and Administration
SHD	Shared Discount
SHR	Shared Revenue
SUT	Sales/Use Tax
TLA	Time and Labor Estimate
TLB	Time and Labor Estimate for Billing
TLC	Time and Labor Contractors
TLX	Cost from Time Traveler
UAJ	Prepaid Utilization Adjustment
UTL	Prepaid Utilization (Billing)
VAR	Variance
VIN	Not Recoverable Value Added Tax

Analysis Type	Description
WAJ	Withholding Adjustment
WFA	Waived Facilities and Administration
WRJ	Withholding Release Adjustment
WRL	Withholding Release
WTH	Withholding
WTO	Write-off
WWO	Withholding Write-off

Project Costing delivers cost sharing analysis types that are used exclusively by Grants. If a transaction line for a Grants project meets the criteria of cost sharing that is defined at the Grants business unit level, the system assigns the cost sharing analysis type to the transaction.

Analysis Groups

You use analysis groups to:

- Analyze projects.
- Map analysis types.
- Enhance system performance.

Many analysis groups are necessary for Project Costing project analysis functions and mass changes to execute properly. If you choose not to use the analysis groups that are delivered with Project Costing, you still have to configure the analysis groups or create new ones to be used with these features. This table describes the analysis groups:

Analysis Group	Description
ACT	Actual Cost
ADJST	PC (Project Costing) Transaction Adjustment
ALL	All Analysis Types
AMCOR	Project Costing to Asset Management Cost of Removal

Analysis Group	Description
AMPFS	Project Costing to Asset Management Proceeds from Sale
AMRET	Asset Management - Retire Proceeds and Costs
BFEE	Billing Fee
BLD	Billed Transactions - Worksheet to Project Transaction table
BUD	Budgets
CBU	Cost Sharing Budget
CLOSE	Project Costing to Asset Management Asset Summary
COM	Commitments
COPY	Template Copy
COSTS	Estimated and Actual Costs
CRQ	Cost Sharing Requisition
CSCOM	Cost Share Commitment Balance
CSTSH	Cost Sharing Analysis Group
FNA	Facilities and Administration
FOR2C	Forecast Cost at Completion
GBUD	Grants Budgets
GL	General Ledger Analysis Types
GMACT	Grant Reporting Actual Expense

Analysis Group	Description
HBPV1 through HBPV4	Historical Budget Version 1 through Historical Budget Version 4
INT	Interest Calculation
LABOR	Labor Cost and Time
MMCST	Maintenance Management Costs
OPENC	Open Commitment Balance
PCADJ	Project Costing to Asset Management Profile Adjustment
PCBUD	All Projects Budget Types
PMBIL	Mgr Trans Review (Manager Transaction Review) - Billing
PMCST	Mgr Trans Review - Cost
PMEXP	Proposal Management - Expense
PMREV	Mgr Trans Review - Revenue
PMSHR	Mgr Trans Review - Sharing
PMTIM	Proposal Management - Time
POADJ	Purchasing Adjustments
PRECL	Project Costing to Asset Management Profile Summary
PSBLD	Billing to Project Costing
PSCST	Accounting Costs
PSECC	Estimated Costs to Completion
PSITD	Inception to Date Costs

Analysis Group	Description
PSLMT	Limit Processing - Billing
PSREV	System Revenue
PSROL	Limit Processing - Revenue
PSRV2	GC (Government Contracting) System Revenue
PSTDR	Sharing
PSWKS	Billing Worksheet Grouping
RBUD	Revenue Budget Group
REQ	Requisitions
RETIR	PC to AM Retirement Costs
RFEE	Revenue Fee
UNBLD	Unbilled Transactions
VARY	Variance

Using Analysis Groups to Analyze Project Costs

You use analysis groups to define relationships among analysis types in order to analyze project costs using Project Costing pages, queries, or reports.

Creating an analysis group to analyze projects follows this process:

1. Group the analysis types to include in the project analysis.
2. Apply the appropriate multiplier to each analysis type to create a relationship.

A multiplier determines how amounts and quantities for a specific analysis type are factored into the analysis. The multiplier is applied to total quantities and amounts in all transactions identified by a specific analysis type. For example, to add amounts to the analysis, enter *1*. To subtract costs from the analysis, enter *-1*. To add half of the amounts to the analysis, enter *0.5*.

The easiest way to create analysis groups for analyzing projects is to start with an equation. This makes it easier to determine what multiplier to assign to an analysis type. For instance, to create an analysis group to determine whether or not a project is over budget, you might start with this equation:

Budgets - Actuals = Budget-to-Cost Variance

You assign a multiplier of *-1* to the Actual Cost analysis type and a multiplier of *1* to the Total Cost Budget analysis type. When using this analysis group for online analysis or reporting, all actual costs from the analyzed project are subtracted from budgeted costs. If the result is a negative number, the project is over budget. To set up the analysis group so that a positive number means the project is over budget, reverse the multipliers so that budgeted amounts are subtracted from actual costs.

You can apply multipliers to quantities for each analysis type included in an analysis group. When you create analysis groups to analyze project costs, multipliers will probably be the same for both the amount and the quantity.

Using Analysis Groups to Map Analysis Types

New projects or activities can be created from copies of existing projects and activities. You can specify an analysis group to map analysis types from the existing project or activity to the new project or activity. For example, when you create a project from an existing project, you can create an analysis group that maps actual (ACT) transactions from the existing project to the newly created project as budget (BUD) transactions. By using analysis groups, you can also manipulate mapped amounts. For example, you can enter a multiplier of *2* to double budgeted quantities and amounts in the new project.

Using Analysis Groups to Enhance System Performance

On some Project Costing pages, analysis groups limit the number of resource transactions that appear on a page at one time. For example, when there are tens of thousands of transactions per project in the system, performance is greatly reduced if you try to access all of those transactions every time that you open a page. By using analysis groups, you can limit the number of transactions that appear on a page to transactions of specified analysis types.

To do this, create an analysis group that identifies a group of analysis types. When an analysis group is entered as part of the selection criteria, only the resource transactions that contain the analysis types specified in that analysis group are available for use on the page.

See Also

Chapter 7, “Creating and Maintaining Projects,” Creating and Defining Projects, page 133

Source Groups

The source groups in the following list are necessary for certain award analyses and processes delivered with Grants to function properly. If you choose not to use the source types that are delivered with Grants, you still have to configure these source groups or create new ones to be used with these features:

- ITEMS (Inventory Items)
- LABOR (Total Labor)
- MATER (Total Material)

The high-level steps to establish source groups are:

1. Define source types.
2. Define resource categories.
3. Define resource subcategories.
4. Combine multiple source types for award analysis and billing.
5. Add descriptions to resource groups.

Transaction Types

Accounting rules determine how project transactions are translated into entries that are sent to the general ledger. Transaction types define generic transactions that are used to define an accounting rule.

Transaction rows that belong to the transaction type are assigned to a general ledger account based on an accounting rule. By defining transaction types in a separate table, you save time and reduce errors when you define accounting rules.

Standard transactions involve moving money from one account to another within the same general ledger business unit. Intercompany transactions involve moving money from an account in one general ledger business unit to an account in another general ledger business unit. Additional transaction rows are required for intercompany transactions.

Transaction Codes

You can use transaction codes to deal with exceptions and specific cases without creating a transaction type for each case. Add transaction codes to resource transactions as an additional key, and define accounting rules for transactions containing those transaction codes. The accounting rules for those resource transactions can then use the same transaction types but specify different accounts. For example, transaction codes can identify costs specifically for month-end or year-end processing.

Using transaction codes is optional.

Transaction Identifiers

Tiered pricing enables you to adjust the rate applied to cost transactions during the Pricing Application Engine process (PC_PRICING) based on quantities that accumulate against a contract line. This type of pricing applies to rate-based, contract-line processing only. Implementing tiered pricing requires that you create transaction identifiers, which are similar in concept to using analysis groups. Transaction identifiers provide users with the flexibility to identify and group project ChartField values and eliminate the need to identify the ChartField values each time they define tiered pricing for a new contract line.

Transaction limits, another feature that is available if you use Contracts, also requires the use of transaction identifiers. Transaction identifiers enable you to apply specific limits to transactions with Project Costing ChartField values that match the contents of the transaction identifier for a specific contract line.

Note. You must use Contracts to implement the Tiered Pricing and Transaction Limits features.

See Chapter 14, “Pricing Project Costs,” Defining Transaction Identifiers, page 312.

Setting Up Project ChartFields

To set up project ChartFields, use these components:

- Source Types (PROJ_RES_TYPE).
- Categories (PROJ_CATG_DEFN).
- Subcategories (PROJ_SUBCAT_DEFN).
- Relate Source Type/Category (PROJ_TYPE_CAT).
- Relate Category/Subcategory (PROJ_CAT_SUB).

Use these component interfaces to load data into the tables for this component:

- PC_RES_TYPE_INTFC
- PC_CATG_DEFN_INTFC
- PC_SUBCAT_DEFN_INTFC

This section discusses how to:

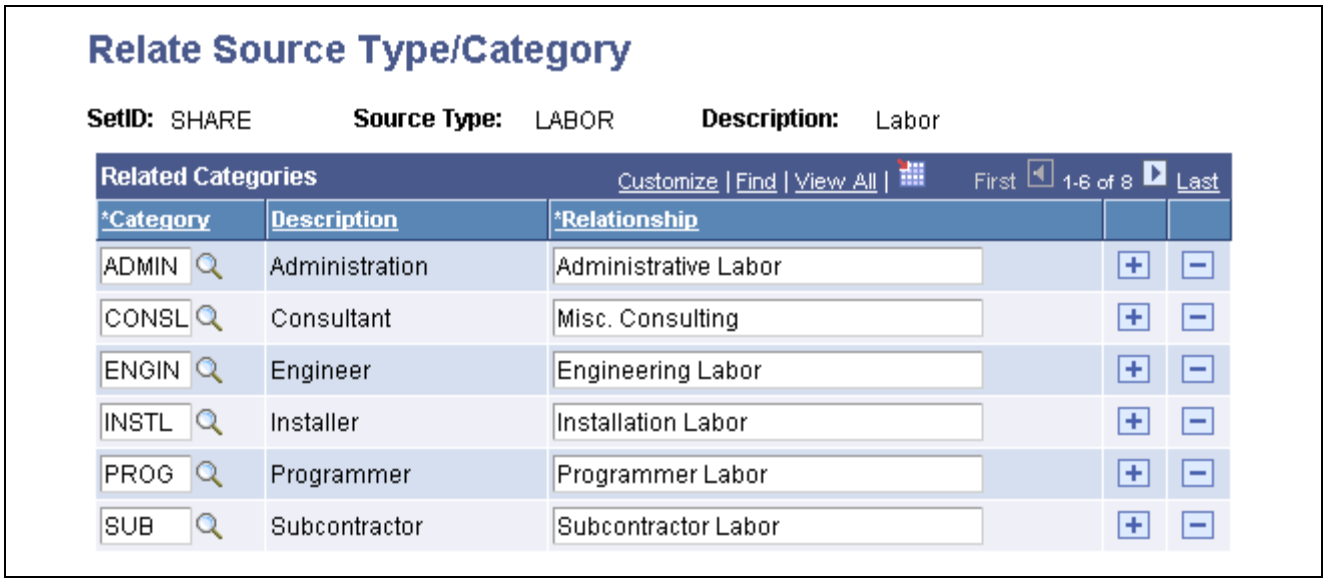
- Define source types.
- Define categories.
- Define subcategories.
- Set up relationships between source types and categories.
- Set up relationships between categories and subcategories.

Pages Used to Set Up Project ChartFields

Page Name	Object Name	Navigation	Usage
Source Types	PROJ_RES_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Source Types, Source Types	Create and modify source types.
Categories	PROJ_CATG_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Categories, Categories	Create and modify categories.
Subcategories	PROJ_SUBCAT_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, SubCategories, Subcategories	Create and modify subcategories.
Relate Source Type/Category	PROJ_TYPE_CAT	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Relate Source Type/Category, Relate Source Type/Category	Relate source types to categories.
Relate Category/Subcategory	PROJ_CAT_SUB	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Relate Category/Subcategory, Relate Category/Subcategory	Relate categories to subcategories.

Relating Source Types to Categories

Access the Relate Source Type/Category page.



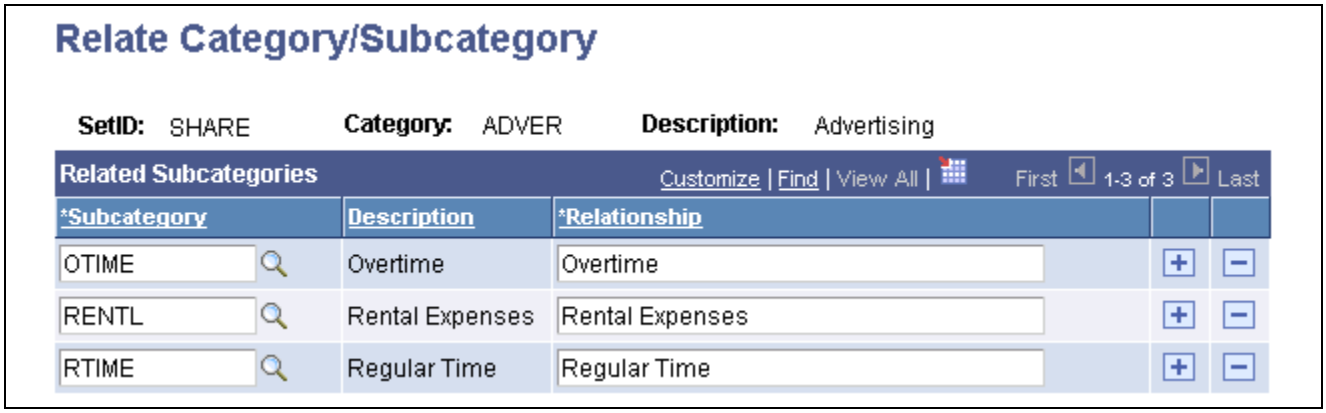
Relate Source Type/Category page

Category Enter a category to associate with the displayed source type. Available values are based on the Project Type Category Prompt table (PROJ_TYPE_CAT). Add more rows to add additional categories.

Relationship Enter a description of the relationship for each type and category combination.

Relating Categories to Subcategories

Access the Relate Category/Subcategory page.



Relate Category/Subcategory page

Subcategory Enter a subcategory to associate with the displayed category. Available values are based on the Project Subcategory Prompt table (PROJ_CAT_SUB). Add more rows to add additional subcategories.

Relationship Enter a description for the new category and subcategory relationship.

Setting Up General Control Data

To set up general control data, use these components:

- Integration Templates (PROJ_INT_TMPL).
- Asset Profile (PROFILE_PC).
- Budget Items (PC_BUD_ITEMS).
- Interest Types (INTEREST_TYPE).

This section discusses how to:

- Define integration templates.
- Define asset profiles.
- Define budget items.
- Define interest types.

Pages Used to Set Up General Control Data

Page Name	Object Name	Navigation	Usage
Integration Templates	PROJ_INT_TMPL_01	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Integration Templates, Integration Templates	Describe the project integration template.
General Integration	PROJ_INT_TMPL_02	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Integration Templates, General Integration	Identify default purchasing and asset business units for each project integration template.
General Ledger Integration	PROJ_INT_TMPL_03	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Integration Templates, General Ledger Integration	Identify default general ledger business units for each project integration template.
Asset Profile	PROFILE_DEFN_PC	Set Up Financials/Supply Chain, Product Related, Project Costing, General Options, Asset Profile, Asset Profile	Create asset profiles in Project Costing if you do not use Asset Management.
Budget Items	PC_BUD_ITEMS	Set Up Financials/Supply Chain, Product Related, Project Costing, General Options, Budget Items, Budget Items	Create and modify budget items.
Interest Types	PROJ_INTEREST_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, General Options, Interest Types, Interest Types	Create interest types if you calculate more than one type of interest for a period, such as debt interest and equity interest.

Defining Templates for Integration with Other Applications

Access the Integration Templates - General Integration page.

Enter purchasing and asset business units for transactions that are created by projects that are associated with the integration template. Available values are based on the Integration Template table (PC_INT_TMPL).

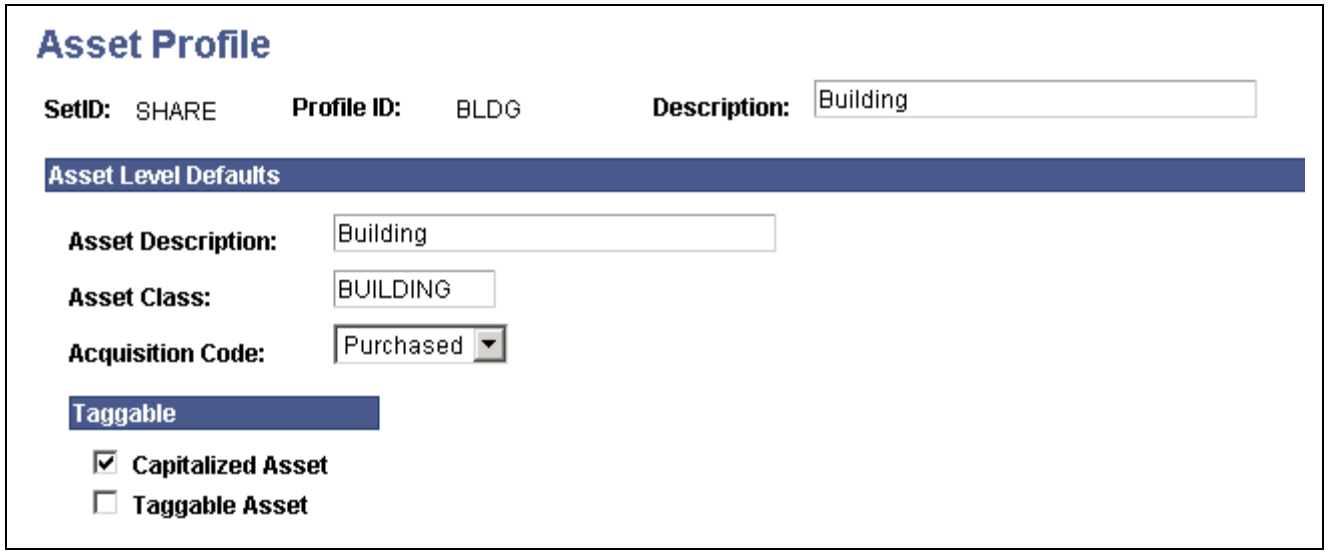
Note. Users can overwrite the purchasing business unit on rows that are created in Project Costing with a REQ (Requisition) analysis type. However, when you run the Requisition Loader Application Engine process (PO_REQLOAD), the process converts the purchasing business unit to the one that is defined on the integration template.

Access the Integration Templates - GL Integration Detail page.

Enter general ledger business units for each project integration template. Enter general ledger business units for all transactions that integrate with a project and all accounting transactions that are created by the project. Available values are based on the Integration Template General Ledger table (PC_INT_TMPL_GL).

Defining Asset Profiles in Project Costing

Access the Asset Profile page.



Asset Profile page

Note. Project Costing can create capitalized rows and distribute them without integrating with Asset Management. The Asset Management interface tables (INTFC_FIN and INTFC_PHY_A) can still be used, but a custom process is required to extract data from the tables.

Asset Level Defaults

Asset Class Enter the type of assets that this profile covers.

Acquisition Code Select the code that identifies how the asset is acquired. Available values are based on the translate values in the Acquisition Code field (ACQUISITION_CD) properties.

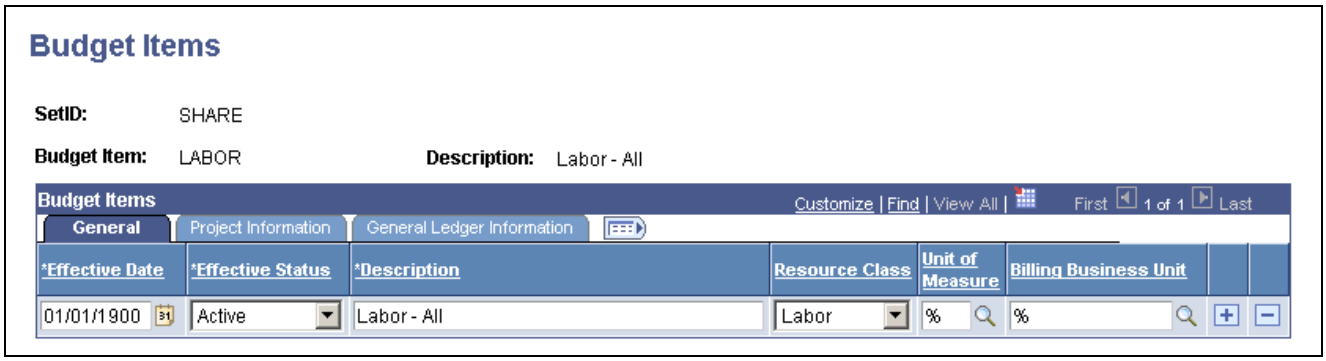
Taggable

Capitalized Asset Select to indicate that the profile is used for assets that are associated with cost and depreciation. Most assets that are in an asset management system are capitalized assets.

Taggable Asset Select to indicate that the asset can be assigned a numbered tag for tracking purposes. Although most physical assets can be tagged, some assets, such as buildings or leasehold improvements, are not tagged.

Defining Budget Items

Access the Budget Items page.



Budget Items page

Budget Items - General

Effective Date Enter the date that the budget item takes effect.

Effective Status Enter the status of the budget item. Values are *Active* and *Inactive.*

Inactive budget items do not appear in the list of available budget items when you create budget detail rows. Changing a budget item from *Active* to *Inactive* does not affect existing transactions that contain the budget item.

Description Enter a unique description of the budget item.

Resource Class Enter the resource class. Available values are:

Labor: For budget items with a resource class of *Labor* or a blank resource class, the Project Costing system can perform advanced calculations of budget line items based on a project role, employee bill rate, or job code. If you use Program Management, this is the same functionality that is available by using the Calculate button on the Program Budget Detail page.

Asset, Labor, Material, or *Other:* Select a resource class to associate with the budget item.

If you use Program Management and enter a resource on the Resources by Activity page, you must choose a resource class for the resource. Then, when you choose a budget item on the Cost tab of the Resources by Activity page, the system validates that the selected budget item belongs to the selected resource class for the resource.

The selection of a resource class against a budget item is optional.

Unit of Measure Enter a unit of measure to be used in rows in the General grid on the Budget Detail page, or enter *%* to include all values. Project Costing budgeting reports convert transactions to the unit of measure defined on the budget item. Only transactions that match this unit of measure are included in the actual calculations.

Available values are defined on the Units of Measure page (UNITS_OF_MEASURE).

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Defining Financials and Supply Chain Management Common Definitions," Entering Units of Measure.

Billing Business Unit Enter a business unit if you want to segregate budget amounts by billing business units.

The system uses a percent symbol (%) as a wildcard on the Budget Items page. This symbol indicates that the fields with populated values are used in the budget details when that budget item is selected, and the fields that contain wildcards are blank in the budget details.

Note. To create a new budget item, at a minimum you must enter the Budget Item, Effective Date, Effective Status, Description, and a value other than the percent symbol in at least one other field, excluding the Resource Class and Project Role fields. For example, if you enter the required fields, and a resource class and project role, you must still enter a value other than the percent symbol for any other field.

Project Costing and General Ledger Information

Enter default values for the fields in the Project Costing tab to define project transaction level groupings, and in the General Ledger tab to break down the budget amounts to the ChartField level. ChartField values that you enter here are used to establish default values for budget rows entered in the Budget Detail table (PC_BUD_DETAIL). These ChartField values are also used to identify and group transactions when reviewing costs or revenue charged against a budget.

The primary general ledger business on the integration template of the associated project appears as the default value on the Budget Detail page.

Defining Interest Types

Access the Interest Types page.

Use this page to set up interest types, which identify the type of interest that the system calculates for projects.

Interest types are required only if you want to calculate more than one type of interest for a period.

See Chapter 22, “Calculating Interest,” page 385.

Setting Up Project-Related Information

To set up project-related information, use these components:

- Project Type (PROJ_TYPE).
- Status Types (PROJ_STATUS_DEFN).
- Project Type Status Path (PC_PRJSTATCTL_PNLG).
- Project-Processing Status (PC_STATUS_DEFAULT).
- Project Role Definition (PROJ_ROLE).
- Phase Types (PROJ_PHASE_TYPE).
- Events (PROJECT_EVENTS).

This section lists the page used to define phase types and discusses how to:

- Define project types.
- Define status types.
- Define project type status paths.
- Define project status default values.

- Define project roles.
- Define project events.

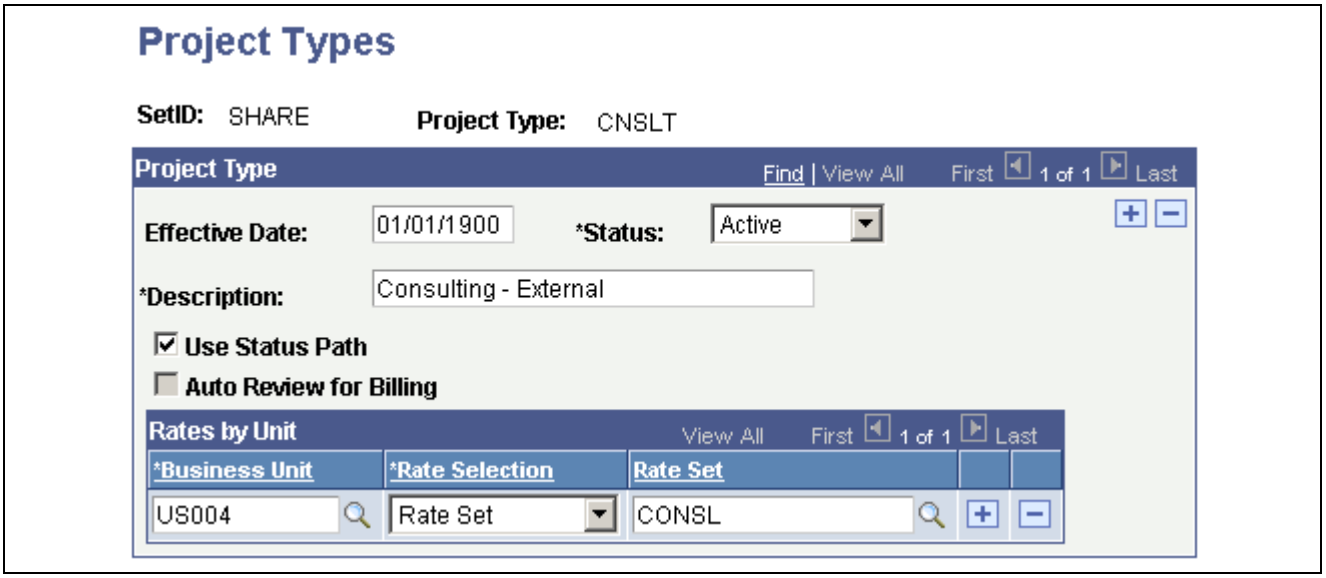
Pages Used to Set Up Project-Related Information

Page Name	Object Name	Navigation	Usage
Project Types	PROJ_TYPE_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Project Types, Project Types	Create and modify project types. Assign default rate plans or rate sets to project types.
Project Options - Status Types	PROJ_STATUS_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Status Types, Status Types	Create status types and define control actions to limit transactions coming into Project Costing.
Project Type Status Path	PC_PRJ_STATCTL_PNL	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Project Type Status Path, Project Type Status Path	Define status paths for a particular project type.
Project Status Defaults	PC_STATUS_DEFAULT	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Project Status Defaults, Project Status Defaults	Establish default project statuses for system-defined processing statuses for projects that are programmatically created.
Project-Processing Status Linkage	PC_STATUS_RNCNTL	Project Costing, Utilities, Project-Processing Status Link, Project-Processing Status Linkage	Schedule the Project-Processing Status Linkage Application Engine process (PC_STAT_LINK) to run nightly or as often as needed by your business processes. This process refreshes the status linkage between the project processing status and the project status. Because the project status is effective dated you can have future dated values. The Project-Processing Status Linkage process updates the processing status when the current date reaches the effective date.
Project Role	PROJ_ROLE_PAGE	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Project Roles, Project Role	Create or view project roles.

Page Name	Object Name	Navigation	Usage
Project Options - Phase Types	PROJ_PHASE_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Phase Types, Phase Types	Create and modify phase types.
Project Options - Events	PROJ_EVENT_NAME	Set Up Financials/Supply Chain, Product Related, Project Costing, Project Options, Events, Events	Create and modify project events.

Defining Project Types

Access the Project Types page.



Project Types page

Use this page to set up project types that are used to group projects into clusters. By using project types it is easy to analyze all projects of a certain type. For example, you can assign construction projects, maintenance projects, and capital projects as project types.

Use Status Path Select to use a project type status path for the project type. Use the Project Type Status Path page to define status paths.

See Chapter 4, "Setting Up Project Costing Control Data," Project Type Status Paths, page 44.

Auto Review for Billing Select to automatically mark all transactions for this project type as reviewed, and bypass the requirement for a project manager review. This option is available only if the Review Required for Billing option is selected on the Installation Options - Project Costing Integration page. You can override the Auto Review for Billing option at the project type level and for individual projects.

When you create a new project and specify a project type, the project inherits the value of the Auto Review for Billing option for the project type, taking into consideration the effective date and status of the option.

If you change the option for the project type:

- The system does not automatically update the auto review option at the project level.

  For example, assume that the auto review option for the project type is enabled on January 1. On January 15, the auto review option is disabled for the project type. The system does not update the auto review option on existing projects. You can, however, manually override the auto review option for individual existing projects.

- The system does not automatically update existing transactions that reside in the Project Transaction table.

  For example, assume that the auto review option for the project type was disabled on January 1. On January 15, the auto review option is enabled for the project type. Unreviewed transactions may already exist in the Project Transaction table. You can review the existing transactions by using the Project Manager Review component.

Rates by Unit

Business Unit Enter a business unit for which you will create projects with rates for this project type.

Rate Selection Select *Rate Plan* or *Rate Set,* which determines the column heading and available values that appear for selection in the next column on this page.

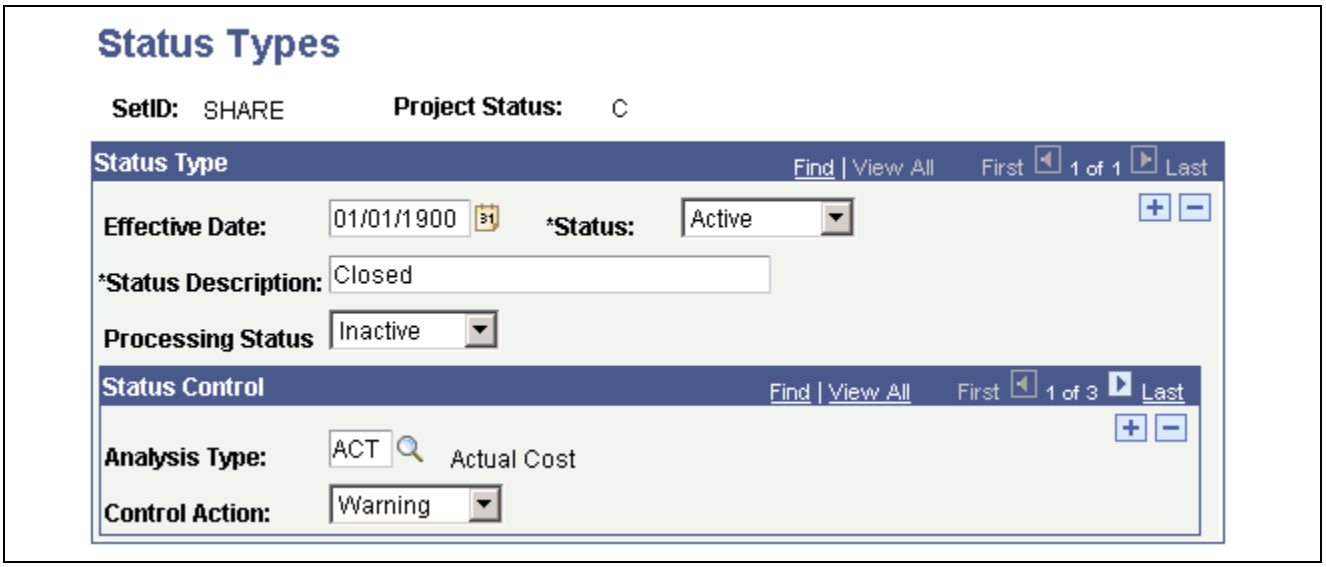
Rate Plan or **Rate Set** Enter the default rate plan or rate set for the project type and business unit. Available values are based on rate plans and rate sets that are valid for the business unit and are active on the effective date of the project type.

Add rows as necessary to assign default rate plans or sets to additional business units that use this project type.

Note. If you change the default rate plan or rate set on this page, the system does not automatically update the rate plan or rate set on existing projects and activities.

Defining Status Types

Access the Project Options - Status Types page.



Project Options - Status Types page

Effective Date Enter the date when the status change goes into effect. Status types are effective dated, so multiple statuses can be defined and applied sequentially to a project or activity over time.

Status Select the status of the effective-dated row. Available values are:

Active: This is the default value.

Inactive: Select to deactivate the status control options that are associated with the effective date.

Processing Status Select the processing status to map to this status type. Available values are *Active, Inactive,* and *Pending.* When you update a project's status type, the system automatically updates the processing status based on this mapping.

Status Control

Use this group box to associate a project control action with an analysis type for a particular status type. To control transactions by using status control on a project or activity, the Enable Status Control option must be activated on the Installation Options - Project Costing Integration page, the project or activity must contain the specified status type, and the incoming transactions must contain the specified analysis type.

Analysis Type Enter an analysis type to specify the transactions on which to apply status control options. To enter additional analysis types, add new rows in the Status Control group box.

Note. The analysis types that are used by feeder systems are defined on the Installation Options - Project Costing Integration page.

Control Action Select a control action to associate with the analysis type. Available values are:

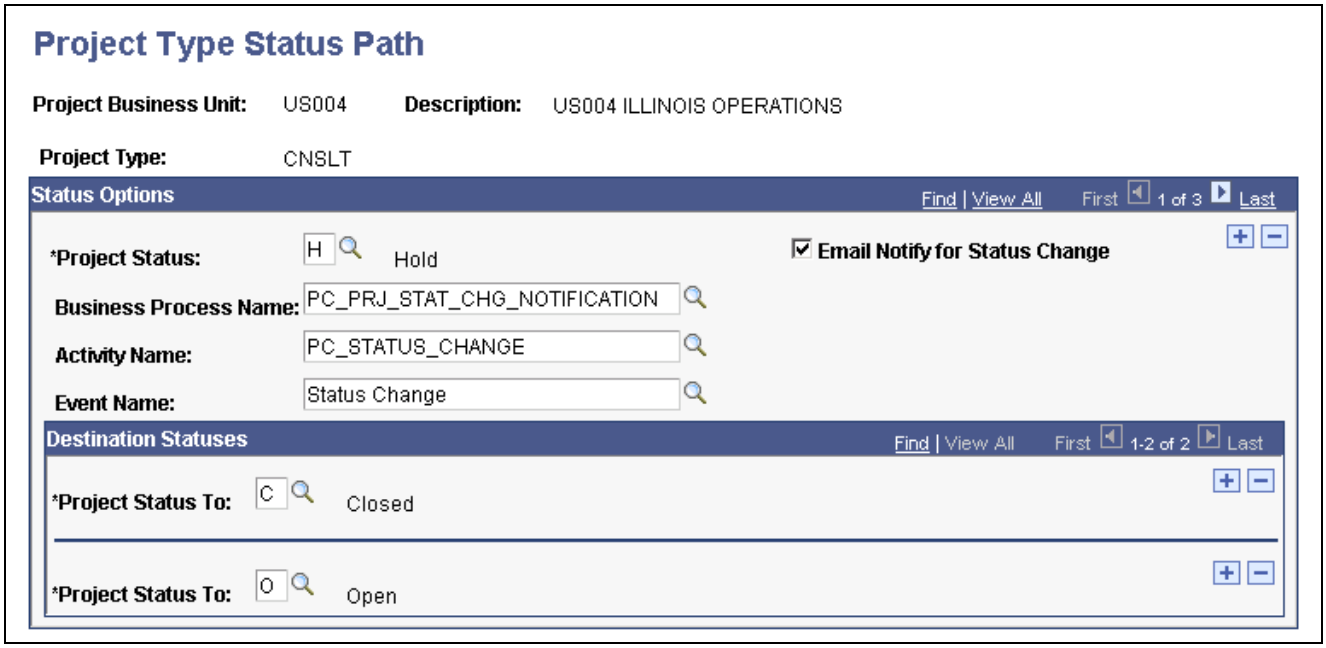
Warning: Select for a warning message to appear before Project Costing accepts transactions with the analysis type that you specify in the Analysis Type field.

Reject: Select for Project Costing to reject transactions with the analysis type that you specify in the Analysis Type field.

No project control action occurs if the Project Control Action field is blank.

Defining Project Type Status Paths

Access the Project Type Status Path page.



Project Type Status Path page

Project Status Enter the status for the path that you are defining. Available values are based on the Project Status table (PROJ_STATUS_TBL).

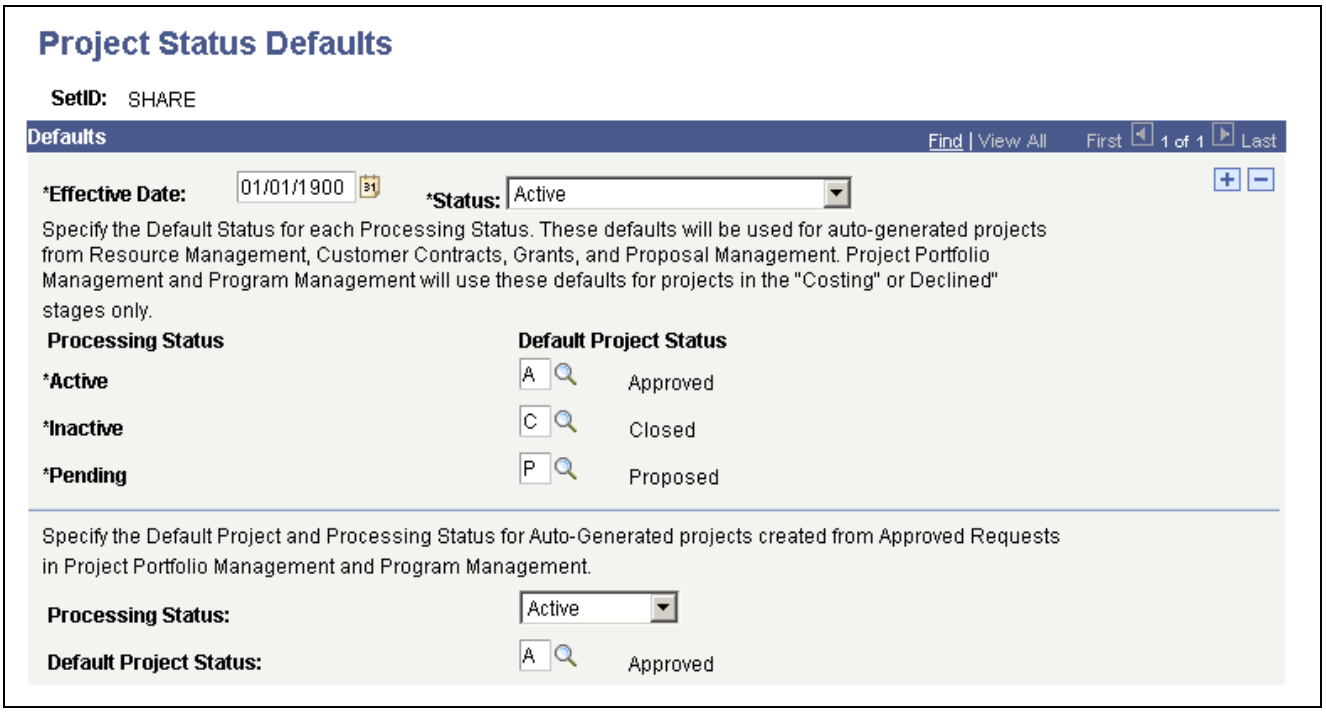
Email Notify for Status Change Select to email project members when the project status changes.

Business Process Name, Activity Name, and **Event Name** Select the business process, activity, and event to associate with the project type status path.

Project Status To Select the statuses to which the current status can change. Add rows to add more statuses.

Defining Project Status Default Values

Access the Project Status Defaults page.



Project Status Defaults page

Status Enter the status of the project status defaults. Values are *Active* and *Inactive*. The default value is *Active*.

Processing Status - Active, Processing Status - Inactive, and **Processing Status - Pending** Enter the default statuses to map to the Active, Inactive, and Pending processing statuses that the system assigns to autogenerated projects from Resource Management, Contracts, Grants, and Proposal Management. Project Portfolio Management and Program Management uses these default statuses only for projects that are created from project requests that are in a Costing or Declined status.

If you use Project Costing without Program Management, the system uses the project status that you enter for the Active processing status as the default value for new projects that you create in Project Costing.

If you use Program Management, the system uses the project status that you enter for the Pending processing status as the default value for new projects that you create in Project Costing.

Processing Status Enter the default processing status that the system assigns to autogenerated projects that are created from approved project requests in Project Portfolio Management and Program Management.

Default Project Status Enter the default project status to map to the processing status for projects that are created from approved project requests in Project Portfolio Management and Program Management.

Defining Project Roles

Access the Project Role page.

Project Role page

Project roles are defined by two profiles—the security profile and the qualification profile.

Security Profile Enter the security profile that defines the role's access to projects, activities, and transactions. Available values are defined on the Security Profile page (PROJ_SEC_PROFILE).

See Chapter 5, "Securing Data in Project Costing," Defining Project Security, page 88.

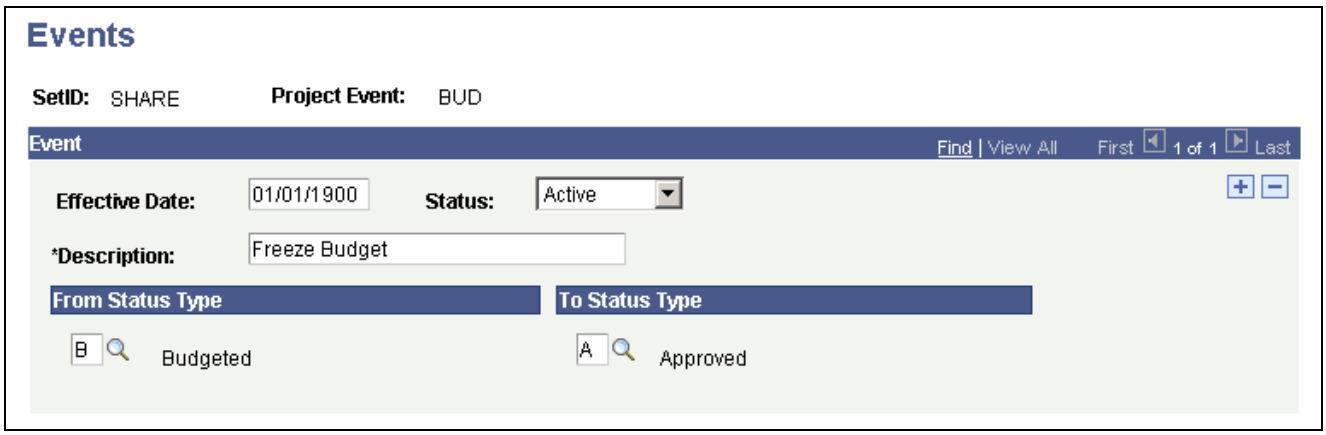
Qualification Profile Enter the qualification profile that the Resource Management system uses for staffing. Available values are defined on the Qualification Profile page (RS_RESRC_TEMPLT) in Resource Management.

See *PeopleSoft Enterprise Resource Management 8.9 PeopleBook*, "Enabling Service Orders," Creating Qualification Profiles.

Note. You must install Program Management to integrate with Resource Management for staffing.

Defining Project Events

Access the Project Options - Events page.



Project Options - Events page

You must define project status types before you define project events.

From Status Type and **To Status Type** Enter the From Status Type and To Status Type that mark an event for a project.

Use the Project Definitions - Approval page to define approval sequences for project events.

Setting Up Activity-Related Information

To set up activity-related information, use these components:

- Activity Types (PROJ_ACTIVITY_TYPE).
- Activity Type Status Path (PC_ACTSTATCTL_PNLG).
- Quality Types (PROJ_QUALITY_DEFN).
- Define Standard Activities (FS_ACTIVITY_TBL).

Use the PC_STD_ACT_INTFC component interface to load data into the tables for the FS_ACTIVITY_TBL component.

This section lists the page used to define quality types and discusses how to:

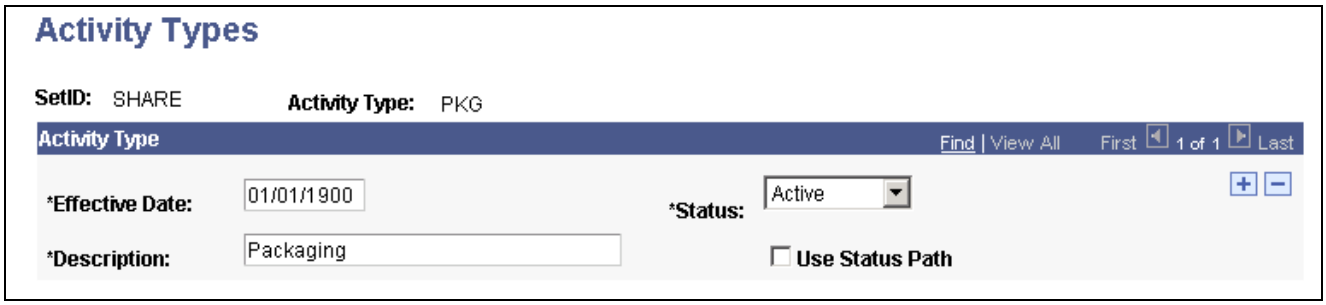
- Define activity types.
- Define activity type status paths.
- Define standard activities.

Pages Used to Set Up Activity-Related Information

Page Name	Object Name	Navigation	Usage
Activity Types	PROJ_ACT_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Activity Options, Activity Types, Activity Types	Create activity types.
Activity Type Status Path	PC_ACT_STATCTL_PNL	Set Up Financials/Supply Chain, Product Related, Project Costing, Activity Options, Activity Type Status Path, Activity Type Status Path	Define the status path for activities. See Chapter 4, "Setting Up Project Costing Control Data," Defining Status Types, page 66 and Chapter 4, "Setting Up Project Costing Control Data," Defining Project Type Status Paths, page 68.
Activity Options - Quality Types	PROJ_QUALITY_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Activity Options, Quality Types, Quality Types	Create and modify quality types.
Standard Activities	FS_ACTVITY_TBL1	Set Up Financials/Supply Chain, Common Definitions, Activities, Define Activities, Standard Activities	Create and modify standard activities.

Defining Activity Types

Access the Activity Types page.



Activity Types page

Activity type labels identify and group activities to facilitate analysis and reporting on similar activities across projects.

Status Select the status that determines the availability of an activity type.

Use Status Path Select to enforce the predefined progression of statuses for activities of this type.

See Also

Appendix C, "Project Costing Reports," Project Costing Reports: A to Z, page 655

Chapter 32, "Integrating with Microsoft Project 2002," Understanding Integration Between Project Costing and Microsoft Project, page 611

Defining Activity Type Status Paths

Access the Activity Type Status Path page.

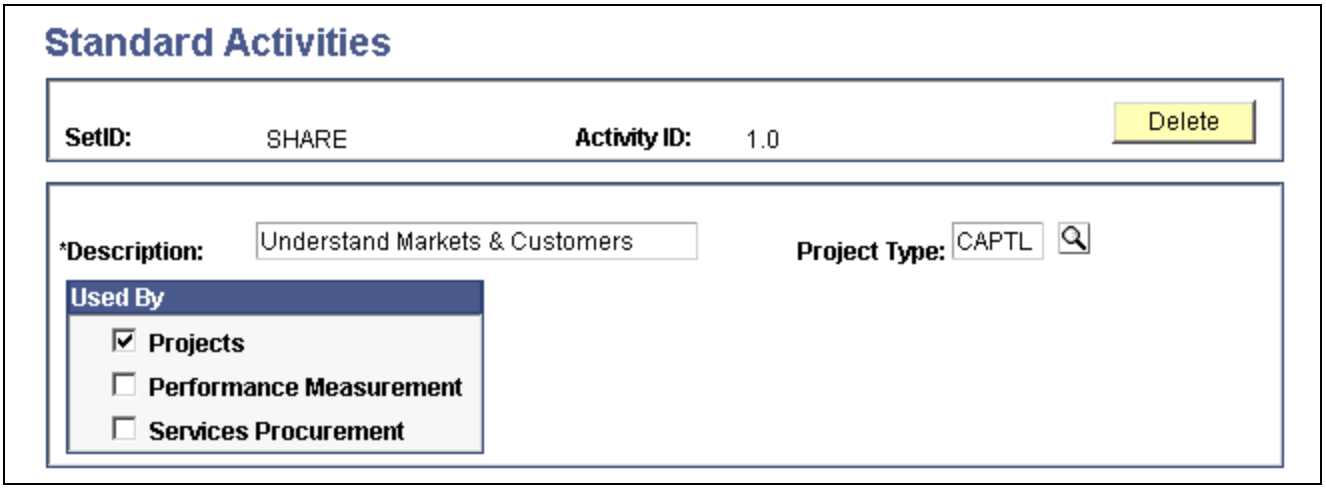
You must define status types before you define activity type status paths. Activities use the same status type data that you define at the project level.

The procedure to define activity type status paths is the same as the procedure to define status paths for projects.

See Chapter 4, "Setting Up Project Costing Control Data," Project Type Status Paths, page 44.

Defining Standard Activities

Access the Standard Activities page.



Standard Activities page

Use this page to predefine activities that users can assign to projects.

Standard activities are keyed by setID and based on project type. To enable standard activity functionality, select the Standard Activities check box on the Project Costing Definition page for a project. Using standard activities is optional.

Project Type Enter a project type to restrict the use of this standard activity to projects that have the selected project type and have Standard Activities selected on the Project Costing Definition page. This field appears if you select Projects in the Used By group box.

Leave this field blank for this standard activity to be available to add to any project that does not have a project type assigned.

Used By *Projects:* Select for this activity to be available to add to a project as a standard activity.

Performance Measurement: Not used in Project Costing.

Services Procurement: Not used in Project Costing.

See Also

Chapter 7, “Creating and Maintaining Projects,” Defining Projects, page 142

Chapter 9, “Creating and Maintaining Activities,” Adding Activities to Projects, page 191

Setting Up Transaction-Related Information

To set up transaction-related information, use these components:

- Analysis Types (PROJ_ANALYSIS_TYPE).
- Analysis Groups (ANALYSIS_GRP_DEFN).
- Resource Groups (PROJ_RES_GRP_DEFN).
- Transaction Types (PC_TRANS_TYPE).
- Transaction Codes (PROJ_TRANS_CODE).
- Transaction Identifiers (PC_TRANS_IDENTIFY).

This section lists the page used to define transaction codes and discusses how to:

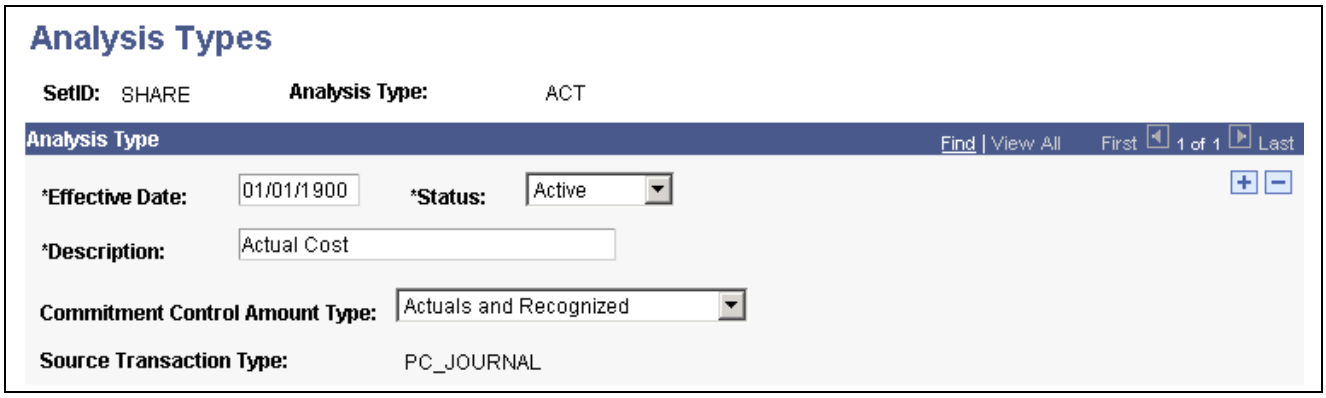
- Define analysis types.
- Define analysis groups.
- Define source groups.
- Define transaction types.
- Define transaction identifiers.

Pages Used to Set Up Transaction-Related Information

Page Name	Object Name	Navigation	Usage
Analysis Types	PROJ_ANTYPE_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Analysis Types, Analysis Types	Create and modify analysis types.
Analysis Groups	PROJ_AN_GRP_MAP	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Analysis Groups, Analysis Groups	Create and modify analysis groups.
Analysis Groups - Description	PROJ_AN_GRP_DEFN	Select the Description tab on the Analysis Groups page.	Describe the analysis group's purpose.
Source Groups	PROJ_RT_GRP_MAP	Set Up Financials/Supply Chain, Product Related, Project Costing, General Options, Transaction Options, Source Groups, Source Groups	Create and modify source groups.
Source Groups - Description	PROJ_RT_GRP_DEFN	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Source Groups, Description	Describe the source group.
Transaction Types	PROJ_TRANS_TYPE	Set Up Financials/Supply Chain, Product Related, Project Costing, General Options, Transaction Types, Transaction Types	Create and modify transaction types.
Transaction Codes	PROJ_TRANS_CODE	Set Up Financials/Supply Chain, Product Related, Project Costing, General Options, Transaction Codes, Transaction Codes	Create and modify transaction codes.
Transaction Identifiers	PC_TRANS_IDENTIFY	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Transaction Identifiers, Transaction Identifiers	Define transaction identifiers that consist of groups of project ChartField values.

Defining Analysis Types

Access the Analysis Types page.



Analysis Types page

Commitment Control Amount Type Select an amount type that tells Commitment Control how to process transactions. This field is directly related to the type of transaction that is coming into Commitment Control and identifies what type of transaction to process.

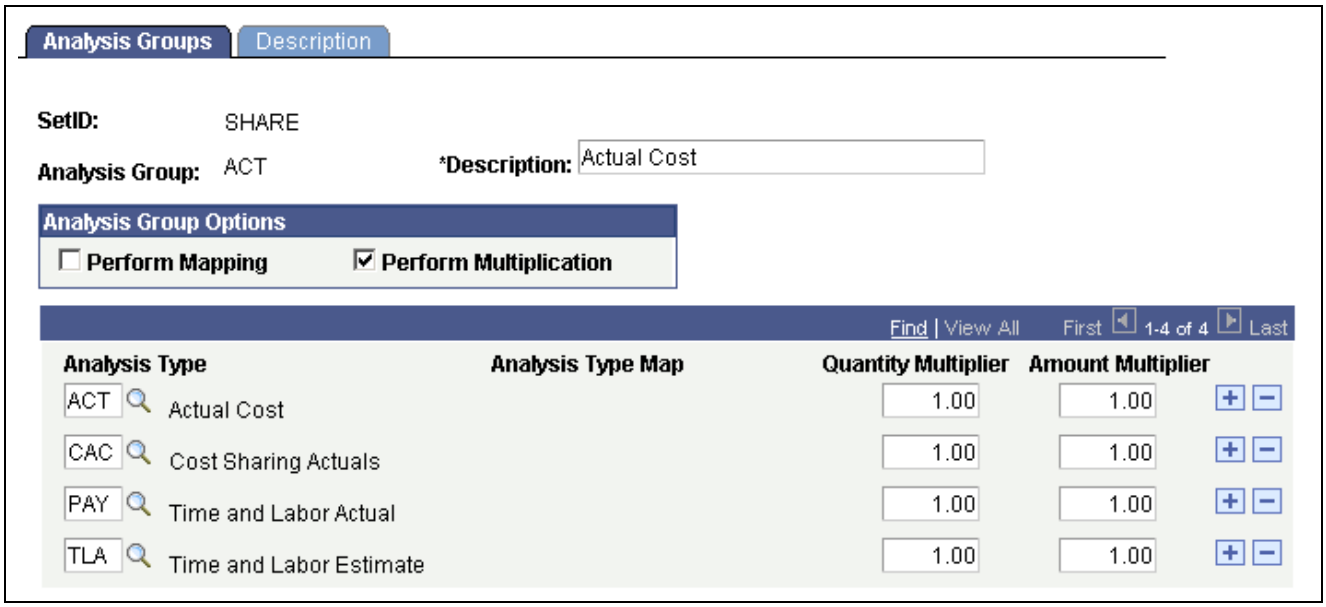
This field appears only if the Commitment Control feature is activated.

Source Transaction Type Displays the source transaction type defined in the Commitment Control feature, which maps Project Costing fields to Commitment Control fields. The two source transaction types are *PC_JOURNAL* and *PC_BUDGET*. This field appears if the Commitment Control feature is activated.

See *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook*, "Setting Up Commitment Control Source Transaction Types".

Defining Analysis Groups

Access the Analysis Groups page.



Analysis Groups page

Perform Mapping Select to use the analysis group for mapping analysis types from a template to a new project or activity.

Perform Multiplication Select to manipulate transaction quantities and amounts. Enter multipliers in the Quantity Multiplier and Amount Multiplier fields.

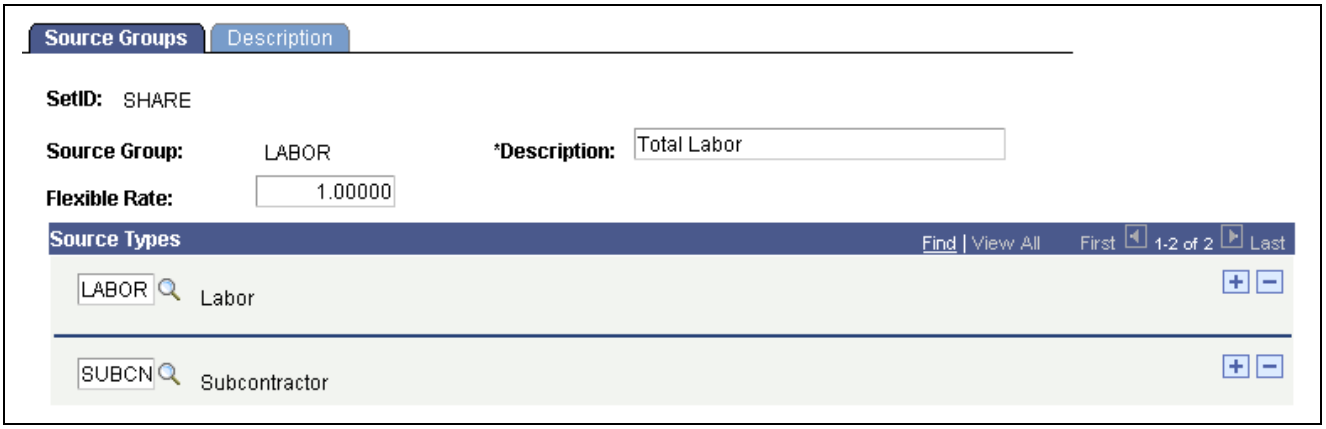
Analysis Type Select the analysis types to include in the analysis group.

Analysis Type Map Select the analysis type to which the analysis type in the first column will be converted in the newly created project or activity. These fields appear only if you select the Perform Mapping option.

Quantity Multiplier and **Amount Multiplier** Enter a factor that the system uses to modify incoming quantity and amount values. Enter multipliers of zero to copy quantities and amounts into new projects as zero.

Defining Source Groups

Access the Source Groups page.



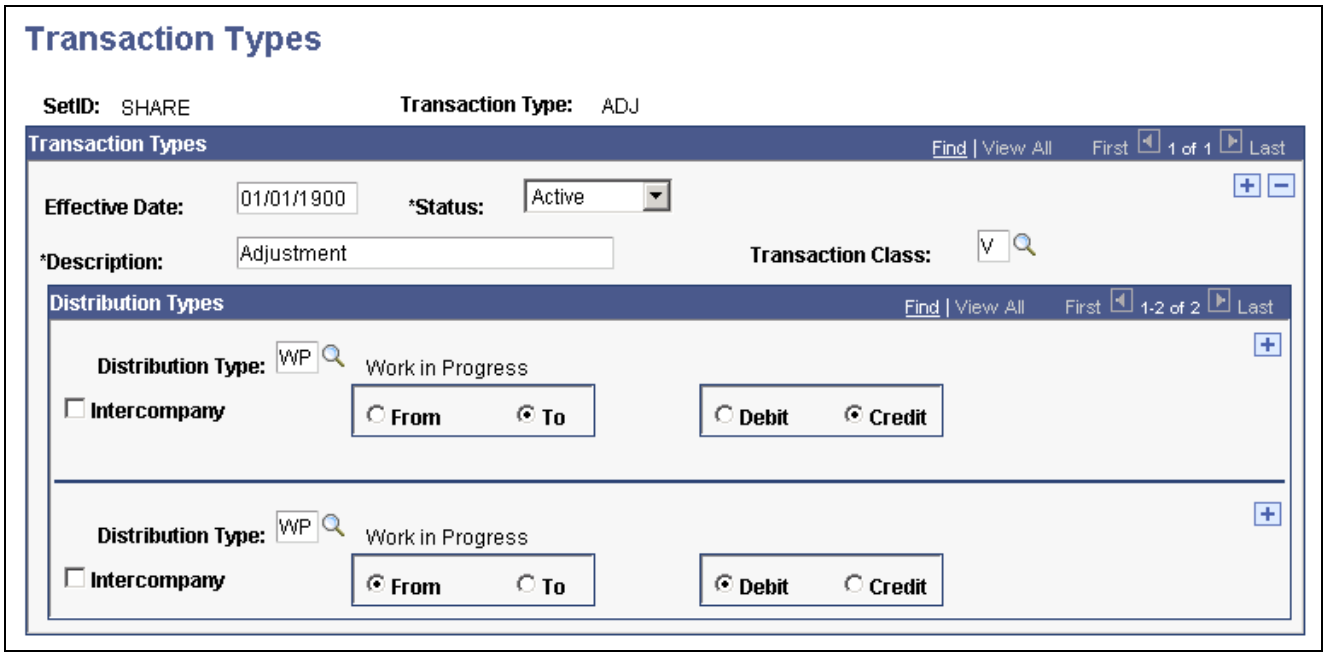
Source Groups page

Flexible Rate Enter a rate by which to multiply the source types in this source group to create a special project view.

Source Types Select the source types to include in the source group.

Defining Transaction Types

Access the Transaction Types page.



Transaction Types page

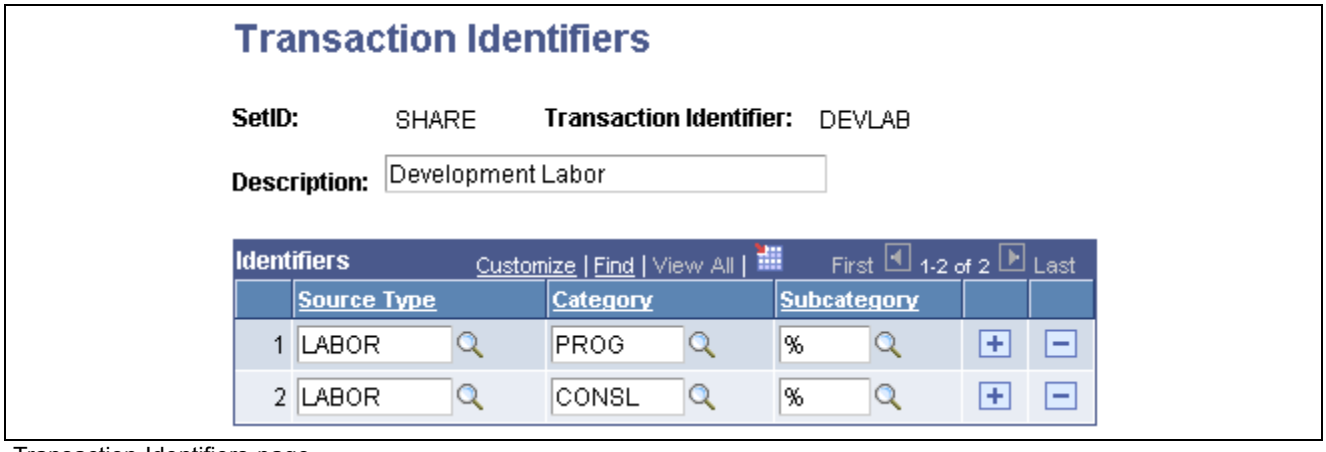
Create as many transaction rows as necessary for each transaction type. A single transaction type may contain transaction rows for both standard transactions and intercompany transactions.

Transaction Class Enter the transaction class that groups transaction types into categories. Available values are based on the translate values in the Transaction Class field (TRANS_CLASS) properties.

The Distribution Type group box functionality is used in earlier releases of Project Costing.

Defining Transaction Identifiers

Access the Transaction Identifiers page.



Transaction Identifiers page

Enter source type, category, and subcategory rows that are valid combinations of project ChartField values. Use the wildcard value (a percent sign) in a field to indicate that any value for that field is valid in combination with the other field values in that row. Although the system prevents the creation of duplicate rows within a transaction identifier, an identical row can be part of other transaction identifiers.

See Also

Chapter 14, “Pricing Project Costs,” Defining Tiered Pricing, page 312

PeopleSoft Enterprise Contracts 8.9 PeopleBook, “Pricing Contracts”

CHAPTER 5

Securing Data in Project Costing

You can combine PeopleSoft Enterprise PeopleTools security and Project Costing security to implement the best method of data protection for the organization. This chapter provides an overview of PeopleTools security and project security and discusses how to define project security.

Understanding PeopleTools Security

To provide Project Costing users with access to application functions that are essential to performing their jobs, you create security roles and assign them to individual user profiles. Attached to each security role are permission lists which provide access to application pages and processes that are required to perform the job tasks.

This section discusses important PeopleTools components that you use to secure objects and definitions in your PeopleSoft system.

Permission Lists

Permission lists are the building blocks of PeopleTools user security authorization. A permission list grants a particular degree of access to specified PeopleSoft elements such as pages, portals, menus, component interfaces, development environments, signon time periods, administrative tools, personalizations, and so on. Permission lists are specific to a specific set of objects that are necessary to support a unique security role. Security roles might have overlapping—but not identical—access requirements. You typically define permission lists before you define security roles and user profiles.

Project Costing delivers preconfigured sample permission lists that grant access to various pages. These permission lists support the sample functional security roles that are delivered with the application.

Important! If you modify a permission list, you change the access for all users who are assigned to security roles that are associated with the permission list.

See *Enterprise PeopleTools 8.46 PeopleBook: Security Administration,* "Setting Up Permission Lists."

This table lists some of the delivered sample permission lists that provide access to Project Costing, and typical security roles that are associated with each permission list:

Permission List	Description	Typical Security Roles
EPPC2000	Project and Activity Setup	Project Manager, Contract Administrator, Grant Manager, Resource Manager
EPPC2100	Project and Activity Team	Project Manager, Contract Administrator, Grant Manager, Resource Manager
EPPC2500	Project Budgeting	Project Manager, Grant Manager
EPPC2700	Project Resource Adjustment	Project Manager, Project Accountant, Grant Manager, Time and Expense Administrator
EPPC3100	Contract and Billing Integration	Project Manager, Billing Manager, Grant Manager
EPPC4000	Project Asset Capitalization	Project Manager, Project Accountant, Financial Asset Manager, Grant Manager
EPPC6100	Financial Analysis	CFO, Financial Analyst, Financial Asset Manager, Treasurer, Grant Manager, Project Manager, Resource Manager, Time and Expense Administrator, Buyer, Business Forecaster, Engineer
EPPC7000	Third-Party Interface/Review	Project Manager, Project Accountant, Grant Manager
EPPC9001	Project Costing Accounting Setup	Application Administrator, Contracts Administrator, Project Manager, Grant Manager

Note. This table contains a subset of the delivered Project Costing permission lists. To view all of the Project Costing permission lists, go to PeopleTools, Security, Permissions & Roles, Permission Lists and search for permission lists that begin with *EPPC*.

Row-level Security

With row-level support, you can implement security to provide individual users or permission lists with access to a page, but you do not have to provide access to all rows in the table when the page is accessed. This type of security is typically applied to tables that hold sensitive data. For example, you can implement row-level security in Project Costing to restrict access to specific projects.

The PeopleTools security system determines which data permissions to grant to a user by examining the primary permission list and row security permission list. The permission list that the system uses varies by application and data entity, such as employee, customer, or business unit. Project Costing uses the row security permission list value to determine a user's access to projects if you implement permission list-level security.

Note. Row-level security *does not* restrict the data that is selected by batch processes.

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Securing Your System," Defining Row-Level Security.

User Profiles and Security Roles

Security roles are essentially collections of permission lists, which determine the pages that users can access. You can assign one or more permission lists to a security role. The resulting combination of permissions can apply to all users who share those access requirements. However, the same group of users might also have other access requirements that they don't share with each other. You can assign:

- A permission list to multiple security roles.

  Permission lists define access to specific portals and components based on the user's security role.

- A security role to multiple user profiles.
- Multiple security roles to a user profile.

  User permissions are based on the combined permissions that are assigned to all of the user's security roles.

User profiles define individual PeopleSoft users. Each user is unique. The user profile specifies a number of user attributes, including one or more assigned security roles. After you create security roles, create user profiles and associate them with security roles. The values for a user's page access are inherited from the associated security roles.

To set up security roles and user profiles in PeopleTools:

- Create security roles in the Role Maintenance component (ROLEMAINT).
- Assign permission lists to security roles.
- Create user profiles in the User Profile Maintenance component (USERMAINT).
- Assign security roles to user profiles.

See *Enterprise PeopleTools 8.46 PeopleBook: Security Administration,* "Administering User Profiles."

Project Costing provides sample data that contains several preconfigured security roles based on functional tasks that are typically performed by an employee who is assigned to that security role. Each preconfigured security role comes with access to the set of pages within the application that correspond to the functional tasks of that security role. For example, a project manager can access pages that are used for every project management business process task, but a time and expense administrator can only access pages to enter project time, make resource adjustments, perform expenses integration, perform time and labor integration, and create summary and variance reports.

This table lists three of the sample security roles that are delivered with the PeopleSoft system:

Security Role	Description
Project Manager	Responsible for creating project plans, identifying activities, assigning responsibilities, determining budget, checking budget compliance, tracking project costs and expenses, billing customers, making payments, and adjusting resources.
Project Accountant	Responsible for setting up the project infrastructure, such as ChartFields, for the expenditures that are associated with projects.
Application Administrator	Responsible for the initial setup and ongoing maintenance for the application.

Note. This table contains a subset of sample security roles that you can use in Project Costing. To view security roles, go to PeopleTools, Security, Permissions & Roles, Roles.

Understanding Project Security

At the project level, you can define security in Project Costing as:

- Tree-based security that grants access to projects based on the project tree hierarchy.
- List-based security that grants access to individual projects, regardless of their positions on a tree.
- Team-based security that grants access to projects based on an employee's membership in a project team.

By combining PeopleTools and Project Costing security types, four methods for implementing project row-level security are possible. You can use only one of these methods to secure Project Costing data:

- Team-based security.
- User, tree-based security.
- Permission list, tree-based security.
- Permission list, list-based security.

Additionally, the project security profile further defines security for these four security types. The security profile is associated with a project role, and is the ultimate authority for determining access to project data. When you implement project row-level security, security profiles control read/write access to projects, activities, and transactions. Project team members with the same project security profile have access to the same data.

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Securing Your System"

Team-Based Security

Two factors determine access to data in team-based security:

- Membership in the project team.
- Project security profile of the member.

In team-based security, access to a project is limited to people defined as project team members by the project manager or administrator. When you use team-based security, the project manager or administrator is automatically added to the team and granted access to project data.

Project managers and administrators can grant access to a project by assigning members to the project team. Being a project team member in a team-based security system, however, does not necessarily grant access to any project data. The user must be a team member *and* have a project role with a security profile that permits access to project data.

Viewing Security Data

There are two different views of the same security data:

- The Project Definitions - Team page lists all members of a project team with each team member's project role and security profile.
- The Project Security page lists all projects for which the user is a team member, and the member's security profile for each project.

Copying a Team-Based Project

You can copy team members and their security profiles when you copy projects.

User, Tree-Based Security

Three factors determine access to data in user, tree-based security:

- Access to a tree node (project).
- Position of the node on the tree.
- Project security profile.

You specify the project tree on the Project Security page that the system uses for controlling project security. Grant each user access to nodes on this project tree to define the projects to which the user has access. The user's security profile defines the degree and type of access that the user has to project data.

PeopleSoft delivers the PROJECT_BU tree structure for use in creating project security trees for row-level security.

Restricting and Allowing Access to Child Projects

With tree-based security, users have the same degree and type of access to the child projects of the selected project. Denying access to a project (node) on a project tree can also deny access to all of its child projects.

To restrict access to a parent project, but allow access to specific child projects:

1. Select a security profile that has *No Access* to the project for the parent project.
2. Select a security profile that has *Read/Write* or *Read only* access to the project for each child project.

To allow access to a parent project, but restrict access to specific child projects:

1. Select a security profile that has *Read/Write* or *Read only* access to the project for the parent project.
2. Select a security profile that has *No Access* to the project for each child project.

Note. The default security for new trees is *No Access*. To implement minimal security, grant users access to the top node on each tree so that all of the nodes below it are accessible.

Permission List, Tree-Based Security

Three factors determine access to data in permission list, tree-based security:

- Permission list—defining access to folders and content references in portal navigation.
- Tree-based—defining access to projects based on their inclusion in, and position on, a tree.
- Project security profile—defining the degree of project data access and the access type.

Users with access to a permission list can access projects that belong to a tree that is attached to that permission list. All users with the same row security permission list have the same project access when you use permission list-level security. You can assign only one security profile to the permission list for each project. The degree of access to project data and the access type are defined by either the security profile that is assigned to a project on the tree, or the security profile for the parent project. You can attach a project tree to more than one permission list.

Restricting and Allowing Access to Child Project Costing

When security is defined for a parent project, all child projects inherit the same permission as the parent.

To restrict access to a parent project, but allow access to specific child projects:

1. Select a project security profile that has *No Access* to the project for the parent project.
2. Select a project security profile that has *Read/Write* or *Read only* access to the project for each child project.

To allow access to a parent project, but restrict access to specific child projects:

1. Select a project security profile that has *Read/Write* or *Read only* access to the project for the parent project.
2. Select a project security profile that has *No Access* to the project for each child project.

Note. The default security for new trees is *No Access*. Therefore, you must set up project tree security to provide access to any trees. To implement minimal security, grant access to the top node on each tree that you create so that the nodes beneath it are accessible.

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Securing Your System"

Permission List, List-Based Security

Three factors determine data access in permission list, list-based security:

- Permission list—defining access to folders and content references in portal navigation.
- List-based—defining access to individual projects selected from a list of projects, not from a tree.
- Project security profile—defining the degree of project data access and the access type.

Users with access to a permission list can access projects that are attached to that permission list. Projects are selected from a list of existing projects instead of from a tree. All users with the same row security permission list have the same project access when you use permission list-level security. You can assign only one security profile to the permission list for each project. The degree of project data access and the access type are defined by the security profile for the combination of permission list and project. You can attach a project to more than one permission list.

When permission list, list-based security is defined, users:

- Have access only to specific folders and content references that are defined by their permission lists.
- Have access only to specific projects that are attached to their row security permission list.
- Are limited to the amount of project data and type of access based on the assigned security profile for that permission list and project combination.

Viewing Security Data

If you use permission list, list-based security, the Security by Permission List page appears in the Project General component (PROJECT_GENERAL). This page shows all of the permission lists to which the project is attached, and provides the project manager or administrator with a view of all permission lists that have access to their projects.

Copying Security Definitions

Security definitions are copied when you create a new project using the Project Copy utility. Access to the new project is restricted to the type of access allowed by the source project. Tree-based security rules are not copied.

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Securing Your System"

No Project Security

You can decide not to implement row-level security for projects. When you select *No Security* on the Security Options page:

- All components are accessible.
- All projects are accessible from Tree Manager.
- All projects appear in project prompts.

You can enforce security to restrict time and expense charges to projects even if you don't implement row-level security for projects. Select an option at the business unit or project level to enable only team members to charge time to projects and activities.

See Chapter 3, "Setting Up Project Business Units," Defining Project Options, page 17.

Project Security Profiles

The project security profile is a subset of the project role, and is the final authority for determining access to projects, activities, and transactions. Project team members with the same project role have the same security profile and access to the same data.

The security profile defines a user's access type—no access, read-only, or read and write permission—to project data. The profile defines access to transactions based on analysis groups. After you define an access type and analysis groups for a project security profile, all users or permission lists that are attached to the profile acquire that access type.

Project security profiles are keyed by tableset ID and can be different for each business unit. For example, a security profile for business unit 1 can grant access to a greater level of data than the same security profile in business unit 2. You can also create different project security profiles for different projects.

This table lists examples of project security profiles and their typical functions:

Project Security Profile	Typical Functions
Project manager, project owner, application administrator	Create projects and activities, budgets, cost analyses, forecasts, and status. The security profile typically provides read/write access to projects and activities for transactions in all analysis groups.
Project accountant	Generates bills, creates assets, and performs other accounting functions. May perform project manager or application administrator functions.
Project team member	Reviews project and activity status and schedules. May require read-only access to specific project components.
Vice president, executive, or high-level manager	Inquiry of overall project status such as total revenue and gross margin.

Process Flow

To implement row-level security in Project Costing:

1. Create project security profiles on the Security Profile page.
2. Create project roles, and associate them with security profiles, on the Project Role page.
3. Define the type of security to be implemented, based on the needs of the enterprise, on the Security Options page:
   - Team-based security.
   - User, tree-based security.
   - Permission list, tree-based security.
   - Permission list, list-based security.
4. Implement the type of security selected.

Defining Project Security

To set up project row-level security, use the following components:

- Security Profile (PROJ_SEC_PROFILE).
- Row Level Security Options (SECURITY_OPTIONS)
- Project Security (SEC_PROJECT).

This section discusses how to:

- Create project security profiles.
- Define team-based security.

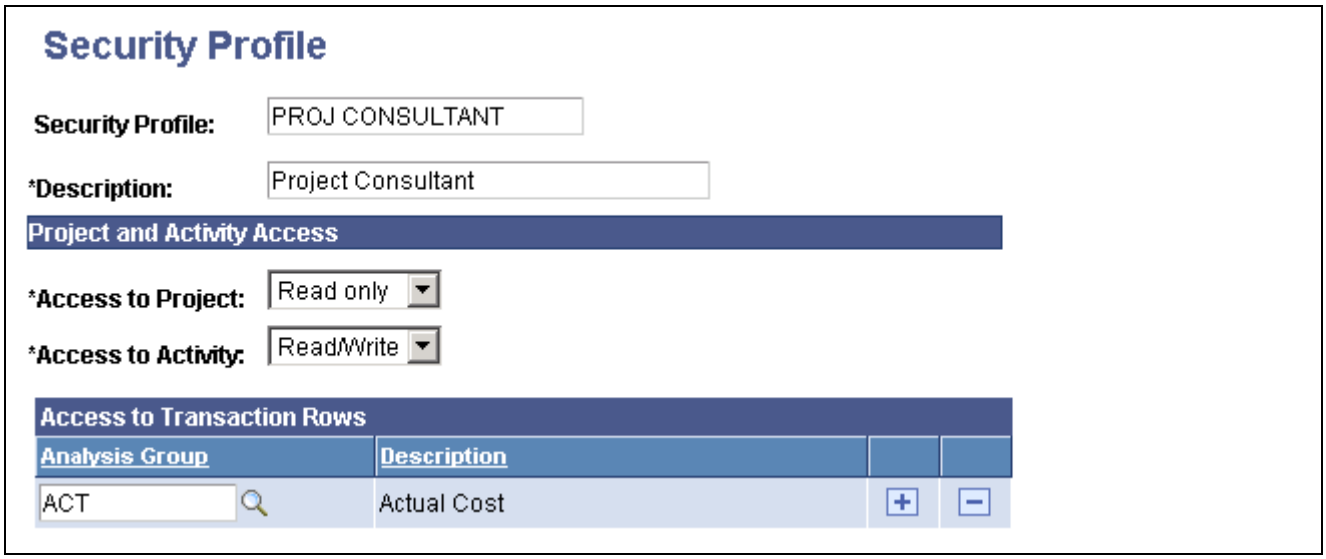
- Define user, tree-based security.
- Define permission list, list-based security.
- Define permission list, tree-based security.

Pages Used to Define Project Security

Page Name	Object Name	Navigation	Usage
Security Profile	PROJ_SEC_PROFILE	Set Up Financials/Supply Chain, Product Related, Project Costing, General Options, Security Profile, Security Profile	Create project security profiles.
Security Options	SECURITY_OPTIONS	Setup Financials/Supply Chain, Security, Security Options, Security Options	Define the type of security to implement.
Project Security	SEC_PROJLST_OPR	Setup Financials/Supply Chain, Security, Project Security, Project Security	Assign a user to a role/security profile for each project when Project Costing is not installed. This page is read-only when Project Costing is installed and you implement team-based security.
Project Security	SEC_PROJECT_OPR	Setup Financials/Supply Chain, Security, Project Security, Project Security	Define tree-based security for a specific user.
Project Security	SEC_PROJLST_CLS	Setup Financials/Supply Chain, Security, Project Security, Project Security	Specify projects and corresponding roles/security profiles for which access is defined by a permission list.
Project Security	SEC_PROJECT_CLS	Setup Financials/Supply Chain, Security, Project Security, Project Security	Define security based on a permission list for roles/security profiles that are assigned to projects belonging to the same tree.

Creating Security Profiles

Access the Security Profile page.



Security Profile page

Security Profileand **Description** Enter a security profile name and description. If you create a unique security profile for each project role, you can enter a security profile name that matches the project role name. If you create a security profile to associate with multiple roles, you can enter a generic security profile name.

Access to Project and **Access to Activity** Select an access type. Available options are *No Access, Read only,* or *Read/Write.*

Analysis Group Enter one or more analysis groups to grant the security profile access to transactions with analysis types that belong to these groups.

Granting access to transactions automatically permits read and write permissions, and the ability to add and delete rows, unless the analysis type is defined as a secured analysis type.

Secured Analysis Types

You can control the transactions that users can modify by setting up secured analysis types. Transaction rows for secured analysis types appear as read-only on the Transaction List page. Users cannot add or delete transaction rows that belong to secured analysis types, unless the page is opened in the Correct History mode, in which case editing is allowed.

To secure analysis types:

1. Associate the analysis types that you want to secure with a single analysis group.
2. Enter the analysis group in the Secured Analysis Types group box on the Installation Options - Project Costing page.

Note. Users with access to the Transaction List page in Correct History mode can modify transactions with secured analysis types.

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options

Defining Team-Based Security

To implement team-based security:

1. Access the Security Options page.
2. Select User ID Level Security in the Type of Security group box.
3. Select Project in the Secured Fields group box.
4. Select *Use list* in the Proj Security Type (project security type) field.
5. Save the page.

If Project Costing is installed the system grants security access to projects based on the project team. Use the Project Security page to view a list of all projects for which the user is a team member.

If Project Costing is not installed:

1. Access the Project Security page for a user.
2. Enter the business unit and project ID of the projects to which you are providing access.
3. Select the security profile for the selected user in this project.
4. Save the page.

Defining User, Tree-Based Security

To implement user, tree-based security:

1. Access the Security Options page.
2. Select User ID Level Security in the Type of Security group box.
3. Select Project in the Secured Fields group box.
4. Select *Use tree* in the Proj Security Type field.
5. Save the page.
6. Access the Project Security page for a user.
7. Enter the tree business unit, tree name, and tree effective date for the tree that you are securing.
8. Select the project ID (tree node) in the User Role in Projects grid to define the security for the selected user.
9. Select the project role of the selected user in this project.
10. Save the page.

Defining Permission List, List-Based Security

To implement permission list, list-based security:

1. Access the Security Options page.
2. Select Permission List Level Security from the Type of Security group box.
3. Select Project in the Secured Fields group box.
4. Select *Use list* in the Proj Security Type field.
5. Save the page.
6. Access the Project Security page for the permission list for which you are defining security.

7. For users who have access to the selected permission list, select the business unit and project ID to which you are providing access.
8. Select the project role of the permission list in the selected project.
9. Save the page.

Note. Permission list, list-based security can be defined from either the Project Security page or the Security by Permission List page that are accessible from the Project General component when permission list, list based security has been implemented. On the Project Security page, define security to multiple projects based on a permission list. On the General Information - Security by Permission List page, define security for a single project. Typically, this is done by a project manager or administrator who has access to the Project General component. The General Information - Security by Permission List page is visible only if the Security Options page is set up for permission list, list-based security, and only if Project Costing is installed.

Defining Permission List, Tree-Based Security

To implement permission list, tree-based security:

1. Access the Security Options page.
2. Select Permission List Level Security from the Type of Security group box.
3. In the Secured Fields group box, check Project.
4. Select *Use tree* in the Proj Security Type field.
5. Save the page.
6. Access the Project Security page for the permission list for which you are defining security.
7. Enter the tree business unit, tree name, and tree effective date for the tree that you are securing.
8. Select the project ID (tree node) that is being secured in the Operator Class Role in Projects grid.
9. Select the project role of the permission list in the selected project.
10. Save the page.

CHAPTER 6

Setting Up Accounting for Projects

This chapter provides an overview of the Accounting for Projects feature and discusses how to:

- Define organizational accounting installation options.
- Define project and activity owning organizations.
- Define accounting rules.
- Define the sharing structure.
- Process transactions using accounting rules.

Understanding Accounting for Projects

This section discusses:

- Accounting for Projects feature.
- Revenue and cost sharing.
- Accounting data flow.
- Accounting for Projects setup steps.
- Organizational hierarchies.
- Project and activity owning organizations.
- Sharing structure.
- Accounting rules.
- Process Project Accounting process.

Accounting for Projects Feature

The Accounting for Projects feature provides a flexible method for translating transactions into entries that you can send to General Ledger. Using accounting rules, the system converts transactions in Project Costing to accounting lines that the Journal Generator Application Engine process (FS_JGEN) later converts into journal entries.

You can use the Accounting for Projects feature to:

- Create project cost and revenue accounting entries from feeder systems for entries that have not been previously accounted for in journals.

- Create accounting entries between different organizational entities when transactions are generated for a project or activity by a resource from a business unit or other organizational entity that differs from the project or activity's general ledger (GL) business unit or organization.
- Specify how costs and revenue are shared among different departments and operating units, such as GL business units.

You must use the Accounting for Projects feature to generate accounting entries for project billing and transaction allocations.

Revenue and Cost Sharing

In the services industry, employees may work on projects that are outside of their own organization. In such cases, the organization that owns a project and the organization that owns the human resource (the employee), may be two separate entities. To handle these scenarios, use the organizational-sharing method of project accounting to share costs and revenue that the project or activity generates between the entities. You can set up rules and accounting procedures that define the internal agreement between the organization that owns the project and the organization that owns the human resource.

Once you determine the organization and standard accounting procedures, you can assess whether sharing is needed. Use this table to determine if organizational sharing is necessary:

No Organizational Sharing Needed	Organizational Sharing Needed
All project and activity charges follow the resource. Project and activity charges are not shared between the organization owning the human resource and the organization owning the project. Charge backs are not used.	Project or activity charges are shared between the organization owning the human resource and the organization owning the project or activity, either as a rule or on a case-by-case basis.
All charges follow the project, and the accounting for these charges are simple and require little time to maintain.	It is preferable to have a centralized location for assigning a project to an organization. This organization then owns the project.
Accounting for revenue is fairly simple. All transactions of a similar type use the same revenue account.	The organization has complex revenue accounting requirements.
Reporting and visibility needs are simple. Revenue and costs are analyzed by the resource organization, or the project or activity organization, but not by both.	Reporting and visibility needs are complex. Multidimensional visibility of revenue, costs, and expenses are needed for the owners of the projects, activities, and resources. Although revenue follows the resource, the accounting practices require that revenue be moved in and out of the project organization (or vice versa) for the purpose of visibility. Revenue and costs are booked to different accounts based on the relationship between the employee and the project.

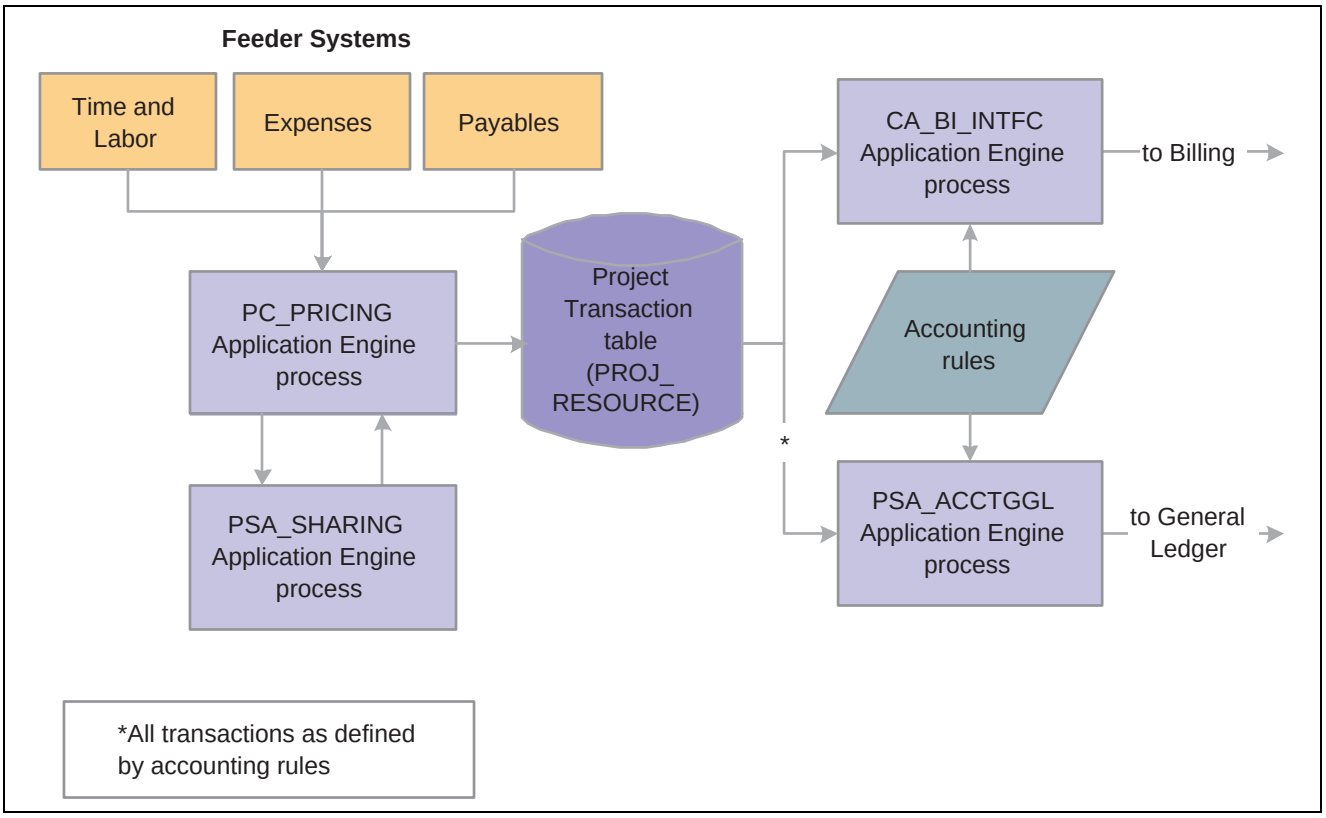
See Also

Chapter 26, "Integrating with Contracts and Billing," page 501

Chapter 6, "Setting Up Accounting for Projects," Defining the Sharing Structure, page 109

Accounting Data Flow

This diagram illustrates the flow of transactions from feeder systems to Project Costing, and from Project Costing to Billing and General Ledger:



Flow of transactions in Accounting for Projects

These steps illustrate the flow of transactions to and from Project Costing:

1. PeopleSoft applications such as Time and Labor, Expenses, and Payables, feed data to Project Costing, which triggers the Pricing Application Engine process (PC_PRICING).

   The Pricing process creates target rows in the Project Transaction table (PROJ_RESOURCE). The system uses the target rows to generate accounting and billing entries.

2. If sharing rules are defined and activated, the Pricing process calls the Sharing Application Engine process (PSA_SHARING) to search for rows that are designated for sharing.

   The Sharing process analyzes a row for sharing if the organization that owns the project or activity differs from the organization of the transaction-generating resource, and an applicable sharing rule exists.

   After identifying the applicable sharing rule, the Sharing process identifies exceptions, which follow a priority hierarchy that you establish on the Organizational Sharing Options page. If there are no exceptions, the Sharing process applies the default sharing percentage that you established for the sharing rule, and creates new rows that are based on the specified sharing rules and options.

   Source transaction rows and target transaction rows are eligible for the Sharing process. Projects and activities that are associated with contracts that have a *Government* classification *are not* eligible for the Sharing process.

Important! The Sharing process analyzes transactions only if the Billing Distribution Status field (BI_DISTRIB_STATUS) value for the row is *P* (priced), or the Revenue Distribution Status field (REV_DISTRIB_STATUS) value is *C* (created), or the Cost Distribution Status field (CST_DISTRIB_STATUS) value is *C*.

3. The Process Project Accounting Application Engine process (PSA_ACCTGGL) selects previously undistributed rows in the Project Transaction table and matches them to the appropriate accounting rules that are set up to write journal entries into the Accounting Line for Contracts and Projects table (CA_ACCTG_LN_PC).
4. The Journal Generator process creates the journal in General Ledger.

   Additionally, the system uses accounting rules to send data to the Contracts Billing Interface Application Engine process (CA_BI_INTFC) to forward to Billing. The accounting rules for as-incurred billing plans—not the accounting distribution that is defined on contract lines—determine the unbilled accounts receivable (UAR) accounting distribution.

You must define accounting rules to generate any accounting entries from Project Costing, even if you do not use an organizational hierarchy or sharing rules.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Setting Up Billing Plans"

Accounting for Projects Setup Steps

There are three ways to set up project accounting based on your need to track project costs and revenue. This table lists the purpose and setup requirements for each method:

Type of Accounting	Purpose	Setup Required
Straight	Use when transactions always follow the resource; for example, when transactions that a resource creates are charged to that resource's organizational entity.	Define accounting rules. See Chapter 6, "Setting Up Accounting for Projects," Defining Accounting Rules, page 105.
Transorganizational	Use to charge transactions to an organizational entity that differs from that of the resource; for example, when an employee is temporarily assigned to another office, but the company wants to charge the employee's expenses to the employee's original office.	1. Enable organizations on the Installation Options - Project Costing page. See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options.
		2. Define the organizational hierarchy. See Chapter 6, "Setting Up Accounting for Projects," Defining Organizational Hierarchies, page 103.

Type of Accounting	Purpose	Setup Required
		3. Define either the project-owning organization or the project activity-owning organization. See Chapter 6, "Setting Up Accounting for Projects," Defining Project and Activity Owning Organizations, page 104.
		4. Define accounting rules. See Chapter 6, "Setting Up Accounting for Projects," Defining Accounting Rules, page 105.
Organizational-sharing	Use to share costs and revenue between a resource's organization and the organization that owns the project or activity. **Note.** Contracts with a contract classification of *Government* are not eligible for organizational-sharing.	1. Enable organizations on the Installation Options - Project Costing page. See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options.
		2. Enable costs and revenue sharing on the Installation Options - Project Costing page.
		3. Define the organizational hierarchy. See Chapter 6, "Setting Up Accounting for Projects," Defining Organizational Hierarchies, page 103.
		4. Define organizational sharing options. See Chapter 6, "Setting Up Accounting for Projects," Specifying Organizational Sharing Options, page 110.
		5. Define sharing rules (source criteria and target definitions). See Chapter 6, "Setting Up Accounting for Projects," Creating Source Criteria, page 112 and Chapter 6, "Setting Up Accounting for Projects," Creating Target Definitions, page 112.

Type of Accounting	Purpose	Setup Required
		6. (Optional) Define sharing exceptions. See Chapter 6, "Setting Up Accounting for Projects," Defining Sharing Exceptions, page 114.
		7. Define either the project-owning organization or the project activity-owning organizations. See Chapter 6, "Setting Up Accounting for Projects," Defining Project and Activity Owning Organizations, page 104.
		8. Define accounting rules. Complete this step if you want to send transactions to GL. See Chapter 6, "Setting Up Accounting for Projects," Defining Accounting Rules, page 105.

Note. In situations that require transorganizational or organizational-sharing accounting, the resource that generates the transaction is typically an employee or consultant. You can, however, use these methods to account for transactions that are generated by resources other than human resources.

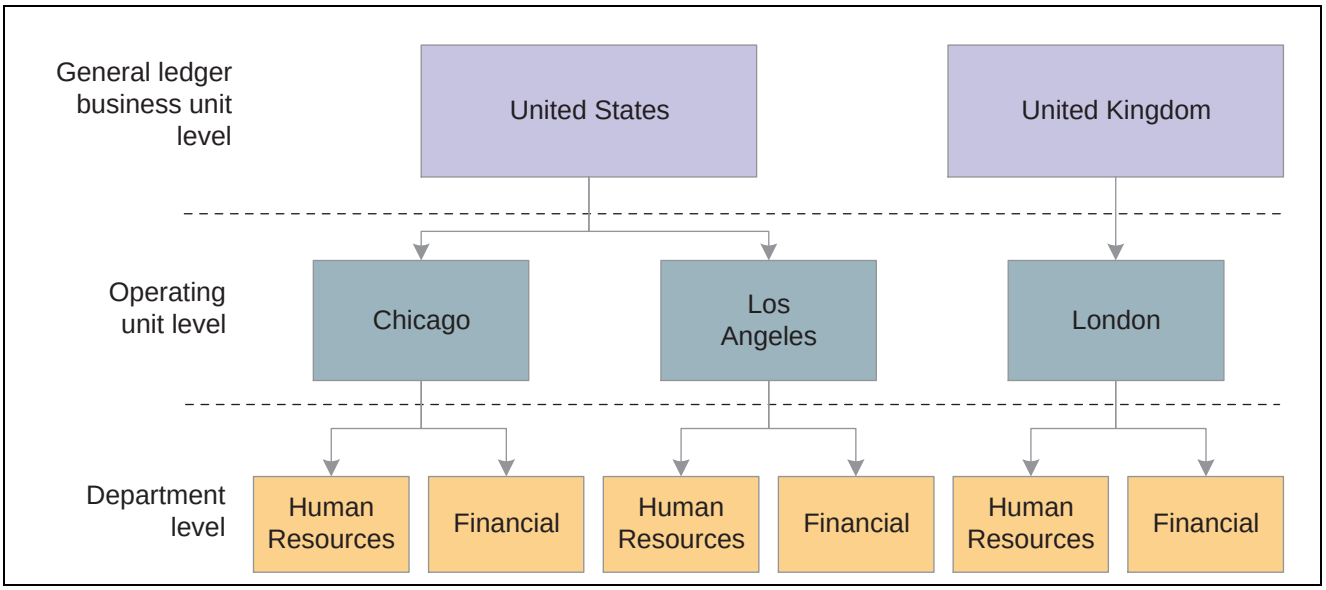
See Also

Chapter 20, "Integrating with General Ledger," page 359

Organizational Hierarchies

The first step in setting up transorganizational accounting or organizational-sharing accounting is to define the organizational hierarchy, which you use to determine which rules apply to a given situation. The organization can be as simple as a GL business unit (which is the minimum required), or it can be broken down further into four additional groups and subgroups using ChartFields to designate each organizational entity. This enables you to apply different rules (for accounting across or sharing between entities) to organizational entities depending on their size.

This diagram shows an example of an organization that is defined first by GL business unit, then by operating unit and department:



Example of an organizational hierarchy

The GL business unit is always first in the organizational hierarchy when you apply accounting rules to a human resource who is working on a project or activity in another part of the company. A human resource from one GL business unit working in another GL business unit always follows interbusiness unit rules, regardless of the departments and operating units that are involved.

The human resources system defines which organization owns a particular human resource. The system automatically attaches both the GL business unit and the department to a human resource. You must populate other ChartFields that you include in an organizational definition in transactions that are sent to the Project Transaction table.

Project and Activity Owning Organizations

You can configure organizational sharing at the project or activity level.

If you specify an owning organization at the activity level, the Sharing process determines whether to create sharing rows based on this criteria:

- If a transaction enters Project Costing with an owning organization that differs from the ChartField values entered on the Activity Organization page, the system creates sharing rows based on the defined sharing rules.
- If a transaction enters Project Costing that matches the ChartField values entered on the Activity Organization page, the system does not create sharing rows.
- If an owning organization exists at the activity level, the system disregards the project-level owning organization even if no transactions match the ChartField values entered on the Activity Organization page.

If no owning organization exists at the activity level, the system uses the project-level owning organization to determine whether to create sharing rows based on this criteria:

- If a transaction enters Project Costing that differs from ChartField values on the project Organization page, the system creates sharing rows based on the defined sharing rules.
- If a transaction enters Project Costing that matches the ChartField values on the project Organization page, the system does not create sharing rows.

If no owning organization exists at the activity level or the project level, the system does not create sharing rows.

Sharing Structure

The sharing structure consists of sharing options, rates, and exceptions.

Sharing Options

Organizational sharing options define which elements of an organization trigger charge backs. The organizational sharing options that are available for selection are based on the organizational hierarchy that you set up at the system level.

For example, assume that you set up an organizational hierarchy that consists of multiple levels. Level 1 is required and is always the GL Business Unit ChartField *BUSINESS_UNIT_GL*. Levels 2 through 5 are optional. In this example, level 2 is the *DEPTID* ChartField. As a result, on the Organizational Sharing Options page you can select the GL Business Unit and Department, or just the GL Business Unit, to trigger organizational sharing. If you select both fields on the Organizational Sharing Options page, the system triggers organizational sharing if a project activity's owning organization business unit or department differ from that of the transaction. If the activity does not have an owning organization, the system triggers organizational sharing if the project's owning organization business unit or department differ from that of the transaction.

Sharing Exceptions

You can set up exceptions based on employees and employee attributes, project teams, projects and project attributes, and organizations. Use the Organizational Sharing Options page to establish the exception type priorities.

The system stops processing when it finds the first valid exception. For example, assume that you set up three exception types with priority 1, 2, and 3 on the Organizational Sharing Options page. If the system encounters an exception while processing the first priority exception type, it stops immediately and does not proceed to the subsequent exception types.

Example of Sharing Process

This section provides an example of sharing revenue between two organizations by using the Sharing process.

Assume that you want the project activity-owning organization to share half of the revenue generated for an activity with the resource-owning organization. When expense rows, which have an ACT (Actual Cost) analysis type, and labor costs, which have a PAY (Time and Labor Actual) analysis type, enter Project Costing from feeder systems, the rate set for this activity instructs the Pricing Application Engine process (PC_PRICING) to create BIL (Billable Amount) rows. For each BIL row that contains a different GL business unit than the owning organization, you want the Sharing process to create two new rows—one with an analysis type of SHR (Shared Revenue) for 50 percent of the billed amount, and another row for 100 percent of the billed amount with an analysis type of OFA (Offset Revenue).

After you enable organizations and sharing on the Installation Options - Project Costing page, these are the steps to set up this example:

1. On the Organizational Sharing Options page, select only the GL Business Unit option in the Sharing Organization group box.

   The organizational hierarchy is established for the system at the GL business unit and department level; however, this example evaluates only the sharing options for the GL business unit.

2. On the Organizational Sharing Options page, select the Copy original/create discount option in the Process Results group box.

3. On the Organizational Sharing Rules - Source Criteria page, specify a *BIL* analysis type as the source transaction.

4. On the Organizational Sharing Rules - Target Definition page, enter these values for the Sharing process to use to create new rows from each BIL row:
   - Percentage: *50*

     The Sharing process applies this percentage to the row with the discount analysis type.
   - Target Analysis Type: *OFA*
   - Discount Analysis Type: *SHR*

The Pricing process, which triggers the Sharing process, sends the resulting rows to the Project Transaction table. The following table lists the original BIL row, the new target OFA row (at 100 percent of the original BIL row), and the new discount SHR row (at 50 percent of the original BIL row):

Analysis Type	Quantity	Unit of Measure	Source Amount	Source Currency
BIL	8	EA	1,200.00	USD
SHR	8	EA	600.00	USD
OFA	8	EA	1,200.00	USD

Accounting Rules

You define standard accounting entries, or rules for project-based transactions, based on a combination of these data elements:

- Project business unit.
- Analysis type.
- Contract.
- Project.
- Project GL business unit.
- Resource GL business unit.
- Activity.
- Other project ChartFields.
- Other project-related identifiers, such as project type, project transaction type, and project transaction code.

These rules are necessary to process any accounting from project transactions. You must enter values for the project business unit and resource GL business unit. You must also enter a value for the project GL business unit when you use transorganizational accounting. You can minimize the rules by entering a wildcard—the percent symbol—in all of the other listed fields. Alternatively, you can make the rules more specific by entering values for the listed fields.

For example, assume that a time sheet is priced and generates a billable row with a BIL analysis type and a cost row with an analysis type of CAC (Cost Sharing Actuals). These two rows (BIL and CAC) may require different accounting entries using two accounting rules—one for the BIL analysis type and one for the CAC analysis type. You can copy accounting rules to the various project business unit-and-resource GL business unit combinations that you require by clicking the Copy Accounting Entries To link on the Accounting Rules page and entering the new header criteria.

Note. If you use the Government Contracting feature that is available with Contracts and you select the Separate Billing and Revenue option on the Installation Options - Contracts page, transactions with a Revenue (REV) analysis type use the accounting rules that are set up for the BIL analysis type. This ensures that the system uses same UAR for all billing and revenue accounting entries that are associated with cost plus contract lines.

See Also

Chapter 27, "Integrating with Contracts for Government Contracting," page 515

Process Project Accounting Process

The Process Project Accounting process selects transactions from the Project Transaction table based on accounting rules and translates transaction amounts into the appropriate GL currency. If necessary, the central processor in General Ledger creates interunit entries.

Use the Process Project Accounting process to apply accounting rules and generate:

- Cost entries from transactions with analysis types that belong to the Accounting Costs analysis group (PSCST).
- Revenue and billing entries from transactions with analysis types that belong to the System Revenue analysis group (PSREV).
- Purchase/sold time, shared discounts, and shared revenue entries with analysis types that belong to the Sharing analysis group (PSTDR).

Note. The Retrieve Revenue from Contracts Application Engine process (PC_CA_TO_PC) picks up the revenue accounting rows for amount-based contract lines with associated project activities. The amount-based revenue rows in Project Costing are for project tracking and comparison purposes and are not sent to Billing or General Ledger.

Defining Organizational Accounting Installation Options

To define organizational accounting installation options, use the Installation Options (INSTALLATION_PC) and Organization Definition (PSA_ORG_DEFN) components.

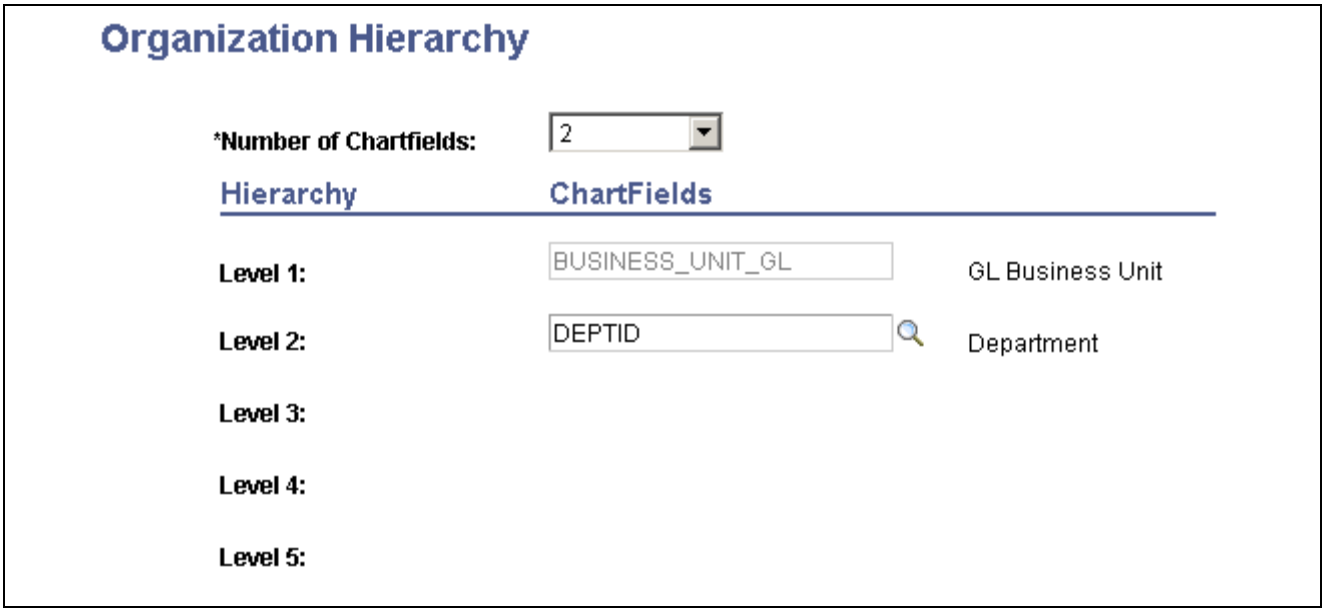
This section discusses how to define organizational hierarchies.

Pages Used to Define Organizational Accounting Installation Options

Page Name	Object Name	Navigation	Usage
Installation Options - Project Costing	INSTALLATION_PC	Setup Financials/Supply Chain, Install, Installation Options, Project Costing	Select the Enable Organization and Enable Sharing check boxes in the Organizational Accounting group box. See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options.
Organization Hierarchy	PSA_ORG_DEFN	Setup Financials/Supply Chain, Product Related, Project Costing, General Options, Organization Hierarchy, Organization Hierarchy	Specify the GL ChartFields at the system level that define the organization hierarchy for the Accounting for Projects feature.

Defining Organizational Hierarchies

Access the Organization Hierarchy page.



Organization Hierarchy page

Define the number of levels in your hierarchy and the ChartField that defines each level. You can use up to five ChartFields to define levels of the organization. The first level, however, is always the GL Business Unit field.

Defining Project and Activity Owning Organizations

This section discusses how to:

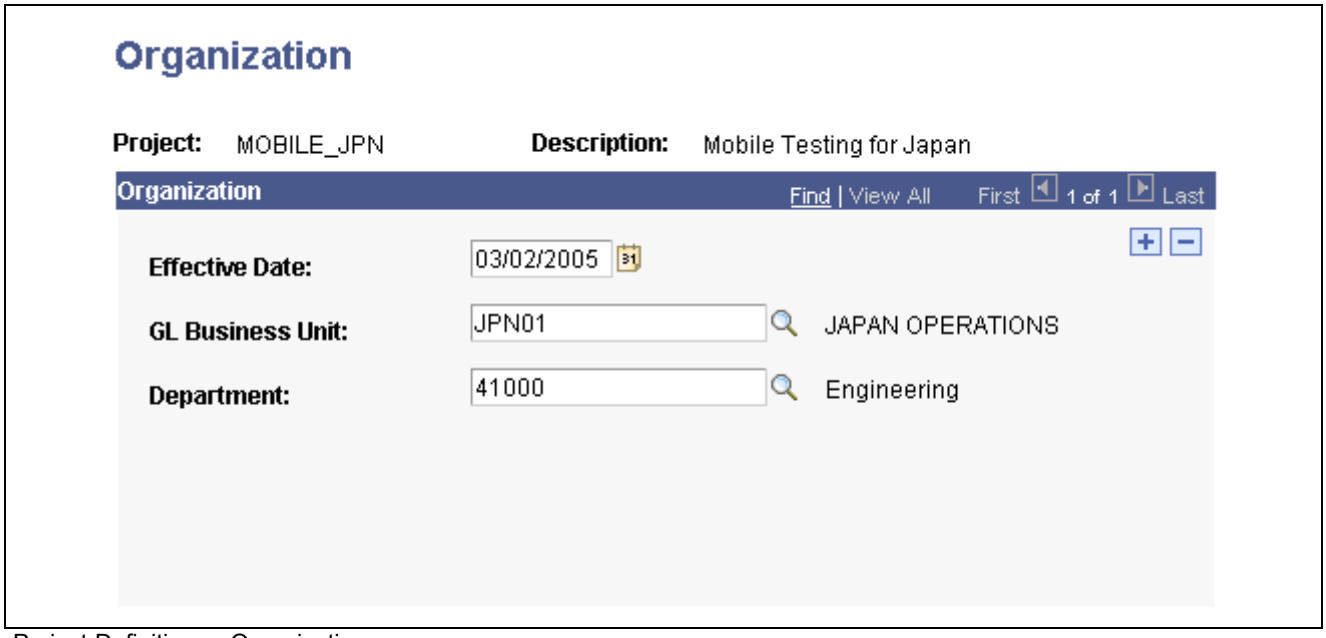
- Define project-owning organizations.
- Define project activity-owning organizations.

Pages Used to Define Project and Activity Owning Organizations

Page Name	Object Name	Navigation	Usage
Organization	PSA_ORGPRJ_DEFN	Project Costing, Project Definitions, Organization, Organization	Specify the owning organization for a particular project.
Activity Organization	PSA_ORGPRJACT_DEFN	Project Costing, Activity Definitions, Organization, Activity Organization	Specify the owning organization for a particular project activity.

Defining Project-Owning Organizations

Access the Project Definitions - Organization page.



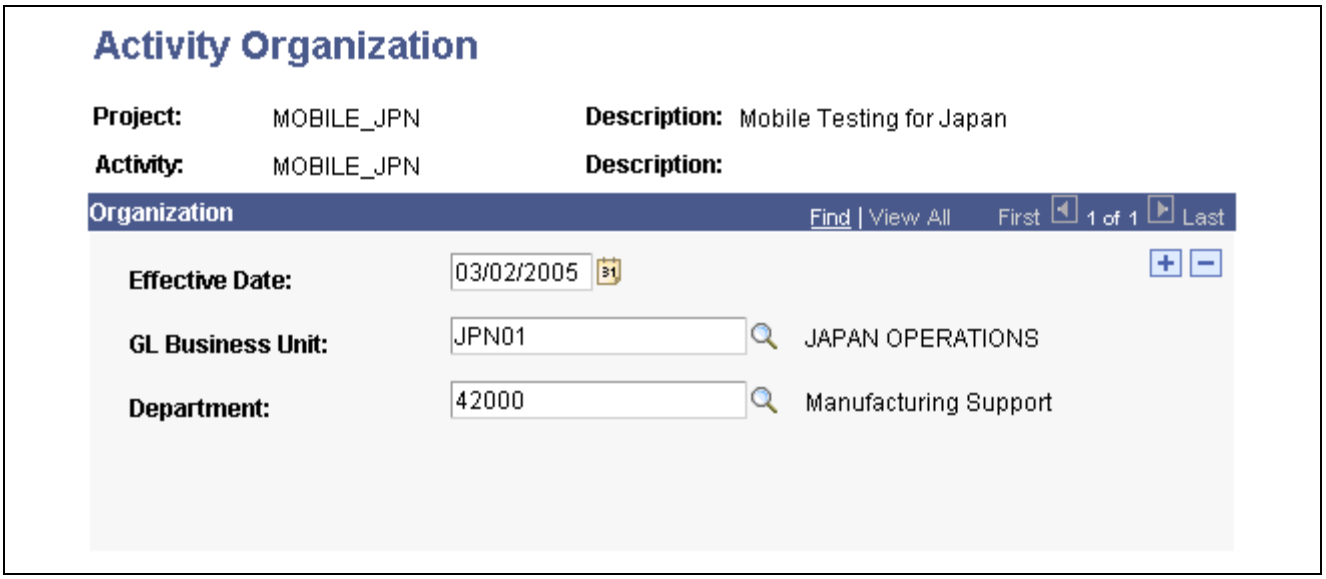
Project Definitions - Organization page

Define the owner organization of the project. The ChartFields that appear on this page are established on the Organization Hierarchy page.

Note. The system disregards this page if a transaction comes into Project Costing for a project activity that has an owning organization defined at the activity level.

Defining Project Activity-Owning Organizations

Access the Activity Organization page.



Activity Organization page

Define the owner organization of the project activity. The ChartFields that appear on this page are established on the Organization Hierarchy page.

Defining Accounting Rules

To define accounting rules, use the Accounting Rules component (PSA_ACCT_SETUP). Use the PSA_ACCT_SETUP_CI component interface to load data into the tables for this component.

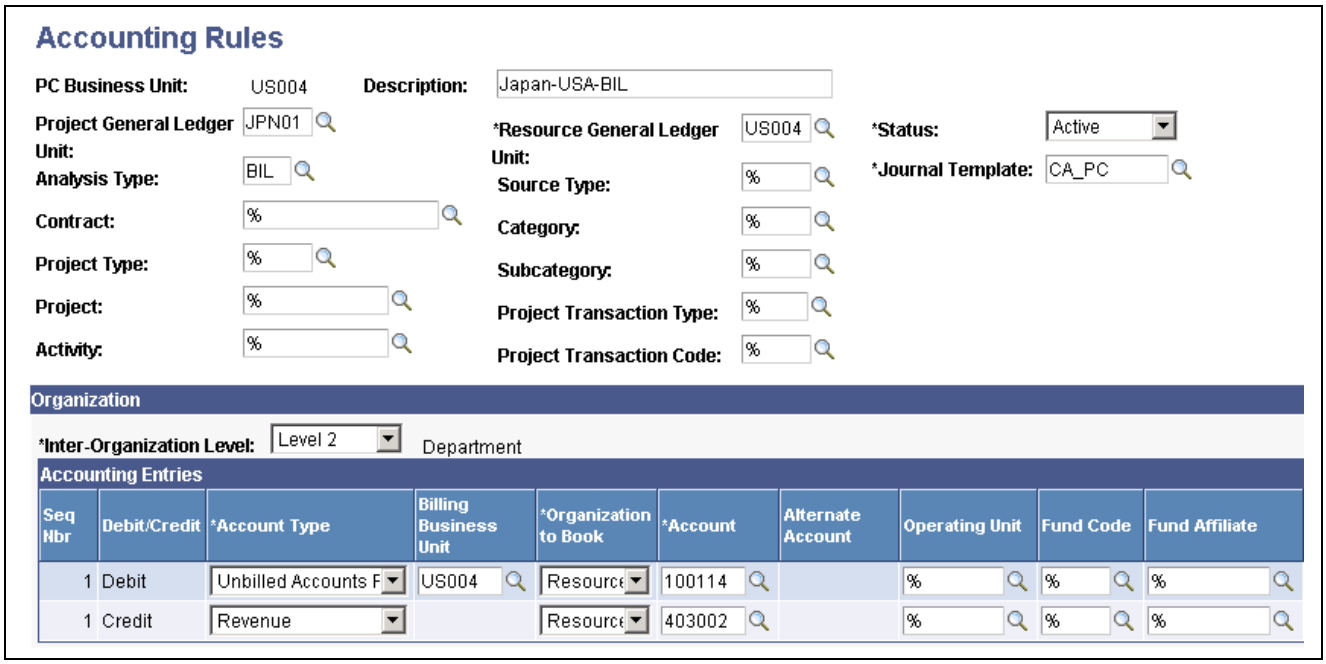
This section discusses how to define accounting rules.

Page Used to Define Accounting Rules

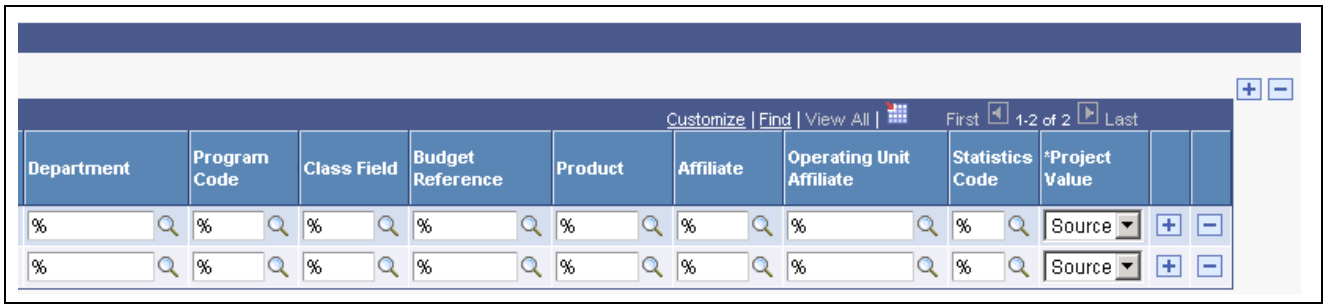
Page Name	Object Name	Navigation	Usage
Accounting Rules	PSA_ACCT_SETUP	• Setup Financials/Supply Chain, Product Related, Project Costing, General Options, Accounting Rules, Accounting Rules • Customer Contracts, Create and Amend, As Incurred Acct Distribution, Accounting Rules	Define the accounting rules to apply to rate-based transactions that originate in Project Costing, fee-based transactions that originate in Contracts, or transactions that were not accounted for in feeder systems. The system uses these rules when you run the Process Project Accounting process.

Defining Accounting Rules

Access the Accounting Rules page.



Accounting Rules page (1 of 2)



Accounting Rules page (2 of 2)

This page is divided into three sections. In the top section, you define the criteria for incoming transactions to which the accounting rules apply. In the Organization section, you specify the organizational relationship for which the rules apply, and in the Accounting Entries section, you define the accounting transactions that the system creates.

Note. On this page, you can enter a percent symbol as a wildcard, which indicates any possible value. You cannot use partial wildcards on this page, which is alphanumeric symbols in combination with the percent sign symbol.

Project General Ledger Unit — Enter the project GL business unit, which designates the business unit to which accounting entries are charged for the project. This field appears if the Enable Organization option is activated on the Installation Options - Project Costing page.

Resource General Ledger Unit — Enter the GL business unit that owns the resource. You must enter a value for this field.

Journal Template — Enter the journal template to attach to accounting entries when they are sent to the GL system. The *CA_PC* journal template is recommended for revenue-generating, accounting rules that Contracts controls.

Copy Accounting Entries To

Click to copy the accounting entries that you specify in the Accounting Entries group box for use with another set of header criteria.

See *PeopleSoft Enterprise General Ledger 8.9 PeopleBook*, "Defining Your Operational Structure," Defining General Ledger Business Units.

Organization

Inter-Organizational Level

Specify the organizational levels that the system uses to define the accounting entries that the system creates. This field is used for setting up accounting rules for transorganizational or organizational-sharing accounting. This field is available if you select Enable Organization on the Installation Options - Project Costing page, and define the organizational hierarchy.

As an example, if you define the organization to include GL business unit, operating unit, and department in that order, the field values are:

Level 1 (GL business unit): Use accounting entries that are specified under this inter-organizational level when an employee is in a different GL business unit than the project's GL unit.

Level 2 (operating unit): Use accounting entries that are specified under this inter-organizational level when an employee from one operating unit works on a project or activity that is owned by another operating unit, and both operating units belong to the same GL business unit.

Level 3 (department): Use accounting entries that are specified under this inter-organizational level when an employee from one department works in another department, and the GL business unit is the same as the operating unit.

Default: Use when the resource and project or activity organizations are the same, or when you do not need to distinguish organizational levels from one another. After analyzing the relationship between the resource organization and the project or activity organization, the Process Project Accounting process looks for a rule that is established for that relationship. If none exists, it uses the default rule. If no default exists, it does not generate any accounting entry lines.

For example, when an employee working in another department within the same GL business unit submits an expense transaction, the system checks to see if there is an accounting rule at the department level. If no rule exists, the system checks to see if there is a default rule. A default accounting rule should always be in place for interorganizational level accounting entries.

To set up accounting rules for straight accounting, clear the Enable Organization field on the Installation Options - Project Costing page to disable the Inter-Organization Level field, which tells the system to use the default Inter-Organization Level entries.

See Chapter 6, "Setting Up Accounting for Projects," Defining Organizational Hierarchies, page 103.

See Chapter 6, "Setting Up Accounting for Projects," Revenue and Cost Sharing, page 94.

Accounting Entries

Use this grid to define the accounting debits and credits to create for specified project transactions. There must be an equal number of debits and credits. When defining accounting rules for billable activity, you must specify one UAR accounting distribution. This accounting distribution is stamped on the row when it is sent to Billing. If you don't establish a UAR distribution, the system does not send the row to Billing.

During the Process Project Accounting process, the system converts all transactions to the currency based on the GL.

Seq Nbr (sequence number) Displays the sequence in which the system applies these accounting entries. The sequence number groups the debit and credit together and is used to determine if interunit entries should be created.

Note. Do not specify interunit entries on the Accounting Rules page. This results in double entries.

Debit/Credit Displays whether this accounting line is a debit or a credit.

Account Type Select the type of accounting entry.

Note. The system sends unbilled accounts receivable to Billing.

Billing Business Unit This field appears only if the account type is *Unbilled Accounts Receivable.*

Enter the same business unit that you entered in the Resource General Ledger Unit field. This ensures that the receivables accounting entries are booked to the same GL business unit as the unbilled receivables account.

You must set up rows with analysis types of BRT (Billing Retainage), RRT (Released Billing Retainage), DEF (Deferred Amount), and OLT (Over Limit Amount) for these types of processing. These rows are not accounted for in the Process Project Accounting process, but they require a UAR accounting distribution to be sent to Billing.

Note. Prepaid utilization rows—rows with an analysis type of UAJ (Prepaid Utilization Adjustment) and UTL (Prepaid Utilization for Billing)—are costs that are prepaid by the customer and used over a period of time. Prepaid utilization rows are not handled in the accounting rules setup. Contracts generates UTL rows and sends them to the Billing system when a prepayment is utilized. Billing generates UAJ rows. The Process Project Accounting process handles the accounting for utilization rows separately. Deferred revenue is debited from the prepaid accounting setup, and UAR is credited. The UAR is populated on the UTL and UAJ rows from the BIL rows that are sent to Billing.

Project Value Select an option that determines if the project ID appears on the accounting entry when it is created. The options for this required field are:

- *None:* No project ID will appear on the accounting entry in the Accounting Line for Contracts and Projects table.
- *Source:* The project ID listed in the source transaction is used for the accounting entry in the Accounting Line for Contracts and Projects table.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Establishing Prepaid Amounts"

Defining the Sharing Structure

To define the sharing structure, use these components:

- Organizational Sharing Options (PSA_SHARING)
- Sharing Rules (PSA_SHARE_RULES)
- Specific Employee Exceptions (PSA_EXCPT_EE1)
- Employee Attribute Exceptions (PSA_EXCPT_EE2)
- Project Team Exceptions (PSA_EXCPT_TEAM)
- Specific Project Exceptions (PSA_EXCPT_PROJ1)
- Project Attribute Exceptions (PSA_EXCPT_PROJ2)
- Organizational Exceptions (PSA_EXCPT_ORG)

This section discusses how to:

- Specify organizational sharing options.
- Create source criteria.
- Create target definitions.
- (Optional) Define sharing exceptions.

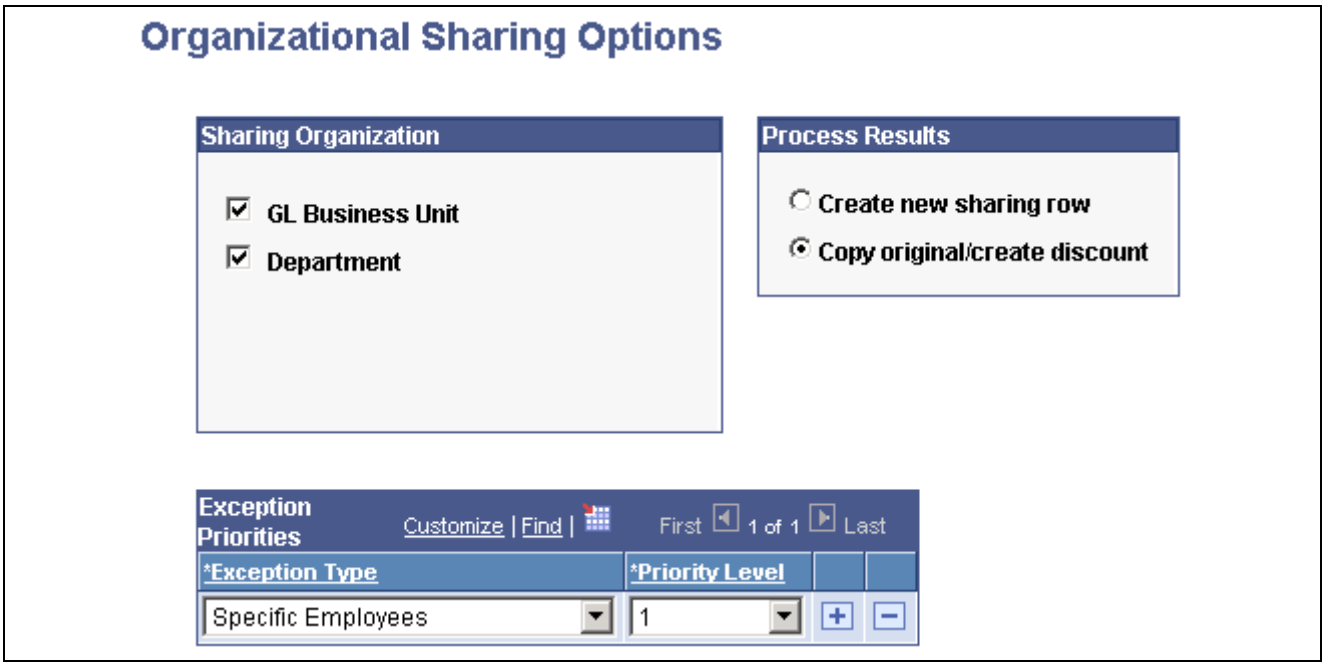
Pages Used to Define the Sharing Structure

Page Name	Object Name	Navigation	Usage
Organizational Sharing Options	PSA_SHARE_OPTN	Setup Financials/Supply Chain, Product Related, Project Costing, Sharing Structure, Sharing Options, Organizational Sharing Options	Defines which elements of an organization trigger charge backs.
Organizational Sharing Rules - Source Criteria	PSA_SHARE_RULES	Setup Financials/Supply Chain, Product Related, Project Costing, Sharing Structure, Sharing Rules, Organizational Sharing Rules	Create or view the organizational sharing rules source criteria.
Organizational Sharing Rules - Target Definition	PSA_SHARE_RULES_LN	Click Target on the Organizational Sharing Rules - Source Criteria page.	Define percentage and target rows for the selected sharing rule.
Specific Employee Exceptions	PSA_EXCPT_EE1	Setup Financials/Supply Chain, Product Related, Project Costing, Sharing Structure, Employee Exceptions, Specific Employee Exceptions	Create exceptions to sharing rules for employees.

Page Name	Object Name	Navigation	Usage
Employee Attribute Exceptions	PSA_EXCPT_EE2	Setup Financials/Supply Chain, Product Related, Project Costing, Sharing Structure, Employee Attribute Exceptions, Employee Attribute Exceptions	Create exceptions to sharing rules for a particular type or classification of employee.
Project Team Member Exceptions	PSA_EXCPT_TEAM	Setup Financials/Supply Chain, Product Related, Project Costing, Sharing Structure, Project Team Exceptions, Project Team Member Exceptions	Create exceptions to sharing rules for a project team member.
Specific Project Exceptions	PSA_EXCPT_PROJ1	Setup Financials/Supply Chain, Product Related, Project Costing, Sharing Structure, Project Exceptions, Specific Project Exceptions	Create exceptions to the sharing rules of a specific project.
Project Attribute Exceptions	PSA_EXCPT_PROJ2	Setup Financials/Supply Chain, Product Related, Project Costing, Sharing Structure, Project Attribute Exceptions, Project Attribute Exceptions	Create exceptions to sharing rules based on project attributes.
Organization Exceptions	PSA_EXCPT_ORG	Setup Financials/Supply Chain, Product Related, Project Costing, Sharing Structure, Organization Exceptions, Organization Exceptions	Create exceptions to sharing rules based on the organization or a relationship between organizations.

Specifying Organizational Sharing Options

Access the Organizational Sharing Options page.



Organizational Sharing Options page

As a prerequisite, you must enable sharing option on the Installation Options - Project Costing page and define organizational hierarchies.

Sharing Organization

Select the entities that are involved in organizational sharing. Only entities that you select on the Organization Hierarchy page are available.

Process Results

Create new sharing row Click to create a new row and apply the sharing percentage to the original amount.

Copy original/create discount Click to create two new transaction rows, one with the full amount and one with the discounted credit.

For example, assume that two organizations share at a rate of 80 percent. When sharing a revenue transaction of 100 USD, based on the option that you choose the system will create a row of 80 USD or create two rows—one for USD 100 and the other for USD 20.

Exception Priorities

Exception Type Specify exceptions to evaluate for organizational sharing. Valid exception types are *Employee Attributes, Organizational Relationships, Project Attributes, Specific Employees, Specific Project Team Members,* and *Specific Projects*. Each exception is defined in separate corresponding exception pages.

Priority Level Rank the priority of each exception type. The system uses this value in situations when two or more exception types apply to a transaction. Valid priority levels are *1* through *6,* with 1 being the highest priority.

Note. If more than one organization exception matches a given resource transaction, organization exceptions are weighted according to the hierarchy identified on the Define an Organization page. An organization ChartField with a hierarchy of 4 on the Define an Organization page is applied the highest weight for an organization exception. Therefore, an organization exception that specifies all four ChartFields for the resource-owning organization has higher weighting and is applied to sharing transactions before an organization exception using only two ChartFields.

Creating Source Criteria

Access the Organizational Sharing Rules - Source Criteria page.

Analysis Type Select the analysis type for transactions that the system uses to determine source criteria.

Source Type Select the largest category of transaction source definitions.

Category Select a category to further define the source type.

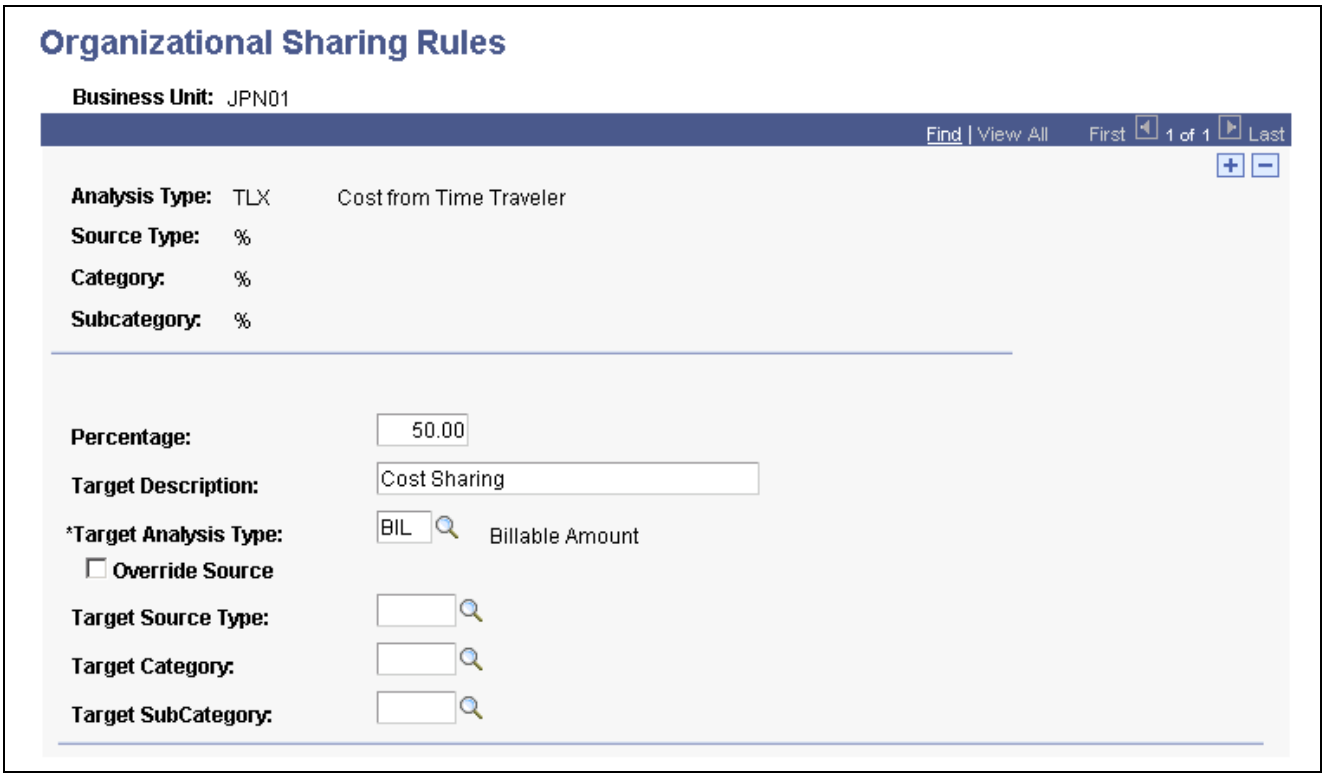
SubCategory Select a subcategory to further define the category.

Percent Displays the percentage being shared according to this rule. You define this field on the Organizational Sharing Rules - Target Definition page.

Target Click to access the Organizational Sharing Rules - Target Definition page to define the percentage and target rows for this rule.

Creating Target Definitions

Access the Organizational Sharing Rules - Target Definition page.



Organizational Sharing Rules - Target Definition page (1 of 2)

Organizational Sharing Rules - Target Definition page (2 of 2)

Percentage Enter the percentage of the transaction amount to be shared.

Target Analysis Type Enter the analysis type for the new transaction row being created.

Override Source Select the check box to override the values for the source type, category, and subcategory on the target row with the values in the Source Type, Category, and SubCategory ChartFields on this page. Select the check box and leave the Source Type, Category, and SubCategory ChartFields blank for the fields to appear blank in the target row.

Clear the check box for the target row to inherit the field values from the original transaction.

If you selected *Copy original/create discount* on the Organizational Sharing Options page, a second section appears on this page. Specify the description, analysis type, resource type, category, and subcategory for the discount row.

Defining Sharing Exceptions

Sharing exceptions enable you to set your target definition to a specific employee, employee attribute, project team, project, project attribute, or organization.

Use the following pages:

- Specific Employee Exceptions
- Employee Attribute Exceptions
- Project Team Member Exceptions
- Specific Project Exceptions
- Project Attribute Exceptions
- Organization Exceptions

As a prerequisite, you must first set up rates and define your exception priorities.

See Also

Chapter 6, "Setting Up Accounting for Projects," Defining the Sharing Structure, page 109

Chapter 6, "Setting Up Accounting for Projects," Defining Organizational Hierarchies, page 103

Processing Transactions Using Accounting Rules

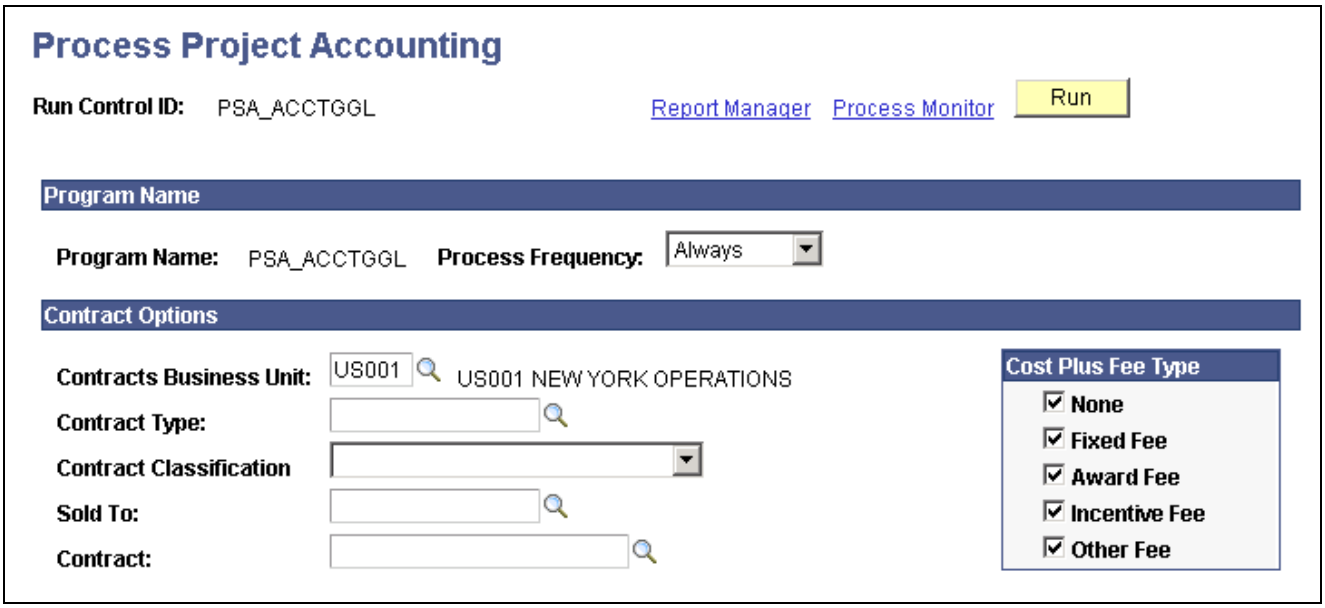
This section discusses how to run the Process Project Accounting process.

Page Used to Process Transactions Using Accounting Rules

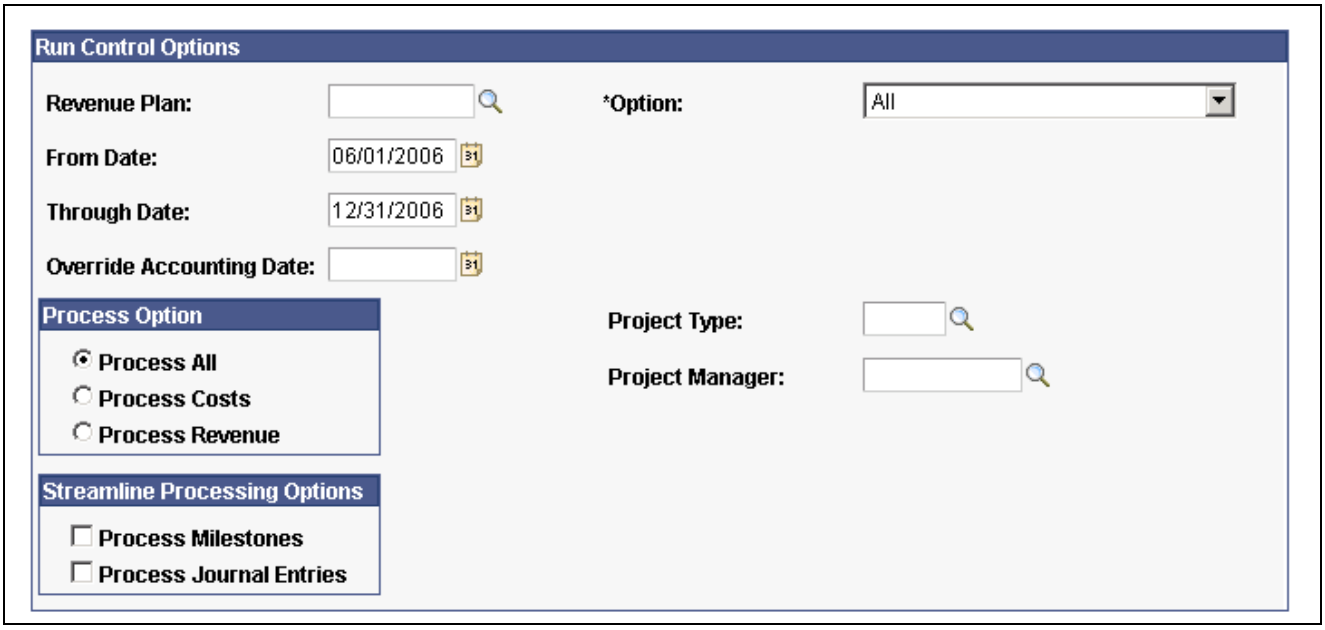
Page Name	Object Name	Navigation	Usage
Process Project Accounting	RUN_PSA_ACCTGGL	Project Costing, Accounting, Process Project Accounting	Run the Process Project Accounting process to pull rate-based transactions from Project Costing and create accounting entries.

Running the Process Project Accounting Process

Access the Process Project Accounting page.



Process Project Accounting page (1 of 2)



Process Project Accounting page (2 of 2)

Process Frequency Select how often you want the process to run.

Contracts Business Unit Enter a contract business unit to run this process for contracts in a specific business unit. Leave the field blank to run the process for all business units.

Sold To Enter a sold-to customer for whom to run this process, or leave the field blank to include all sold-to customers that meet the run control criteria.

Contract Enter a contract number on which to run this process, or leave this field blank to include all contracts that meet the run control criteria.

Contract Classification Select the classification of the contracts that you want to process. Options are: *Federal Reimbursement Agreement, Government, Internal,* and *Standard.*

Leave the field blank to process all classifications that meet the run control criteria.

If you select the *Government* classification, the Process Project Accounting process initiates the Create Fee Application Engine process (CA_FEE_PRCS) to process contract lines for the fee type that you select in the Cost Plus Fee Type group box.

See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Creating Contracts," Contract Classifications.

Cost Plus Fee Type Select the fee type of the contract lines that you want to process. Options are: *None, Fixed Fee, Award Fee, Incentive Fee,* and *Other Fee.* Leave all check boxes clear to process all fee types.

See *PeopleSoft Enterprise Contracts for Government Contracting 8.9 PeopleBook*, "Structuring Contracts for Government Contracting," Defining Contracts Business Unit Fee Definitions.

Revenue Plan Enter a revenue recognition plan on which to run this process. Leave the field blank to process all revenue recognition plans.

From Date and **Through Date** Enter the range of accounting dates to process. The system selects rows in the Project Transaction table with accounting dates that fall on or within these dates.

Override Accounting Date Enter an override accounting date to have the system stamp the rows that are sent to the Accounting Line for Contracts and Projects table with this date at the end of the process.

Option Select a project business unit, project, or activity option to restrict processing to these values.

Project Type and **Project Manager** Enter values as required to further define the run control options.

Process Option Select the type of transactions in the Project Transaction table to process. Options are: *Process All, Process Costs,* and *Process Revenue.*

Process Milestones Select for the Process Project Accounting process to initiate the Milestone Processing Application Engine process (CA_MS_PRCS) to process milestones for contracts that meet the run control criteria.

Process Journal Entries Select to automatically run the Journal Generator and Contracts Billing Interface processes after running the Process Project Accounting process.

The system uses the following information when you run the Journal Entries process from the Process Project Accounting process run control page:

- Journal Generator template that you define on the Accounting Rules page.
- Accounting definition that you define on the Installation Options - Contracts page.
- Default ledger group that you define on the Ledgers for a Unit, Definition page.

See Also

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

CHAPTER 7

Creating and Maintaining Projects

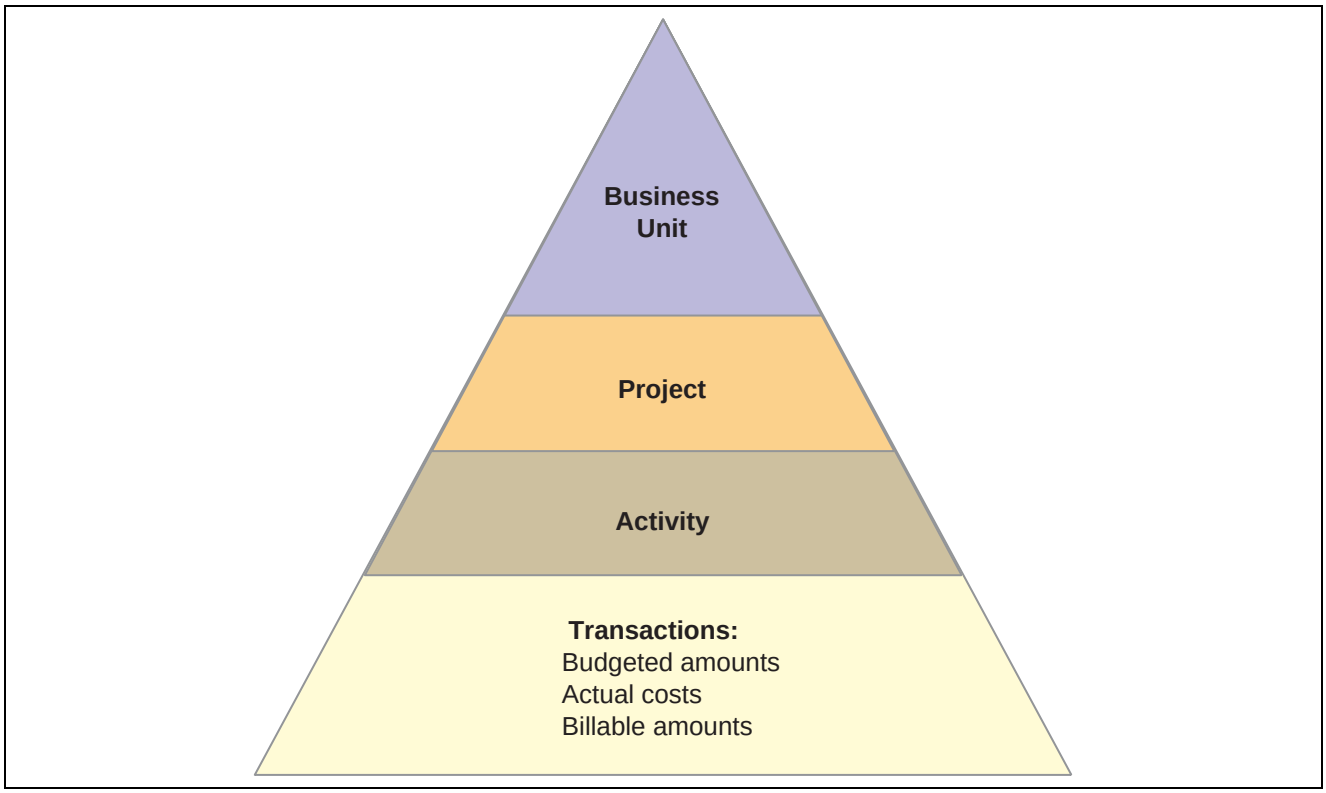
This chapter provides overviews of projects, project creation options, and project managers, lists a prerequisite, and discusses how to:

- Create project templates.
- Create new projects by using templates.
- Create projects from copies.
- Create and define projects.
- Initiate projects by using project initiation checklists.
- Maintain project status.
- Track your projects.
- Modify existing projects by using templates.
- Delete project data.

Understanding Projects

After you set up your Project Costing system, you can create projects and add activities to them. You can do this manually through Project Costing or by using batch processes and integration with other applications.

At the highest level, projects are managed within a project business unit. Within each project, costs are organized and analyzed by activity. Activities are the specific tasks that make up a project. During the course of an activity, transactions are created for such things as labor and materials. Transactions are attached only at the activity level. Project Costing organizes and groups these transactions to monitor and report on the conditions of a project. This diagram illustrates the hierarchy:



Hierarchical relationship of a project and its activities and transactions

All project transactions are stored in the Project Transaction table (PROJ_RESOURCE). Project transactions provide the basis for project reporting, analysis, billing, and asset capitalization.

Understanding Project Creation Options

Project Costing provides you with project creation tools that eliminate the need to recreate key information for each new project. To create a new project you can perform any of these actions:

- Add a new, blank project and enter the required information.
- Use a predefined project template or copy any existing project as a starting point for a new project.
- Receive projects from feeder systems such as Program Management or Proposal Management.
- Create a project from a Microsoft Project file.

Project Templates

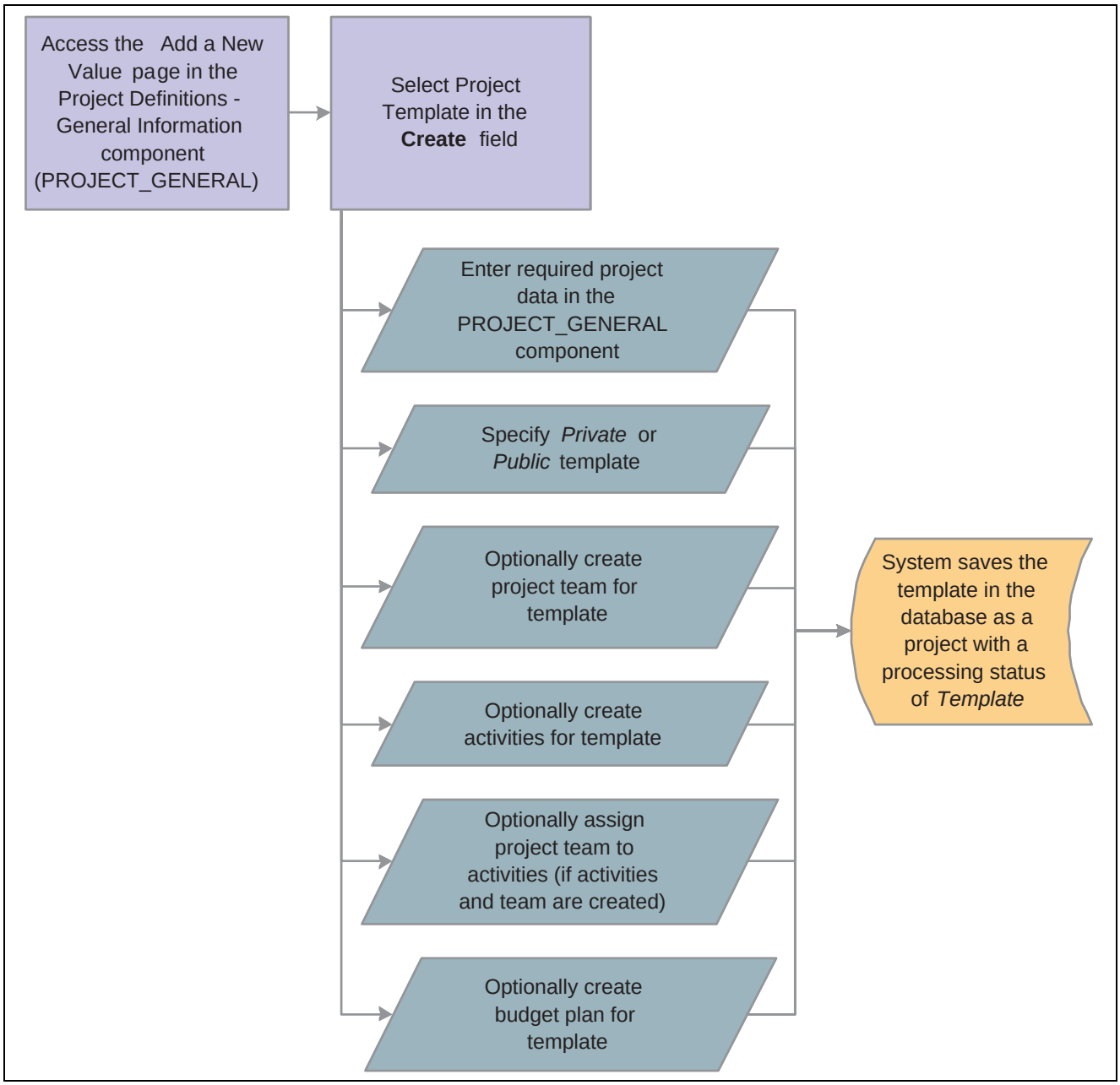
You can create and modify an unlimited number of reusable project templates to populate new projects with preset standard information such as project and activity-level information, teams, budget plans, and attachments. You can also modify existing active or pending projects using data from templates.

To create a template, either save a new or existing project as a template, or create a new template by starting with a blank project. For easy access to your templates, you can attach a link to the templates on the My Projects page. Alternatively, you can search for project templates—just as you search for transactional projects—using many of the component search pages in the Project Definitions, Activity Definitions, and Budgeting menu navigation folders. To search for templates, enter a processing status of *Template* as a search criteria to view the list of available project templates.

The Copy Template Option 1 and Copy Template Option 2 pages in the Project Costing Options component (PC_BUS_UNIT_OPT) identify the tables that the system uses to copy data into projects and activities that you create or modify by using project templates.

Process Flow - Creating a Template from a Blank Project

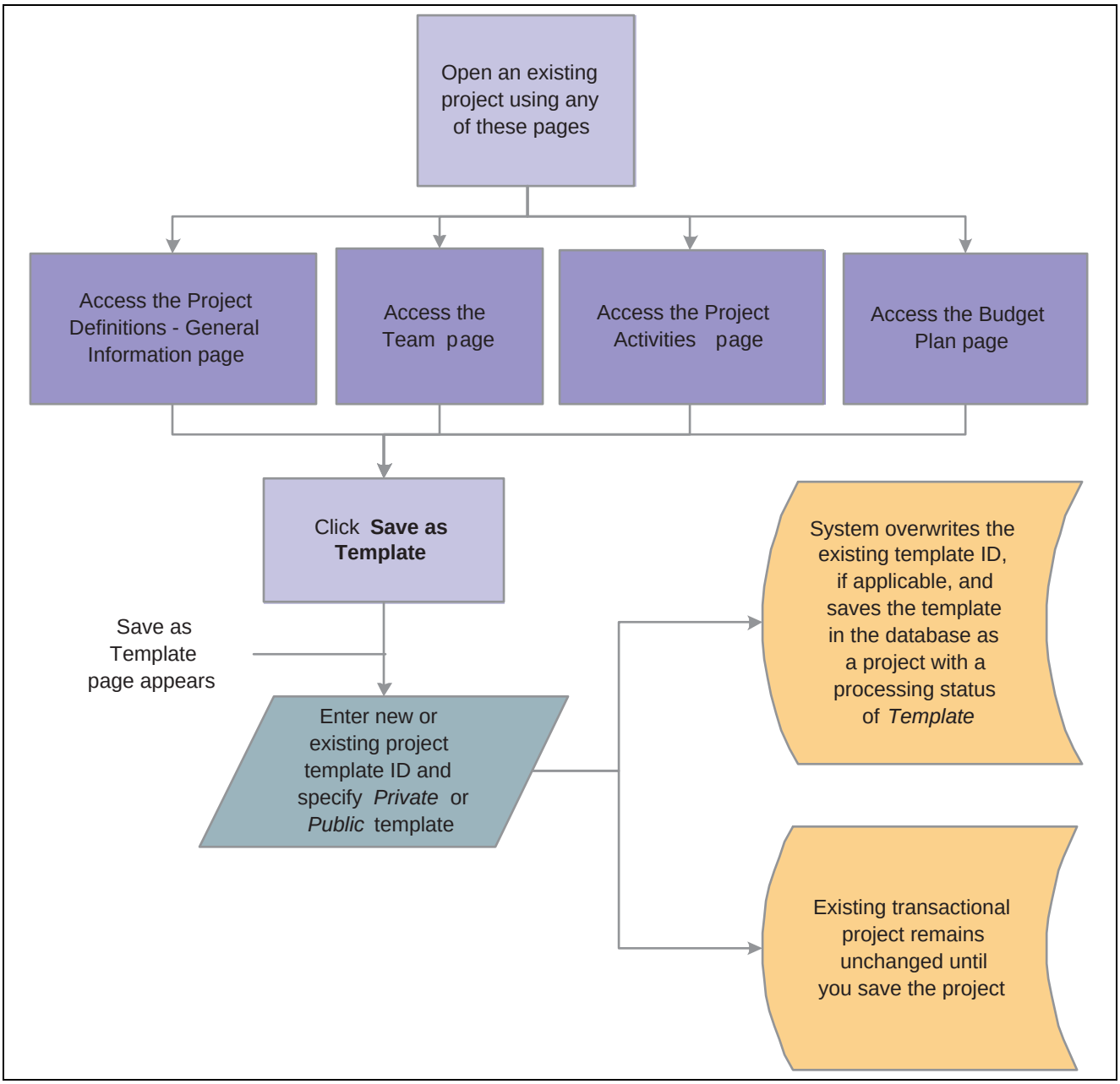
This diagram illustrates the process of creating a new template from a blank project:



Creating a new template from a blank project

Process Flow - Creating a Template from an Existing Project

This diagram illustrates the process of creating a new template from an existing project:



Creating a new template from an existing project

Modify Existing Projects with Templates

If you use project templates to modify existing projects, the system determines which template data to append or overwrite to the existing project data, or ignore, based on the criteria that you select and:

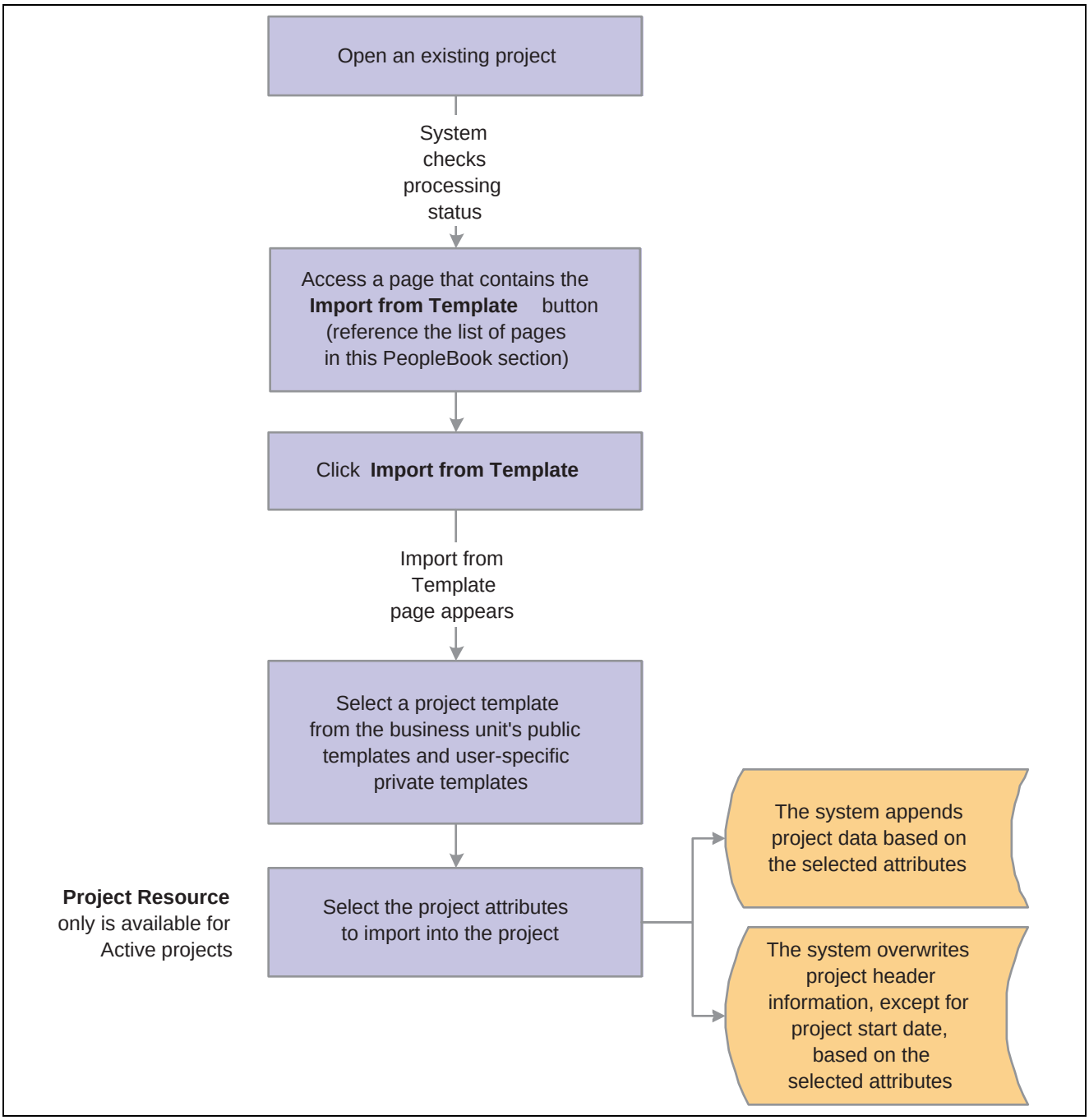
- The project processing status.
- If duplicate data exists on the project.
- The business unit options in the Copy Template Option 1 and Copy Template Option 2 pages that identify the tables that the system uses to copy data into projects and activities.

Note. You can use project templates to modify existing transactional projects; however, you cannot use project templates to modify other existing templates.

This table lists the pages that you can use to import template data into an existing project based on the project processing status:

Pages Used to Import Template Data	Project Processing Status
All pages in the Project General component (PROJECT_GENERAL)	Pending
Project Activities	Pending
Team (if you use Project Costing without Program Management)	Pending Active
Resources (if you use Program Management)	Pending Active

This diagram illustrates the process of importing data from a project template into an existing project:



Importing data from a template into an existing project

Security and Structure

Templates can be public or private. Templates are designated as public or private at the project level, and the designation applies to all information on the template. Users who have security permission to create and modify projects for a business unit and project type can create and modify public templates. Users can create their own user-specific, private templates to use in projects, and view or modify as needed.

The system treats project templates as projects with a processing status of *Template.* Templates use the same project tables, pages, and menu structure as transactional projects. However, you cannot post transactions against templates, they do not appear in transactional project reports and in some component search pages, and they are available only in Project Costing and Program Management.

You can delete templates by using the Project Delete utility.

Project Copies

Any project and activity to which you have access is available to be copied to new or existing projects and activities. You can copy project and activity-level information, project and activity team, and transactions to a new project.

You must open a project to copy information from that project. The Copy Template Option 1 and Copy Template Option 2 pages in the Project Costing Options component for the business unit identify the tables that the system uses to copy data into projects and activities that you create or modify by using a copy of an existing project.

You can access the Project Copy feature by using any of these methods:

- Create a new project by selecting the *Project from Copy* option on the Project Definitions - General Information - Add a New Value page.
- Modify an existing project or create a new project by clicking *Copy Project* on any Project General component page that you want to copy.
- Create a new project by navigating to the Copy Project page from the Project Costing, Utilities menu navigation folder.

Understanding Project Managers

You can select project managers for projects, project templates, and programs. If you use Expenses, you can control project costs by requiring the project manager to approve time and expense reports in Expenses. If you use Program Management and Resource Management, you can enable workflow to send resource assignments to the project manager for approval if another user adds resources to the project by using Resource Management. Additionally, you can enable workflow to send assignment schedule changes to the project manager for approval.

If you use Program Management:

- The system automatically assigns the project manager as the issue owner when issues are created for the project.
- The system assigns the project manager as the issue owner if an issue is created for a project activity, and no activity owner exists.
- The system automatically lists the project manager as an interested party on issues created for the project.
- The project manager can modify a project without submitting a change request if you use change requests on the project.

You select project managers for projects and templates on the Project Definitions - Team Detail page if you use Project Costing without Program Management. You can designate any project team member as the project manager, regardless of the team member’s project role. A project can have different project managers for different time periods, but the time periods cannot overlap. You can view current, previous, and future project managers in the Project Definitions - Manager page.

Program Managers

Some of the rules for defining project managers also apply to program managers. For example, you can assign different program managers for different time periods, but the time periods cannot overlap. Additionally, you can assign the program manager on the Project Definitions - Team Detail page.

However, there are some differences in the way that the system treats program managers and project managers, such as:

- You can enter and modify program managers on the Project Definitions - Manager page, as well as on the Resource Detail page.
- You can select any employee as a program manager.

  Employee data is loaded into the Financial Management Solutions (FMS) database from the Human Capital Management (HCM) database by using an application messaging process that uses the PERSON_BASIC_SYNC and PERSON_BASIC_FULLSYNC enterprise integration points (EIPs).
- You can assign a manager to a program, and then change the program to a detail project.

  The system automatically adds the project manager to the project team. If there are multiple effective dated project managers for the program when you change the program to a detail project, the system adds all of the project managers to the project team and selects the Project Manager check box for the current project manager on the Resources page.

You cannot change a project to a program after you assign a manager to the project.

Prerequisite

You must define an FTP server if you want to attach files to projects and activities.

See *PeopleSoft Enterprise Financials, ESA and Supply Chain Management 8.9 Product-Specific Installation Instructions* located on the PeopleSoft Customer Connection website.

Creating Project Templates

This section discusses how to:

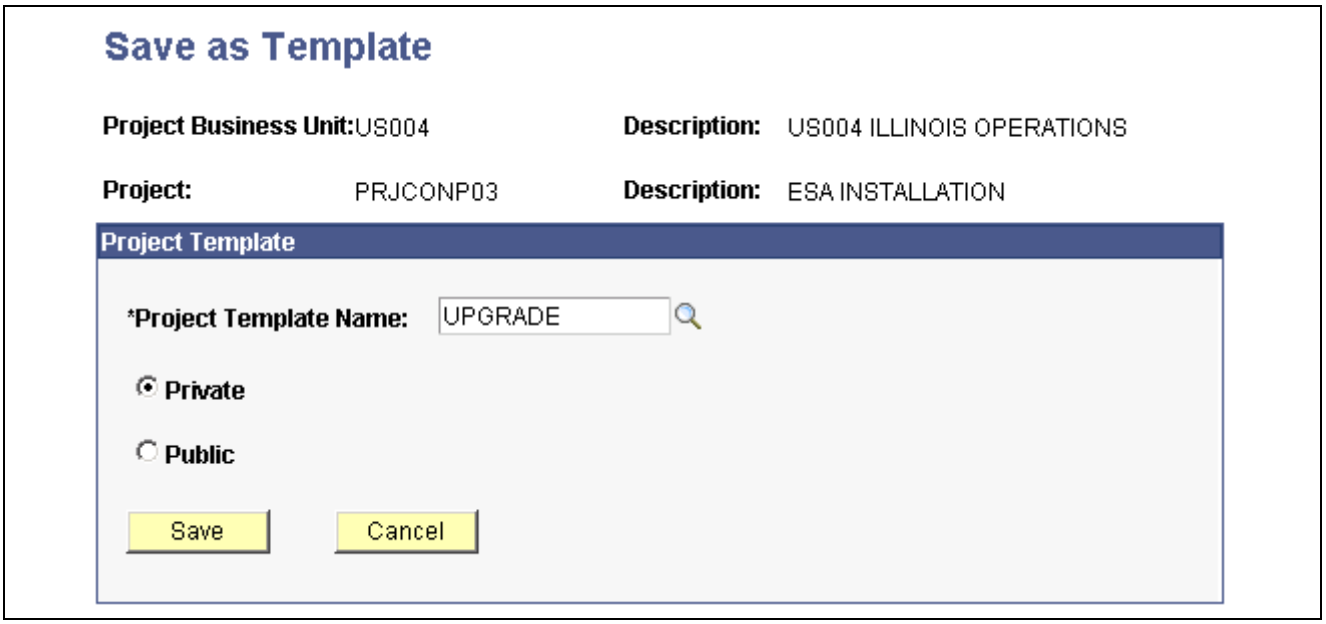
- Create project templates from existing projects.
- Create project templates from blank projects.

Pages Used to Create Project Templates

Page Name	Object Name	Navigation	Usage
Save as Template	PC_SAVEAS_TMPL	• Project Costing, Project Definitions or Activity Definitions, Team Click Save as Template on the Team page. • Project Costing, Budgeting, Budget Plan Click Save as Template on the Budget Plan page. • Project Costing or Program Management, Project Definitions, General Information Click Save as Template on any Project General component page. • Project Costing or Program Management, Activity Definitions, Project Activities Click Save as Template on the Project Activities page. • Program Management, Project Definitions or Activity Definitions, Resources Click Save as Template on the Resources page.	Save an existing transactional project as a project template.
Project Definitions - General Information	PROJECT_GEN_01A	Project Costing, Project Definitions, General Information, Add a New Value Select *Project Template* as the create option in the General Information - Add a New Value page, and click Add.	Create a new template from a blank project.

Creating Project Templates from Existing Projects

Access the Save as Template page.



Save as Template page

The template inherits the project business unit.

Project Template Enter *NEXT* for the system to assign the next sequential project ID, or enter a unique project template ID, or select an existing template to replace.

If you select an existing template, the system overwrites all data on the existing template with the new project information when you save the page.

Private and **Public** Select Private to create a template that only you can use and modify. This is the default value.

Select Public to create or search for a template that all users who have security permission to create projects can use and modify.

When you save the page, the system copies project-level information, project team, budget plan, activities, activity assignments, work breakdown structure (WBS), and deliverables (if you use Program Management) from the original project to a template project, and opens the Project Definitions - General Information page for the template.

The system copies budget items and any distributed amounts to the new project, but does not copy budget adjustments.

In the Project Definition - General Information page for new templates, initially the Project Status field is editable. After you select a project status for the template and save the Project Definitions - General Information page for the first time, the Project Status field is no longer editable. The Processing Status field value is *Template* and does not change.

For each labor resource on the original project:

- Only one assignment schedule row appears on the template for a labor resource, even if the assignment schedule contains multiple date ranges.
- The assignment schedule row start date on the template is based on the project start date, and the end date is based on the project end date.
- The project role is based on the project role listed in the first row in the Availability dates grid on the Project Definitions - Team Detail page for a resource, if you use Project Costing without Program Management.

The project role is based on the Primary Project Role field on the Resources page, if you use Program Management.

- There is no assignment ID for project templates.

  The system does not create assignments in Resource Management for resources on project templates.

Go to the Project Costing Options - Copy Template Option pages to view the list of tables that are eligible for the system to copy to a template project.

See Chapter 3, "Setting Up Project Business Units," Defining Parameters for Copying Projects and Creating Projects from Templates, page 25.

Note. When you click Save as Template on the original transactional project, the system does not save any modifications that you made to the transactional project. You must click Save on the transactional project to save any modifications that you made since the previous save.

Creating Project Templates from Blank Projects

Access the Project Definitions - General Information page. When you add a new project, select *Project Template* as the create option.

The system assigns a processing status of *Template.*

Designate the template as *Public* or *Private.* The default value is *Private.* Enter the required project level information as you would when you create a new transactional project. Optionally create a project team, activities, activity team, and budget plan.

Creating New Projects by Using Templates

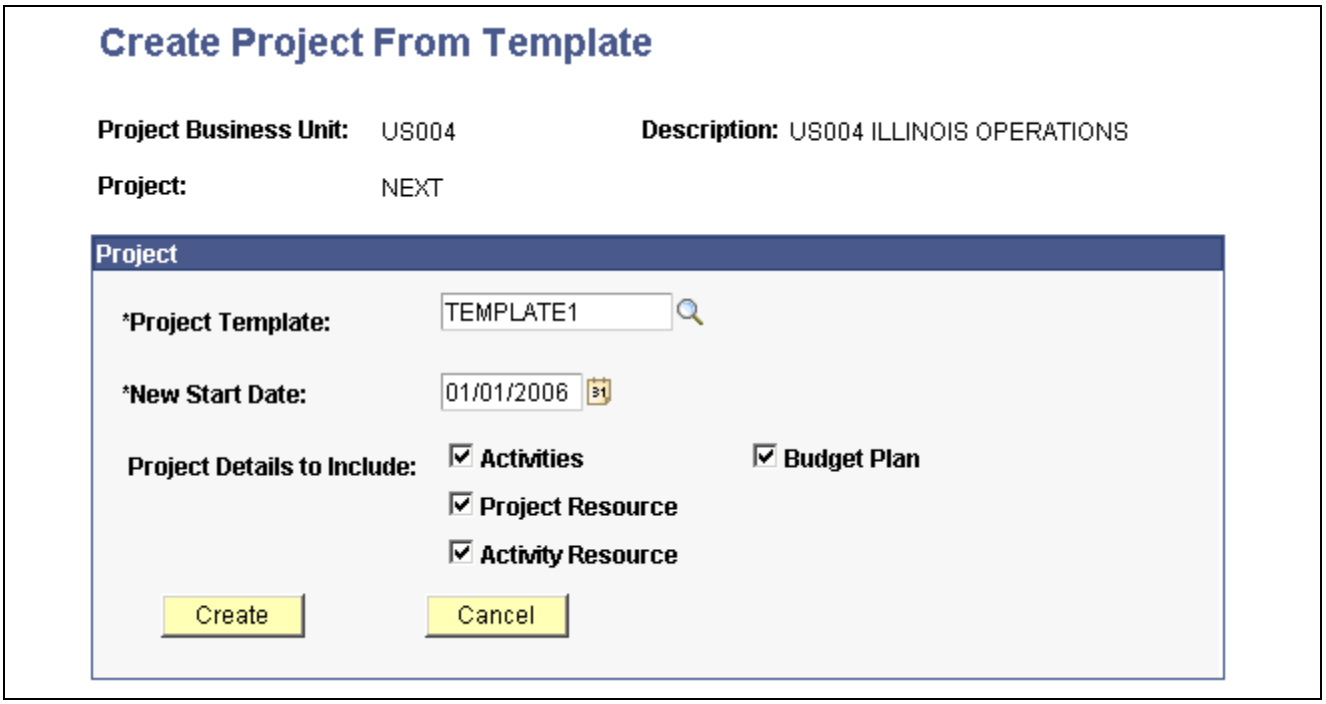
This section discusses how to create projects from templates.

Page Used to Create New Projects by Using Templates

Page Name	Object Name	Navigation	Usage
Create Project From Template	PC_CRTPRJ_TMPL	Project Costing, Project Definitions, General Information	Select *Project from Template* as the create option in the General Information - Add a New Value page, and click Add. Select a project template to use as a starting point for a new project.

Creating Projects from Templates

Access the Create Project From Template page.



Create Project From Template page

To access this page, select *Project from Template* as the create option in the General Information - Add a New Value page. Use this page to specify the template, start date, and details to copy to a new project.

Project Template

Select the template that contains the information that you want to copy into a new project. The list of available templates is based on the business unit's public templates and your user-specific private templates.

New Start Date

Enter the new project start date that the system uses to calculate other project and activity related dates. The system calculates the new project and activity start and end dates by using the new project start date, the date ranges in the template, and the relationship of the dates to the template project start date, to calculate:

- The project end date.
- Activity start and end dates.
- Project team planned start and end dates.
- Assignment schedule start and end dates.
- Budget plan dates.

If you use Program Management, the system calculates the correct activity start and end dates for the new project based on activity dependencies. The system also uses the new project start date to calculate activity deliverable due dates and deadlines.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Using Schedule Dependencies and Constraints," Copying Projects with Dependent Activities.

Activities Select to copy all activities from the template to the new project. This option is selected by default. Activity information includes the WBS and activity attachments.

If you use Program Management, the imported information also includes dependencies and deliverables. If you create project activities from a template, the system does not copy any activity constraints to the target activities.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Using Schedule Dependencies and Constraints," Copying Activities with Constraints.

Project Resource Select to copy all active project resources from the template to the new project. This option is selected by default.

The system does not copy inactive resources. If the template contains inactive resources, a message appears when you click Create stating that one or more of the resources from the template are no longer active and are not copied to the open project.

Activity Resource Select to copy activity resources from the template to the new project. This option is available if you select the Activities and Project Resource options. The Activity Resource option is selected by default.

Budget Plan Select to copy the active budget plan from the template to the new project. This option is available if you select the Activities option. The Budget Plan option is selected by default.

The system copies budget items and any distributed amounts to the new project, but does not copy budget adjustments.

The system does not copy budget plans that use calendars that are not valid for the new project dates. If the template budget plan uses a calendar that is not valid, a message appears stating that the budget calendar used in the budget plan is not valid for this project's dates. To copy the template budget plan to the new project, you must update the template budget calendar to include the new project dates.

The new project status is based on the project status of the project template, and the effective date is based on the project start date. If the project start date is in the future, the project status effective date is the current date.

Creating Projects from Copies

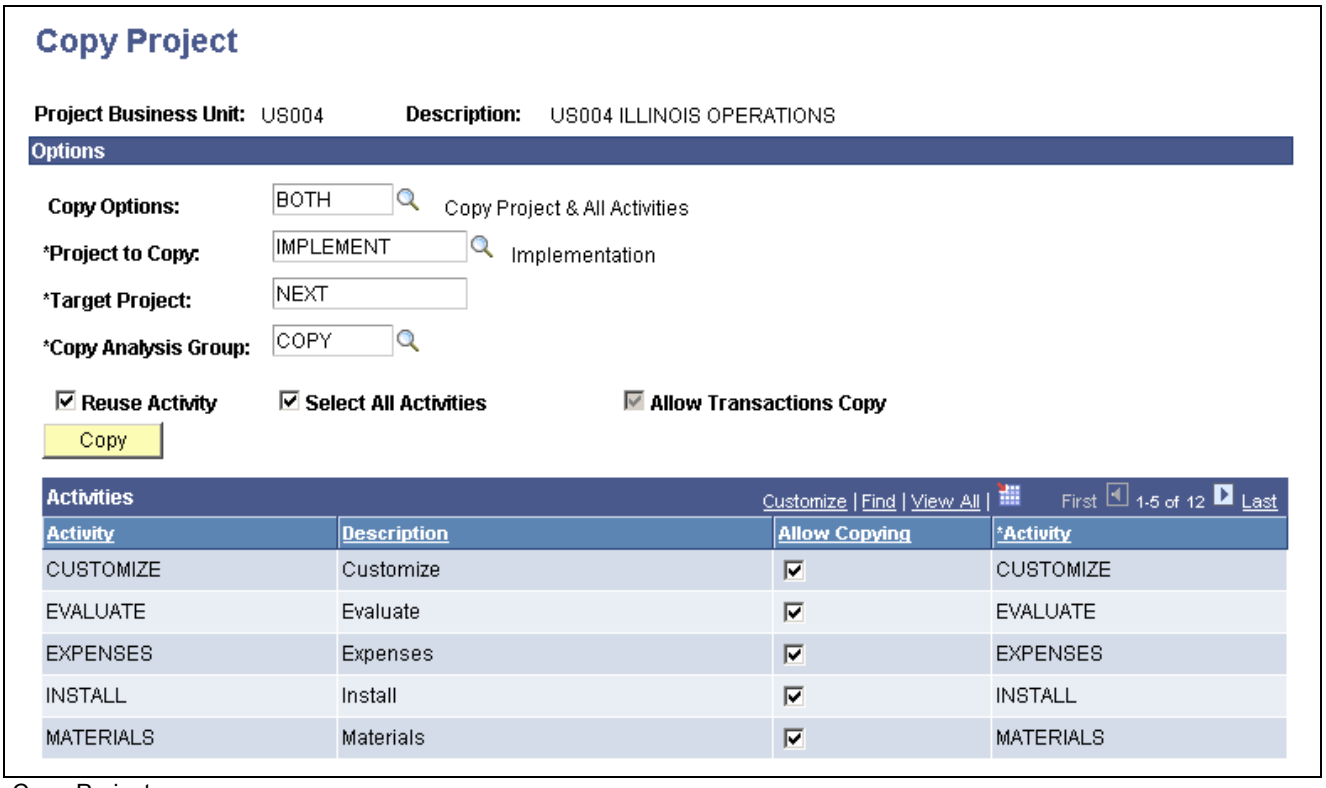
This section discusses how to create or modify projects from existing projects.

Pages Used to Create Projects from Copies

Page Name	Object Name	Navigation	Usage
Copy Project	PC_CPY_DETL_PNL1	Project Costing, Project Definitions, General Information Click Copy Project on any Project General component page.	Select a create type of *Project from Copy* on the General Information - Add a New Value page. Create new projects by copying information from existing projects.
Copy Project	PC_CPY_DETL_PNL	Project Costing, Utilities, Copy Project, Copy Project	Create new projects by copying information from existing projects.

Creating or Modifying Projects from Existing Projects

Access the Copy Project page.



Copy Project page

Copy Options

Select a copy option. Available values are based on the options that are selected on the Copy Template Option 1 page for the business unit. For example, if Allow Project Copy is selected and Allow Activity Copy is cleared on the Copy Template Option 1 page, the only copy option that is available on the Copy Project page is *Copy Project Only.* If Allow Project Copy and Allow Activity Copy are both selected, you can select from these options:

ACTV: Copy activity only. This is the only valid option if the target project is an existing project.

BOTH: Copy the project and all activities.

PROJ: Copy project only.

Project to Copy Select the source project from which to create the new project. You can select from any transactional project to which you have access in the project business unit.

Target Project Enter the name of the new project. Enter *NEXT* for the system to assign the next sequential project ID.

If you enter a target project that is an existing project, the only valid option in the Copy Options field is *ACTV.*

Copy Analysis Group Specify the analysis group that the system uses for mapping transactions from the existing project activity to the new project activity. You can enter an analysis group if you allow transactions to be copied to the target project.

You cannot enter an analysis group if either of these conditions exist:

- The Allow Transactions Copy option is not selected on the Copy Template Option 1 page, which indicates that you cannot copy transactions from existing projects to new projects.
- Commitment Control is enabled for Project Costing on the Installation Options - Products page, which indicates that you can copy only non-transactional data on this page.

The system copies only the rows with an analysis type that is in the selected analysis group. Project Costing delivers the *COPY* analysis group as system data, but you have the option of using any analysis group. If you use the delivered COPY analysis group, the system selects rows with analysis types of ACT (Actual Cost), CAC (Cost Sharing Actuals), and PAY (Time and Labor Actual), and maps them to rows with a BUD (Total Cost Budget) analysis type. This means that actual cost rows are selected from the existing project and created as cost budget rows in the new project.

Note. If you perform a project copy by using the COPY analysis group and create rows with a BUD analysis type, the BUD rows are inserted directly into Project Costing; however, a budget is not created in Projects Budgeting.

Reuse Activity Select to create new activities using the same IDs as the existing project's activities.

Select All Activities Select to copy all activities from the existing project to the new project. The system selects the Allow Copying check box for all activities in the Activities grid.

Allow Transactions Copy Displays the setting for the Allow Transactions Copy option on the Copy Template Option 1 page. You can change the value only on the Copy Template Option 1 page.

Copy Click to copy the existing project values to the new project.

Activities

Activity Displays the activities in the existing project that are available to be copied to the new project.

Allow Copying Select to copy the corresponding activity to the new project.

Activity Enter an ID for each activity that will be copied to the new project. If you select the Reuse Activity option, this column displays the existing activity IDs that will be used as the activity IDs in the new project.

Note. The system copies the WBS structure to the new project only if you copy all activities. If you copy only some of the activities to the target project, the system copies the selected activities as WBS level 1 on the target project.

See Chapter 9, "Creating and Maintaining Activities," Understanding Work Breakdown Structures, page 179.

If you use Program Management and you create a project from a copy of an existing project, the system copies the project dependencies to the new project. Additionally, if you create a project activity from a copy of an existing project activity, the system copies the activity constraint to the new activity.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Using Schedule Dependencies and Constraints," Copying Activities with Constraints.

Creating and Defining Projects

General project maintenance tasks include creating, defining, and updating a project, as well as tracking a variety of project-related information. This section discusses how to:

- Enter project general information.
- Enter additional project schedule dates
- Define projects.
- Define program management.
- View project managers.
- Define project locations.
- Define project phases.
- Define project approval status.
- Justify projects.
- Assign and tracking rates.
- Attach files to projects.

Pages Used to Create and Define Projects

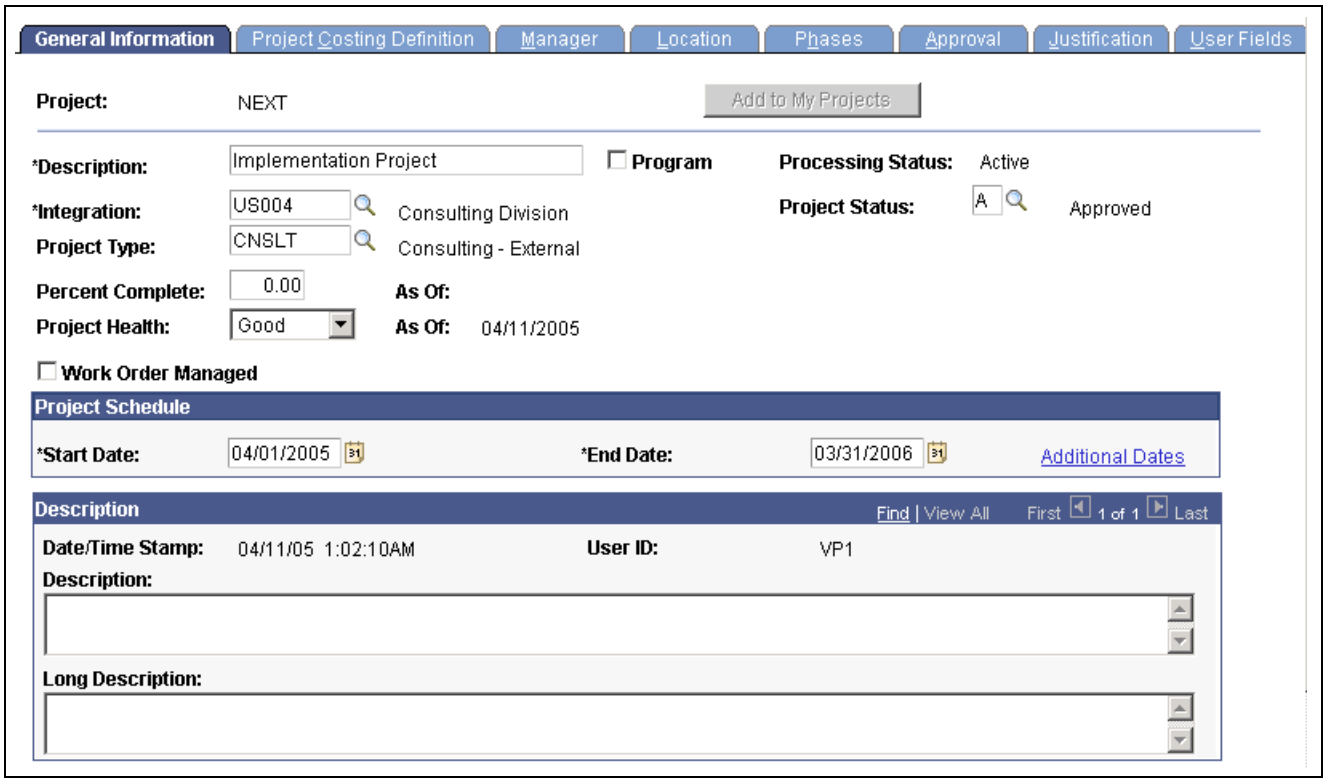
Page Name	Object Name	Navigation	Usage
Project Definitions - General Information	PROJECT_GEN_01A	Project Costing, Project Definitions, General Information, General Information	Create or update a project. This page operates in deferred processing mode.

Page Name	Object Name	Navigation	Usage
Additional Dates	PC_ADD_DATES_SEC	Click Additional Dates on the Project Definitions - General Information page.	Optionally enter project baseline start and finish dates, early start and finish dates, actual start and finish dates, and late start and finish dates.
Project Costing Definition	PROJECT_GEN_01	Project Costing, Project Definitions, General Information, Project Costing Definition	Define various project options, project currency, and analysis groups.
Assign To Project Tree	PC_PROJ_TREE_SEC	Click Project Tree on the Project Definitions - General Information page.	Add a project to a project tree.
Project Definitions - Manager	PROJECT_MGR	Project Costing, Project Definitions, General Information, Manager	View and track project managers.
Project Definitions - Location	PROJECT_LOCATION	Project Costing, Project Definitions, General Information, Location	Assign the physical location of the project.
Project Definitions - Phases	PROJECT_SCHED	Project Costing, Project Definitions, General Information, Phases	Track time spent on stages of a project.
Project Definitions - Approval	PROJECT_APPROVAL	Project Costing, Project Definitions, General Information, Approval	Specify which project events require approval, who is authorized to approve the events, and in what order the events must be approved. Approve a project event or check on approval status.
Project Definitions - Justification	PROJ_JUSTIFY	Project Costing, Project Definitions, General Information, Justification	If your company employs an approval cycle for projects, enter a reason for justifying a project-related action.
Project Definitions - User Fields	PC_PROJ_USER	Project Costing, Project Definitions, General Information, User Fields	Include additional, user-defined project information.

Page Name	Object Name	Navigation	Usage
Security by Permission List	PROJECT_SEC_OPRCLS	Project Costing, Project Definitions, General Information, Security by Permission List	View and add permission lists to which the project was attached. This page is available in the Project General component only if security is defined using permission list, list-based security. See Chapter 5, "Securing Data in Project Costing," Defining Permission List, List-Based Security, page 91.
Project Definitions - Rates	PROJECT_SERVICES	Project Costing, Project Definitions, General Information, Rates	Track billing, costing, and burdening project rates and view contracts integration information that is associated with a project.
Project Definitions - Attachments	PROJECT_DOC_01	Project Costing, Project Definitions, General Information, Attachments	Attach, view, and delete project-related files.
Project Definitions - Asset Integration Rules	PC_AM_RULE_PRJ	Project Costing, Project Definitions, General Information, Asset Integration Rules	Define integration with Asset Management at the project level. See Chapter 25, "Managing Assets," Defining Asset Integration Rules for Express Capitalization, page 457 and Chapter 25, "Managing Assets," Defining Asset Integration Rules for Manual Capitalization, page 476.
Project Definitions - Budget Alerts	PC_BUD_PROJ_ALERTS	Project Costing, Project Definitions, General Information, Budget Alerts	Define budget alert thresholds at the project level for cost budgeting to alert the project manager of potential cost overruns at the project level. See Chapter 12, "Budgeting Project Costs and Revenue," Setting Up Budgets in Project Costing, page 239.

Entering Project General Information

Access the Project Definition - General Information page.



Project Definition - General Information page

Create

Select an option on the General Information - Add a New Value page to create a new project. Available options are:

Blank Project: Creates a new transactional project and opens the Project Definitions - General Information page.

Project Template: Creates a new project template and opens the Project Definitions - General Information page.

Project from copy: Opens the Copy Project page so you can identify the source project, target project, and copy options.

Project from Microsoft Project: Opens the Create Project from Microsoft page so you can identify key project fields and integration options to create a new project from an existing Microsoft Project 2002 project.

Project from Template: Opens the Create Project From Template page so you can identify the project template, new start date, and project details to include in the new project.

Project

Leave the default value of *NEXT* for the system to assign the next sequential project ID, or override the default value with a unique project ID.

Add to My Projects

Click to add this project to the list of projects that appear on your My Projects page.

Program

Select to designate this project as a program or summary project. When this option is selected, the system prevents you from adding activities to the program, because only projects can have activities. If you try to select this option for a project that already has activities, a message appears indicating that the project cannot be changed to a program because it has activities

associated with it, and you must either remove the activities from the existing project or create a new program.

After you convert a project to a program by selecting this option and saving your changes, the project ID of this program is available in various program and parent project ID prompt list fields that appear on pages throughout the Program Management system.

Processing Status Displays the processing status that is associated with the project status. The system uses the processing status to restrict incoming transactions.

You map project status types to processing statuses during implementation on the Project Status Defaults page.

Processing statuses are:

Active: Projects can be selected from prompt lists in PeopleSoft feeder systems, allowing transactions from the feeder systems to be attributed to the project. This is the default processing status for new projects if you use Project Costing without Program Management.

Inactive: Projects do not appear in prompt lists in PeopleSoft feeder systems.

Pending: Projects are not active yet, but you can begin some planning, such as creating a budget and project team. You cannot charge cost transactions to pending projects. This is the default value for new projects if you use Program Management.

See Chapter 4, "Setting Up Project Costing Control Data," Defining Project Status Default Values, page 68.

Integration Enter the integration template that is used to integrate this project with other financial applications. Available values are from the Integration Template table (PC_INT_TMPL). The default value is based on the integration template that is defined on the User Preferences page.

Project Status Enter the project's status when you are in add mode. After you save the project for the first time, the Project Status field becomes read only on this page and appears as a link to the Project Definitions - Status page so you can update the status.

If you use Project Costing without Program Management, the default value of this field is based on the Default Project Status field value on the Project Status Defaults page that maps to the Active Processing Status. If you use Program Management, the default value of this field is based on the Default Project Status field value that maps to the Pending Processing Status.

The system updates the Processing Status field value based on the value that you enter in this field.

You set up project status type values and project status default values during implementation.

See Chapter 4, "Setting Up Project Costing Control Data," Defining Status Types, page 66 and Chapter 4, "Setting Up Project Costing Control Data," Defining Project Status Default Values, page 68.

Project Type Select a project type. Use project types to:

- Group similar projects for reporting and analysis.

- Determine the default rate plan for the project.

  When you create a new project and specify the project type, the system automatically populates the Default Rate Template field in the Project Definitions - Rates page with the default rate template that is associated with the project type for the business unit.

- Determine whether to use project type status path.

  The system controls the project status progression based on the custom project status path that is associated with the project type for the business unit.

You set up project types during implementation on the Project Types page.

See Chapter 4, "Setting Up Project Costing Control Data," Defining Project Types, page 65.

Percent Complete Displays the percentage of the project completed based on calculation method that you define on the Project Costing Definition page. If you select *Manual* in the Calculation Method field on the Project Costing Definition page, you can enter a value in the Percent Complete field on this page. If you select a calculation method of *Amounts, Duration,* or *Units,* the system automatically calculates and displays the percent complete value.

The Duration calculation method is available only if you use Program Management.

As Of (percent complete) Displays the date that you enter the percent complete data. The date and time appear when you save the page.

Project Health Enter a value that represents the project's health. If you use Project Costing without Program Management, select *Fair, Good,* or *Poor* from the drop-down list box. A visual indicator that represents the project's overall health appears on the My Projects page.

If you use Program Management, fields appear that indicate health for Project Overall, Schedule, Budget, Resources, Issues, Risks, and User-Defined. Values for these fields are based on the default method of calculating project health that are selected on the Program Management Options - Health Options page for the business unit.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Defining Health Options.

As Of (project health) Displays the date that you enter the project health data.

Work Order Managed Select to designate the project as a work order managed project, which indicates that the project is managed with work orders in Maintenance Management, instead of by a project manager in Project Costing. You can select or clear this option until you save the page for the first time, after which the field is not editable.

This field appears only if you use Maintenance Management. The default value is cleared.

See Chapter 28, "Integrating with Maintenance Management," Creating Work Orders and Work Order-Managed Projects in Project Costing, page 537.

Project Schedule

Start Date Select the project start date. The start date cannot be after any of the project's activity start dates.

End Date Select the date that the project ends. The end date cannot be before any of the project's activity end dates.

Additional Dates Click to access the Additional Dates page, where you can enter project baseline start and finish dates, early start and finish dates, actual start and finish dates, and late start and finish dates.

Calculate Select *Start Date, End Date,* or *Duration in Days* to specify which one of these three fields is calculated by the system based on the values that you enter for the other two fields. For example, select *End Date* for the system to calculate the end date based on the values that you enter for start date and duration.

The default value is based on the project calculation method on the Program Management Options page for the business unit. This field is available only if you use Program Management.

Duration in Days Enter the number of business days between the start date and end date of the project or program. This field is available only if you use Program Management.

Classification

The fields in this group box appear only if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Control Data," Setting Up General Control Data.

Release Select a release to further classify the project. Available values are based on active releases in the Release table (PGM_RELEASE_ALL). You can specify a release for projects in any processing status.

This field appears only for projects, not programs. You cannot specify releases for programs.

The release description appears when you enter the release.

Release Date Displays the current target release date when you enter the release. This field appears only for projects, not for programs.

Category Select a category to further classify the project. Available values are based on the categories in the Active Categories table (PGM_CATEGORY_AC) that are valid for the business unit based on the setID mapping.

Application Area Select an application area to further classify the project. Available values are based on the application areas in the Active Application Areas table (PGM_APPLAREA_AC) that are valid for the business unit based on the setID mapping.

Application Select an application. Available values are based on the application area.

Additional Pages

Additional buttons and links appear on the page for existing projects or when you save new projects.

Save as Template Click to access the Save as Template page to save an existing transactional project as a project template. The Save as Template button appears on this page for pending and active projects. This field appears only for projects and not for programs.

Import from Template Click to access the Import From Template page and import data into an existing transactional project from a project template. The Import from Template button appears on this page for pending projects. This field appears only for projects and not for programs.

Copy Project Click to access the Copy Project page and modify an existing project or create a new project with information from this project. The Copy Project button appears on this page for pending and active projects. This field appears only for projects and not for programs.

My Projects Click to access the My Projects page to view a list of your projects and templates.

Project Valuation Click to access the Project Valuation page.

See Chapter 23, "Analyzing Projects," Setting Up and Using Project Valuation, page 399.

Project Team Click to access the Project Definitions - Team page to view and modify membership to the project team. This link appears if you use Project Costing without Program Management.

See Chapter 10, "Staffing Project and Activity Teams," Creating Project and Activity Teams, page 206.

Resources Click to access the Resources page to view and modify the list of project team resources. This link appears if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Scheduling and Managing Resources," Adding and Modifying Project Resources.

Project Activities Click to access the Project Activities page to view and modify the project's activities.

See Chapter 9, "Creating and Maintaining Activities," Adding Activities to Projects, page 191.

More Select an option to access project-related pages:

Integrate with MSProject: Access the Integrate with Microsoft Project page to create or update a project in Microsoft Project 2002 with data in a Project Costing or Program Management project.

See Chapter 32, "Integrating with Microsoft Project 2002," Creating and Updating Microsoft Projects from PeopleSoft Data, page 629.

Manager Workbench: Access the Manager Workbench to view a summary of the project's health scorecard, milestones, issues, risks, change requests, and project deliverables. This option appears only if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Analyzing Project Data," Reviewing Programs and Projects.

PC Chartfield Default for WO: Access the Work Order Project Chart field Mapping page (WM_PC_DFLT_CFS) for a business unit, work type, and service group combination to specify default project ChartField values for work order tasks. This option appears only if you use Maintenance Management.

See *PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook*, "Setting Up Maintenance Management System Parameters," Setting Up Rules and Data Related to Project Costing.

Project Budgeting: Access the Budget Plan page, if a budget plan exists for this project, to view budget plans associated with the current project.

See Chapter 12, "Budgeting Project Costs and Revenue," Creating and Defining Budget Plans, page 242.

Project Defaults for WO: Access the Work Order - Projects Association page to specify default work order values on projects. This option appears only if you use Maintenance Management.

See *PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook*, "Setting Up Maintenance Management System Parameters," Setting Up Rules and Data Related to Project Costing.

Project Initiation Checklist: Access the Project Initiation Checklist page to view a list of steps that are required to set up, initiate, and track a project. The page also provides links to the components where each step of a project is implemented.

See Chapter 7, "Creating and Maintaining Projects," Initiating Projects by Using Project Initiation Checklists, page 152.

Project Request: Access the Project Request page if the project is associated with a project request. This option appears only if you use Program Management.

Project Status: Access the Project Definitions - Status page to view or define project status.

See Chapter 7, "Creating and Maintaining Projects," Maintaining Project Status, page 155.

Status Report Frequency: Access the Status Report Frequency page to define or view how often status reports are required for the project. This option appears only if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Reporting Project Status," Defining Status Reports.

Status Report Reminder: Access the Status Report Reminder run control page to send email notifications to project team members as a reminder of status report due dates. This option appears only if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Reporting Project Status," Sending Status Report Reminders.

Entering Additional Project Schedule Dates

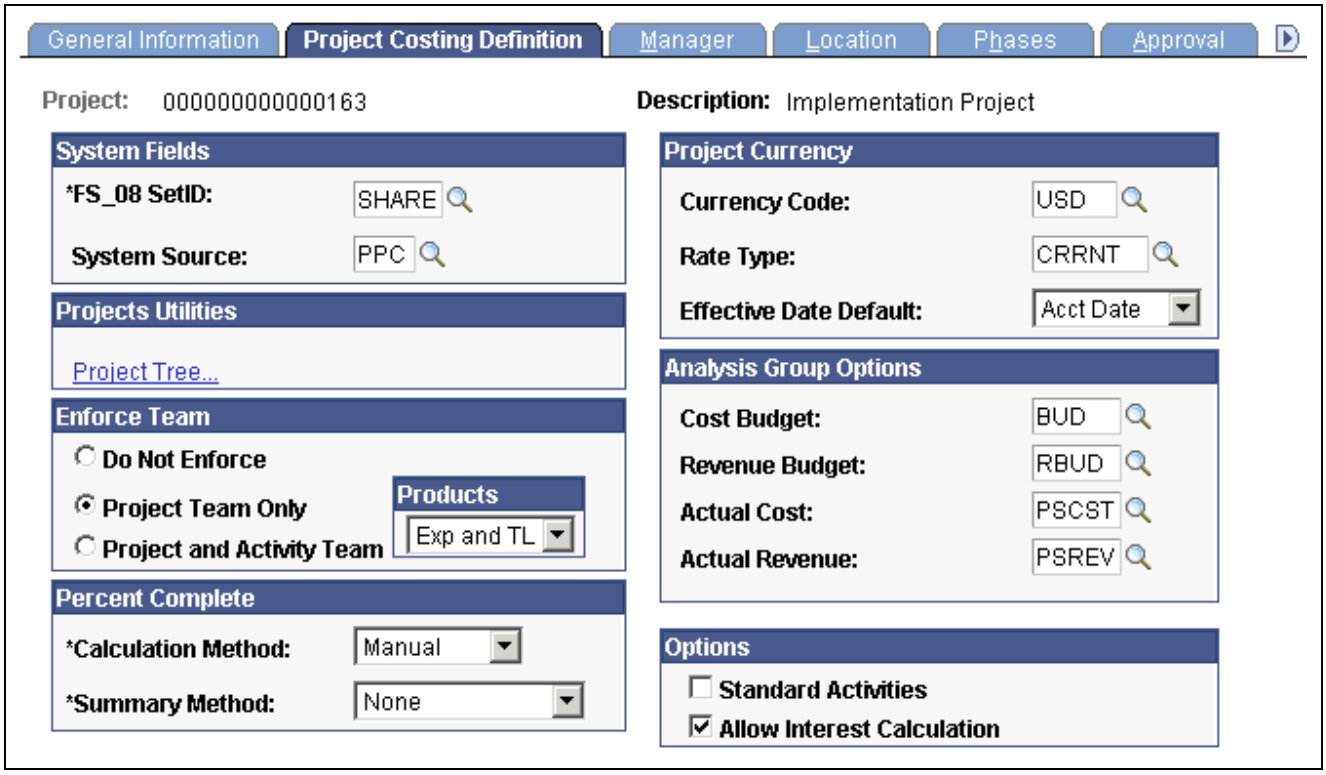
Access the Additional Dates page.

You can use the additional dates fields as needed for information and reporting. They do serve a functional purpose in Project Costing.

Baseline Start Date and **Baseline Finish Date**	Enter the dates projected for a change in status.
Early Date Start and **Early Finish Date**	Enter the earliest possible project start and completion dates.
Actual Start Date and **Actual Finish Date**	Enter the actual project start and completion dates. The system can automatically populate these fields when you integrate with the Microsoft Project 2002 scheduling application.
Late Start and **Late Finish Date**	Select the latest possible project start and completion dates.

Defining Projects

Access the Project Costing Definition page.



Project Costing Definition page

System Fields

FS_08 SetID Enter a setID in cases where multiple project business units relate to the same general ledger business unit. Because a general ledger business unit can relate to only one setID or project business unit combination, the FS_08 SetID enables you to associate the setID that the general ledger business unit is using in the FS_08 record group. If you use an integration template that relates the general ledger business unit to a different setID, the FS_08 SetID field changes to the correct setID value that is used in the FS_08 record group.

System Source Enter the origin of a project, such as a third-party application or an online entry page in another PeopleSoft application. The default value is *PPC* (Project Costing online entry page). Available values are based on the translate values in the System Source field (SYSTEM_SOURCE) properties.

Projects Utilities

Project Tree Click to access the Assign To Project Tree page, where you can add the project to a project tree.

See Chapter 8, "Using Project Trees," Adding Projects to Trees, page 175.

Enforce Team

Designate who can charge time and expenses to a project or activity by selecting an option in the Enforce Team group box. These options are available for selection at the project level if you selected the Decide at the Project Level option on the Project Costing Options page for the business unit.

Do Not Enforce Select to indicate no project team restriction. This project is available for employees to charge time and expenses regardless of their membership to the project team. The Products drop-down list box does not appear when you select this option.

Project Team Only Select to indicate that only members of the project team can charge time and expenses to the project. The Products drop-down list box appears for you to define the charge restrictions for project team members.

Project and Activity Team Select to indicate that only members of the project and activity teams can charge time and expenses to the project. The Products drop-down list box appears for you to define the charge restrictions for project and activity team members.

Products Select the kind of charges to allow for a project or activity. This field is available if you select an enforce team option of Project Team Only or Project and Activity Team. Available product options are:

Available product options are:

Exp and TL (Expenses and Time and Labor): Allows members of the project or activity team to charge to the project from both Expenses and Time and Labor.

Expenses: Allows members of the project or activity team to charge to the project from Expenses.

Time&Labor: Allows members of the project or activity team to charge to the project from Time and Labor.

Note. Time and Labor 8.9 does not enforce project activity team. If you select the Project and Activity Team option, and select the *Exp and TL* or *Time&Labor* product option, the system restricts Time and Labor users for projects to which they can charge time. However, Time and Labor users can charge time to any activity on a particular project if they have security access to the project.

Percent Complete

Calculation Method Select a method to calculate the percent complete component. The default value is based on the business unit.

Available methods are:

Amounts: Bases the calculation on budgeted and actual amounts as shown in this equation:

$$\frac{\text{budgeted amount} - \text{actual amount}}{\text{budgeted amount}} \times 100$$

Duration: This option is available only if you use Program Management. Bases the calculation on the number of days allotted to complete the activity as shown in this equation:

$$\frac{\text{total days} - \text{remaining days}}{\text{total days}} \times 100$$

Manual: Bases the calculation on manual entry of percent complete.

Units: Bases the calculation on the number of hours that are allotted to complete the activity as shown in this equation:

$$\frac{\text{budgeted hours} - \text{actual hours}}{\text{budgeted hours}} \times 100$$

Note. If you use Program Management and select a project charging level of *Activity Costing Level* on the Program Management Options page, the Percent Complete Application Engine process (PC_PERCENT) evaluates only activities in the project charging level that have transactions associated with them. The system ignores planning activities. This affects the percent calculation if you select *Units* or *Amounts* as the calculation method.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Understanding Project Charging Levels.

Summary Method

Select a method that the system uses to roll up activity completion percentages to the project. The default value is based on the business unit.

Available methods are:

None: The system does not summarize the percent complete value.

The *None* option is available if you select the *Manual* calculation method.

Straight-Line: The system adds all individual percent complete values for the project, and divides that amount by the total number of activities.

Weighted: The system adds the actual amounts, duration, or units for all activities, and divides that amount by the total budgeted value for the project as shown in this equation:

$$\frac{\text{total hours worked for each activity}}{\text{total hours budgeted for each activity}} \times 100$$

The *Weighted* option is available if you select a calculation method of *Amounts, Duration,* or *Units.*

Project Currency

The system uses the currency code and rate type that you define in this group box when you review transactions online through the Transaction List page. The value in the Project Amount field on the Transaction Detail page is not stored in Project Costing tables. It is calculated each time that you access the page.

Currency Code

Indicate the type of currency used to track costs. The default value is based on the business unit.

Rate Type Select the default exchange rate type for the project. The default value is based on the business unit.

Effective Date Default Select the default date on which the currency code becomes effective. The default value is based on the business unit.

Available options are:

Acct Date: Accounting date.

Cur Date: Current date.

Trans Date: Transaction date.

Analysis Group Options

Default values for these analysis group options are based on the Installation Options - Project Costing page. You can override the default values for the project.

Cost Budget Select an analysis group for designating cost budget transactions for this project.

Revenue Budget Select an analysis group for designating revenue budget transactions for this project.

Actual Cost Select an analysis group for designating actual cost transactions for this project.

Actual Revenue Select an analysis group for designating actual revenue transactions for this project.

Options

Standard Activities Select to restrict this project's activities to a predefined list based on setID and project type. The default value is cleared.

See Chapter 4, "Setting Up Project Costing Control Data," Defining Standard Activities, page 73.

Allow Interest Calculation Select to include costs that are incurred by all activities belonging to the project in interest calculations. Only projects and activities with a processing status of *Active* are eligible for interest calculation. The default value is cleared.

If you select the Allow Interest Calculation option at the project level, the system automatically selects the Allow Interest Calculation option as the default value for new all activities that are added to the project. You can override the project default value for individual activities.

See Chapter 22, "Calculating Interest," Setting Up and Processing Interest Calculations, page 389.

Auto Review for Billing Select to automatically designate transactions for this project as reviewed, indicating that the transactions do not require review by the project manager before sending them to PeopleSoft Enterprise Billing.

This option is available if the Review Required for Billing option is selected on the Installation Options - Project Costing Integration page.

See Also

Chapter 3, "Setting Up Project Business Units," Defining Project Options, page 17

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options

Defining Program Management

Access the Program Management page for options for scheduling, forecasting, project charging levels, change control, and project health if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Managing Programs and Projects," Establishing and Maintaining Programs and Projects.

Viewing Project Managers

Access the Project Definitions - Manager page.

Project Definitions - Manager page

The system adds, modifies, or deletes effective-dated rows on this page as follows:

- When you designate a resource as a project manager on the Project Definitions - Team Detail page in Project Costing, or on the Resource Detail page in Program Management, the system adds a row with an effective date that is based on the start date of the selected schedule.
- When you modify the project manager's role or schedule dates in Project Costing or Program Management, the system modifies the existing row.
- When you modify the project manager's schedule dates in Resource Management, the system modifies the existing row.
- When you select the Project Manager check box on a different schedule row for the same project manager resource, the system adds a row with an effective date that is based on the start date of the selected schedule row.
- When you delete the project manager resource from the list or clear the Project Manager check box, the system deletes the corresponding project manager row.

You cannot enter or modify project managers on this page. However, if you use Program Management, you can enter program managers on this page.

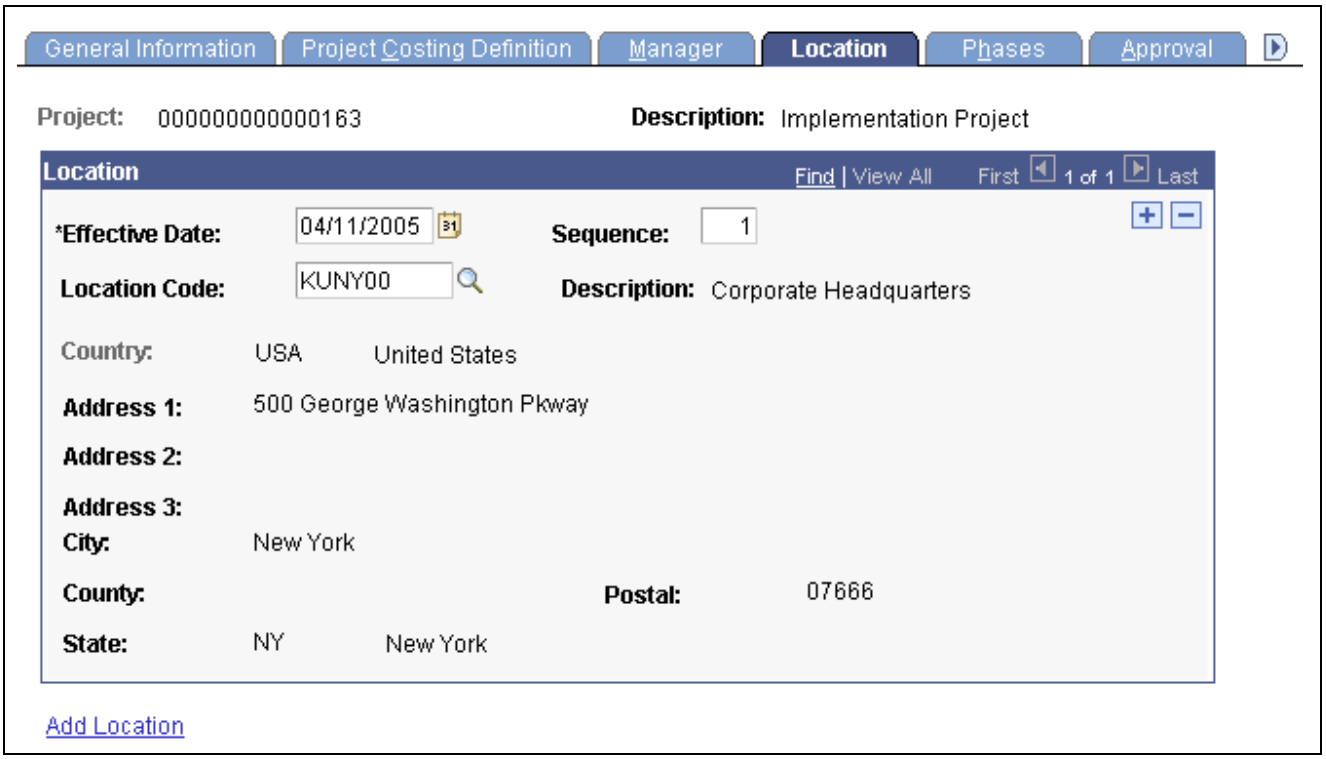
See Also

Chapter 10, “Staffing Project and Activity Teams,” page 205

Enterprise PeopleTools 8.46 PeopleBook: Integration Broker

Defining Project Locations

Access the Project Definitions - Location page.



Project Definitions - Location page

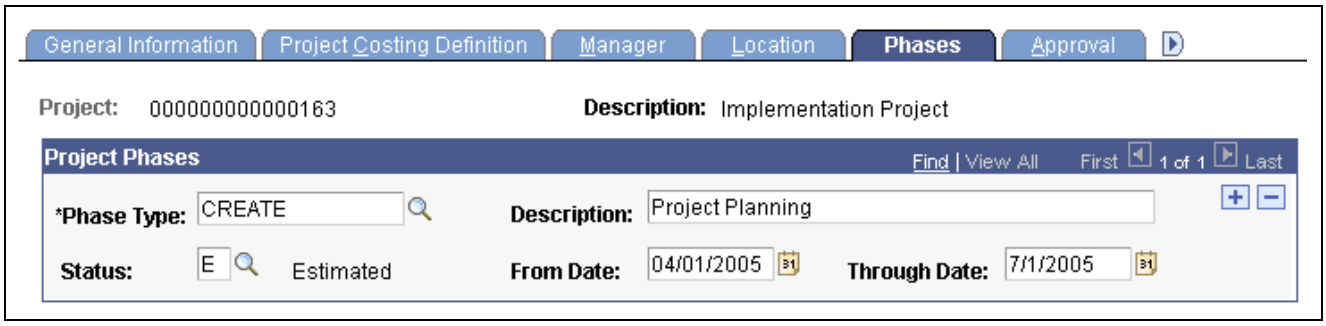
Location Code Select a location code that has already been defined in the system. The address for this code appears in the bottom half of the page and cannot be edited.

Add Location Click to access the Location Definition page, where you can add or modify a location in the Location table (LOCATION_TBL).

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Setting Up Locations.

Defining Project Phases

Access the Project Definitions - Phases page.



Project Definitions - Phases page

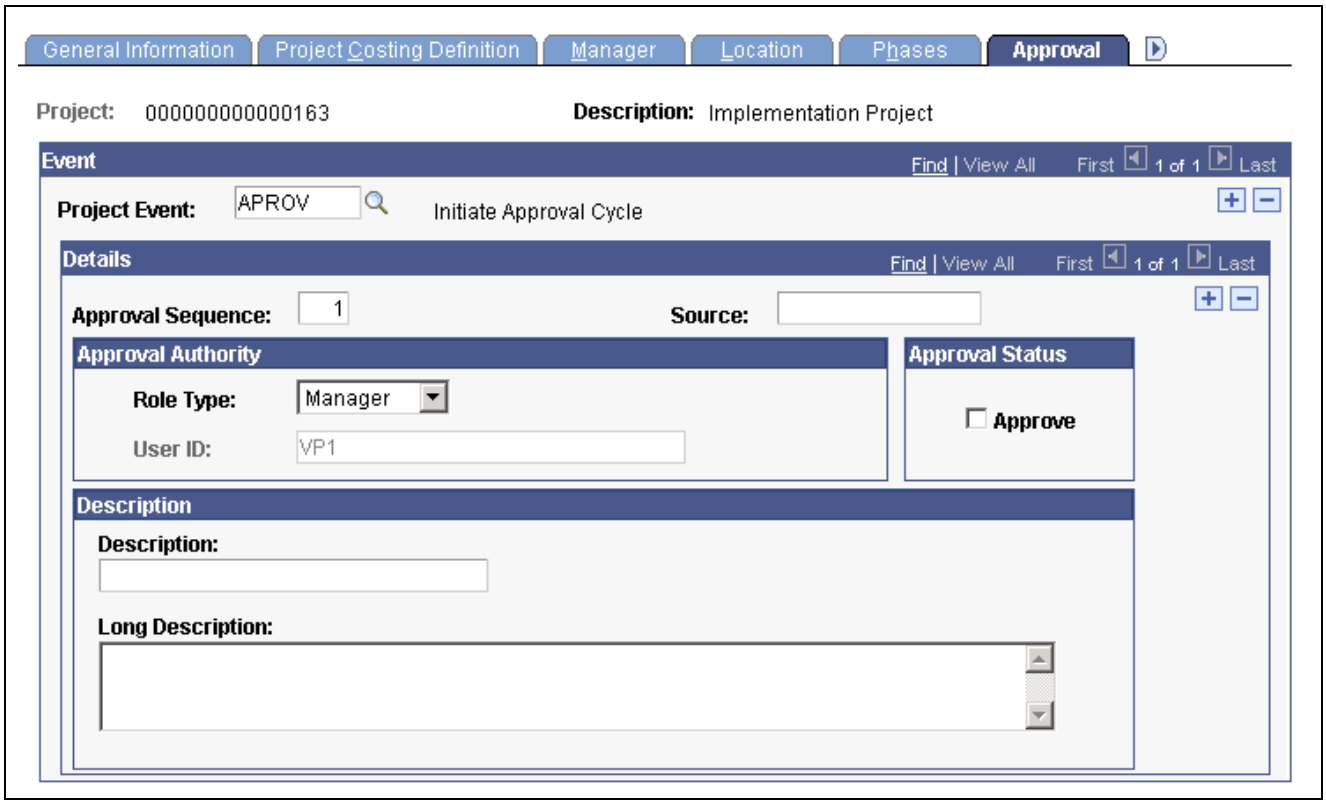
Phase Type Select a phase type to track the time spent on different stages of a project and, for exception reporting, to view the projects that are on schedule. You define phase types on the Phase Types page.

See Chapter 4, "Setting Up Project Costing Control Data," Phase Types, page 44.

Status Select a phase status of *A* (Actual Schedule) or *E* (Estimated Schedule).

Defining Project Approval Status

Access the Project Definitions - Approval page.



Project Definitions - Approval page

Use the approval sequences that you set up on this page to set up customized workflow processing. For example, when a change in status occurs for which a project event is defined, it can trigger approval workflow that you define for that project event and notify the appropriate people that their approval is required.

Project Event Select an event to approve, add, or view detailed information. You define project events on the Events page.

See Chapter 4, "Setting Up Project Costing Control Data," Project Events, page 45.

Approval Sequence Enter the order in which the specified approvers must approve the project. You can identify as many approvers as necessary, and you can specify more than one approval with the same approval sequence number for the same project event. If you define two approvals for an approval sequence, such as sequence *1,* both of the approvals must be completed before completing the approval for approval sequence *2.*

Source Enter the person or department that requires this approval.

Role Type Select the role that is authorized the event. Available options are:

Manager or *Approver:* Indicates that anyone assigned that role is authorized to approve the event.

Operator: Enables you to assign approval authority to a specific person. The Operator ID field becomes active when you select this option.

User ID Enter an operator ID if you select an option of *Operator* in the Role Type field. If you select a role type of *Operator* and leave the User ID field blank, anyone assigned the role of operator is authorized to make the approval.

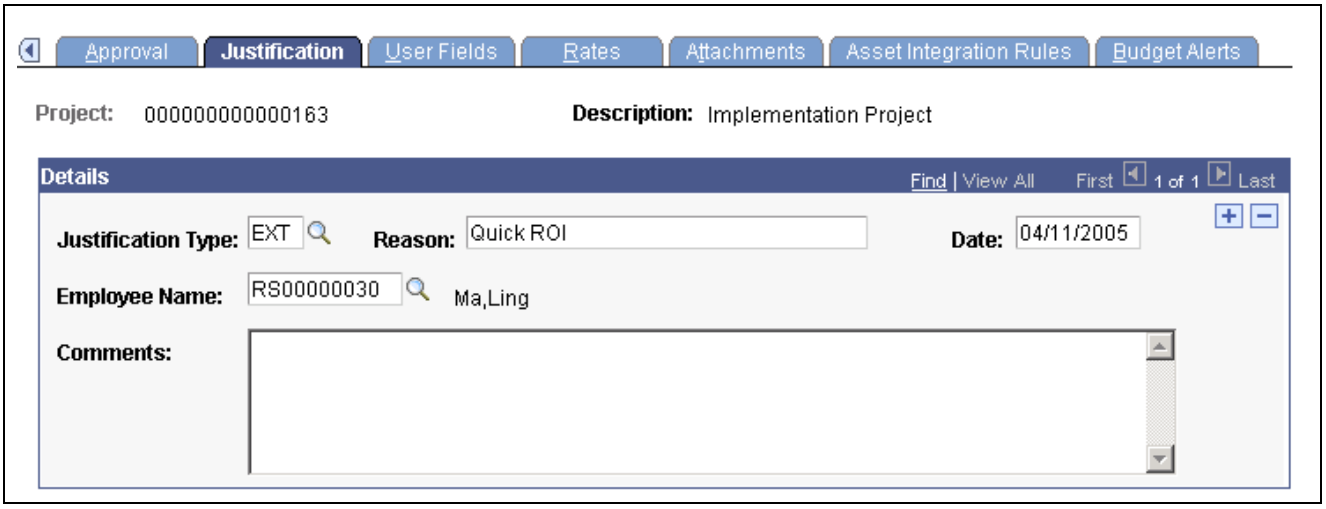
If you selected a role type of *Manager* or *Approver,* the User ID field displays the operator ID that is logged into the system.

Approve Select to approve the change in status.

Note. This page is for informational purposes only; it does not actually enforce the Approval Authority functionality described.

Justifying Projects

Access the Project Definitions - Justification page.



Project Definitions - Justification page

Use this page to provide justification for a project if you use an approval cycle for projects.

Justification Type Select from the following justification types:

EXT: External justification

INT: Internal justification

IRR: Internal rate of return

PAY: Quick payback

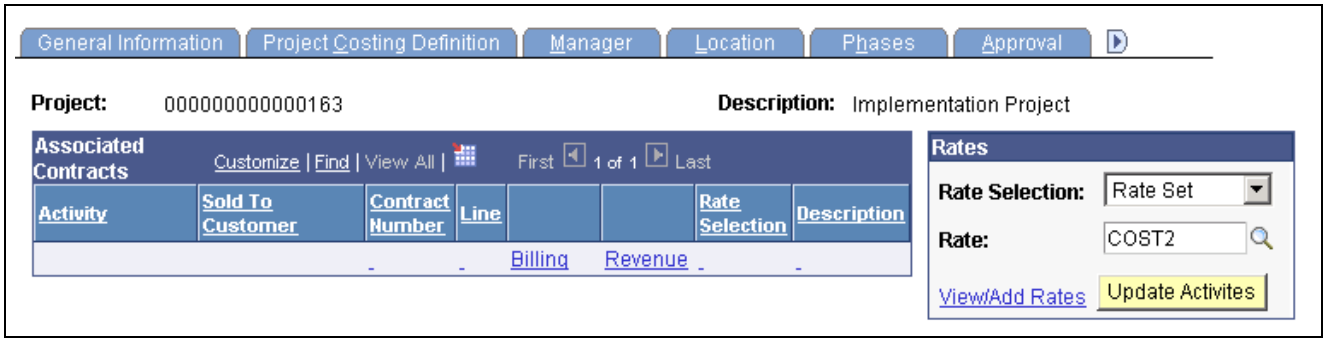
Available values are based on the translate values in the Justification Type field properties.

Reason Enter a short reason to justify the project.

Employee Name Select the name of the person submitting the justification.

Assigning and Tracking Rates

Access the Project Definitions - Rates page.



Project Definitions - Rates page

Rate Selection and **Rate** Select *Rate Set* or *Rate Plan* and select the rate that the system uses as default rates for pricing cost transactions for activities that belong to this project. The system automatically attaches the project's rate selection to the new activities that you create for the project. You can override the default rate set or rate plan at the activity level.

The default value for the project rate selection is based on the default rate set or rate plan that is specified for the project type and business unit combination. The system also assigns a default rate selection if you enter a project type for an existing project and these conditions exist:

- The project had no previous project type or default rate template attached to it.
- The project type has a default rate template specified for the business unit.

You can enter a new default rate selection. Available values are based on rate sets or plans that are valid for the business unit and are active on the current date.

See Chapter 14, "Pricing Project Costs," Defining Rate Sets and Plans, page 302.

View/Add Rates Click to access the Rate Sets page to view, modify, or create a rate set.

Update Activities Click to update all project activities with the rate selection that appears in the Rate field. This action adds a new effective-dated row to the database with

the current effective date activity rate set or rate plan. If the activity already has a rate template associated with the current date, the system replaces the row in the database.

If an activity did not previously have a rate selection, and the activity start date is earlier than the current date, there will be a gap between the activity start date and the start of the rate association.

After you click the Update Activities button, a message appears indicating the status of updated activities.

Note. This action immediately saves the changes to project activities. You cannot cancel the action after you click the Update Activities button.

Labor % (labor percentage) Displays the labor adjustment percentage that the Pricing process uses to calculate new rows for projects that are created from proposals in Proposal Management if the rate option is *AML* (Mark Up/Mark Down Labor). This field appears only if you use Proposal Management.

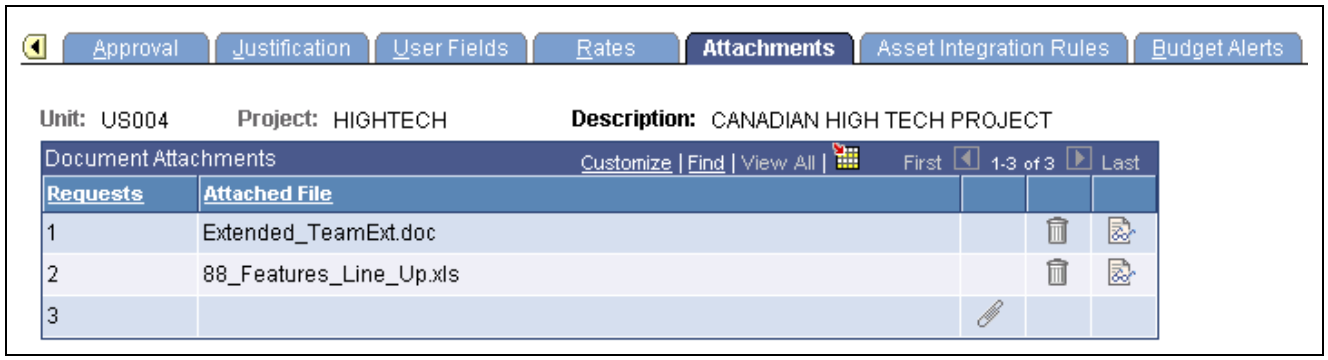
Non-Labor % (nonlabor percentage) Displays the nonlabor adjustment percentage that the Pricing process uses to calculate new rows for projects that are created from proposals in Proposal Management if the rate option is *AMN* (Mark Up/Mark Down Nonlabor). This field appears only if you use Proposal Management.

See Also

Chapter 14, "Pricing Project Costs," page 285

Attaching Files to Projects

Access the Project Definitions - Attachments page.



Project Definitions - Attachments page

Click the Add Attachment icon to browse to the file to attach, and click *Upload*. The system copies the file to the server where your project information resides.

If other documents already appear in the Document Attachments grid, add a row to make the Add Attachment icon appear again.

Click the Delete Attachment icon to remove an attachment from the grid.

Click the View Attachment icon to view an attachment.

Initiating Projects by Using Project Initiation Checklists

This section lists a prerequisite and discusses how to:

- Start a project.
- View explanations.
- Define additional steps.

Prerequisite

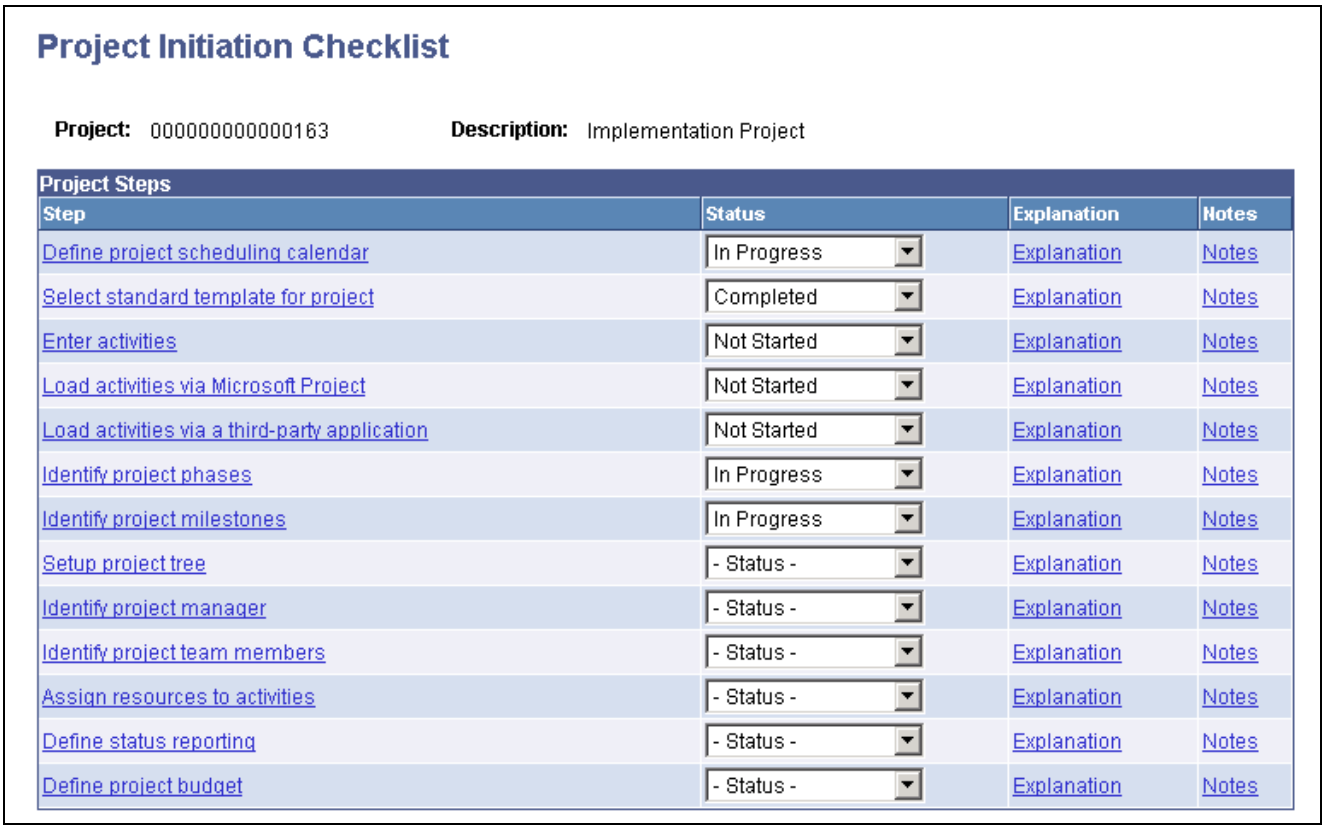
Because checklists are keyed by project ID, you must create a project before you can activate the checklist.

Pages Used to Initiate Projects by Using Project Initiation Checklists

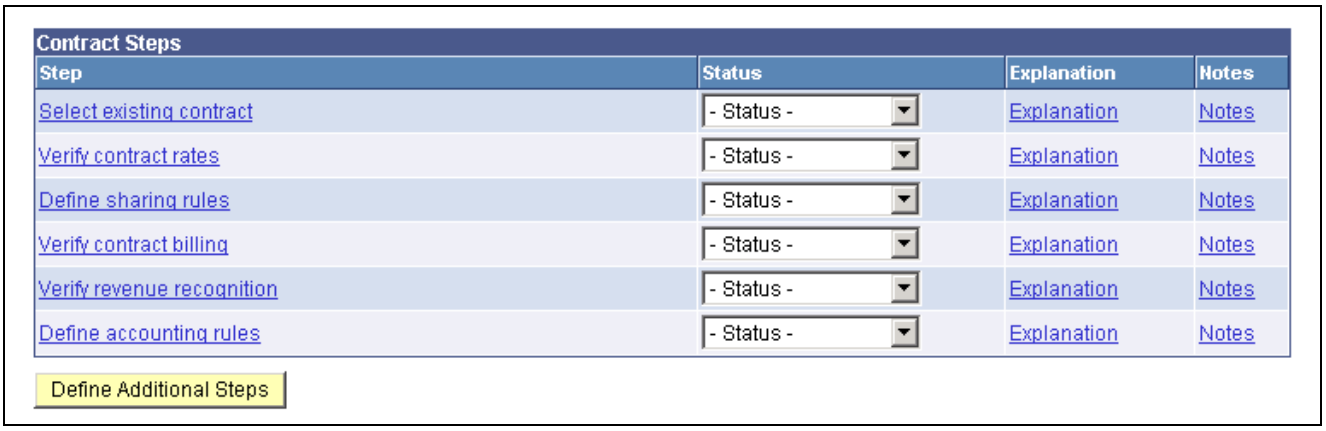
Page Name	Object Name	Navigation	Usage
Project Initiation Checklist	PC_PIC_CHKLST	Project Costing, Project Definitions, Project Initiation Checklist, Project Initiation Checklist	View the steps required to set up, initiate, and track a project.
Project Initiation Checklist - Step Explanation	PC_PIC_EXPLANATION	Click the Explanation link on the Project Initiation Checklist page.	Enter specifics about the required tasks for a project step.
Project Initiation Checklist - Step Notes	PC_PIC_NOTES	Click the Notes link on the Project Initiation Checklist page.	Enter notes as the project team progresses through this step. Multiple people can enter notes about a project step.
Project Initiation Checklist - Define Additional Steps	PC_PIC_ADD_STEP	Click the Define Additional Steps button on the Project Initiation Checklist page.	Create new project steps that are specific to this project and add them to the Project Initiation Checklist page.

Starting a Project

Access the Project Initiation Checklist page.



Project Initiation Checklist page (1 of 2)



Project Initiation Checklist page (2 of 2)

This page provides a series of links that access the appropriate components in Project Costing where each step of a project is implemented. Project managers can change the status of each step so that the checklist becomes an overall picture of the project's progress.

Project Steps

Explanation Click the link to access the Project Initiation Checklist - Step Explanation page for the corresponding step and view the purpose and tasks for each step. You cannot edit fields on the Step Explanation page.

Notes Click the link to access the Project Initiation Checklist - Step Notes page and enter notes for the corresponding step.

Define Additional Steps Click to access the Project Initiation Checklist - Define Additional Steps page, where project managers can create steps and add them to the checklist.

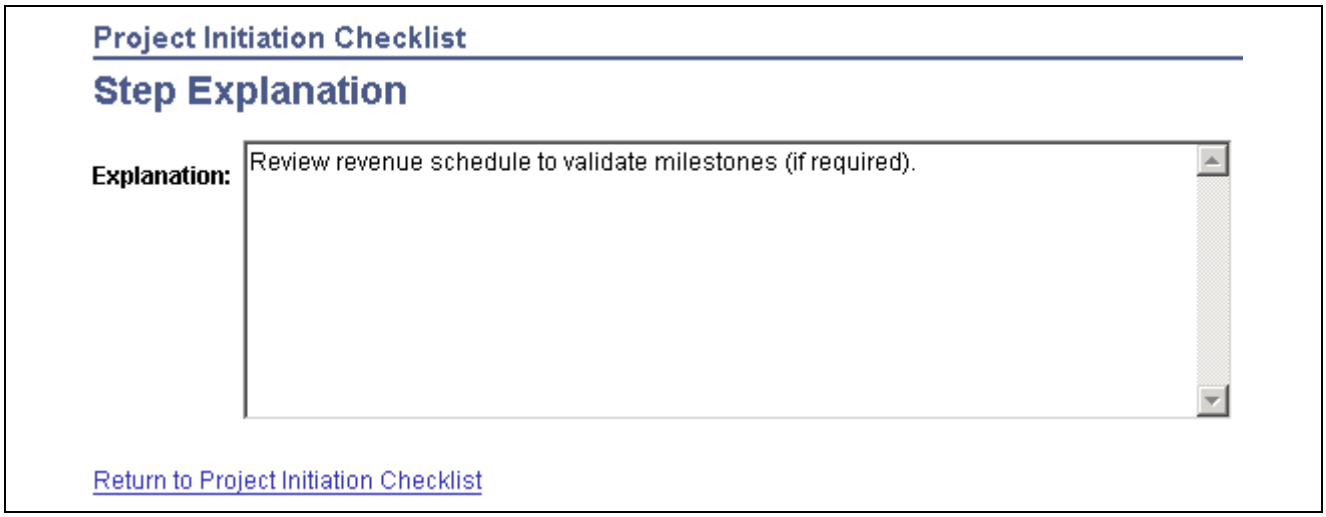
Note. The Define project scheduling calendar and Define status reporting links are functional only if you use Program Management.

Contract Steps

Contract steps appear for you to access if you use Contracts.

Viewing Explanations

Access the Project Initiation Checklist - Step Explanation page.



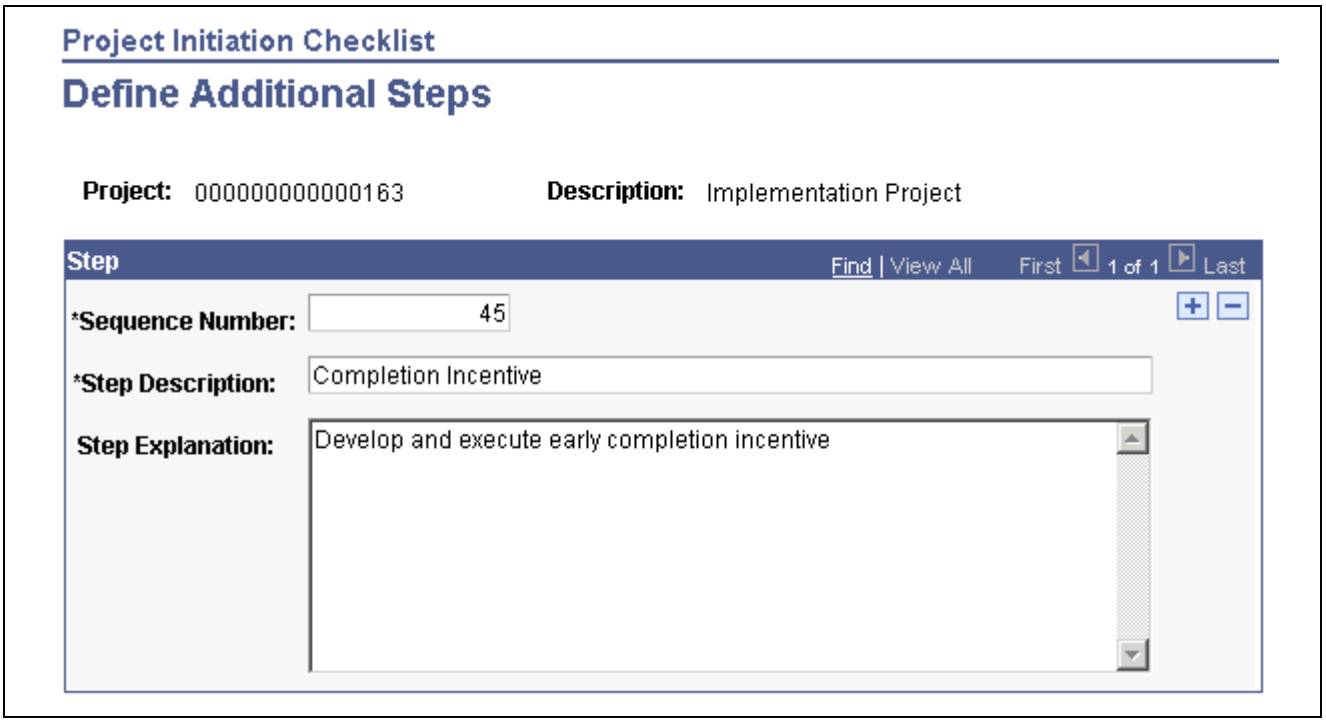
Project Initiation Checklist - Step Explanation page

This page displays more detailed information about the requirements to complete this project step.

You cannot modify the explanation for steps that are delivered with Project Costing. You can, however, enter new explanations when you define your own additional steps.

Defining Additional Steps

Access the Project Initiation Checklist - Define Additional Steps page.



Project Initiation Checklist - Define Additional Steps page

Sequence Number Enter or modify the sequence in which the step appears in ascending order in the Additional Steps grid of the Project Initiation Checklist. This information appears on the Project Initiation Checklist - Step Explanation page.

Step Description Enter or modify the name of the step that appears in the Additional Steps grid on the Project Initiation Checklist page.

Step Explanation Enter or modify the explanation that appears on the Project Initiation Checklist - Step Explanation page when you click the Explanation link for the step on the Project Initiation Checklist page.

When you save the data, the Project Initiation Checklist displays an Additional Steps grid that lists steps that you create. You can modify fields that define an additional step.

Note. Additional steps are specific to the Project Initiation Checklist only for the selected business unit and project.

Maintaining Project Status

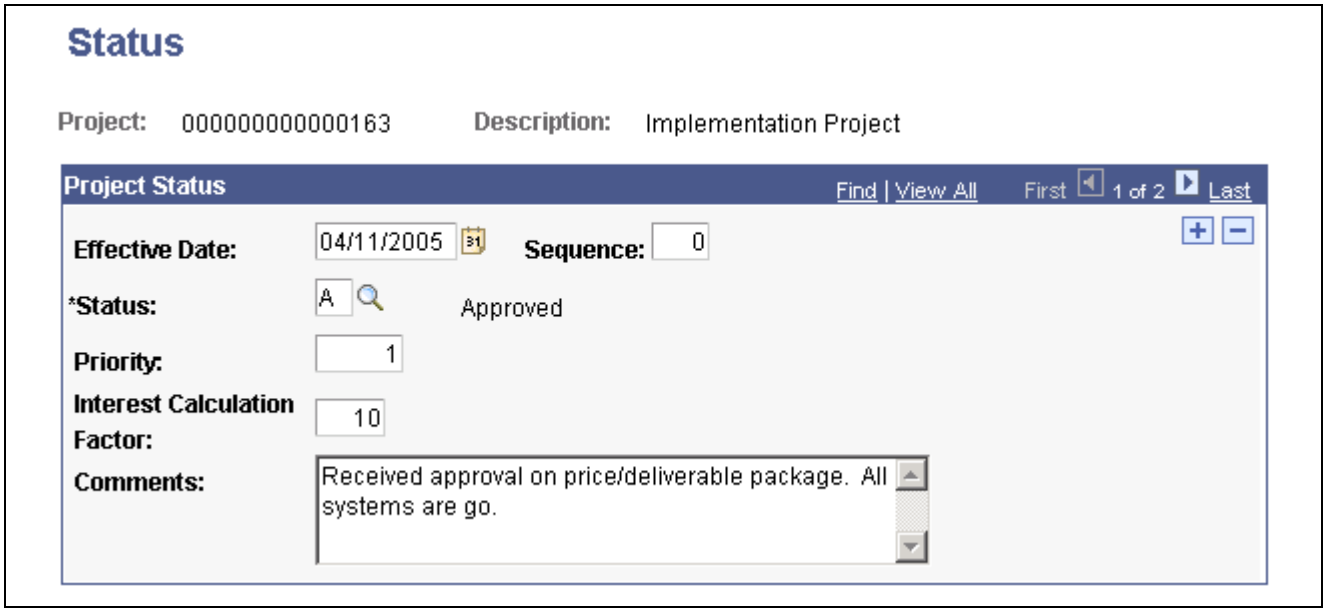
This section discusses how to define project status.

Page Used to Maintain Project Status

Page Name	Object Name	Navigation	Usage
Project Definitions - Status	PROJECT_STATUS	Project Costing, Project Definitions, Status, Status	Assign the project status. This page operates in deferred processing mode and is not available for project templates.

Defining Project Status

Access the Project Definitions - Status page.



Project Definitions - Status page

Sequence The system increments the sequence number, which tracks incremental changes in status. By using a sequence number in combination with the status effective date, multiple status changes can occur on the same day.

Status Select the project status and assign a status effective date. Available options are based on the values that you enter on the Status Types page during implementation. If you use project type status paths, the only available status types are based on the current status of the project.

See Chapter 4, “Setting Up Project Costing Control Data,” Project Type Status Paths, page 44.

When you change the project status on this page, the system automatically sends an email notification to each team member for which there is an email address on the Project Definitions - Team Detail page with the option selected to Email Notify for Status Change.

See Chapter 10, “Staffing Project and Activity Teams,” Establishing Project Team Member Details and Schedules, page 209.

Priority Enter the project priority. This field is for information only.

Interest Calculation Factor Enter the percent that the system uses to calculate the amount of interest for this project based on the project status. For example, enter *1* to calculate 100 percent interest for the project when it is *Open.* Enter *0.5* to calculate 50 percent interest when the project is *In Service.*

This field is available if you select the Allow Interest Calculation option on the Project Costing Definition page.

See Chapter 22, "Calculating Interest," Setting Up and Processing Interest Calculations, page 389.

Create a new transaction for each status change to maintain a history of the project. For example, assign a project status of *Proposed* when the project is first proposed. When the project passes the review cycle and is accepted, change the status to *Open.*

To assign status changes in advance, create new transactions and assign the appropriate future effective date for each status change. Alternatively, manually change the project status if you do not want to change the status in advance.

Tracking Your Projects

This section discusses how to:

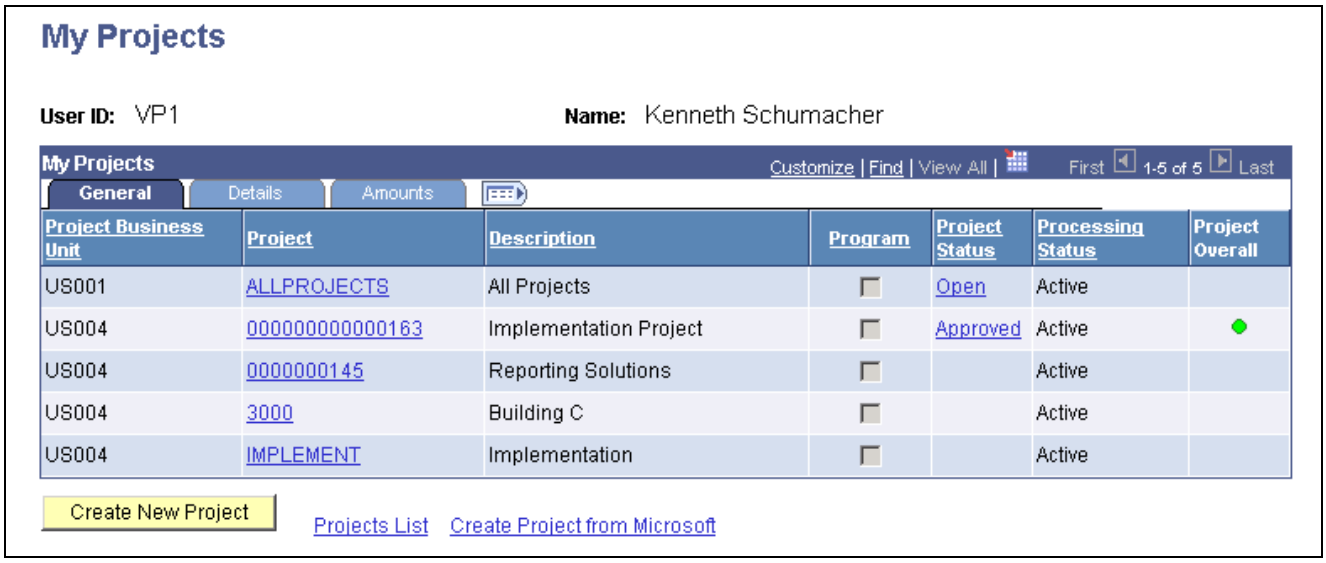
- Create a personal project list.
- Review project milestones.

Pages Used to Track Your Projects

Page Name	Object Name	Navigation	Usage
My Projects	PC_MYPROJECT_PNL	Project Costing, My Projects, My Projects	Provide users with a modifiable list of all their projects. This page operates in deferred processing mode.
Projects List	PC_MYPROJ_ADD_PNL	Project Costing, Project Definitions, Projects List, Projects List	Enter search criteria at the top of the page to view list of existing projects matching the specified criteria, and add the displayed projects to the My Projects page.
Project Milestones	CA_PROJ_MLS	Project Costing, Project Definitions, Project Milestones, Project Milestones	Search and view projects that have activities designated as project milestones that meet selected search criteria. Navigate to details of contracts that are tied to the project milestone.

Creating a Personal Project List

Access the My Projects page.



My Projects page

General

Project Click a project link to access the Project Definitions - General Information page for more information on a specific project.

Program Displays a check mark if the project is a program or summary project.

Project Status Click to access the Project Definitions - Status page to view or modify the project status.

Processing Status Displays the processing status that corresponds to the project status value.

Project Health Indicators Displays visual indicators that represent the project's health in various areas of the business. If you use Project Costing without Program Management, the Project Overall column appears. If you use Program Management, additional project health columns appear for Schedule Health, Budget Health, Resources Health, Issues Health, and Risks Health.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Defining Health Options.

Displays a visual indicator in a project health column that this measure of project health is good.

Displays a visual indicator in a project health column that this measure of project health is fair.

Displays a visual indicator in a project health column that this measure of project health is poor.

Create New Project Click to create a new project on the Project Definitions - General Information page.

Projects List Click to access the Projects List page and search for projects to add to the My Projects page.

Create Project from Microsoft Click to access the Create Project from Microsoft page to create a project in Project Costing from Microsoft Project 2002 data.

See Chapter 32, "Integrating with Microsoft Project 2002," Creating PeopleSoft Projects from Microsoft Projects, page 631.

Details

Release, Category, Application Area, and **Application**

These columns appear in the Details grid if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Control Data," Setting Up General Control Data.

Click the Drill to Project Activities icon to access the Project Activities page for the corresponding project.

Click the Drill to Resources by Activity icon to access the Project Definitions - Team page for the corresponding project.

If you use Program Management, this icon accesses the Resources page.

Click the Drill to Program Details icon to access the Review Program page for the corresponding program. This icon appears for programs only if you use Program Management.

Click the Link to Project Request icon to access the Project Request page for the corresponding project. This icon appears only if you use Program Management.

Amounts

Total Issues, Total Deliverables, and **Total Risks**

These columns appear in the Amounts grid if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Control Data," Setting Up General Control Data.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Tracking Deliverables," Defining and Reviewing Deliverables.

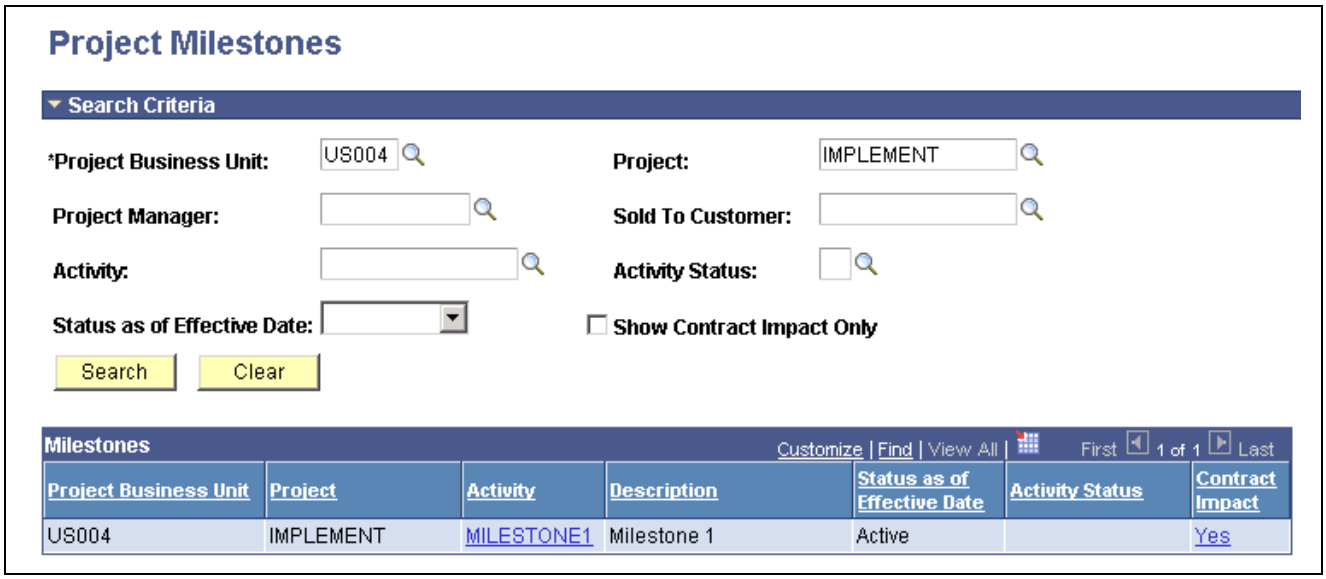
Click the Drill to Project Valuation icon to access the Project Valuation page for the corresponding project.

Click the Project Budgets icon to access the Budget Plan page for the corresponding project.

Click the Manager Transactions Review icon to access the Manager Transaction Review page for the corresponding project.

Reviewing Project Milestones

Access the Project Milestones page.



Project Milestones page

Project milestones are designated by selecting the New Milestone option on the Activity Definitions - Definition page.

To filter search results, enter values in the fields in the Search Criteria group box. You must enter a business unit. If you leave all other fields blank, the search returns all project milestones for the business unit.

Search Criteria

Show Contract Impact Only Select to return search results for project milestones attached to contract billing plans, revenue, plans, or contract milestones only. These milestones are used in Contracts to tie billing and recognizing revenue to reaching a milestone.

Milestones

Activity Click to access the Activity Definitions - General Information page, where you can review details of the activity associated with this milestone.

Status as of Effective Date Displays the effective date of the activity status. Values include: *Active* or *Inactive.*

Contract Impact Displays whether this milestone is associated with any contract lines. Values include: *Yes* or *No.* When the project milestone is referenced in a Contract billing plan, revenue plan, or contract milestone, *Yes* appears in this field. Click the *Yes* link to access the Impacted Contract Details page in Contracts.

See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Setting Up Milestones," Reviewing Details of Project Milestones Attached to Contract Billing or Revenue Plans.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Setting Up Milestones"

Modifying Existing Projects by Using Templates

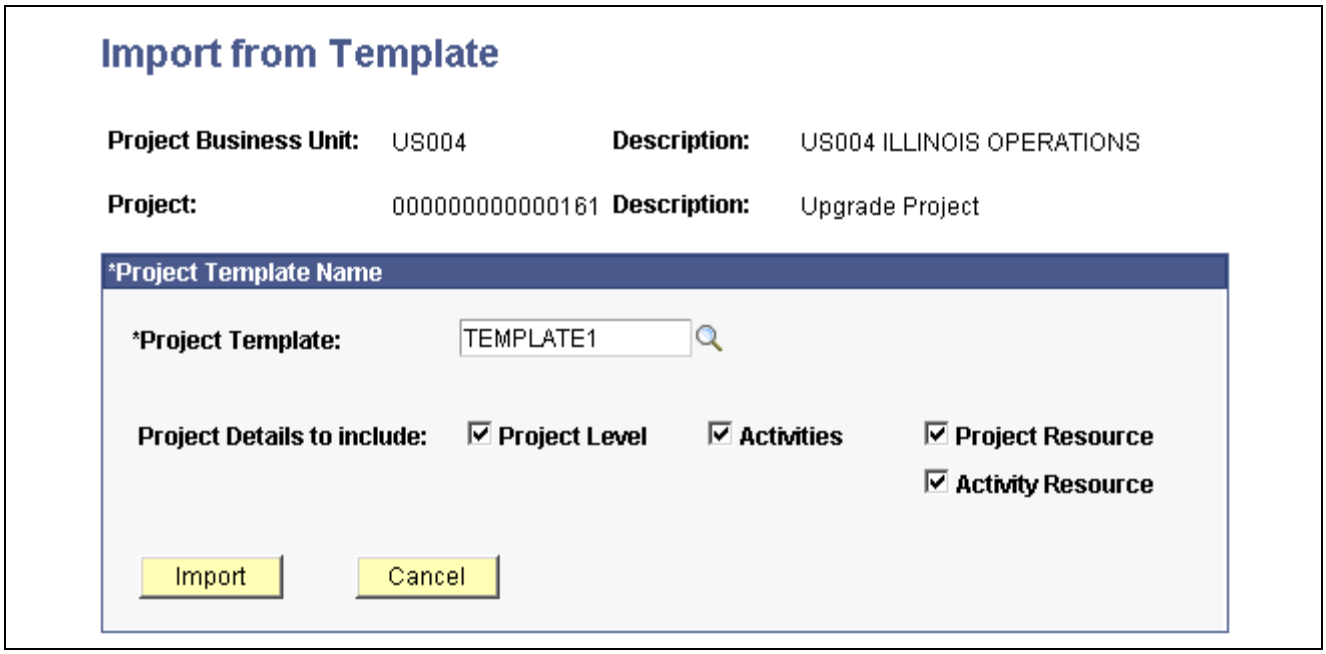
This section discusses how to modify projects from templates.

Page Used to Modify Existing Projects by Using Templates

Page Name	Object Name	Navigation	Usage
Import from Template	PC_IMPFRM_TMPL	You can access the Import from Template page through multiple navigation paths. This list presents five frequently used paths. • Project Costing, Project Definitions, General Information Click Import from Template on any Project General component page for a pending project. • Project Costing, Project Definitions, Team Click Import from Template on the Project Definitions - Team page for an active or pending project. • Program Management, Project Definitions, Resources Click Import from Template on the Resources page for an active or pending project. • Project Costing, Activity Definitions, Project Activities Click Import from Template on the Project Activities page for a pending project.	Import data from a template into an existing active or pending transactional project.

Modifying Projects from Templates

Access the Import from Template page.



Import from Template page

The project business unit and currency must be the same for the template and the transactional project.

Project Template Select the template that contains data that you want to import into the open project. The list of available templates is based on the business unit's public templates and user-specific private templates.

Project Level Select to import project-level information, including attachments, from the template into the open project. This option is available only for pending projects.

The system overwrites all project-level data, except the project start date and project ID. The system retains the open project start date and uses it to calculate dates on the open project. The system calculates the new project and activity start and end dates by using the new project start date, the date ranges in the template, and the relationship of the dates to the template project start date, to calculate:

- The project end date.
- Activity start and end dates.
- Project team planned start and end dates.
- Assignment schedule start and end dates.

If you use Program Management, the system also uses the open project start date to calculate activity deliverable due dates and deadlines.

Note. If the date range for the activities or project team from the template are outside of the open project end date, the system adjusts the open project end date accordingly.

A message appears when you select this option to remind you that project-level data will be overwritten in the open project.

Activities Select to append the activities from the template to existing project activities on the open project. This option is available only for pending projects.

Activity information includes the WBS and activity attachments. If you use Program Management, the imported information also includes dependencies and deliverables.

If there is a duplicate activity ID on the template and open project, a message appears when you click Import stating that the duplicate template activity ID will use the next sequential activity ID in the project.

Project Resource Select to append all active project resources from the template to the open project.

If there is a duplicate resource ID, a message appears when you click Import stating that the duplicate template resource ID is not imported into the open project.

The system imports only active resources. If the template contains inactive resources, a message appears when you click Import stating that one or more of the resources from the template are no longer active and are not added to the open project.

Activity Resource Select to append activity resources from the template into the open project. This option is available if you select the Activities and Project Resource options, and only for pending projects.

Import Click to import the selected information from the template and open the Project Definitions - General Information page for the target project.

You can change project data that you import from the template.

Deleting Project Data

This section lists a prerequisite and discusses how to:

- Delete project data, activities, and transactions.
- View the deleted project log.

See Also

Chapter 11, “Working with Transactions,” page 221

Prerequisite

You must establish business unit parameters on the Delete Utility Tables page before using the Project Delete utility.

See Chapter 3, “Setting Up Project Business Units,” Defining Parameters for the Delete Utility, page 31.

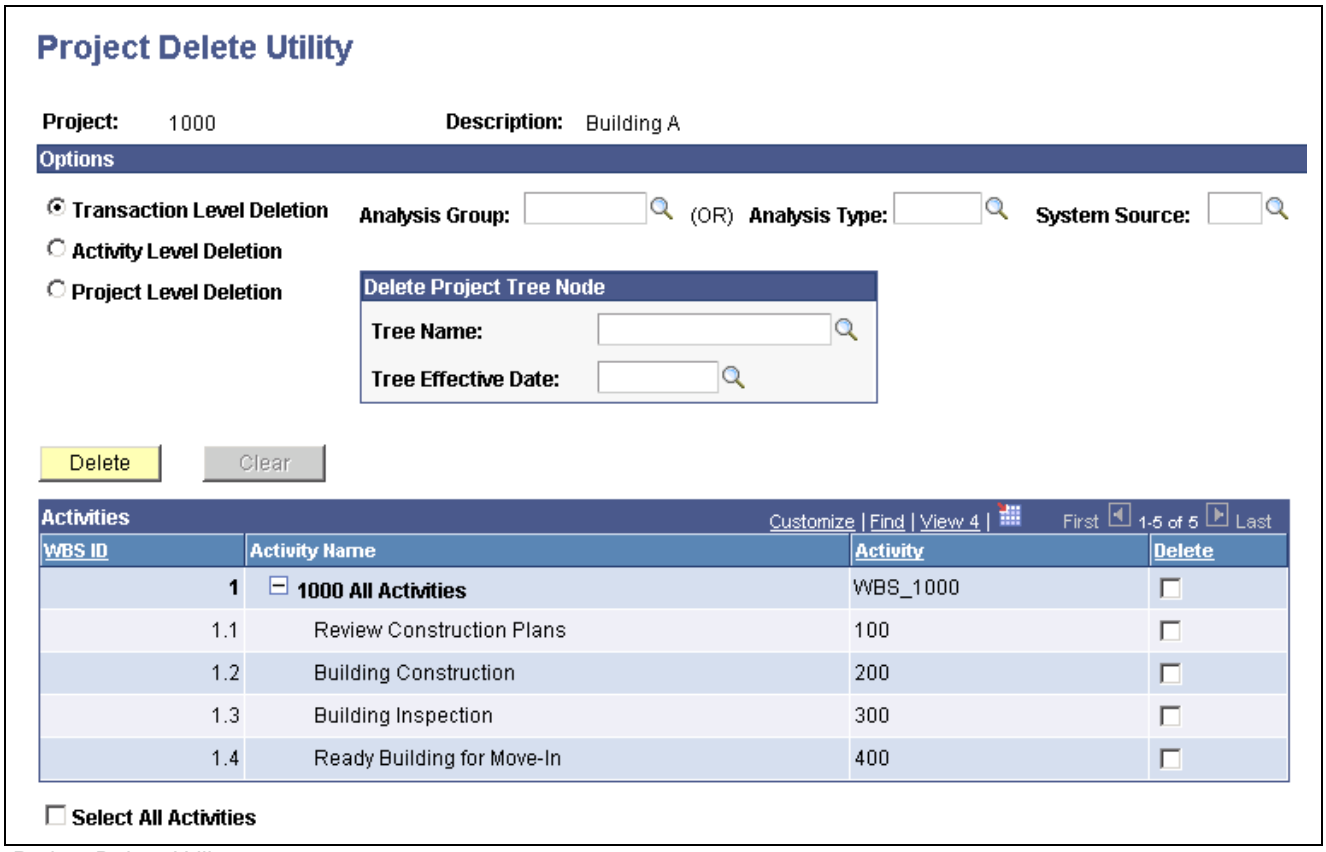
Pages Used to Delete Project Data

Page Name	Object Name	Navigation	Usage
Project Delete Utility	PC_DEL_OPTN_PAGE	Project Costing, Utilities, Project Delete Utility, Project Delete Utility	Delete projects, activities, and transactions. This page operates in deferred processing mode.
Review Project Delete Log	PC_DEL_RESL_PAGE	Project Costing, Utilities, Review Project Delete Log, Review Project Delete Log	View the result of the Project Delete utility run on this page. View deletion activity for a specified business unit and project.
Delete Utility Exceptions	PC_DEL_EXC_PAGE	Click Exceptions on the Review Project Delete Log page.	View details of project deletions that were not completed as specified on the Project Delete page.

Deleting Project Data, Activities, and Transactions

Access the Project Delete Utility page.

Warning! Deleted project data, including transaction rows, are not copied or saved anywhere. Because project deletions are permanent and irreversible, use caution when using the Project Delete utility.



Project Delete Utility page

Note. Data that you delete from the Project Transaction table in the FMS database is not deleted from the HCM database. This ensures that time and labor transactions are still accessible in HCM for projects that you delete from the Project Transaction table.

Transaction-Level Deletions

To delete transactions:

1. Select Transaction Level Deletion.
2. To delete transactions based on an analysis group, select a group that contains the analysis types that identify the kind of transactions to delete from the Project Transaction table.

   The available analysis groups are defined on the Delete Utility Tables page for the business unit.

   Select an analysis type to delete transactions based on a single analysis type.

   You must enter a value in the Analysis Group field or in the Analysis Type field for transaction-level deletions. After selecting an analysis group or analysis type, optionally use the System Source field to further define the rows to delete.
3. In the Activities grid, select the Delete check box for each activity that has transactions of the specified analysis group that you want to delete.

   To delete all transactions of the specified analysis group from all of the project's activities, select Delete in all activity rows, or Select All Activities.
4. Click the Delete button to delete transactions that belong to the specified analysis group and are assigned to the selected project activities.

Note. You can use the Project Delete utility to delete all transactions belonging to an analysis group or an analysis type. You cannot use the utility to delete an individual transaction. To delete an individual transaction, use the Transaction Adjustment page to create another transaction that offsets the amount of the transaction that you want to delete.

You can purge transactions from the Project Transaction table without purging the corresponding projects-related data from feeder systems, such as Asset Management, Contracts, and Payables.

Activity-Level Deletions

To delete activities from a project:

1. Select Activity Level Deletion.
2. In the Activities grid, select the Delete check box for each activity that you want to delete.

   To delete all activities, select the Select All Activities check box. When you delete an activity, the system also deletes all transactions that are assigned to the activity.
3. Click the Delete button.

A warning message appears if a transaction row exists for any of the activities that you want to delete. The project delete options on the Delete Utility Tables page determine if you can delete the activity and transactions.

Project-Level Deletions

To delete a project:

1. Select Project Level Deletion.

2. Click Delete.

A warning message appears if a transaction row exists for any of the activities that you want to delete. When you delete a project, the system also deletes all activities and subsequent transactions that are assigned to the project. The project delete options on the Delete Utility Tables page determine if you can delete the project, activities, and transactions. The system deletes corresponding rows from the tables that are specified in the Project Records grid on the Delete Utility Tables page.

Projects that you delete no longer appear on your My Projects page.

See Chapter 3, "Setting Up Project Business Units," Defining Parameters for the Delete Utility, page 31.

Project Tree Node Deletions

You can delete a project tree node if the Delete Project Tree Node option is selected on the Delete Utility Tables page for the business unit.

To simultaneously delete a project and its corresponding project tree node:

1. Select Project Level Deletion.
2. Enter the tree name and tree effective date in the Delete Project Tree Node group box.
3. Click Delete.

Viewing the Deleted Project Log

Access the Review Project Delete Log page.

Delete	Select this check box and click Refresh to remove the corresponding row from the Run Results grid.
Instance	Displays the process instance number assigned by PeopleSoft Process Scheduler if the deletion request is triggered a part of finalizing budgets or integrating with Microsoft Project. A blank Instance field indicates that the deletion request was processed in real-time by using online pages.
Proj Cnt (project count), **Act Cnt** (activity count), and **Trans Cnt** (transaction count)	Displays the number of projects, activities, and transactions, respectively, that were deleted based on your delete request.
Exceptions	Click to access the Delete Utility Exceptions page to view a list of objects that were not deleted in the request due to the existence of transaction rows that you cannot delete based on project delete options for the business unit.

CHAPTER 8

Using Project Trees

This chapter provides an overview of project trees and discusses how to:

- Create project trees.
- Add projects to trees.
- Branch project trees.

See Also

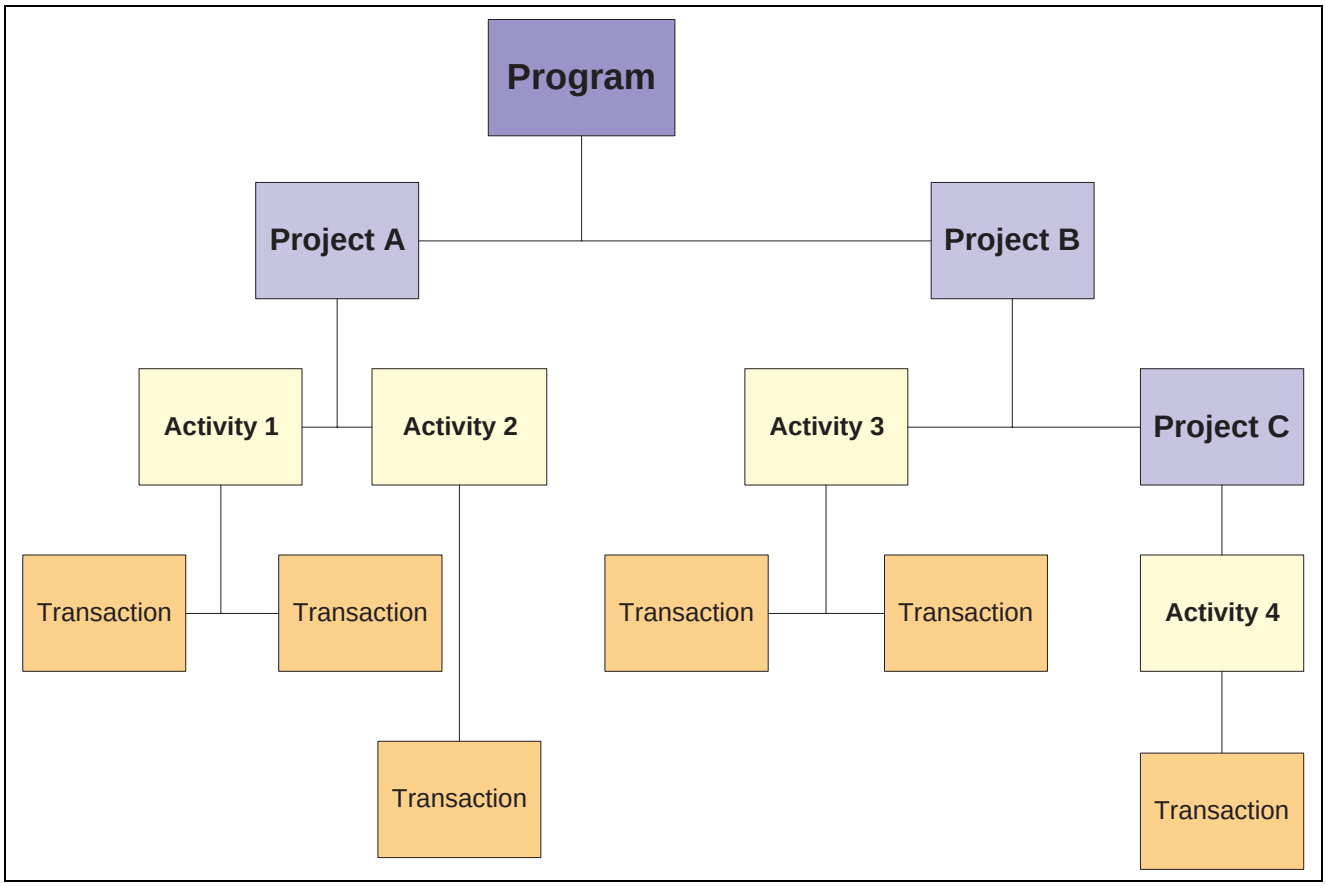
Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Tree Manager

Understanding Project Trees

PeopleSoft Tree Manager is a PeopleTools utility that is useful with many PeopleSoft applications, including Project Costing. Project trees define how projects are related to one another. The relationships between projects determine the level of detail achieved when tracking and reporting costs.

A project can be hierarchically related to as many projects as necessary to achieve the necessary degree of cost tracking and analysis. The project structure determines how costs are accumulated, tracked, and reported.

Create a project tree to track project costs in as much detail as is required. The more detailed your project tree is, the greater the detail at which you can track your costs. In the tree shown in the following diagram, you can track costs for the entire program or for each project:



Project tree

The costs for Project A include all costs from Activity 1 and Activity 2. The costs for Project B include all costs for Activity 3, as well as the cost for Project C (which includes Activity 4). Keep in mind that project trees are node-oriented—or winter trees—and do not display activities. You can, however, access the Project Definitions - General Information page by clicking the Edit Data icon for project trees in the Tree Manager page.

At the top of a project tree, you can create a single program into which all of the projects for the entire tree can be rolled up. This type of project is called a *program* or *summary* project. Programs are created by selecting the *Program* check box in the Project Definitions - General Information page. You cannot assign activities directly to a program. The allocation process, however, can spread costs, such as overhead, to these programs. All of the costs for a project tree, including activities assigned to all of its child projects, can be rolled up into the program.

Each project tree is keyed by business unit and effective date and has its own individual structure and security. Changes that you make to project trees are implemented throughout the Project Costing database.

See Also

Chapter 7, “Creating and Maintaining Projects,” Defining Projects, page 142

Project Tree Structures

PeopleSoft Tree Manager supports business unit trees. SetIDs are not coupled with the project business unit or used as a key in Project Costing and its related activity and transaction tables. The SET_OVERRIDE field links the general ledger business unit to Project Costing. This streamlines the data structure without the loss of any features.

Project Costing delivers three tree structures. This table lists the key differences between these tree structures.

Structure	Node Table	Detail Table	Page Access from PeopleSoft Tree Manager
PROJECT_BU	PROJECT	None	PROJECT_GENERAL page
PROJECTS_ALL	PROJECT	PROJ_ACTIVITY	PROJECT_GL page
PROJECT_GL	TREE_NODE_TBL	PROJECT	PROJECT_GL page

You can use project trees for:

- Row-level security.
- Reporting, particularly nVision reports.
- Analysis.
- Allocations.
- Report summarization options.
- Combination editing.

This table can serve as a reference when you decide which structure best meets your needs, based on your use of project trees:

Structure	Security	Tree API	Allocation	Report Summarization Option	Project Level nVision Report	Activity Level nVision Report	Combo Editing	Tree Loader
PROJECT_BU	Yes	Yes	Yes	Yes	Yes	No	No	Yes
PROJECTS_ALL	No	No	Yes	No	Yes	Yes	Yes	Yes
PROJECT_GL	No	No	Yes	No	Yes	No	Yes	Yes

The nVision reports use project trees extensively. The PROJECT_BU tree is a node-oriented (winter) tree, so there are no details. The PROJECTS_ALL tree (which is a dynamic detail tree) has ACTIVITY as details, and consequently it is the best choice for nVision reports to nPlode to the activity level.

Because the SET_OVERRIDE field is used as the link in the PROJECT_FS record and because the project ID is unique across the system, projects can be added from different business units to a single tree based on the PROJECTS_ALL tree structure.

When you create a new project from PeopleSoft Tree Manager for a PROJECTS_ALL tree, the project business unit is the same as the setID of the tree. (This is similar to the functionality that exists in the PROJECT_GL page.) Existing projects, however, can be added from different business units as nodes if the set override of those projects matches the setID of the tree.

For example, if BUILDING E is a project within business unit US003, BUILDING F is a project within business unit US004, and both projects have the same set override of SHARE, then you can add both projects to an existing PROJECTS_ALL tree with the setID of SHARE (even though they are from different business units).

Note. The PROJECT tree structure is no longer used. All previous and existing PROJECT functionality is included in the PROJECT_BU tree structure.

Creating Project Trees

To create a new tree:

1. Define the properties of the tree.
2. Add and define the levels of the tree and the root node.

Project trees can also be created, appended, and updated using data from third-party applications.

See Also

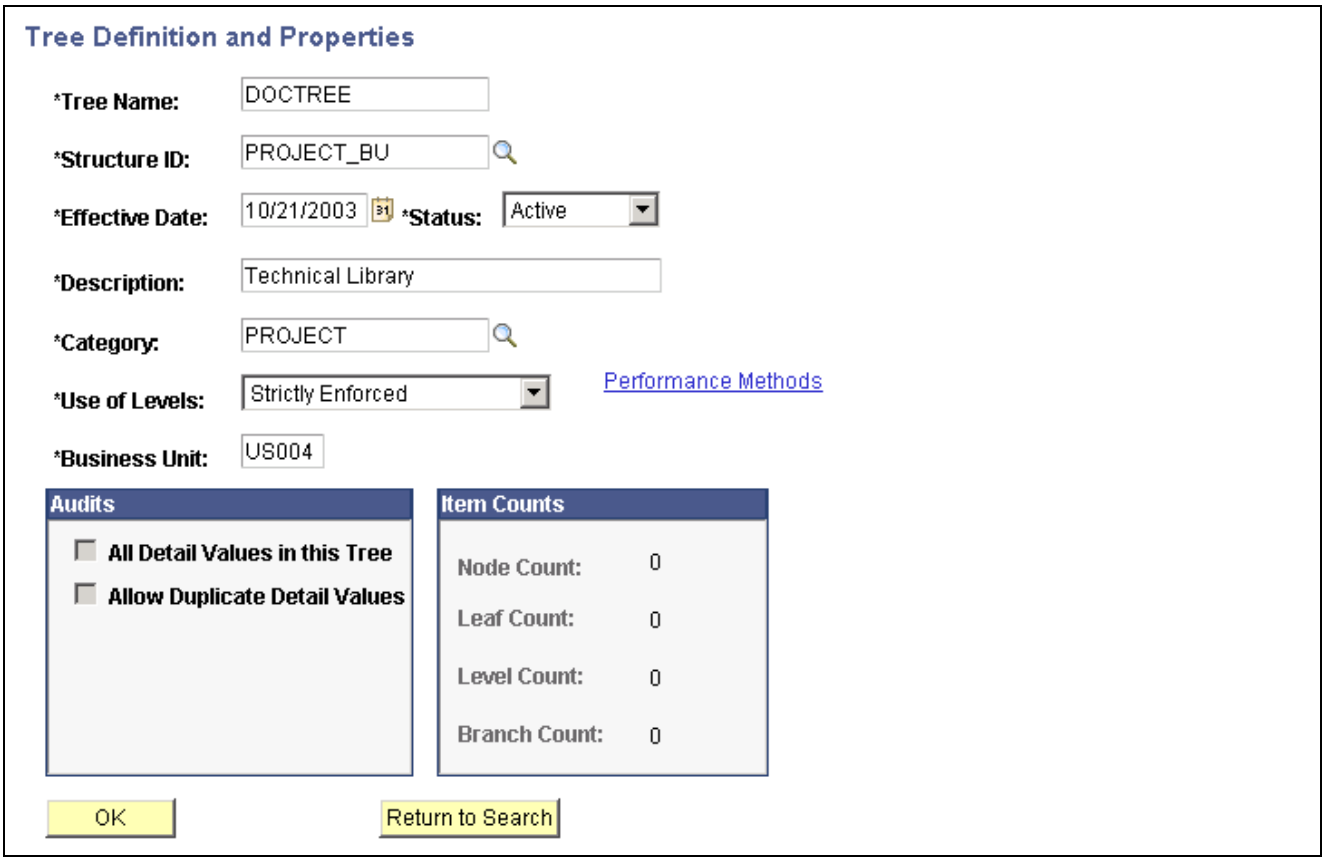
Chapter 31, “Integrating with Third-Party Applications,” Loading Third-Party Trees, page 558

Pages Used to Create Project Trees

Page Name	Object Name	Navigation	Usage
Tree Definition and Properties	PSTREEDEFN	• Tree Manager, Tree Manager Click Create New Tree in the Tree Manager component search page. • Click Tree Definition in the Tree Manager page.	Create and define a new project tree structure.
Enter Root Node for Tree	PSTREEROOTLEVELS	Click OK in the Tree Definitions and Properties page after defining the properties for a new tree.	Define the levels and root node of the tree.
Tree Levels	PSTREELEVEL	Click Add Level in the Enter Root Node for Tree page.	Add tree levels to a specific tree.
Tree Level Information	TREE_LEVEL_PIA	Click View Detail in the Enter Root Node for Tree page.	Add status and description details to a tree level.

Defining Project Tree Properties

Access the Tree Definition and Properties page.



Tree Definition and Properties page

To create a new project tree, begin by defining its unique fields.

Structure ID Enter *PROJECT_BU* (project business unit) as the structure ID. This designates that this is a project tree and identifies the page and record definitions associated with this tree.

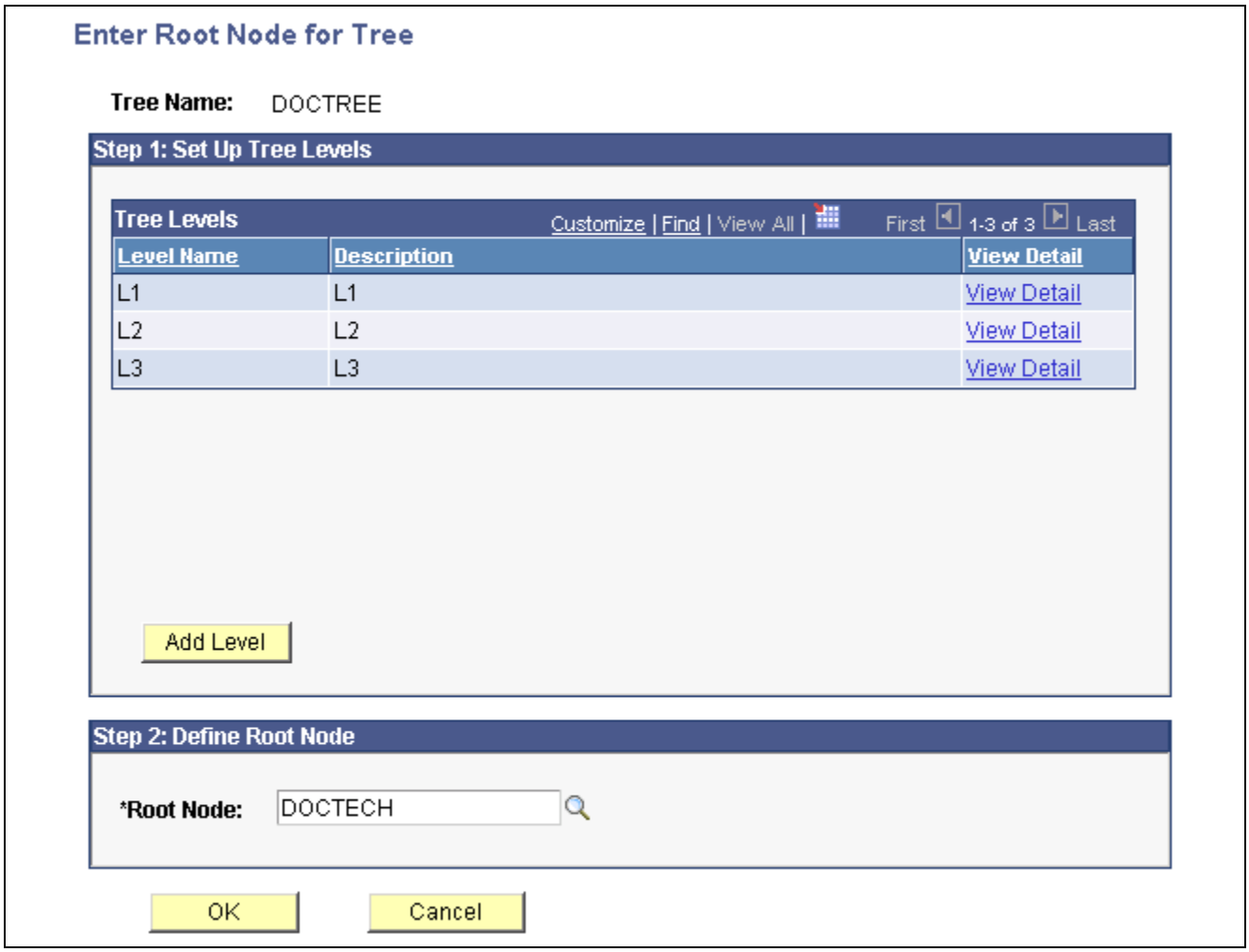
Category Select *PROJECT.*

Use of Levels Select *Strictly Enforced* to ensure that the ranking of a project node in the tree hierarchy is tied to its horizontal position in the tree. This ensures that a node at one level can be rolled up into a node at a higher level.

Business Unit Enter a business unit. The business unit that you enter must be the same one as the projects that you add to the tree.

Adding and Defining Tree Levels and the Root Node

Access the Enter Root Node for Tree page.



Enter Root Node for Tree page

You must add the first tree level before you add any nodes to a tree. After you add this first level, you can add a project node or additional levels. Add each level below the previous level.

To add levels and project nodes:

1. Access the Enter Root Node for Tree page.
2. Click Add Level.
3. On the Tree Levels page, enter a level name and click Save.
4. In the Enter Root Node for Tree page, click View Detail to further define the newly created level and click OK when finished.

   The level name and description appear in the first row of the Enter Root Node for Tree page.
5. Create additional levels by repeating steps 1-4.

   Once you have created all the necessary levels, enter the project ID in the Root Node field, then click OK. The PeopleSoft Tree Manager opens and enables you to add project nodes to the tree.

Note. Level descriptions are stored in the Tree Level table. If the level that you are adding has been used in other trees, the Description field in the Tree Level Definition page defaults to the description already specified for that level name. Changing the description here affects all trees using this level.

To help identify the level, you can view the description in your tree, as well as in various prompt lists (when inserting nodes, selecting detail values in reports, defining summary trees, and so on).

See Also

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Tree Manager, "Creating Trees"

Adding Projects to Trees

There are two ways to add a project to a tree:

- Create the project using the Project General component (PROJECT_GENERAL) and click the Project Tree link in the Project Costing Definition page to insert the project as a node on a tree.

  Note. If you branch a tree, you cannot add a project to the branch from the Project Costing Definition page.

- In PeopleSoft Tree Manager, select the node to which you want to add an existing project, and click the appropriate icon to insert the project as either a sibling node or a child node.

  Use the Tree Manager component (PSTREEMGR) advanced search page to look for trees with a category of *PROJECT.*

  Note. If there is not a level defined below the parent level, PeopleSoft Tree Manager creates the next level automatically when adding a child project. The newly created level, however, will not have a name or description.

See Also

Chapter 7, “Creating and Maintaining Projects,” Defining Projects, page 142

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Tree Manager, "Using PeopleSoft Tree Manager"

Pages Used to Add Projects to Trees

Page Name	Object Name	Navigation	Usage
Assign to Project Tree	PC_PROJ_TREE_SEC	Project Costing, Project Definitions, General Information, Project Costing Definition Click the Project Tree link in the Project Costing Definition page.	Assign a project to a specific tree.
Tree Manager	PSTREEMGR	Tree Manager, Tree Manager	Insert, delete, or rearrange projects on a project tree.

Branching Project Trees

Only one user can edit an unbranched tree at a time. Branching a tree creates smaller, more manageable sections that enable multiple users to simultaneously edit different branches of the same tree. Only one user, however, can edit a particular branch at a time.

Note. You cannot add a project to a branch from the Project Costing Definition page.

See Also

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Tree Manager, "Using PeopleSoft Tree Manager"

Setting Up Security for Tree Branches

Tree branches are treated as separate objects in object security. Therefore, you can restrict access to a tree branch. This enables you to secure portions of a tree without creating a separate tree.

See Also

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Tree Manager, "Creating Trees"

CHAPTER 9

Creating and Maintaining Activities

This chapter provides an overview of activities and work breakdown structures and discusses how to:

- Create and modify activities.
- Add activities to projects.
- Maintain activity status.

Understanding Activities

Activities are the specific tasks that make up a project. You can add transactions to a project only at the activity level.

This section discusses:

- Activity creation options.
- Activity owners.
- Summary activities.

Activity Creation Options

Use any of these methods to create new activities:

- Add an activity on the Activity Definitions - General Information page and enter the required information.
- Add an activity to a project on the Project Activities page.

  Activities created on the Project Activities page are merely placeholders with activity IDs and high-level descriptions sufficient to add transactions. Use the Activity Definitions - General Information page, and other pages in the Project Activity component (PROJECT_ACTIVITY), to create and further define these activities.
- Use activities on a predefined project template or copy an existing project and activities.

  See Chapter 7, "Creating and Maintaining Projects," Creating Projects from Templates, page 128.

  See Chapter 7, "Creating and Maintaining Projects," Creating or Modifying Projects from Existing Projects, page 131.
- Create project activities from other PeopleSoft applications such as Proposal Management or Contracts.

  See *PeopleSoft Enterprise Proposal Management 8.9 PeopleBook*, "Preparing, Generating, and Viewing Proposal Information".

  See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Working with Project Costing," Assigning Projects and Activities to Contracts.

- Create project activities from Microsoft Project tasks.

  See Chapter 32, “Integrating with Microsoft Project 2002,” page 611.

- Upload activities from third-party applications by using the Project and Activity Loader Application Engine process (PC_INTF_GEN).

  See Chapter 31, “Integrating with Third-Party Applications,” page 557.

- Upload activities from Microsoft Excel by using the Excel to Component Interface utility.

  See *Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Component Interfaces,* "Using the Excel to Component Interface Utility."

Activity Owners

You can assign owners to detail and summary activities. The owner is primarily used for workflow approval at the activity level if you use Program Management. They can be used for issues workflow or as interested parties.

You can search for activities by activity owner. In the Activity General component (PROJECT_ACTIVITY) search page, you only need to enter a business unit and any employee to view a list of activities that are owned by the employee.

Use the Activity Definitions - General Information page or the Project Activities page - Details tab to add activity owners. Any project team member is eligible to be selected as an activity owner. You cannot delete a project team member that is assigned as an activity owner.

If you modify or remove an activity owner for a summary activity, you have the option of making the change to all child activities of that summary activity.

Project Costing Summary Activities

Summary activities are used to group other activities for reporting and accounting purposes.

If you use Project Costing without Program Management, you cannot charge transactions directly to summary activities.

You can change detail activities into summary activities, and move activities to different WBS levels, if there are no team members or transactions associated with the activity in these tables:

- Project Transactions Summary (PC_ACTIVITY_SUM)
- Project Transaction Interface (INTFC_PROJ_RES)
- Project Activity Team Member (PROJ_ACT_TEAM)
- Project Costing Assets (PC_AM_PROJ_DEFN)
- Contract Line Project Details (CA_DETAIL_PROJ)
- Forecast Time Detail (FC_TIME_DTL)

Program Management Summary Activities

If you use Program Management, you can charge transactions and budgets to summary activities, and forecast summary activities, based on the project charging level.

See Also

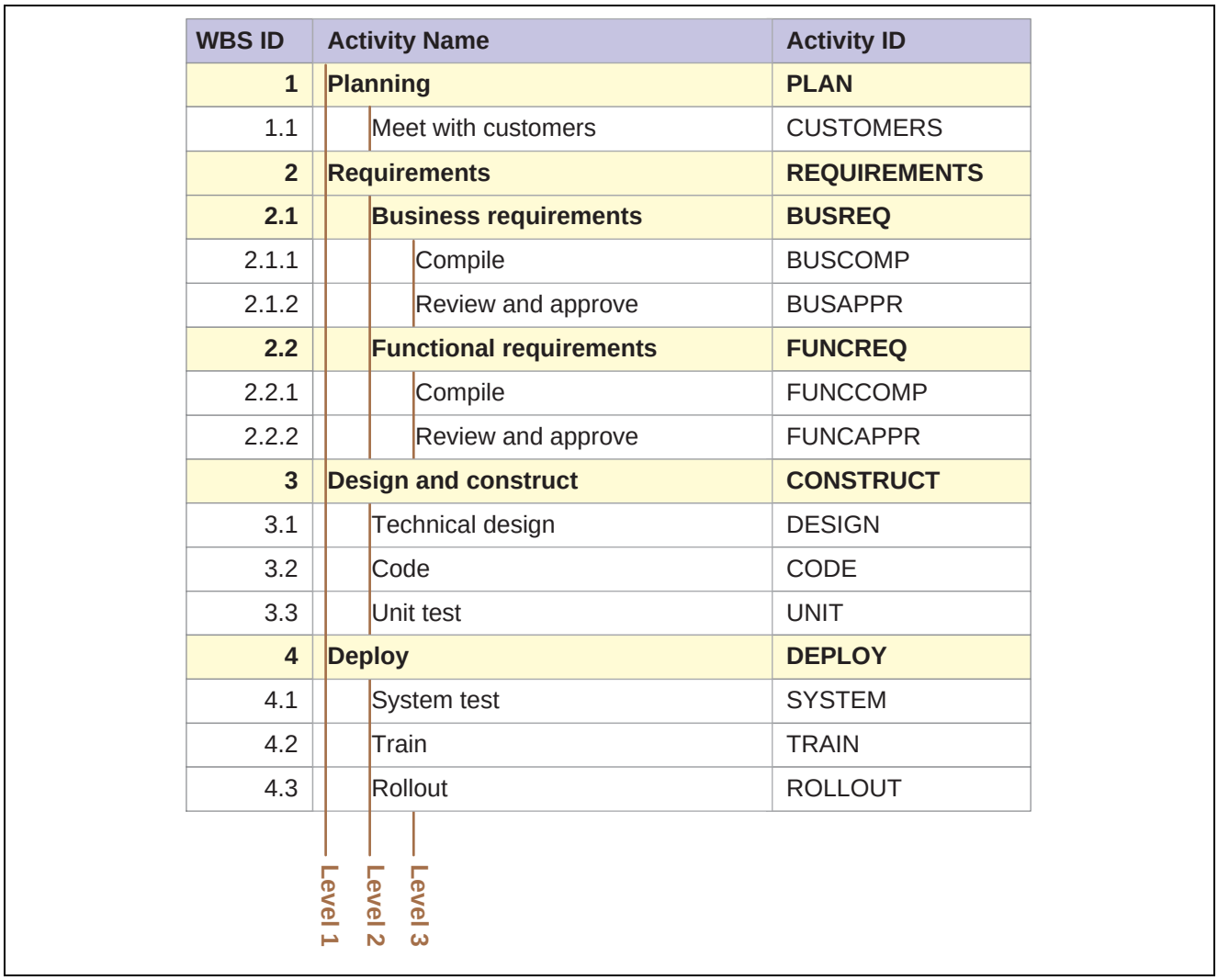
PeopleSoft Enterprise Program Management 8.9 PeopleBook, "Setting Up Program Management Business Units," Understanding Project Charging Levels

Understanding Work Breakdown Structures

A project's WBS is represented by a hierarchical grid that shows project activities and their relationships. An activity's placement on the WBS is maintained directly on the activity record. The WBS enables you to:

- Maintain summary and detail activities on a WBS to a depth of nine levels.
- Roll up start and end dates to summary activities.
- Insert multiple activities on the WBS at the same time.
- If you use Program Management, add dependency relationships between activities.

This diagram shows the activities for an implementation project in a WBS format, and identifies the WBS levels of each activity. The yellow rows represent summary activities:



WBS example

A lower WBS level indicates a level in the WBS hierarchy that is more indented (deeper) than the current level. In the diagram, the 2.1.1 WBS ID is lower than the 2.1 WBS ID. A higher WBS level indicates a level in the WBS hierarchy that is less indented than the current level.

You manage the WBS on the Project Activities page where you can view all summary and detail activities. Additionally, you can see the structure change as you indent and outdent activities, and move them up and down on the WBS. On the Project Activities page, you can choose to display a specific WBS level or all levels. If you display a specific WBS level, the Project Activities grid collapses all summary activities at the selected display level and below. You can also expand and collapse summary activities individually.

Creating and Modifying Activities

This section discusses how to:

- Enter activity general information.
- Define activities.

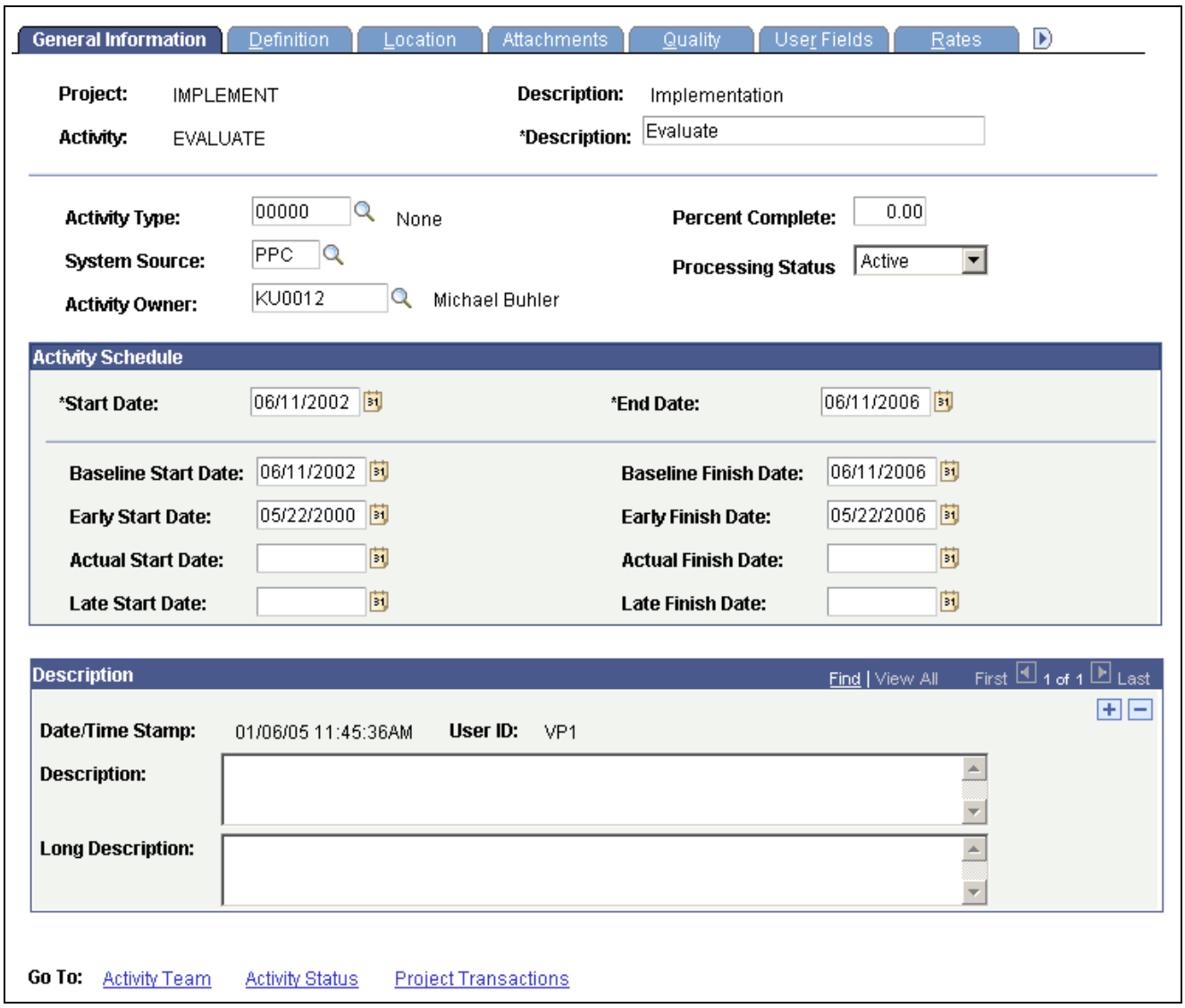
- Define activity locations.
- Track activity quality.
- Track activity billing and project costing rates.

Pages Used to Create and Modify Activities

Page Name	Object Name	Navigation	Usage
Activity Definitions - General Information	PROJ_ACT_DESCR	Project Costing, Activity Definitions, General Information, General Information	Create an activity and assign it to a project. This page operates in deferred processing mode. **Note.** If you use Program Management, you cannot access this page if no activities exist for the project, a change request is required to add activities to the project, and you are not the project manager.
Activity Definitions - Definition	PROJECT_ACTIVITY	Project Costing, Activity Definitions, General Information, Definition	Define an activity and enter work details.
Activity Definitions - Location	PROJ_ACT_LOCATION	Project Costing, Activity Definitions, General Information, Location	Assign the physical location of an activity.
Activity Definitions - Attachments	PROJ_ACT_DOC	Project Costing, Activity Definitions, General Information, Attachments	Attach, delete, and view activity-related files.
Activity Definitions - Quality	PROJECT_QUALITY	Project Costing, Activity Definitions, General Information, Quality	Rate and record quality of work for specific activities.
Activity Definitions - User Fields	PC_ACT_USER	Project Costing, Activity Definitions, General Information, User Fields	Include additional, user-defined activity information.
Activity Definitions - Rates	ACTIVITY_SERVICES	Project Costing, Activity Definitions, General Information, Rates	Enter and view billing and project costing rates that are associated with an activity.
Activity Definitions - Budget Alerts	PC_BUD_ACT_ALERTS	Project Costing, Activity Definitions, General Information, Budget Alerts	Define budget alert thresholds at the activity level.
Activity Definitions - Asset Integration Rules	PC_AM_RULE_ACT	Project Costing, Activity Definitions, General Information, Asset Integration Rules	Define integration with Asset Management at the activity level.

Entering Activity General Information

Access the Activity Definitions - General Information page.



Activity Definitions - General Information page

Activity Type

Select an activity type. Use activity types to:

- Group similar activities for reporting and analysis.
- Enforce a predefined progression of statuses for activities of this type.

  The system controls the activity status progression based on the custom activity status path that is associated with the activity type for the business unit.

You set up activity types during implementation on the Activity Types page.

See Chapter 4, “Setting Up Project Costing Control Data,” Defining Activity Types, page 72.

Percent Complete Displays the percentage of the activity completed based on calculation method that you define on the Project Costing Definition page. If you select *Manual* in the Calculation Method field, you can enter a value in the Percent Complete field on this page.

This field does not appear for activities with a processing status of *Template*.

System Source Select the origin of an activity, such as a third-party application or an online entry page in a PeopleSoft application. The default value is *PPC* (Project Costing online entry page). Available values are based on the translate values in the System Source field (SYSTEM_SOURCE) properties.

Processing Status Select an activity processing status. Select *Active* to make the activity available for selection from prompt lists within feeder systems to charge transactions.

This field displays a processing status of *Template* if the activity belongs to a project template.

Activity Owner Select an activity owner from the list of project team members. The default value is based on the activity owner of the parent activity, if one exists. If there is no parent activity, the activity owner default value is based on the current project manager. The system uses the activity start date to determine the project manager.

If you modify or remove an activity owner for a summary activity, a message appears when you save the page asking if you want to change the activity owner for all activities under this summary activity.

Activity Team Click to access the Activity Definitions - Team page to view and modify membership to the activity team. This link appears only if you use Project Costing without Program Management.

See Chapter 10, “Staffing Project and Activity Teams,” Viewing and Modifying Activity Teams, page 213.

Resources Click to access the Resources by Activity page to view and modify the list of activity team resources. This link appears only if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, “Scheduling and Managing Resources,” Adding and Modifying Activity Resources.

Activity Status Click to access the Activity Definitions - Status page to view information regarding the history and current status of the activity.

Project Transactions Click to access the Transaction List page to view transactions for this activity.

See Chapter 11, “Working with Transactions,” Viewing and Adding Transactions, page 221.

Deliverables Click to access the Deliverables Summary page to view and modify deliverables for this activity. This link appears only if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, “Tracking Deliverables”.

Activity Schedule

Start Date

Enter the activity start date. If the activity start date is earlier than the project start date, the project start date is adjusted accordingly.

If you use Program Management, you cannot enter a start date for a summary activity if the Activity Date Cascade Calculations for the project are set to Delay Calculations Until Save or Realtime Calculations.

Calculate

Select the method of calculating the activity schedule. This field appears only when you use Program Management and you select an Activity Date Cascade Calculations option of Delay Calculations Until Save or Realtime Calculations on the Program Management definition page for the project.

For detail activities, select *Duration, End Date,* or *Start Date* to specify which one of these three fields is calculated by the system based on the values that you enter for the other two fields. For example, select *End Date* for the system to calculate the activity end date based on the values that you enter for activity start date and duration. The default value is based on the Activity Calculation Method field on the Program Management definition page for the project.

For summary activities, the Calculate field value is *Duration* and is not editable.

Note. You can override the default calculation method on a detail activity; however, you should limit this practice to exceptions only. We recommend that detail activities use the same activity calculation method as the project.

Duration in Days

Enter the length of time needed to complete an activity. This field appears only if you use Program Management.

You cannot enter a duration for a summary activity if the Activity Date Cascade Calculations for the project are set to Delay Calculations Until Save or Realtime Calculations.

End Date

Enter the activity completion date. If the activity end date is after the project end date, the project end date is adjusted accordingly.

If you use Program Management, you cannot enter an end date for a summary activity if the Activity Date Cascade Calculations for the project are set to Delay Calculations Until Save or Realtime Calculations.

Deadline Date

Enter the deadline date for the activity. You can enter any date, regardless of the project and activity schedules. If the activity end date falls after the deadline, an alert indicator appears on the Project Activities page.

The date that you enter in this field also populates the Deadline field on the Project Activities page: More Dates tab. This field is for informational purposes only, and appears only if you use Program Management.

Constraint Type

Select a constraint type to indicate when an activity can start or end. This field appears only if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, “Using Schedule Dependencies and Constraints”.

Constraint Date

Select a constraint date if required based on the constraint type for this activity.

The Constraint Date field appears only if you selected a constraint type that requires a constraint date, and only if you use Program Management.

Baseline Start Date and **Baseline Finish Date**: Enter the dates projected for a change in status. These fields do not appear for activities with a processing status of *Template.*

Early Start Date and **Early Finish Date**: Enter the earliest possible activity start and completion dates. These fields do not appear for activities with a processing status of *Template.*

Actual Start Date and **Actual Finish Date**: Enter the actual activity start and completion dates.

These fields do not appear for activities with a processing status of *Template.*

Late Start Date and **Late Finish Date**: Enter the latest possible activity start and completion dates. These fields do not appear for activities with a processing status of *Template.*

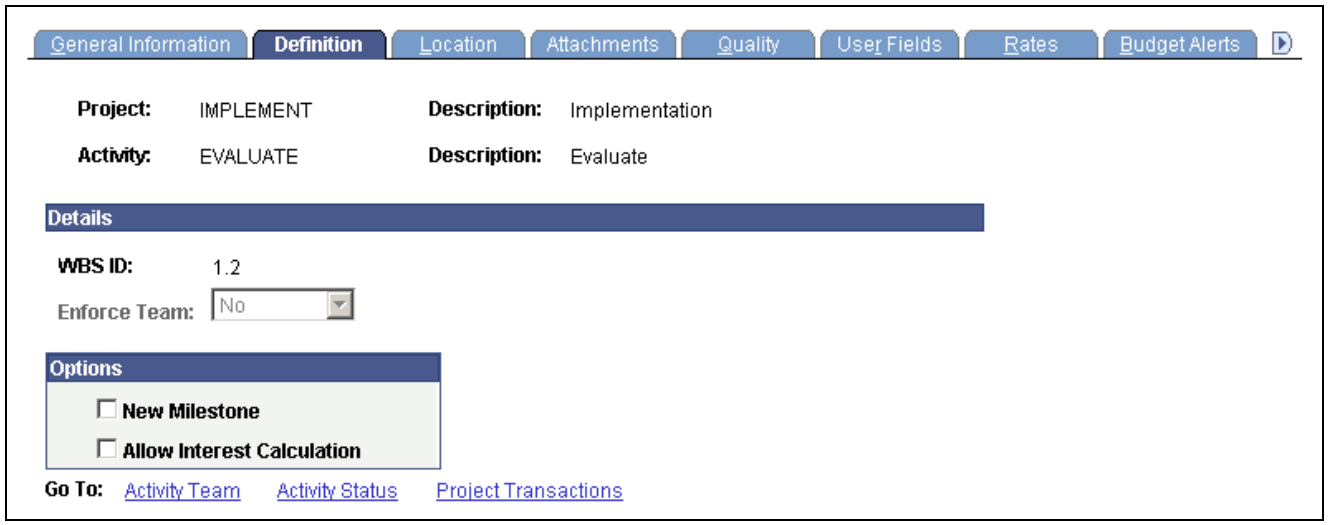
Description

Enter a description and a long description for the activity. These fields are for information only, which you can use to track notes over time. Each description is stamped with the date and time of entry, and user ID.

This group box does not appear for activities with a processing status of *Template.*

Defining Activities

Access the Activity Definitions - Definition page.



Activity Definitions - Definition page

Use this page to select activity owner, activity team security, and options that control the functionality of the activity.

Charging Level: Displays the WBS level at which you want to track project budgets, forecasts, and costs. The system restricts charges to summary and detail activities that are in the specified level. This field appears if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Understanding Project Charging Levels.

WBS ID (work breakdown structure ID)

Displays the hierarchical order of the activity within the project's WBS. This value is system-generated based on the placement of the activity in the WBS.

When you create a new activity from the Project Activity component, the system assigns a WBS ID that represents the last activity at level 1 of the WBS. You can move the activity on the WBS by using the Project Activities page.

Enforce Team

Designates who can charge time and expenses to the activity. This field is available only when the Decide at the Project Level option is selected for the business unit and the Project and Activity Team option is selected for the project. Options are:

No: All members of the project team are eligible to enter time and expenses against this activity for the period that they are on the project team.

Expenses and *Exp and TL* (Expenses and Time and Labor): Activity team membership is enforced in Expenses. Only activity team members can charge time in Expenses against this activity for the period that they are on the project team. However, Time and Labor 8.9 users can charge time to any activity on the project if they have security access to the project.

Time&Labor: All members of the project team are eligible to enter time and expenses against this activity for the period that they are on the project team.

You can select a value in the Enforce Team field if both of these conditions exist:

- The Enforce Team option is decided at the Project Level on the Project Costing Options page for the business unit.
- The Enforce Team option is Project and Activity Team on the Project Costing Definition page for the project.

Note. Time and Labor 8.9 does not enforce project activity team. If you select the Project and Activity Team option, and select the *Exp and TL* or *Time&Labor* product option, the system restricts Time and Labor users for projects to which they can charge time. However, Time and Labor users can charge time to any activity on a particular project if they have security access to the project.

Options

New Milestone

Select to indicate that this activity as a milestone activity. You can view all project milestones on the Project Milestones page by navigating to Project Costing, Project Definitions, Project Milestones.

Allow Interest Calculation

Select to indicate that interest will be calculated for this activity when the PC Interest Application Engine process (PC_INTEREST) runs.

Enable Change Control

Select to enable change control for this activity. The system automatically generates the user name, change made, and date for the changes if you use Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Controlling Project Changes".

Scheduling

This group box appears only if you use Program Management.

Calculate Displays the calculation method that determines when the system rolls up start and end dates on summary activities for the activity.

Hours per Day Displays the number of hours that define a work day for this activity. The system uses this value to calculate the amount of time that a resource is available for the schedule.

Schedule Method Select the method for calculating schedules. The scheduling method determines what element of a project schedule remains constant when one of the three scheduling variables (work, duration, or units) changes.

Project Calendar Displays the calendar that is used for calculating schedules for the activity. The system uses this calendar to determine business holidays and nonwork days and factor them into the calculation of start dates, end dates, and durations.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Managing Programs and Projects".

Defining Activity Locations

Access the Activity Definitions - Location page.

Inherit from Program Displays the ID of the program that determines the asset integration rules for the project and all of its activities. This value appears if you enter a program in the Inherit from Program field on the Project Definitions - Asset Integration Rules page. You cannot edit this value at the activity level.

See Chapter 25, "Managing Assets," Setting Up and Using Express Capitalization, page 453.

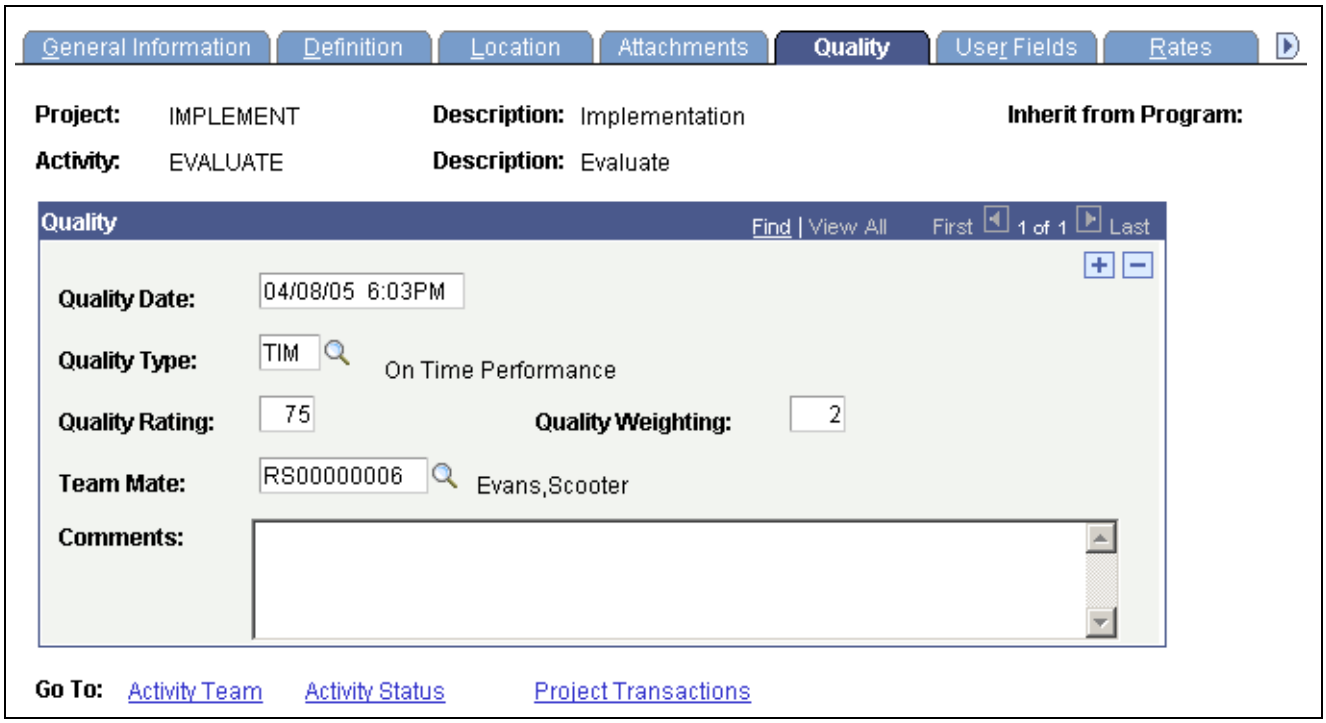
Location Code Select a location code that has already been defined in the system. The address for this code appears in the bottom half of the page and cannot be edited.

Add Location Click to access the Location Definition page, where you can add or modify a location in the Location table (LOCATION_TBL). The location codes and addresses that you enter on the Activity Definitions - Location page are stored in the Project Activity Location table (PROJ_ACT_LOC).

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Defining Financials and Supply Chain Management Common Definitions," Setting Up Locations.

Tracking Activity Quality

Access the Activity Definitions - Quality page.



Activity Definitions - Quality page

Quality Date Displays the date on which the quality rating is performed.

Quality Type Select the criteria on which the quality rating is based. Quality types are defined in the Project Quality Type table (PROJ_QUAL_TBL).

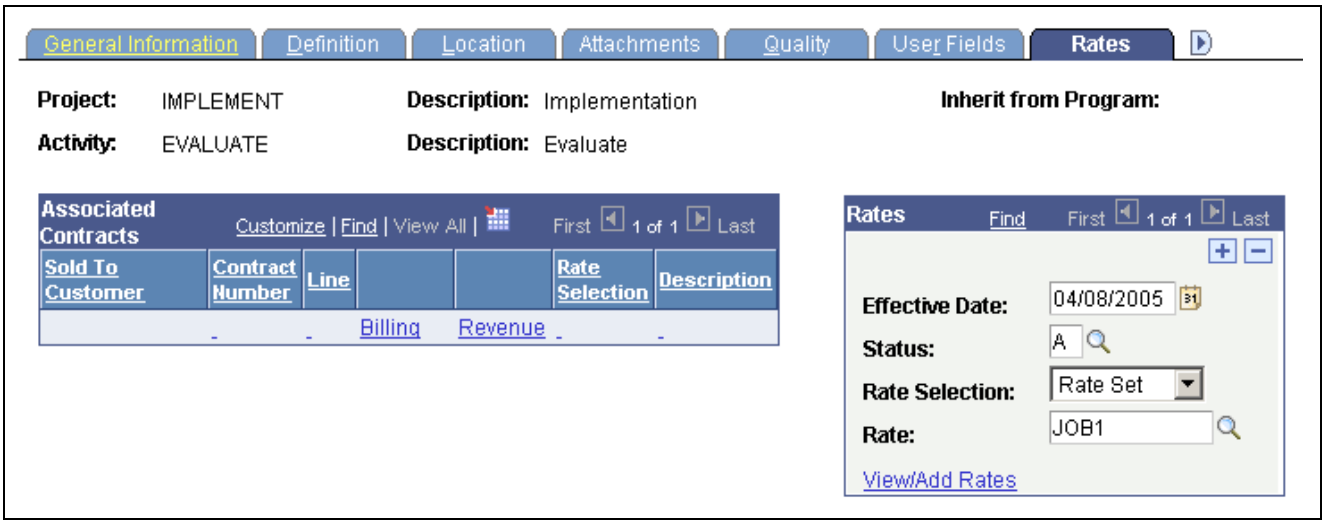
Quality Rating Enter a quality rating as a whole number from *1* to *999*.

Quality Weighting Enter a quality weighting as a whole number from *1* to *999*.

Team Mate Select the employee ID of the person performing the quality rating.

Tracking Activity Billing and Project Costing Rates

Access the Activity Definitions - Rates page.



Activity Definitions - Rates page

Associated Contracts

Displays the current contract information associated with the project and activity. The grid is blank if no contracts are associated with the project and activity, which is the case when you use this page to associate rate sets or rate plans with a project and activity for internal project costing that does not require billing, or when you have not yet linked the project and activity to a contract line.

Contract Number Click the link to access the contract General Information - General page (CA_HDR_PNL).

Billing Click to access the Review Billing - Plans page (CA_BI_MGMT_INQ_PNL) to search for and view billing plans.

Revenue Click to access the Review Revenue - Plans page (CA_AP_MANAGE1) to search for and view revenue plans.

Rate Selection Displays one of these values if a contract is associated with the activity:

Contract Rate Set

Contract Rate Plan

Rate Plan

Rate Set

Click the link to access the Related Projects page (CA_DETAIL_PROJ) in Contracts.

Description Click the link to access the rate set or rate plan.

Rates

Displays the rate set or rate plan that is associated with the project activity ID. This group box appears if no contracts are associated with the project and activity.

Effective Date Enter the effective date of the association of the rate set or rate plan to the activity. This field can be based on one of these options:

- The start date of the activity when you save a new activity that automatically inherits the project's default rate selection.

- The date that you update the activity rate selection by using the Update Activities button on the Project Definitions - Rates page.

  See Chapter 14, "Pricing Project Costs," Defining Rate Sets and Plans, page 302.

- A date that you enter.

  The date that you enter must be later than the effective date of the active rate selection.

Status Select *Active* or *Inactive* as the status that corresponds to the effective date of the association of the rate set or rate plan to the activity.

Rate Selection Select a *Rate Plan* or *Rate Set* to attach to the activity. The default value is based on the project's rate selection.

Rate Enter a rate set or rate plan for project costing. This field can be based on these options:

- A rate selection that you enter.

  Available values are based on rate sets and rate plans that are valid for the business unit and are active on the date that you enter in the Effective Date field.

- The project's default rate selection at the time that you create a new activity.

  You can override the default rate selection at the activity level.

- The project's default rate selection at the time that you update the activity by using the Update Activities button on the Project Definitions - Rates page.

You can link a rate set to an activity if there is no rate set or rate plan attached at the contract line.

You can link a rate plan to an activity in either of these conditions:

- No rate set or rate plan is attached at the contract line.
- A contract-specific rate set is attached at the contract line.

See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Working with Project Costing," Understanding the Relationship Between Contracts and Project Costing.

Activities do not inherit the project level default rate template if any of these situations occur:

- The rate selection is not active on the start date of the activity.
- The activity is created in Contracts.
- You create a summary activity by using the Project Activities page or the Load Projects and Activities Application Engine process (PC_INTF_GEN).

View/Add Rates Click to access the Rate Sets component (PC_RATE) to view, add, or modify rate sets.

See Also

Chapter 14, "Pricing Project Costs," Defining Rate Sets and Plans, page 302

Defining Asset Integration Rules

Asset integration rules for the business unit, project, or activity are discussed in the "Managing Assets" chapter in this PeopleBook.

See Chapter 25, “Managing Assets,” Asset Integration Rules, page 441.

Defining Budget Alerts

Budget alerts for the business unit, project, or activity are discussed in the "Budgeting Project Costs and Revenue" chapter in this PeopleBook.

See Chapter 12, “Budgeting Project Costs and Revenue,” Setting Up Budgets in Project Costing, page 239.

Adding Activities to Projects

This section discusses how to:

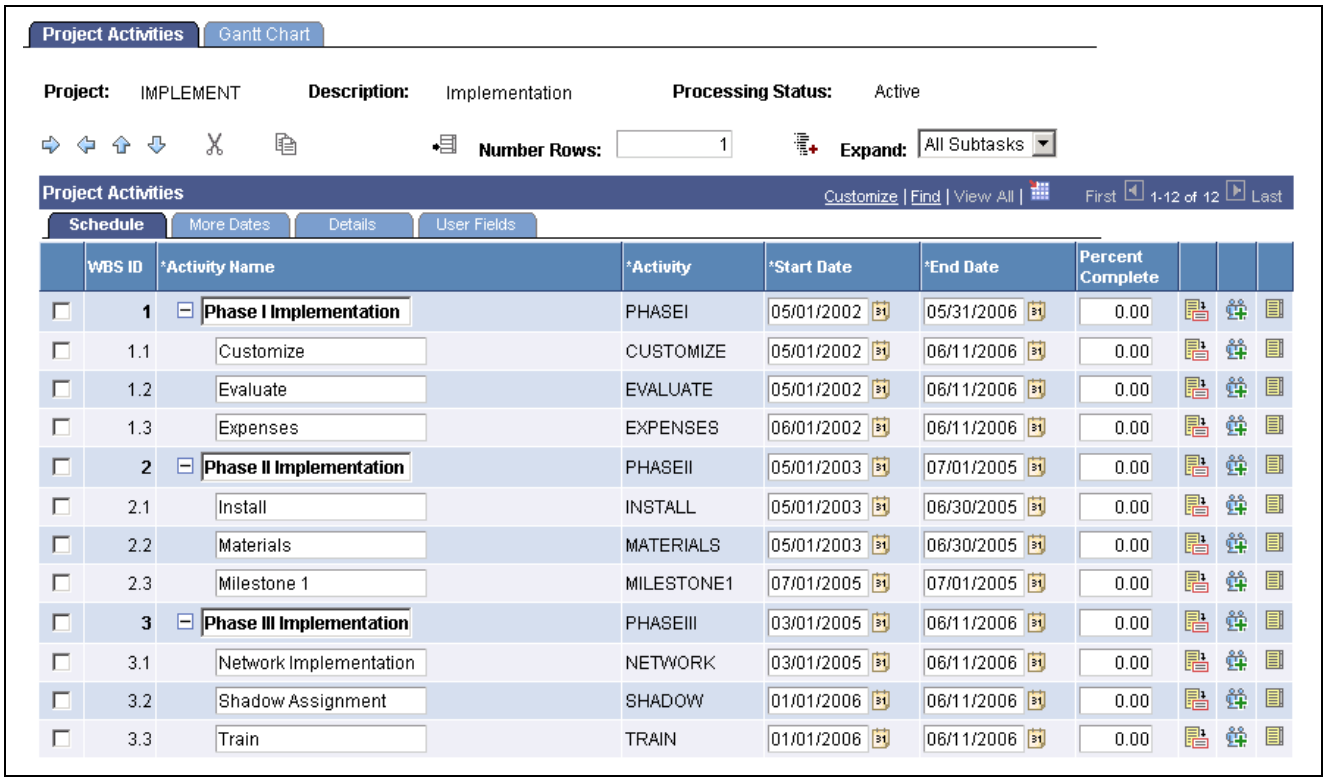
- Add project activity schedules.
- View WBS Gantt charts.

Page Used to Add Activities to Projects

Page Name	Object Name	Navigation	Usage
Project Activities	PC_PROJ_ACTIVITY	Project Costing, Activity Definitions, Project Activities, Project Activities	Add activities to a project and view all activities assigned to a project. This page operates in deferred processing mode. **Note.** If you use Program Management, you cannot access this page if no activities exist for the project, a change request is required to add activities to the project, and you are not the project manager.
Activity Alerts	PGM_PRJ_ACTALT_SEC	Click the warning icon on the Project Activities page.	If you use Program Management, view alert messages for an activity in the Project Activities grid.
Project Activities - Gantt Chart	PC_GANTT_CHART	Project Costing, Activity Definitions, Project Activities, Gantt Chart	View project activity schedules in a WBS grid and Gantt chart format.

Adding Project Activity Schedules

Access the Project Activities page.



	WBS ID	*Activity Name	*Activity	*Start Date	*End Date	Percent Complete
	1	Phase I Implementation	PHASEI	05/01/2002	05/31/2006	0.00
	1.1	Customize	CUSTOMIZE	05/01/2002	06/11/2006	0.00
	1.2	Evaluate	EVALUATE	05/01/2002	06/11/2006	0.00
	1.3	Expenses	EXPENSES	06/01/2002	06/11/2006	0.00
	2	Phase II Implementation	PHASEII	05/01/2003	07/01/2005	0.00
	2.1	Install	INSTALL	05/01/2003	06/30/2005	0.00
	2.2	Materials	MATERIALS	05/01/2003	06/30/2005	0.00
	2.3	Milestone 1	MILESTONE1	07/01/2005	07/01/2005	0.00
	3	Phase III Implementation	PHASEIII	03/01/2005	06/11/2006	0.00
	3.1	Network Implementation	NETWORK	03/01/2005	06/11/2006	0.00
	3.2	Shadow Assignment	SHADOW	01/01/2006	06/11/2006	0.00
	3.3	Train	TRAIN	01/01/2006	06/11/2006	0.00

Project Activities page: Schedule tab

Changes that you make to fields on this page also appear on the Activity Definitions - General Information page.

Use the toolbar located just above the Project Activities grid to expand and collapse rows and to perform actions on selected activities in the WBS.

Click to indent the selected row by one WBS level.

This is a list of characteristics and restrictions for indenting rows:

- If you indent a summary activity, the system also indents all of the detail activities that belong to the summary activity.
- If you indent a row that is at the same level as the previous row, the previous row becomes a summary activity.
- Activity team members can be associated only with detail activities, not summary activities. Therefore you cannot change a detail activity to a summary activity if team members exist on the detail activity.
- You cannot indent the first row in the Project Activities grid.
- You cannot indent beyond WBS level 9.
- You cannot indent a row more than one level from its parent activity.

Click to outdent the selected row by one WBS level.

This is a list of restrictions and characteristics for outdenting rows:

- If you outdent a summary activity, the system also outdents all of the detail activities that belong to the summary activity.
- Outdenting a row moves the selected row up one level.

- You cannot outdent a row that is at WBS level 1.
- Outdenting a row with siblings causes the selected row to become the parent of its siblings.

  This cannot occur if the outdented row contained team members, because a summary row cannot contain team members.

Click to move the selected row one row higher in the grid. If you move a summary activity up in the grid, the system also moves the detail activities that belong to the summary activity.

The moved row inherits the lower (more indented) WBS level of the row above and below the moved row. For example, in the page illustrated above, if you move activity Install (WBS level 2) up one row, it is placed between activity Expenses (WBS level 2) and Phase II Implementation (WBS level 1). Therefore, the Install activity inherits WBS level 2.

Click to move the selected row one row lower in the grid. If you move a summary activity down in the grid, the system also moves the detail activities that belong to the summary activity.

The moved row inherits the lower WBS level of the row above and below the moved row. For example, in the page illustrated above, if you move activity Milestone 1 (WBS level 3) down one row, it is placed between activity Expenses (WBS level 2) and Phase III Implementation (WBS level 1). Therefore, the Milestone 1 activity inherits WBS level 2.

Click to cut the selected row from the grid. If you cut a summary activity, the system also cuts all of the detail activities that belong to the summary activity. After you cut a row, the next action in the grid should be to paste the row, or click the Undo Cut icon for the cut row to reappear in the location from which it was cut.

If your next action is anything other than to paste the row or undo the cut, a message appears stating that cut rows are still in the clipboard. Select an action to perform next:

- For pending projects, you can permanently delete the rows, paste them to another location in the WBS, or undo the cut action and reinsert the rows in the same location from which they were cut.
- For active projects, you can paste them to another location in the WBS, or undo the cut action and reinsert the rows in the same location from which they were cut.

If you use Program Management, you cannot permanently delete cut rows on this page if a change request is required to delete activities on the project, and you are not the project manager.

Click for the cut row to reappear in the location from which it was cut. This icon appears when you cut a row and disappears when you paste the row.

Click to copy the selected rows. If you copy a summary activity, the system also copies all of the detail activities that belong to the summary activity.

If you use Program Management, the Copy icon does not appear if a change request is required to add or delete activities on the project, and you are not the project manager.

Select a row and click the Paste icon to paste the most recent cut or copied rows below the selected row. This icon appears on the page when you cut or copy a row.

You can paste a copied row as many times as needed until you copy or cut another row. You can paste a cut row only once, after which the Paste icon disappears until you copy or cut another row.

The pasted row inherits the lower WBS level of the row above and below the pasted row in its new location.

On pasted rows that you copied, the default value of the activity ID is *NEXTn,* where *n* is the number of rows that you are inserting since the last save. At save time, the system assigns the next sequential activity ID number to all rows with an activity ID of *NEXTn.*

On pasted rows that you cut, the row retains the activity ID of the cut row.

Select a row and click the Delete icon to delete the selected row. This icon appears only for pending projects.

If you use Program Management, you cannot delete an activity that is a predecessor to another activity.

Note. To remove a predecessor-successor relationship, use the Gantt chart to identify the successor activity, navigate to the successor activity row on the Project Activities page, and access the Activity Predecessors page to remove the predecessor activity.

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and **Number Rows**

Select a row, enter the number of rows that you want to add, and click the Add icon to add the blank rows below the selected row.

New rows that you add to the grid are inserted below the selected row. Rows following the new inserted rows are renumbered sequentially.

If you select a detail activity, the new rows are inserted at the same level as the selected detail row.

If you select a summary activity with detail rows that are expanded in the grid, the new rows are inserted as detail rows to the selected summary activity.

If you select a summary activity with detail rows that are collapsed in the grid, the system ignores the hidden subtasks and inserts the new rows at the same level as the selected summary row.

The default value of the activity ID on inserted rows is *NEXTn,* where *n* is the number of rows that you are inserting since the last save. At save time, all rows with an activity ID of *NEXTn* are assigned the next sequential activity ID number.

Click the Expand All icon to expose all summary and detail rows. You do not need to select rows when you use the Expand All icon.

Expand

Select the WBS level that you want to view in the Project Activities grid. Available options are:

All Subtasks: Select to display all levels of the WBS. This is the default value.

Level 1 through *Level 9:* Select to collapse all summary activities at the selected level and lower (more indented). For example, if you select *Level*

3, only rows in Levels 1, 2, and 3 are visible in the grid. If you select Level 1, all rows are collapsed and only the first level is visible. You can then individually expand summary activities by clicking on the plus sign next to the activity name in the grid.

You do not need to select individual rows when you use the Expand drop-down list box.

Project Activities - Schedule

On the Schedule tab you can:

- View all summary and detail activities on a project and their relationships in the Project Activities grid.

  You can expand and collapse summary activity rows and select the WBS level to appear.

- Modify the activity name, schedule, and percent complete.
- Modify activity relationships.

  You can indent and outdent rows, move rows up and down, and insert rows. If the project processing status is *Pending,* you can delete rows from the grid.

- Add a new activity to the list.

  After you add an activity on this page, you may further define the activity using the Project Activity component pages, beginning with the Activity Definitions - General Information page.

Note. If the Standard Activities option is selected on the Project Costing Definition page, you can assign only predefined standard activities to the project.

Select check box Select to perform an action on a row, such as to indent, outdent, cut, copy, or move the row. Each time you select a new row, the previously selected row is cleared.

Indicates one of these conditions for the activity if you use Program Management:

- The activity is assigned one of these inflexible constraints:
  - *Must End On*
  - *Must Start On*
  - *End No Later Than*
  - *Start No Later Than*
- The activity is assigned one of these flexible constraints:
  - *End No Earlier Than*
  - *Start No Earlier Than*
  - *As Soon as Possible*
  - *As Late as Possible*

Move the mouse pointer across the icon to view alternate text about the nature of the condition.

This icon appears only if you use Program Management.

Indicates one of these conditions for the activity if you use Program Management:

- The activity is scheduled to complete later than its deadline date.
- The activity is not scheduled within its constraints.

  This condition occurs if you clear the project-level option to Always Honor Constraint Dates, and schedule activity dates that fall outside the constraint date.

Move the mouse pointer across the icon to view alternate text about the nature of the condition. If more than one condition exists, click the icon to access the Activity Alerts page to view the alert messages.

This icon appears only if you use Program Management.

WBS ID (work breakdown structure ID) — Displays the WBS level where the activity resides.

Activity Name — Enter a unique description of the activity.

Click the Create Predecessors icon to access the Activity Predecessors page to add predecessors. This icon appears only if you use Program Management and no predecessor exists for the activity.

Click the Review Predecessors icon to access the Activity Predecessors page to view, modify, or delete predecessors. This icon appears only if you use Program Management and one or more predecessors exist for the activity.

Activity — Displays the activity ID for existing activities. When you add rows to the grid, this field is available for you to enter a new activity ID, or accept the default value for the system to assign the activity ID.

Duration (Days) — Enter or view the activity duration in days. The duration calculation is based on the option that you select in the Calculate field for this row. If you choose a Calculate value of *Duration,* the system calculates the Duration (Days) value anytime that you change the Start Date or End Date and the scheduling Calculate method on the Activity Definitions - Definition page is not *Manual.*

This field appears only if you use Program Management.

Start Date and **End Date** — Enter the start and end dates for the activity. The default value for the Start Date is based on the project start. The end date is determined by the start date plus a default duration of one day. You can override the default dates. If you enter activity dates that are outside of the project date range, the system updates the corresponding project dates.

If you use Project Costing without Program Management, you must manually enter activity start and end dates or accept the default start and end dates. The system does not calculate the scheduling dates, and the detail activity start and end dates do not roll up to the summary activity dates.

If you use Program Management, you can select an Activity Date Cascade Calculations option on the Program Management options page for the project that enables automatic calculation of activity dates. For example, if you select an Activity Date Cascade Calculations option of Realtime Calculations or Delay Calculations Until Save:

- The system updates an activity's Start Date, End Date, and Duration field values immediately when you update one of those fields.
- The Start Date, End Date, and Duration field values cannot be edited on summary activity rows.
- For calculations that are delayed until save time, the system updates and displays summary activity schedules, based on changes to the detail activity schedules, at save time or each time that you click the Recalculate Schedule button.
- For realtime calculations, each time that you change a detail activity schedule, the system calculates and displays the updated summary activity schedule.

Important! Always use Delay Calculations Until Save as the Activity Date Cascade Calculations option for large projects, such as those with greater than 100 activities. For optimal performance, the Realtime Calculations option is not recommended for large work breakdown structures.

- Schedule changes are committed to the database when you save the page.

If you use Program Management and you select an Activity Date Cascade Calculations option of *Manual:*

- The Start Date, End Date, and Duration field values are open for editing on all rows.
- Detail activity dates do not roll up to the summary activity dates. Detail activity dates are independent of the summary activity dates.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Establishing Program Management Business Unit Options.

Calculate

Select the method of calculating the activity schedule. This field appears only when you use Program Management and you select an Activity Date Cascade Calculations option of Delay Calculations Until Save or Realtime Calculations on the Program Management definition page for the project.

Select *Duration, End Date,* or *Start Date,* to specify which one of these three fields is calculated by the system based on the values that you enter for the other two fields. For example, select *End Date* for the system to calculate the activity end date based on the values that you enter for activity start date and duration.

The default value is based on the Activity Calculation Method on the Program Management definition page for the project.

Note. You can override the default calculation method on an activity; however, you should limit this practice to exceptions only. We recommend that the activity use the same Activity Calculation Method as the project.

Percent Complete

Indicates the percent of the activity that is complete based on calculation parameters selected in the Calculation Method field on the Project Costing Definitions page. If the calculation method is *Manual,* you can edit the Percent Complete field. Other calculation methods—*Amount, Duration,* and

Units—automatically determine the percent complete value, making this field not editable.

Click the Activity Definition icon to access the Activity Definitions - General Information page, where you can view specific information about the activity.

Click the Drill to Resources by Activity icon to access the Activity Definitions - Team page if you use Project Costing without Program Management.

If you use Program Management, click this icon to access the Resources by Activity page.

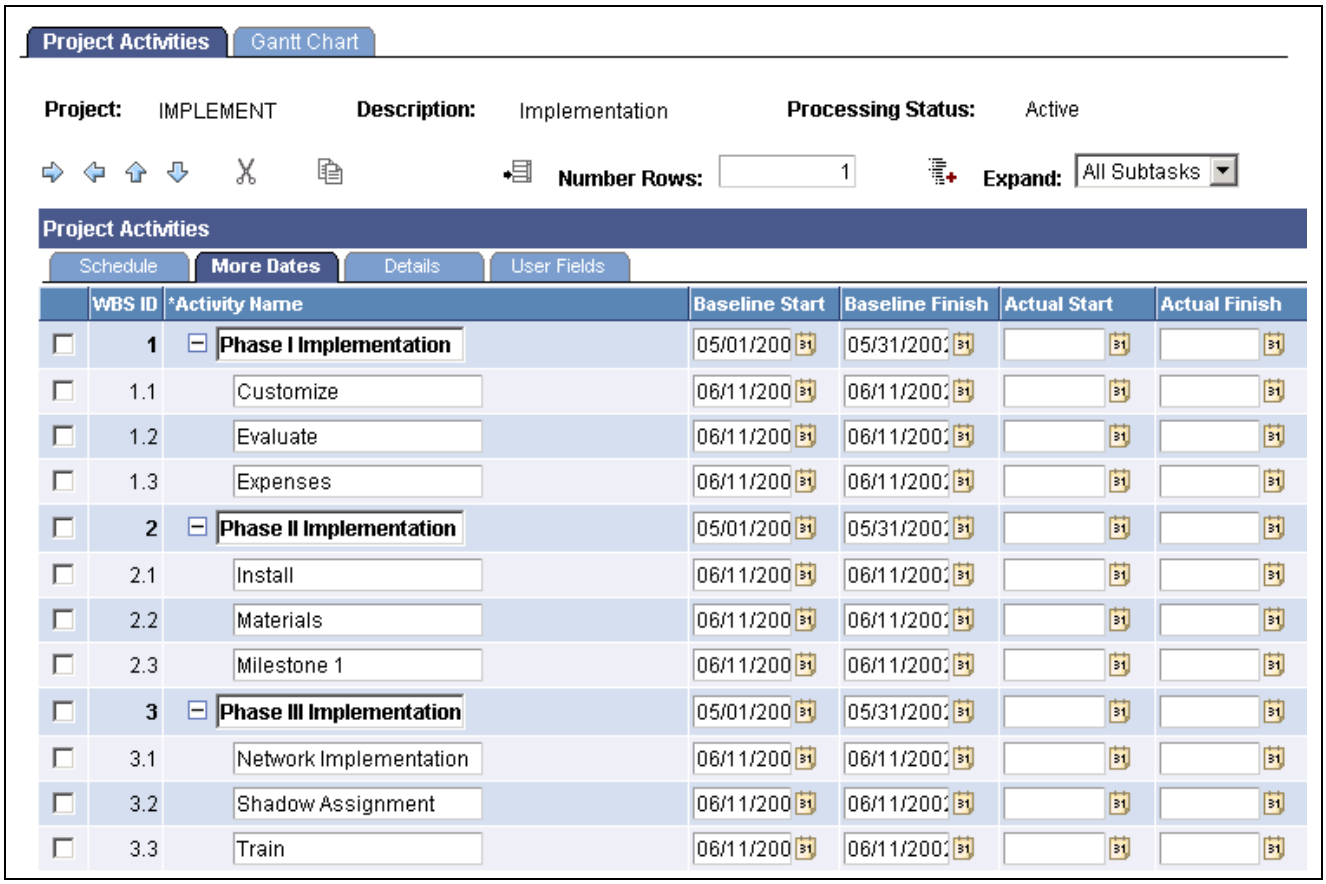
Click the Project Transaction List icon to view transactions for the corresponding activity on the Transaction List page.

Click to access the Issue page to view, add, or modify issues for the activity. This icon appears only if you use Program Management.

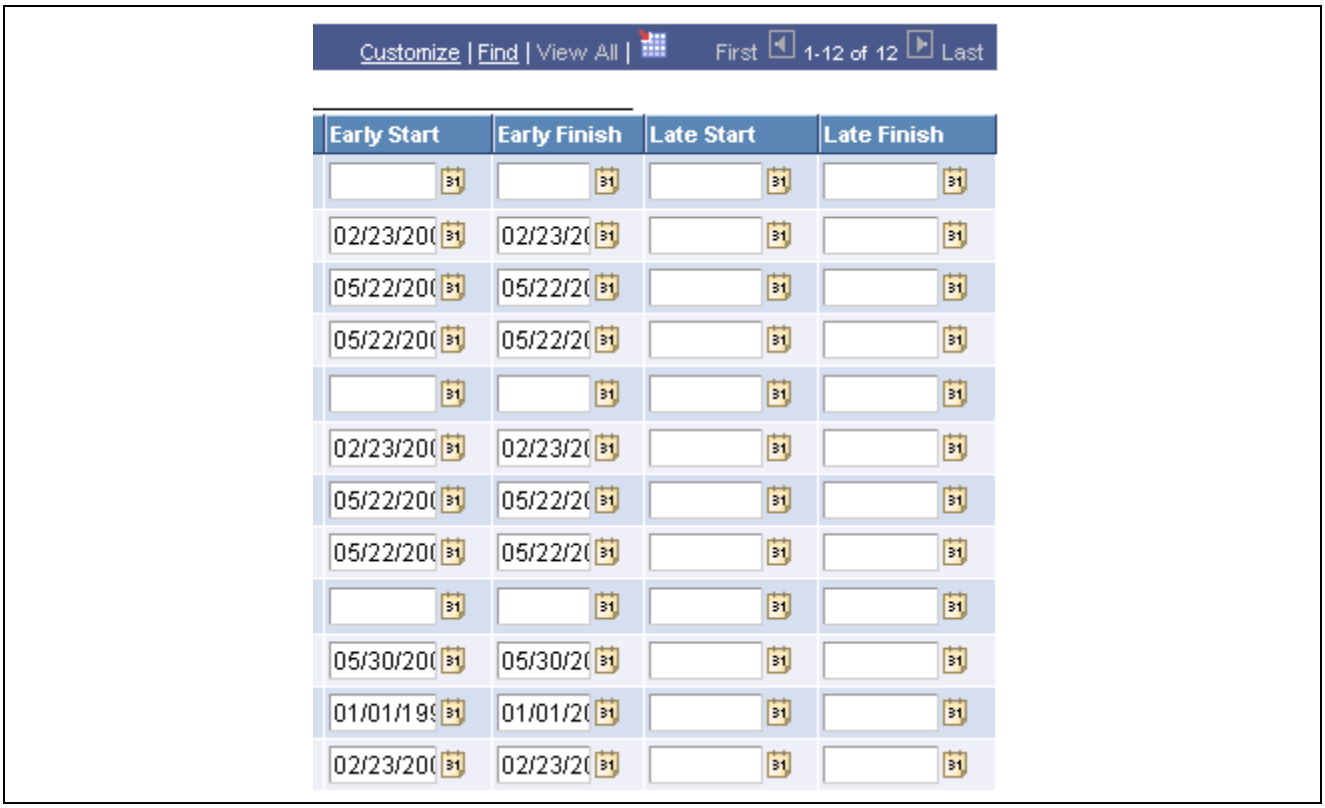
Click to access the Deliverables Summary page to view, add, or modify deliverables for the activity. This icon appears only if you use Program Management.

Project Activities - More Dates

Access the Project Activities page: More Dates tab.



Project Activities page: More Dates tab (1 of 2)



Project Activities page: More Dates tab (2 of 2)

This page contains additional activity dates that are not part of the summary activities date calculation.

You cannot enter a finish date without first entering the corresponding start date, and you cannot enter a finish date that is earlier than the corresponding start date.

Deadline Enter the deadline date for the activity. The date that you enter in this field also populates the Deadline Date field on the Activity Definitions - General Information page.

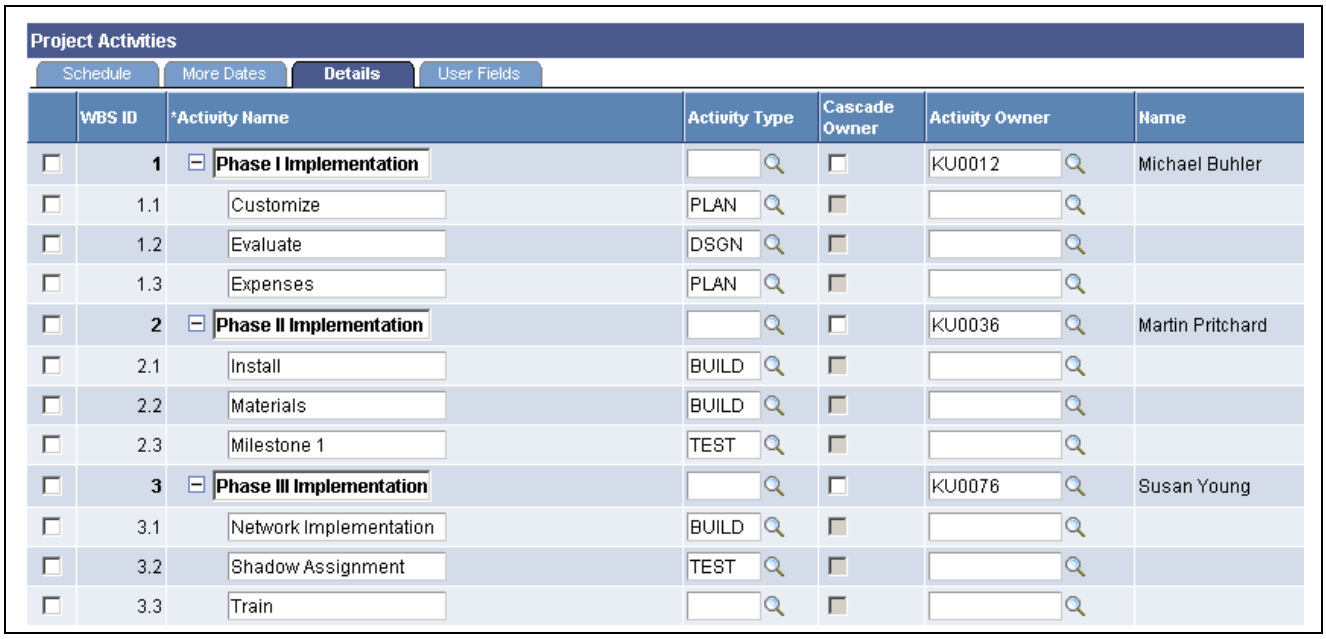
This field is for informational purposes only and appears only if you use Program Management.

Constraint Type Displays the value that you entered in the Constraint Type field on the Activity Definitions - General Information page. This field appears only if you use Program Management.

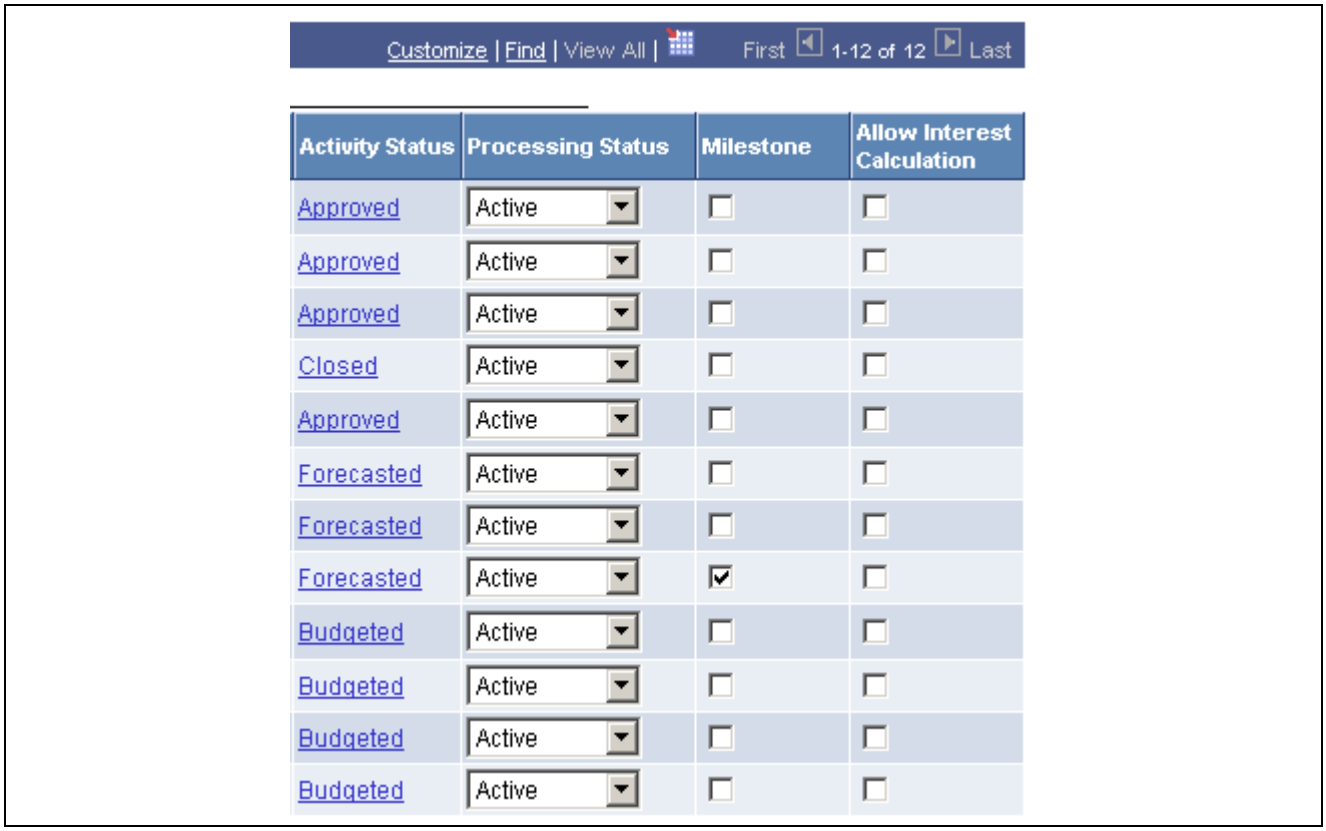
Constraint Date Displays the value that you entered in the Constraint Date field on the Activity Definitions - General Information page. This field appears only if you use Program Management.

Project Activities - Details

Access the Project Activities page: Details tab.



Project Activities page: Details tab (1 of 2)



Project Activities page: Details tab (2 of 2)

This page contains activity attributes for activity owner, type, processing status, milestone, and interest calculation.

Activity Type Enter or modify the activity type.

Cascade Owner	Select to populate the Activity Owner field on child activities of this summary activity with the activity owner of the summary.
Activity Owner	Select an activity owner from the list of project team members.
Activity Status	Displays the current activity status. Click the link to transfer to the Activity Definitions - Status page to view or update activity status.
Processing Status	Select an activity status. Select *Active* to make the activity available for selection from prompt lists within feeder systems to charge transactions.
Milestone	Select to indicate that this activity is a milestone.
Allow Interest Calculation	Select to include this activity in interest calculations.

Project Activities - User Fields

Access the Project Activities page: User Fields tab.

Use the fields on this page to enter and maintain user-defined attributes for the activity. The only edit that the system performs on this page is on the User Currency field. Available currencies are based on the Currency Codes table (CURRENCY_CD_TBL).

See Also

Chapter 4, "Setting Up Project Costing Control Data," Defining Standard Activities, page 73

Viewing WBS Gantt Charts

Access the Project Activities - Gantt Chart page.

Project Activities - Gantt Chart page

The Project Activities - Gantt Chart page represents project activity schedules in a WBS grid and Gantt chart format for the rows that appear on the Project Activities page. The count of rows in the grid and the total number of activities on the project appear above the grid. The chart refreshes each time that you access the page.

WBS Grid

In the grid area you can view the WBS ID, activity description and ID, duration, activity start and end dates, and percent complete.

To navigate in the grid:

- Click the blue *First, Previous, Next,* and *Last* navigation arrows to scroll vertically through the activity rows.
- Click the plus and minus symbols to expand and collapse summary activities in the WBS grid and the Gantt chart area.

  This action also expands and collapses the grid on the Project Activities page.
- Click the black navigation arrows below the grid to scroll horizontally across the columns.

Note. You must click the black navigation arrows, not the sliding bar, to scroll horizontally across the grid.

Gantt Chart

The chart area displays schedules for multiple periods beginning with the earliest activity start date. A horizontal bar represents the duration for each activity. Summary activities appear in gray, and detail activities in cyan. A black overlay bar represents the percent complete for the activity. Use the browser's horizontal scroll bar to view earlier and later periods.

Based on the duration of the project, the system determines the appropriate two-tier calendar scale to appear at the bottom of the chart. If the project duration is greater than or equal to 180 days, the calendar scale is in increments of month and year. If the project duration is less than 180 days, the calendar scale is in increments of day and month.

Move the mouse pointer across each bar to view alternate text about the activity name, start date, end date, and percent complete.

If you have more than 25 rows of activities, select View All for all activities to appear in the grid.

If you use Program Management, lines appear on the Gantt chart to show activity dependency relationships if any exist. If you have greater than 25 rows in the grid, you must select View All to view all dependency relationships. If you have greater than 25 rows and you don't select View All, the Gantt chart will not display all of the dependency relationships for the project.

Maintaining Activity Status

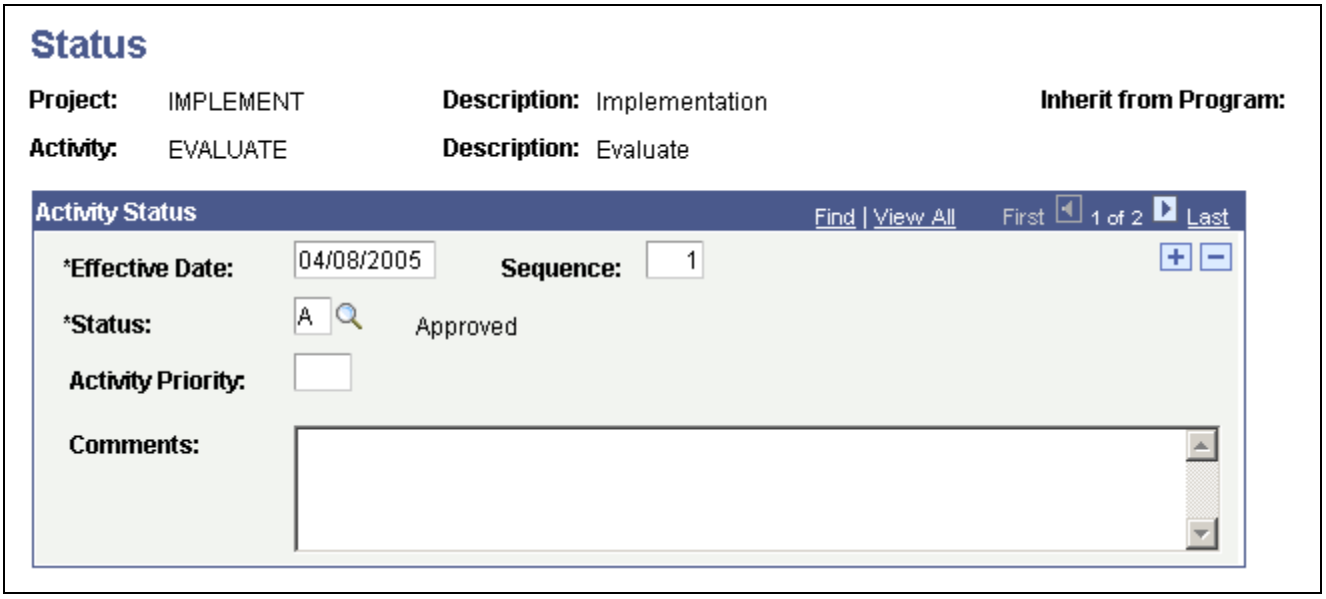
This section discusses how to define activity status.

Page Used to Maintain Activity Status

Page Name	Object Name	Navigation	Usage
Activity Definitions - Status	PROJECT_ACT_STATUS	• Project Costing, Activity Definitions, Status, Status • Project Costing, Activity Definitions, Project Activities Click the Activity Status link on the Details tab of the Project Activities page.	View detailed information about the life of the project. This page operates in deferred processing mode.

Defining Activity Status

Access the Activity Definitions - Status page.



Activity Definitions - Status page

Use this page to create a new effective dated row for each status change to maintain a history of the activity.

Changes that you make on this page can trigger an email notification to project team members if you select these options:

- Enable Status Control on the Installation Options - Project Costing Integration page.
- Email Notify for Status Change on the Activity Type Status Path page.
- Email Notify for Status Change on the Project Definitions - Team page for the team member (if you use Project Costing without Program Management) or the Resource Detail page (if you use Program Management).

Sequence The system increments the sequence number, which tracks incremental changes in status. By using a sequence number in combination with the status effective date, multiple status changes can occur on the same day.

Status Select the activity status that corresponds to the status effective date. Available options are based on the values that you enter on the Status Types page during implementation.

See Chapter 4, "Setting Up Project Costing Control Data," Defining Status Types, page 66.

CHAPTER 10

Staffing Project and Activity Teams

This chapter provides an overview of team staffing in Project Costing and discusses how to:

- Create project and activity teams.
- View and modify team members.

Understanding Team Staffing in Project Costing

Project managers can staff a project and its related activities from the Project Definitions - Team page. The Project Definitions - Team page maintains a central view of all project assignments and scheduling. You can assign team members to multiple schedules in a variety of project roles.

Project teams can be further defined into separate activity teams. Employees must belong to the project team before you can assign them to an activity team that is related to the project. You can assign a project team member to multiple activity teams or none at all.

Note. You can create, delete, and change task assignments in Microsoft Project 2002 and import the data to Project Costing.

You can select only employees for membership to project and activity teams in Project Costing. Employee data can be loaded into the Financials database from the Human Resources Management System (HRMS) database. You can also load job and job code data from the HRMS database to staff a team by job code. This is accomplished by using an application messaging process that employs these enterprise integration points (EIP):

- PERSON_BASIC_SYNC and PERSON_BASIC_FULLSYNC to load employee data.
- JOBCODE_SYNC and JOBCODE_FULLSYNC to load job code data.
- WORKFORCE_SYNC and WORKFORCE_FULLSYNC to load job data.

You can also enter employees directly into the Financials database by using the Personal Data (Edit) page in the Personal Data (Edit) component (EX_PERSONAL_DATA2).

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Defining Financials and Supply Chain Management Common Definitions," Working With Personal Data

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Integration Broker

Creating Project and Activity Teams

To create project and activity teams, use the Project Team component (PROJECT_TEAM1).

This section discusses how to:

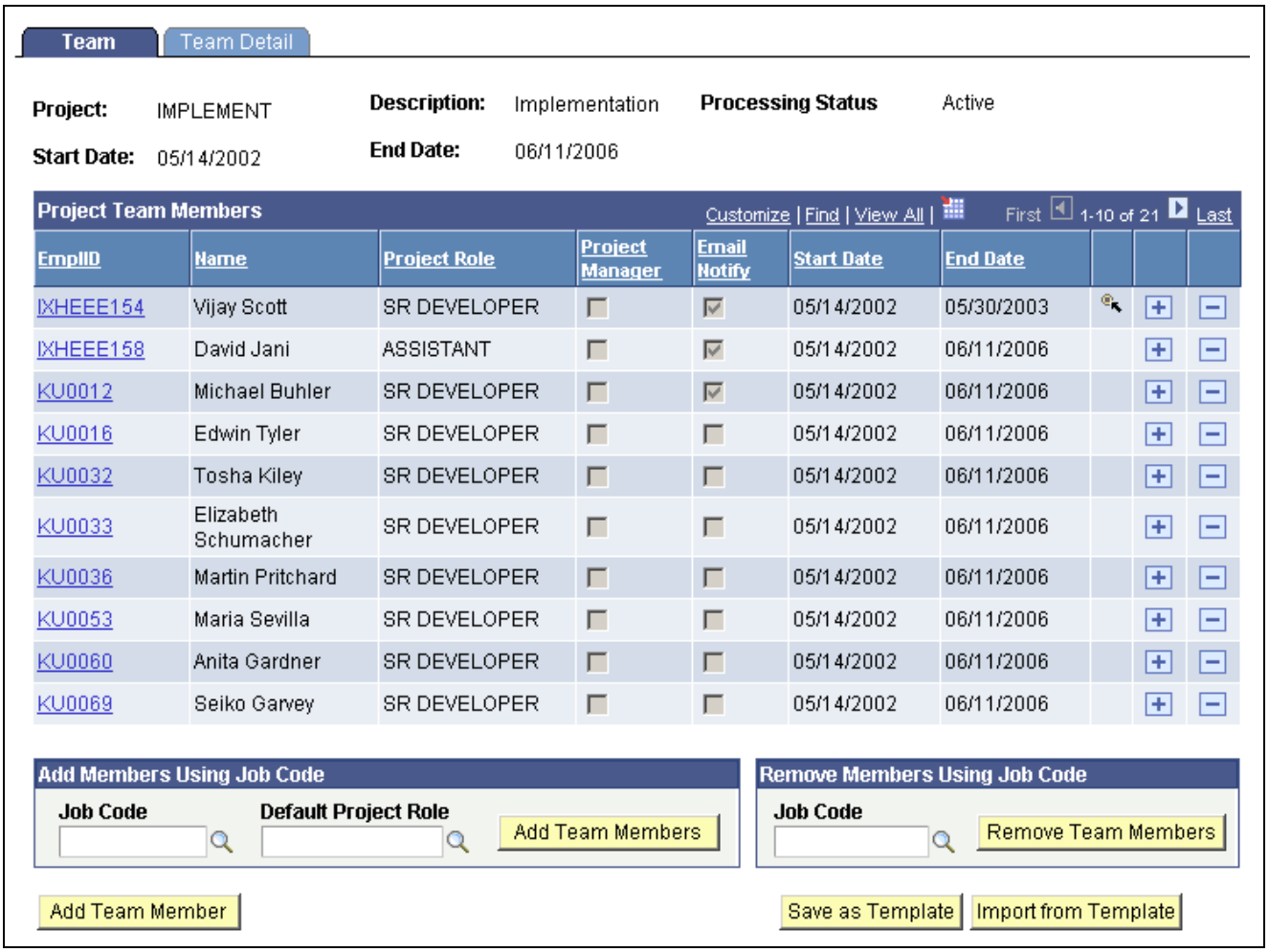
- Add and remove project team members.
- Establish project team member details and schedules.
- Assign project team members to activity teams.

Pages Used to Create Project and Activity Teams

Page Name	Object Name	Navigation	Usage
Project Definitions - Team	PROJECT_TEAM_01	Project Costing, Project Definitions, Team, Team	View a list of all project team members and their project roles and schedules, add and remove project team members by using job codes, and add and remove individual project team members. This page operates in deferred processing mode.
Project Team Standard Rate Sheet	PC_TEAM_RATES	Click the Team Rates link on the Project Definitions - Team page.	View the cost and bill rates for project team members.
Project Definitions - Team Detail	PROJECT_TEAM_02	Project Costing, Project Definitions, Team, Team Detail	View and modify project team member project roles and schedules, view the activity teams to which project team members belong, add project team members to activity teams, and remove project team members from activity teams.
Activity Team Assignment	PC_TEAM_ACT_SELECT	Click Add Member to Activity Team on the Project Definitions - Team Detail page.	Assign employees to activities and create activity schedules.

Adding and Removing Project Team Members

Access the Project Definitions - Team page.



Project Definitions - Team page

Start Date and **End Date** Displays the beginning and ending dates of the project at the top of the page.

Project Team Members

This grid lists all project team members.

EmplID (employee identifier) Click the link to access the team member's detail row on the Project Definitions - Team Detail page.

Name Displays the team member's name.

Project Role Displays team member's project role for the start and end dates that appear on the row. If the employee is assigned multiple roles, this field displays the project role of the first scheduled assignment.

Click the EmplID link to view the complete list of project roles for the employee on the Project Definitions - Team Detail page.

Project Manager Displays a check mark if the team member is designated as the project manager for the start and end dates that appear on the row. Use the Project Definitions - Team Detail page to designate a project team member as the project manager.

Email Notify	Displays a check mark if the team member is notified of changes to the project's status. You select this option for each team member on the Project Definitions - Team Detail page.
Start Date	Displays the date that the employee begins the assignment. If the employee is assigned multiple schedules, this field displays the start date of the first scheduled assignment. Click the EmplID link to view the complete list of scheduled dates for the employee on the Project Definitions - Team Detail page.
End Date	Displays the date that the employee finishes the assignment. If the employee is assigned to multiple schedules, this field displays the end date of the first scheduled assignment.
	Indicates that the team member has multiple schedules within the overall project schedule. Click the EmplID link to view the complete list of scheduled dates for the employee on the Project Definitions - Team Detail page.

Add Members Using Job Codes

Use this group box to add all members of a specific job code to a project team. To add members by using job codes:

1. In the Job Code field in the Add Members Using Job Codes group box, enter the job code that is associated with employees that you want to assign to the project.
2. In the Default Project Role field, select a project role to assign to the members of the job code.
3. Click Add Team Members to add every member of this job code to the Project Definitions - Team Detail page, where you can save the changes or delete specific members of the job code from the project. You can also override the default project role, start date, and end date.

   You cannot add a person multiple times to the same project team and, therefore, the system ignores members of the job code that already exist on the project team.

Remove Members Using Job Codes

Use this group box to remove all members of a specific job code from a project team. To remove members by using job codes:

1. In the Job Code field in the Remove Members Using Job Codes group box, enter the job code that is associated with the team members that you want to remove from the team.
2. Click Remove Team Members.

   The system removes only those members who were added by using the Add Members Using Job Code functionality on this page. Members of the team with the same job code who were added separately are not removed from the team.

   The system does not remove team members who are assigned as the owner for an activity on this project.

View Project Team Rates

Click the Team Rates link to access the Project Team Standard Rate Sheet page to view cost and bill rates, team roles, job codes, and project availability dates for project team members. Project team members appear on this page if you defined a project team role for the member.

See Chapter 14, "Pricing Project Costs," Viewing Team Rates, page 314.

Add Individual Employees to Project and Activity Teams

To directly add individual employees to a project and activity team:

1. Add a new row in the Project Team Members grid in the Project Definitions - Team page.

   The Project Definitions - Team Detail page opens.

2. In the Project Definitions - Team Detail page, enter the employee, project role, and the start and end dates that the team member will work on the project in the specified role.

3. Click Add Member to Activity Team.

   The Activity Team Assignment page opens for the selected team member.

4. In the Copy From grid in the Activity Team Assignment page, enter the team member's activity project role and date range that the team member will spend in that capacity.

   Default values for the team member's activity role, start date, and end date are based on the member's project role and project availability dates. You can override the default values.

5. In the Recipient Activities grid, select activities to which you are assigning the employee, project role, and schedule from the previous step.

6. Click Copy.

7. Review the resource assignment criteria on the Project Definitions - Team Detail page and click Save.

   To save the activity team assignment, you must save the data on the Project Definitions - Team Detail page. However, any updates that you make to this page are not reflected on the activity team unless you use the Add Member to Activity Team process beginning with step 1.

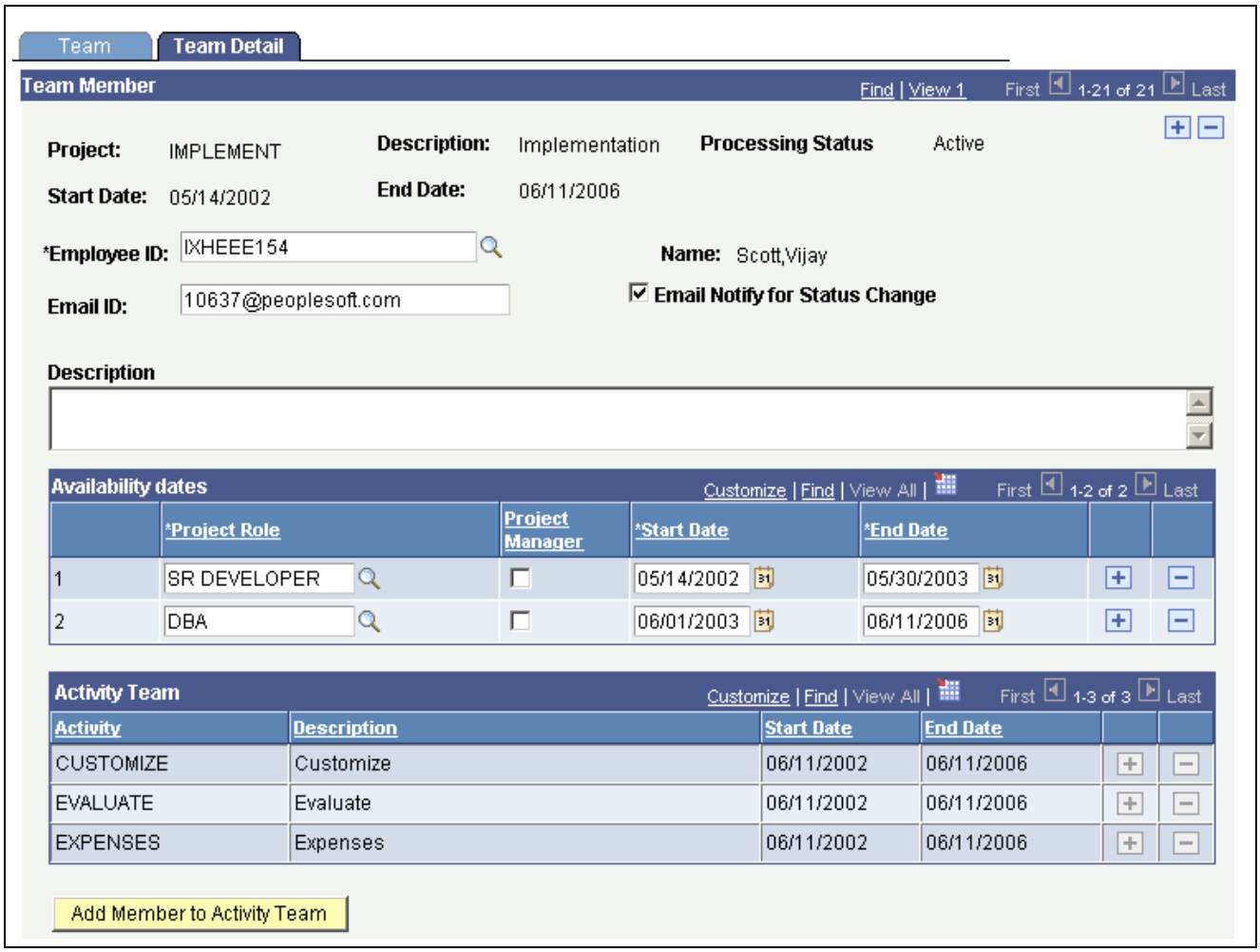
Remove Individual Employees from Project Teams

Perform either of these actions to remove an individual employee from a project team:

- Delete the corresponding row in the Project Team Members grid in the Project Definitions - Team page.
- Delete the corresponding row in the Team Member scroll area in the Project Definitions - Team Detail page.

Establishing Project Team Member Details and Schedules

Access the Project Definitions - Team Detail page.



Project Definitions - Team Detail page

Project team members can have multiple schedules with project roles that differ from the role that is defined for them on the Project Definitions - Team page.

Start Date and **End Date** — Displays the start and end dates of the project at the top of the page.

Employee ID — Enter the team member's employee ID.

Name — Displays the team member's name.

Email ID — Enter the team member's email address. This field is used to notify the team member of changes to the project's status.

Email Notify for Status Change — Select to notify the team member of changes to the project's status. The default value is *Yes* (selected). You must also enter the team member's email address in the Email ID field.

Description — Describe or justify the addition of this team member. This field displays the employee's job code if you added the team member by using the Add Members Using Job Code group box on the Project Definitions - Team page.

Add Member to Activity Team — Click to access the Activity Team Assignment page to add the project team member to activity teams and create activity schedules.

Availability Dates

Use the Availability dates grid to schedule a team member for different project roles with consecutive or nonconsecutive date ranges throughout the life of the project.

Project Role Specify the team member's roles on the project. You can use project roles to control a member's access to project data, and as a basis for charging costs.

Project Manager Select to designate the team member as the project manager for the period of time in the schedule row. You can designate any project team member as the project manager, regardless of the team member's project role. A project can have different project managers for different time periods, but the time periods cannot overlap

Start Date and **End Date** Enter the start and end dates that the team member is expected to work on the project in the specified role. Default values are based on the project start and end dates. You must enter a date range that falls within the project start and end dates. You can enter nonconsecutive date ranges. You cannot enter a date range that overlaps another schedule for the employee on this project.

Activity Team

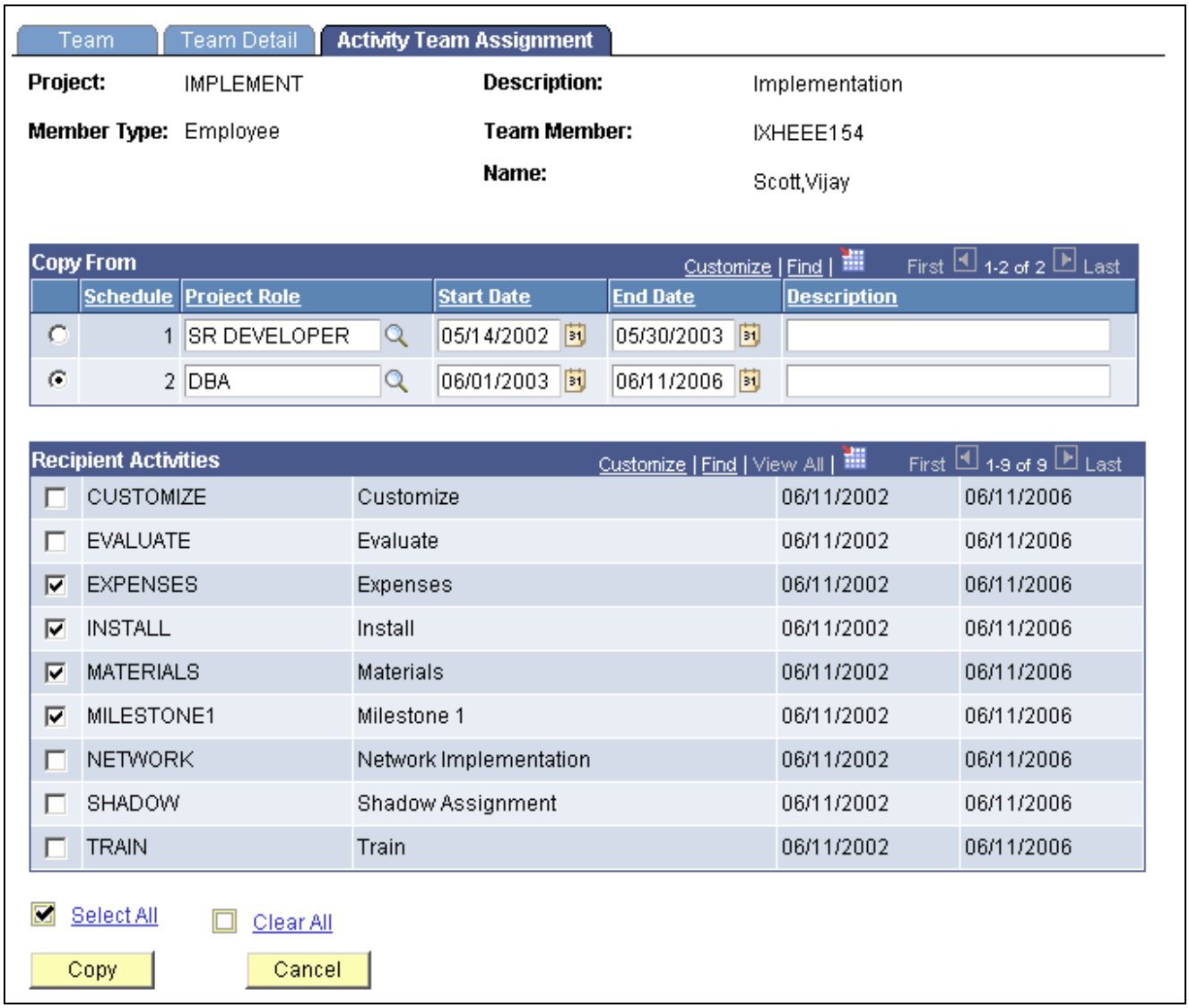
The Activity Team grid displays a list of activities to which the resource is assigned.

Start Date and **End Date** Displays the start and end dates for the specified activity. These dates may not correspond to the start and end dates of the team member's assignment to the activity.

Assigning Project Team Members to Activity Teams

Access the Activity Team Assignment page.

Note. You can access this page only when you assign a project team member to an activity team by clicking Add Member to Activity Team on the Project Definitions - Team Detail page. After you make the assignment, the page no longer appears.



Activity Team Assignment page

To assign project team members and their roles and schedules to activity teams:

1. In the Copy From grid, select the schedule row that contains the project role and date range that you want to assign to activities.

   Enter or modify the team member's roles, start dates, and end dates, as required.

2. In the Recipient Activities grid, select the activities to which you are assigning the team member in the selected project role and date range in the Copy From grid.

3. Click Copy.

   The Project Definitions - Team Detail page appears; review the activities for this team member.

4. Click Save to add the team member's schedule and project role to the Project Team Members grid in the Project Definitions - Team page.

Viewing and Modifying Activity Teams

To view and modify activity teams, use the Project Activity Team component (PROJ_ACT_TEAM).

This section discusses how to:

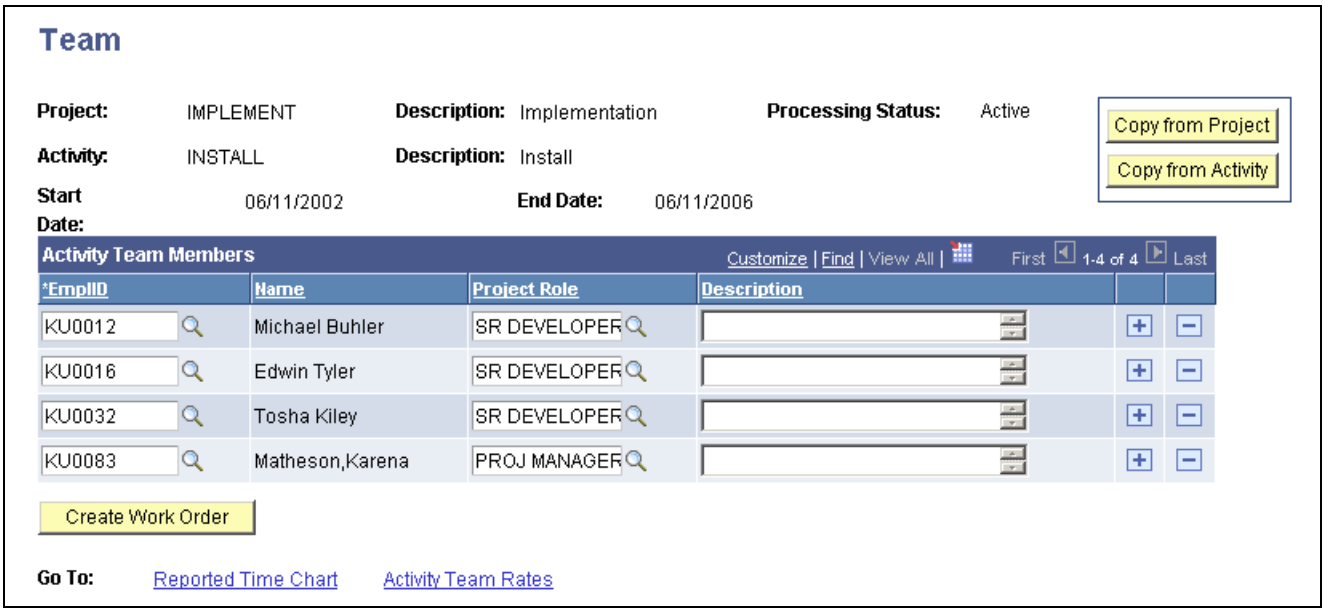
- Add and remove activity team members.
- Copy activity team members from other activity teams.
- Copy project team members to a single activity team.
- Copy project team members to multiple activity teams.
- View reported time by activity and employee.

Pages Used to View and Modify Activity Teams

Page Name	Object Name	Navigation	Usage
Activity Definitions - Team page	PROJ_ACT_TEAM_01	Project Costing, Activity Definitions, Team, Team	View, add, and delete members of an activity team.
Assign Team from Project	PROJ_TEAM_COPY	Click Copy from Project on the Activity Definitions - Team page.	Copy selected project team members and their schedules to a single activity team.
Assign Team from Project	PROJ_TEAM_COPY	Click Copy from Activity on the Activity Definitions - Team page.	Copy selected activity team members and their schedules to a single activity team.
Assign Team from Project	PROJ_TEAM_COPY	Project Costing, Activity Definitions, Assign Team from Project, Assign Team from Project	Copy selected project team members and their schedules to multiple activity teams.
Select activities for resources/requirements	PC_TEAM_ACT_SELECT	Click Next in the Assign Team from Project page. The Next button is available only on the Assign Team from Project page that you access by using the navigation path Project Costing, Activity Definitions, Assign Team from Project.	Select the activity teams to which you want to copy the project team members that you selected on the Assign Team from Project page.
Time by Activity	PC_LABOR_ACT_TIME	Click the Reported Time Chart link on the Activity Definitions - Team page.	Review labor by activity. The system retrieves transactions from the Project Transactions Summary table (PC_SUMMARY_TBL) for transactional rows with an analysis type in the LABOR analysis group.
Time by Employee	PC_LABOR_EMP_TIME	Click inside a charted area on the Time by Activity page for a specific employee.	Review project labor by employee. The system retrieves transactions from the Project Transactions Summary table for transactional rows with an analysis type in the LABOR analysis group.
Activity Team Standard Rate Sheet	PC_ACT_TEAM_RATES	Click the Activity Team Rates link on the Activity Definitions - Team page.	View the cost and bill rates for activity team members by employee, job code, or role.

Adding and Removing Activity Team Members

Access the Activity Definitions - Team page.



Activity Definitions - Team page

To directly add an individual employee to an activity team, add a new row in the Activity Team Members grid and enter the team member's employee ID and project role. You can add employees to the activity team only if they exist on the project team.

To remove an individual employee from an activity team, delete the corresponding row in the Activity Team Members grid. The employee is removed from the activity team, but remains on the project team.

Copy from Project

Click to access the Assign Team from Project page to add project team members to the activity team.

See Chapter 10, "Staffing Project and Activity Teams," Copying Project Team Members to a Single Activity Team, page 216.

Copy from Activity

Click to access the Assign Team from Project page to add activity team members from another activity team that is associated with the same project.

See Chapter 10, "Staffing Project and Activity Teams," Copying Activity Team Members from Other Activity Teams, page 217.

Create Work Order

Click to access the Create Work Order page to create a work order in Maintenance Management for this project activity. The system copies the project business unit, project, activity, activity schedule, and resources to the Create Work Order page.

The Create Work Order button appears for active projects if all of these conditions exist:

- You use Maintenance Management.
- The project is an actively managed project.

  For actively managed projects, the Work Order Managed option is cleared on the Project Definitions - General Information page.
- The project processing status is active.

See Chapter 28, "Integrating with Maintenance Management," Creating Work Orders and Work Order-Managed Projects in Project Costing, page 537.

Reported Time Chart Click to access the Time by Activity page, which displays a graph of the reported time for activity team members.

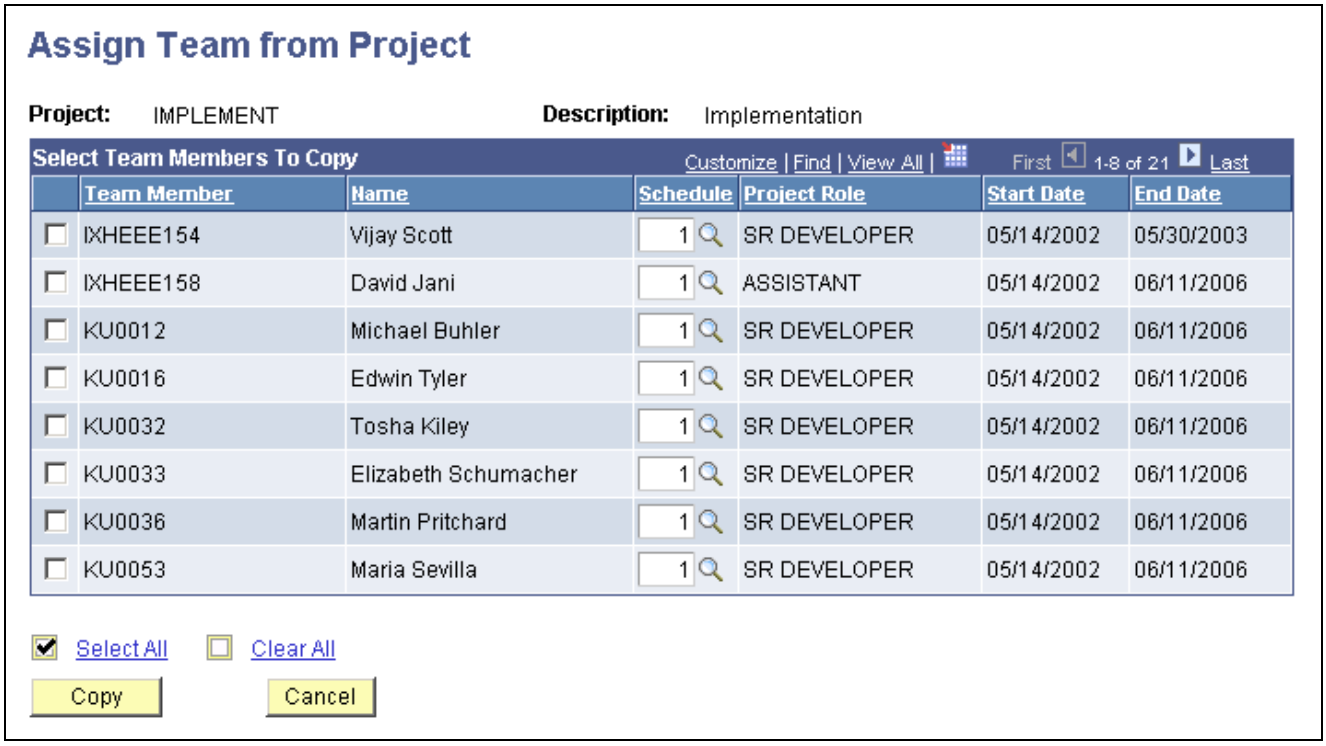
View Activity Team Rates

Click the Team Rates link to access the Activity Team Standard Rate Sheet page to view the charge rates for activity team members and unassigned positions of the activity team.

See Chapter 14, "Pricing Project Costs," Viewing Team Rates, page 314.

Copying Project Team Members to a Single Activity Team

Access the Assign Team from Project page from the Copy from Project button on the Activity Definitions - Team page.



Assign Team from Project page

To copy project team members to a single activity team, click Copy from Project on the Activity Definitions - Team page where you want to add team members.

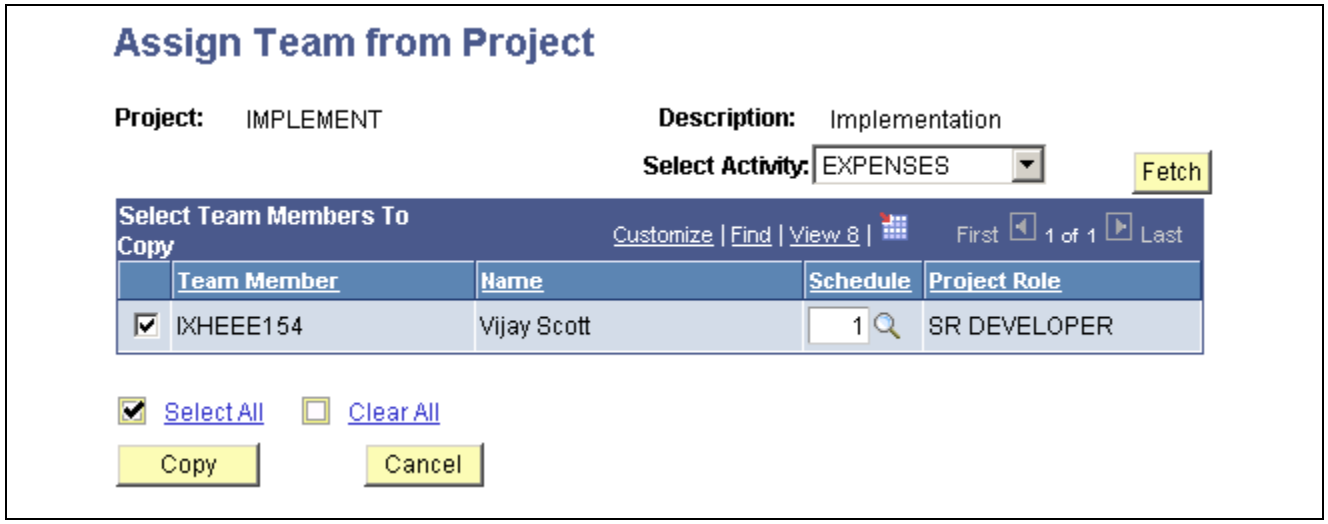
Select Team Members to Copy Select individual project team members that you want to copy to the activity team, or click Select All for the system to select all project team members to copy.

Schedule Select each project team member's schedule to apply to the activity team.

Copy Click to access the Activity Definitions - Team page with the selected project team members added to the Activity Team Members grid. Save the page to complete the copy process.

Copying Activity Team Members from Other Activity Teams

Access the Assign Team from Project page from the Copy from Activity button on the Activity Definitions - Team page.



Assign Team from Project page

To copy team members from one activity team to another, click Copy from Activity on the Activity Definitions - Team page where you want to add team members.

Select Activity Select the activity from which you want to copy team members.

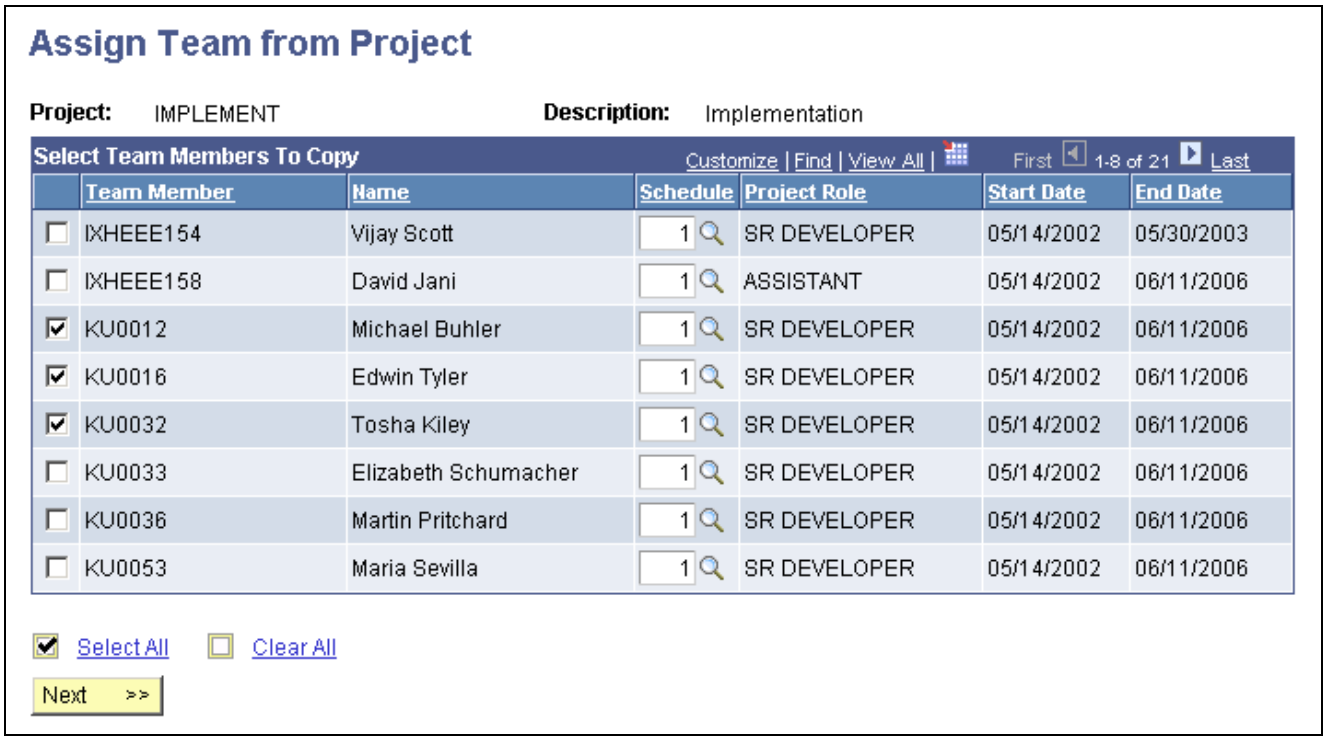
Fetch Click to retrieve the list of activity team members from the selected activity.

Select Team Members to Copy Select individual employees to copy, or click Select All for the system to select all activity team members to copy.

Copy Click to copy the selected team members to the original activity. The Activity Definitions - Team page appears with the selected team members added to the Activity Team Members grid.

Copying Project Team Members to Multiple Activity Teams

Access the Assign Team from Project page from the menu navigation Project Costing, Activity Definitions, Assign Team from Project.

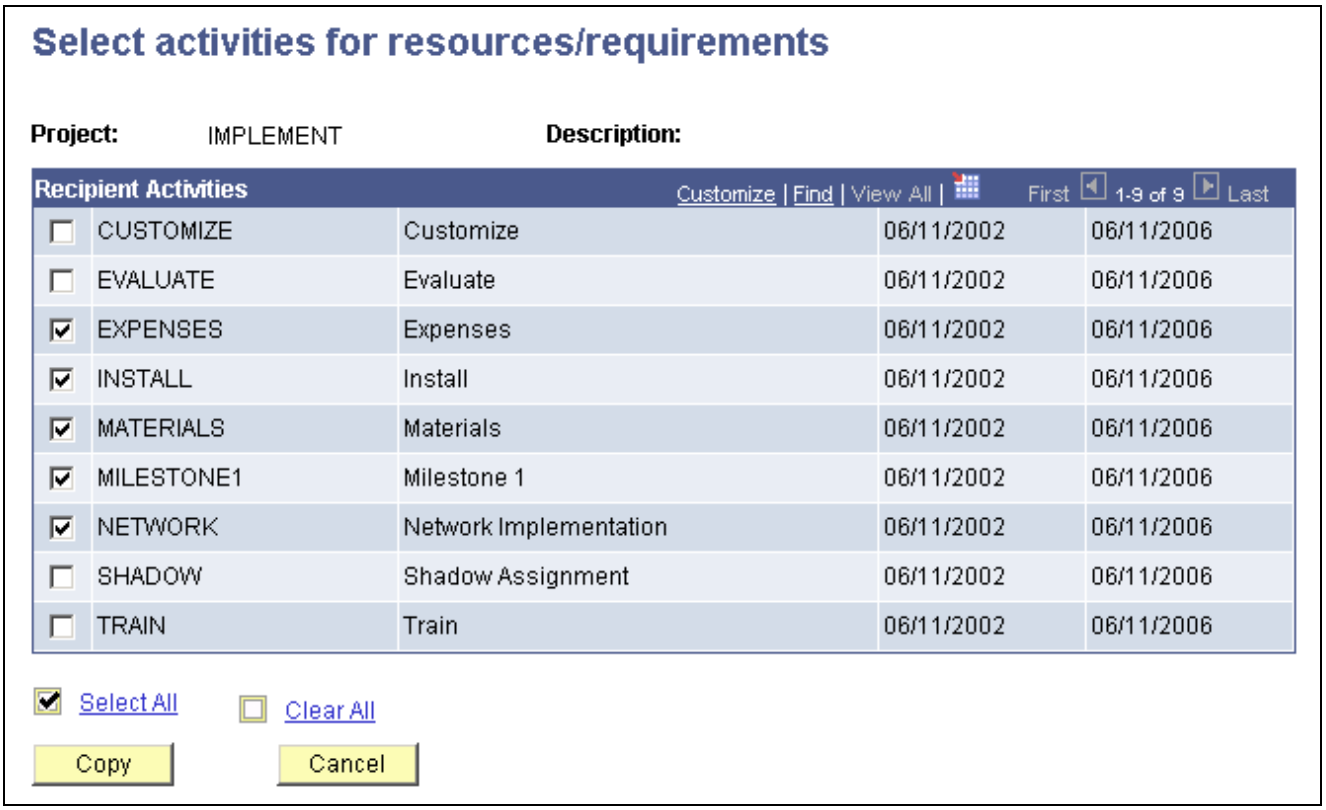


Assign Team from Project page

Use the menu navigation to access the Assign Team from Project page for the project. Select the project team members and schedules, and click Next to access the Select activities for resources/requirements page to complete the process of adding project team members to multiple activity teams.

Select Activities for Resources/Requirements

Access the Select activities for resources/requirements page.



Select activities for resources/requirements page

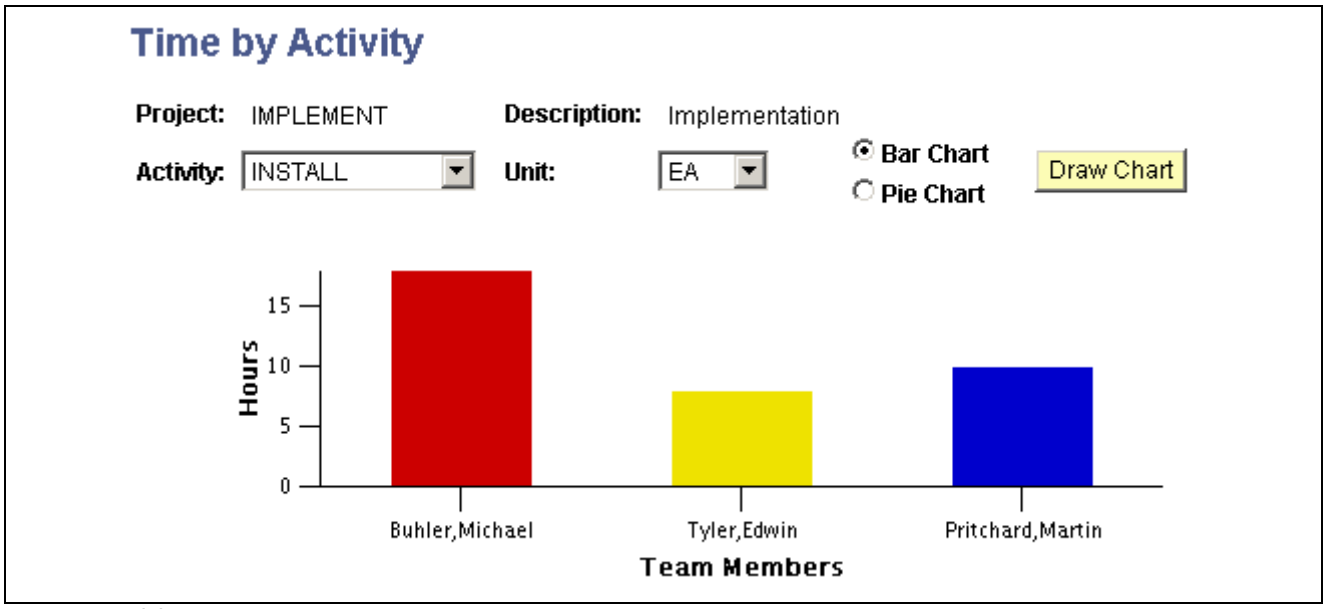
Use this page to complete the process of adding project team members to multiple activity teams.

Recipient Activities Select the activities to which you want to copy the selected team members and schedules.

Copy Click to complete the copy process to each of the selected activity teams. A status message appears on the page, indicating that the new team members are added to the selected activities.

Viewing Reported Time by Activity and Employee

Access the Time by Activity page.



Time by Activity page

You can select a different project activity, unit of measure, and type of chart, as desired, and click Draw Chart.

Click inside a charted area on the Time by Activity page for a specific employee to view a chart showing the amount of time that the employee reported on all activities for the project.

CHAPTER 11

Working with Transactions

This chapter provides an overview of transactions and discusses how to:

- View and add transactions.
- Process multiple currencies.
- Control incoming transactions.

Viewing and Adding Transactions

This section discusses how to:

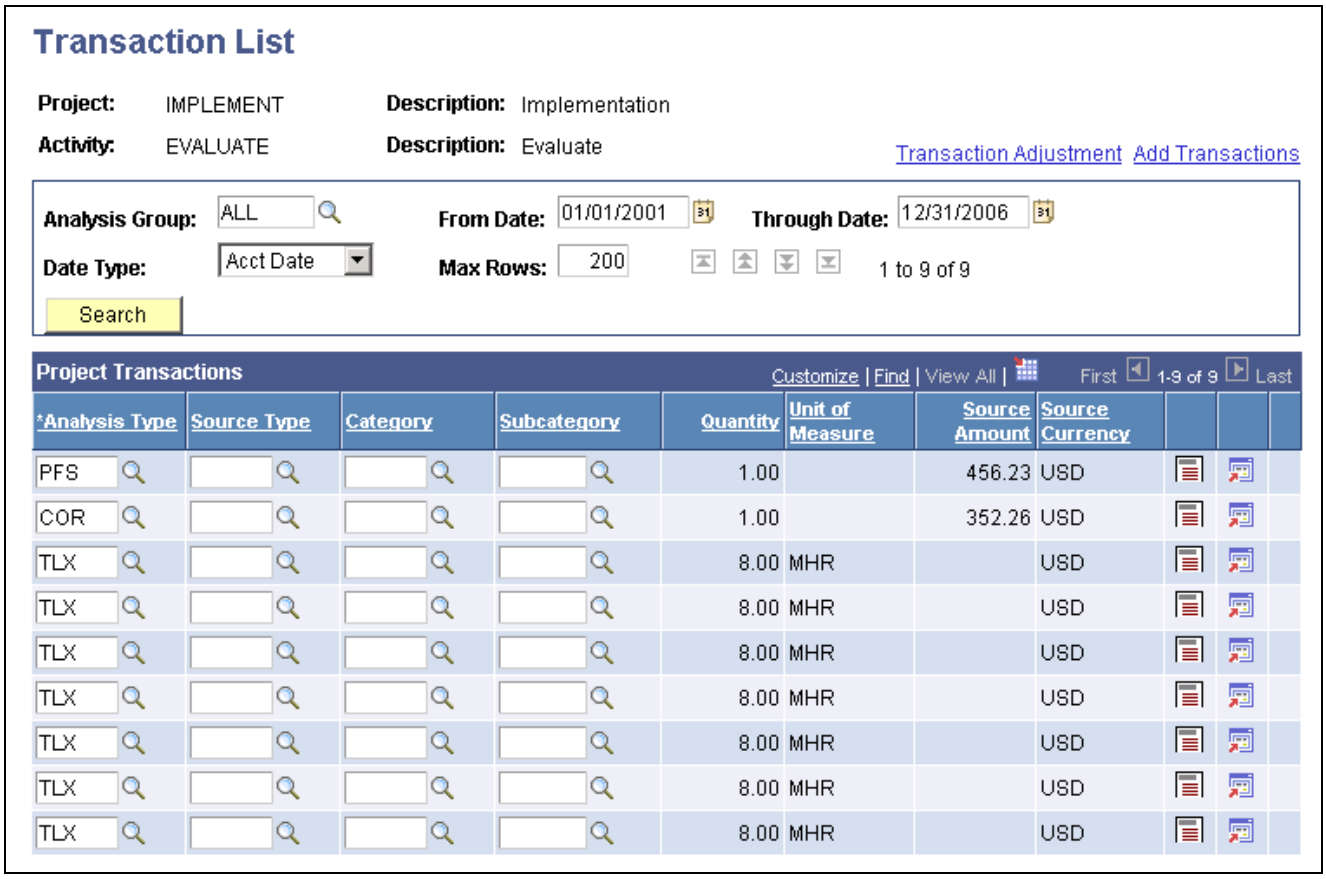
- View project transactions.
- Maintain transaction information.
- Add transactions.

Pages Used to View and Add Transactions

Page Name	Object Name	Navigation	Usage
Transaction List	PROJECT_EXPRESSG	Project Costing, Transaction Definitions, Transaction List, Transaction List Enter search criteria and click the Search button.	View transactions that belong to a project activity. This page operates in deferred processing mode.
Transaction Detail	PROJ_EXPR_ENTRY_PG	Click the Transaction Detail icon on a row in the Project Transactions grid on the Transaction List page.	Maintain detailed information on a specified transaction.
Show All Transaction Details	PROJECT_EXPRESS_02	Click the Show All Transaction Details link on the Transaction Detail page.	View detailed information from all of the Project Costing feeder systems that are associated with a single transaction line.
Add Transactions	INTFC_PROJ_EXPR_02	Project Costing, Transaction Definitions, Add Transactions, Add Transactions	Add transactions to an active project activity.

Viewing Project Transactions

Access the Transaction List page.



Transaction List page

Analysis Group

Enter the analysis group that contains the type of transactions that you want to view. You can view only the transactions that belong to analysis groups to which you have been granted security access. Therefore, not all transactions may be accessible.

The default value is based on your user preferences.

Date Type, From Date, and **Through Date**

Enter search criteria for the transactions that you want to view. The default value for the Date Type field is *Acct Date* (accounting date). The default values for the From Date and Through Date fields are based on your user preferences.

Max Rows

Enter the maximum number of rows for the system to display in the Transaction List. The default value is *200.*

If the activity has more transactions than the value that you enter in this field, use the navigation arrow icons (First Item, Previous Item, Next Item, and Last Item) to scroll through all transactions.

Search

Click to retrieve the transactions from the Project Transaction table that match the search criteria.

Project Transactions

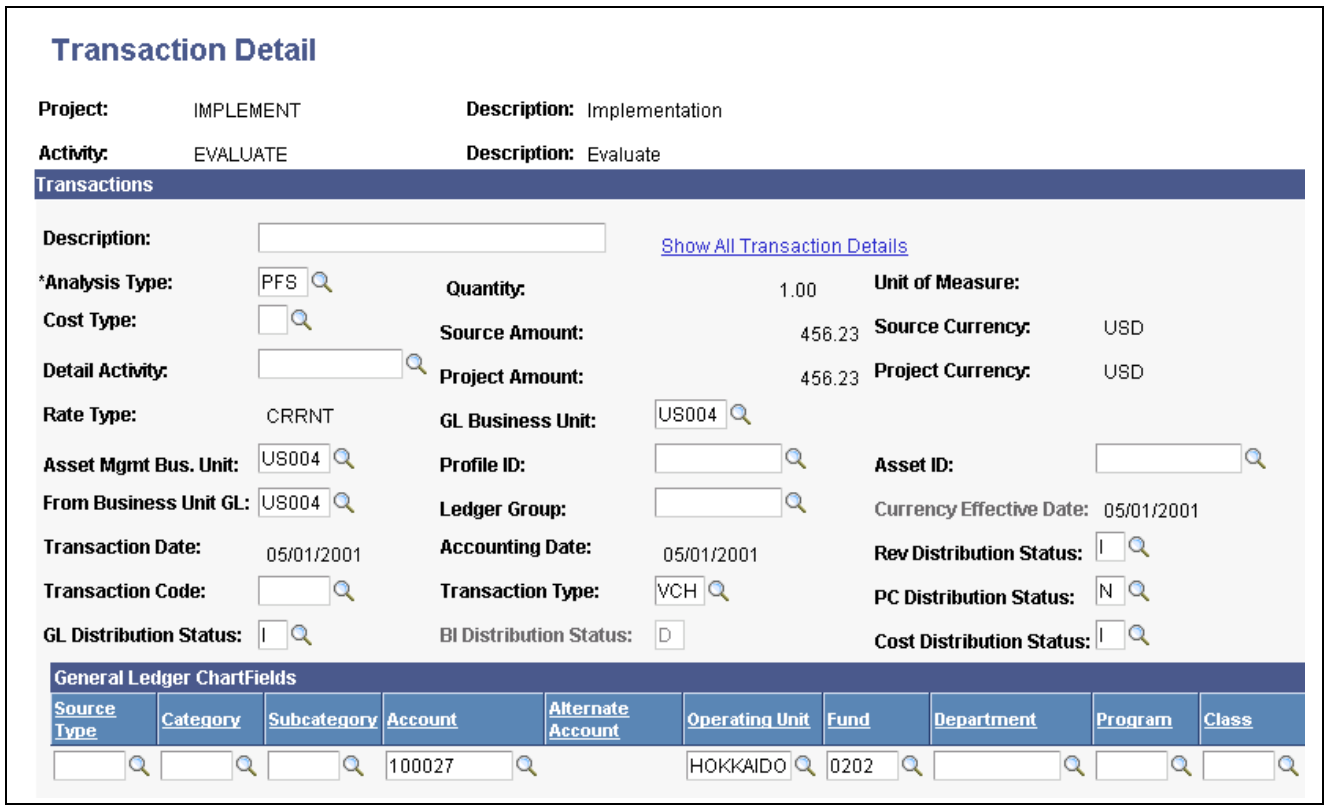
Click the Transaction Detail icon to access the Transaction Detail page, where you can view more detailed information for a particular transaction.

Click the Drill to Source icon to navigate to the PeopleSoft application where the transaction originated.

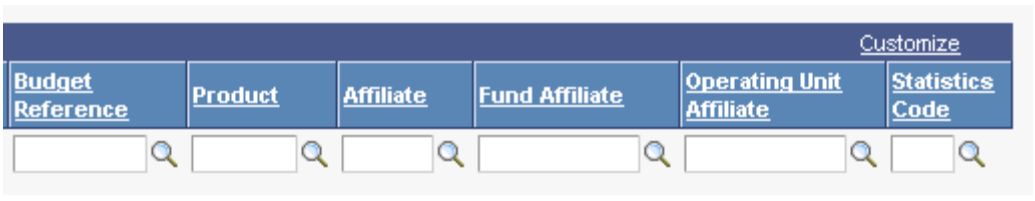
Click the Drill to Billing icon to access PeopleSoft Enterprise Billing information. This icon appears only if Billing is installed, the value in the Billing Distribution Status field is *D* (not distributed), the Billing Business Unit field is not blank, and the transaction contains an invoice number.

Maintaining Transaction Information

Access the Transaction Detail page.



Transaction Detail page (1 of 2)



Transaction Detail page (2 of 2)

Use this page to:

- View transaction detail and ChartField information.

- Manually associate an asset ID to a transaction.
- Modify most transaction detail information, except for monetary values and dates.

Note. To maintain data integrity between feeder systems and Project Costing, make all transaction adjustments and modifications in the original source system and integrate the transactions back to Project Costing.

Detail Activity

Displays the detail activity ID that is used for charging time reports in Expenses. The system uses this field only if all of these conditions exist:

- Program Management is installed.
- The Project Charging Level option on the Project Definitions - Program Management page is set to an activity costing level of 1, 2, or 3 of the work breakdown structure.
- The Charging Level for Time Report option is set to All Detail Activities on the Project Definitions - Program Management page.

The Detail Activity field (ACTIVITY_ID_DETAIL) stores the detail activity that is used in time report charging. The Activity field (ACTIVITY_ID) stores the parent activity at the appropriate charging level.

Rev Distribution Status (revenue distribution status)

Modify the revenue distribution status to make the row eligible or ineligible for revenue pricing. Available values are:

- *C:* Created
- *D:* Distributed
- *G:* Generated
- *I:* Ignore
- *N:* Not distributed

You cannot modify the field if the status is *D* (distributed).

GL Distribution Status (general ledger distribution status)

Modify the general ledger distribution status to make the row eligible or ineligible for submission to General Ledger. Available values are:

- *D:* Distributed
- *G:* Generated
- *H:* Hold
- *I:* Ignored
- *J:* Creating journals
- *M:* Modified
- *N:* None
- *P:* To be processed

You cannot modify the field if the status is *D* (distributed).

BI Distribution Status (billing distribution status)

Modify the billing distribution status to make the row eligible or ineligible for pricing for billing. Available values are:

- *D:* Distributed, already billed.

- *I:* Ignore, not to be billed.
- *N:* New, not distributed.
- *P:* Priced.
- *U:* Unbillable/nonbillable.
- *W:* Worksheet, billing calculations are in the Project Costing Billing Worksheet.

You cannot modify the field if the status is *D* (distributed).

Cost Distribution Status Modify the cost distribution status to make the row eligible or ineligible for cost pricing. Available values are:

- *C:* Created
- *D:* Distributed
- *G:* Generated
- *I:* Ignore
- *N:* Not distributed

You cannot modify the field if the status is *D* (distributed).

Profile ID Enter an asset profile ID that is used by Asset Management and Project Costing.

See Chapter 25, "Managing Assets," Setting Up and Using Manual Capitalization, page 474.

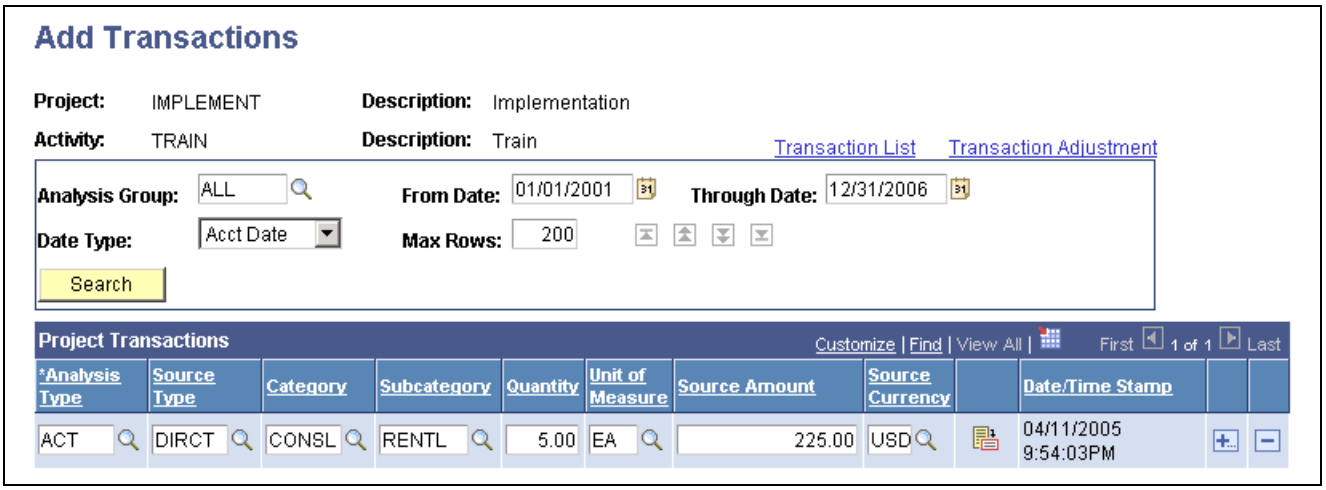
Asset ID Enter an asset ID that is used by Asset Management and Project Costing.

Show All Transaction Details

Access the Show All Transaction Details page to view detailed transactions that were integrated from your feeder system.

Adding Transactions

Access the Add Transactions page.



Add Transactions page

To add a transaction:

1. Enter an analysis type for each transaction entered.

   You can enter transactions for only the analysis types that are in the specified analysis group.

2. Enter the source transaction amount and select the source currency for the transaction.

   If the transaction currency is different from the base currency of the project business unit, the system automatically converts the transaction amount to the business unit's base currency based on the incoming transaction rate type that is established for the business unit. For example, if the business unit's incoming transaction rate type is *Source,* the system converts the transaction amount to the business unit's base currency by using the default conversion rate type that is established for your user ID (the user ID of the person who is logged in to the system). However, if the business unit's incoming transaction rate type is *Projects BU,* the system converts the transaction amount to the business unit's base currency by using the default rate type that is specified for the business unit. The converted amount is displayed in the PCBU Transaction Amount field on the Transaction Detail page.

   You set up rate type default values on the User Preferences - Project Costing page.

   Note. If you enter an account in the General Ledger ChartFields grid that requires a statistics code, you must enter the statistics code for the transaction.

3. Click Save to save the data in the Project Transaction Interface staging table (INTFC_PROJ_RES).
4. Click Process Transactions to load the rows into the Project Transaction table (PROJ_RESOURCE) and trigger these actions:
   - Commitment Control budget-checks transactions before sending them to the Project Transaction table if the Commitment Control feature is enabled for Project Costing.
   - The Pricing Application Engine process (PC_PRICING) creates target transaction rows if the source transaction is eligible for pricing.

Note. If Commitment Control is enabled for Project Costing, or if Projects Budgeting is enabled, you cannot add transactions on this page with analysis types that belong to the Cost Budget and Revenue Budget analysis groups that are specified on the Project Costing Definition page for the project. Use the appropriate budgeting application to enter these types of transactions.

To create a revenue transaction row that will be budget checked in Commitment Control, enter a negative value (credit). Failure to do so results in an increased revenue budget.

See Also

Chapter 6, "Setting Up Accounting for Projects," Defining Accounting Rules, page 105

Chapter 20, "Integrating with General Ledger," page 359

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Defining User Preferences," Defining Project Costing User Preferences

PeopleSoft Enterprise General Ledger 8.9 PeopleBook, "Using Statistics"

Processing Multiple Currencies

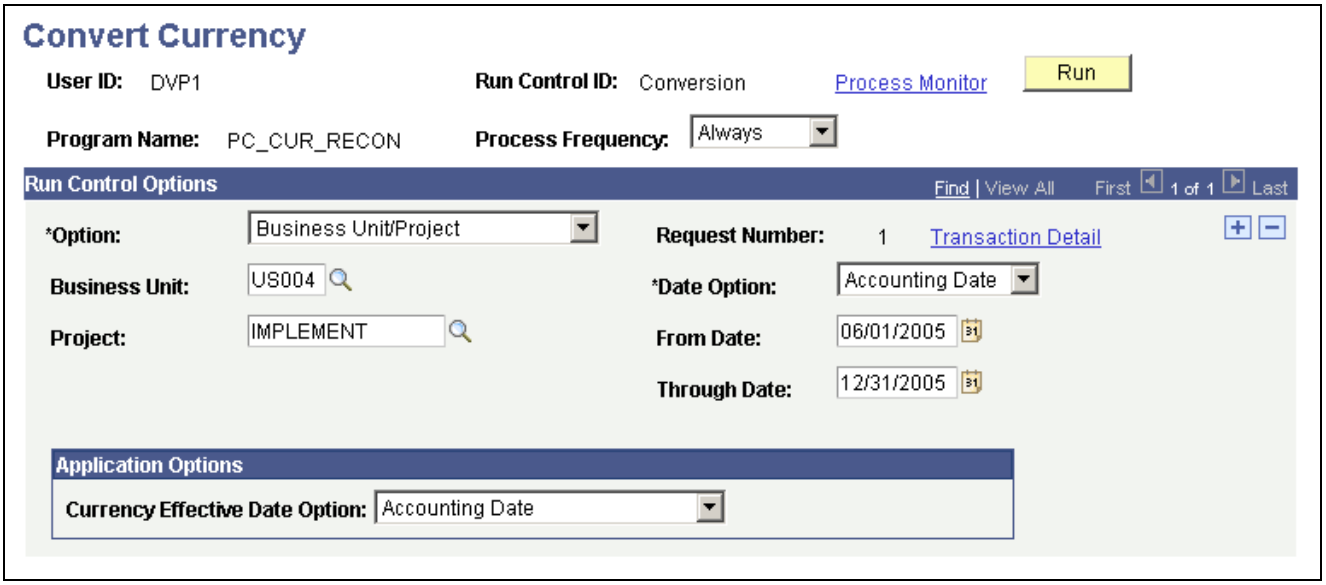
This section discusses how to reconcile currency.

Page Used to Reconcile Currency

Page Name	Object Name	Navigation	Usage
Convert Currency	RUN_PC_M_CUR	Project Costing, Utilities, Convert Currency, Convert Currency	Convert transactions in Project Costing from the original currency to the project business unit's base currency.

Reconciling Currency

Access the Convert Currency page.



Convert Currency page

Use the Currency Conversion program to convert transactions from the source currency code to the project business unit currency code for transactions that have not been converted to the project business unit's currency.

Option Select to convert currency for all projects and activities, or for specific ones. Options are:

- *All:* Convert currency for all activities.
- *Business Unit:* Convert currency for a selected business unit.
- *Business Unit/Project:* Convert currency for a selected business unit and project.
- *Business Unit/Project/Activity:* Convert currency for a selected business unit, project, and activity.

Transaction Detail	Click to access the Transaction List page to search for and view transactions. You must save the Convert Currency page before you click the Transaction Detail link.
Date Option	Select *Accounting Date, All,* or *Transaction Date* for the system to use to determine eligible transactions.
From Date and **Through Date**	Enter the date range of the eligible transactions. These fields appear if you select a date option of *Accounting Date* or *Transaction Date.*
Currency Effective Date Option	Select one of the following: • *Accounting Date:* Each transaction row's currency effective date is set to the row's accounting date. • *Transaction Date:* Each transaction row's currency effective date is set to the row's transaction date. • *Value:* Each transaction row's currency effective date is set to the currency effective date that you enter in the Application Options group box. The Currency Effective Date field appears only when you select *Value* as the currency effective date option.
Run	Click to initiate the Currency Conversion process.

See Also

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

Controlling Incoming Transactions

You can control the entry of transactions into Project Costing by using the processing status or status control options.

This section discusses how to:

- Change the project or activity processing status.
- Use status control options.

Changing the Project or Activity Processing Status

You can control incoming transactions at the project or activity level. Projects and activities that have an inactive processing status do not appear in the prompt lists of PeopleSoft cost feeder systems. Inactivating a project or activity effectively shuts off the flow of all transactions to Project Costing for that particular project or activity.

Use the Project Definitions - Status page to select a project status that is associated with the desired processing status.

Use the Activity Definitions - General Information page to modify the activity processing status.

See Also

Chapter 7, “Creating and Maintaining Projects,” Maintaining Project Status, page 155

Chapter 9, “Creating and Maintaining Activities,” Maintaining Activity Status, page 202

Using Status Control Options

You can use status control options to selectively control specified transactions based on analysis types and effective dates. By using status control options, you can stop transactions from a feeder system or the Add Transactions component (INTFC_PROJ_EXPRESS) if a project or activity status changes on the Project Definitions - Status page or Activity Definitions - Status page.

For example, assume that you set up the Hold status and associate a Reject project control action with an ACT analysis type. Then you change the status of the TRAINING project to Hold. The system will prevent further transactions from entering Project Costing with an ACT analysis type for the TRAINING project.

To control transactions using status control options:

1. Select the Enable Status Control option on the Installation Options - Project Costing Integration page.
2. Select the analysis type and control action in the Status Control group box on the Status Types page.
3. Change the status of the project or activity on the Project Definitions - Status page or Activity Definitions - Status page.

You can further define the option by using an effective date.

See Also

Chapter 4, “Setting Up Project Costing Control Data,” Defining Status Types, page 66

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Setting Installation Options for PeopleSoft Applications,” Defining Project Costing Installation Options

CHAPTER 12

Budgeting Project Costs and Revenue

This chapter provides an overview of project cost and revenue budgets and discusses how to:

- Set up budgets in Project Costing.
- Create and define budget plans.
- Maintain budget plan versions.
- Process budget rows from Microsoft Project.
- Integrate budget data with Planning and Budgeting.
- Analyze budgets.

See Also

Chapter 13, "Integrating with Commitment Control," page 271

Understanding Project Cost and Revenue Budgets

This section discusses:

- Terminology that is relevant to project budgeting.
- Project budgeting setup steps.
- Process flow.
- Top-down budget distribution.
- Bottom-up project budgeting.
- Project charging levels.
- System-defined budget parameters.
- Budget items.
- Budget alerts.
- Finalizing budgets.
- Budget plan versions.

Terminology

This table describes terms that are relevant to project budgeting:

Term	Description
Bottom-up Estimating	Estimating the budget amount for individual periods, budget items, and activities, and rolling-up the individual estimates to calculate a project total.
Spreading	The allocation or distribution of budget amounts to project activities across time periods for budgetary or project performance measurement.
Budget Adjustment	The undistributed budget amount, or the amount of the budget that has not been distributed to periods.
Costing Activity	An activity to which budget amounts are assigned. These are activities at the activity costing level.
Distributed Budget	Represents budget amounts that have been distributed to periods. After you distribute a budget adjustment to periods, the system updates the distributed budget with that amount and changes the budget adjustment amount to zero.
Estimating	Developing an approximation of the costs of resources needed to complete project activities. Resources can include labor, equipment, material, and so on. Estimates do not involve allocating or distributing costs across time periods for budgetary or project performance measurement.
Project Charging Level and Activity Costing Level	The project charging level is the level in the work breakdown structure (WBS) at which project budgets are maintained. If you use Program Management, you can select a project charging level of either the detail activity level, or an activity costing level that is a higher WBS level than detail activities. If you use Project Costing without Program Management, the project charging level is always the detail activity level.
Target Budget	The sum of a budget adjustment and the distributed budget. The budget adjustment can be added to or subtracted from the distributed budget to calculate the target budget.
Top-down Estimating	Typically uses the actual cost of a previous, similar project, or a lump sum of money that is available for a project, as the basis for estimating the cost and revenue of the current project and applying it to down to the activity, budget item, and period level.

Project Budgeting Setup Steps

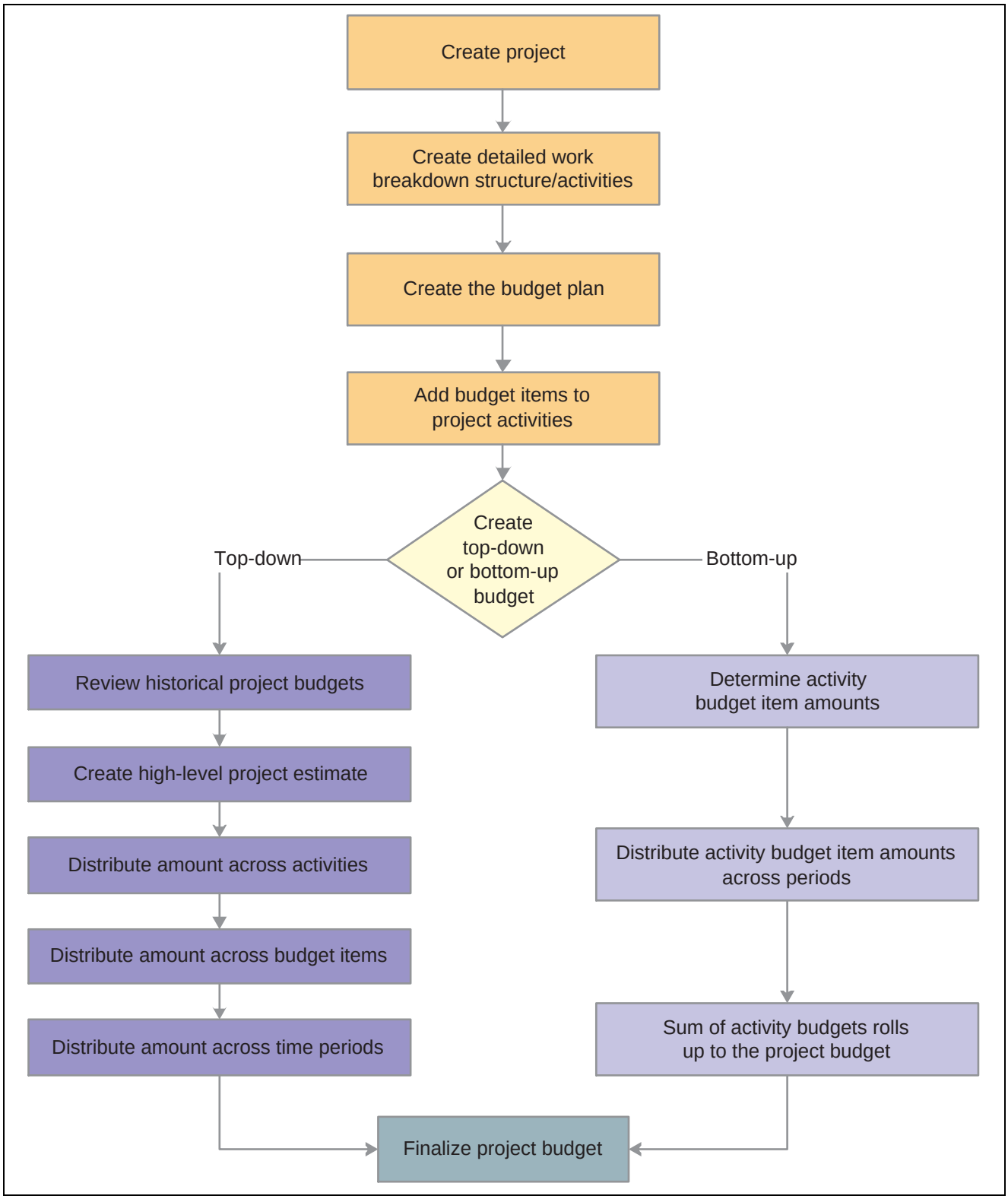
This table lists the high level steps to enable and set up project budgeting and provides a link to the PeopleBook documentation that discusses the step:

Setup Step	Documentation
Establish budget period calendars. Optionally establish summary budget period calendars to use budget period roll-up functionality.	See *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook*, "Setting Up Basic Commitment Control Options," Defining Commitment Control Budget Period Calendars.
Enable projects budgeting and establish the default settings for the budget calendar, number of budget periods, and analysis groups at the installation level. **Note.** Budgets have a maximum of 36 periods.	See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options.

Setup Step	Documentation
Define budget items at the system level.	See Chapter 4, "Setting Up Project Costing Control Data," Defining Budget Items, page 61.
Set up cost budget alert thresholds for the business unit that appear as default settings for all project budgets that belong to that business unit.	See Chapter 12, "Budgeting Project Costs and Revenue," Defining Budget Alert Thresholds, page 240.
Set up budget plan version analysis types and enable budget row versioning for the business unit to create different cost or revenue budget plan versions.	See Chapter 3, "Setting Up Project Business Units," Defining Budget Plan Version Analysis Types, page 24.
If you use Program Management, at the Project Costing installation level enable users to choose the general ledger (GL) business unit and department distribution when creating budget detail rows by using the Get Plan feature.	See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Distributing Costs to Budget Detail Rows," Understanding Cost and Revenue Budget Generation.

Process Flow

Project Costing supports top-down project budgeting, bottom-up project budgeting, and the ability to adjust existing project budgets. This diagram shows the bottom-up and top-down project budgeting process flow in Project Costing:



Top-down and bottom-up and budgeting processes

You can simplify the process of creating budgets by using project templates. For example, you can create a project template that contains the detailed work breakdown structure, budget plan, and budget items that are associated with the project activities. Use the template to populate new projects with the preset budget information. You can modify the project template, or create multiple templates to meet your business needs.

Top-down Budget Distribution

The main steps to create budgets from the top down are:

1. Enter a high-level estimate for the project on the Budget Plan page.

   Use this page to enter budget scenarios for the project. Budget plans provides a high level definition of the total budget for each project budget under consideration.

2. (Optional) Distribute the estimate down to summary activities on the Budget Detail page.
3. Distribute the estimate down the WBS to costing activities on the Budget Detail page.

   Use this page to define a specified project budget at a greater level of detail by using budget items.

4. Adjust budget amounts for budget items on the Project Budget Items - Adjust Budget Items page.

   Use this page to spread the budget amounts to budget items on costing activities.

5. Distribute the estimate across periods on the Project Budget Periods - Adjust Budget Periods page.

   Return to this page to distribute the budget item budget adjustment across budget periods.

6. Choose one cost and one revenue budget plan and finalize the plans.

   Finalizing a budget plan sends the budget data to the Project Transaction Interface staging table (INTFC_PROJ_RES) and initiates a process to determine if the budget transactions go directly to the Project Transaction table (PROJ_RESOURCE). If Commitment Control is active for Project Costing and the GL business unit and ledger group combination, the rows must first go through Commitment Control.

   You can finalize only active plans.

You distribute project-level cost estimates across the WBS for detail activities, budget items, and time periods by using one of the distribution options listed in this table:

Distribution Option	Description
Percentage spread	Enter adjustments at the project or summary activity level and spread the adjustment based on the percentages entered for each child costing activity under that project or summary activity. Percentages entered must equal 100 percent.
Even spread	Enter adjustments at the project or summary activity level and spread the adjustment evenly to each child costing activity under that project or summary activity.
Adjust by amount	Enter adjustments at the project or summary activity level and spread the adjustment manually to each child costing activity under that project or summary activity by amount, or adjust particular activities directly.
Adjust by percentage	Directly adjust specific activities by percentages based on previously distributed amounts.

You can enter negative percentages and amounts for activities, budget items, and periods.

Bottom-up Project Budgeting

After you create a detailed WBS and budget plan in Project Costing, you can create budget details by estimating amounts by period for budget items and rolling up the amounts to the activity and project levels.

For example, you can enter revised period budget amounts at the budget item level, which roll up to the activity level. If the sum of the revised budget item amounts is different than the previous activity budget amount, you can override the previous activity budget amount. The sum of the revised activity budget amounts rolls up automatically to the project level.

Calculate Budget Amount Based on Employee, Job Code, or Project Role

You have the option to calculate period budget amounts by selecting a rate by employee, job code, or project role. You can enter a quantity, unit of measure, and rate calculation basis for a period, and the system calculates the period budget amounts that roll up to the budget item, activity, and project level.

The Calculate Amount From Quantity feature performs in a similar manner as a worksheet. For example, assume that you want to calculate the budget amount for 100 hours of labor by using predefined rates. First you want to view the calculations based on employee, job code, and project role rates, after which you will determine which rate to use. These are the typical steps to accomplish this scenario:

1. On the Project Budget Items - Adjust Budget Items page, add the labor budget item to the project activity.
2. On the Project Budget Periods - Adjust Budget Periods page:
    a. Select the Adjust by Amount spread option.
    b. Enter a quantity of 100 and unit of measure of work hours for a budget period.
    c. Click the Calculate Amount button to access the Calculate Amount From Quantity page.
3. To view the calculation by employee rate:
    a. Select a rate calculation basis of *Employee ID* on the Calculate Amount From Quantity page.
    b. Select a specific employee ID from the list of available employees.
    c. Click OK to return to the Project Budget Periods - Adjust Budget Periods page and view the calculated budget amount.
4. To view the calculations by job code or project role rates:
    a. Click the Calculate Amount button again to return to the Calculate Amount From Quantity page.
    b. Select the rate calculation basis, select the detail row, and click OK to return to the Project Budget Periods - Adjust Budget Periods page.

       The system clears the previous calculated amount and displays the new results. Repeat this process as many times as needed for each period row.
5. When you reach the desired the budget adjustments, click Distribute Budget to update the distributed budget and target budget amounts.

Distribute Costs to Budgets Process in Program Management

If you use Program Management, you can generate a bottom-up project cost and revenue budget from the amounts defined on the Resources by Activity page. You can click the Get Plan button on the Budget Plan page to trigger the Distribute Costs to Budgets Application Engine process (PGM_SPREAD). This process creates budget detail rows based on activity resource amounts. If the budget plan has a cost budget type, the cost amounts from the Resources by Activity page are used for the detail budget rows. If the budget plan has a revenue budget type, the bill amounts from the Resources by Activity page are used for the detail budget rows.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, “Distributing Costs to Budget Detail Rows,” Understanding Cost and Revenue Budget Generation.

Project Charging Levels

If you use Program Management, you can take advantage of a flexible project activity model that supports both a detail WBS for planning, and a cost breakdown structure for accounting. You can use different levels of the WBS for project management and accounting by defining the WBS level at which you want to track project budgets and costs. You can specify a project charging level of WBS level 1, level 2, or level 3, and the system restricts charges to summary and detail activities that are in the specified level. You can also specify a project charging level of all detail activities, in which case you can capture costs on detail activities, but not on summary activities—regardless of an activity's WBS level.

If you use Project Costing without Program Management, the project charging level is all detail activities.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Understanding Project Charging Levels.

Budget Items

Budget items are one of the building blocks of a project budget. Initially, the system uses budget items to establish default ChartField values for budget rows. Later, budget items provide a way of identifying and grouping transactions that the system uses to identify a project activity's budget costs or revenue for a given period.

Project budgeting uses the fields defined on the budget item to match with actual amounts in project transactions. Only those transactions that match the defined ChartField values are counted as actuals for a given budget item.

Budget Alerts

You can establish cost budget alerts that warn the project manager of potential cost overruns at the project or activity level. The system compares budget amounts with values on the Summary Budget Data table (PC_BUD_SUMMARY), which stores summarized actual costs.

Although budget alerts are not processed at the business unit level, you establish cost budget alerts for the business unit that appear as default values for all project budgets belonging to that business unit. Cost budget alerts that you establish at the project level can be used as default values for project activities. You can override default settings at the project and activity levels.

Budget alerts appear on the Budgets vs. Actuals interactive report.

Finalizing Budgets

You can define multiple cost budget plans and revenue budget plans for a project, and designate one cost budget plan and one revenue budget plan as active. After you distribute all summary budget amounts to costing activities, budget items, and periods, you can finalize the active plans.

Finalizing a budget plan sends the budget data to the Project Transaction Interface table and initiates the PC_WRAPPER Application Engine program which calls the Load Third-Party Transactions Application Engine process (PC_INTFEDIT). The Load Third-Party Transactions process triggers the Project Costing to Commitment Control Application Engine process (PC_TO_KK), which determines if the budget transactions must go through Commitment Control before they are posted to the Project Transaction table.

If Commitment Control is not required, the process sends the rows directly to the Project Transaction table. You can modify rows on the finalized budget plan and refinalize the plan, which updates the budget amounts on the Project Transaction table. You can also inactivate the previous finalized plan, and activate and finalize a different plan, which replaces the previous budget transactions with new finalized budget transactions on the Project Transaction table.

If Commitment Control is required, the Project Costing to Commitment Control process sends budget rows and cost transactions that require budget-checking to Commitment Control. With Commitment Control you cannot finalize another plan of the same budget type (cost or revenue) and analysis type. You can, however, add new rows on the Budget Detail page and refinalize the budget plan.

Finalizing a budget plan also triggers the Refresh Budget Summary Application Engine process (PC_BUD_SUM) to summarize budget data in the Summary Budget Data table.

After you finalize a budget you can run a Project Budget Review report (PCY1050.RPT) to perform budget versus cost analysis, or use the Budget vs. Actual interactive report to compare budgeted amounts with actual costs.

See Chapter 13, "Integrating with Commitment Control," Project Costing to Commitment Control Process, page 275.

Budget Plan Versions

You can retain a historical version of the budget plan transaction rows each time that you finalize a budget. Historical budget plan versions are stored in the Project Transaction table along with the current, finalized budget rows. Each historical budget version is uniquely distinguished by analysis type, and can be used for analysis and reporting. You can control budget plan versions by business unit.

By using budget row versioning, the first time that you finalize a project's budget plan, the system creates a copy of the plan and assigns a unique analysis type to budget rows in the plan copy. The new analysis type distinguishes these rows as historical budget plan version sequence one. The original analysis type remains unchanged on the current, finalized budget rows.

If you modify and refinalize the existing budget plan, or activate and finalize a different plan for the project, the system again creates a copy of the new plan and assigns a unique analysis type to budget rows in the plan copy. The new analysis type distinguishes these rows as historical budget plan version sequence two.

You configure the budget version analysis types, and the sequence in which they are used, by business unit. PeopleSoft delivers the following sequence of analysis types and analysis groups that you can use to distinguish historical cost and revenue budget versions:

Version Sequence	Cost Budget Version Analysis Type	Revenue Budget Version Analysis Type	Version Analysis Group
1	CV1 (Historical Cost Budget Version 1)	RV1 (Historical Revenue Budget Version 1)	HBPV1 (Historical Budget Version 1)
2	CV2 (Historical Cost Budget Version 2)	RV2 (Historical Revenue Budget Version 2)	HBPV2 (Historical Budget Version 2)
3	CV3 (Historical Cost Budget Version 3)	RV3 (Historical Revenue Budget Version 3)	HBPV3 (Historical Budget Version 3)
4	CV4 (Historical Cost Budget Version 4)	RV4 (Historical Revenue Budget Version 4)	HBPV4 (Historical Budget Version 4)

You define these sequences at the business unit level, and use them at the project level. Each project independently uses the analysis type sequence for budget plan versions. The last analysis type used in the sequence is stored in the Project Header table (PS_PROJECT).

For example, assume that you finalize a new cost budget plan using the analysis type *BUD*. The system:

- Saves the budget detail rows with analysis type *BUD* in the Project Transaction table.
- Creates a copy of the finalized budget detail rows and updates the analysis type to *CV1* (Historical Cost Budget Version 1).
- Stores the copy of the budget detail rows with analysis type *CV1* in the Project Transaction table.

Next, assume that you refinalize the cost budget plan for the project. The system:

- Deletes the previously finalized budget detail rows with analysis type *BUD* from the Project Transaction table.
- Saves the new refinalized budget detail rows with analysis type *BUD* in the Project Transaction table.
- Creates a new copy of the refinalized budget detail rows and updates the analysis type to *CV2* (Historical Cost Budget Version 2).
- Stores the copy of the budget detail rows with analysis type *CV2* in the Project Transaction table.

The system does not retain a historical budget version in the Project Transaction table if:

- The project is commitment-controlled.
- The Enable Budget Row Versioning check box is not activated for the business unit on the Budget Row Versioning page at the time you finalize the budget.
- No budget analysis type sequence is defined on this page for the business unit.
- All of the analysis types in the budget analysis type sequence have been assigned to a budget version for the business unit.

By using budget row versioning you have the ability to preserve detailed budget rows in the Budgeting tables that match rows in the Project Transaction table. For example, assume that Budget Plan A is the active, finalized cost budget plan. The Project Transaction table contains budget rows with an analysis type of *BUD* for Budget Plan A, and a copy of Budget Plan A budget rows with an analysis type of *CV1*. Now you want to modify the budget plan. Instead of modifying and refinalizing Budget Plan A, you inactivate Budget Plan A and activate a new plan—Budget Plan B. When you finalize Budget Plan B, the system deletes the previous *BUD* rows for Budget Plan A from the Project Transaction table, creates new *BUD* rows for Budget Plan B, and creates a copy of the new Budget Plan B budget rows with an analysis type of *CV2*. Then if you want to view the detail rows in the Project Transaction table for analysis type CV1, you simply view Budget Plan A that contains identical rows.

You cannot use budget row versioning if you use Commitment Control.

See Chapter 3, “Setting Up Project Business Units,” Defining Budget Plan Version Analysis Types, page 24.

Setting Up Budgets in Project Costing

This section discusses how to define budget alert thresholds.

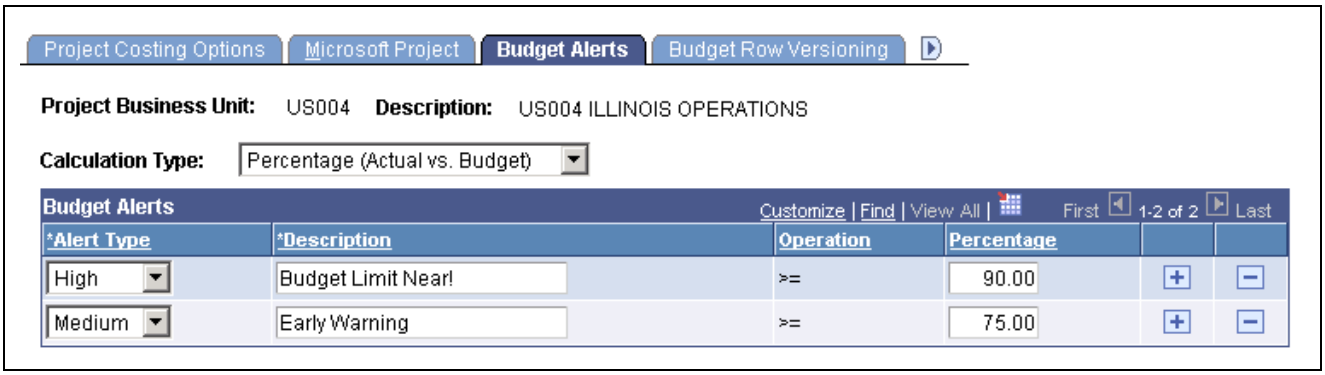
Pages Used to Set Up Budgets in Project Costing

Page Name	Object Name	Navigation	Usage
Installation Options - Project Costing	INSTALLATION_PC	Setup Financials/Supply Chain, Install, Installation Options, Project Costing	Enable projects budgeting, and establish the default settings for the budget calendar, periods, and analysis groups. If you use Program Management, enable users to choose the general ledger business unit and department distribution for budget detail rows. See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options.
Budget Items	PC_BUD_ITEMS	Setup Financials/Supply Chain, Product Related, Project Costing, General Options, Budget Items, Budget Items	Define and modify budget items. See Chapter 4, "Setting Up Project Costing Control Data," Defining Budget Items, page 61.
Project Costing Options - Budget Alerts (business unit)	PC_BUD_BU_ALERTS	Setup Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options, Budget Alerts	Define cost budget alert thresholds that appear as default settings for all project budgets that belong to the business unit.
Project Definitions - Budget Alerts	PC_BUD_PROJ_ALERTS	Project Costing, Project Definitions, General Information, Budget Alerts	Define cost budget alert thresholds at the project level to alert the project manager when costs exceed the specified threshold.
Budget Alerts (activity)	PC_BUD_ACT_ALERTS	Project Costing, Activity Definitions, General Information, Budget Alerts	Define cost budget alert thresholds to alert the project manager for potential cost overruns at the activity level.

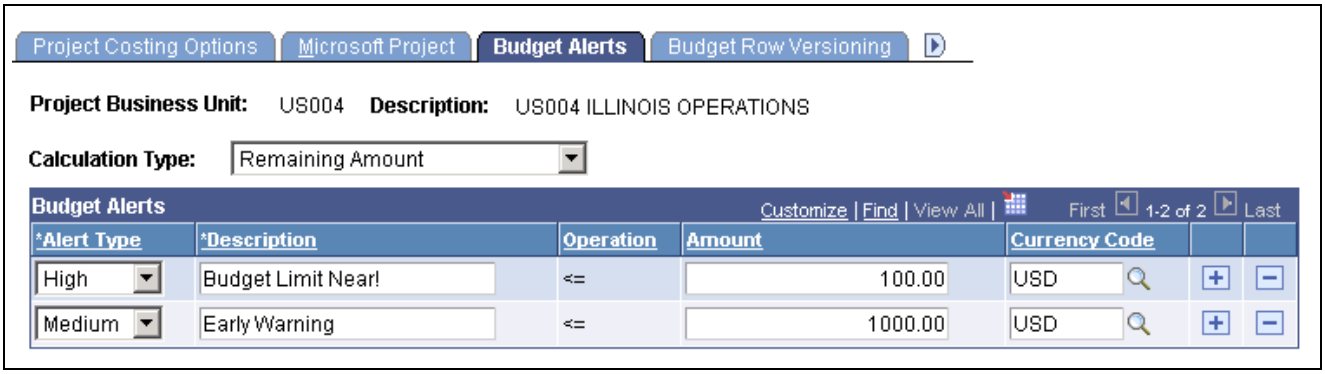
Defining Budget Alert Thresholds

Access the Budget Alerts page for the business unit, project, or activity.

Note. There are three Budget Alerts pages in Project Costing—one at the business unit level, project level, and activity level. The navigation path to these pages is based on whether you are defining the budget alert thresholds for the business unit, project, or activity. The field definitions that appear in this section apply to all three pages.



Budget Alerts page (Percentage calculation type)



Budget Alerts page (Remaining Amount calculation type)

Calculation Type Select the method for calculating how the budget alert threshold is determined. Available options are:

Percentage (Actual vs. Budget): Triggers the budget alert when the actual cost of the project reaches the defined percentage (entered in the Percentage field) of the budgeted amount. The calculation for this type of budget alert threshold is:

(Actual Costs) ÷ (Budget Amount) x 100 ≥ (Percentage field value)

Remaining Amount: Triggers the budget alert when the actual cost of the project reaches the defined remaining amount (entered in the Amount field) of the budgeted amount. The calculation for this type of budget alert threshold is:

(Budget Amount) – (Actual Costs) ≤ (Amount field value)

Alert Type Select the level of alert that you are defining. Available options are:

Medium: Visual status indicator appears as an inverted yellow triangle on the Budget vs. Actual page.

High: Visual status indicator appears as a red square on the Budget vs. Actual page.

A *Low* visual status indicator appears as a green circle on the Budget vs. Actual page if actual costs have not reached the medium or high thresholds, or if you do not define budget alert thresholds.

Operation Displays the operand that the system uses to define the calculation that determines the budget alert threshold.

- <= (less than or equal to): Appears when you select *Remaining Amount* as the calculation type.
- >= (greater than or equal to): Appears when you select *Percentage (Actual vs. Budget)* as the calculation type.

This field is not editable.

Percentage Enter the percentage of the budget that triggers the budget alert. This field appears only if you select *Percentage (Actual vs. Budget)* as the calculation type.

Amount Enter the monetary amount of the budget that triggers the budget alert. This field appears only if you select *Remaining Amount* as the calculation type.

Copy to Activities Select to use these values as default settings at the activity-level when you create new activities for the project. This field appears only on the Project Definitions - Budget Alerts page.

Creating and Defining Budget Plans

To create and define budget plans, use the Budget Plan (PC_BUD_GENERAL) and Project Budget Detail (PC_BUD_DETAIL) components.

Budget plans define the budget type (cost or revenue), status, currency, and time span. They also specify the analysis type for all budget transactions that you create for the plan.

This section discusses how to:

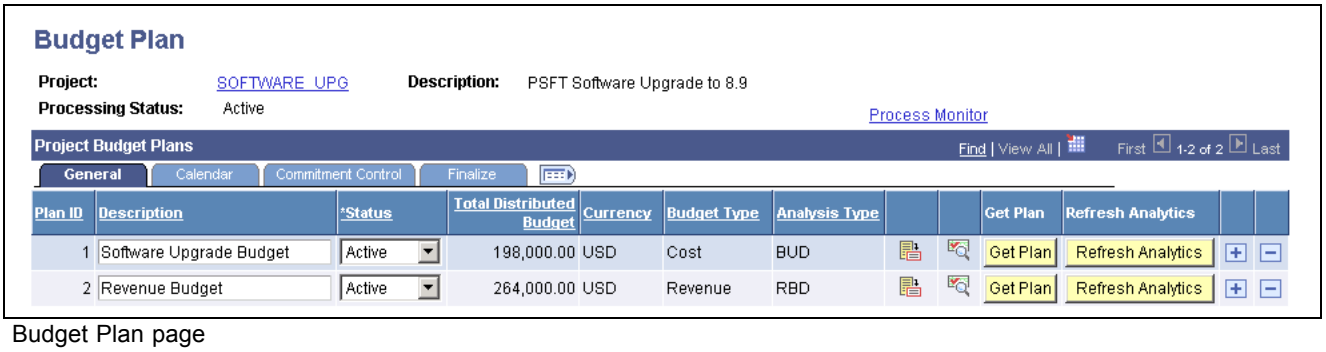
- Create budget plans.
- Distribute project estimates to costing activities.
- Distribute project estimates across budget items.
- Distribute project estimates across periods.
- Copy budget items from another plan.
- Finalize budgets.

Pages Used to Create and Define Budget Plans

Page Name	Object Name	Navigation	Usage
Budget Plan	PC_BUD_GENERAL	Project Costing, Budgeting, Budget Plan, Budget Plan	Create and view all budget plans associated with a project.
Budget Detail	PC_BUD_DETAIL	• Click the Budget Detail icon on the Budget Plan page. • Project Costing, Budgeting, Budget Detail, Budget Detail	Enter a high-level budget adjustment for the project and the distribute the budget adjustment down the WBS to costing activities. If all budget adjustments are distributed across budget items, use this page to distribute the budget adjustments evenly across budget periods.
Copy From Another Plan	PC_BUD_COPY	Click Copy From Another Plan on the Budget Detail page if the budget plan is not finalized.	Copy budget amounts from another plan, or copy previous versions of a budget plan to the current one.
Project Budget Items - Adjust Budget Items	PC_BUD_ITM_DST_SEC	Click the Budget Items icon on the Budget Detail page.	Distribute budget amounts to budget items for costing activities.
Project Budget Periods - Adjust Budget Periods	PC_BUD_PER_DST_SEC	Click the Other link on the Budget Detail page.	Distribute budget amounts to budget periods for costing activities and budget items.
Calculate Amount From Quantity	PC_BUD_CALC_RT_SEC	Click the Calculate Amount button on the Project Budget Periods - Adjust Budget Periods page.	Select a rate by employee ID, project role, or job code to use to calculate a budget row amount.

Creating Budget Plans

Access the Budget Plan page.



Budget Plan page

You can create one or more budget plans for a project; however, you can finalize only two plans on this page—one cost budget and one revenue budget.

Project Click the project ID link to access the Project Definitions - General Information page for the project in a new browser window. Close the new browser window to return to the Budget Detail page.

General

Select the General tab.

Plan ID Enter the identifier for this budget plan for the project. You cannot edit this field after the plan is saved.

Status Select a status of *Active* or *Inactive* for each budget plan. Only two budget plans can be active at any given time—one cost budget plan and one revenue budget plan.

You can finalize only active plans.

Note. Changing the status of a budget plan does not trigger a process to load the budget rows into the Project Transaction table. The Project Transaction table contains budget rows from the most recent finalized budget plan, regardless of the budget plan status.

Total Distributed Budget and **Currency** Displays the sum of the budget items that is distributed down to the period level.

Currency Select the budget plan currency. The default value is based on the currency code defined on the Project Costing Definition page. You can override the default value at the budget plan level.

You can modify the currency only if no detail budget rows exist for the budget plan.

Budget Type Select the type of budget to create. Available options are:

Cost: Select to create a cost budget to track actual costs associated with the project.

Revenue: Select to create a revenue budget for projected revenue.

You can modify the budget type only if no detail budget rows exist for the budget plan.

Analysis Type Enter the cost or revenue analysis type for the system to use to select transaction rows from the Project Transaction table to summarize and use on project analysis pages. Available analysis types are based on the analysis groups defined in the Cost Budget field (AN_GRP_ACTV_BUD) and Revenue Budget field (PC_REV_BUD_AN_GRP) in the Analysis Group Options group box on the Project Costing Definition page.

You can change the analysis type only if no detail budget rows exist for the budget plan.

Note. If Commitment Control is required, you cannot finalize another plan of the same budget type (cost or revenue) and analysis type.

Click the Budget Detail icon to access the Budget Detail page for the corresponding plan.

Click the Budget vs. Actual icon to access the Budget vs. Actual page.

Get Plan

Click to use the Distribute Costs to Budgets process to create budget details based on the amounts on the Resources by Activity page in Program Management. This button appears only if you use Program Management

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Distributing Costs to Budget Detail Rows," Entering Distribute Costs to Budget Detail Rows.

Refresh Analytics

Click to trigger the Refresh Budget Summary process to run in the background and update the Summary Budget Data table so that the latest budget information is available for reports and analytics before the budget is finalized. This button appears only if you use Program Management.

Note. The Refresh Budget Summary process runs automatically during the Project Costing budget finalization process.

Calendar

Select the Calendar tab.

Calendar ID

Select the calendar that represents the interval in which the budget plan will be tracked based on the General Ledger calendar that you are using. The default value is based on the Default Calendar ID field in the Projects Budgeting Options group box on the Installation Options - Project Costing page.

Note. You cannot save the budget plan if the number of calendar periods between the budget plan start and end dates is less than the value that you enter in the Number of Periods field.

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options.

Start Date

Enter the start date of the budget plan. The default value is based on the project start date, which you can override when you create the budget plan.

Number of Periods

Select the number of periods in the budget plan up to a maximum of *36* periods. The default value is based on the Default Number of Periods field in the Projects Budgeting Options group box on the Installation Options - Project Costing page.

Note. You cannot save the budget plan if the selected Calendar ID has fewer periods between the budget plan start and end dates than the value that you enter in this field.

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options.

Commitment Control

Select the Commitment Control tab. This tab appears only if you enable Commitment Control for Project Costing on the Installation Options - Project Costing Integration page.

Security Status Displays the security status that is invoked during the budget finalization process. Values are:

None: Indicates that there are no security errors.

Security Error: Indicates that a security error occurred during the finalization process.

See *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook*, "Setting Up Commitment Control Security".

Exceptions Click the Exceptions icon in the corresponding row to access the Review Commitment Control page and correct the transactions that created an error during the submission to Commitment Control. After the budget transactions successfully post to Commitment Control, they are deleted from the Commitment Control staging tables and are no longer accessible on the Review Commitment Control page.

Finalize

Select the Finalize tab.

Finalized Amount Displays the amount finalized and sent to Commitment Control (if Commitment Control is required) or to the Project Transaction table.

Finalize Click to save the data and finalize the budget plan. This updates the Project Transaction Interface table and triggers the Load Third-Party Transactions Application Engine process to determine if the transactions must go through Commitment Control. The system:

- Sends rows that require Commitment Control through the Project Costing to Commitment Control process.
- Sends rows that do not require Commitment Control to the Project Transaction table.
- Updates the Summary Budget Data table.

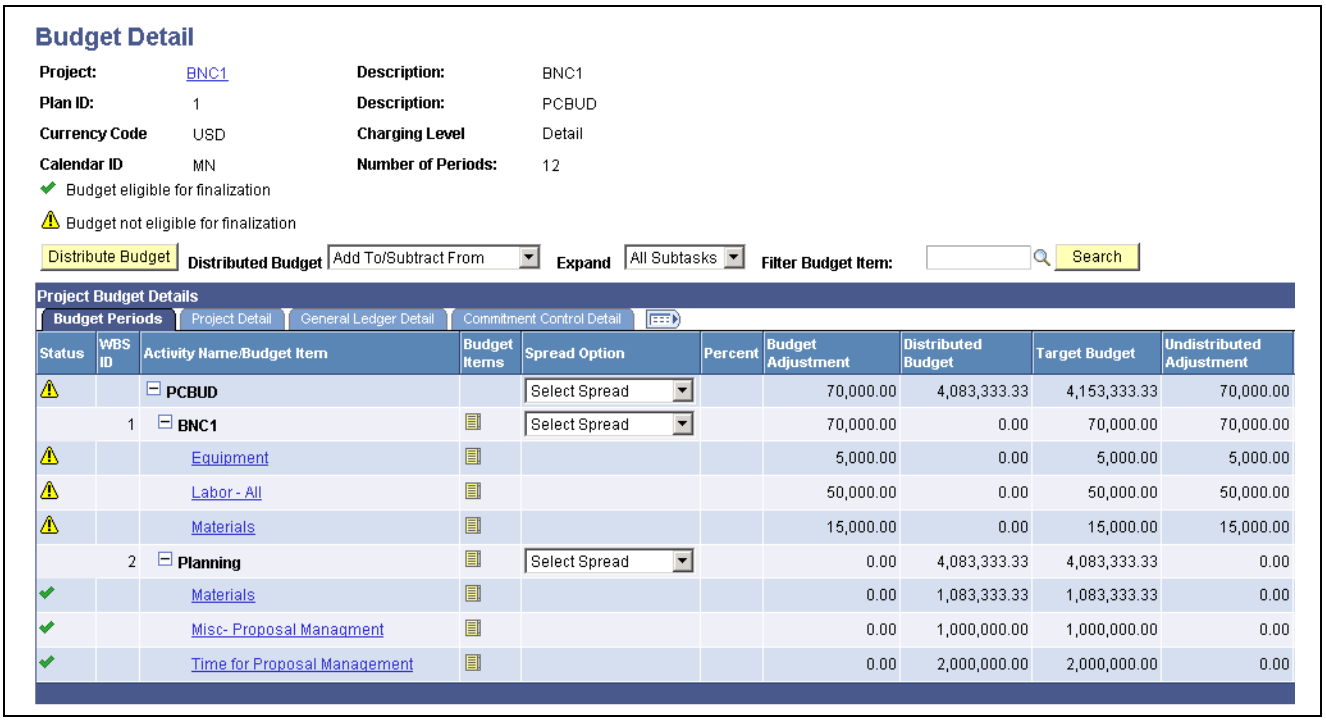
To modify a budget plan:

- If you do not use Commitment Control, add, modify, or delete budget detail rows and refinalize the plan.
- If you use Commitment Control, add new budget detail rows and refinalize the plan.

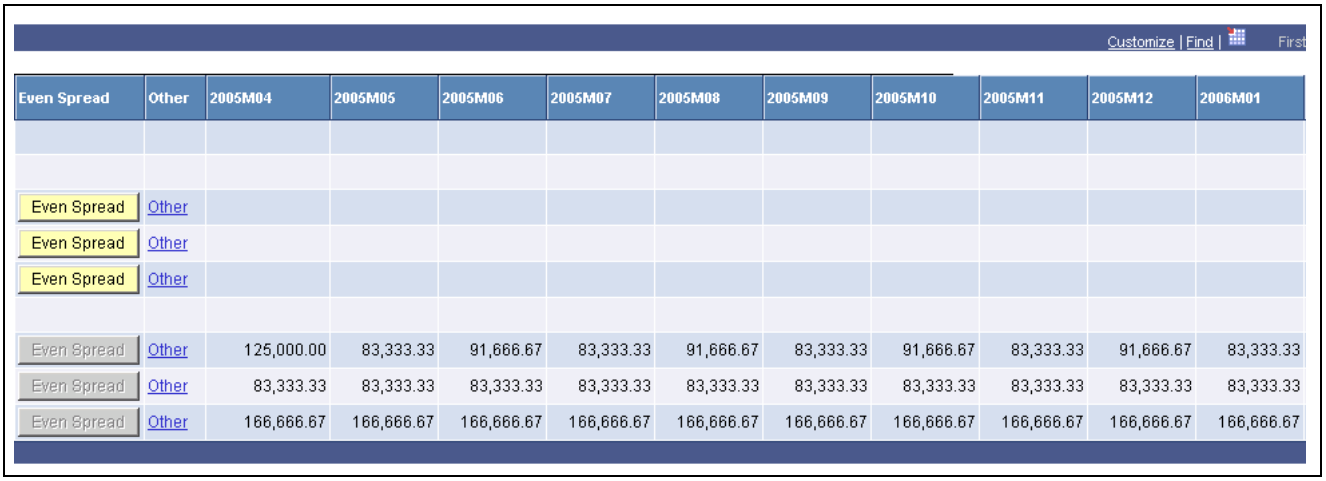
  You cannot modify finalized rows that have been sent to Commitment Control.

Distributing Project Estimates to Costing Activities

Access the Budget Detail page.



Budget Detail page (1 of 2)



Budget Detail page (2 of 2)

Distribute Budget

Click to perform the action in the Distributed Budget field *(Add To/Subtract From* or *Replace)* to calculate the Target Budget field.

Distributed Budget (drop-down list)

Add To/Subtract From: Select to add (if you enter a positive budget adjustment) or subtract (if you enter a negative budget adjustment) the budget adjustment amount to the distributed budget to calculate the target budget. This is the default value when you enter the page.

Add To/Subtract From is the only valid option if Commitment Control is enabled for the business unit and the selected budget plan is already finalized, because you cannot modify existing budget rows. With Commitment Control you can only add additional adjustment rows by using the Budget Items page.

Replace: Select for the budget adjustment amount to replace the entire target budget amount when you click the Distribute Budget button, and

the distributed budget amount, which is the amount that has already been distributed down to the period level, changes to zero for all impacted rows.

Expand Select a specific WBS level for activities in that level to appear in the Project Budget Details grid. When you first enter the page, the WBS is expanded to the activity costing level and all budget item rows that are associated with activities are collapsed.

Available options are:

All Subtasks: Select for all activities and budget items associated with those activities to appear in the grid.

Level 1 through *Level 9:* Select for costing activities in a specific WBS level to appear in the grid.

Click the Expand icon (plus symbol) or Collapse icon (minus symbol) to collapse or expand individual rows.

Filter Budget Item Select a budget item and click Search for only the selected budget item to appear in the grid. This field applies only when the WBS level is expanded to display budget items. The available budget items is based on the budget items that are associated with activities on the project.

Note. If you use this option, activity totals can appear out of balance if they include budget items that do not appear in the grid.

Copy From Another Plan Click to access the Copy From Another Plan page to copy budget items from a previous, saved version of a budget plan. You can copy from another plan only if this budget plan is not finalized.

Budget Plan Click to access the Budget Plan page.

Budget Items Click the Budget Items link at the bottom of the page to access the Budget Items component (PC_BUD_ITEMS) in a new browser window to create new budget items.

Budget vs. Actual Click to access the Budget vs. Actual page for the project.

Budget Periods

Select the Budget Periods tab.

Status Displays an icon on the project row and budget item rows that indicates if budget adjustments are fully distributed to the activity, budget item, and period level.

Appears in the Status column of a budget item row if the budget adjustment for this budget item is fully distributed down to the period level.

Appears in the Status column of a project row if all budget item amounts are distributed down to the period level and the budget plan is ready to be finalized. Budget items with a zero amount are not considered in the finalization process, but remain in the budget details.

Appears in the Status column of a budget item row if the budget adjustment for this budget item is not fully distributed down to the period level.

	Appears in the Status column of a project row if the budget plan amount is not greater than zero, or if all budget item amounts are not distributed down to the period level
Activity Name/Budget Item	The first row displays information about the total project, which represents WBS level 0. Summary activities (in a bold font) and detail activities (in a normal font) appear in subsequent rows based on the WBS.
Budget Items	Click the icon in the Budget Items column to access the Project Budget Items - Adjust Budget Items page to distribute an activity's budget adjustment amount to budget items and view additional attributes, such as ChartFields.
Spread Option	Select an option to spread the Budget Adjustment amount to activities. The appearance of the columns on this page is based on your selection. Available values are: *Adjust by Amount* *Adjust by Percentage* *Clear Values* *Even Spread* *Percentage Spread* These options are discussed in more detail later in this section. If the spread option at the child level is different than the spread option of the parent level, the parent level spread option takes precedence when you click the Distribute Budget option. For example, assume that you want to adjust a summary activity budget adjustment of 10,000 USD with a spread option of *Even Spread,* and a detail activity budget adjustment of 5,000 USD with a spread option of *Adjust by Amount.* When you click Distribute Budget, the system evenly spreads the summary activity amount of 10,000 USD across activities that belong to the summary activity, and ignores the detail activity spread option. When you choose a spread option at a WBS level that contains children, the system performs an *Even Spread* at the child level. For example, assume that you select an *Adjust by Amount* spread option at a summary activity level. When you click the Distribute Budget button to spread the amount, the system also evenly spreads the amount to the detail activities that belong to the summary activity.
Percent	Enter a percentage at the project or summary activity level for the system to use to distribute the budget adjustment amount. Alternatively, enter percentage adjustments to individual costing activities. This field is editable if you select the *Adjust by Percentage* spread option or percentage spread.
Budget Adjustment	Enter an amount or view the result of the budget adjustment distribution based on the spread option that you selected. This amount has not been distributed to periods.
Distributed Budget	Displays budget adjustments that have been distributed to periods. When a budget adjustment is distributed to periods, the Distributed Budget value is updated with that amount and the Budget Adjustment value changes to zero.
Target Budget	The sum of the budget adjustment and distributed budget.

Undistributed Adjustment	The amount of the budget that has not been distributed to periods.
Even Spread	Click to spread the amount in the Undistributed Adjustment column evenly across all budget periods and update the Undistributed Adjustment amount.
Other	Click to access the Project Budget Periods - Adjust Budget Periods page and distribute budget adjustments to the period level.
<Budget Period>	View the budget distribution amount for each budget period. The budget period columns are based on the calendar ID, start date, and number of periods specified for the budget plan. The maximum number of periods in a budget plan is 36.

General Ledger Detail

Select the General Ledger Detail tab to view the GL business unit and other GL-related ChartField values that you select on the Project Budget Items - Adjust Budget Items page.

Commitment Control Detail

Select the Commitment Control Detail tab to view the ledger group, ledger, budget entry type, parent budget entry type, entry event, and other Commitment Control-related options that you select on the Project Budget Items - Adjust Budget Items page.

Adjust by Amount Spread Option

Select the *Adjust by Amount* spread option on the Budget Detail page to enter adjustment amounts at the project or summary activity level and spread the adjustments to each child costing activity under that project or summary activity by amount. Alternatively you can directly adjust specific activities. Select the *Adjust by Amount* option on the parent row of the costing activities that you want to adjust, and the Budget Adjustment fields for the selected project or activity and its children become editable.

If you select the *Adjust by Amount* spread option at an activity level where budget items exist, and the amount entered at the activity level is different from the sum of the budget items, the sum of the budget items takes precedence. For example, assume that you enter an activity budget adjustment value of 30,000 USD, and the sum of the individual budget item budget adjustments for the activity is 50,000 USD. The amount of the budget items overrides the value of the parent when you click Distribute Budget.

A warning appears if the sum of the budget adjustments that you enter at the child level do not match the budget adjustment amount at the parent level. You can either override the value at the parent level or return to the Budget Detail page and change a budget adjustment amount.

Adjust by Percentage Spread Option

Select the *Adjust by Percentage* spread option on the Budget Detail page to enter percentage adjustments at the project or summary activity level and spread the adjustments to each child costing activity under that project or summary activity by percentage. Alternatively you can directly adjust specific activities. Select this option on the parent row of the costing activities that you want to adjust. The Percent fields for the selected project or activity and its children become editable. *Adjust by Percentage* is not a valid option on rows with a distributed budget amount of zero.

Clear Values Spread Option

To clear the amounts in the Budget Adjustment column and leave the existing amounts in the Distributed Budget column:

1. Select a distributed budget option of *Add To/Subtract From* on the Budget Detail page.

2. Select a spread option of *Clear Values* on the Budget Detail page.
3. Click the Distribute Budget button.

To clear the amounts in the Budget Adjustment column and the Distributed Budget column, and change the value in the Target Budget column to zero:

1. Select a distributed budget option of *Replace.*
2. Select a spread option of *Clear Values*.
3. Click the Distribute Budget button.

   The system clears the values for the row in which you selected the *Clear Values* option, and all rows below it. For example, if you select the *Clear Values* option for a summary activity, the system clears the values for the summary activity and all of its detail activities.

The *Clear Values* option is valid if either of these scenarios exist:

- Commitment Control is enabled and the budget plan is not finalized.
- Projects Budgeting is enabled without Commitment Control for finalized or nonfinalized budgets.

Even Spread Option

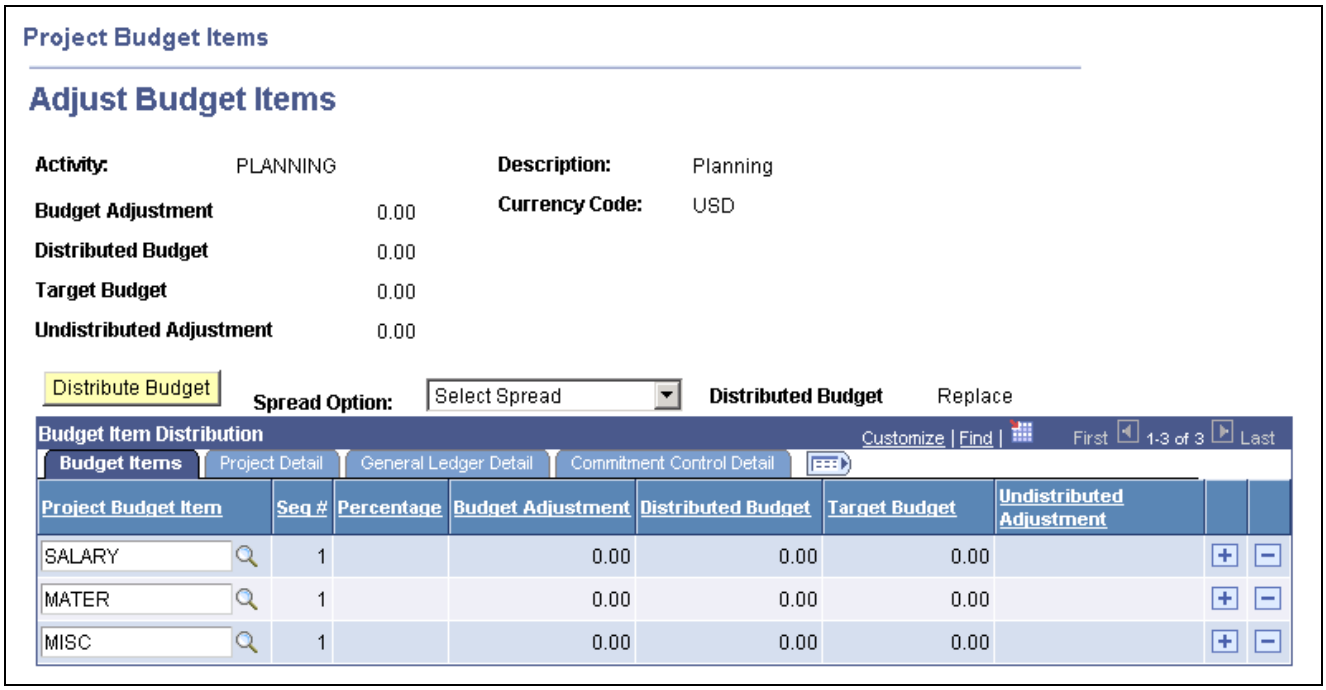
Select the *Even Spread* spread option on the Budget Detail page to enter adjustments at the project or summary activity level and spread the adjustments evenly to each child costing activity under that project or summary activity.

Percentage Spread Option

Select the *Percentage Spread* spread option on the Budget Detail page to enter adjustments at the project or summary activity level and spread the adjustments based on the percentages entered for each child costing activity under that project or summary activity.

Distributing Project Estimates Across Budget Items

Access the Project Budget Items - Adjust Budget Items page.



Project Budget Items - Adjust Budget Items page

If Commitment Control is enabled and the selected budget plan is already finalized, you can modify budget amounts only by inserting additional adjustment rows on this page.

The *Clear Values* spread option is the only method that you can use on this page to adjust budget amounts that have been distributed down to the period level.

Spread Option

Select an option to spread the budget adjustment amount to budget items. The appearance of the columns on this page is based on your selection. Available values are:

Adjust by Amount

Adjust by Percentage

Clear Values

Even Spread

Percentage Spread

These options are discussed in more detail later in this section.

Distribute Budget

Click the Distribute Budget button to apply the selected spread option to calculate the budget adjustments. The system adds the budget adjustment and the distributed budget to arrive at the target budget.

OK

Click to return to the Budget Detail page and distribute the budget adjustments to periods.

Important! When you return to the Budget Detail page, click Save to update the database with the changes that you made on the Budget Items page.

Cancel

Click to clear distributions from this page and return to the Budget Detail page.

Budget Items

Select the Budget Items tab to enter budget adjustments and view the distributed, total, and undistributed budgets for each budget item on the activity.

Project Budget Item Enter project budget items to which you want to distribute budget amounts for this activity.

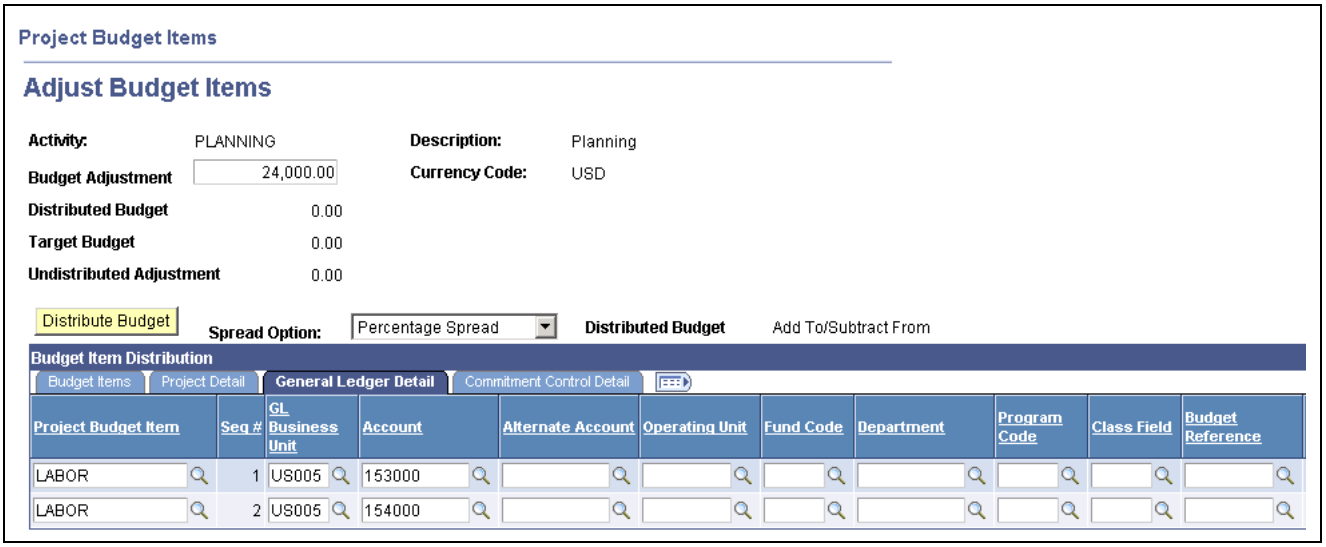
Seq # (sequence number) Displays the sequence number that increments by one each time that you enter a specific budget item for this activity.

Project Detail

Select the Project Detail tab to modify project-related ChartField values for source type, category, and subcategory.

General Ledger Detail

Select the General Ledger Detail tab to modify the GL business unit and other GL-related ChartField values. You can budget to a finer level of detail by entering ChartField values on the budget rows. This example shows the PLANNING activity with two labor budget item—one for department 153000 and one for department 154000:



Example of setting up specific ChartField values on the Project Budget Items - Adjust Budget Items page

To budget down to the ChartField level:

1. On the Project Budget Items - Adjust Budget Items page, create as many budget item rows as needed for the activity.
2. On the General Ledger tab of the Project Budget Items - Adjust Budget Items page, enter the specific ChartField combinations for each budget item.
3. Distribute each budget item separately.

Note. Multiple budget items do not roll up to a single budget item on the Budget Detail page.

Combination editing is not available through project budget creation in Project Costing.

Commitment Control Detail

Select the Commitment Control Detail tab to modify the Commitment Control-related information.

Ledger Group Select a ledger group that is based on the GL business unit of the integration template that is associated with the project. You can override the GL business unit at the budget item level on the Commitment Control Detail tab.

To select a ledger group for a budget item, the budget plan calendar ID must match the calendar ID of the Commitment Control budget definition that is associated with the specified ledger group. If no calendar is specified for the control budget definition, the system does not restrict you from specifying a ledger group based on the budget calendar.

Ledger Select a detail ledger that belongs to the specified ledger group. The default value is based on the first ledger that is listed in the specified ledger group definition.

Budget Entry Type Select the budget entry type of *Original* or *Adjustment.* The default value is *Original* if the plan has not been finalized. When the budget plan is successfully finalized, the system changes the budget entry type and parent budget entry type to *Adjustment,* but the value remains editable.

If you create a project from a template and the template has a budget plan, the default value is a budget entry type of *Original* and a parent budget entry type of *Original.*

Generate Parent Budgets Select for Commitment Control to automatically roll up budgets to create parent budgets. If the budget definition that is associated with the selected ledger group contains a value in the Parent Control Budget field, the Generate Parent Budgets field default value is enabled (checked), and is editable by the budget creator. If the budget definition that is associated with the selected ledger group does not contain a value in the Parent Control Budget field, the Generate Parent Budgets field is not available for selection on the Project Budget Items - Adjust Budget Items page because the system assumes that the budget definition that is associated with the ledger group is a parent budget.

Parent Budget Entry Type Select a parent budget entry type if you select Generate Parent Budgets. If the budget definition that is associated with the specified ledger group contains a value in the Parent Control Budget field, the Parent Budget Entry Type field is editable. If the budget definition that is associated with the specified ledger group does not contain a value in the Parent Control Budget field, the Parent Budget Entry Type field is not available because the system assumes that the budget definition that is associated with the ledger group is a parent budget.

The default value is *Original* if the budget plan has not been finalized. When the budget plan is successfully finalized, the system changes the Budget Entry Type and Parent Budget Entry Type to *Adjustment,* but the field remains editable.

The Parent Budget Entry field is not available for selection if the Generate Parent Budget option is not enabled.

If you create a project from a template and the template has a budget plan, the default value is a budget entry type of *Original* and a parent budget entry type of *Original.*

Use Default Event Entry During installation on the Installation Options - Entry Event page you specify whether the General Ledger entry event functionality is optional, required, or not used. If at the installation level the General Ledger entry event functionality is:

- *Optional:* The Use Default Event Entry option is available for selection and the Entry Event field is available to select the appropriate entry event.
- *Required:* The Use Default Event Entry check box is available for selection and the Entry Event field is available to select the appropriate entry event.

  If entry event functionality is required for General Ledger at the installation level, you must either select the Use Default Event Entry option or enter a value in the Entry Event field on this page.
- *No EE* (no entry event): The Use Default Event Entry check box is not available for selection and the Entry Event field does not appear on the page.

Entry Event If on the Installation Options - Entry Event page the General Ledger entry event functionality is:

- *Optional:* The Entry Event field is available to select the appropriate entry event.
- *Required:* The Entry Event field is available to select the appropriate entry event.

  If entry event functionality is required for General Ledger at the installation level, you must either enter a value in the Entry Event field or select the Use Default Event Entry option on this page.
- *No EE* (no entry event): The Event Entry field does not appear on the page.

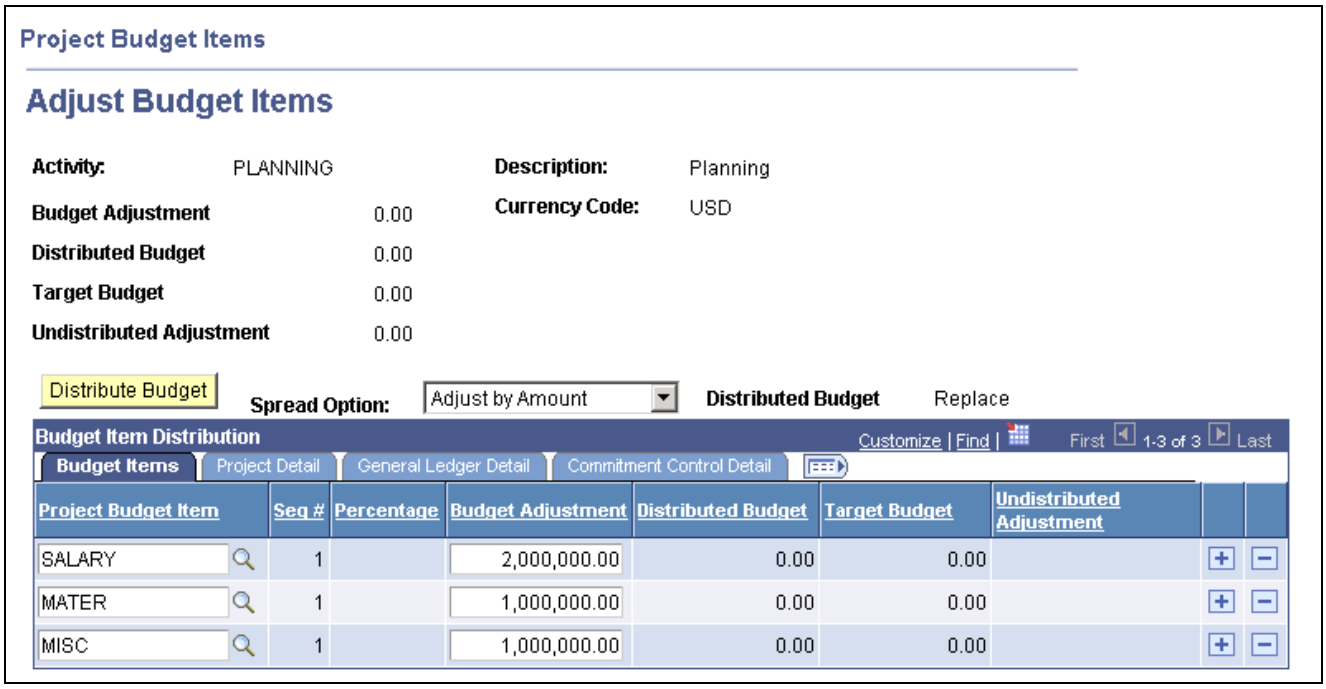
Set Options Click to access a page where you can view the business unit and ledger group for the budget, and modify budget status, and budget control options.

Adjust by Amount Spread Option

Select the *Adjust by Amount* spread option on the Project Budget Items - Adjust Budget Items page to spread the budget adjustment for a costing activity to budget items manually by entering the desired amounts. You can also adjust specific budget items directly. The fields in the Budget Adjustment column become editable.

A warning appears if the sum of the budget adjustments that you enter for the budget items do not match the budget adjustment amount for the costing activity. You can either override the value at the activity level or return to the Project Budget Items - Adjust Budget Items page and modify a budget adjustment amount.

In the following example, the budget adjustment of 4,000,000 USD for the PLANNING activity is spread by the amount of 2,000,000 USD to the SALARY budget item, 1,000,000 USD to the MATER budget item, and 1,000,000 USD to the MISC budget item.



Example of adjusting by amount on the Project Budget Items - Adjust Budget Items page

After you click the Distribute Budget button, the system:

- Replaces the previous value in the Budget Adjustment field with the new adjusted amount.
- Updates the Undistributed Adjustment field in the page header.
- Updates the Target Budget column in the Budget Item Distribution grid.
- Changes the Budget Adjustment column to read-only.
- Changes the Spread Option value to *Select Spread*.

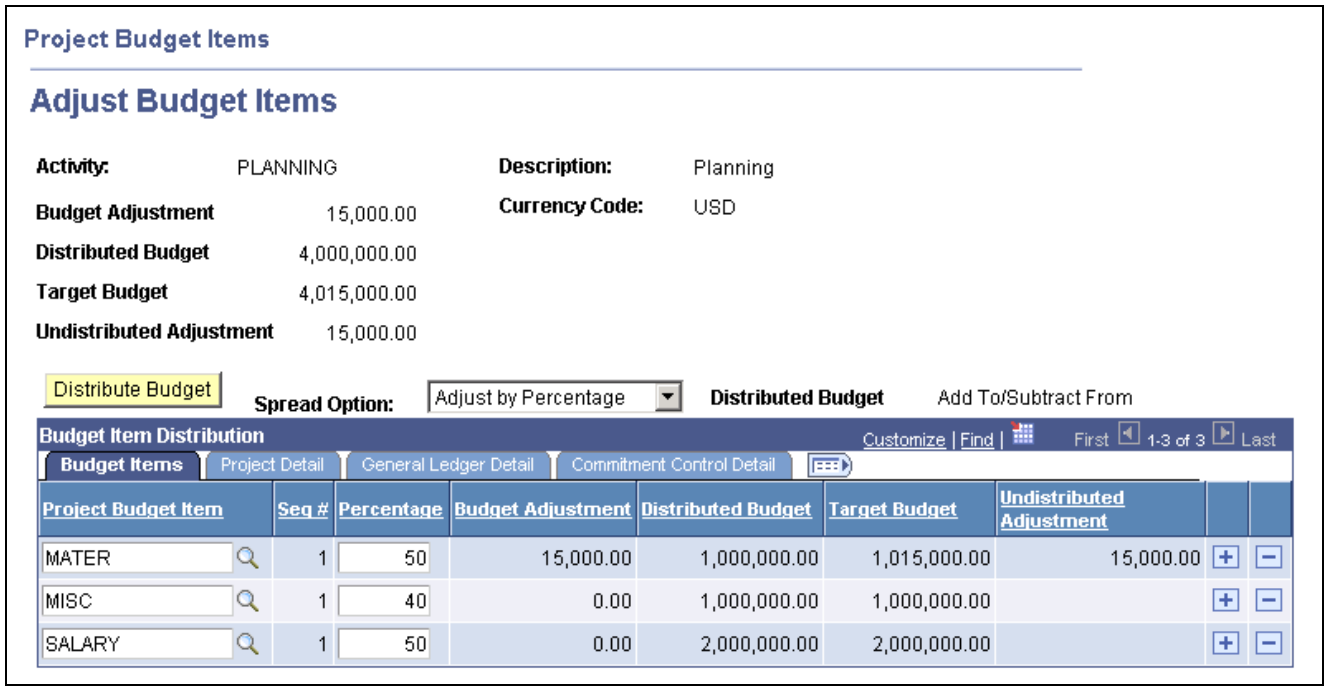
Adjust by Percentage Spread Option

Select the *Adjust by Percentage* spread option on the Project Budget Items - Adjust Budget Items page to adjust particular budget items by percentage. The fields in the Percentage column become editable.

The system calculates the budget adjustment for each budget item as the (distributed budget) × (percentage).

A value in the Distributed Budget column for a budget item indicates that the amount is distributed down to the period level. If an activity has budget items with both distributed budget amounts and budget adjustment amounts, the system ignores the budget adjustments.

In the following example, assume that the PLANNING activity has a 15,000 USD budget adjustment and a 4,000,000 USD distributed budget:



Example of adjusting by percentage on the Project Budget Items - Adjust Budget Items page

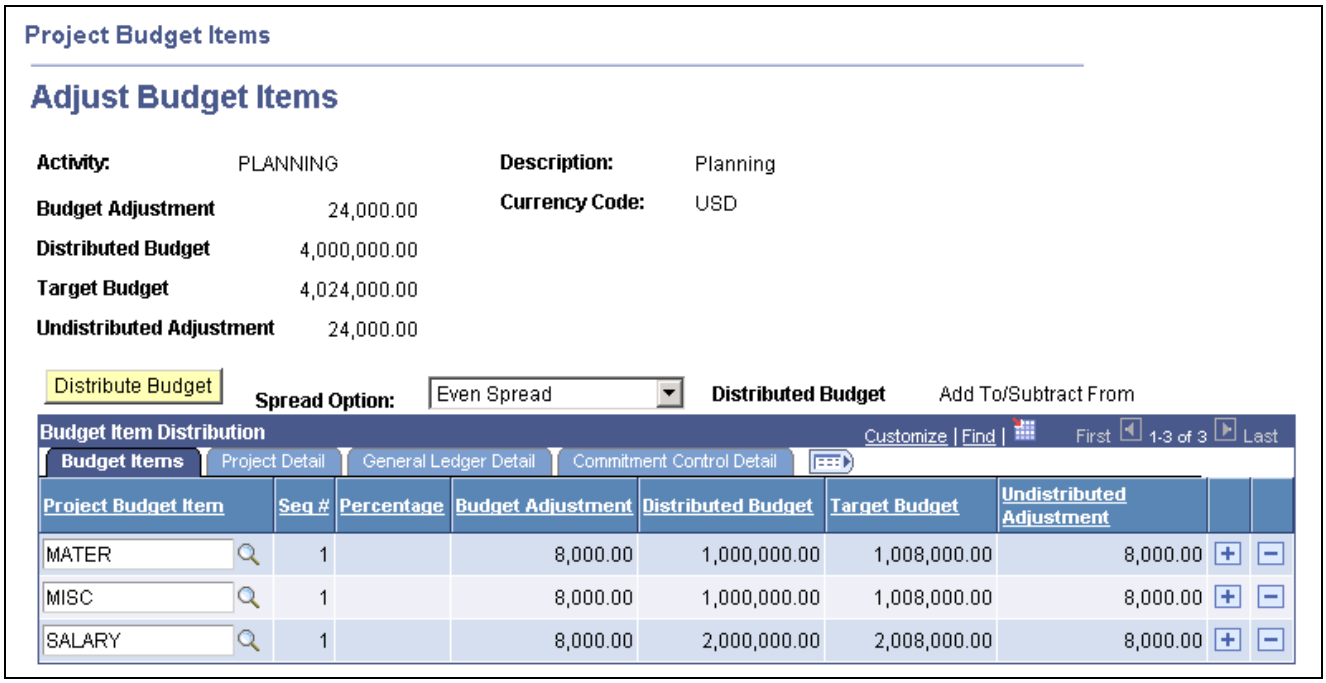
The system disregards the existing budget adjustment amount when performing an adjustment by percentage on this page. In this example, the system calculates a new budget adjustment amount for the MATER budget item of (50 percent) × (1,000,000 USD) = (500,000 USD), a new MISC budget adjustment of (40 percent) × (1,000,000 USD) = (400,000 USD), and a new SALARY budget adjustment of (50 percent) × (2,000,000 USD) = (1,000,000 USD).

Note. You cannot copy budget item distribution percentages from one activity to another, or from one budget item to another.

Even Spread Option

Select the *Even Spread* spread option on the Project Budget Items - Adjust Budget Items page to spread the budget adjustment evenly across the budget items for the selected costing activity.

The calculations that the system uses to determine the budget adjustment for each item are based on the budget adjustment amount on the Budget Detail page. For example, assume that three budget items exist for a costing activity with a total budget adjustment amount of 24,000 USD. At the budget item level, the adjustment amounts are 8,000 USD for one budget item, zero adjustment amount for the second budget item, and 16,000 USD for the third budget item. The system divides the 24,000 USD evenly between the three activities, for a result of 8,000 USD each, as shown in this example:



Example of an even spread adjustment on the Project Budget Items - Adjust Budget Items page

If you enter the Project Budget Items - Adjust Budget Items page with a zero value in the Budget Adjustment field for the activity, and select a spread option of *Even Spread,* the Budget Adjustment field in the page header becomes editable for you to enter a budget adjustment value at the activity level. The Budget Adjustment field changes to read-only when you click Distribute Budget.

Percentage Spread Option

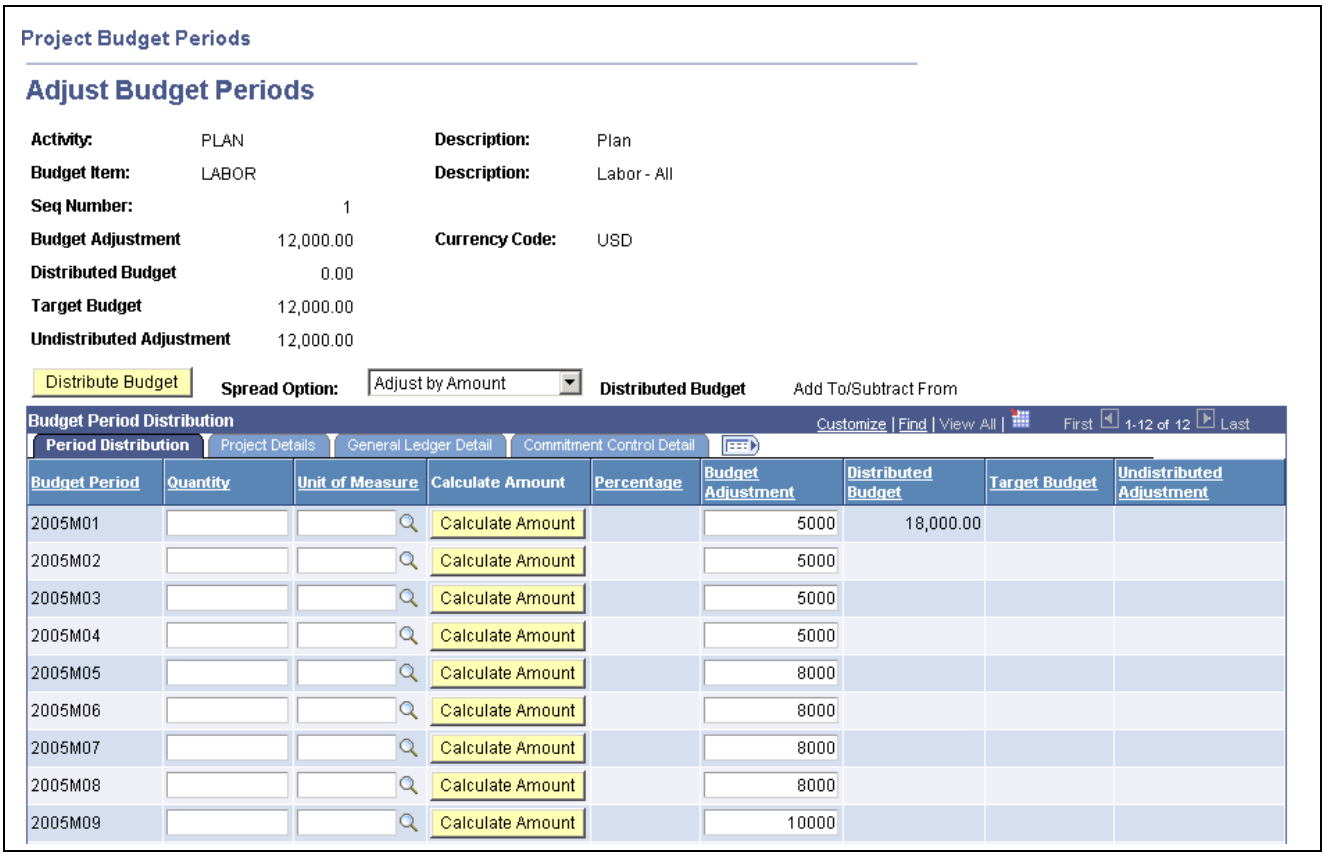
Select the *Percentage Spread* spread option on the Project Budget Items - Adjust Budget Items page to spread the budget adjustment amount for the activity to budget items based on the percentages that you enter. The sum of the percentages must equal 100 percent. When you select this option the fields in the Percentage column become editable.

Similar to the *Even Spread* option, the calculations that the system uses to determine the budget adjustment for each item are based on the budget adjustment amount on the Budget Detail page. For example, assume that two budget items exist for a costing activity with a total budget adjustment amount of 24,000 USD. At the budget item level, the adjustment percentages are 30 percent for one budget item and 70 percent for the second budget item. The system multiplies the 24,000 USD by 30 percent and 70 percent to arrive at the budget distribution amount.

If you enter the Project Budget Items - Adjust Budget Items page with a zero value in the Budget Adjustment field for the activity, and select a spread option of *Percentage Spread,* the Budget Adjustment field becomes editable for you to enter a budget adjustment value at the activity level. The field changes to read-only when you click Distribute Budget.

Distributing Project Estimates Across Periods

Access the Project Budget Periods - Adjust Budget Periods page.



Project Budget Periods - Adjust Budget Periods page

This page contains additional spread methods that you can use to adjust budgets to the period level. Budget amounts that you distribute on this page roll up to the budget item, activity, and project level.

Spread Option Select an option to spread the Budget Adjustment amount to periods. You must select a spread option before you can take action on this page. If you change the spread option, the system clears any existing amounts in the Budget Adjustment field.

Budget Period Lists the budget periods in the budget plan.

Quantity Enter a Quantity that the system uses to calculate budget adjustments by period for labor resources based on a quantity x rate calculation.

Unit of Measure Enter the unit of measure that the system uses with the quantity to calculate budget adjustments by period for labor.

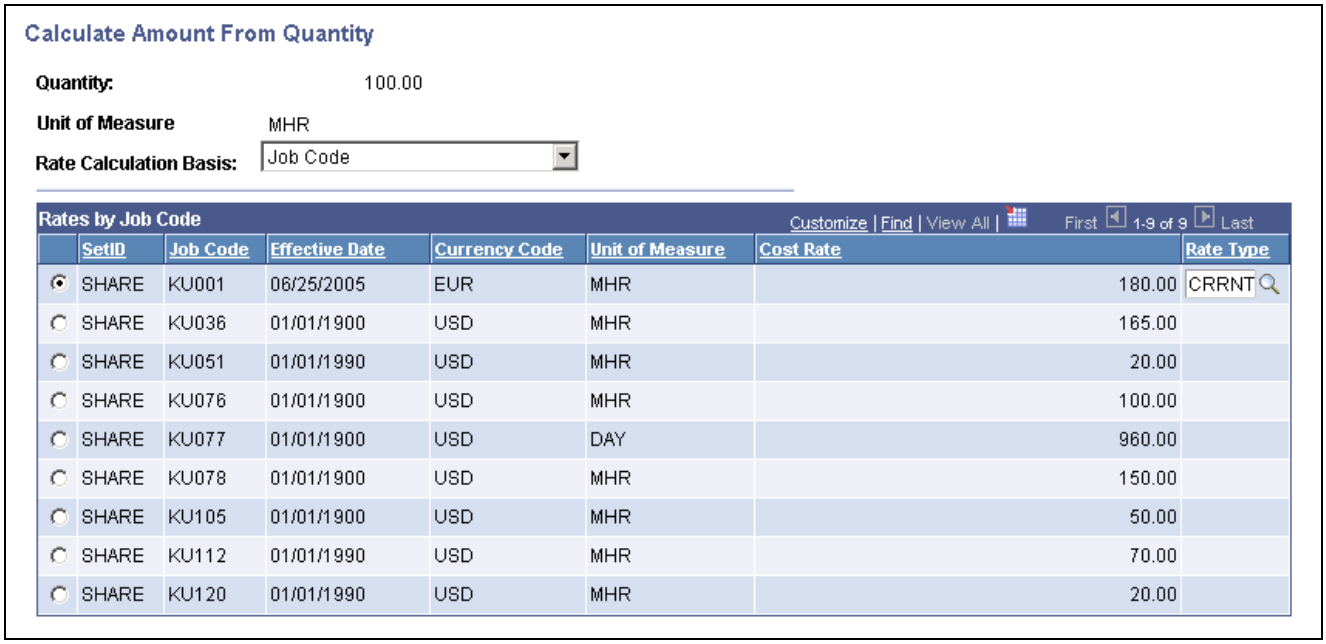
The unit of measure must have conversion data defined from the unit of measure on the Budget Periods page to the unit of measure that appears on the Calculate Amount From Quantity page.

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Defining Financials and Supply Chain Management Common Definitions," Entering Units of Measure.

Calculate Amount Click to access the Calculate Amount From Quantity page to select a rate calculation basis of *Employee ID, Job Code,* or *Project Role.* This button appears only if the budget item resource class is *Labor* or blank.

Calculate Amount From Quantity

The Calculate Amount From Quantity page appears when you select the Adjust by Amount spread option on the Project Budget Periods - Adjust Budget Periods page, enter the quantity and unit of measure, and click the Calculate Amount button.



Calculate Amount From Quantity page

Rate Calculation Basis Select one of these options:

Employee ID: Select for a list of employee cost data to appear in the Rates by Employee ID grid.

Job Code: Select for a list of job code cost data to appear in the Rates by Job Code grid.

Project Role: Select for a list of project role cost data to appear in the Rates by Project Role grid.

After you select the rate calculation basis, the list of detailed rate rows appears in the grid. Select the row that contains the desired rate for the system to use to calculate budget adjustments by period for labor.

Rate Type This field appears only for rates that require multi-currency conversion. If the rate that you select on the Calculate Amount From Quantity page uses a different currency code than the budget plan currency code, enter the rate type that the system uses to convert the rate to the budget plan currency code.

OK Click to return to the Project Budget Periods - Adjust Budget Periods page. Any amount that exists in the Distributed Budget field for the period will be overridden with the new calculated amount.

Adjust by Amount Spread Option

Select *Adjust by Amount* in the Spread Option field on the Project Budget Periods - Adjust Budget Periods page to spread the budget adjustment for the budget item to periods manually by entering the desired amounts, or adjust a particular periods directly. Fields in the Budget Adjustment column become editable.

To use the *Adjust by Amount* option, the undistributed adjustment amount that appears in the Budget Periods grid on the Budget Detail page must equal zero. You can change the undistributed adjustment amount in the Budget Periods grid to zero and only distribute the budget adjustments by the amount that appears in the Period Distribution grid on the Project Budget Periods - Adjust Budget Periods page. Alternatively, you can evenly spread the undistributed adjustment amount across budget periods and also distribute the budget adjustments by the amount that appears in the Period Distribution grid.

The budget amount calculation is based on the selected distributed budget option:

- *Add To/Subtract From:* Direct entry of budget adjustment amounts against a specific budget period. Upon distributing these budget adjustments, this amount is added to or subtracted from any existing distributed budget adjustment for that specific period.
- *Replace:* Direct entry of budget adjustment amounts against a specific budget period. Upon distributing these budget adjustments, this amount replaces any existing distributed budget adjustment for that specific period.

Adjust by Percentage Spread Option

Select the *Adjust by Percentage* option on the Project Budget Periods - Adjust Budget Periods page to adjust particular budget periods by percentage directly. The fields in the Percentage column become editable.

The budget amount calculation is based on the selected distributed budget option:

- *Add To/Subtract From:* (Budget adjustment of period) x (Percentage entered for budget period) = (Distributed budget at period level).

  Note. Any existing distributed budget amounts are added to this calculation.

- *Replace:* (Budget adjustment of period) x (Percentage entered for budget period) = (Distributed budget at period level).

  Note. Any existing distributed budget amounts are overridden with this calculation.

Even Spread Option

Select the *Even Spread* option on the Project Budget Periods - Adjust Budget Periods page to spread the budget adjustment evenly across the budget periods for the selected costing activity and budget item.

The budget amount calculation is based on the selected distributed budget option:

- *Add To/Subtract From:* (Budget adjustment at item level) ÷ (Number of periods) = (Distributed budget at period level).

  Note. Any existing distributed budget amounts are added to this calculation.

- *Replace:* (Budget adjustment at item level) ÷ (Number of periods) = (Distributed budget at period level).

  Note. Any existing distributed budget amounts are overridden with this calculation.

Percentage Spread Option

Select the *Percentage Spread* option on the Project Budget Periods - Adjust Budget Periods page to spread the budget adjustment amount for the activity to budget items based on the percentages that you enter. When you select this option the fields in the Percentage column become editable.

The budget amount calculation is based on the selected distributed budget option:

- *Add To/Subtract From:* (Budget adjustment at item level) x (Percentage entered for each budget period) = (Distributed budget at period level).

  Note. Any existing distributed budget amounts are added to this calculation.

- *Replace:* (Budget adjustment at item level) x (Percentage entered for each budget period) = (Distributed budget at period level).

  Note. Any existing distributed budget amounts are overridden with this calculation.

Copying Budget Items from Another Plan

Access the Copy From Another Plan page.

To copy budget items from another plan:

1. Save the existing plan before you copy budget rows from another plan.
2. Select a budget plan to copy other than the current plan.

   The currency and the number of budget periods of the plan that you are copying must be the same as the current plan if you want to copy budget amounts. If you copy budget amounts from a plan with a different calendar and number of period, or a different currency code, you must manually change those values to match current plan.
3. (Optional) Select an activity to copy budget item amounts by period from a specific activity on the selected plan to the current plan.

   Leave the Activity field blank to copy all activity budget item amounts by period from the selected plan to the current plan.
4. Select Overwrite existing values to delete existing budget rows in the current plan before copying new budget amounts into the plan.

   Clear this option to append existing budget rows with new budget amounts.

   For example, if you copy plan ID 1 and activity row 1 to plan ID 2, and you select the Overwrite existing values option, the system replaces activity row 1 in plan ID 2 with row 1 in plan ID 1.

When you copy budget rows from another plan, the system populates the existing plan with the accounting date of the copied plan, and the transaction date of the current date.

Finalizing Budgets

Access the Budget Plan page.

Click the Finalize button on the Finalize tab of the Budget Plan page to finalize a project budget plan. Only active budget plans can be finalized. All other plans of the same type (cost or revenue) for the same project must be inactive. Only one budget plan of each type can be finalized per project. You can adjust budget plans and refinalize the budget.

See Also

Chapter 13, “Integrating with Commitment Control,” page 271

Appendix C, “Project Costing Reports,” page 655

Maintaining Budget Plan Versions

This section discusses how to create budget plan versions.

Pages Used to Maintain Budget Plan Versions

Page Name	Object Name	Navigation	Usage
Budget Plan	PC_BUD_GENERAL	Project Costing, Budgeting, Budget Plan, Budget Plan	Create new budget plan versions by finalizing a cost or revenue budget plan.
Transaction List	PROJECT_EXPRESSG	Project Costing, Transaction Definitions, Transaction List, Transaction List	View historical budget detail rows that are associated with budget version analysis groups.

Creating Budget Plan Versions

Access the Budget Plan page.

Note. Before you can create budget plan versions, you must enable budget row versioning for the business unit, and define the sequence of analysis types that the system uses to distinguish historical cost and revenue budget versions.

Click the Finalize button on the Finalize tab for an active cost budget or revenue budget. The system:

- Verifies that there is a remaining analysis type in the budget analysis type sequence on the Budget Row Versioning page that has not been previously assigned to a version.

  When budget row versioning is enabled, the first time that you finalize a project budget for the business unit, the system assigns the first analysis type from the cost or revenue budget analysis type sequence on the Budget Row Versioning page to a copy of the budget plan rows. Each subsequent time that you finalize a project budget, the system updates a copy of the new finalized budget rows with the next available analysis type from the sequence.

- Makes a copy of the current, finalized budget detail rows and updates the analysis type with the next available value in the budget analysis type sequence.

- Assigns new, unique values to the Transaction ID field (RESOURCE_ID) of the copied rows, and stores the resource ID from the original rows in the Original Transaction ID field (RESOURCE_ID_FROM) of the copied rows.

- Stores the copy of the budget detail rows, with the new analysis type, in the Project Transaction table.

- Saves the current, finalized budget, with the original analysis type, in the Project Transaction table.

  The current, finalized budget rows are identical to the latest historical budget version in the Project Transaction table, except for the analysis type. The analysis type on the historical rows is based on the latest available analysis type from the Budget Row Versioning page.

If budget row versioning is enabled but all of the analysis types in the budget analysis type sequence have been assigned, a warning message appears when you click Finalize that prompts you to either abort the finalization process or proceed. If you abort the process, you can return to the Budget Row Versioning page and append the analysis type sequence. If you proceed with the finalization process without appending the analysis type sequence, the system does not retain a historical copy of the finalized budget rows in the Project Transaction table. However, all previously-created historical rows remain the Project Transaction table.

See Also

Chapter 3, "Setting Up Project Business Units," Defining Budget Plan Version Analysis Types, page 24

Processing Budget Rows From Microsoft Project

This section discusses how to create budget rows by using data created in Microsoft Project 2002.

Page Used to Process Budget Rows From Microsoft Project

Page Name	Object Name	Navigation	Usage
Budget Plan	PC_BUD_GENERAL	Project Costing, Budgeting, Budget Plan, Finalize	Click the Finalize button to send a Project Costing budget to the Project Transaction table or to Commitment Control if the appropriate options are selected.

See Also

Chapter 31, "Integrating with Third-Party Applications," Pages Used to Review and Modify Interface Data, page 601

Chapter 31, "Integrating with Third-Party Applications," Loading Transaction Data, page 608

PeopleSoft Enterprise Commitment Control 8.9 PeopleBook, "Managing Budget Exceptions"

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

Creating Budget Rows by Using Data Created in Microsoft Project 2002

Use this method for budget rows created in Microsoft Project 2002.

To create a budget using Microsoft Project 2002:

1. Stage Microsoft budget data in the Project Transaction Interface table by using the appropriate integration process.
2. Run the Load Third-Party Transactions process from the Load Transactions page to load data from the Project Transaction Interface table to the Project Transaction table.

See Also

PeopleSoft Enterprise Commitment Control 8.9 PeopleBook, “Managing Budget Exceptions”

Chapter 32, “Integrating with Microsoft Project 2002,” page 611

Integrating Budget Data with Planning and Budgeting

Project Costing integrates with Planning and Budgeting, which is an application specifically designed for preparing budgets and providing the sophisticated processing necessary to perform the budgeting calculations and forecasting required to produce a truly viable budget.

This section discusses how to:

- Send Project Costing transactions to Planning and Budgeting.
- Import budget data from Planning and Budgeting into Project Costing.
- View budget transactions.

See Also

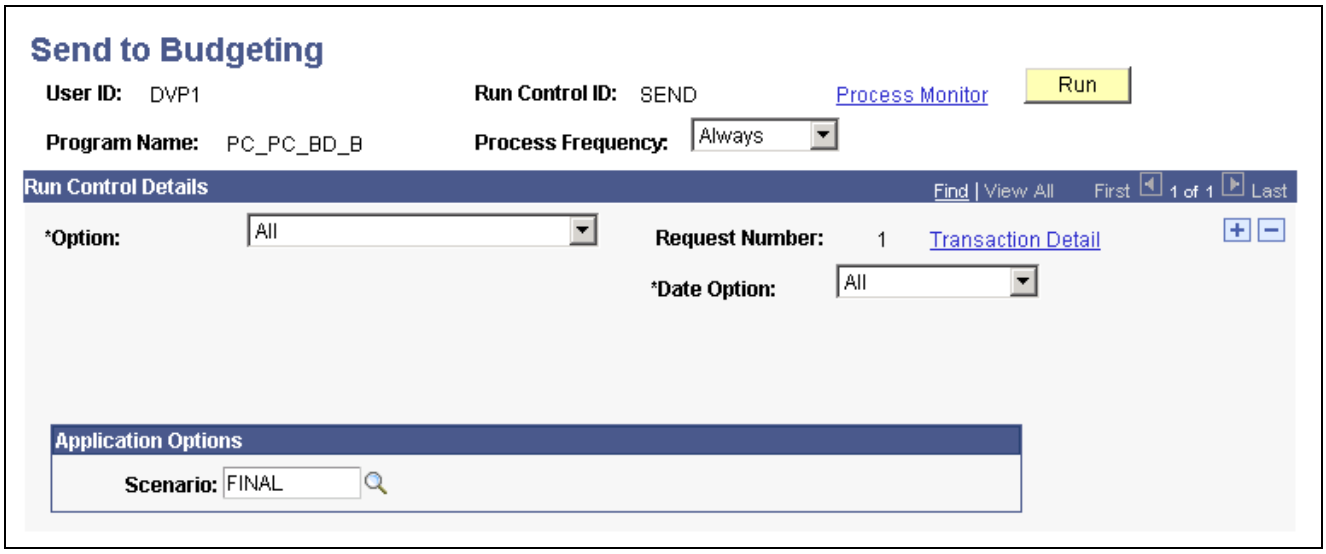
PeopleSoft Enterprise Planning and Budgeting 8.9 PeopleBook, "Integrating With Other Applications," Using Data from PeopleSoft Projects

Pages Used to Integrate Budget Data with Planning and Budgeting

Page Name	Object Name	Navigation	Usage
Send to Budgeting	PC_TO_BD	Project Costing, Budgeting, Send to Budgeting, Send to Budgeting	Send project information to Planning and Budgeting to update budgeting data and to aid in forecasting future budgets by using the Project Costing to Budgeting Application Engine process (PC_PC_BD_B).
Retrieve from Budgeting	PC_BD_TO_PC	Project Costing, Budgeting, Retrieve From Budgeting, Retrieve From Budgeting	Import budgets prepared in Planning and Budgeting into Project Costing using the Budgeting to Project Costing Application Engine process (PC_BD_TO_PC).
Transaction List	PROJECT_EXPRESSG	Project Costing, Transaction Definitions, Transaction List, Transaction List	View budget transactions in Project Costing.

Sending Project Costing Transactions to Planning and Budgeting

Access the Send to Budgeting page.



Send to Budgeting page

Option Select an option to send all or specific transactions to Planning and Budgeting.

Scenario Select a scenario, which is a PeopleSoft ChartField used to identify different assumptions or types of budget information.

After the historical data is in the Project Based Ledger table (LEDGER_PROJ) and is copied to the PeopleSoft Enterprise Warehouse, Planning and Budgeting users can use it to build a budgeting model and prepare budget data. When the budget is complete, a Planning and Budgeting user moves the data back into the Project Based Ledger table by using the Import Budgeting Data page.

After a budget is sent back to the Project Based Ledger table, it is ready for transfer to Project Costing.

See Also

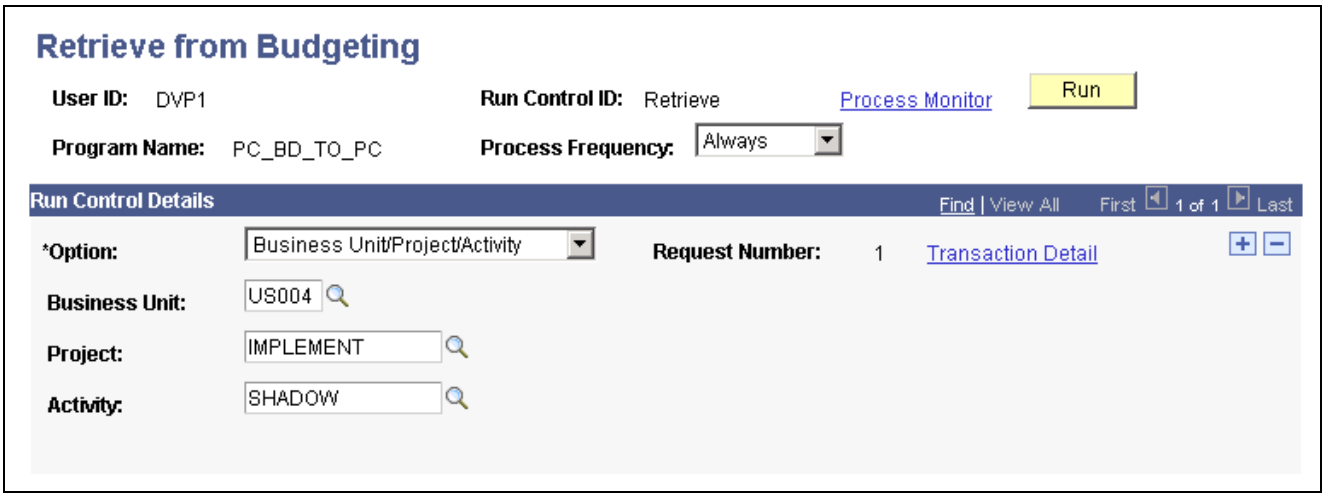
PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Defining and Using ChartFields,” Entering and Maintaining ChartField Values

PeopleSoft Enterprise General Ledger 8.9 PeopleBook, “Integrating and Transferring Information Among Applications,” Importing Data from Enterprise Performance Management Budgeting

PeopleSoft Enterprise Planning and Budgeting 8.9 PeopleBook, "Integrating With Other Applications," Exporting Financial Data From PeopleSoft Budgeting

Importing Budget Data from Planning and Budgeting into Project Costing

Access the Retrieve from Budgeting page.



Retrieve from Budgeting page

After a budget is generated in Planning and Budgeting, and the budget information is placed in the Project Based Ledger table, you can import it into the Project Transaction table using the Retrieve from Budgeting Application Engine process (PC_BD_TO_PC). The Retrieve from Budgeting process copies the information from the Project Based Ledger table to the Project Transaction table.

If you plan on creating multiple budget scenarios for your projects in Planning and Budgeting, it is important that you create multiple budget analysis types in Project Costing, and adjust the Retrieve from Budgeting process so that individual scenarios are mapped to different analysis types. This is necessary if you want to track multiple scenarios in Project Costing. If your Application Engine process maps all scenarios to the same analysis type, each subsequent scenario will add additional resource transactions of the same analysis type.

If a budget row does not contain an analysis type from the Project Based Ledger table, the integration process assigns the first analysis type from the analysis group that is specified on the Project Costing Definition page for the project.

Note. PeopleSoft delivers sample data that contains analysis types *BD1* (Total Cost Budget - Scenario 1) through *BD9* (Total Cost Budget - Scenario 1) to facilitate multiple budget scenarios.

See Also

PeopleSoft Enterprise Planning and Budgeting 8.9 PeopleBook

Viewing Budget Transactions

Access the Transaction List page.

You can create a special analysis group that retrieves only transactions with budget-related analysis types.

See Also

Chapter 11, “Working with Transactions,” Viewing Project Transactions, page 222

Chapter 4, “Setting Up Project Costing Control Data,” Defining Analysis Groups, page 76

Analyzing Budgets

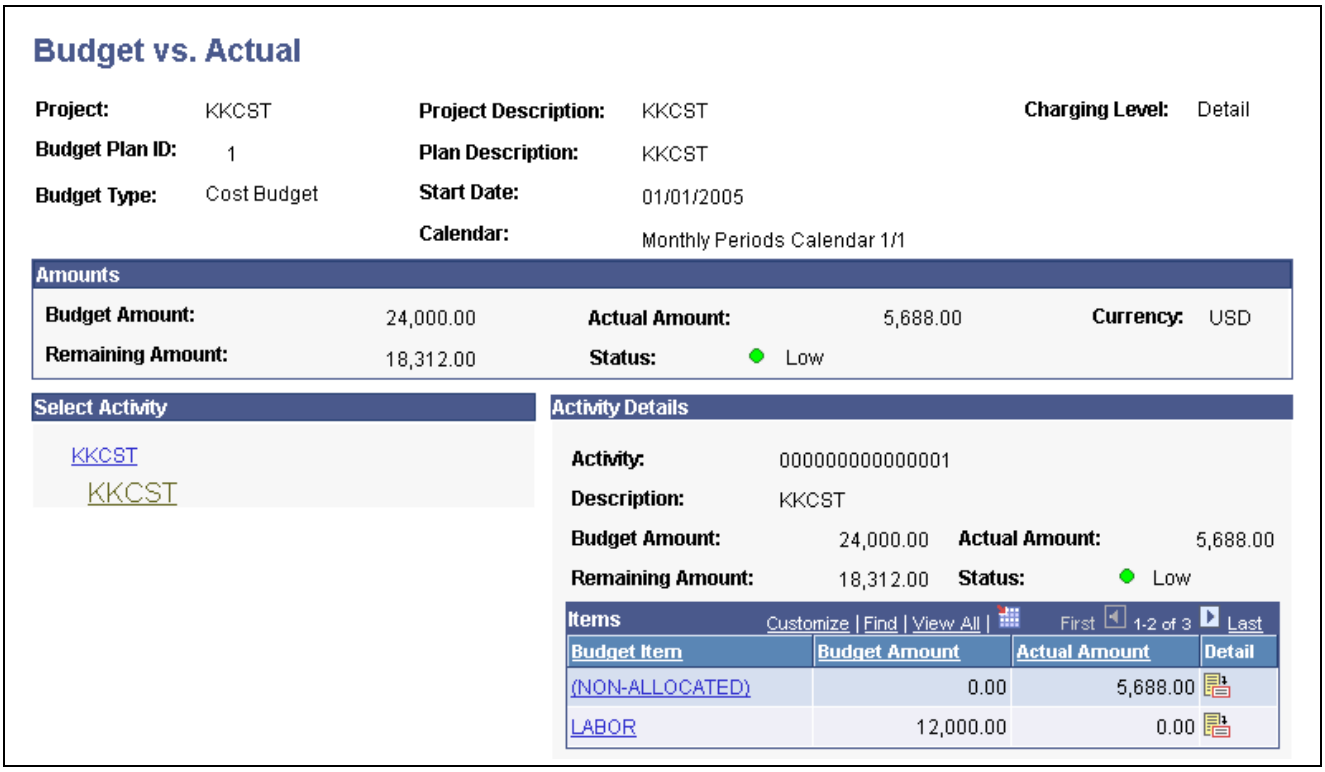
This section discusses how to compare budget amounts to actual costs and revenues.

Pages Used to Analyze Budgets

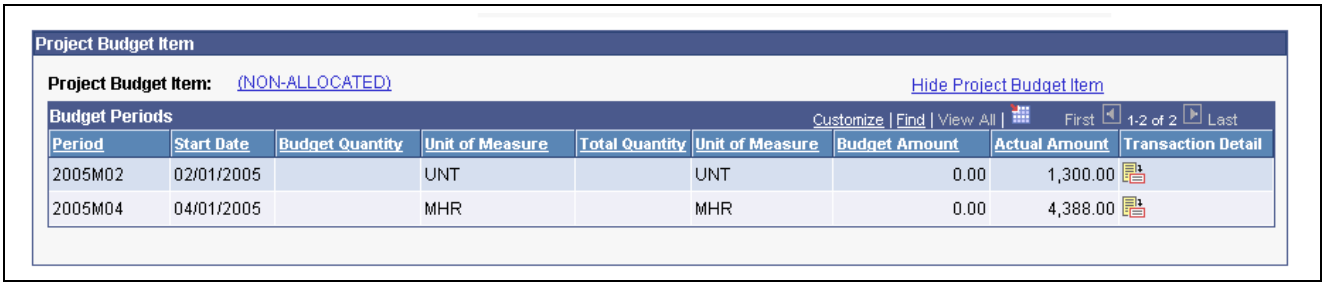
Page Name	Object Name	Navigation	Usage
Budget vs. Actual	PC_BUD_SUM	• Project Costing, Budgeting, Budget Plan, Budget Plan Click the Budget vs Actual icon on the Budget Plan page. • Project Costing, Budgeting, Budget Detail, Budget Detail Click the Budget vs. Actual link on the Budget Detail page.	Compare costs to budgeted amounts for cost budgets. Compare actual revenue to projected revenue for revenue budgets.
Refresh Budget Summary Tables	PC_BUD_SUM_RFSH	Project Costing, Utilities, Refresh Budget Summary Tables, Refresh Budget Summary Tables	Run the Refresh Budget Summary Application Engine process (PC_BUD_SUM) to refresh the Budget Summary tables that are used for reporting purposes. You can schedule this process to run periodically, or run it as needed prior to creating reports such as Budgets vs. Actual.
Budget Item	PC_BUD_ITM_SUM	Project Costing, Interactive Reports, Budget Item, Budget Item	View budget amount versus actual cost by budget item. Click the Detail icon to view information at the summary activity level.

Comparing Budget Amounts to Actual Costs and Revenues

Access the Budget vs. Actual page.



Budget vs. Actual page (1 of 2)



Budget vs. Actual page (2 of 2)

The currency code for the Budget vs. Actual report is based on the project business unit's currency code.

Select Activity Displays the project's WBS. Select an activity node for the activity's details to appear in the Activity Details group box.

Budget Item Click to access the Budget Items component in a new browser window to view or create new budget items.

Actual costs or revenue that are posted to Project Costing against an unbudgeted ChartField combination appear with a *(NON-ALLOCATED)* budget item. Click the *(NON-ALLOCATED)* link to access the Transaction List for the specific project and activity.

Note. To determine the ChartField information for a specific budget item, the Budget vs. Actual report uses the budget item setup information in the Budget Items component. The Budget vs. Actual report does not reflect changes that occur to ChartField information on the Project Budget Items - Adjust Budget Items page.

See Chapter 4, “Setting Up Project Costing Control Data,” Defining Budget Items, page 61.

Click the Detail icon for the Project Budget Item grid to appear at the bottom of the page for the specific budget item

Project Budget Item

Use the Project Budget Item grid to view budgeted amounts for the selected activity node by budget item and budget period. Every budget period has a budget row even if a budget amount does not exist for the period. The number of rows that the system inserts is based on the start and end dates of the project.

Click the Transaction Detail icon to access the Transaction List for the specific project and activity.

CHAPTER 13

Integrating with Commitment Control

Commitment Control is an optional feature of the PeopleSoft Financials, Enterprise Service Automation, and Supply Chain Management product lines that enables you to control expenditures against predefined, authorized cost, or revenue budgets.

This chapter provides an overview of integrating Project Costing with Commitment Control and discusses how to:

- Set up Project Costing for Commitment Control.
- Budget check transactions in Commitment Control.
- Send Commitment Control transactions to Project Costing.

Note. This chapter is supplemental to the *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook* and provides information about the integration between Project Costing and Commitment Control. Refer to the *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook* for complete information about the Commitment Control functionality.

See Also

PeopleSoft Enterprise Commitment Control 8.9 PeopleBook, "Getting Started With PeopleSoft Enterprise Commitment Control"

Understanding Integration Between Project Costing and Commitment Control

This section discusses:

- Setup requirements.
- Integration process flow.
- Project Costing to Commitment Control process.
- Commitment Control to Project Costing process.
- Budget checking errors and exceptions.
- Security.

Setup Requirements

After you enable Project Costing and General Ledger for Commitment Control on the Installation Options - Installed Products page, complete the steps to configure Commitment Control for integration with Project Costing.

The *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook* and *PeopleSoft Enterprise General Ledger 8.9 PeopleBook* discuss the steps required to configure those systems to integrate with Project Costing, such as setting up basic Commitment Control options, source transaction types, and security.

See *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook*, "Setting Up Basic Commitment Control Options".

See *PeopleSoft Enterprise General Ledger 8.9 PeopleBook*, "PeopleSoft Enterprise General Ledger Preface".

Complete these steps to configure Project Costing to integrate with Commitment Control:

1. Set up integration templates to integrate with the appropriate general ledger (GL) business unit.

   Select the Primary Ledger Business Unit check box on the Integration Templates - General Ledger Integration page to designate the primary GL business unit to use for budget creation and budget checking when this integration template is specified on the project.

2. Designate at the installation level the analysis groups that contain the analysis types to use to create revenue and expense budgets in Project Costing.

   You can override the budget analysis group at the project level.

   See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options.

3. At the set ID level, designate the analysis types that identify the transactions that must be budget checked before they are sent to the Project Transaction table (PROJ_RESOURCE).

   Map the relationship between the source transaction definition and transactions in Project Costing by using the Commitment Control Amount Type field on the Analysis Type page. General Ledger delivers two source transaction definitions for Project Costing—PC_JOURNAL (used for both cost and revenue transaction rows) and PC_BUDGET (used to create budgets).

   See Chapter 4, "Setting Up Project Costing Control Data," Analysis Types, page 46.

   See *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook*, "Setting Up Commitment Control Source Transaction Types".

Note. There is no option to disable Commitment Control for specific projects or processes.

Integration Process Flow

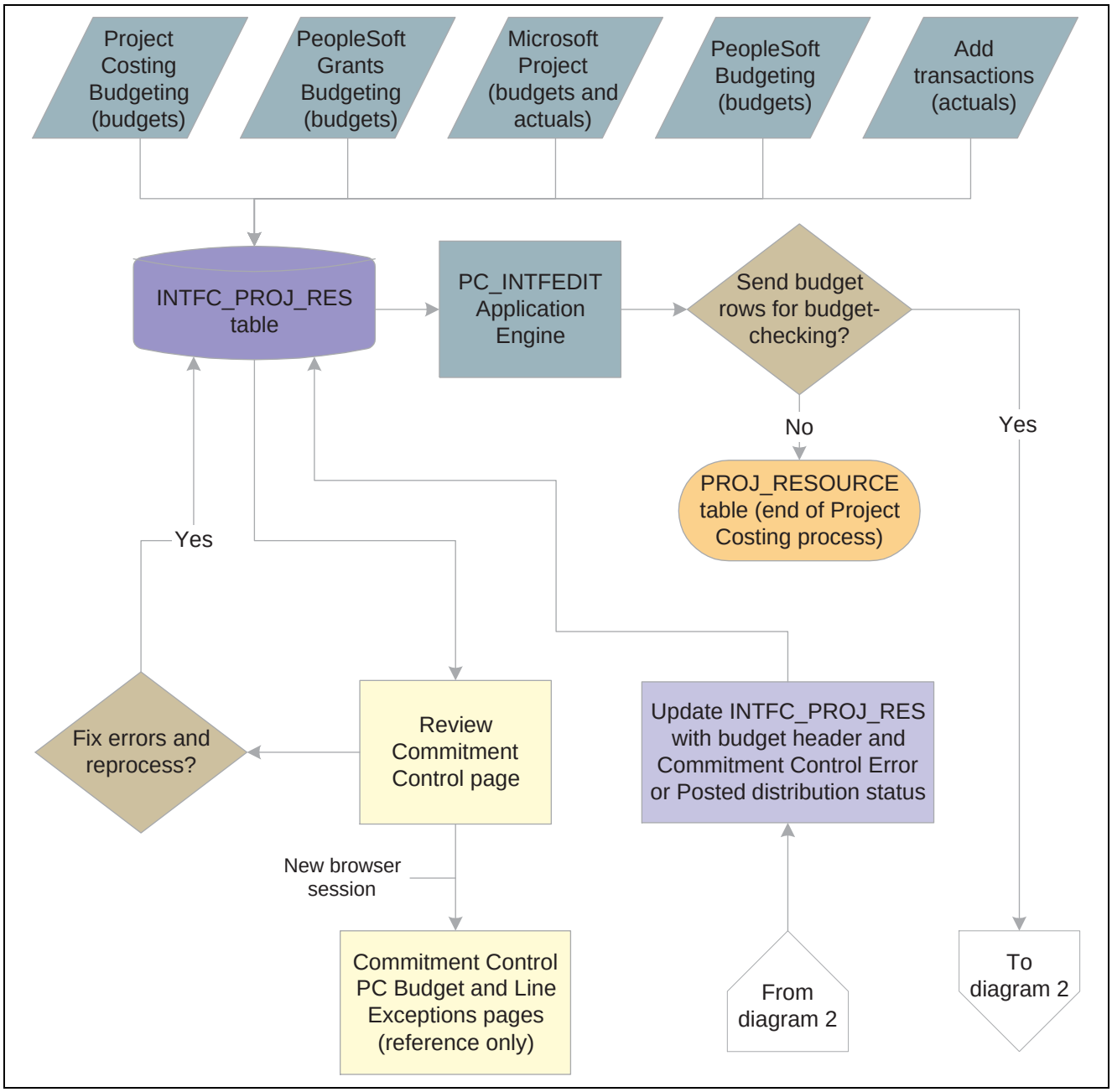
The integration process flow begins with the creation of a budget in Project Costing. Project budget rows and actual cost transactions can originate from several sources, such as:

- Creating a budget plan and details in Project Costing.
- Adding budget rows and actual cost transactions on the Add Transactions page in Project Costing.
- Importing budget rows from Grants.
- Importing budget rows and actual cost transactions from Microsoft Project.
- Importing budget rows from Planning and Budgeting.

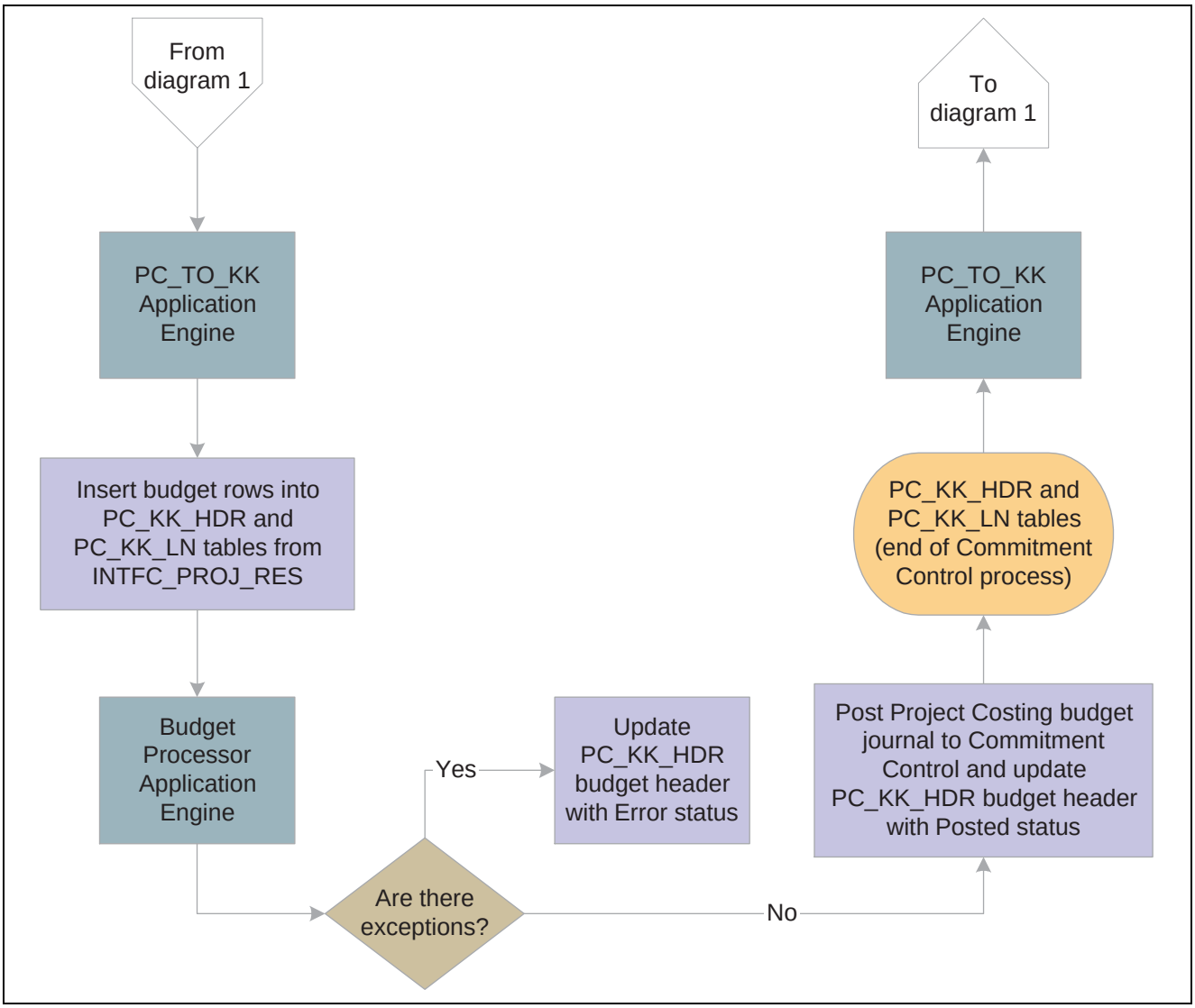
See Chapter 12, "Budgeting Project Costs and Revenue," page 231.

Several different Application Engine processes play a key role in integrating Project Costing and Commitment Control. The budget rows in Project Costing are staged in the Project Transaction Interface table (INTFC_PROJ_RES) until the Load Third-Party Transactions Application Engine process (PC_INTFEDIT) determines which rows need to be budget-checked in Commitment Control. The Load Third-Party Transactions process triggers the Project Costing to Commitment Control Application Engine process (PC_TO_KK) to send budget rows and cost transactions that require budget-checking to Commitment Control. The Project Costing to Commitment Control process triggers the Budget Processor Application Engine process (FS_BP) to budget check the transactions against the Commitment Control budget. If the available budget amount is not sufficient or the transaction receives some other budget-related exception, the Budget Processor records errors and exceptions. Finally, the Project Costing to Commitment Control process updates the Project Transaction Interface table with the Commitment Control distribution status of error or posted. After the transaction rows successfully post to Commitment Control and the Project Transaction table, the system deletes the rows from the Project Transaction Interface table.

These diagrams show the processing flow for the Project Costing to Commitment Control process:



Project Costing to Commitment Control process flow (1 of 2)



Project Costing to Commitment Control process flow (2 of 2)

Project Costing to Commitment Control Process

The Project Costing to Commitment Control process:

- Loads Project Costing Commitment Control rows from the Project Transaction Interface table to the Commitment Control Header (PC_KK_HDR) and Commitment Control Line (PC_KK_LN) staging tables.
- Creates transaction IDs that the system uses to identify rows that it posts to the Project Transaction table.

  You can view transaction IDs in the Project Details tab of the Project Budget Periods - Adjust Budget Periods page.
- Checks budget entry or adjustment security.
- Based on the budget definition, sends only defined ChartField data to Commitment Control and retains the budget detail data in Project Costing.
- Converts the currencies of the project's transaction amounts to the base currency of the general ledger business unit that is integrating with Project Costing.
- Calls the Commitment Control Budget Processor.

- Updates rows in the Project Transaction Interface table with either a *Posted* or an *Error* Commitment Control distribution status and budget header status after the Budget Processor completes.
- Creates journal IDs that appear in the Commitment Control tab of the Project Budget Periods - Adjust Budget Periods page after transactions successfully post to Commitment Control tables.

  The Commitment Control transactions in the Project Transaction Interface table serve as Project Costing journal entries. The journal ID acts as a link so you can drill down to the Commitment Control Budget Details page.

The budget period is a required field on the budget journal. For budget rows that originate in Grants, the Project Costing to Commitment Control process derives the budget period from the calendar ID on the Keys and Translations page in Commitment Control based on the accounting dates in the Project Transaction table. For budget rows that originate in Projects Budgeting, the budget period is based on the budget plan calendar.

The Project Costing to Commitment Control process does not create fund source allocations.

See *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook*, "Setting Up Commitment Control Security".

Commitment Control to Project Costing Process

Use the Commitment Control to Project Costing Application Engine process (PC_KK_TO_PC) to post budget transactions in Project Costing that you enter directly into Commitment Control. Rows are eligible to post in Project Costing if all of these conditions exist:

- The Project Costing distribution status of the journal line is *N* (new).
- The budget header status is either posted or unposted.
- The ledger group type is either expenses or revenue.

After you post budget adjustments directly into Commitment Control, the Commitment Control to Project Costing process (PC_KK_TO_PC):

- Populates the Project Transaction Interface table.
- Triggers the Budget Loader Application Engine process (PC_BUDGET_IN) that populates the Project Budgeting tables (PC_BUD_PLAN, PC_BUD_ITEM, and PC_BUD_DETAIL).
- Updates the PC Distribution Status field (PC_DISTRIB_STATUS) value to *D* (distributed) on the Commitment Control Budget Journal Line table (KK_BUDGET_LN).

If you create a budget in Commitment Control or by using the Load Third-Party Transactions process, and no current active budget plan exists for that project, the system creates a budget plan with an *Active* status. If an active budget plan exists, the system creates a budget plan with an *Inactive* status.

Following are two examples showing the behavior of the Commitment Control to Project Costing process:

- Assume that you post Journal A and Journal B to Commitment Control. Both journals have identical ChartField values. The Commitment Control to Project Costing process creates one budget plan that contains both journals.
- Assume that you post Journal C to Commitment Control and run the Commitment Control to Project Costing process. The process creates Budget Plan C as the active budget plan. Then you post Journal D and run the Commitment Control to Project Costing process. The process creates Budget Plan D as an inactive budget plan.

When you generate a budget plan by using the Commitment Control to Project Costing process, the budget item default value is *Other*.

You must define the project ID and activity ID as key ChartFields if you create budgets directly in Commitment Control and send them to Project Costing by way of the Commitment Control to Project Costing process.

The Commitment Control to Project Costing process uses the default analysis groups for the revenue budget and the cost budget that are specified on the Project Costing Definition page. The process uses the first analysis type listed in the appropriate analysis group. For example, assume that you use the *RBUD* (Revenue Budget Group) analysis group for revenue budgets and the *BUD* (Budgets) analysis group for cost budgets. The analysis type *RB1* (Revenue Budget 1) is listed first in the *RBUD* analysis group. Therefore, the process uses *RB1* to post revenue budgets to the budget plan and the Project Transaction table.

Note. If you create a budget journal in Commitment Control and Projects Budgeting is enabled at the installation level, you cannot change the default budget item in the project budget. In this way the system prevents you from changing the budget item from *Other* to another value, which would result in changing the ChartField values to correspond to the new budget item.

If you create budgets in Project Costing, we recommend that you also adjust the budgets in Project Costing. If you adjust budgets directly in Commitment Control, the result will be multiple budget plans in Project Costing. For example, assume that you create a project budget in Project Costing with plan ID 1 and finalize the budget. The budget is budget-checked in Commitment Control. Then you adjust the plan directly in Commitment Control and run the Commitment Control to Project Costing process. The process creates plan ID 2 in Project Costing with an inactive status. Plan ID 1 remains in Project Costing with an active status. In this example the Project Transaction table accurately reflects the original budgeted rows and adjusted budget rows.

If you create a new budget journal in Commitment Control and Projects Budgeting is not enabled at the installation level, the Commitment Control to Project Costing process sends transaction rows directly to the Project Transaction table and does not create a budget plan.

See Also

PeopleSoft Enterprise Commitment Control 8.9 PeopleBook, “Setting Up Basic Commitment Control Options,” Setting Up Control Budget Definitions

Budget Checking Errors and Exceptions

If the Commitment Control Budget Processor encounters an error, the system stores the transaction in the Commitment Control Transaction Exceptions table (KK_EXCPTN_TBL) and updates the row in the Project Transaction Interface table with a Commitment Control distribution status and budget header status of *Error*. Use the Review Commitment Control page to correct the errors and:

- Drill to the source of the transactions.
- Access the Commitment Control PC (Project Costing) Budget Exceptions page.
- Access the Commitment Control PC Line Exceptions page.
- Access the Project Costing Budget Plan page for the project.
- Resubmit transactions to Commitment Control for a specific interface ID.

Security

Project Costing uses the Commitment Control Budget Entry or Adjustment security event to enable you to restrict entry of a budget amount to a limited set of users.

Additionally, you can restrict users to specific budgets by using ChartField values on the Commitment Control Security Field Setup page.

The system records security errors in the Project Transaction Interface table just as it does with budget-checking errors. You can view security errors on the Review Commitment Control page.

See *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook*, "Setting Up Commitment Control Security".

Setting Up Project Costing for Commitment Control

This section lists the pages used to set up Project Costing for Commitment Control and discusses how to set up Commitment Control analysis types.

Pages Used to Set Up Project Costing for Commitment Control

Page Name	Object Name	Navigation	Usage
Integration Templates - General Ledger Integration	PROJ_INT_TMPL_03	Setup Financials/Supply Chain, Product Related, Project Costing, Project Options, Integration Templates, General Ledger Integration	Select the Primary Ledger Business Unit check box to designate the integration template as the primary general ledger business unit that is used for budget creation and budget checking when this integration template is specified on a project. See Chapter 4, "Setting Up Project Costing Control Data," Integration Templates, page 39.
Installation Options - Project Costing	INSTALLATION_PC	Set Up Financials/Supply Chain, Install, Installation Options, Project Costing	In the Analysis Groups Default group box: • Select an analysis group from the Cost Budget drop-down list box. The default value is *BUD*. • Select an analysis group from the Revenue Budget drop-down list box. The default value is *RBUD*. See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Installation Options.
Analysis Types	PROJ_ANTYPE_DEFN	Setup Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Analysis Types, Analysis Types	Designate a Commitment Control amount type for the analysis types that will be used for Commitment Control budget checking.
Project Costing Definition	PROJECT_GEN_01	Project Costing, Project Definitions, General Information, Project Costing Definition	You can override the default Budget Analysis group to indicate different analysis types that identify a budget. In the Grants group box, specify if the project is grant funded. The Grants group box is visible only if Grants is installed.

See Also

Chapter 7, “Creating and Maintaining Projects,” Defining Projects, page 142

Setting Up Commitment Control Analysis Types

Access the Analysis Types page.

Commitment Control Amount Type To set up Commitment Control analysis types, select a Commitment Control Amount Type value to identify how transactions of this analysis type are used in Commitment Control budget checking.

Source Transaction Type Displays either *PC_JOURNAL* or *PC_BUDGET* transaction type that is defined in the Commitment Control feature. The source transaction type maps Project Costing fields to Commitment Control fields.

The delivered analysis types and amount types that are used for Commitment Control are:

Analysis Type	Commitment Control Amount Type	Commitment Control Ledger Group Type
REQ	*Pre-Encumbrance:* Designates requisitions.	Expense
CRQ	*Pre-Encumbrance:* Designates cost-sharing requisitions.	Expense
COM	*Encumbrance:* Designates purchase orders.	Expense
ACT	*Actuals and Recognized:* Designates actual cost expenses for expense type ledger groups and recognized revenue for revenue type ledger groups.	Expense Revenue

See Also

Chapter 4, “Setting Up Project Costing Control Data,” Defining Analysis Types, page 75

Budget Checking Transactions in Commitment Control

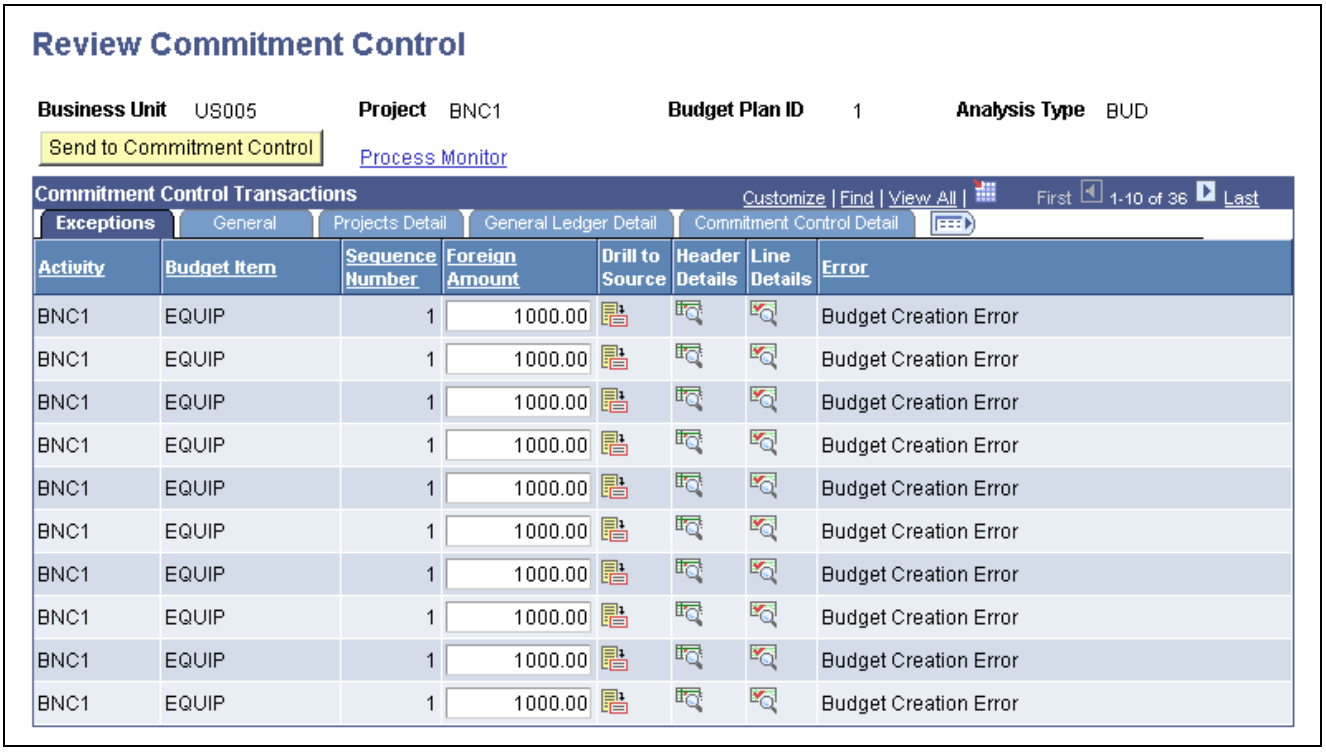
The section discusses how to view and fix Commitment Control errors.

Pages Used to Budget Check Transactions in Commitment Control

Page Name	Object Name	Navigation	Usage
Load Transactions	PC_INTFEDIT	Project Costing, Third-Party Integration, Load Transactions, Load Transactions	Run the Load Third-Party Transactions process to send transactions to the Project Transaction table from the Project Transaction Interface table after they are budget checked against Commitment Control journal rows.
Review Commitment Control	PC_KK_INTFC_EXCEPT	Project Costing, Budgeting, Review Commitment Control, Review Commitment Control	Fix Commitment Control errors, update the Commitment Control distribution status to *New,* and rerun the Load Third-Party Transactions process to load the corrected transactions.

Viewing and Fixing Commitment Control Errors

Access the Review Commitment Control page.



Review Commitment Control page

Review the Commitment Control error messages and make corrections as required. This page displays budget rows with a Commitment Control distribution status of *E* (posting error).

Note. If you change any ChartField, ledger, ledger group, or budget item value on this page for transactions that originate in Projects Budgeting (system source of PCB), the system updates all of the corresponding fields on this page with the new value. For example, if you change the Category ChartField value on the first row from blank to *Cost,* the Category value changes to *Cost* on all other rows in the grid.

Send to Commitment Control Click to initiate the PC_WRAPPER Application Engine process for the corresponding interface ID. The PC_WRAPPER process contains the Load Third-Party Transactions process, Project Costing to Commitment Control process, and the Budget Processor. Prior to sending the transactions back through the Security and Budget Processor, the system resets the Commitment Control distribution status, Project Costing distribution status, and budget header status to *N* (new).

Exceptions

Select the Exceptions tab. This tab displays the activity, budget item, sequence number, amount, and error that are associated with the budget row. Modify the Foreign Amount field as required.

Drill to Source Click to access the Budget Detail page for the budget plan if the entry originated in Projects Budgeting. Click Drill to Source to access the Transaction List page if the transaction originated from Grants Budgeting, or the Add Transactions page. Click Return to Review Commitment Control to return to the Review Commitment Control page.

Header Details Click to access the Commitment Control PC Budget Exceptions page in a new browser window. Close the new browser window to return to the Review Commitment Control page.

Line Details Click to access the Commitment Control PC Line Exceptions page in a new browser window. Close the new browser window to return to the Review Commitment Control page.

Budget Plan Click to access the Budget Plan page for the project.

Projects Detail

Select the Projects Detail tab. On this tab you can modify the project ChartField values for the source type, category, subcategory, and other resource-related information.

Projects Distribution Status Displays the Project Costing distribution status. Values are:

Not Distributed (N): The new transaction row is created in Projects Budgeting but is not distributed to the Project Transaction table.

Distributed (D): The Projects Budgeting transaction row is distributed to the Project Transaction table.

Transaction ID Displays the transaction ID that the system creates during the Project Costing to Commitment Control process.

Commitment Control Detail

Select the Commitment Control Detail tab.

Budget Header Status Displays the budget checking header status. Values are

Error (E): The transaction failed the budget posting process.

Valid (V): The transaction passed budget checking and posted correctly.

Not Chk'd (not checked) (N): The Budget Processor has not processed the transaction.

Commitment Control Status Displays the Commitment Control distribution status. Values are:

Budget Check (B): System processing status that the Project Costing to Commitment Control process assigns to indicate that the budget is budget checked.

Budget Create (C): System processing status that the Project Costing to Commitment Control process assigns to indicate that the budget is created.

Distributed (D): System processing status that the Project Costing to Commitment Control process assigns to indicate that the budget is distributed in Commitment Control.

Posting Error (E): The transaction encountered an error during the Project Costing to Commitment Control process.

Security Error (S): The transaction encountered an error during the Project Costing to Commitment Control process due to improper security.

Set Options Click to access the Set Options page where you can view budget ChartFields and modify budget status and budget control options.

See *PeopleSoft Enterprise Commitment Control 8.9 PeopleBook*, "Setting Up Basic Commitment Control Options," Defining Control Budget Attributes.

Sending Commitment Control Transactions to Project Costing

This section discusses how to run the Commitment Control to Project Costing process.

Page Used to Send Commitment Control Transactions to Project Costing

Page Name	Object Name	Navigation	Usage
Commitment Control	PC_KK_TO_PC	Project Costing, Budgeting, Retrieve Commitment Control, Commitment Control	Send budget transactions that you enter in Commitment Control to the Project Transaction Interface table.

Running the Commitment Control to Project Costing Process

Access the Commitment Control page.

Date Option Select an option to specify which transactions to include in this run control. Available options are:

All: Selects all rows from Commitment Control regardless of the accounting date or transaction date.

Accounting Date: Selects rows based on the journal date from the budget header.

Transaction Date: Selects rows based on the budget date from the budget line.

CHAPTER 14

Pricing Project Costs

This chapter provides overviews of the various pricing functions in Project Costing and discusses how to:

- Import transactions into Project Costing.
- Define rates for employees, job codes, and project roles.
- Define rate sets and plans.
- Define tiered pricing.
- Run the Pricing Application Engine process.
- View team rates.

Understanding Pricing Project Costs

This section discusses:

- The pricing process.
- Transactions eligible for pricing.
- Installation and business unit pricing options.
- Tiered pricing.
- Organizational sharing.
- Rate sets.
- Rate plans.
- Example of using rate sets and rate plans to price transactions.
- Distribution statuses.
- Variance pricing.
- Limits processing.
- Pricing transactions associated with a work order.
- Pricing projects from proposals.

The Pricing Process

The Pricing Application Engine process (PC_PRICING) calculates transaction costs, overhead, and revenue amounts from source rows, which are transactions that are brought into Project Costing. Source rows can be directly entered into Project Costing by using the Add Transactions component, or entered into a feeder system, such as Expenses, and integrated into Project Costing.

Application Engine processes that bring cost transactions into Project Costing automatically trigger the Pricing process. Adding transactions on the Add Transactions page also triggers the Pricing process. The process matches the costs with rate sets that specify what target rows to create in the Project Transaction table. Target rows are transactions that are created as a result of pricing the source transaction row. The process uses the rate plan to determine which rate sets to run and in what sequence to run them.

You can create revenue rows from cost transactions if you use the Government Contracting feature of Contracts, and select a Contracts installation option to separate billing and revenue rows. This enables you to run the Pricing process independently for direct and indirect costs, billing, and revenue. If you do not select the Contracts installation option to separate billing and revenue rows, then you cannot create a rate set to price for revenue nor can you price transaction rows for revenue.

If you use tiered pricing, the system generates billing rows based on the specified rate set or rate plan, and applies the tiered pricing adjustment percentage to the amount on the target row. If you use organizational sharing and define sharing options and rates, the Pricing process creates sharing rows based on the established rates and exceptions.

Transactions are eligible to price for billing when the project and activity are linked to a rate set or rate plan through Contracts at the contract line level. For example, assume that a voucher is entered in PeopleSoft Enterprise Payables for 100 USD. When the Payables to Project Costing Application Engine process (PC_AP_TO_PC) runs, it selects the cost row from the Voucher Accounting Line table and calls the Pricing process, which creates a billing row from the cost row. When the process completes there are two rows in the Project Transaction table—a row with an analysis type of ACT (actual cost) and a row with an analysis type of BIL (billable amount), as shown in this table:

Source	Analysis Type	Amount	Description
Payables	ACT	100 USD	Materials
Pricing process	BIL	125 USD	Markup 25 percent

You can also use the Pricing process to cost project transactions that will not be billed. This is made possible by associating a rate set with an activity on the Activity Definitions - Rates page in Project Costing. As project-related costs are incurred and sent to Project Costing, the system can determine transaction costs that are associated with the activity based on the rates in the rate set or rate plan. Instead of linking the project and activity to a contract line and rate set in Contracts for billing purposes, you can link the project and activity to a rate set in Project Costing for costing purposes.

Additionally, you can use the Pricing process to price unpriced transaction rows or reprice transaction rows that are in the Project Transaction table. You cannot, however, reprice transactions that are in the process of being billed or sent to the general ledger (GL), or that were generated from the same source transaction as another billable row that is in the process of being billed or sent to GL.

Process Flow

The high level steps to create cost, billing, and revenue rows by using the Pricing process are:

1. Determine the elements that contribute to pricing calculations based on your business processes.

   For example, do you use rates by employee, project role, or job code? Do you mark up source transaction amounts to create billing rows, or do you use fixed amounts? Do you associate rate sets with project types, projects, activities, or specific contract lines?

2. Set up installation and business unit options.

3. (Optional) Set up tiered pricing.
4. (Optional) Set up rules and exceptions for organizational sharing.
5. Create rate sets.
6. Create rate plans.
7. Associate projects and activities with rate sets or rate plans and contracts.
8. Price the transactions to create cost, billing, and revenue rows by using feeder systems to automatically trigger the Pricing process.
9. Review the transactions, make changes to rates, and manually run the Pricing process to reprice rows as necessary.

See Also

Chapter 9, "Creating and Maintaining Activities," Tracking Activity Billing and Project Costing Rates, page 188

Chapter 26, "Integrating with Contracts and Billing," page 501

Chapter 6, "Setting Up Accounting for Projects," Defining Accounting Rules, page 105

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Understanding Accounting Distributions"

Transactions Eligible for Pricing

The Pricing process uses these system sources, in combination with distribution statuses, to identify transactions that are eligible for processing:

- *PRP:* Indicates that a transaction is priced for billing.
- *PRC:* Indicates that a transaction is priced for costing.
- *PRR:* Indicates that a transaction is priced for revenue.

If you select the Separate Billing and Revenue option on the Installation Options - Contracts page, the billing distribution status indicates if a transaction row has been priced for billing, and the revenue distribution status indicates if the row has been priced for revenue. This enables you to separately monitor pricing for billing and revenue.

Repricing

Similar to the Pricing process, the Repricing process considers the pricing options that you select on the Pricing run control page.

You can reprice transactions that:

- Have not been billed or sent to GL.

  A source row is ineligible for repricing if any of its target transaction rows contain a billing distribution status of *W* or *D,* or a GL distribution status of *D* or *G*.
- Are not linked to an asset.
- Have not been sent to Asset Management.
- Have not been used for fee calculations (billing and revenue fee worksheets) in Contracts.

  This applies only to government contracts. A transaction with a Contract Fee Status (CA_FEE_STATUS) field value of *Generated* indicates that it has been used in a fee calculation.

- Are not created by the Variance Pricing Application Engine process (PC_VAR_PRICE).

  Repricing cannot occur on any transaction rows that are created as a result of the Variance Pricing process.

You can view the distribution statuses of the source transaction row on the Transaction Detail page.

See Also

Chapter 11, "Working with Transactions," Maintaining Transaction Information, page 223

Installation and Business Unit Pricing Options

During installation determine if you want to enable organizational sharing for rate-based contract lines. Other pricing options at the installation level are used when the Pricing process is triggered for the business unit by Application Engine processes from feeder systems, or through the Add Transactions functionality in Project Costing. For example, because the rates that the Pricing process uses are effective-dated, you can specify the date type (transaction or accounting) that the system uses to determine the rate set or rate plan to use for pricing.

Options that you select at the business unit level are also used when the Pricing process is triggered for the business unit by Application Engine processes from feeder systems, or through the Add Transactions functionality in Project Costing. Select pricing options of Cost, Billing, or both for the system to use to determine which rows to create. If the Separate Billing and Revenue option is enabled on the Installation Options - Contracts page, you can also select a pricing option of Revenue. By using pricing options, you can tell the system to create costs (indirect and direct), billing, and revenue recognition rows separately. The pricing options that you select for the business unit appear by default as the selected pricing options on the Pricing run control page. You can override the business unit default values when you initiate the Pricing process on the Pricing run control page.

Cost and Bill Rate Restrictions in Program Management

If you use Program Management, at the business unit level you can restrict the rate types that users can select for cost and bill rates for activity resources. The rate types that you enable for business unit control the rate options that you can select on the Rate Sets - Target page as follows:

- If you enable only the Rates by Employee rate type for the business unit, you cannot select the JBI (Job Code Bill Rate), JCO (Job Code Cost Rate), RBI (Role Bill Rate), or RCO (Role Cost Rate) rate options.
- If you enable only the Rates by Job Code rate type for the business unit, you cannot select the EBI (Employee Bill Rate), ECO (Employee Cost Rate), RBI, or RCO rate options.
- If you enable only the Rates by Role rate type for the business unit, you cannot select the EBI, ECO, JBI, or JCO rate options.
- If you enable only the Custom rate type for the business unit, you cannot select the EBI, ECO, JBI, JCO, RBI, or RCO rate options.

All rate options are available for selection when you set up revenue recognition target rows.

Tiered Pricing

Tiered pricing enables you to adjust the rate that the system applies to cost transactions during the Pricing process based on quantities that accumulate against a contract line. This type of pricing applies to rate-based, contract-line processing only.

Tiered pricing requires the use of transaction identifiers, which are similar in concept to using analysis groups. Transaction identifiers provide users with the flexibility to identify and group project ChartField values and eliminate the need to identify the ChartField values each time they define tiered pricing for a new contract line.

Note. To implement tiered pricing, you must install Contracts. Contracts with a *Government* classification are not eligible for tiered pricing.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Pricing Contracts"

Organizational Sharing

Use organizational sharing to share costs and revenue between the organization that owns the transaction and the organization that owns the project or activity.

If sharing rules are defined and activated, the Pricing process calls the Sharing Application Engine process (PSA_SHARING) to search for rows that are designated for sharing. A row is eligible for the Sharing process if the organization that owns the project or activity differs from the organization that owns the transaction, an applicable sharing rule exists, and the row does not qualify as an exception to the sharing rules.

Note. Contracts with a *Government* classification are not eligible for organizational sharing.

Rate Sets

Rate sets enable you to create transaction rows for use in costing, billing, revenue recognition, or reporting, from incoming or existing transactions in the Project Transaction table. Rate sets have two parts:

- The source criteria that the Pricing process uses to compare against cost transactions coming in from feeder systems.
- The target definition of the cost, billing, or revenue recognition row that the Pricing process creates.

  When an incoming cost transaction matches the source criteria, the Pricing process creates a new transaction row for every target row on the rate set.

For example, you can use multiple criteria on the source page to create billing rows one way for rows with a source type of *MATER* (material) and another way for a source type of *LABOR*. The materials can be billed at cost, while the labor is marked up. The billing rows are defined by the target definition (bill MATER rows at cost, mark up LABOR rows using employee rates) and the project ChartFields.

There is a one-to-many relationship between source criteria and target row definitions. One source row, such as a cost transaction or a billing transaction, can create multiple target rows.

You can attach rate sets or rate plans to:

- Project types.

  The system uses the rate set or rate plan that you specify for a project type as the default rate set or rate plan for new projects that you create for that type. You can override the default rate set or rate plan at the project level.
- Products.

  If you associate a rate plan with a product, the system uses the product's rate plan for the contract line on the Contracts Related Projects page.
- Contract lines.
- Projects.

The system uses the rate set or rate plan on the project as the default rate set or rate plan for new activities that you create for that project. You can override the default rate set or rate plan at the activity level.

- Activities.

  The actual Pricing process occurs at the activity level. The association of a rate set or rate plan to an activity is effective-dated.

Rate sets and rate plans are effective-dated, which enables you to maintain a set of current rate sets and rate plans, and set up rate sets and rate plans for anticipated future use. The effective date also enables you to adjust prior transactions, if necessary.

Rate Definition Types

You specify a rate definition type when you create a rate set. By using rate definition types, the Pricing process can create costs (indirect and direct), price transactions for billing, and price transactions for revenue recognition. Rate definition types control the type of rows that the Pricing process creates by restricting the analysis types that you can select on the rate set for target rows. For example, when you create a rate set with a cost rate definition type, the system restricts the target rows to analysis types that belong to the actual cost analysis group. The default actual cost analysis group is PSCST (Accounting Costs), which is specified on the Installation Options - Project Costing page along with the actual revenue and billing analysis groups. During implementation you can override the default analysis groups for actual cost, revenue, and billing.

This table lists the rate definition types and analysis types that you can select for target rows:

Rate Definition Type	Target Row Analysis Types
Cost	For target rows you can select analysis types that belong to the analysis group that is specified in the Actual Cost field on the Installation Options - Project Costing page. The default analysis group is PSCST (Accounting Costs). **Note.** You can enable variance pricing on rate sets with a cost rate definition type.
Billing	For target rows you can select analysis types that belong to the PSWKS (Billing Worksheet Grouping) analysis group.
Revenue	The Revenue rate definition type is available if you use Contracts and you select a Contracts installation option to separate billing and revenue rows. For target rows you can select analysis types that belong to the PSRV2 (Government Contracting System Revenue) analysis group, or that belong to the analysis group that is specified in the Revenue field on the Installation Options - Project Costing page. The analysis group default value on the Installation Options - Project Costing page is PSREV (System Revenue).

Rate Options

Rate options specify how the Pricing process calculates the rates for the corresponding target rows. For example, you can select a rate option of *ECO* on a target row to use the cost rates that are defined for the employee on the Rates by Employee page. For the *ECO* rate option, the Pricing process calculates the target amount as the source row transaction quantity × the employee-specific cost rate × the rate set rate amount.

Each rate option is associated with a specific formula that the system uses to calculate the target amount. In the previous example, the source row transaction quantity is the quantity available in the Project Transaction table for the specific row that is being priced. The employee-specific cost rate is the rate that is defined for the employee on the Rates by Employee page. The rate amount on the target row functions as a multiplier for any rate option except the FIX rate option. If you select the FIX rate option, the rate amount functions as the actual rate.

These factors affect the list of rate options that are available for selection:

- Some rate options are available only if you integrate with other PeopleSoft applications.

  For example, if you use Maintenance Management, you can select the *WBI* and *WCO* rate options to use the work order labor bill and cost rates. If you use Program Management, you can select the *ABI* and *ACO* rate options to use the activity resource labor rates that appear on the Program Management Resources by Activity page. If you use Proposal Management, you can select the AML and AMN rate options to use the signed percentage amount in the Labor % and Non-Labor % fields on the Project Definitions - Rates page to determine the markup or markdown value.

- If you use Program Management, the available rate options are also based on the rate types that you specify for the business unit during implementation.

  For example, if you restrict cost and bill rate types at the business unit level to only rates by employee, you cannot select the JBI, JCO, RBI, and RCO rate options.

A complete list of rate options that are available for selection on the Rate Sets - Target page is discussed in the business process section of this chapter.

See Chapter 14, "Pricing Project Costs," Defining Rate Sets and Plans, page 302.

Contract-Specific and Standard Rate Sets

In Project Costing you can create rate sets and rate plans that are either contract-specific or standard (general). You can link contract lines to contract-specific or standard rate sets or rate plans. A contract-specific rate plan can contain both standard and contract-specific rate sets. A standard rate plan can contain standard rate sets only.

This table lists the valid combinations of standard and contract-specific rate sets and rate plans that you can attach to activities and contract lines:

Attach at the Activity Level	Attach at the Contract Line Level
Standard rate set	Nothing
Standard rate plan	Nothing
Standard rate plan	Contract-specific rate set
Nothing	Standard rate set
Nothing	Standard rate plan
Nothing	Contract-specific rate set
Nothing	Contract-specific rate plan

You can link an activity that has a rate plan defaulted from the project type or project to a contract line. If the contract line is linked to a rate set or contract rates, the system processes the contract line rate set first, followed by the activity rate plan.

Rate Plans

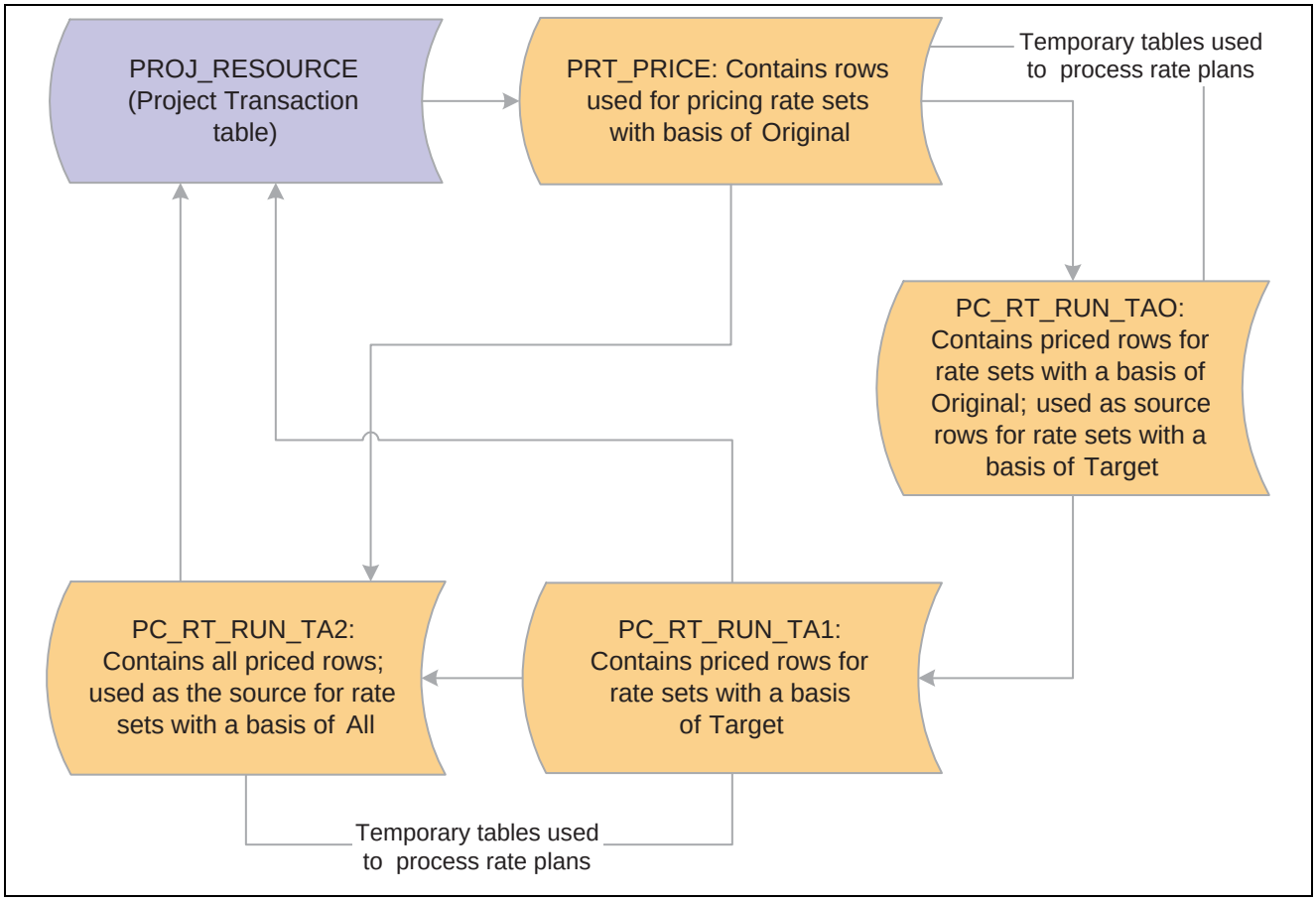
A rate plan is a collection of rate sets that the system executes in a specified order. Use rate plans to link rate sets so that priced rows from one rate set are used to create additional priced rows from the next rate set. For example, you can add additional expenses, such as administrative costs or overhead, to cost transactions before they are priced for billing or revenue.

The Pricing process uses the rate plan to determine which rate sets to run and in what sequence to run them. When setting up the rate plan, you can assign rate sets in any combination of rate definition types—cost, billing, and revenue. You can assign the same rate set to multiple rate plans.

Rate plans are similar to rate sets in these areas:

- Both can be associated with project types, projects, activities, or contract lines.
- Both are effective-dated.
- If either a rate set or a rate plan are associated with a project type, it is used as the default rate set or plan for new projects that you create for that type.
- If either a rate set or a rate plan are associated with a project, it is used as the default rate set or plan for new activities that you create for that project.

This diagram shows the tables that the system uses to process rate plans:



Tables that the system uses to process rate plans

Source rows that enter Project Costing from feeder systems are stored in a Project Transaction subrecord (PROJ_RES_TMP) and copied into the PRT_PRICE temporary table.

Basis

A *basis* is assigned to each rate set in a rate plan and tells the Pricing process what transactions to use to create the target rows for a rate set.

Basis options are:

- *Original:* The system uses the original source transactions to create target rows for the specified rate set.
- *Target:* The system uses the target rows that have been created on this rate plan thus far as the basis for creating the target rows for this rate set.
- *All:* The system uses all of the original sources and all of the previously created target rows on the rate plan to create the target rows for this rate set.

Sequence

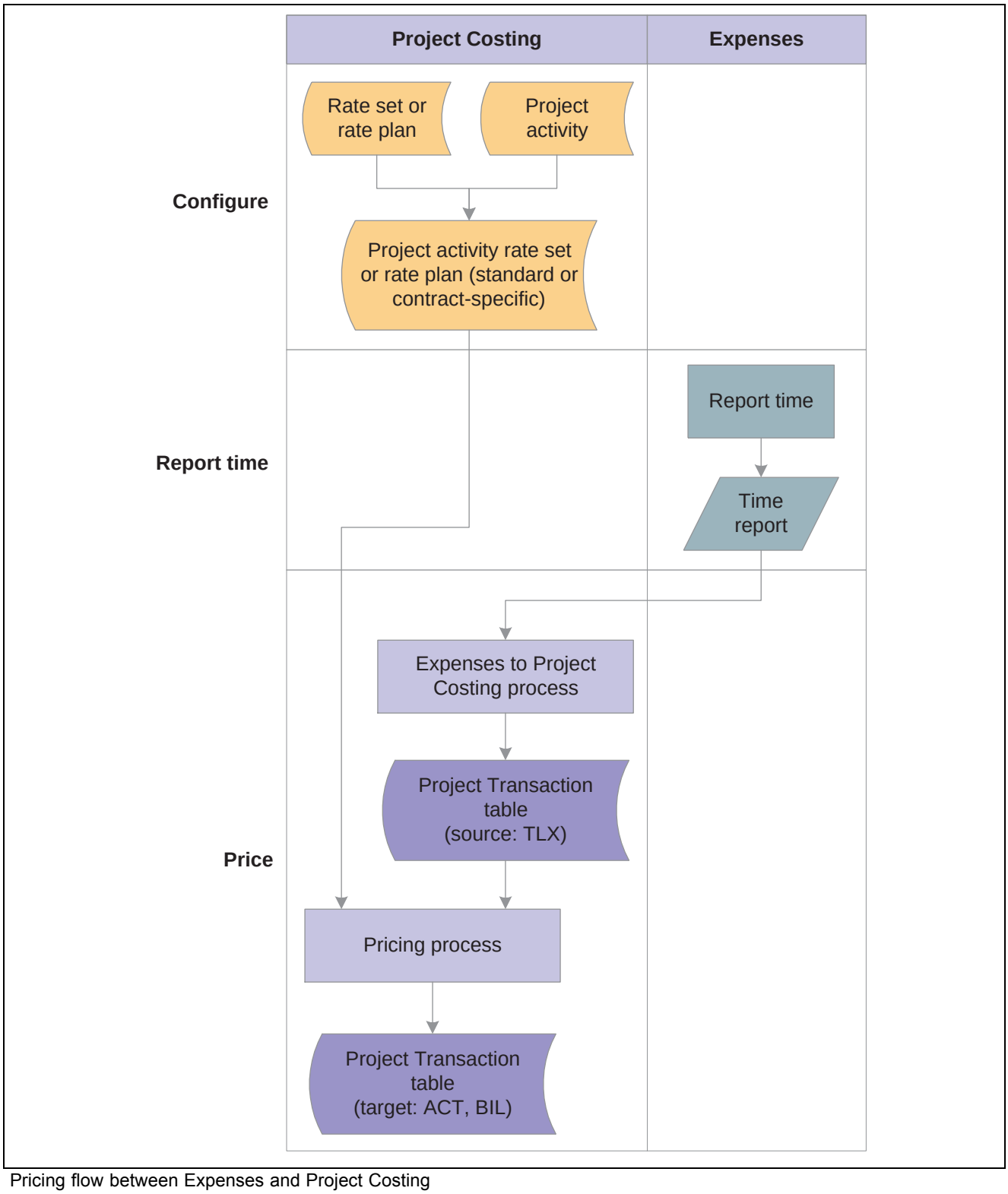
When transactions come into Project Costing from PeopleSoft feeder systems, the Pricing process uses the pricing options that you select for the business unit to tell the system what kind of rows to create from the source transactions. The pricing options correspond to the rate definition types—Cost, Billing, or Revenue—that are assigned to rate sets. You can process all rate sets on a rate plan even if the rate sets contain different rate definition types, or you can process a subset of rate sets on a rate plan. When the Pricing process runs for a rate plan, the rate sets are processed for the selected pricing options in the sequence that is defined on the rate plan.

For example, assume that you create a rate plan and attach rate sets to the plan in the order of COST1, BILL1, COST2, BILL2, and REV1. When you run the Pricing process for all three pricing options (Cost, Billing, and Revenue), the system first processes the COST1 rate set, followed by BILL1, COST2, BILL2, and REV1. Because of this processing logic, you should add rate sets to rate plans in the order in which you want them to run.

If you run the Pricing process by using the Pricing run control page, you specify the rate sets to process by selecting pricing options (Cost, Billing, and Revenue) on the run control page. The rate sets are processed in the order that is defined on the rate plan, based on the pricing options that you selected on the run control page.

Example of Using Rate Sets and Rate Plans to Price Transactions

This diagram shows an example of pricing inbound transactions from Expenses to Project Costing:



Pricing flow between Expenses and Project Costing

As an example of using rate sets on a rate plan to price incoming transactions from time reports in Expenses, assume that you set up two rate sets. Rate Set ABC has a cost rate definition type and uses incoming time report transactions (rows with a TLX analysis type) to create actual cost transactions (rows with an ACT analysis type) by using the ECO rate option. The ECO rate option multiplies the source row transaction quantity × the employee-specific cost rate × the target row rate amount.

Rate Set DEF has a billing rate definition type and uses the same incoming time report transactions as source rows to create billing transactions (rows with a BIL analysis type) by using the EBI rate option. The EBI rate option multiplies the source row transaction quantity × the employee-specific bill rate × the target row rate amount.

Now set up a Rate Plan GHI that contains Rate Set ABC and Rate Set DEF. Both rate sets use the original, incoming time report transactions as source rows. After Rate Plan GHI processes the rate sets, the Project Transaction table will contain cost transaction rows with an analysis type of ACT, and billing transaction rows with an analysis type of BIL. The transaction amounts on these rows are based on the rate option on the rate set that was current at the time that you ran the Pricing process.

Distribution Statuses

These distribution status fields in the Project Transaction table support rate set and rate plan processing:

- Cost distribution status (CST_DISTRIB_STATUS): Indicates if a source row has been priced for costing.
- Billing distribution status (BI_DISTRIB_STATUS): Indicates if a source row has been priced for billing.
- Revenue distribution status (REV_DISTRIB_STATUS): Indicates if a source row has been priced for revenue recognition.

  The revenue distribution status applies only if you use the Government Contracting feature of Contracts, and select a Contracts installation option to separate billing and revenue rows.
- General ledger distribution status (GL_DISTRIB_STATUS): Indicates if a transaction row has been interfaced to the general ledger.

  Repricing cannot occur on a source row if any target transaction rows have been further processed downstream. If a source row results in multiple target rows, and any of the target rows have been sent to Billing or General Ledger, neither row can be repriced. For example, assume that a rate plan specifies that an incoming transaction from Expenses (with a TLX analysis type) is the source row that will create two rows—a cost row (with a CST analysis type) and a bill row (with a BIL analysis type). If the BIL row has already been sent to Billing, the system cannot reprice the TLX row, which means that the cost cannot be recalculated.

Transaction rows must have a distribution status of *N* (not distributed or new) to be included in the Pricing process. To process a transaction row for a cost rate definition type, the cost distribution status must be *N* for the row. To process a row for a billing rate definition type, the billing distribution status must be *N*. Similarly, to process a row for a revenue rate definition type, the revenue distribution status must be *N*.

The possible distribution status values are:

- *C:* Created (cost and revenue rows only).
- *D:* Distributed; done.
- *G:* Generated (cost and revenue rows only).
- *I:* Ignore; do not process.
- *N:* Not distributed; new.
- *P:* Priced (billing rows only).
- *U:* Unbillable/nonbillable (billing rows only).
- *W:* Worksheet, billing calculations are in the Project Costing Billing Worksheet (billing rows only).

Note. The Process Project Accounting Application Engine process (PSA_ACCTGGL) assigns the *G* status value to the GL Distribution Status field (GL_DISTRIB_STATUS) for rows that are associated with contracts revenue. The Contracts Load Update Application Engine process (CA_LOAD_UPD) updates the GL Distribution Status value to *D* for these rows in the Project Transaction table.

Variance Pricing

If you use the Government Contracting feature of Contracts, you can capture variance pricing for cost rate definition types. Variance pricing, or retroactive rate adjustments, are required when government contractors retroactively apply new rates to previously processed transactions. You can enable variance pricing on a standard or contract-specific rate set. By using this option you can enter, track, and process variance rates on the Rate Variance History page.

The Enable Variance option appears on the Rate Sets page if you select a cost rate definition type. To use variance pricing, you must associate the rate set with a contract that has a classification of government. You cannot inactivate variance pricing on a rate set if a variance rate exists on one or more target rows in an effective-dated rate set.

See Also

PeopleSoft Enterprise Contracts for Government Contracting 8.9 PeopleBook, "Performing Variance Pricing"

Limits Processing

When the Pricing process runs as a standalone process, and if you use Contracts, the Pricing process calls the Apply Limits Application Engine process (CA_LIMIT) for the contract line that is being priced. Use the Pricing run control page to run Pricing as a standalone process. The Pricing process passes run control parameters to the Apply Limits process to create over-the-limit rows for revenue transactions, billing transactions, or both. The revenue option is available only if you select a Contracts installation option to separate billing and revenue rows.

When the Pricing process is automatically triggered by incoming transactions from feeder systems, the Pricing process also calls the Limits process. The Pricing process uses the selected pricing options (Revenue and Billing) on the Project Costing Options page for the business unit of each row, and passes those parameters to the Limits process to determine the type of transactions to limit check—revenue, billing, or both.

You can also run the Apply Limits process in Contracts independently of the Pricing process. Regardless of how the Apply Limits process is called, it evaluates transaction level limits first and then contract line level limits for all pending transactions for each contract line in its scope. Resulting over-the-limit transactions are excluded from revenue recognition and billing, and are not sent to General Ledger or Billing, respectively, except for over-the-limit transactions that are created from released retainage, which pass from the billing worksheet directly to the Project Transaction Temporary Billing table (PROJ_RES_TMP_BI) to be inserted into the Project Transaction table.

Because you apply limits at the contract line level, you cannot run the Apply Limits process for specific Project Costing business units, projects, or activities.

The system limit checks these analysis types:

- BIL (Billable Amount)
- OLT (Over Limit)
- REV (Revenue)
- ROL (Revenue Over Limit)

The system uses these analysis groups to process limits:

- PSLMT (Limit Processing - Billing)
- PSROL (Limit Processing - Revenue)

The Variance Pricing Application Engine process (PC_VAR_PRICE) writes new rows to the Project Transaction table for the difference in the new and old rates. The Limits process treats these transactions as new rows.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Creating and Managing Limits"

PeopleSoft Enterprise Contracts for Government Contracting 8.9 PeopleBook, "Creating and Managing Limits"

Pricing Transactions Associated with a Work Order

Project Costing tracks the cost of work that is performed against tasks on a work order if you use Maintenance Management. Transaction costs flow from Maintenance Management into various PeopleSoft applications such as Time and Expense, Inventory, Payables, and Purchasing, and from these systems into Project Costing. The Project Transaction table stores the work order business unit, work order ID, task ID, work order resource type, and work order resource line number for each transaction row for the work order task.

When you designate projects as *work order managed,* it tells the system that these projects are managed with work orders in Maintenance Management, instead of by a project manager in Project Costing. For work order-managed projects, the Pricing process retrieves cost and billing rates from the work order labor rate to calculate the resource amount.

The high level steps to set up work order pricing are:

- Create rate sets in Project Costing.
- Specify default rate sets for the work order business unit.
- Use the default rate set on the work order or specify an alternate rate set.

  The system updates activities with new rate sets on the work order.
- Run the Pricing process for repricing if you change the default rate set on a work order.

When you set up rate sets for use with work orders, select the *WBI* and *WCO* rate options on the Rate Sets - Target page to use the work order labor bill and cost rates. Administrators use the Default Rate Set field in the Project Costing group box in the WO Business Unit - Integration Options page (BUS_UNIT_TBL_WM2) in Maintenance Management to specify the rate set that the system uses as a default for chargebacks for work order-managed projects. The default rate set on the work order business unit overrides the default project rate set or plan on the project.

Project Costing Application Engine processes that collect costs from feeder systems assign a value of *H* (on hold) to the GL distribution status field for transactions on open work order tasks. This prevents the Process Project Accounting process from processing transactions for open work order tasks. When a work order task closes, the system updates the value of the GL distribution field for the transactions to *C* (costed). The Process Project Accounting process uses the WBI and WCO rates from the Work Task Labor Schedules table (WM_WO_SCHED_LBR) to process the transactions on closed work order tasks that are associated with work order managed projects.

See Also

Chapter 28, “Integrating with Maintenance Management,” page 525

PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook, “Setting Up Maintenance Management System Parameters,” Setting Up Rules and Data Related to Project Costing

Pricing Projects from Proposals

If you use Proposal Management and Program Management, Proposal Management uses the bill and cost role rates and hours that are captured in the proposal to populate the Resources page (PC_PRL) and Resources by Activity page (PC_ARL) in Program Management. Unadjusted role rates are treated as *Project Role* rate types and have the rate that was in effect when the role was added to the proposal. Adjusted role rates are treated as *Custom* rate types.

Rate sets for labor from proposals can use rate options *ABI* (Activity Resource Bill Rate) and *ACO* (Activity Resource Cost Rate) for labor source transactions. These rate options tell the Pricing process to use the bill and cost rates on the Resources by Activity page in Program Management to calculate billing and costing amounts for labor source transactions. Use the Resources by Activity page to modify role rates for projects from proposals.

The system obtains nonlabor pricing information from the rate set, and rate plans from the contract lines in Contracts.

The Pricing process treats resource classes of *Asset, Material,* and *Other* as nonlabor resources. Rate sets for nonlabor from proposals use a rate option of NON (Bill at Cost). After the PM Generate process completes, the Pricing process and the PGM_SPREAD process do not retrieve any information from the PM proposal.

Markups and Markdowns

On the Project Definitions - Rates page for projects that are created from proposals, you can enter a labor or nonlabor adjustment percentage that the system uses to determine a billing markup or markdown row amount. This field appears for projects that are created from proposals in Proposal Management.

The labor adjustment percentage is used in conjunction with the *AML* (Mark Up/Down Labor) rate option that you select on the Rate Sets - Target page. The *AML* rate option tells the system to use the signed percentage amount in the Labor % field on the Project Definitions - Rates page to determine the markup or markdown value. The *AMN* (Mark Up/Down Nonlabor) rate option tells the system to use the signed percentage amount in the Non-Labor % field on the Project Definitions - Rates page to determine the markup or markdown value. The Pricing process creates the target transaction values based on the signed percentage of the source transaction rows

You can create markup and markdown target billing transactions from labor and nonlabor source transactions. You cannot create markup and markdown target costing transactions from labor and nonlabor source transactions.

Importing Transactions into Project Costing

Various PeopleSoft Application Engine processes that are specific to feeder system applications send cost transactions to Project Costing.

This section lists the pages used to bring cost transactions into Project Costing.

Pages Used to Bring Process Cost Transactions into Project Costing

Page Name	Object Name	Navigation	Usage
Time and Labor	PC_TL_TO_PC	Project Costing, Cost Collection, Time and Labor, Time and Labor	Run the Time and Labor to Project Costing Application Engine process (PC_TL_TO_PC) to pull data from Time and Labor into Project Costing. **Note.** The billing distribution status of the transaction rows that are imported by using the Time and Labor to Project Costing process is based on the billable indicator in the Time and Labor system. These transaction rows are sent to the Pricing process with cost and revenue distribution statuses of *N*.
Expenses	PC_EX_TO_PC	Project Costing, Cost Collection, Expenses, Expenses	Run the Expenses to Project Costing Application Engine process (PC_EX_TO_PC) to pull approved expenses from Expenses into Project Costing. **Note.** In Expenses if you specify a billing action of *Nonbillable* or *Internal* on a detail time or expense row, the Expenses to Project Costing process creates a transaction row in the Project Transaction table with a billing distribution status of *U* (unbillable). The system assigns an analysis type to the transaction based on the analysis type that is specified in the Expenses field (for expense rows) or Mobile Time / Expense field (for time rows) on the Installation Options - Project Costing Integration page. When you price the unbillable row, if the target analysis type on the rate set belongs to the PSWKS analysis group, the system deletes the target row and does not post it to the Project Transaction table.

Page Name	Object Name	Navigation	Usage
Payables	PC_AP_TO_PC	Project Costing, Cost Collection, Payables, Payables	Run the Run the Payables to Project Costing Application Engine process (PC_AP_TO_PC) to pull approved vouchers from PeopleSoft Enterprise Payables into Project Costing.
Inventory	PC_IN_TO_PC	Project Costing, Cost Collection, Inventory, Inventory	Run the Inventory to Project Costing Application Engine process (PC_IN_TO_PC) to pull fulfilled demands from PeopleSoft Enterprise Inventory into Project Costing.
Order Management	PC_OM_TO_PC	Project Costing, Cost Collection, Order Management, Order Management	Run the Order Management to Project Costing Application Engine process (PC_OM_TO_PC) to pull project data from open sales orders into Project Costing.
Purchasing	PC_PO_TO_PC	Project Costing, Cost Collection, Purchasing, Purchasing	Run the Purchasing to Project Costing Application Engine process (PC_PO_TO_PC) to pull purchase order transactions into Project Costing.
Services Procurement	PC_SP_TO_PC	Project Costing, Cost Collection, Services Procurement, Services Procurement	Run the Services Procurement to Project Costing Application Engine process (PC_SP_TO_PC) to pull expense transactions into Project Costing.

Defining Rates for Employees, Job Codes, and Project Roles

To define rates for employees, job codes, and project roles, use these components:

- Rates by Employee (PC_RATE_EMPL).
- Rates by Job Code (PC_RATE_JOBC).
- Rates by Role (PC_RATE_ROLE).

Use the PC_RATE_EMPL_INTFC component interface to load data into the tables for the PC_RATE_EMPL component.

Use the PC_RATE_JOBC_INTFC component interface to load data into the tables for the PC_RATE_JOBC component.

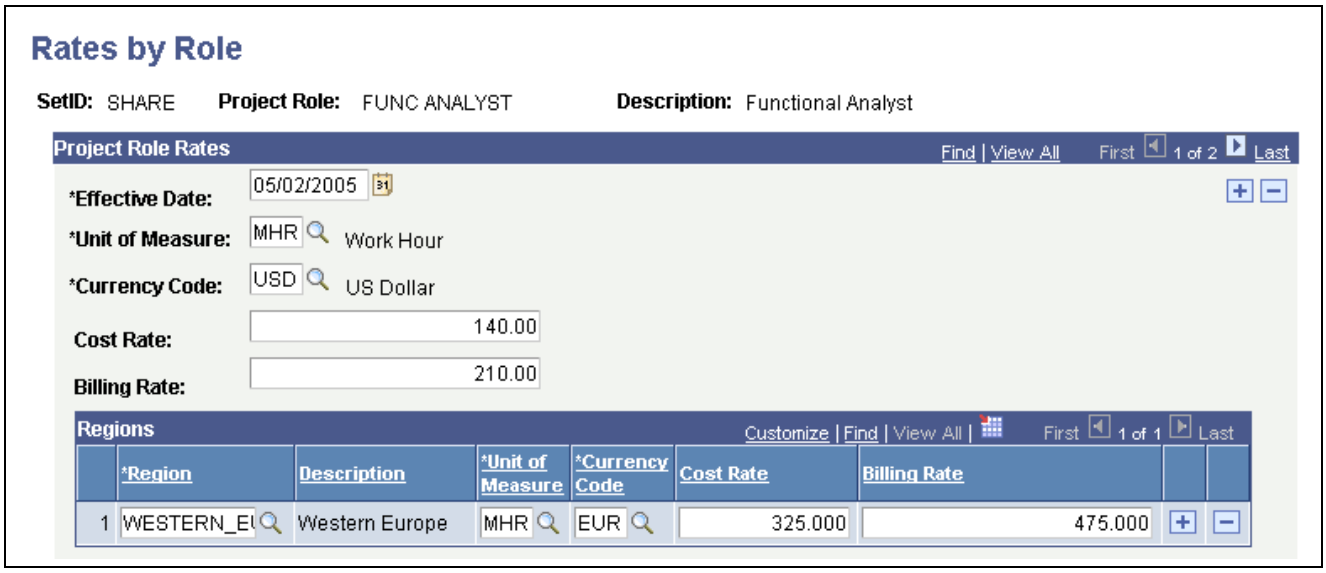
This section discusses how to define rates by employees, job codes, and project roles.

Pages Used to Define Rates for Employees, Job Codes, and Project Roles

Page Name	Object Name	Navigation	Usage
Rates by Employee	PC_RATE_EMPL	Setup Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rates by Employee, Rates by Employee	Define, view, and modify cost and billing rates for the selected employee. **Note.** The Pricing process uses the PC_RATE_EMPL_VW view to apply employee rates to cost transactions. Rates that you access by using this view are visible on the Rates by Employee page.
Rates by Job Code	PC_RATE_JOBC	Setup Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rates by Job Code, Rates by Job Code	Define, view, and modify cost and billing rates for a specific job code. **Note.** The Pricing process references the PC_RATE_ROLE_VW view to apply project role rates to cost transactions. Rates that you access by using this view are visible on the Rates by Role page. **Note.** The Pricing process references the PC_RATE_JOBC_VW view to apply job code rates to cost transactions. Rates that you access by using this view are visible on the Rates by Job Code page.
Rates by Role	PC_RATE_ROLE	Setup Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rates by Role, Rates by Role	Define, view, and modify cost and billing rates for a specific project role.

Defining Rates by Project Role

Access the Rates by Role page.



Rates by Role page

Enter the necessary data to define cost and billing rates for a project role.

Unit of Measure Enter the unit of measure for which the rate is defined. If a unit of measure conversion is defined, a conversion takes place during processing for transactions that use a different unit of measure.

Regions

Assign one or more rates to a project role based on different regions by using the Regions grid. The Regions grid appears if you use Program Management and Resource Management. Use this feature if you need to cost or price labor differently for roles that are performed on projects at different locations.

In the Bill and Cost tabs in the Resources page and Resources by Activity page in Program Management, if the rate type is *Project Role,* the system uses the rate that corresponds to the value in the Region field on that page. You are not required to associate a region with a project role rate. If the role and region combination is not defined on the Rates by Role page, the system uses the default rate.

There is an exception to regions processing when you select a rate option of RBI (Role Bill Rate) or RCO (Role Cost Rate) on the Rate Sets - Target page. To calculate rates by using the role rate options of RBI or RCO, the Pricing process uses only the project role rates that are defined on the Rates by Role page. Regional rates are not considered when you use the RBI or RCO rate option.

Defining Rate Sets and Plans

To define rate sets and rate plans, use these components:

- Rates Sets (PC_RATE).
- Rate Plans (PC_RATE_PLAN).

Use the PC_RATE_INTFC component interface to load data into the tables for the PC_RATE component.

This section discusses how to:

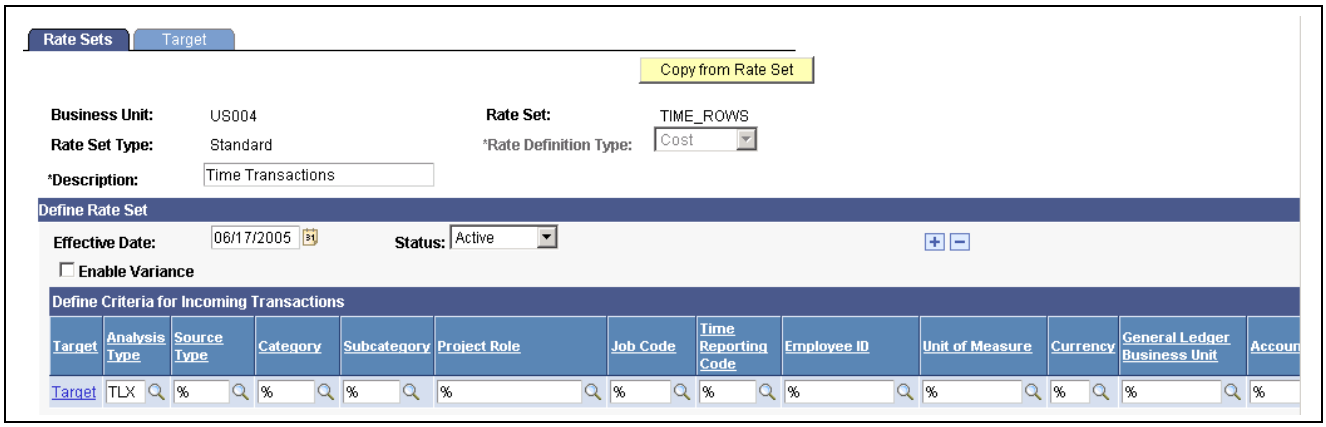
- Define standard or contract-specific source rows.
- Define rate set target rows.
- Define standard or contract-specific rate plans.

Pages Used to Define Rate Sets and Plans

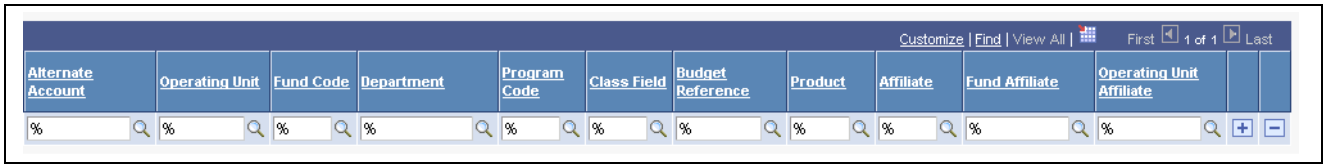
Page Name	Object Name	Navigation	Usage
Rate Sets	PC_RATE_DTL	• Setup Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rate Sets • Customer Contracts, Contracts Center, Definitions, Rate Sets	Define source criteria that identifies cost transactions from which you want to create target rows.
Enter New Rate Set Keys	PC_RATE_DTL_SUB	Click Copy from Rate Set on the Rate Sets page.	Copy a rate set to create a new rate set in the same business unit or across business units.
Rate Sets - Target	PC_RATE_DTL_LN	• Setup Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rate Sets, Target • Click the Target link on a row in the Define Criteria for Incoming Transactions grid on the Rate Sets page.	Define rate set target criteria to create cost, billing, or revenue rows.
Rate Plans	PC_RATE_PLAN	Setup Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rate Plans, Rate Plans	Combine rate sets so that the target rows from one rate set are used to create additional target rows from the next rate set.
Enter New Rate Plan Keys	PC_RATE_PLAN_SUB	Click Copy from Rate Plan on the Rate Plans page.	Copy a rate plan to create a new rate plan in the same business unit.

Defining Standard or Contract-Specific Source Rows

Access the Rate Sets page.



Rate Sets (source) page (1 of 2)



Rate Sets (source) page (2 of 2)

Rate Set

Enter a rate set identifier. Rate set identifiers are used to run the Variance Pricing Application Engine process (PC_VAR_PRICE) and as selection criteria when setting up a rate plan. This is a required field.

Copy from Rate Set

Click to access the Enter New Rate Set Keys page to enter the business unit and rate set ID of an existing rate set that you want to copy. Click OK on the Enter New Rate Set Keys page to return to the Rate Sets page with fields populated with data from the existing rate set.

The Copy from Rate Set button appears only in add mode.

Note. You can copy a standard rate set to another standard rate set. You cannot copy contract-specific rate sets.

Rate Definition Type

Select one of the following options that determines the type of target rows that the Pricing process will create from this rate set:

Cost: Creates target rows to track and calculate contract, project, and indirect costs.

Billing: Creates billable rows that can be passed to Billing for invoice generation.

Revenue: Creates revenue recognition rows that can be passed to General Ledger. This option is available if you select the Separate Billing and Revenue option on the Installation Options - Contracts page.

You cannot modify the rate definition type after you save the page. To modify a rate definition type on a rate set, create a new rate set and assign the appropriate rate definition type.

Enable Variance

Select to indicate that this rate set can contain variance rates. This option enables you to enter a rate variance on the Rate Sets - Target page. You cannot clear this check box if a variance rate exists on one or more target rows.

This option appears only if you select a cost rate definition type for the rate set variance. You can use variance pricing only for contracts with a government classification.

See *PeopleSoft Enterprise Contracts for Government Contracting 8.9 PeopleBook*, “Performing Variance Pricing”.

Defining Criteria for Incoming Transactions

To set up a rate set, you define criteria that the system uses to identify the source transactions from feeder systems that are priced using this rate set. At a minimum, you must select an analysis type. All other fields may be identified with a wildcard character (*%*) to select all transactions that are associated with the specified analysis type. Otherwise, populate the additional fields to identify specific transactions that you want the system to select and price using this rate set.

If you selected the Enable Variance option on the Rate Sets page, the source rows in the Define Criteria for Incoming Transactions grid must contain at least one different value for analysis type, source type, category, or subcategory than the target rows in the Define Target Rows grid. If this condition does not exist, when you click the History link on the Rate Sets - Target page to access the Rate Variance History page, a message will appear stating that the rate set definition is not eligible for variance pricing.

Target Click the Target link on a source row to define the target criteria that the Pricing process uses to create priced transaction rows.

Analysis Type Enter the analysis type that the system uses to identify the source transactions that are priced using this rate set.

Source Type Enter a source type to limit the transactions selected for pricing to only transactions that are associated with this specific source type. Source types enable you to define a value that identifies a transaction’s purpose. You can use source types to track, analyze, and report on transactions.

Category Enter a category to limit the transactions selected for pricing to only transactions that are associated with this specific category. Categories enable you to further define source types to better track the types of costs that are incurred against the project and activities.

Subcategory Enter a subcategory to limit the transactions selected for pricing to only transactions that are associated with this specific subcategory. Subcategories enable you to further define categories to better track the types of costs that are incurred against the project and activities.

Project Role Enter a project role to limit the transactions selected for pricing to only transactions that are associated with this project role.

Job Code Enter a job code to limit the transactions selected for pricing to only transactions that are associated with this job code.

Time Reporting Code Enter a time reporting code to limit the transactions selected for pricing to only transactions that are associated with this time reporting code.

Employee ID Enter an employee ID to limit the transactions selected for pricing to only transactions that are associated with this employee.

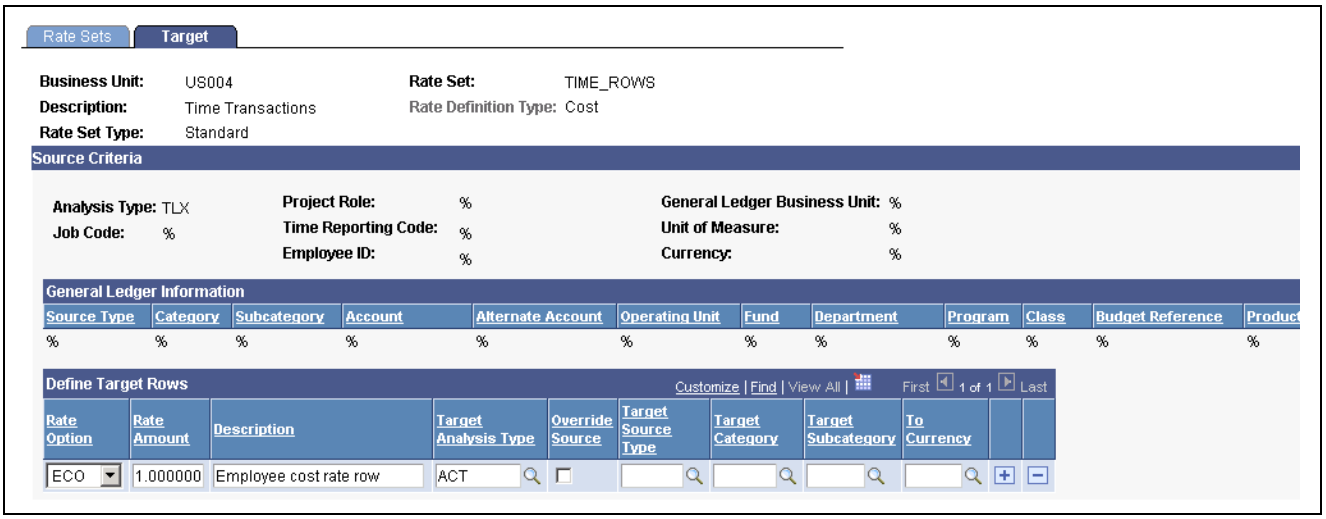
Unit of Measure Enter a unit of measure to limit the transactions selected for pricing to only transactions associated with this unit of measure.

Currency	Enter a currency code to limit the transactions selected for pricing to only transactions in this currency.
General Ledger Business Unit	Enter a GL business unit to limit the transactions selected for pricing to only transactions that are associated with this GL business unit.
Account	Enter an account code to limit the transactions selected for pricing to only transactions that are associated with this account code. Account codes classify the nature of a transaction.
Alternate Account	Enter an alternate account to limit the transactions selected for pricing to only transactions that are associated with this alternate account. Alternate accounts classify the nature of a transaction for regulatory authorities. Use it for statutory accounting.
Operating Unit	Enter an operating unit to limit the transactions selected for pricing to only transactions that are associated with this operating unit. Operating units can indicate a location.
Fund Code	Enter a fund code to limit the transactions selected for pricing to only transactions that are associated with this fund code. Fund codes are the primary structural units of education and government accounting.
Department	Enter a department to limit the transactions selected for pricing to only transactions that are associated with this department. Use departments to track information according to a divisional breakdown of your organization. Departments can indicate who is responsible for, or affected by, a transaction.
Program Code	Enter a program code to limit the transactions selected for pricing to only transactions that are associated with this program code. Program codes track revenue and expenditures for programs within or across your organizations. Program codes can identify groups of related activities, cost centers, revenue centers, responsibility centers and academic programs.
Class Field	Enter a class field to limit the transactions selected for pricing to only transactions that are associated with this class field. Class fields can identify specific appropriations.
Budget Reference	Enter a budget reference value to limit the transactions selected for pricing to only transactions that are associated with this budget reference value. Budget references can identify unique budgets, when individual budgets share budget keys and overlapping budget periods.
Product	Enter a product to limit the transactions selected for pricing to only transactions that are associated with this product. The product ChartField captures additional information that is useful for profitability and cash flow analysis by product sold or manufactured.
Affiliate	Enter an affiliate code to limit the transactions selected for pricing to only transactions that are associated with this affiliate code. Affiliate codes are used to map transactions between business units when you use a single interunit account.
Fund Affiliate	Enter a fund affiliate code to limit the transactions selected for pricing to only transactions that are associated with this fund affiliate code. Use fund affiliate codes to correlate transactions between funds when you use a single intraunit account.

Operating Unit Affiliate Enter an operating unit affiliate to limit the transactions selected for pricing to only transactions that are associated with this operating unit affiliate. Use operating unit affiliates to correlate transactions between operating units when you use a single intraunit account.

Defining Rate Set Target Rows

Access the Rate Sets - Target page.



Rate Sets - Target page

Note. The system supports the use of wildcards (the percent symbol) but does not support the use of partial wildcards (alphanumeric characters in combination with the percent symbol).

The ChartField values that you define for the source row on the Rate Sets page appears on the Rate Sets - Target page for reference.

You can associate each source row with multiple target rows.

Rate Option Select an option to specify how the system derives the rates for the corresponding target row. These factors affect the list of rate options that are available for selection:

- Some rate options are available only if you integrate with other PeopleSoft applications.

  For example, if you use Maintenance Management, you can select the *WBI* and *WCO* rate options to use the work order labor bill and cost rates. If you use Program Management, you can select the *ABI* and *ACO* rate options to use the activity labor resource rates that appear on the Program Management Resources by Activity page.

- If you use Program Management, the available rate options are also based on the rate types that are specified for the business unit.

  For example, if the business unit specifies that you can use only rates by employee for cost and bill rates, the rate options that appear for selection are limited to *EBI* and *ECO*.

Rate options are:

- *ABI:* Activity Resource Bill Rate applies the resource bill rate that appears on the Resources by Activity page, and sets the Target amount equal to:

  Source transaction quantity x Activity resource bill rate x Target rate amount

  Activity resource bill rates are stored in the Bill Rate field (BILL_RATE) in the Project Activity Team Member table (PROJ_ACT_TEAM). If there is no bill rate defined for a resource on the Resources by Activity page, or the bill rate is zero, the Pricing engine uses the resource's bill rate from the Resources page for the project.

  The *ABI* rate option is available only if you use Program Management, and is not supported for variance pricing.

- *ACO:* Activity Resource Cost Rate applies the resource cost rate on the Resources by Activity page and sets the target amount equal to:

  Source transaction quantity x Activity resource cost rate x Target rate amount

  Activity resource cost rates are stored in the Cost Rate field (COST_RATE) in the Project Activity Team Member table (PROJ_ACT_TEAM). If there is no cost rate defined for a resource on the Resources by Activity page, or the cost rate is zero, the Pricing engine uses the resource's cost rate from the Resources page for the project.

  The *ACO* rate option is available only if you use Program Management, and is not supported for variance pricing.

- *AML:* Mark Up/Down Labor uses the signed percentage amount in the Labor % field on the Project Definitions - Rates page to determine the markup or markdown value. This option is available only if you use Proposal Management.

- *AMN:* Mark Up/Down Nonlabor uses the signed percentage amount in the Non-Labor % field on the Project Definitions - Rates page to determine the markup or markdown value. This option is available if you use Proposal Management.

- *AMT:* Quantity Rate sets the target amount equal to:

  Source row transaction quantity × Rate set-specific rate × Target row rate amount

  You must enter a value in the To Currency field if you select the *AMT* rate option.

- *EBI:* Employee Bill Rate (as defined on the Rates by Employee page) which sets the target amount equal to:

  Source row transaction quantity × Employee-specific bill rate × Target row rate amount

- *ECO:* Employee Cost Rate (as defined on the Rates by Employee page) sets the target amount equal to:

  Source row transaction quantity × Employee-specific cost rate × Target row rate amount

- *FIX:* Fixed Amount sets the target amount equal to the rate amount defined on the rate set.

- *JBI:* Job Code Bill Rate (defined on the Rates by Job Code page) sets the target amount equal to:

Source row transaction quantity × Job code bill rate × Target row rate amount

- *JCO:* Job Code Cost Rate (defined on the Rates by Job Code page) sets the target amount equal to:

  Source row transaction quantity × Job code cost rate × Target row rate amount

- *MUP:* Markup Rate marks up the transaction amount by the value in the Rate Amount field.
- *NON:* Carries the source amount from the source transaction directly to the target row.
- *RBI:* Role Bill Rate (defined on the Rates by Role page) sets the target amount equal to:

  Source row transaction quantity × Role bill rate × Target row rate amount

  For target rows with a rate option of *RBI,* the role bill rate is based on the role fulfilled by the employee on the activity team. If no role exists for the employee on the activity team, the process uses the employee's role on the assignment schedule if Program Management is installed. Finally, if no role exists for the employee on the assignment schedule, the process uses the employee's role on the project team.

- *RCO:* Role Cost Rate (as defined on the Rates by Role page) sets the target amount equal to:

  Source row transaction quantity × Role cost rate × Target row rate amount

  For target rows with a rate option of *RCO,* the project role cost rate is based on the role fulfilled by the employee on the activity team, assignment schedule (if Program Management is installed), or project team, in that order.

- *WBI:* Work Order Labor Bill Rate

  To collect work order labor costs for billing, you can create a rate set that uses this rate option for the analysis type that you specify in the Mobile Time / Expense field on the Installation Options - Project Costing Integration page. This option is available if you use Maintenance Management.

- *WCO:* Work Order Labor Cost Rate

  To collect work order labor costs for costing, you can create a rate set that uses this rate option for the analysis type that you specify in the Mobile Time / Expense field on the Installation Options - Project Costing Integration page. This option is available if you use Maintenance Management.

Rate Amount Enter a multiplier that the system uses in conjunction with the rate option to calculate target rows. For example, if you select a rate option of *EBI* and enter a rate amount of *1.1,* the system multiplies the *source row transaction quantity* x *the employee's bill rate* x *1.1* to arrive at the target row amount.

For variance pricing, you cannot enter rate changes directly in this field. Instead you must use the Rate Variance History page.

Description Enter a description that appears on target rows and is passed to Billing for use on the invoice. Leave the field blank or enter a wildcard (the percent symbol) for the description on the source transaction to appear by default on the target transaction.

Target Analysis Type Select an analysis type for the system to assign to target rows. Leave the field blank for the analysis type from the source transaction to appear by default on the target rows.

The target analysis types that are available for selection are based on the rate definition type.

Note. If the Separate Billing and Revenue option is cleared on the Installation Options - Contracts page, when you specify the billing rate set-target analysis type you can select analysis types from the PSWKS analysis group. In this situation you cannot define a separate revenue rate set.

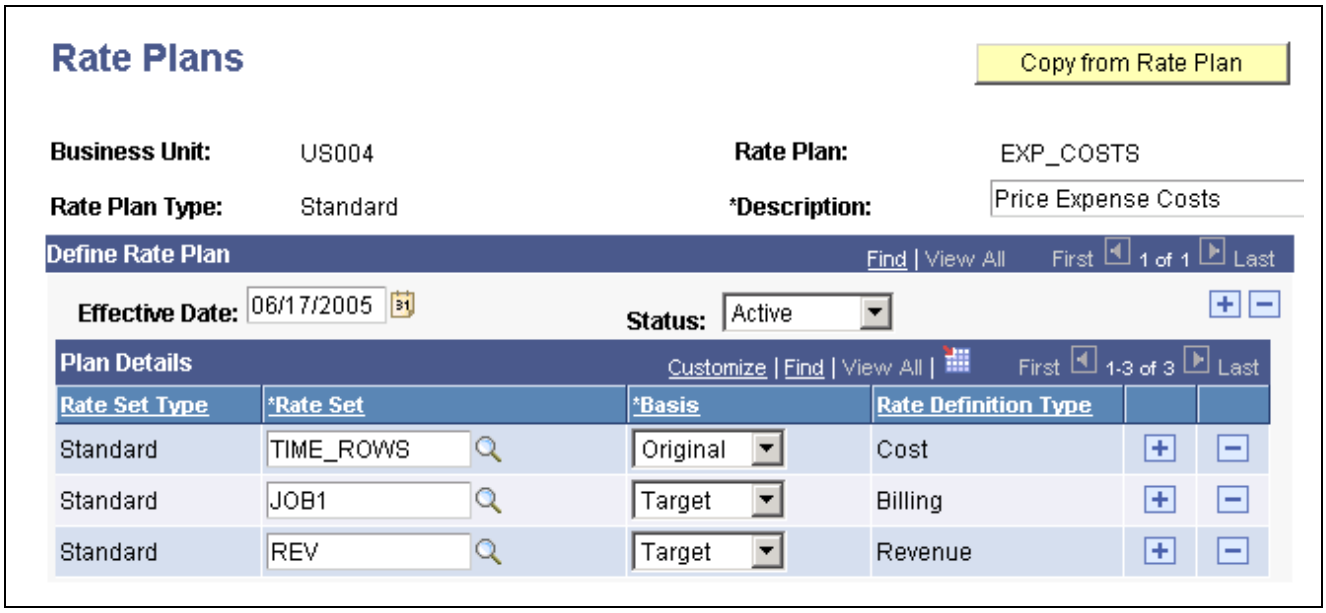
Override Source Select to override the source type, category, or subcategory from the source transaction that appears by default on the target transaction. If you select this option, enter a Target Source Type, Target Category, or Target Subcategory value to use on the target rows.

To Currency Specify the currency that the system uses to calculate the target rows. This field does not apply to government contracts, as billing and revenue recognition must take place in the contract currency.

This field is required if you select the *AMT* rate option.

Defining Standard or Contract-Specific Rate Plans

Access the Rate Plans page.



Rate Plans page

Rate Plan Type Select the rate plan type for this rate plan. Available values are:

Standard: Select to create a rate plan that is generally available for pricing any contract line associated with any contract type.

Note. Selecting the standard rate plan type automatically populates the Rate Set Type field as *Standard* and cannot be overridden.

Contract: Select to create a rate plan that is used to price a particular contract line. By selecting the contract rate plan type you can select standard or contract rate set types on the rate plan and create a rate plan that meets the specific need of your contract line by combining contract-specific and standard pricing rates.

Copy from Rate Plan Click to access the Enter New Rate Plan Keys page where you can copy an existing rate plan to create a new rate plan in the same business unit.

Note. You can copy a standard rate plan to another standard rate plan. You cannot copy contract-specific rate plans.

You can copy rate plans only from within the same business unit.

Rate Set Type Displays the rate set type *(Contract* or *Standard)* from the rate set.

For a contract rate plan, enter a rate set type of *Contract* or *Standard* for each rate set that you want to add to the rate plan. If you select *Contract* as the rate set type, you must select a rate set that is associated with the same contract line as the rate plan.

For a standard rate plan, the system automatically populates the Rate Set Type field as *Standard* and cannot be overridden. You can select only standard rate sets for a standard rate plan.

Rate Set Select the rate set to include in your rate plan. You can select rate sets that are defined and active as of the effective date of the rate plan. Enter rate sets the in the order that you want the Pricing process to price the rows. Rate sets are processed in the order that you enter on this page, and only if they have a rate definition type that corresponds to the pricing options that you select on the Pricing run control page.

A rate set can appear only once in a rate plan.

Basis Select the basis that tells the Pricing process what source transactions to use to create the target rows for the rate set. Available options are:

Original: The system uses the original source transactions to create target rows for the specified rate set.

Target: The system uses the target rows that have been created on this rate plan thus far as the basis for creating the target rows for this rate set.

All: The system uses all of the original source rows and all of the previously created target rows on the rate plan to create target rows for this rate set.

Rate Definition Type Displays the rate definition type *(Cost, Billing,* or *Revenue)* from the rate set. The Pricing process can price transactions for costs, billing, revenue, or any combination based on the options that you select on the Pricing run control page.

Review Rate Set Click the rate set description to access the Rate Sets page and view or modify the rate set.

Defining Tiered Pricing

This section discusses how to define transaction identifiers.

Pages Used to Define Tiered Pricing

Page Name	Object Name	Navigation	Usage
Transaction Identifiers	PC_TRANS_IDENTIFY	Set Up Financials/Supply Chain, Product Related, Project Costing, Transaction Options, Transaction Identifiers, Transaction Identifiers	Define transaction identifiers for use in the Tiered Pricing feature.
Tiered Pricing Template	PC_TIER_TEMPLATE	Set Up Financials/Supply Chain, Product Related, Contracts, Templates, Tiered Pricing Templates, Tiered Pricing Template	Define a tiered pricing template that facilitates defining tiered pricing for contract line. **Note.** You define tiered pricing templates in the Contracts system. See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Structuring Contracts," Defining Tiered Pricing Templates.

Defining Transaction Identifiers

Access the Transaction Identifiers page.

See Chapter 4, "Setting Up Project Costing Control Data," Transaction Identifiers, page 56.

Running the Pricing Application Engine Process

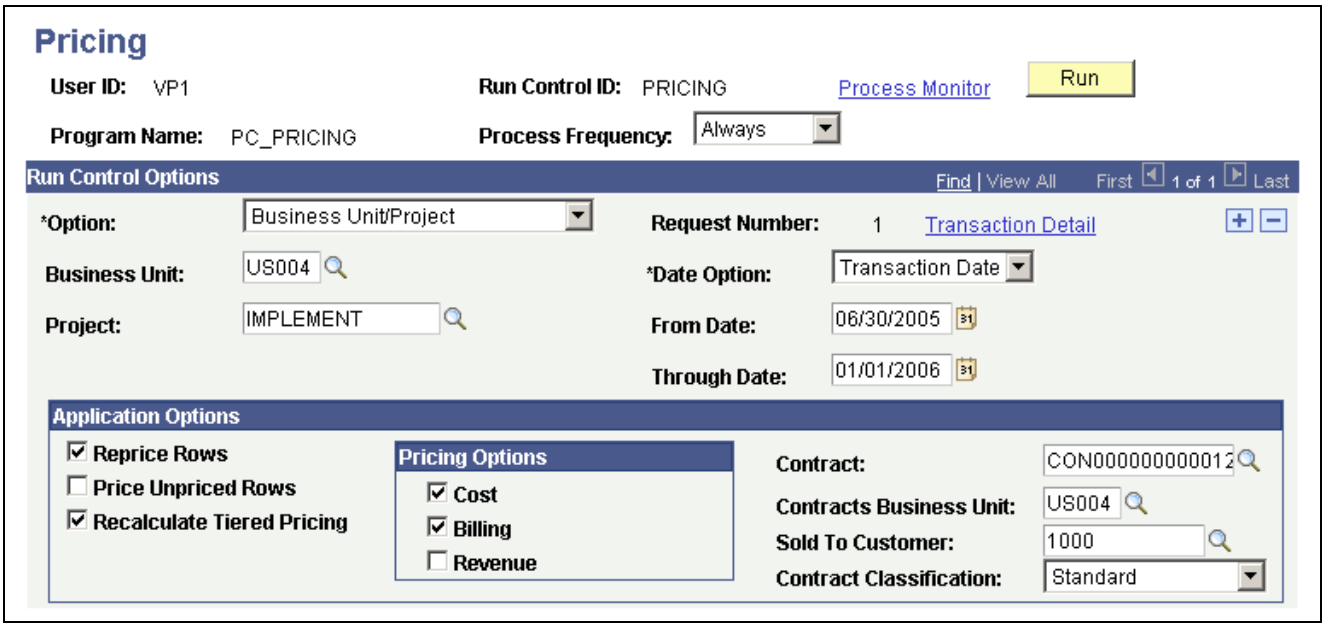
This section discusses how to price transaction rows by manually initiating the Pricing process.

Page Used to Run the Pricing Application Engine Process

Page Name	Object Name	Navigation	Usage
Pricing	PC_PRICING	Project Costing, Utilities, Pricing, Pricing	Run the Pricing process to price or reprice transactions.

Pricing Transaction Rows

Access the Pricing page.



Pricing page

Transaction Detail Click to access the Transaction List page to view the transactions.

Application Options

Reprice Rows Select to reprice transactions in the Project Transaction table. You can reprice transactions that have not been sent to GL, have not been billed or sent to Asset Management, are not linked to an asset, or have not been used for fee calculations in Contracts.

When you reprice rows the Pricing process calls the Tiered Pricing, Limits, and Sharing processes, in that order.

Note. If a cost row generated one or more billing or revenue rows, and if any of the rows in the process exist on billing or revenue fee worksheets, none of the other rows that are associated with the original cost row are eligible for repricing.

Price Unpriced Rows Select to price unpriced cost rows in the Project Transaction table that were not previously priced by the Pricing process.

Note. You cannot select this option to run the Pricing process if any source transaction row on the run control has been priced for any combination of cost, billing, or revenue. You can, however, select the Reprice Rows option as these source transaction rows are eligible for repricing.

Recalculate Tiered Pricing Select to recalculate quantities that are eligible for tiered pricing if the original tiered-pricing agreements change. When you select this option, the system selects the Reprice Rows option because repricing is required in order to recalculate tiered pricing inception to date amounts.

Transactions that are already processed by Billing or General Ledger are not repriced or adjusted using a different tiered pricing adjustment; however,

quantities from the source rows will be included in the correct tier so the inception to date reflects these quantities.

Pricing Options Select Cost (indirect and direct), Billing, Revenue, or any combination, to tell the system what kind of rows to create from the source transactions. The pricing options correspond to the rate definition types that are assigned to rate sets.

The Revenue option is available if you use the Government Contracting feature of Contracts and select the Contracts installation option to separate billing and revenue rows. Otherwise, the Revenue option is not available for selection.

If you choose a run control option of *Business Unit, Business Unit/Project,* or *Business Unit/Project/Activity,* the options that appear selected by default in the Pricing Options group box are based on the pricing options that are selected for the business unit. You can override the business unit default pricing options on the run control page.

Contract Enter a contract ID, if applicable, to provide additional transaction search criteria.

Contracts Business Unit Enter a contract business unit, if applicable, to provide additional transaction search criteria.

Sold to Customer Enter a contract sold to customer, if applicable, to provide additional transaction search criteria.

Contract Classification Enter a contract classification, if applicable, to provide additional transaction search criteria.

When you use the Pricing page to price or reprice transactions for activities that are associated with fixed-fee contract lines, do not enter any contract-related information in the Application Options group box. Activities associated with fixed-fee contract lines are treated as Project Costing-related pricing; therefore, entering contracts-related information prevents the system from picking up fixed-fee data for pricing.

Note. This run control page is used to process transactions from all contract classifications. If you want to initiate the Pricing process for a specific set of contracts, such as government contracts, you must enter search criteria such as project, activity, contract classification, and so on, to identify the transactions to include in this run control.

Viewing Team Rates

The Project Team and Activity Team Rate Sheets provide visibility to the standard rates that are associated with each team member. Project managers can select a view to display standard rates by employee, job code, or role.

Note. When the Pricing process prices cost transactions, the rate set dictates which, if any, of the standard rates are used and whether there is any markup or adjustment to the standard rate.

This section discusses how to:

- View project team rates.
- View activity team rates.

Pages Used to View Team Rates

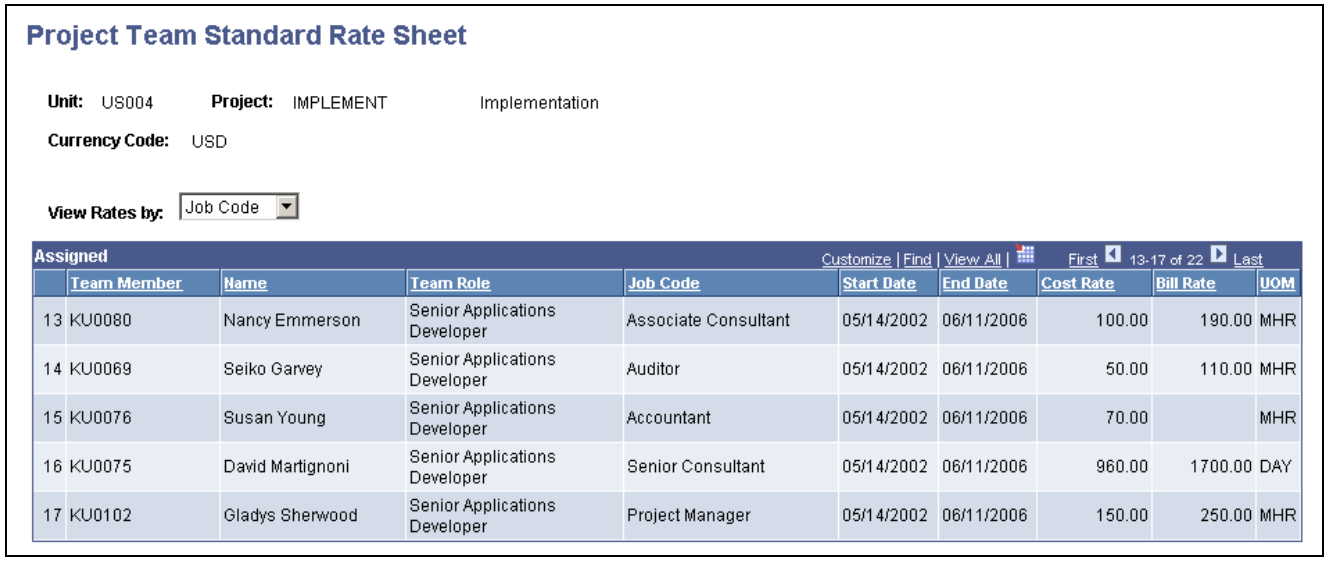
Page Name	Object Name	Navigation	Usage
Project Team Standard Rate Sheet	PC_TEAM_RATES	Project Costing, Project Definitions, Team, Team Click the Team Rates link on the Project Definitions - Team page.	View team roles, job codes, project availability dates, and cost and bill rates by employee, project role, and job code for project team members.
Activity Team Standard Rate Sheet	PC_ACT_TEAM_RATES	Project Costing, Activity Definitions, Team, Team Click the Activity Team Rates link on the Activity Definitions - Team page.	View the cost and bill rates for activity team members by employee, job code, or role.

See Also

Chapter 14, "Pricing Project Costs," Understanding Pricing Project Costs, page 285

Viewing Project Team Rates

Access the Project Team Standard Rate Sheet page.



Project Team Standard Rate Sheet

Unit: US004 **Project:** IMPLEMENT Implementation

Currency Code: USD

View Rates by: Job Code

Assigned — Customize | Find | View All | First 13-17 of 22 Last

	Team Member	Name	Team Role	Job Code	Start Date	End Date	Cost Rate	Bill Rate	UOM
13	KU0080	Nancy Emmerson	Senior Applications Developer	Associate Consultant	05/14/2002	06/11/2006	100.00	190.00	MHR
14	KU0069	Seiko Garvey	Senior Applications Developer	Auditor	05/14/2002	06/11/2006	50.00	110.00	MHR
15	KU0076	Susan Young	Senior Applications Developer	Accountant	05/14/2002	06/11/2006	70.00		MHR
16	KU0075	David Martignoni	Senior Applications Developer	Senior Consultant	05/14/2002	06/11/2006	960.00	1700.00	DAY
17	KU0102	Gladys Sherwood	Senior Applications Developer	Project Manager	05/14/2002	06/11/2006	150.00	250.00	MHR

Project Team Standard Rate Sheet page

Project team members appear on this page if you defined a project team role for the member.

View Rates by Select *Employee, Job Code,* or *Role* to view different project team rates.

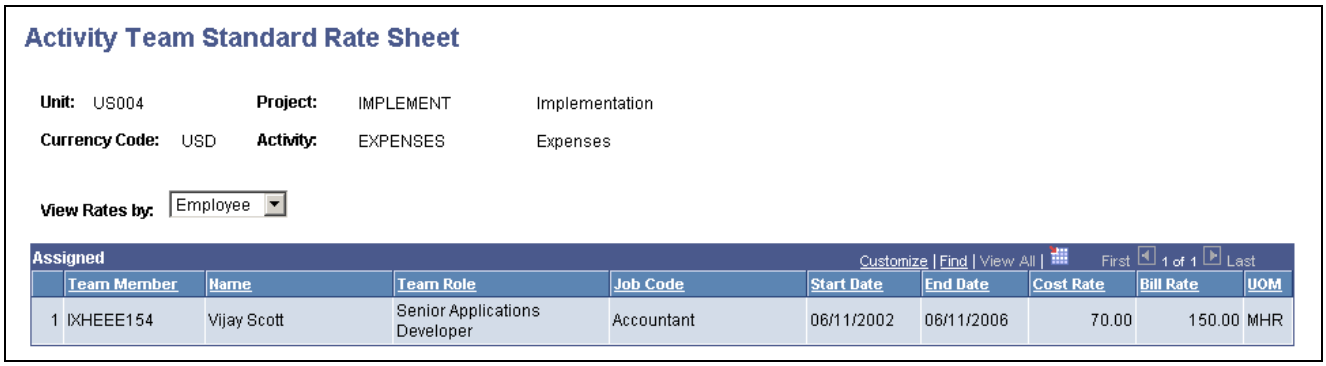
Cost Rate and **Bill Rate** Displays the cost and bill rates associated with the team member and the option that you select in the View Rates by field. The system converts these rates as necessary to the currency of the business unit.

See Also

Chapter 10, "Staffing Project and Activity Teams," page 205

Viewing Activity Team Rates

Access the Activity Team Standard Rate Sheet page.



Activity Team Standard Rate Sheet page

View Rates by Select *Employee, Job Code,* or *Role* to view different activity team rates.

Cost Rate and **Bill Rate** Displays the cost and bill rates associated with the activity team member and the option that you select in the View Rates by field. The system converts these rates as necessary to the currency of the business unit.

See Also

PeopleSoft Enterprise Program Management 8.9 PeopleBook, "Scheduling and Managing Resources"

CHAPTER 15

Distributing Funding

This chapter provides an overview of funds distribution and discusses how to distribute project costs to funding sources.

Understanding Funds Distribution

This section discusses the high-level steps to distribute funds and the options used to generate fund distribution rows.

Steps to Distribute Funds

Project costs can be distributed among multiple funding sources. The Funds Distribution Application Engine process (PC_FND_DIST) distributes funding by applying funds distribution rules to incoming transactions, and assigning costs accordingly. Afterwards, you can use the Pricing Application Engine process (PC_PRICING) to price funded rows for billing purposes.

First, you enable funds distribution during implementation in the Installation Options - Project Costing Integration page. Then you distribute funds using a three-step process:

1. Identify transactions for activities that are eligible for distribution.
2. Define the funds distribution rules—the percentages of the transaction amounts that are passed on to each funding source.
3. Run the Funds Distribution process.

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Integration Installation Options.

Options Used to Generate Fund Distribution Rows

There are three ways to generate target transaction rows in the Project Transaction table (PROJ_RESOURCE) based on the funds distribution source criteria:

- Access the Funds Distribution run control page and run the Funds Distribution process for an activity, project, business unit, or all business units.

  Use this method to generate target transaction rows for source transactions that already exist in the Project Transaction table. The Funds Distribution process distributes funding by applying funds distribution rules to transactions that meet the source criteria, and assigning costs accordingly.
- Access the Load Transactions run control page and send transactions to the Project Transaction table by using the Transaction Loader Application Engine process (PC_INTFEDIT).

When you run the Transaction Loader process, the system automatically uses the Funds Distribution process to evaluate the eligible incoming transaction rows and create target transaction rows in the Project Transaction table. To use this method, first define the funds distribution rules for the appropriate activities and enable funds distribution in the Installation Options - Project Costing Integration page.

- Access the Add Transaction page and enter transactions for an activity for which you have defined funds distribution rules.

  Click Process Transactions on the Add Transaction page to initiate the Transaction Loader process, which uses the Funds Distribution process to create target transaction rows for transactions that meet the source criteria.

Distributing Project Costs to Funding Sources

This section discusses how to:

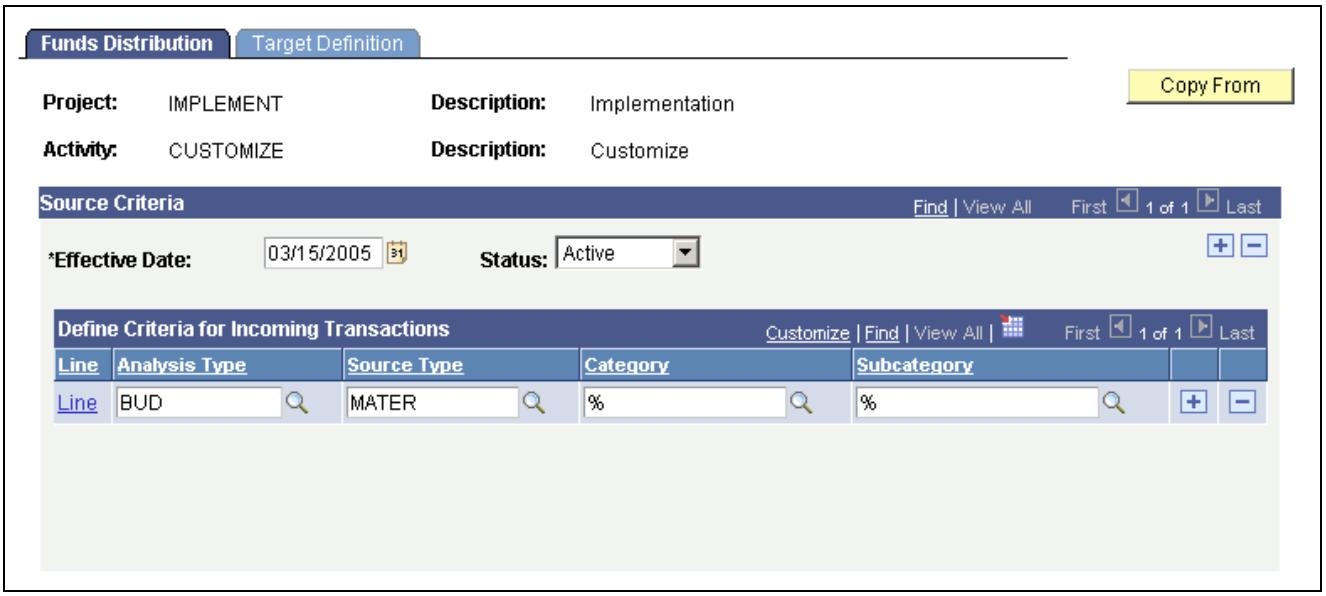
- Identify transactions that are eligible for funds distribution.
- Define the funds distribution rules.

Pages Used to Distribute Project Costs to Funding Sources

Page Name	Object Name	Navigation	Usage
Installation Options - Project Costing Integration	INSTALLATION_PCINT	Set Up Financials/Supply Chain, Install, Installation Options, Project Costing Integration	Enable the funds distribution option.
Funds Distribution	PC_FND_DIST	Project Costing, Activity Definitions, Funds Distribution, Funds Distribution	Define the source criteria that identify cost transactions for activities that are eligible for distribution.
Funds Distribution - Target Definition	PC_FND_DIST_LN	• Project Costing, Activity Definitions, Funds Distribution, Target Definition • Click Line in the Funds Distribution page.	Define target rows for cost distribution.
Funds Distribution	RUN_PC_FND_DIST	Project Costing, Utilities, Funds Distribution, Funds Distribution	Run the Funds Distribution process to distribute funds among cost and revenue rows brought into Project Costing.

Identifying Cost Transactions for Funds Distribution

Access the Funds Distribution page.



Funds Distribution page

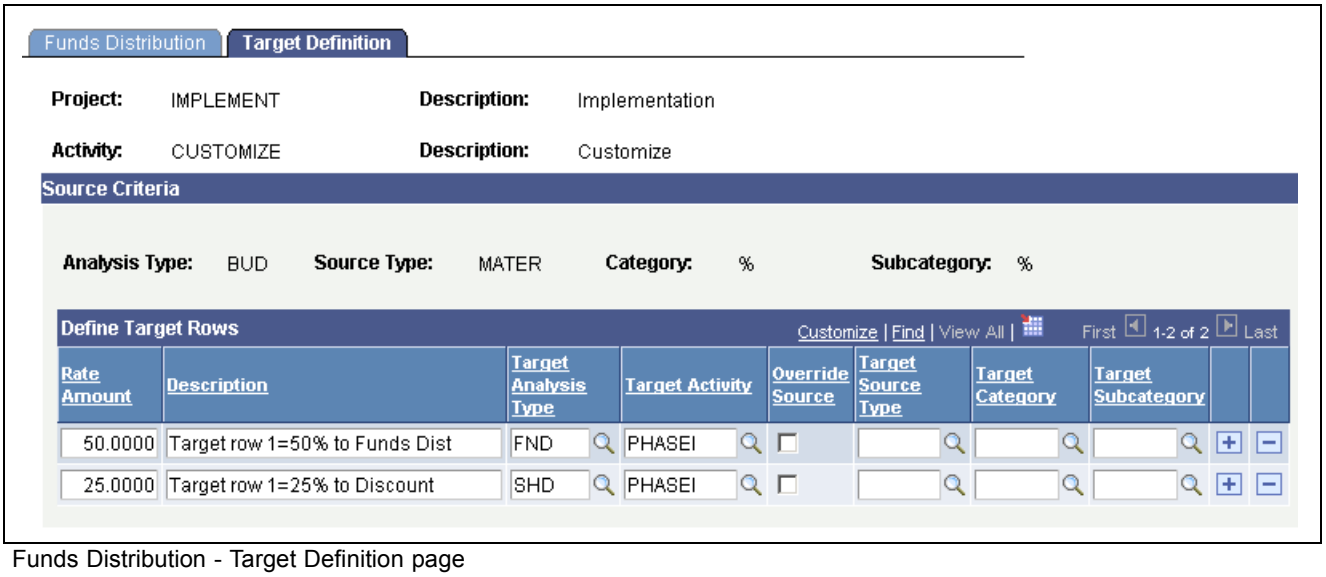
Enter analysis type, source type, category, and subcategory combinations that define the source criteria for cost transactions that are eligible for distribution for this activity. Use the percentage symbol (%) as a wildcard if all values apply.

Copy From Click to copy funds distribution rules from another activity in the same business unit.

Line Click to view the Funds Distribution - Target Definition page for the corresponding row in the Define Criteria for Incoming Transactions grid.

Defining the Funds Distribution Rules

Access the Funds Distribution - Target Definition page for funds distribution.



Funds Distribution - Target Definition page

Use this page to define the transaction amount percentages that the system uses to distribute transaction amounts to funding sources.

Rate Amount Enter the percentage of the cost covered by the funding source. For each incoming transaction that meets the source criteria, the system creates a target row in the Project Transaction table with an amount equal to the defined percentage of the cost, and it uses the analysis type, activity, source type, category, and subcategory that are defined in this row in the Define Target Rows grid. Because project costs can be distributed among multiple funding sources, you can enter as many rows as needed.

Target Activity Optionally enter a different activity ID within the project to override the current activity that appears at the top of the page. The default value is the current activity.

Override Source Select to override the source type, category, and subcategory from the source transaction that appears by default on the target transaction row that the system creates in the Project Transaction table. When you activate this option, you can enter a source type, category and subcategory that the system assigns to the resulting target transaction rows. The default value is check box cleared.

Target Source Type, Target Category, and **Target Subcategory** If the Override Source option is selected, take one of these actions in the Target Source Type, Target Category, and Target Subcategory fields:

Enter a value for the system to assign to the resulting target transaction rows.

Enter the wildcard value (a percent sign) for the target transaction rows to inherit the same value as the source transaction rows.

Leave the field blank for the target transaction rows to inherit a blank value.

To create journal entries based on the funds distribution rows, add the target analysis type to the analysis group *PSREV* (System Revenue) or *PSCST* (Accounting Costs) if it is not already in one of these groups.

Note. To enable the rules defined on the Funds Distribution - Target Definition page, activate Enable Funds Distribution and select the Date Option on the Installation Options - Project Costing Integration page.

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Setting Installation Options for PeopleSoft Applications,” Defining Project Costing Integration Installation Options

CHAPTER 16

Tracking Procurement Costs

This chapter provides overviews of procurement costs, integration with Purchasing, requisition and purchase order adjustments, integration with Inventory, Payables, and Order Management, and discusses how to:

- Create requisitions in Project Costing.
- Integrate requisitions and purchase orders with Project Costing.
- Adjust requisitions and purchase orders in Project Costing.
- Integrate with Inventory.
- Integrate with Payables.
- Integrate with Order Management.

Understanding Procurement Costs

In Project Costing you can track procurement costs as they move through the system from requisitions to purchase orders to vouchers. The following steps and diagram illustrate this movement:

1. Requisition transactions that you enter in Project Costing can be picked up by PeopleSoft Enterprise Purchasing and turned into requisitions.

   Requisitions can also be entered into Purchasing by other means and pulled into Project Costing for tracking.

2. When a requisition is created, Purchasing can determine if the requested item exists in PeopleSoft Enterprise Inventory.

   If the item is an inventory item, a demand can be created, posted, and picked up by Inventory for fulfillment. If the requested item is not an inventory item, a purchase order can be created.

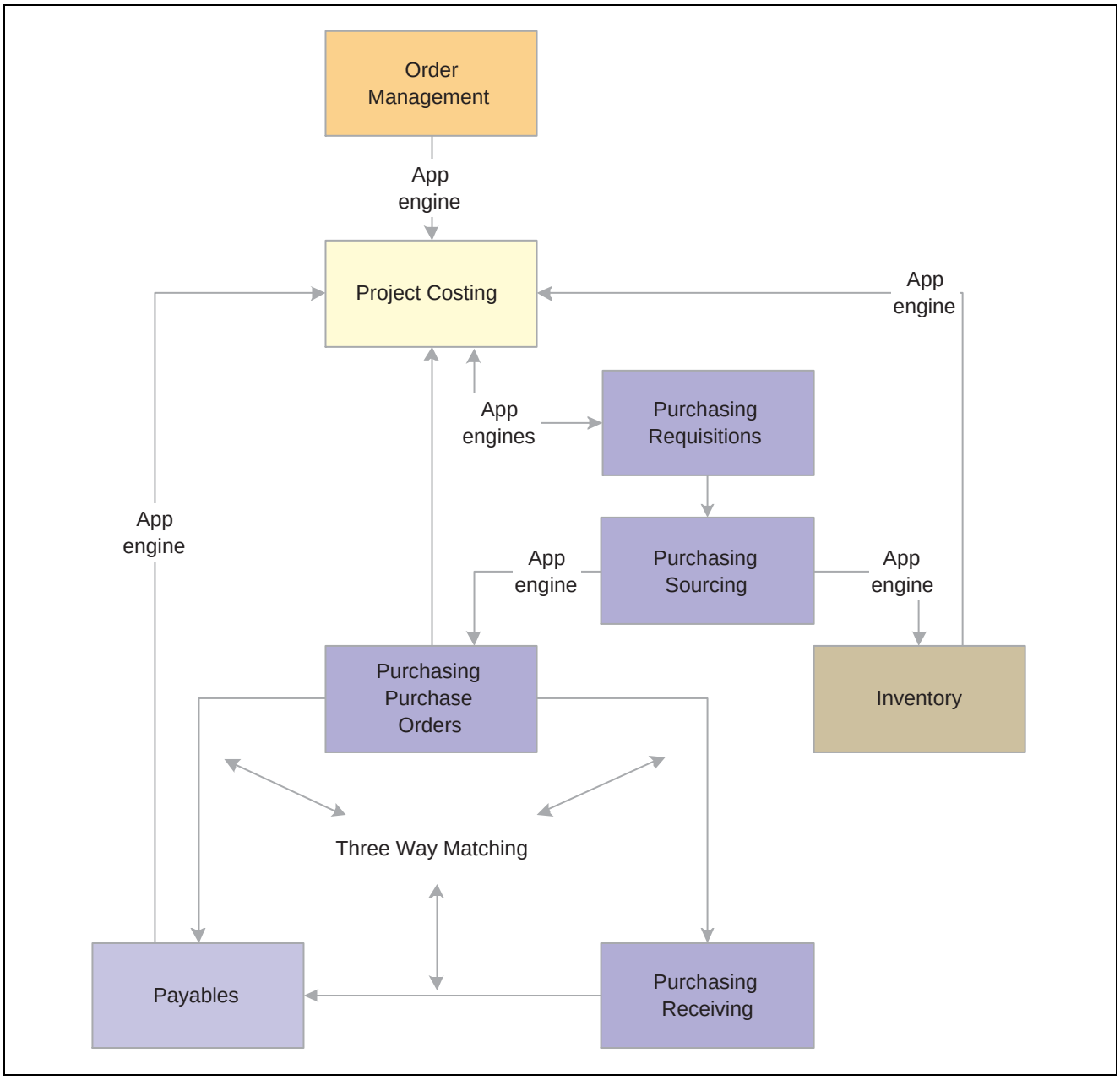
3. When the purchase order is approved and dispatched, it can be brought into Project Costing as a committed cost.

   The purchase order can also be sent to the appropriate vendor.

4. When a voucher is received from the vendor, it can be matched, approved, and posted in PeopleSoft Enterprise Payables.

   The voucher information can then be brought into Project Costing as an actual cost.

5. Orders entered in PeopleSoft Enterprise Order Management can also be pulled into Project Costing and tracked.



Example of a procurement process

Understanding Integration with Purchasing

Project Costing integrates requisitions, purchase orders, or both. Project Costing also provides a process to adjust purchase requisitions or purchase orders.

This section discusses:

- Integrating requisitions from Project Costing to Purchasing.
- Integrating requisitions from Purchasing to Project Costing.

- Integrating purchase orders from Purchasing to Project Costing.

Integrating Requisitions from Project Costing to Purchasing

These actions occur to create requisition transactions in Project Costing:

- The Purchasing Requisition Loader process uses the Project Transaction table (PROJ_RESOURCE) to determine which transactions have an analysis type of *REQ* and a PO distribution status of *1*.

  It copies those transactions into Purchasing, creates requisitions, and adds a requisition ID to each requisition transaction on the Project Transaction table.

  Note. The Purchasing Requisition Loader process can group multiple transactions into a single requisition by item ID, project ID, activity ID, source type, and so on.

- The PO Distribution Status of the requisition transactions on the Project Transaction table changes to *4* (processed) to indicate that they have been processed by Purchasing.

See Also

PeopleSoft Enterprise Purchasing 8.9 PeopleBook, "Using the Requisition Loader"

Integrating Requisitions from Purchasing to Project Costing

These actions occur to integrate requisitions originating in Purchasing into Project Costing:

1. After you create requisitions in Purchasing they are posted to the Requisition Distribution table (REQ_LN_DISTRIB).

   If a requisition originated in Project Costing, it is replaced when the requisition is approved in Purchasing.

2. The Purchasing to Project Costing Application Engine process (PC_PO_TO_PC) uses the Requisition Distribution table to determine which requisitions have a value of *N* (not distributed) for the PC Distribution Status field (PC_DISTRIB_STATUS).

   This indicates that the requisition did not originate in Project Costing, and has not been picked up by Project Costing.

3. The Purchasing to Project Costing process pulls these requisition lines into Project Costing. Requisitions appear as transactions with the analysis type that is specified in the Requisitions field (AN_TYPE_PO_REQ) on the Installation Options - Project Costing Integration page.

   The Requisitions field default value is *REQ*.

   If you use Maintenance Management, the process also imports the work order business unit, work order ID, task ID, work order resource type, and work order resource line into the Project Transaction table.

4. The PC Distribution Status field value on the Requisition Distribution table changes to *D* (distributed) for each transaction that is copied into Project Costing.

See Also

PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook, "Understanding Integrated Products and Shared Products Setup Considerations"

Integrating Purchase Orders from Purchasing to Project Costing

You can integrate purchase orders that originate in Purchasing into Project Costing. The Purchasing to Project Costing process identifies the distribution lines in the PO Line Accounting Entries table (PO_LINE_DISTRIB) that are eligible for integration to Project Costing. Rows in the PO Line Accounting Entries table are eligible for integration if they:

- Contain values for the required project-related ChartFields.
- Have a PC Distribution Status status of *N* (not distributed).

The Purchasing to Project Costing process updates the PC Distribution Status to *D* (distributed) and copies the transactions to Project Costing. If you use Maintenance Management, the process also imports the work order business unit, work order ID, task ID, work order resource type, and work order resource line into the Project Transaction table.

Purchase orders appear as transactions with the analysis type that is specified in the Purchase Orders field (AN_TYPE_PO_PO) on the Installation Options - Project Costing Integration page. The Purchase Orders field default value is *COM*.

See Also

PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook, "Understanding Integrated Products and Shared Products Setup Considerations"

Understanding Requisition and Purchase Order Adjustments

In Project Costing you can adjust requisitions or purchase orders based on the purchasing adjustment options that are set up during installation, combined with the options and parameters that you select when you run the Purchasing Adjustment Application Engine process (PC_POADJUST).

This section discusses:

- Purchasing adjustments.
- Adjustment calculations.
- Nonrecoverable value-added tax (VAT) amounts in purchase order reversals.
- Using commitment control to generate reversals.

Purchasing Adjustments

The Purchasing Adjustment process in Project Costing can perform three types of actions:

- Reverse requisitions.
- Reverse purchase orders (commitments).
- Adjust closed purchase orders.

The Purchasing Adjustment process uses two analysis groups that are delivered as system data:

- *POADJ* (purchasing adjustments): Identifies the mapping used by the Application Engine process for requisition and purchase order reversals.

- *OPENC* (open commitment balance): Determines open commitment balances for closed purchase order adjustments.

Review these analysis groups for changes if any additional analysis types are configured.

Adjustment Calculations

This section contains tables that illustrate different adjustment calculations resulting from combined options that are specified during installation on the Installation Options - Project Costing page and during the adjustment process.

Requisition Reversals

These tables show adjustment calculations produced by three different requisition reversal options. In each case, a summarized reversal row is created by grouping the requisition, item, and unit of measure. The analysis type that is used in this process is specified in the Requisition Reversals field (AN_TYPE_PO_RRV) on the Installation Options - Project Costing Integration page. The Requisition Reversals field default value is *RRV.*

This table lists requisition and purchase order details:

Analysis Type	Quantity	Unit of Measure	Total Amount	Unit Price
REQ	10	EA	100	10
COM	5	EA	35	7

This table lists an adjustment produced by using the REQ Rate option:

Analysis Type	Quantity	Unit of Measure	Total Amount	Unit Price
RRV	5	EA	50	10

Note. If the REQ and COM rows have different units of measure, the total REQ quantity and amount is used for the reversal.

This table lists an adjustment produced by using the COM Amount option:

Analysis Type	Quantity	Unit of Measure	Total Amount	Unit Price
RRV	5	EA	35	not applicable

Note. If the COM amount exceeds the REQ amount, the total REQ amount is used. If the REQ and COM rows have different units of measure, the total COM quantity and amount is used for the reversal.

This table lists an adjustment produced by using the REQ Total option:

Analysis Type	Quantity	Unit of Measure	Total Amount	Unit Price
RRV	10	EA	100	10

Note. The same options apply to requisitions that are reversed by inventory costs that fulfill the requisition.

Purchase Order (Commitment) Reversals

These tables show adjustment calculations produced by two different purchase order reversal options. In each case, a reversal row is created individually for each purchase order line to retain all the detail. The analysis type that is used in this process is specified in the Purchasing Reversals field (AN_TYPE_PO_CRV) on the Installation Options - Project Costing Integration page. The Purchasing Reversals field default value is *CRV.*

This table lists purchase order and voucher details:

Analysis Type	Quantity	Unit of Measure	Total Amount	Unit Price
COM	10	EA	100	10
ACT	5	EA	35	7

This table lists an adjustment produced by using the COM Rate option:

Analysis Type	Quantity	Unit of Measure	Total Amount	Unit Price
CRV	5	EA	50	10

Note. If the COM and ACT rows have different units of measure, the total COM quantity and amount is used for the reversal.

This table lists an adjustment produced by using the ACT Amount option:

Analysis Type	Quantity	Unit of Measure	Total Amount	Unit Price
CRV	5	EA	35	N/A

Note. If the ACT amount exceeds the COM amount, the total COM amount is used. If the COM and ACT rows have different units of measure, the total ACT quantity and amount is used for the reversal.

Closed Purchase Order Adjustments

These tables show the reversal that is created when a purchase order is closed or canceled. Once a purchase order is manually canceled or closed in Purchasing, the system creates a reversal row with an analysis type of *CCA* so that the outstanding commitment can be reduced. The analysis type that is used in this process is specified in the Purchasing Closure field (AN_TYPE_PO_CCA) on the Installation Options - Project Costing Integration page. The Purchasing Closure field default value is *CCA.*

This table lists requisition and purchase order details:

Analysis Type	Quantity	Unit of Measure	Total Amount
COM	5	EA	35

This table lists an adjustment produced by using the PO Close Adjustment option:

Analysis Type	Quantity	Unit of Measure	Total Amount
CCA	5	EA	35

Nonrecoverable VAT Amounts in Purchase Order Reversals

The Purchasing Adjustment process includes nonrecoverable VAT amounts in the calculation of purchase order reversals. Nonrecoverable VAT amounts appear as transaction rows with an analysis type of VIN (nonrecoverable VAT) on the Project Transaction table. The Payables to Project Costing Application Engine process (PC_AP_TO_PC) adds VIN rows to the Project Transaction table for vouchers that contain nonrecoverable VAT.

The Purchasing Adjustment process includes nonrecoverable VAT amounts in the calculation of PO reversal amounts. This applies only if the ACT Amount installation option is selected in the Purchase Order Reversal field (CRV_OPTN) on the Installation Options - Project Costing page. Additionally, the VIN analysis type is added to the POADJ analysis group system data.

Using Commitment Control to Generate Reversals

If you use budget checking, prior to creating RRV and CRV rows the Purchasing Adjustment process evaluates Commitment Control tables to determine if a requisition reversal or commitment reversal already exists. If a reversal row already exists for the requisition or commitment, the Purchasing Adjustment process creates the reversal based on information in Commitment Control. If a reversal does not already exist for the requisition or commitment, the Purchasing Adjustment process creates RRV and CRV rows based on information in the Project Transaction table.

See Also

PeopleSoft Enterprise Commitment Control 8.9 PeopleBook, “Understanding PeopleSoft Commitment Control”

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Setting Installation Options for PeopleSoft Applications,” Defining Project Costing Installation Options

Understanding Integration with Inventory

You can integrate fulfilled demand from Inventory to Project Costing. Fulfilled demand is placed through Inventory Costing on the Inventory Accounting Distribution table (CM_ACCTG_LINE) where it can be picked up by Project Costing and brought in as a transaction. Rows in the Inventory Accounting Distribution table are eligible for integration if they:

- Contain values for the required project-related ChartFields.
- Have a PC Distribution Status status of *N* (not distributed).

The Inventory to Project Costing Application Engine process (PC_IN_TO_PC) updates the PC Distribution Status to *D* (distributed) and copies the transactions to the Project Transaction table. If you use Maintenance Management, the process also imports the work order business unit, work order ID, task ID, work order resource type, and work order resource line into the Project Transaction table.

Fulfilled demand is brought into Project Costing as transactions with the analysis type that is specified in the Inventory field (PC_AN_TYPE_IN) on the Installation Options - Project Costing Integration page. The Inventory field delivered default value is *ACT*.

See Also

PeopleSoft Enterprise Inventory 8.9 PeopleBook, "Understanding Order Fulfillment Processing"

PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook, "Understanding Integrated Products and Shared Products Setup Considerations"

Understanding Integration with Payables

You can integrate approved vouchers from Payables to Project Costing. These actions occur to integrate vouchers between Project Costing and Payables:

1. A purchase order is created in Purchasing and sent to Payables.
2. Vouchers entered into Payables for bills received go through a matching process.
3. Vouchers that have been matched are approved and posted to the AP (accounts payable) Accounting Entries table (VCHR_ACCTG_LINE).
4. The Payables to Project Costing process copies voucher rows where the PC Distribution Status field is set to *N* (not distributed) from the AP Accounting Entries table to the Project Transaction table.

   Vouchers appear as transactions with the analysis type that is specified in the Payables field (PC_AN_TYPE_AP) on the Installation Options - Project Costing Integration page. The Payables field delivered default value is *ACT*.

   If you use Maintenance Management, the process also imports the work order business unit, work order ID, task ID, work order resource type, and work order resource line into the Project Transaction table.

See Also

PeopleSoft Enterprise Payables 8.9 PeopleBook, "Running the Matching Process"

PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook, "Understanding Integrated Products and Shared Products Setup Considerations"

Understanding Integration with Order Management

You can use the Order Management to Project Costing Application Engine process (PC_OM_TO_PC) to integrate orders that originate in Order Management to Project Costing. These actions occur to integrate orders between Order Management and Project Costing:

1. The Order Management to Project Costing process uses the Order Schedule Line table (ORD_SCHEDULE) to determine which transactions have a PC Distribution Status field value of *N* (not distributed).
2. The Order Management to Project Costing process pulls these rows into Project Costing.

   Orders appear as transactions with the analysis type that is specified in the Order Management field (PC_AN_TYPE_OM) on the Installation Options - Project Costing Integration page. The Order Management field delivered default value is *ORD*.

Note. If you set up the appropriate exchange rates, transaction amounts that are not in your business unit currency are converted during the integration process.

See Also

Chapter 11, "Working with Transactions," Processing Multiple Currencies, page 227

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

Creating Requisitions in Project Costing

This section discusses how to create requisition transactions.

Page Used to Create Requisitions in Project Costing

Page Name	Object Name	Navigation	Usage
Add Transactions	INTFC_PROJ_EXPR_02	Project Costing, Transaction Definitions, Add Transactions, Add Transactions	Add transactions to a project activity.

Creating Requisition Transactions

Access the Add Transactions page.

Requisition rows that you enter on this page are processed by the Purchasing Requisition Loader Application Engine process (PO_REQLOAD) as requisitions. Enter the fields that are required for requisition transactions for materials required by a project.

Enter transaction lines with the default analysis type of *REQ* (requisition). This is required for the Purchasing Requisition Loader process to retrieve the transaction and convert it to a requisition.

When the analysis type is *REQ,* the system populates these fields:

- The Quantity field default value is *1*.

- The PO Distribution Status field (PO_DISTRIB_STATUS) value is *1* (active), which indicates that Purchasing has not processed the requisition.
- When you enter the item ID, the Unit of Measure field is populated with the standard unit of measure for the item ID and is not editable.

Integrating Requisitions and Purchase Orders with Project Costing

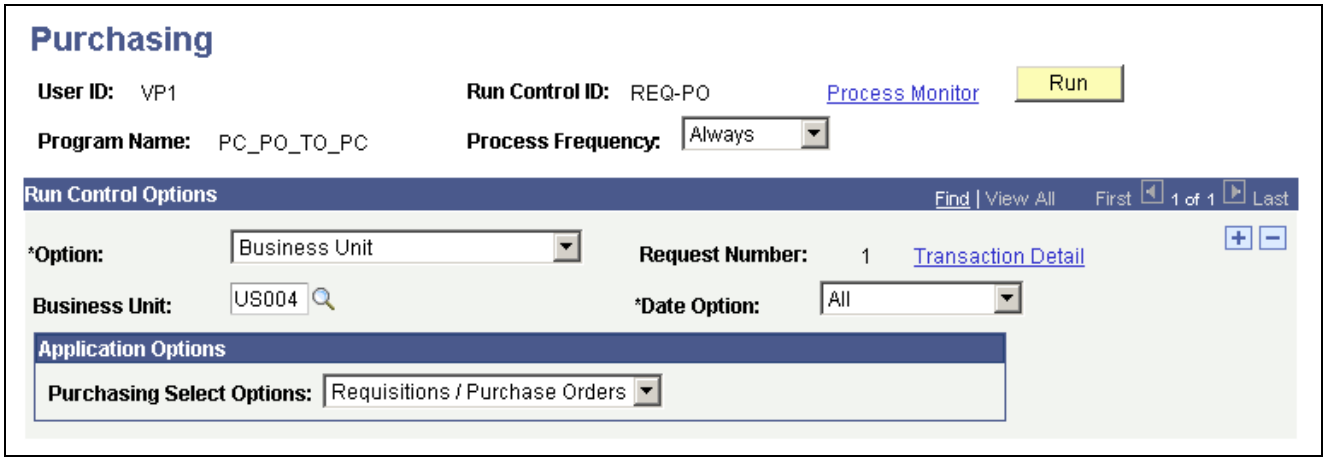
This section discusses how to process requisitions or purchase orders from Purchasing into Project Costing.

Page Used to Integrate Requisitions and Purchase Orders with Project Costing

Page Name	Object Name	Navigation	Usage
Purchasing	PC_PO_TO_PC	Project Costing, Cost Collection, Purchasing, Purchasing	Request the process to import requisitions, purchase orders, or both from Purchasing.

Processing Requisitions or Purchase Orders into Project Costing

Access the Purchasing page.



Purchasing page

Use this page to run the Purchasing to Project Costing process to integrate requisitions or purchase orders from Purchasing to Project Costing.

Option Select to pull in specified transactions for all projects and activities, or for specific ones. Options are:

All: Processes all transactions that are associated with all activities.

Business Unit: Processes transactions for the selected business unit.

Business Unit/Project: Processes transactions for the selected business unit and project.

Business Unit/Project/Activity: Processes transactions for the selected business unit, project, and activity.

Purchasing Select Options Select one of these options:

Purchase Orders: Integrates only purchase order transactions into Project Costing.

Requisitions: Integrates only requisition transactions into Project Costing.

Requisitions / Purchase Orders: Integrates purchase orders and requisition transactions into Project Costing.

Run Click to initiate the Purchasing to Project Costing integration process.

Adjusting Requisitions and Purchase Orders in Project Costing

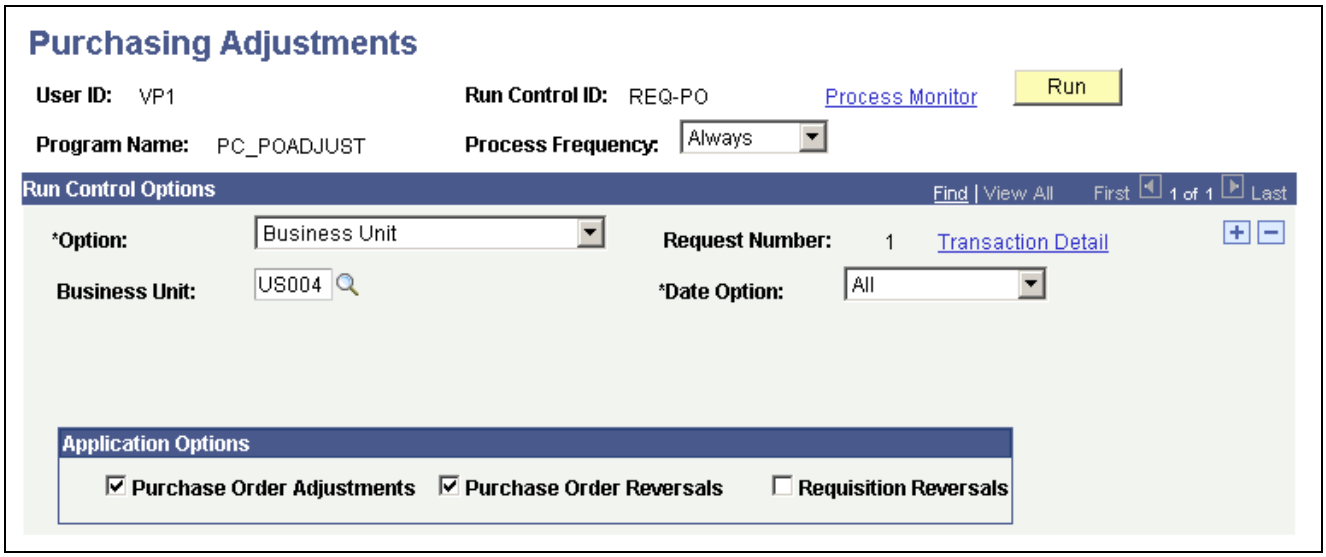
This section discusses how to process purchasing adjustments.

Page Used to Adjust Requisitions and Purchase Orders in Project Costing

Page Name	Object Name	Navigation	Usage
Purchasing Adjustments	PC_POADJUST	Project Costing, Cost Collection, Purchasing Adjustments, Purchasing Adjustments	Request adjustments to requisitions or purchase orders.

Processing Purchasing Adjustments

Access the Purchasing Adjustments page.



Purchasing Adjustments page

Option

Select an option to process transactions for all projects and activities, or for specific ones.

If you select *Business Unit, Business Unit/Project,* or *Business Unit/Project/Activity,* and the From Feed option is not selected on the Installation Options - Project Costing page for the type of transactions that you want to process, the system loads only the rows from the Project Transaction table that are associated with the run control options into a temporary table to process.

However, the system does not use a temporary table to process the selected rows if the From Feed option is selected. The From Feed option enables the Purchasing Adjustment process to begin automatically when you run the Purchasing to Project Costing process, Inventory to Project Costing process, or Payables to Project Costing process. When these processes automatically trigger the Purchasing Adjustment process, it evaluates all purchasing-related rows.

Important! If you restrict the Purchasing Adjustment process to run on a subset of business units, projects, or activities, you will have an outstanding commitment for rows that were not selected in the run control. For example, if a voucher contains Project A and Project B, and you run the Purchasing Adjustment process only on Project A, an outstanding commitment will remain in the Project Transaction table for Project B until you rerun the Purchasing Adjustment process with run control options that include Project B.

Application Options

Select an option to indicate which transactions to create in Project Costing. Values are:

Purchase Order Adjustments: Creates a transaction with an analysis type that is specified in the Purchasing Closure field on the Installation Options - Project Costing Integration page. The Purchasing Closure field delivered default value is *CCA*.

Purchase Order Reversals: Creates a transaction with an analysis type that is specified in the Purchasing Reversals field on the Installation Options -

Project Costing Integration page. The Purchasing Reversals field delivered default value is *CRV.*

Requisition Reversals: Creates a reversal transaction with an analysis type that is specified in the Requisition Reversals field (AN_TYPE_PO_RRV) on the Installation Options - Project Costing Integration page. The Requisition Reversals field default value is *RRV.*

Run Click to initiate the Purchasing Adjustment process.

On the Installation Options - Project Costing page, you can specify the Purchasing Adjustment process to run automatically when purchase orders or vouchers are integrated into Project Costing. Select the From Feed option to initiate the Purchasing Adjustment process automatically when running the Purchasing to Project Costing process, the Inventory to Project Costing process, or the Payables to Project Costing process.

Integrating with Inventory

This section lists the page used to retrieve fulfilled demand from Inventory.

Page Used to Integrate with Inventory

Page Name	Object Name	Navigation	Usage
Inventory	PC_IN_TO_PC	Project Costing, Cost Collection, Inventory, Inventory	Request process to retrieve fulfilled demand from Inventory.

Integrating with Payables

This section discusses how to process Payables vouchers.

Page Used to Integrate with Payables

Page Name	Object Name	Navigation	Usage
Payables	PC_AP_TO_PC	Project Costing, Cost Collection, Payables, Payables	Request process to retrieve approved vouchers from Payables.

Processing Payables Vouchers

Access the Payables page.

Application Options Select the option to indicate the detail at which rows are created in Project Costing. Options are:

Detail: Creates one row in the Project Transaction table for each type of cost that is associated with a voucher. Use this option when you require

more detail for analysis or project billing purposes. Types of costs that will generate new rows are:

- *Merchandise*
- *Sales Tax*
- *Freight*
- *Use Tax*
- *Nonrecoverable VAT*
- *Late Charges*

Summary: Creates one summarized row in the Project Transaction table for each approved voucher distribution line.

Run Click to initiate the Payables to Project Costing integration process.

Integrating with Order Management

This section lists the page used to retrieve customer orders from Order Management.

Page Used to Integrate with Order Management

Page Name	Object Name	Navigation	Usage
Order Management	PC_OM_TO_PC	Project Costing, Cost Collection, Order Management, Order Management	Run the Order Management to Project Costing process to retrieve customer orders from Order Management.

CHAPTER 17

Integrating with Expenses

This chapter provides an overview of the integration process with Expenses and discusses how to:

- Set up time and expenses ChartFields for Project Costing.
- Stage time and expense reports.
- Import time and expenses into Project Costing.

Understanding Integration with Expenses

Expenses is a robust application that is designed to track employee time and expense. Through the integration process, you can pull time and expense entries into Project Costing for pricing transaction rows, project reporting, analysis, and customer billing.

These are the high level steps to integrate time and expense data to Project Costing:

1. In Expenses, configure time and expense reports to charge expenses to project-related accounting ChartFields, such as PC business unit, project, activity, source type, category, and subcategory.

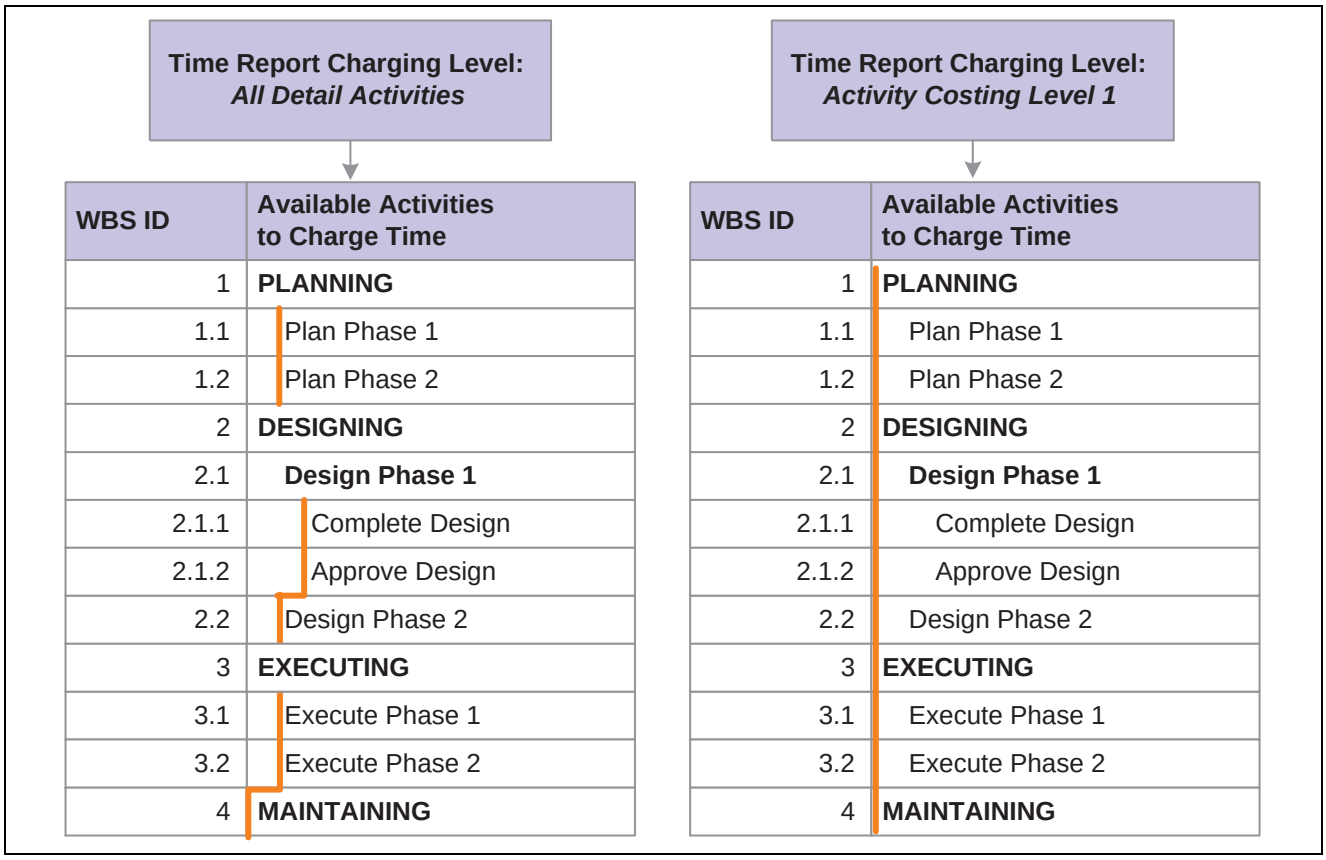
   Optionally specify different ChartField values for each expense or time report line item.
2. In Expenses, approve and post expense transactions, which populates the Expenses Accounting Line table (EX_ACCTG_LINE).
3. In Expenses, stage time entries to the Time Staging for Project Transaction table (EX_PROJ_RES_STG).
4. In Project Costing, run the Expenses to Project Costing Application Engine process (PC_EX_TO_PC) to pull staged expense transactions from the Expenses Accounting Line table, and staged time transactions from the Time Staging for Project Transaction table, into Project Costing tables where billable items can be passed to Billing.

Time Report Charging Levels

If you use Program Management and Expenses, you can enter time reports for all detail activities, or specify the level of activities on the work breakdown structure (WBS) for which you want to capture time against a project. The level at which you capture costs for a project can be different than the level at which you report time in Expenses.

Use the time report charging level of *All Detail Activities* to report time in Expenses at the detail activity level. Use the time report charging level of *Activity Costing Level* to charge time in Expenses only to summary activities and detail activities that reside in the specified project charging level.

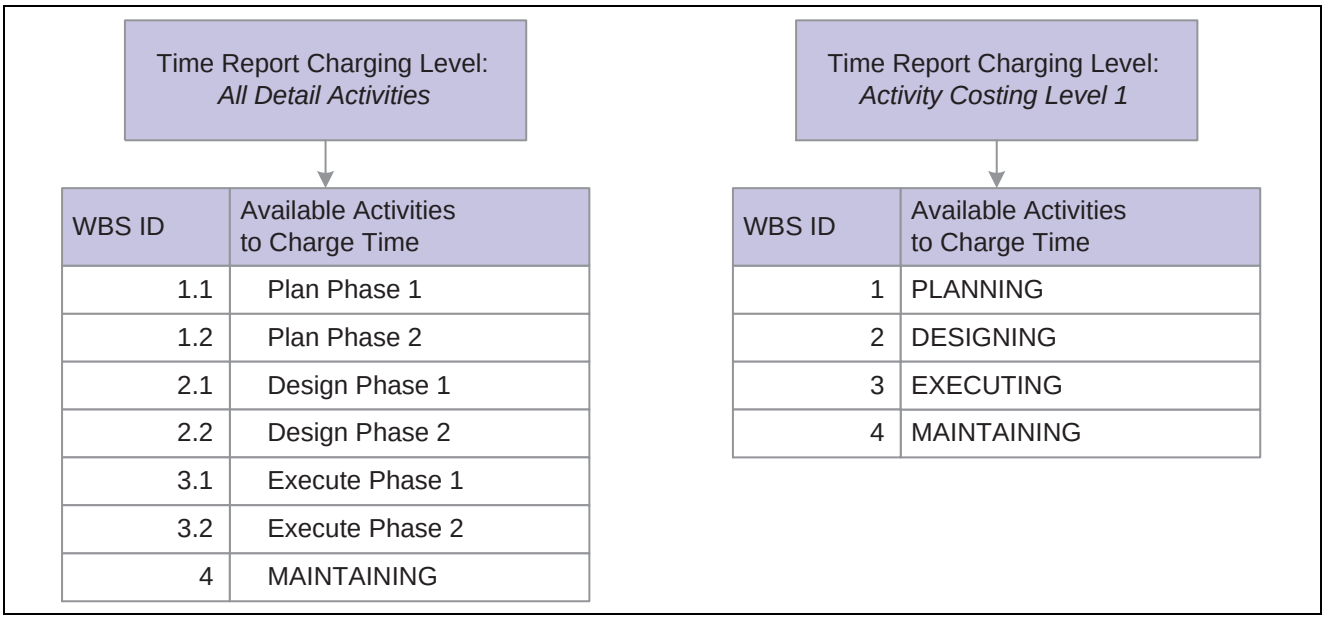
This diagram shows examples of two different time report charging levels for a project. In each example the orange vertical bar aligns with the activities to which you can charge time:



Examples of time report charging levels

If you use a time report charging level of *All Detail Activities,* users with the appropriate security access can select any detail activity to charge time in Expenses. If you use a time report charging level of *Activity Costing Level,* the list of activities to which users can charge time in Expenses is based on summary and detail activities that reside in the specified project charging level.

Based on the time report charging levels illustrated in the previous diagram, the following diagram compares two different lists of available activities from which users can select when they create a time report for the project:



WBS ID	Available Activities to Charge Time
1.1	Plan Phase 1
1.2	Plan Phase 2
2.1	Design Phase 1
2.2	Design Phase 2
3.1	Execute Phase 1
3.2	Execute Phase 2
4	MAINTAINING

WBS ID	Available Activities to Charge Time
1	PLANNING
2	DESIGNING
3	EXECUTING
4	MAINTAINING

Examples of available activities to which users can charge time

If you capture activity costs at the project charging level, and enter time reports for all detail activities, the system summarizes detail transactions to the project charging level parent activity during the Expenses integration. The Project Transaction table retains the original detail activity ID from the time report.

Note. If you enter time reports only at the project charging level, the Project Transaction table will not retain the time report activity detail.

See Also

PeopleSoft Enterprise Program Management 8.9 PeopleBook, "Setting Up Program Management Business Units," Understanding Project Charging Levels

Setting Up Time and Expense ChartFields for Project Costing

Set up default ChartFields to charge expense and time reports. You can override the default ChartFields for each detail line item. In Expenses you can establish user preferences for ChartField defaults that appear automatically as ChartField values when you create new time and expense reports.

This section lists the pages used to set up time and expense ChartFields for Project Costing.

Pages Used to Set Up Time and Expense ChartFields for Project Costing

Page Name	Object Name	Navigation	Usage
Create Expense Report - Accounting Defaults	TE_SHEET_SPLIT	Travel and Expenses, Travel and Expense Center, Expense Report, Create, Create Expense Report - Expense Report Entry Click Accounting Defaults in the General Information group box on the Create Expense Report - Expense Report Entry page.	View or modify the default accounting ChartFields to which the expense report is charged. See *PeopleSoft Enterprise Expenses 8.9 PeopleBook*, "Preparing Expense Reports," Viewing or Modifying Accounting Information.
Expense Report - Accounting Defaults	TE_SHEET_SPLIT	Travel and Expenses, Travel and Expense Center, Expense Report, Modify, Expense Report - Expense Report Entry Click Accounting Defaults in the General Information group box on the Expense Report - Expense Report Entry page.	View or modify the default accounting ChartFields to which the expense report is charged. See *PeopleSoft Enterprise Expenses 8.9 PeopleBook*, "Preparing Expense Reports," Viewing or Modifying Accounting Information.
Create Expense Report - Accounting Detail	TE_SHEET_DIST	Click the Accounting Detail icon in the Details grid, Overview tab, on the Create Expense Report - Expense Report Entry page.	View or modify the project ChartFields to which expense report line items are charged. See *PeopleSoft Enterprise Expenses 8.9 PeopleBook*, "Preparing Expense Reports," Viewing or Modifying Accounting Information.
Expense Report - Accounting Detail	TE_SHEET_DIST	Click the Accounting Detail icon in the Details grid, Overview tab, on the Expense Report - Expense Report Entry page.	View or modify the project ChartFields to which expense report line items are charged. See *PeopleSoft Enterprise Expenses 8.9 PeopleBook*, "Preparing Expense Reports," Viewing or Modifying Accounting Information.

Page Name	Object Name	Navigation	Usage
Create Time Reports - Project Time Details	TE_TIME_DTL	Travel and Expenses, Travel and Expense Center, Time Report, Create, Create Time Report - General Time Report Information Click Continue on the General Time Report Information page. Click the Details icon in the Project Time grid on the Create Time Report - Time Report Summary page.	View or modify the default accounting ChartFields to which the expense report is charged. See *PeopleSoft Enterprise Expenses 8.9 PeopleBook*, "Preparing Time Reports and Time Adjustments," Entering Time and Details on Time Reports.
Time Reports - Project Time Details	TE_TIME_DTL	Travel and Expenses, Travel and Expense Center, Time Report, Modify, Time Report - Time Report Summary Click the Details icon in the Project Time grid on the Time Report - Time Report Summary page.	View or modify the default accounting ChartFields to which the expense report is charged. See *PeopleSoft Enterprise Expenses 8.9 PeopleBook*, "Preparing Time Reports and Time Adjustments," Entering Time and Details on Time Reports.

See Also

PeopleSoft Enterprise Expenses 8.9 PeopleBook, "Integrating With Other PeopleSoft Products," Integrating With Project Costing

Stage Time and Expense Reports

This section discusses how to stage time and expense report entries for import into Project Costing.

Page Used to Stage Time and Expense Reports

Page Name	Object Name	Navigation	Usage
Expense Processes	RUN_EXTRNPRC	• Travel and Expenses, Process Expenses, Expense Processing, Expense Processes • Travel and Expenses, T and E Administration Center, Process Transactions, Expense Processing, Expense Processes	Run the Expenses Transaction Process Application Engine process (EX_TRAN_PRCS) which triggers other processed based on the options selected.

See Also

PeopleSoft Enterprise Expenses 8.9 PeopleBook, "Running Expense Transaction Processes"

Stage Time and Expense Report Entries for Import into Project Costing

Access the Expense Processes page.

Post Liabilities Select to run the Expenses Liability Posting Application Engine process (EX_POST_LIAB) to post expense report entries to the Expenses Accounting Line table. This table contains expense entries that integrate with Project Costing when you run the Expenses to Project Costing process.

Stage Time to Project Costing Select to run the Stage Time for Projects Application Engine process (EX_PC_TM_STG) to stage approved time entries in the Time Staging for Project Transaction table. This table contains time entries that integrate with Project Costing when you run the Expenses to Project Costing process.

Importing Time and Expenses into Project Costing

This section discusses how to run the Expenses to Project Costing process.

Pages Used to Import Time and Expenses into Project Costing

Page Name	Object Name	Navigation	Usage
Expenses	PC_EX_TO_PC	Project Costing, Cost Collection, Expenses, Expenses	Run the Expenses to Project Costing process to import approved time reports and expenses into Project Costing from Expenses.
Transaction List	PROJECT_EXPRESSG	Project Costing, Transaction Definitions, Transaction List, Transaction List	View time and expense data that you imported into Project Costing.

Running the Expenses to Project Costing Process

Access the Expenses run control page.

Time and expense data must be in the appropriate staging tables in the Financials database before you run the Application Engine process to pull data into the Project Transaction table (PROJ_RESOURCE) in Project Costing. The Expenses to Project Costing Application Engine process loads time report entries from the Time Staging for Project Transaction table, and loads expense report entries from the Expenses Accounting Line table.

Options You can process expenses for all activities or for just specific ones. Available values are:

All: Select to import all approved expenses in the Expenses Accounting Line table, and all approved time reports in the Time Staging for Project Transaction table, to the Project Transaction table.

Selected Business Unit/Project/Activity: Select to specify approved time reports and expenses for the selected business unit, project, and activity.

Selected Business Unit/Project: Select to specify approved time reports and expenses for the selected business unit and project.

Selected Business Unit: Select to specify approved time reports and expenses for the selected business unit.

Date Option Select an option to specify which transactions to include in this run control. Available options are:

All: Selects all eligible rows regardless of the accounting date or transaction date.

Accounting Date: Selects eligible rows with an accounting date that falls within the date range that you specify for this run control.

Transaction Date: Selects eligible rows with a transaction date that falls within the date range that you specify for this run control.

From Date and **Through Date** Enter the date range of the eligible transactions. These fields appear if you select a date option of *Accounting Date* or *Transaction Date.*

Expense amounts that are in a different currency than the business unit currency are converted during the integration process, if you set up the appropriate exchange rates.

After time and expense transactions are imported into the Project Transaction table, you can view them in the Transaction List page as follows:

- Expenses appear as transactions with the analysis type that you specify in the Expenses field (AN_TYPE_EX) on the Installation Options - Project Costing Integration page.

  The default analysis type is *ACT* (actual cost).

- Time reports appear as transactions with the analysis type that you specify in the Mobile Time / Expense field (AN_TYPE_TT_EX) on the Installation Options - Project Costing Integration page.

  The default analysis type is *TLX* (cost from time traveler).

If you use Work Management, the Expenses to Project Costing process imports this additional information into the Project Transaction table for each time transaction row:

- Work order business unit.
- Work order ID.
- Task ID.
- Work order resource type.
- Work order resource line number.

Work order labor hour transactions appear with the analysis type that you specify in the Mobile Time / Expense field (AN_TYPE_TT_EX) in the Installation Options - Project Costing Integration page.

Note. Various Application Engine processes, including the Expenses to Project Costing process, trigger the Summary Table Refresh process. This process runs in the background and updates the Summary table.

See Also

Chapter 11, “Working with Transactions,” Processing Multiple Currencies, page 227

Chapter 26, “Integrating with Contracts and Billing,” page 501

Chapter 28, “Integrating with Maintenance Management,” page 525

CHAPTER 18

Integrating with Time and Labor

This chapter provides an overview of the integration process with Time and Labor and discusses how to:

- Set up integration with Time and Labor.
- Populate Time and Labor tables with Project Costing data.
- Review and load data to Project Costing tables.

See Also

PeopleSoft Enterprise Time and Labor 8.9 PeopleBook

Understanding Integration with Time and Labor

Project Costing (in the Financials database) integrates with Time and Labor (in the HCM database), to bring estimated gross labor costs and distributed, actual labor costs into Project Costing.

To enable data transfer during a payroll period, Time and Labor uses an estimation process that is linked with PeopleSoft Enterprise Payroll to summarize hours and labor expenses. After the close of a payroll period, Time and Labor distributes payroll expenses to the Payable Time table (TL_PAYABLE_TIME), and the transaction rows that have a value for PC business unit, project ID, and activity ID are brought into Project Costing using enterprise integration points.

To maintain integrity between the Financials and HCM databases, necessary data from each database is extracted to staging tables that are set up identically in each database. The staging tables are available to the integrating application.

This section discusses:

- Events that trigger Time and Labor to send time to Project Costing.
- Types of labor costs that Time and Labor calculates.

Events that Trigger Time and Labor to Send Time to Project Costing

You can send both estimated and actual time and cost data to Project Costing from Time and Labor.

Estimated payable time is published to Project Costing when:

- Time and Labor receives a request from Project Costing in the form of an application message from the Financials database. In response, Time and Labor automatically publishes estimated time for payable time records with a payable status of Estimate, Needs Approval, Approved, Sent, Rejected, and Taken.

- You run the Publish Estimated Payable Time Application Engine process (TL_PUB_TM_AE) in Time and Labor to publish estimated time for payable time records.

The system uses the ESTIMATED_TIME_BATCH_ADD application message to send estimated payable time to Project Costing.

Actual payable time is published to Project Costing when:

- You run the Publish Actual Payable Time Application Engine process (TL_PY_PUB_TM) in Time and Labor to publish closed payable time records that will not be run through the Labor Distribution process.

  The system uses the ACTUAL_TIME_ADD application message.

- You use one of the payable time approval pages in Time and Labor to close payable time for time reporters whose time is not sent to payroll, or to close payable time for a time reporting code that is not sent to payroll.

  The payable time record statuses are Closed and No Pay. The system uses the ACTUAL_TIME_ADD application message.

- You make adjustments to time entries using the Adjust Paid Time page.

  The payable time record status is Closed. The system uses the ACTUAL_TIME_ADD application message.

- Payroll processes are completed for payable time record statuses of Closed, Paid - Labor Distributed, or Paid - Labor Diluted.

  The system uses the ACTUAL_TIME_BATCH_ADD application message.

Important! If you activate the Don't Publish to Project Costing option for certain time reporting codes (TRCs), and the transactions that are associated with those TRCs are used for costing, a discrepancy may occur between the costs that you track in Project Costing and the costs that you bill to customers.

Total costs in the general ledger system do not equal the total costs in Project Costing. The reason is because PeopleSoft Enterprise Payroll sends General Ledger all direct labor and employer-paid burden (indirect costs), such as taxes, deductions, benefits, and so on. Time and Labor sends Project Costing only direct labor costs.

Types of Labor Costs that Time and Labor Calculates

These two types of labor costs—gross estimated amounts and labor distribution amounts—are calculated in Time and Labor:

- Gross Estimated Amounts: These are estimated labor costs. Estimated gross amounts are automatically calculated for every instance of payable time. These amounts can be picked up anytime during a payroll period and passed to Project Costing as time and labor accrual costs.

  This option is automatically selected when you select the Interface with PS/Projects option on the Time and Labor TL Installation page.

- Labor Distribution Amounts: Actual costs are calculated by your payroll system and returned to Time and Labor after the completion of a pay run. Project Costing considers all payable time that it receives to be additions to previously received time. Time and Labor sends offsets in rare cases when there is updated actual time.

Note. Contractors are usually not paid through the payroll system. If the *Send to Payroll* option is not selected in Time and Labor, only estimated gross amounts are brought into Project Costing for contractors. Depending on how your system is set up, labor-distributed costs could come into Project Costing as vouchers from PeopleSoft Payables.

Controlling Transactions Sent to Project Costing

You can prevent Time and Labor from sending transactions associated with specific time reporting codes (TRCs) to Project Costing.

Important! If you clear the Publish to Projects option for certain TRCs and the transactions that are associated with those TRCs contain project information, a discrepancy occurs in the project information between Time and Labor and Project Costing.

Time and Labor for Billing

Project Costing can use either actual amounts or estimates for billing purposes. Estimates are subject to change in Time and Labor until payroll costs are distributed. If rate adjustments or additional payments occur that were not originally recorded in the Time and Labor system, they can be adjusted and published to Project Costing as actual amounts.

At the time of actual paid amount processing, the system replaces Time and Labor billing rows from estimate processing that have not been billed. Changes to labor rows between actual processing and estimate processing can be any combination of the following:

- Time can be charged to a different project or activity key ChartField.

  For changes to a different project or activity key field, the original row from estimate processing is reversed.

- Time can be charged to a different source type, category, or subcategory non-key ChartField.

  For changes to source type, category, or subcategory non-key fields, original rows from estimate processing are reversed and an adjustment is created.

- Quantity or amount charged to a project can be different.

  For changes to quantity or amount, including fractional changes, delta rows are created. At the business unit level, you can have different criteria for creating delta rows that are based on changes to quantity only, amount only, or changes to both quantity and amount.

  In some cases a large number of delta rows may be created. For example, if a business unit is set up for delta to amount, fractional changes may create many delta rows. In such cases, you may summarize delta rows at the business unit level.

Enterprise Integration Points Used in Time and Labor Integration

Project Costing uses these application messages to integrate Financials application tables with HCM application tables:

Messages	Integration Point Name	Message Channel	Publisher
BUS_UNIT_PC_SYNC BUS_UNIT_PC_FULLSYNC	BUSINESS UNIT TABLE PC	PROJECTS_SETUP	Project Costing
PROJECT_SYNC PROJECT_FULLSYNC	PROJECT TABLE	PROJECTS_SETUP	Project Costing

Messages	Integration Point Name	Message Channel	Publisher
PROJECT_ACTIVITY_SYNC PROJECT_ACTIVITY_FULLSYNC	PROJECT ACTIVITIES	PROJECTS_SETUP	Project Costing
PROJ_ACTIVITY_STATUS_SYNC PROJ_ACTIVITY_STATUS_ FULLSYNC	PROJECT ACTIVITY STATUS	PROJECTS_SETUP	Project Costing
RESOURCE_TYPE_SYNC RESOURCE_TYPE_FULLSYNC	PROJECT RESOURCE TYPE	PROJECTS_SETUP	Project Costing
RES_TYPE_CAT_LINK_SYNC RES_TYPE_CAT_LINK_ FULLSYNC	PROJECT TYPE-TO-CATEGORY LINK	PROJECTS_SETUP	Project Costing
RES_CAT_SUB_CAT_LINK_SYNC RES_CAT_SUB_CAT_LINK_ FULLSYNC	PROJECT CATEGORY-TO-SUBCATEGORY LINK	PROJECTS_SETUP	Project Costing
RESOURCE_CAT_SYNC RESOURCE_CAT_FULLSYNC	PROJECT RESOURCE CATEGORY	PROJECTS_SETUP	Project Costing
RESOURCE_SUB_CAT_SYNC RESOURCE_SUB_CAT_ FULLSYNC	PROJECT RESOURCE SUBCATEGORY	PROJECTS_SETUP	Project Costing
PROJECT_TEAM_SYNC PROJECT_TEAM_FULLSYNC	PROJECT TEAM	PROJECTS_SETUP	Project Costing
PROJECT_STATUS_DEFN_SYNC PROJECT_STATUS_DEFN_ FULLSYNC	PROJECT STATUS DEFINITION	PROJECTS_SETUP	Project Costing
PROJECT_STATUS_SYNC PROJECT_STATUS_FULLSYNC	PROJECT STATUS	PROJECTS_SETUP	Project Costing
UOM_SYNC UOM_FULLSYNC	UNIT OF MEASURE	ENTERPRISE_SETUP	Financials to HCM

Messages	Integration Point Name	Message Channel	Publisher
BUS_UNIT_FS_SYNC BUS_UNIT_FS_FULLSYNC	BUSINESS UNIT TABLE FS	ENTERPRISE_SETUP	Financials to HCM
TIME_REPORTING_CODE_SYNC TIME_REPORTING_CODE_FULLSYNC	TIME REPORTING CODES	TIME_AND_LABOR_SETUP	Time and Labor
ACTUAL_TIME_ADD ACTUAL_TIME_BATCH_ADD	T&L ACTUAL TIME	ACTUAL_TIME	Time and Labor
ESTIMATED_TIME_BATCH_ADD	T&L ESTIMATED TIME	ESTIMATED_TIME	Time and Labor
TBLSET_CONTROL_INITIALIZE SETID_INITIALIZE	TABLE SET CONTROL	TBLSET_CONTROL	Financials to HCM
ESTIMATE_FORECAST_TIME_REQUEST Publish Batch Program: PC_TL_TO_PC Subscribe Batch Program: TL_PUB_TM_AE	ESTIMATE & FORECAST TIME REQUEST	ESTIMATED_TIME	Project Costing

Note. To research the technical details of any integration point used by PeopleSoft applications, refer to the online Interactive Services Repository found on the PeopleSoft Customer Connection website.

Integration Setup Steps

To integrate Time and Labor with Project Costing:

- Activate the appropriate application messages used in Time and Labor integration.
- Select analysis types for Time and Labor integration.
- Select Time and Labor options for Project Costing integration.
- Select Project Costing options for Time and Labor integration
- Retrieve units of measure in Time and Labor from Project Costing.
- Ensure that you have set up as a time reporter in Time and Labor each person who reports time to projects.
- Populate the task entity prompt tables with values defined in Project Costing.
- Set up task templates and task profiles that include project-related task entities.

You will complete some of these steps in Time and Labor.

See Also

PeopleSoft Enterprise Time and Labor 8.9 PeopleBook, "Integrating with PeopleSoft Financials and Enterprise Performance Management"

Setting Up Integration with Time and Labor

This section discusses how to:

- Activate the appropriate application messages used in Time and Labor integration.
- Select analysis types for Time and Labor integration.
- Select Time and Labor options for Project Costing integration.
- Select Project Costing options for Time and Labor integration

Pages Used to Set Up Integration with Time and Labor

Page Name	Object Name	Navigation	Usage
Installation Options - Project Costing Integration	INSTALLATION_PCINT	Set Up Financials/Supply Chain, Install, Installation Options, Project Costing Integration	Select analysis types for transactions from Time and Labor.
TL Installation	TL_INSTALLATION	Set Up HRMS, Install, Product and Country Specific, Time and Labor Installation, TL Installation	Configure options in Time and Labor to integrate with Project Costing. **Note.** You access this page through the PeopleSoft HCM database.
Project Costing Options	BUS_UNIT_OPT_PC	Set Up Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options	Specify options in the Time and Labor Interface group box to integrate with Time and Labor.

Activating Enterprise Integration Points Used in Time and Labor Integration

The necessary application messages that must be activated are listed in the Enterprise Integration Points Used in Time and Labor Integration section of this chapter. Detailed instructions for activating application messages are found in the *PeopleSoft Enterprise Components for Financials and Supply Chain Management 8.9 PeopleBook.*

See *PeopleSoft Enterprise Components for PeopleSoft Enterprise Financial Management Solutions, Enterprise Service Automation, Asset Lifecycle Management, and Supply Chain Management 8.9 PeopleBook*, “Activating Messaging Integration Points”.

Selecting Analysis Types for Time and Labor Integration

Access the Installation Options - Project Costing Integration page.

These analysis types are the sample system data settings for integration with Time and Labor:

Time/Labor Actuals *PAY:* Payroll expenses are brought into Project Costing after the close of a payroll period.

Time/Labor No Pay Actual *NPY:* Used when hours are entered into Time and Labor with a time reporting code of BOH (bill but no pay). When brought into Project Costing, two rows are created:

- A TLB row for the billing portion of the allocation.
- An NPY row for the no-pay portion of the allocation.

The system does not pay that person for those hours, and does bill the time for those hours.

Time/Labor Estimates *TLA:* Estimates are brought into Project Costing for the open pay period.

Time/Labor Billing Estimate *TLB:* To facilitate billing from estimates, TLB rows are created as part of estimate processing. Amounts are subject to change.

TLB rows are also created after the close of a payroll period.

Contractor Time/Labor *TLC:* Separate TLC cost rows are created after the close of a payroll period.

Note. If hours or units are reported in the Quantity field, the system uses the following basic formula to estimate gross: (TL_QUANTITY) x (COMPRATE + FACTOR_RATE_ADJ) x (FACTOR_MULT). No formula is used to estimate gross if a dollar amount is reported.

See *PeopleSoft Enterprise Time and Labor 8.9 PeopleBook,* "Understanding the Batch Process in Time Administration," Step 12: Performing Rounding, Task Distribution and Estimated Gross.

Time and Labor Integration

Load Time Automatically Select for Time and Labor to publish time and labor actuals PAY rows to the Project Transaction table (PROJ_RESOURCE) as soon as payroll is complete.

Transaction rows are sent to Project Costing if:

- The row contains a value for PC business unit, project ID, and activity ID.
- The TRC is eligible to be sent to Project Costing (meaning that the Don't Send to Project Costing option is not activated for the TRC).

If you *do not* select Load Time Automatically, you must schedule a process to load data into the Project Transaction table from staging tables.

Note. Actuals are loaded automatically. Estimates are requested.

See Also

Chapter 18, "Integrating with Time and Labor," Types of Labor Costs that Time and Labor Calculates, page 344

Selecting Time and Labor Options for Project Costing Integration

Access the TL Installation (Time and Labor Installation) page to set up your HCM database to integrate with Project Costing.

Interface with PS/Projects (Interface with PeopleSoft Project Costing)	Select this option, and the system automatically selects the Calculate Estimated Gross check box that tells the system to calculate the estimated costs associated with payable time when you run the Time Administration process.

See *PeopleSoft Enterprise Time and Labor 8.9 PeopleBook,* "Setting Up Basic Tables."

Selecting Project Costing Options for Time and Labor Integration

Access the Project Costing Options page to set up Project Costing options for Time and Labor integration.

See Also

Chapter 3, “Setting Up Project Business Units,” Defining Project Options, page 17

Populating Time and Labor Tables with Project Costing Data

Integration between Project Costing and Time and Labor requires that information that must be present in both the Financials database and the HCM database for the system to operate properly.

This section discusses how to:

- View project prompt tables in Time and Labor that are populated by Project Costing.
- Set up taskgroups and workgroups.
- Populate Project Costing tables with employee data.

Viewing Project Prompt Tables in Time and Labor

These eight tables in Time and Labor are populated by integration with Project Costing:

- PC Business Unit (BUS_UNIT_TBL_PC)
- Operational Projects (PROJECT)
- Project Activities (PROJ_ACTIVITY)
- Project Resource Type (PROJ_RES_TYPE)
- Project Resource Category (PROJ_CATG_TBL)
- Project Resource SubCategory (PROJ_SUBCAT_TBL)
- Project Activity Team Member (PROJ_ACT_TEAM)
- Project Status (PROJ_STATUS_TBL)

You can view, but not modify, these tables in Time and Labor. The Time and Labor system receives the units of measure table and tableset control tables that contain setID synchronization from Project Costing.

The system uses application messaging to synchronize prompt tables between the Financials and HCM databases.

Setting Up Taskgroups and Workgroups

After you populate project prompt tables, you set up task profile templates, task profiles, taskgroups, and workgroups in Time and Labor to track time for the projects, activities, business units, resource types, resource categories, and resource subcategories in Project Costing.

Important! You must set up a task profile template in Time and Labor that contains valid values for these fields: Project Costing Business Unit (BUSINESS_UNIT_PC), Project ID (PROJECT_ID), Activity ID (ACTIVITY_ID), Source Type (RESOURCE_TYPE), Category (RESOURCE_CATEGORY), and Subcategory (RESOURCE_SUB_CAT).

Populating Project Costing Tables with Employee Data

Regular employees and contractors are hired in PeopleSoft HCM and entered as time and labor employees and contractors. Tables in Project Costing are populated with employee data from your human resources system using enterprise integration points.

See Also

Chapter 3, “Setting Up Project Business Units,” Defining Project Options, page 17

Reviewing and Loading Data to Project Costing Tables

This section discusses how to:

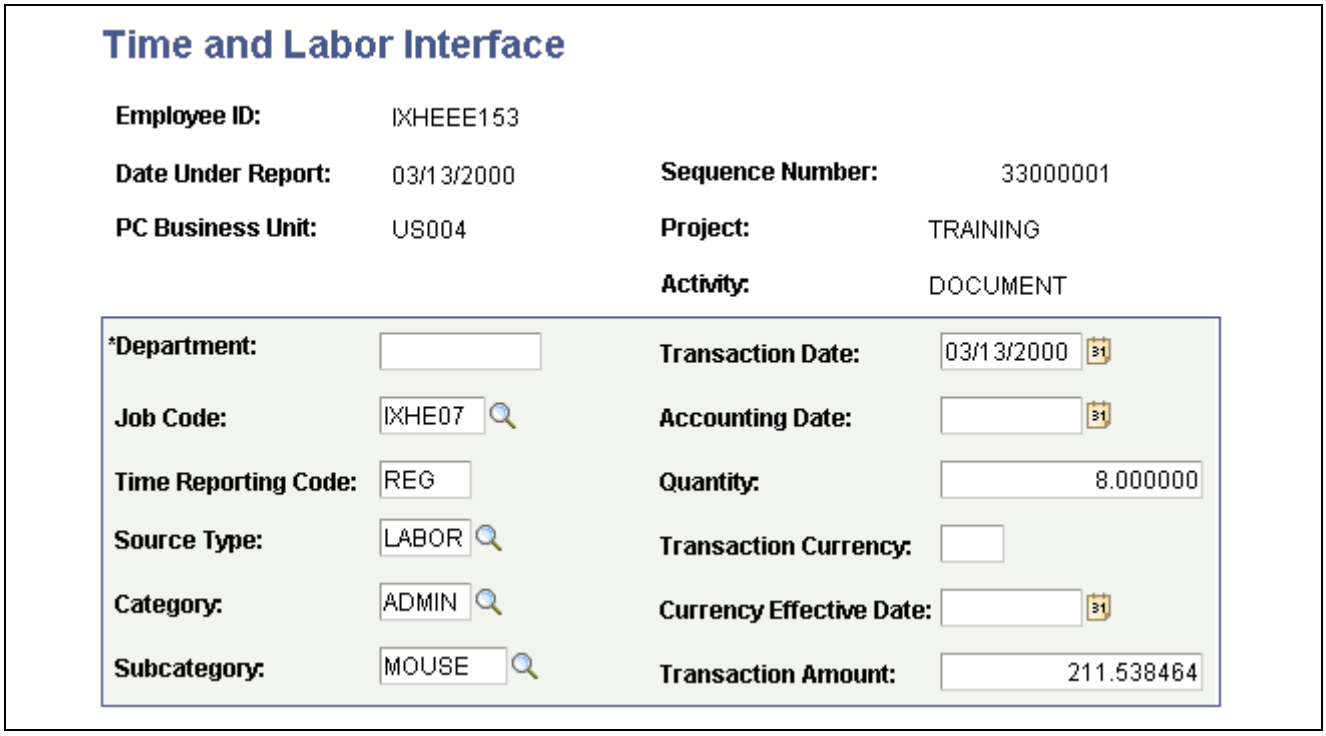
- Review and edit time and labor data.
- Load data into Project Costing tables.

Pages Used to Review and Load Data to Project Costing Tables

Page Name	Object Name	Navigation	Usage
Time and Labor Interface	INTFC_PROJ_TL_01	Project Costing, Review Costs, Time and Labor Interface, Time and Labor Interface	Review data that is moved from the HCM database to the Project Time and Labor Interface staging tables in the Financials database before it is loaded into the Project Transaction table.
Time and Labor	PC_TL_TO_PC	Project Costing, Cost Collection, Time and Labor, Time and Labor	Run the Time and Labor to Project Costing Application Engine process (PC_TL_TO_PC) that moves time and labor data from the Project Time and Labor Interface staging tables into the Project Transaction table.
Transaction List	PROJECT_EXPRESSG	Project Costing, Transaction Definitions, Transaction List, Transaction List	View Time and Labor data in the Project Transaction table.

Reviewing and Editing Time and Labor Data

Access the Time and Labor Interface page.



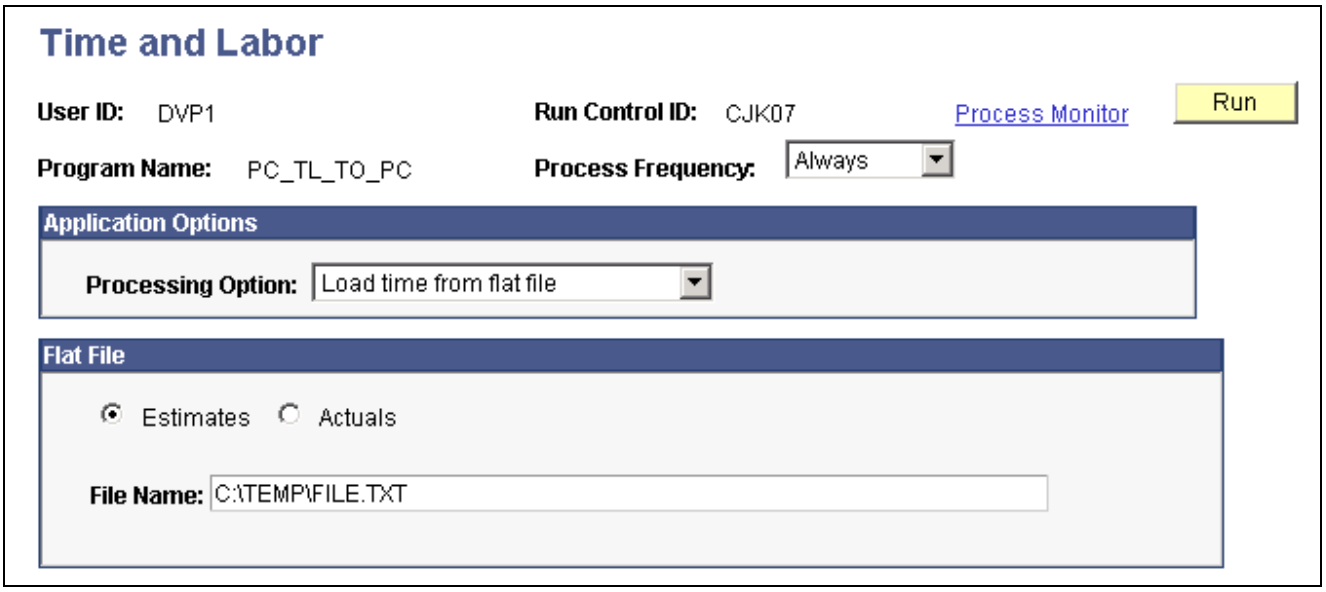
Time and Labor Interface page

Make any necessary adjustments to transactions brought over from Time and Labor before moving them to the Project Transaction table.

Department	Department ID from Time and Labor.
Transaction Date	Date for which work was reported in Time and Labor.
Accounting Date	Pay period ending date.
Time Reporting Code	Element of compensation or group of several elements in which the system collects labor data, hours, amounts, or units worked.
Quantity	Number of hours worked. This field is blank if it is not applicable based on your Time and Labor setup.
Transaction Currency	Currency in which the labor transaction is reported. This value is maintained in the Foreign Currency field.
Transaction Amount	Transaction amount that reflects estimated or actual labor cost. When actual processing occurs, the multicurrency engine converts this amount to the project business unit amount based on the project business unit's base currency.

Loading Data into Project Costing Tables

Access the Time and Labor page.



Time and Labor page

Use this page to select the processing option, and click Run to initiate the Time and Labor to Project Costing process.

Load time from flat file	Select to import time data from a flat file. If selected, the Flat File group box appears. Select *Estimates* to load data from the flat file into the Project Time and Labor Interface estimates staging table (INTFC_PROJ_EST). Select *Actuals* to load data from the flat file into the Project Time and Labor Interface actuals staging table (INTFC_PROJ_ACT). Enter the flat file name and its directory path in the File Name field.

Process Actuals	Select to process all actuals. This option moves Time and Labor data from the Project Time and Labor Interface actuals staging table into the Project Transaction table.
Request Estimates	Select to request all estimates data to be sent from the Project Time and Labor Interface estimates staging table into the Project Transaction table.

Note. Labor amounts that differ from the business unit currency are converted during the integration process if the appropriate exchange rates are set up.

Loading Time from a Flat File

This process reads from the flat file and loads time to the same interface tables that are used to integrate with the Time and Labor system. Two file layout objects are provided for this feature:

- PROJ_ACTUAL_TIME
- PROJ_ESTIMATED_TIME

Before running the process from the run control page, be sure the order of time data fields in the flat file matches the order of fields in the delivered file layout definitions on a one-to-one basis. If it does not, change the order of the data fields in either the flat file or the file layout definition.

The process supports comma-separated, value files (*.csv).

Billing for Labor Transactions

When the Project Transaction table is populated with labor data, the estimated gross rows are identified with an analysis type of *TLA*. Each transaction ID on these rows has an *A* suffix. Identical rows are also created with an analysis type of *TLB* and a transaction ID suffix of *B* for billing purposes.

A subsequent run of the process to extract estimated gross rows from Time and Labor deletes all *TLA* rows. In addition, it replaces *TLB* rows that have created unbilled billing rows as indicated by a billing distribution status of *W* (worksheet) or *D* (done) with the updated estimated gross amounts.

See Also

Chapter 11, “Working with Transactions,” Processing Multiple Currencies, page 227

Chapter 26, “Integrating with Contracts and Billing,” page 501

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

CHAPTER 19

Integrating with Services Procurement

This chapter provides an overview of integration with Services Procurement and discusses how to integrate time and expense data into Project Costing.

Understanding Integration with Services Procurement

The time entry component in Services Procurement uses the same standard integration functionality as other PeopleSoft applications that integrate with Project Costing. This enables you to incorporate time and expense data into the Project Costing application from Services Procurement.

Importing time and expense data from Services Procurement to Project Costing is a three step process:

1. The Services Procurement system uses requisitions and work orders to accumulate time and expenses. You associate project ChartField information with the requisition or work order distribution lines. You can accumulate charges against projects based on actual costs or a percentage allocation.
2. In Services Procurement, specify the export parameters on the Send Time/Expenses to Projects page and run the Export Time and Expenses to Staging table for Projects Application Engine process (SPA_PROJ_EXP).

   The system selects approved transaction data from the time and expense tables based on criteria that you select on the run control page, and it generates rows in the Project Transaction staging table (SP_PROJ_RES_STG) for both daily time entered and individual expenses.
3. In Project Costing, run the Services Procurement to Project Costing Application Engine process (PC_SP_TO_PC) to load the staged data into the Project Transaction table (PROJ_RESOURCE).

See Also

PeopleSoft Enterprise Services Procurement 8.9 PeopleBook, "Integrating with Other PeopleSoft Enterprise and Third-Party Applications," Integrating with PeopleSoft Project Costing

Integrating Time and Expense Data into Project Costing

This section discusses how to:

- Export time and expense data to the staging table.
- Import time and expense data into Project Costing.

Pages Used to Integrate Time and Expense Data into Project Costing

Page Name	Object Name	Navigation	Usage
Send Time/Expenses to Projects	SPF_PROJ_EXP	Services Procurement, Manage Projects and Activities, Send Time/Expenses to Projects, Send Time/Expenses to Projects	Run the Export Time and Expenses to Staging table for Projects process to export approved time and expense data in Services Procurement to the Project Transaction staging table.
Services Procurement	PC_SP_TO_PC	Project Costing, Cost Collection, Services Procurement, Services Procurement	Import approved time and expense data into Project Costing from Services Procurement.

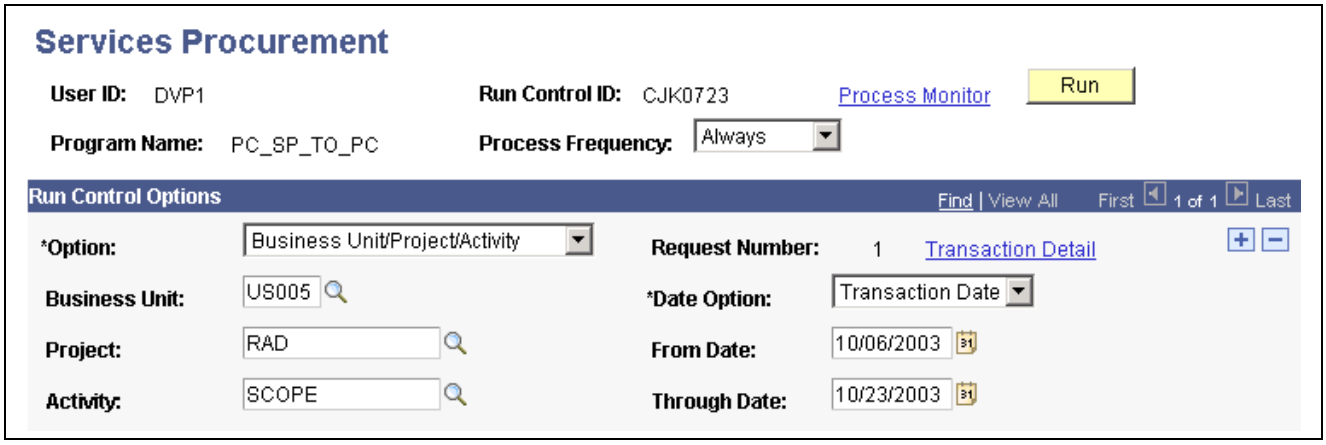
Exporting Time and Expense Data to the Staging Table

Access the Send Time/Expenses to Projects page in Services Procurement.

See *PeopleSoft Enterprise Services Procurement 8.9 PeopleBook*, "Integrating with Other PeopleSoft Enterprise and Third-Party Applications," Integrating with PeopleSoft Project Costing.

Importing Time and Expense Data into Project Costing

Access the Services Procurement page.



Services Procurement page

Option Select an option to import time and expense entries for all activities or for specific ones. Options are:

- *All:* Imports all approved time and expense reports into the Project Transaction table (PROJ_RESOURCE) that are staged in the Project Resource staging table.
- *Business Unit:* Imports approved time and expense reports for the selected business unit.
- *Business Unit/Project:* Imports approved time and expense reports for the selected business unit and project only.

- *Business Unit/Project/Activity:* Imports approved time and expense reports and expenses for the selected business unit, project, and activity only.

Date Option Select *Accounting Date, All,* or *Transaction Date* for the system to use to determine eligible transactions. For example, if you select *Accounting Date* and enter a date range of December 1 to December 31, the system selects only those transactions in the Project Transaction staging table (SP_PROJ_RES_STG) with an accounting date that falls in the range.

From Date and **Through Date** Enter the range of dates to process based on the selected Date Option.

Run Click to initiate the Services Procurement to Project Costing process and import the specified time and expense data to the PROJ_RESOURCE table.

During the integration process, the system converts expense amounts that differ from the business unit currency if the appropriate exchange rates are set up.

When the process completes, you can view time and expense transactions in the Transaction List page that are imported into the Project Transaction table, as follows:

- Expenses appear as transactions with the analysis type that is specified on the Installation Options - Project Costing Integration page for Expenses.

  The delivered default analysis type is *ACT*.

- Time reports appear as transactions with the analysis type specified on the Installation Options - Project Costing Integration page for Mobile Time / Expense.

  The delivered default analysis type is *TLX*.

CHAPTER 20

Integrating with General Ledger

This chapter provides overviews of integration with General Ledger, data flows, and journal line retrieval from General Ledger, and discusses how to:

- Process single-sided transactions.
- Create double-sided transactions.
- Retrieve posted journals for Project Costing.

Understanding Integration with General Ledger

Project Costing has a built-in integration with General Ledger by way of the Journal Generator Application Engine process (FS_JGEN). The Journal Generator process transforms accounting entries into journal entries that you can post to General Ledger.

The basic steps to move project transactions from Project Costing to General Ledger are:

1. Distribute the transactions within Project Costing based on defined accounting rules.
2. Send the transactions to General Ledger.

In General Ledger:

- The accounting entry definition identifies where the accounting entries that are generated by the Process Project Accounting Application Engine process (PSA_ACCTGGL) are stored, and maps fields on the accounting entry table to fields in the general ledger.
- The journal generator template defines the data on the journal header and journal lines for each transaction type that the Journal Generator process creates for posting to General Ledger.
- The Journal Generator process transforms accounting entries into General Ledger journals, and optionally can edit and post journals, and perform Commitment Control budget checks.

Accounting Entry Definitions

The accounting entry definitions used with the integration between Project Costing and General Ledger are Projects Definition (PCDEFN) and Contracts-Projects Definition (CAPCDEFN). These accounting entry definitions map project business unit, project ID, and activity ID accounting entry field names to specific general ledger (GL) ChartFields.

Based on your ChartField configuration options, and the options that you select in the Input Control group box on the Project Costing Options page, you may be required to also map the source type, category, and subcategory accounting entry field names in the accounting entry definition. For example, if transactions require a category and subcategory, the accounting entry definition should contain a mapping for category and subcategory.

See Also

Chapter 3, "Setting Up Project Business Units," Defining Project Options, page 17

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Using Journal Generator"

Understanding Data Flows

Most information that is stored in Project Costing originates from feeder systems such as other PeopleSoft applications and third-party applications. Feeder system data is posted to General Ledger and passed to Project Costing through Application Engine processes.

There are two ways to implement the flow of enterprise data:

- Post data directly from feeder systems to Project Costing and General Ledger simultaneously (dual feed).

  This is the recommended method of posting data to General Ledger.
- Post data from feeder systems directly into Project Costing, and then post from Project Costing to General Ledger (single feed).

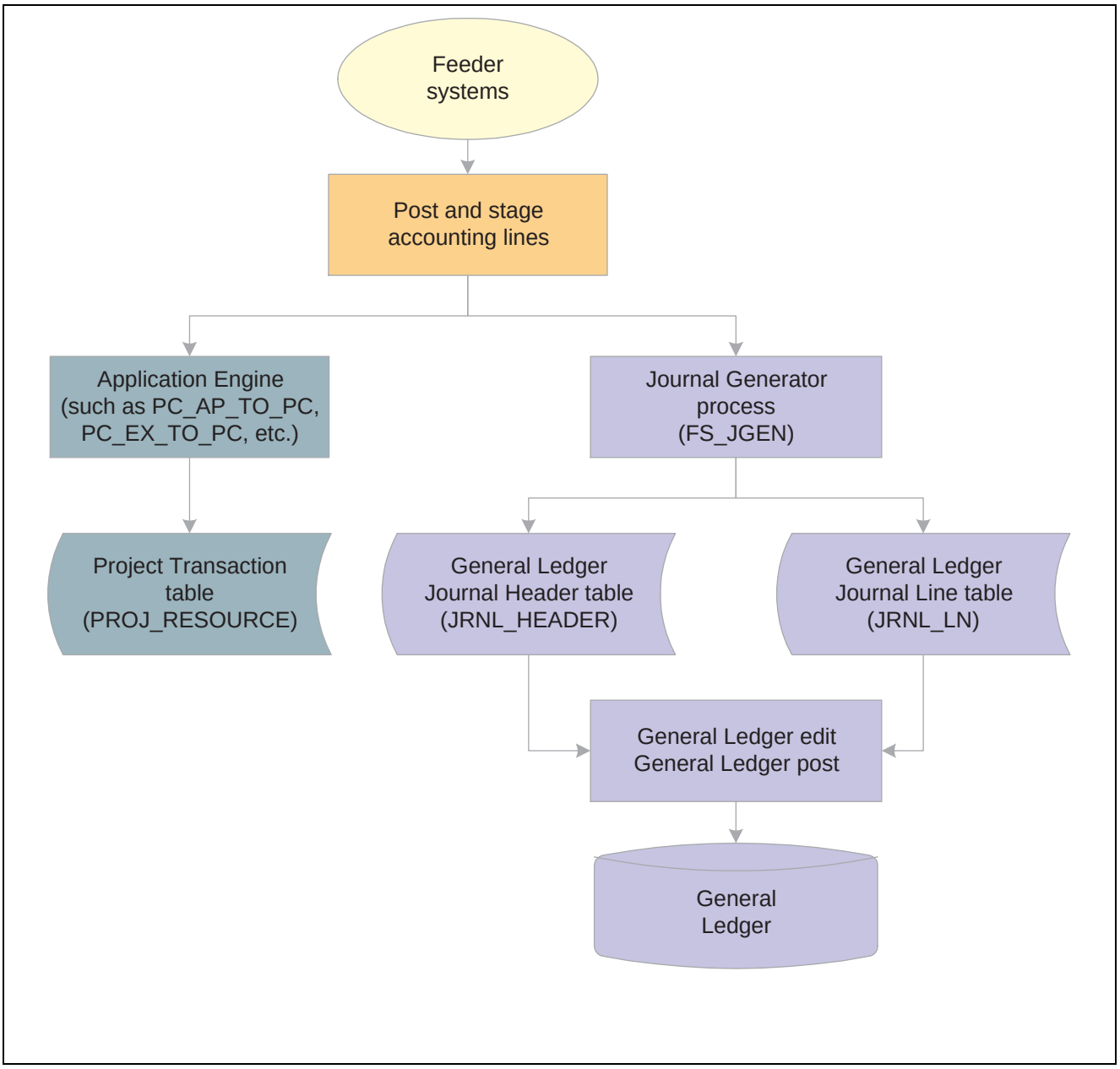
Using a Dual-Feed Data System

This method of posting data from feeder systems simultaneously to Project Costing and General Ledger is recommended because:

- You can post to Project Costing as often as necessary to keep projects current.
- Only project-related transactions are posted to Project Costing.

  Standard accounting feeds from feeder systems to General Ledger are maintained for all transactions.

This diagram illustrates the dual-feed enterprise data flow system:



Dual posting (simultaneous) data flow

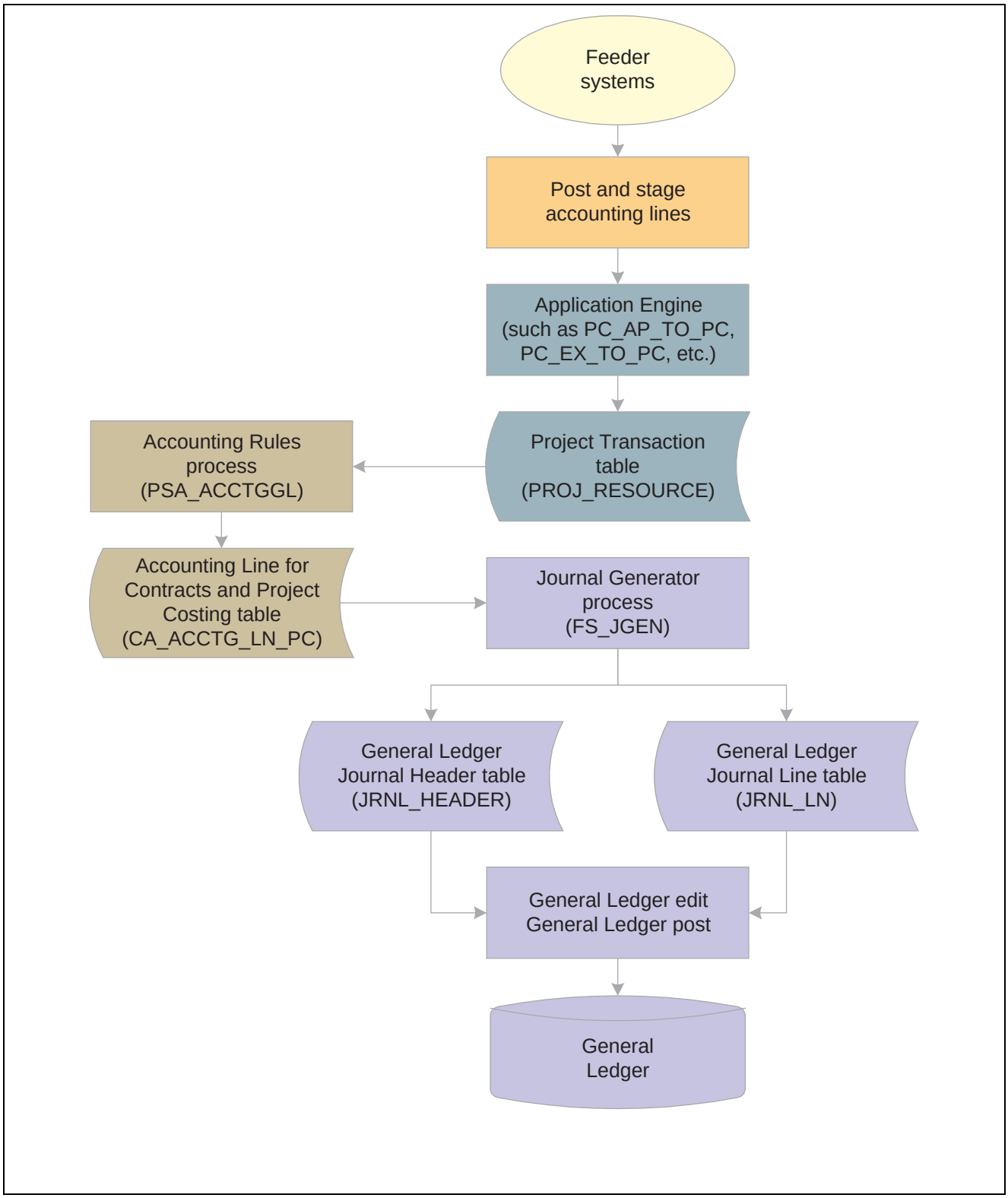
Using a Single-Feed Data System

Consider the method of posting from feeder systems to Project Costing, which then posts to General Ledger, under these circumstances:

- Project Costing and General Ledger are used with few or no other PeopleSoft applications.
- Transactions are posted to Project Costing from third-party feeder systems, and Project Costing posts to General Ledger using the Journal Generator.
- Transactions with accounting implications are manually entered or calculated in Project Costing and need to be distributed using the Journal Generator.

  An example of this is the calculation of interest costs on construction of assets or project to project allocations.

This diagram illustrates an example of data moving from feeder systems directly into Project Costing and then posting to General Ledger:



Single posting (sequential) data flow

Implementing the Data Flow System

Distribution statuses indicate where the transaction is in its lifecycle. For example, a general ledger distribution status of *D* (distributed) indicates that Project Costing has distributed the transaction row to General Ledger by means of the Process Project Accounting process. The system updates distribution statuses as the transaction flows from one system to the next. Application Engines look to the distribution status to determine which rows are eligible for integration to feeder systems.

Understanding Journal Line Retrieval from General Ledger

You can create project transactions from journal entries that are posted to General Ledger and Commitment Control Ledger by using the General Ledger to Project Costing Application Engine process (PC_GL_TO_PC). The journal entries must be in a posted status and must include all required project ChartFields.

To distribute the amount of journal entries to multiple projects, use the Allocations feature.

See Also

Chapter 3, “Setting Up Project Business Units,” Defining Project Options, page 17

Chapter 21, “Processing Allocations in Project Costing,” page 371

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Configuring ChartFields,” Using Standard ChartField Configuration

Processing Single-Sided Transactions

Single-sided transactions refer to transaction rows that either have no accounting implications or have yet to be matched with a corresponding debit or credit entry before being posted to General Ledger. You can enter single-sided transactions into Project Costing using the Add Transactions page, through integration with other PeopleSoft or third-party applications, or by executing Project Costing specific features such as interest calculation.

Accounting rules determine the journal lines that the system creates from project transactions for all single-sided transactions that are sent to General Ledger. The Process Project Accounting process uses the accounting rules to create double-sided entries, which are placed in the Accounting Line for Contracts and Project Costing table (CA_ACCTG_LN_PC).

This section discusses how to:

- View accounting distributions.
- Distribute transactions to General Ledger.
- View Project Costing accounting lines from General Ledger.

Pages Used to Process Single-Sided Transactions

Page Name	Object Name	Navigation	Usage
Add Transactions	INTFC_PROJ_EXPR_02	Project Costing, Transaction Definitions, Add Transactions, Add Transactions	Enter transactions for a project activity. See Chapter 11, "Working with Transactions," Viewing and Adding Transactions, page 221.
Process Project Accounting	RUN_PSA_ACCTGGL	Project Costing, Accounting, Process Project Accounting, Process Project Accounting	Run the Process Project Accounting process to create double-sided accounting entries. See Chapter 6, "Setting Up Accounting for Projects," Processing Transactions Using Accounting Rules, page 114. **Note.** When using Project Costing in a multicurrency environment, the Process Project Accounting process recalculates the base amount for each entry in the general ledger currency. The general ledger currency may differ from the original transaction base currency.
View/Delete Pending Entries	PC_ACCTG_LN_DTL	Project Costing, Accounting, View/Delete Pending Entries, View/Delete Pending Entries	Review Project Costing accounting lines that the Process Project Accounting process creates before they are sent to General Ledger by the Journal Generator process. This page excludes Contracts revenue lines.
Generate Journals Request	JRNL_GEN_REQUEST	General Ledger, Journals, Subsystem Journals, Generate Journals, Generate Journals Request	Run the Journal Generator process to distribute transactions to General Ledger.
View Accounting History	PC_ACCTG_JNL_DTL	Project Costing, Accounting, Review Accounting History, View Accounting History	Review Project Costing accounting lines after they have been sent to General Ledger using the Journal Generator process.

Viewing Accounting Distributions

Access the View/Delete Pending Entries page.

Use this page to view all transactions in the Accounting Line for Contracts and Project Costing table, excluding Contracts revenue lines, before they are sent to General Ledger by the Journal Generator process. To delete a row, select the corresponding Delete check box, and click Confirm Rows to Delete.

Note. If you use Project Costing in a multicurrency environment, each line reflects the original currency amount in the Source Amount field (FOREIGN_AMOUNT), and the converted currency in the Project Amount field (RESOURCE_AMOUNT). The converted currency is based on the currency code defined at the project business unit level.

Distributing Transactions to General Ledger

Access the Generate Journals Request page.

You can distribute transactions to General Ledger after the Process Project Accounting process populates the Accounting Line for Contracts and Project Costing table.

To distribute transactions to General Ledger:

1. Enter a run control ID, such as *PC_COSTS*.
2. Enter the accounting definition name, such as *PCDEFN*.

This process distributes transactions to the Journal Header Data table (JRNL_HEADER) and the Journal Line Data table (JRNL_LN) in General Ledger.

See Also

Chapter 11, "Working with Transactions," Processing Multiple Currencies, page 227

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Using Journal Generator"

Viewing Project Costing Accounting Lines from General Ledger

Access the View Accounting History page.

This page displays only rows from the Accounting Line for Contracts and Project Costing table that have been sent to General Ledger and are *not* Contracts revenue lines. This page is display only.

Journal ID Displays journal data at the top of the page from the Journal Line Data table.

GL Journal Click to access the Journal Lines page (JOURNAL_LN_FS), where you can view all journal lines for the Journal ID.

Journal Line Data Project Costing data that appears in this group box comes from the Accounting Line for Contracts and Project Costing table.

Creating Double-Sided Transactions

Double-sided transactions are created in Project Costing when you:

- Adjust a transaction on the Transaction Adjustment page in Project Costing.
- Create double-sided entries from single-sided transactions.

This section discusses how to:

- Perform transaction adjustments.
- Distribute double-sided transactions.

Pages Used to Create Double-Sided Transactions

Page Name	Object Name	Navigation	Usage
Transaction Adjustment	PROJ_RES_ADJUST	Project Costing, Transaction Definitions, Transaction Adjustment, Transaction Adjustment	Make adjustments to all or part of a transaction quantity and amount.
Generate Journals Request	JRNL_GEN_REQUEST	General Ledger, Journals, Subsystem Journals, Generate Journals, Generate Journals Request	Run the Journal Generator process to distribute transactions to General Ledger.

Performing Transaction Adjustments

Access the Transaction Adjustment page.

Use this page to adjust all or part of a transaction quantity or amount after the transaction is added to an activity. The system retains the original row in the Project Transaction table (PROJ_RESOURCE) and creates a new row for the adjustment. When you adjust transactions using the Transaction Adjustment page, the system automatically enters the adjustments into the Accounting Line for Contracts and Project Costing table as double-sided transactions, and enters the adjusting entries into the Project Transaction table.

Note. Only those transaction rows that have an analysis type that belongs to the ADJST analysis group (such as the *ACT* analysis type) and have not been previously distributed to General Ledger or Billing are eligible for transaction adjustments. For these rows the Billing distribution status and General Ledger distribution status is not *D*.

The Ledger Distribution status selected on the Transaction Adjustment page (PROJ_RES_ADJ_NEWCF) determines whether or not accounting lines will be generated upon saving the adjustment. If you select a Ledger Distribution status of *Ignore,* the transaction is not sent to General Ledger, and all GL ChartFields become an optional selection. If you select a Ledger Distribution status of *Not Done,* the system automatically enters the adjustments into the Accounting Line for Contracts and Project Costing table as double-sided transactions, and enters the adjusting entries into the Project Transaction table.

See Also

Chapter 24, “Reviewing and Adjusting Project Costs,” Reviewing and Adjusting Project Cost Transactions, page 422

Distributing Double-Sided Transactions

Access the Journal Generator Request page.

Typically transactions are distributed to General Ledger by the Process Project Accounting process. Adjusted transactions, however, can be distributed as double-sided transactions to General Ledger without accounting rules processing.

Use this page to distribute double-sided transactions in the same way that you use it to distribute transactions that have gone through accounting rules processing. To distinguish the run control ID, enter a value such as *PC_ADJUST*.

See Also

Chapter 11, “Working with Transactions,” page 221

Chapter 11, “Working with Transactions,” Processing Multiple Currencies, page 227

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Using Journal Generator”

Retrieving Posted Journals for Project Costing

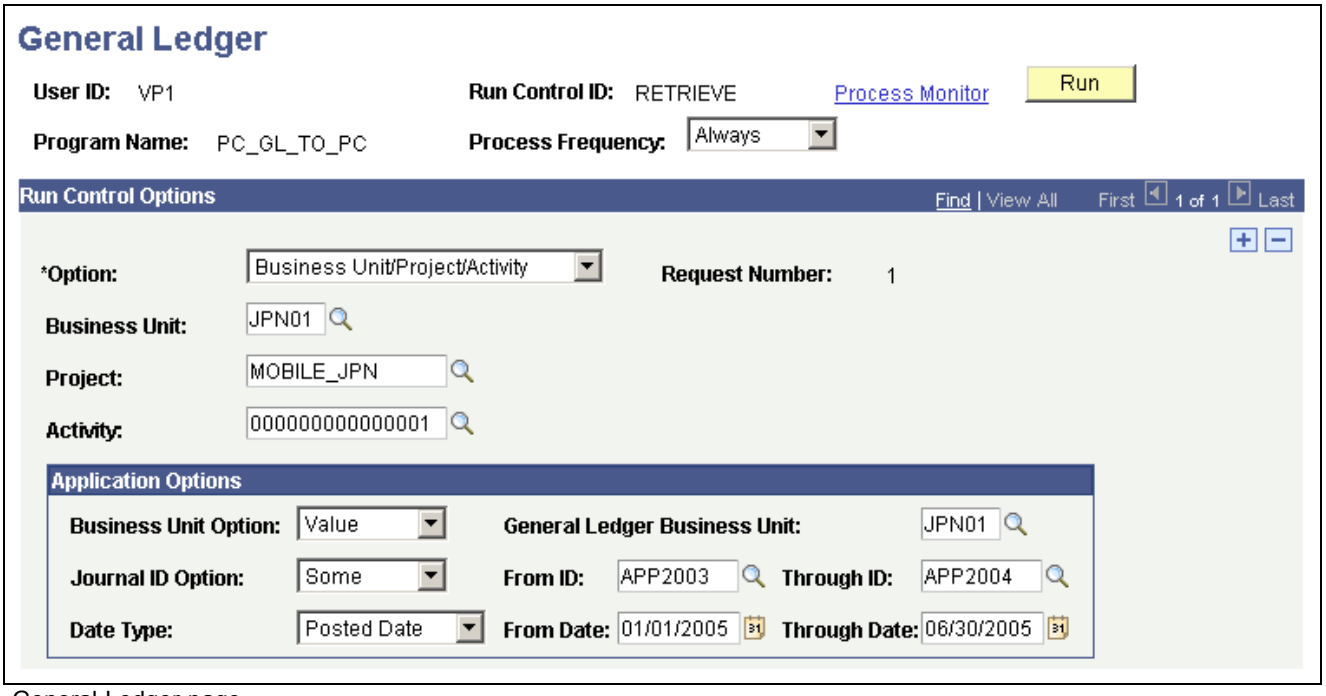
This section discusses how to retrieve journal lines from General Ledger.

Page Used to Retrieve Posted Journals for Project Costing

Page Name	Object Name	Navigation	Usage
General Ledger	PC_GL_TO_PC	Project Costing, Cost Collection, General Ledger, General Ledger	Run the General Ledger to Project Costing process to retrieve posted journal lines from General Ledger for use in Project Costing.

Retrieving Journal Lines from General Ledger

Access the General Ledger page.



General Ledger page

Run Control Options

Option Select to import general ledger journal entries for all transactions or specific transactions. Options are:

- *All:* Imports journal entries for all projects.
- *Business Unit:* Imports journal entries for the selected project business unit. Enter a value for Business Unit.
- *Business Unit/Project:* Imports journal entries for the selected project business unit and project. Enter values for Business Unit and Project.
- *Business Unit/Project/Activity:* Imports journal entries for the selected project business unit, project, and activity. Enter values for Business Unit, Project, and Activity.

Application Options

Use these fields to further define the journal entries that you want to import into Project Costing.

Business Unit Option Select additional filter criteria for general ledger journal entries. Options are:

- *All:* Imports journal entries that belong to all general ledger business units and meet the specified run control and application options.
- *Value:* Imports journal entries that belong to a particular general ledger business unit and meet the specified run control and application options.

General Ledger Business Unit Enter the general ledger business unit for the journal entries that you want to import into Project Costing. This field appears if you select *Value* in the Business Unit Option field.

Journal ID Option Select the journal IDs of the general ledger journal entries that you want to import into Project Costing. Options are:

- *All:* Imports all journal entries that meet the specified run control and application options.
- *Some:* Imports the selected range of journal entries that meet the specified run control and application options.

From ID and **Through ID** Enter journal ID values to specify the range of journal entries that you want to import. To specify a single journal entry, enter a value in the From ID field, which also populates the Through ID field by default. To import a range of journal entries, override the value in the Through ID field by entering the maximum value in the range.

These fields appear if you select *Some* in the Journal ID Option field.

Date Type This field serves two purposes:

- Filters the journal entries that you want to import into Project Costing by either the journal entry posted date or accounting date.
- Populates the Accounting Date field (ACCOUNTING_DT) for imported transaction rows in the Project Transaction table (PROJ_RESOURCE) with the field value of the specified date type in corresponding journal entry rows in the Journal Header Data table.

Note. The system populates the Transaction Date field (TRANS_DT) and the Currency Effective Date field (CUR_EFFDT) for imported transaction rows in the Project Transaction table with the Journal Date field value (JOURNAL_DATE) in corresponding journal entry rows in the Journal Header Data table.

Select a date type and enter the date range for the journal entries that you want to import into Project Costing. Options are:

- *Posted:* Imports journal entries that have a posted date within the specified date range.

  Additionally, the system maps the Posted Date field value (POSTED_DATE) of journal entry rows to the Accounting Date field in corresponding imported transaction rows in the Project Transaction table.

- *Journal:* Imports journal entries that have a journal date within the specified date range.

From Date and **Through Date**

Enter a date range to specify the journal entries that you want to import by the transaction posted or journal date. To import journal entries for one particular date, enter the date in both the From Date and Through Date fields.

CHAPTER 21

Processing Allocations in Project Costing

This chapter provides an overview of allocations in Project Costing, and discusses how to:

- Allocate costs from project-to-project.
- Allocate costs to projects from General Ledger.

Note. The information found here is a supplement to the information found in the *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook.*

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Processing Allocations"

Understanding Allocations in Project Costing

There are two basic types of allocations that can be performed in Project Costing by the Allocations process (FS_ALLC):

- Project-to-project allocations.
- General Ledger to Project Costing allocations.

Project-to-project allocations occur entirely within Project Costing. During project-to-project allocations, quantities and amounts are distributed from one or more projects to one or more projects. For example, the Housing Development project collects the storage costs for equipment used in its child projects—foundation, framing, and roofing. Storage costs are allocated to these target (child) projects using a prorata basis of material cost. The project-to-project allocation allocates dollars from one project to other projects without involving the general ledger.

You can allocate within business units (intraunit), or among business units (interunit)—such as project-to-project allocations between project business units.

In General Ledger-to-Project Costing allocations, amounts are moved from general ledger accounts and allocated to one or more projects. For example, a quality inspection team charges their labor to the general expense account posted in the general ledger. The team inspected all of the projects within Housing Development—foundation, framing, and roofing. The General Ledger-to-Project Costing allocation prorates labor expense dollars from the general expense account to the projects receiving the quality inspection.

Allocating Costs from Project-to-Project

This section provides an overview of a project-to-project sample allocation step and discusses how to:

- Define the allocation type.
- Define the allocation pool.
- Define the allocation basis.
- Define the allocation target.
- Define the allocation batch records.
- Define the amount fields.
- Run the project-to-project allocation example.

Example of Project-to-Project Allocation Step

PeopleSoft provides sample data that contains a project-to-project allocation step called PC_TO_PC that has a setID of SHARE. This allocation step is an example of periodically allocating costs to activities based on the total costs that are incurred for each of the activities. In this example, the BUILDING project collects storage costs that are associated with a child project COMPLEX and its activities EXCAVATION, FOUNDATION, and STRUCTURAL.

Note. This section discusses the field values that are required to set up the example PC_TO_PC allocation step. A detailed discussion of the Define Allocation Step component (ALLOCATIONS) is in the *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook.*

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Processing Allocations".

Project Activity Costs Accumulation and Allocation

The total storage cost collected in the current period by project BUILDING for its child project COMPLEX is 1,000,000 USD. This is a sum of all storage cost transactions associated with project BUILDING in business unit US003. This pool amount is to be distributed to the child project COMPLEX and its three activities. This table shows the total costs currently incurred by each of the activities within project COMPLEX:

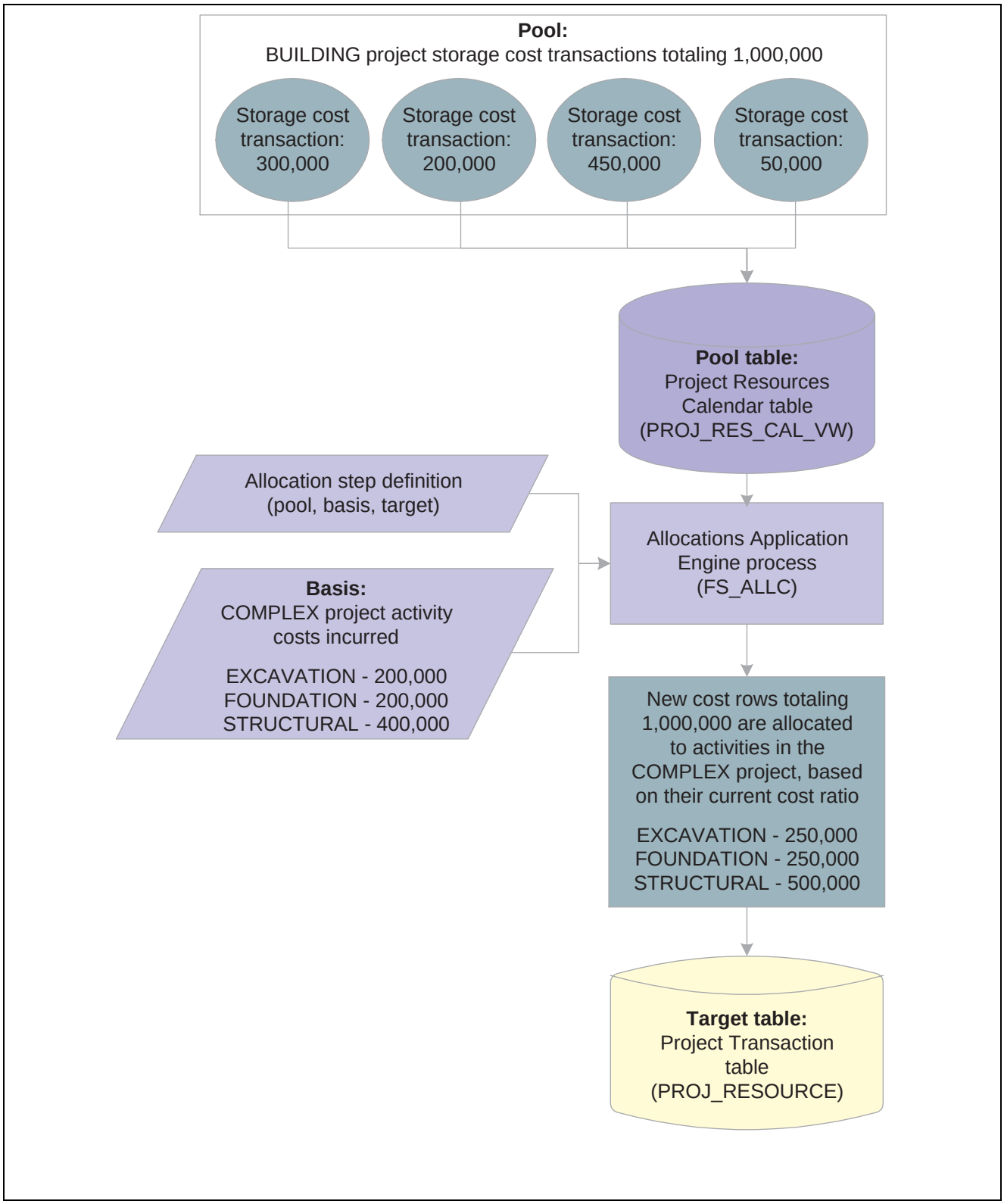
Activity	Cost Incurred
EXCAVATION	200,000 USD (25% of total)
FOUNDATION	200,000 USD (25% of total)
STRUCTURAL	400,000 USD (50% of total)

When you run the PC_TO_PC allocation example, the system distributes the 1,000,000 USD pool amount among the three activities of project COMPLEX with the same ratio that currently exists between them, as illustrated in this table:

Activity	New Distribution Rows Based on Allocations
EXCAVATION	250,000 USD (25% of 1,000,000 USD)

Activity	New Distribution Rows Based on Allocations
FOUNDATION	250,000 USD (25% of 1,000,000 USD)
STRUCTURAL	500,000 USD (50% of 1,000,000 USD)

This diagram illustrates the process of allocating activity costs using the PC_TO_PC allocation step:



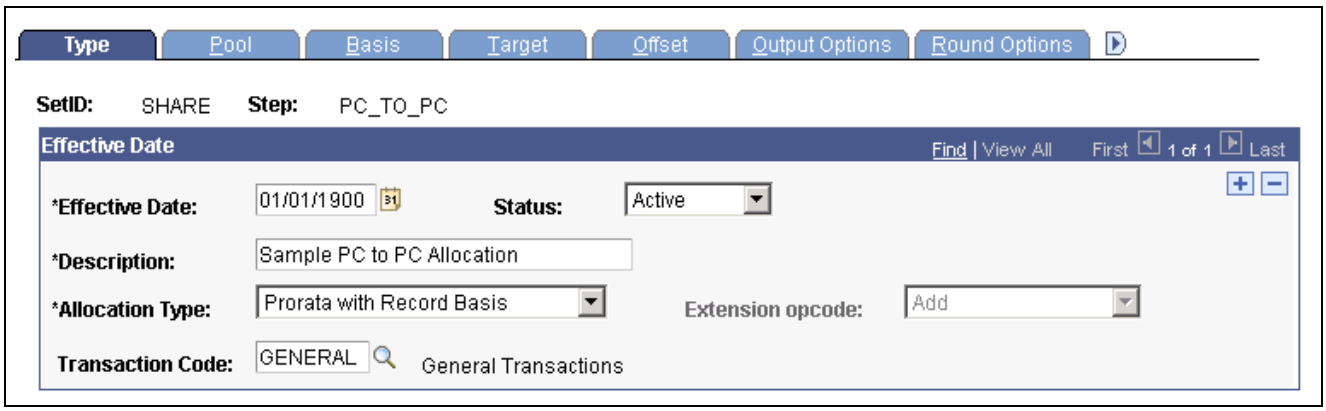
Allocating activity costs using the PC_TO_PC allocation step

Pages Used to Allocate Costs from Project-to-Project

Page Name	Object Name	Navigation	Usage
Define Allocation Step - Type	ALLOC_CALC_OPTN	Allocations, Define and Perform Allocations, Define Allocation Step, Type	Define the allocation type and any special arithmetic operations that you want to perform by using the pool and basis. Select a transaction code for use in interunit and intraunit allocations.
Define Allocation Step - Pool	ALLOC_POOL	Allocations, Define and Perform Allocations, Define Allocation Step, Pool	Define the allocation pool record, selection criteria, and selection method.
Define Allocation Step - Basis	ALLOC_BASIS	Allocations, Define and Perform Allocations, Define Allocation Step, Basis	Specify how and in what proportion the pool amounts are distributed to the various targets.
Define Allocation Step - Target	ALLOC_TARGET	Allocations, Define and Perform Allocations, Define Allocation Step, Target	Define the destination for the allocation or target record and target field values.
Define Allocation Step - Offset	ALLOC_OFFSET	Allocations, Define and Perform Allocations, Define Allocation Step, Offset	Define the offset entry that balances the target.
Define Allocation Step - Output Options	ALLOC_OUT_JRL_OPTN	Allocations, Define and Perform Allocations, Define Allocation Step, Output Options	Define journal output options if the target or offset record is *Journal Records.* Define table output options if the target or offset record is *Any Table.*
Define Allocation Step - Round Options	ALLOC_ROUND_OPTN	Allocations, Define and Perform Allocations, Define Allocation Step, Round Options	Define the method for rounding the allocation amount and distributing odd cents for the *Spread Evenly, Allocate of Fixed Basis,* and *Prorata with Record Basis* allocation types.
Define Allocation Step - Batch Records	ALLOC_RECNAME	Allocations, Define and Perform Allocations, Define Allocation Step, Batch Records	Specify the batch temporary tables that the Allocations process uses.
Define Allocation Step - Amount Fields	ALLOC_AMOUNT	Allocations, Define and Perform Allocations, Define Allocation Step, Amount Fields	Define the amount field mapping between the pool, basis, target, and offset records.
Allocation Request	ALLOC_REQUEST	Allocations, Define and Perform Allocations, Request Allocation, Allocation Request	Specify parameters and run the Allocations process.

Defining the Allocation Type

Access the Define Allocation Step - Type page.



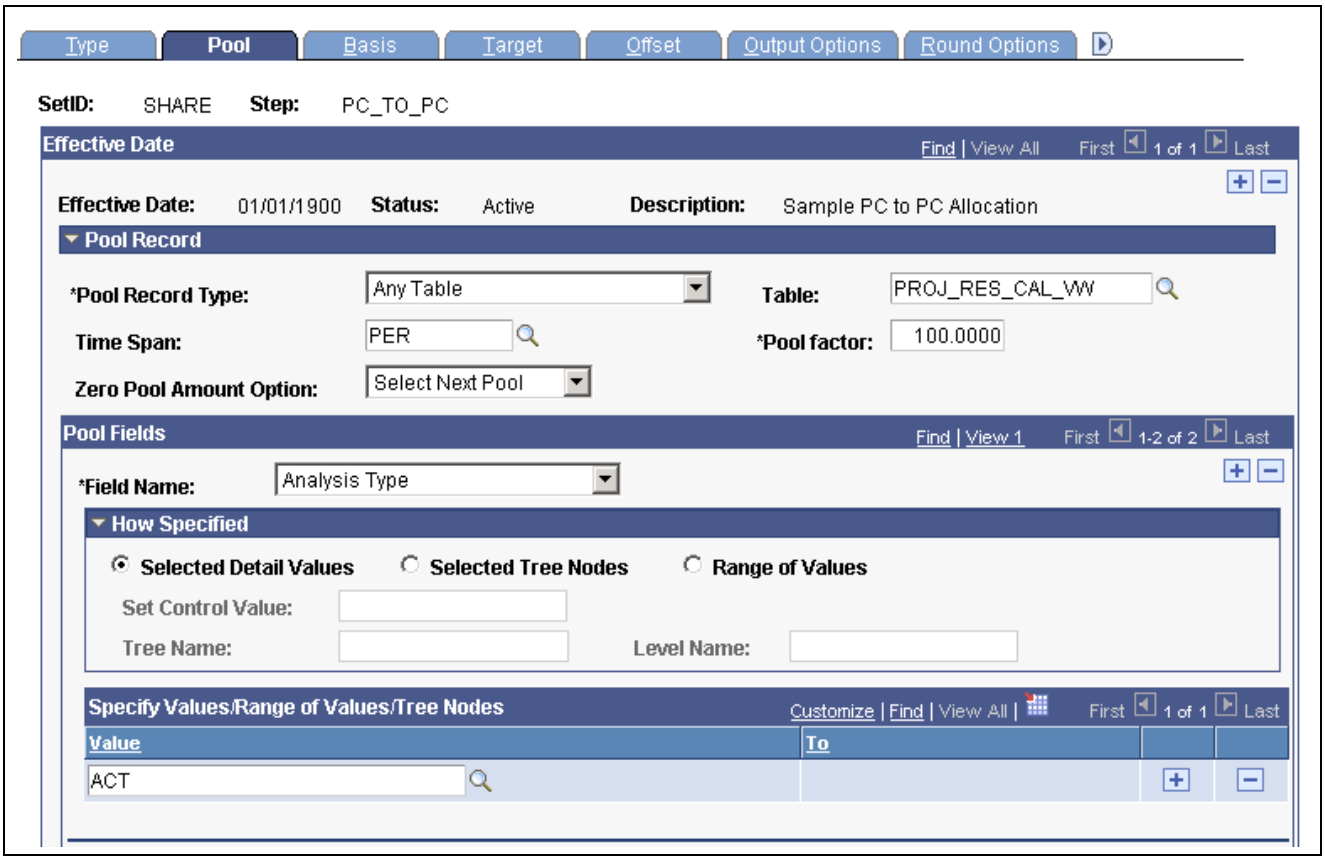
Define Allocation Step - Type page

The allocation type defines how the pool amount is distributed to the target.

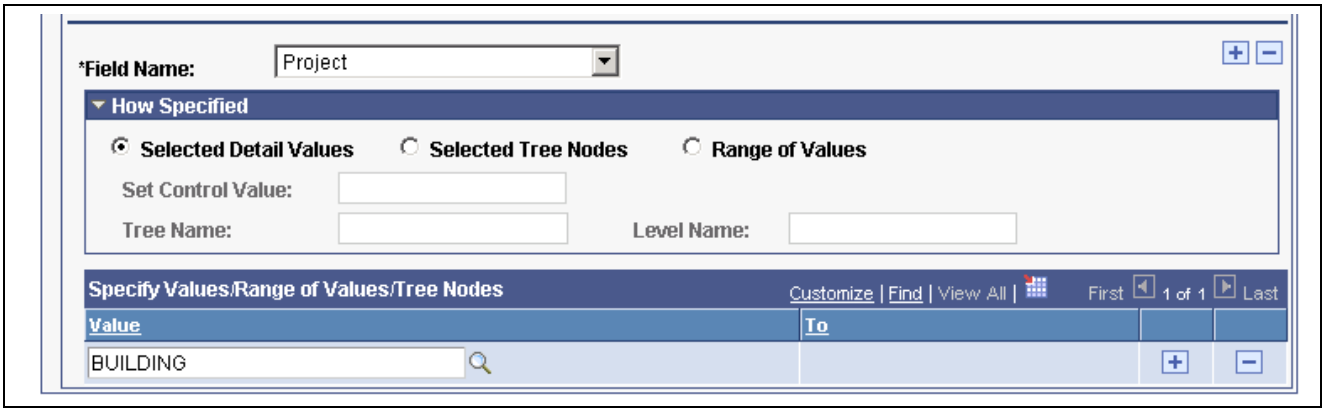
Allocation Type To allocate the pool amount to the three activities using a ratio based on their current costs, the PC_TO_PC allocation step uses an allocation type of *Prorata with Record Basis.* This allocation type requires a basis definition, because it divides the pool amount among the targets based on amounts stored in the basis record.

Defining the Allocation Pool

Access the Define Allocation Step - Pool page.



Define Allocation Step - Pool page (1 of 2)



Define Allocation Step - Pool page (2 of 2)

The allocation pool defines the amount to be allocated.

Pool Record Type Use *Any Table* as the record type for PeopleSoft Project Costing

Table For the PC_TO_PC allocation step, the system uses the accumulated source transactions for project *BUILDING* with analysis type *ACT* (actual cost) within the current fiscal period to distribute to the activities. Fiscal year and accounting period information must be available when the time span is the current period; therefore, the table that the system uses to retrieve the pool amount must contain the Fiscal Year field (FISCAL_YEAR) and Accounting Period field (ACCOUNTING_PERIOD). The PC_TO_PC allocation step uses the Project Resources Calendar table (PROJ_RES_CAL_VW) to

retrieve the pool amount. The Project Resources Calendar table is a view of the Project Transaction table (PROJ_RESOURCE) table joined with the CALENDAR table.

Click the View All link for the Pool Fields scroll area to see that the pool amount that is allocated to the activities, in this example, is based on the *BUILDING* project for the *ACT* analysis type.

Zero Pool Amount Option *Select Next Pool* tells the system to skip a zero amount pool record and select the next pool record to process.

Time Span The PC_TO_PC allocation step uses *PER* (current period transactions), indicating that the system only retrieves transactions that are in the current accounting period to calculate the pool amount.

Add another row to the Pool Fields grid, enter field name *Project,* and enter the project ID *BUILDING* that contains the activity costs that you are accumulating.

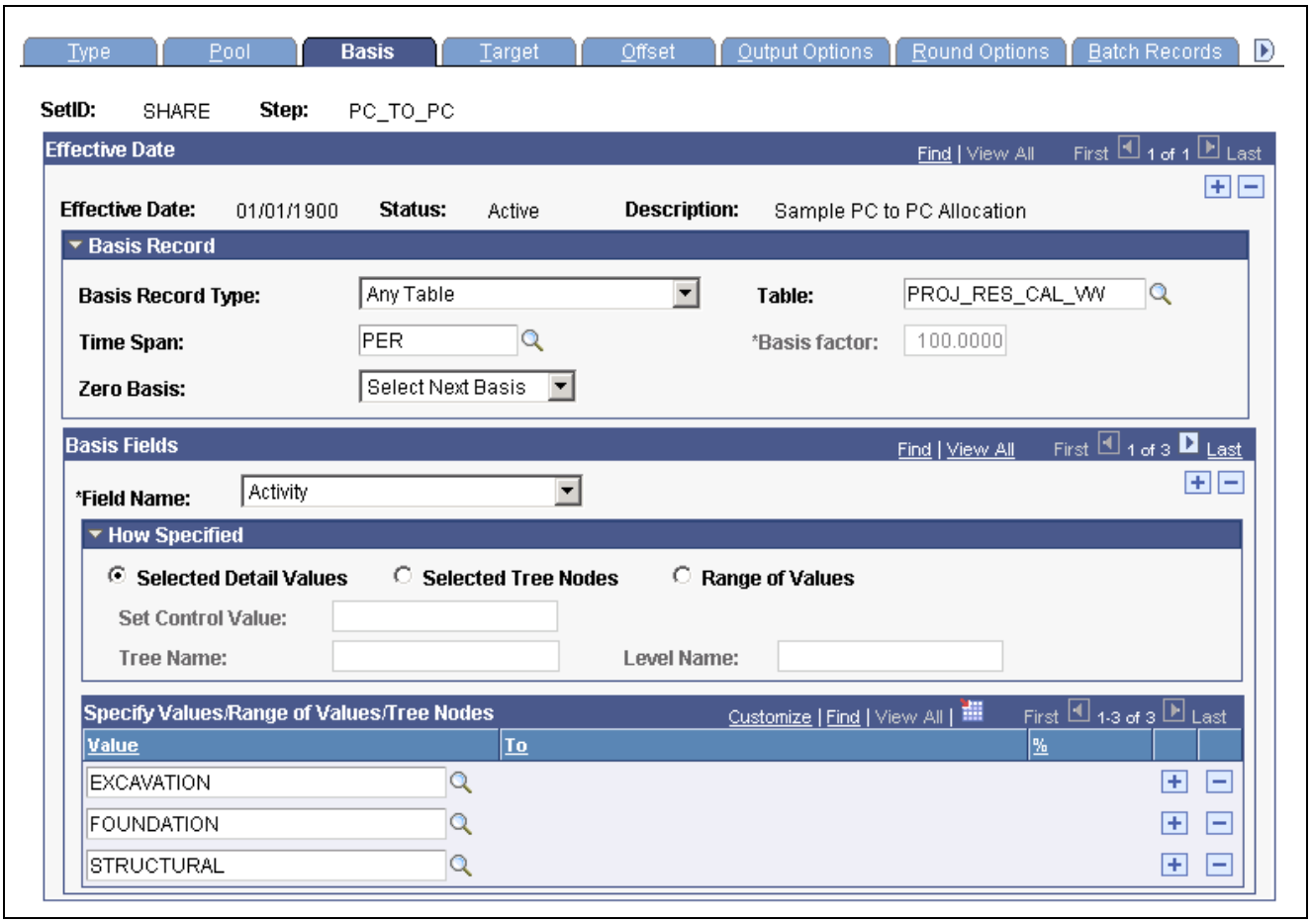
Pool Fields

Field Name The first row identifies *Analysis Type* as a field that the PC_TO_PC allocation step uses to identify the pool. The second row identifies *Project* to further narrow the pool.

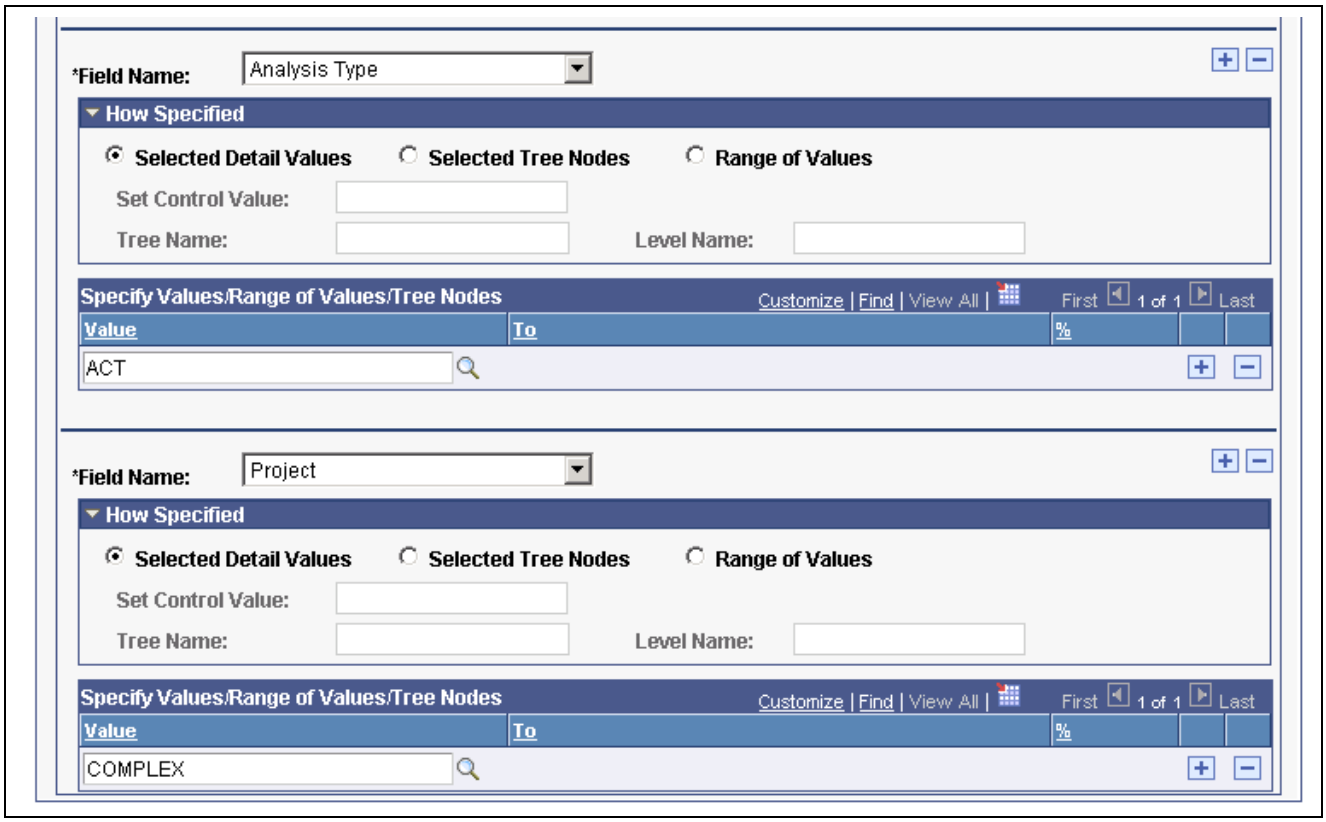
Value Typically, the *ACT* analysis type is used as the analysis type for the pool record because it represents all actual costs that are accumulated in the Project Transaction table for the specified project activity. In the second row, *BUILDING* identifies the project that accumulates the transactions that you want to allocate.

Defining the Allocation Basis

Access the Define Allocation Step - Basis page.



Define Allocation Step - Basis page (1 of 2)



Define Allocation Step - Basis page (2 of 2)

The basis defines how the pool is allocated across the target.

Table and **Time Span** The PC_TO_PC allocation step uses the Project Resources Calendar table as the basis table, since the system uses only transactions within the current period (time span of *PER)* to determine the percentage allocation for each activity.

Basis Fields

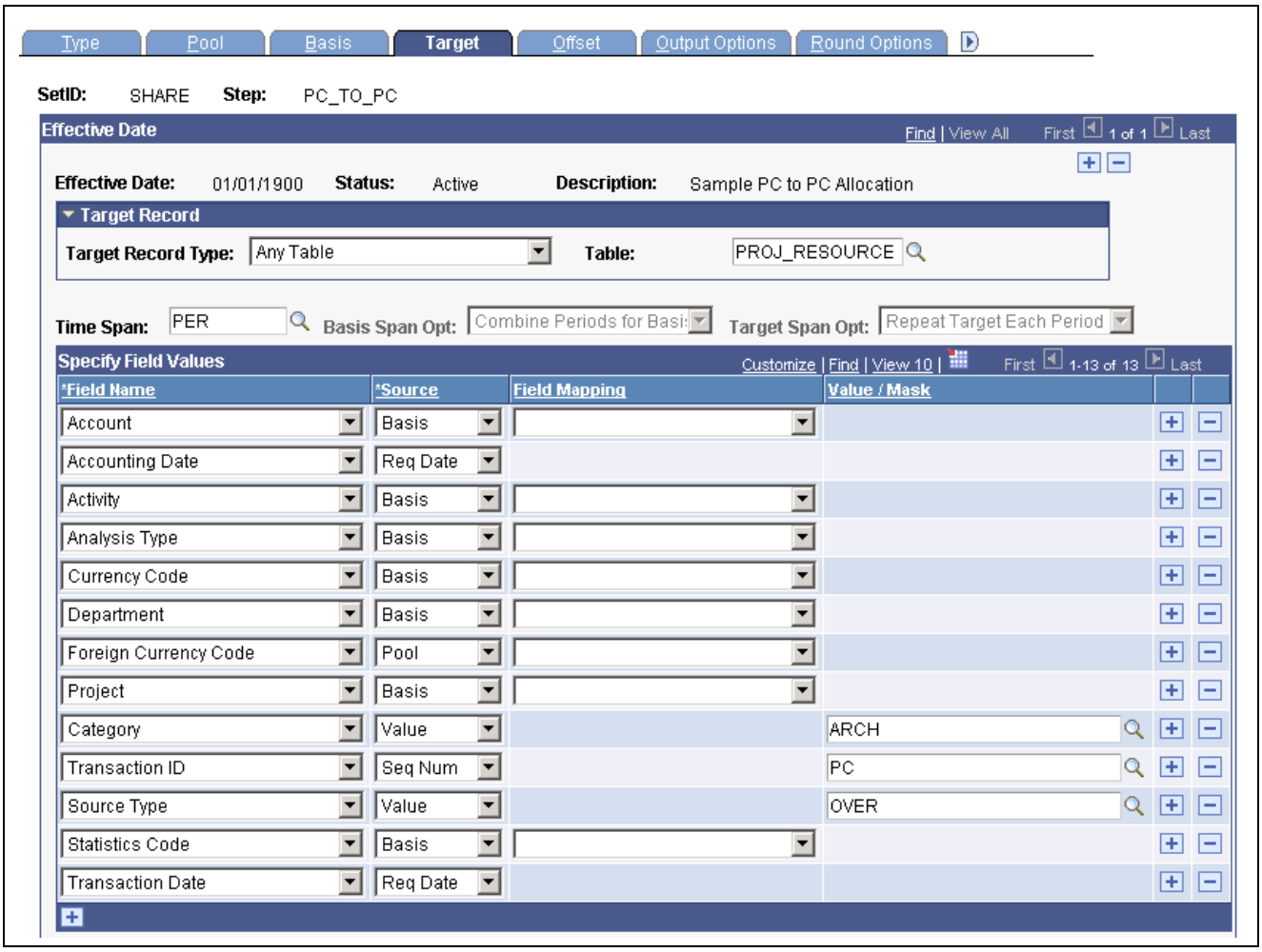
To allocate the pool amount to the three activities using a ratio based on their current costs, the PC_TO_PC sample allocation step has a type of *Prorata with Record Basis,* which requires a basis definition. The system uses basis rows to determine how to split the pool amount among the target rows.

Field Name and **Value** Three rows appear in the Basis Fields grid, specifying that the system retrieves transactions for project *COMPLEX* and activities *EXCAVATION, FOUNDATION,* and *STRUCTURAL,* with an analysis type of *ACT.* The system calculates the current costs for each activity. Since the target project and activity are defined by the basis, the pool amount is split among the three activities of the project in the same proportion as their respective current cost.

Click the View All link for the Basis Fields scroll area to see that the basis of the allocation is the accumulated costs prior to the current allocation that is recorded in the *BUILDING* project for the *ACT* analysis type in the *EXCAVATION, FOUNDATION,* and *STRUCTURAL* activities.

Defining the Allocation Target

Access the Define Allocation Step - Target page.



Define Allocation Step - Target page

The allocation creates new rows in the Project Transaction table. You must specify field values for which you want specific values from the allocation process. You must also specify the field value source, such as pool, basis, fixed value, or sequence number.

Table

The PC_TO_PC allocation step uses the Project Transaction table as the target record.

Note. If you use the Project Transaction table as the target, you must also manually run any project-related processes on the allocation rows.

You can select the Project Transaction Interface table (INTFC_PROJ_RES) as the target for the system to insert the allocation rows. Then run the Transaction Loader Application Engine process (PC_INTFEDIT) to load the allocation rows into the Project Transaction table. By using the Project Transaction Interface table with Transaction Loader Application Engine process, rather than loading the allocation rows directly in to the Project Transaction table, you ensure that other project-related processes, such as assigning resources to projects, refreshing summary tables, or running the Pricing Application Engine process (PC_PRICING), are run on the rows before they are inserted into the Project Transaction table.

If you use Commitment Control, in order for budget checking to take place for the allocated rows, the transaction rows must pass through the Project Transaction Interface table. If the target rows are written directly to the Project Transaction table, no budget checking takes place in Project Costing for the target transaction rows.

See Chapter 31, "Integrating with Third-Party Applications," Loading Transaction Data, page 608.

Specify Field Values

In the Specify Field Values grid, define the fields for which you want specific values and define the source (pool, basis, specific value, sequence number, and so forth) from where the values originate. Include keys fields and other fields that are mandatory for processing.

To distinguish new allocation rows from the original cost rows, enter field name *Analysis Type,* with a source of *Value,* and a value/mask that is a different analysis type than the original cost rows. To summarize transactions across dates, enter field name *Transaction Date* with a source of *Req Date* (request date). To summarize rows by individual date, enter field name *Transaction Date* with a source of *Pool.*

Important! To ensure uniqueness in the resulting table, specify the Transaction ID field (RESOURCE_ID) as a target field, and select *Seq Num* (sequence number) as the source.

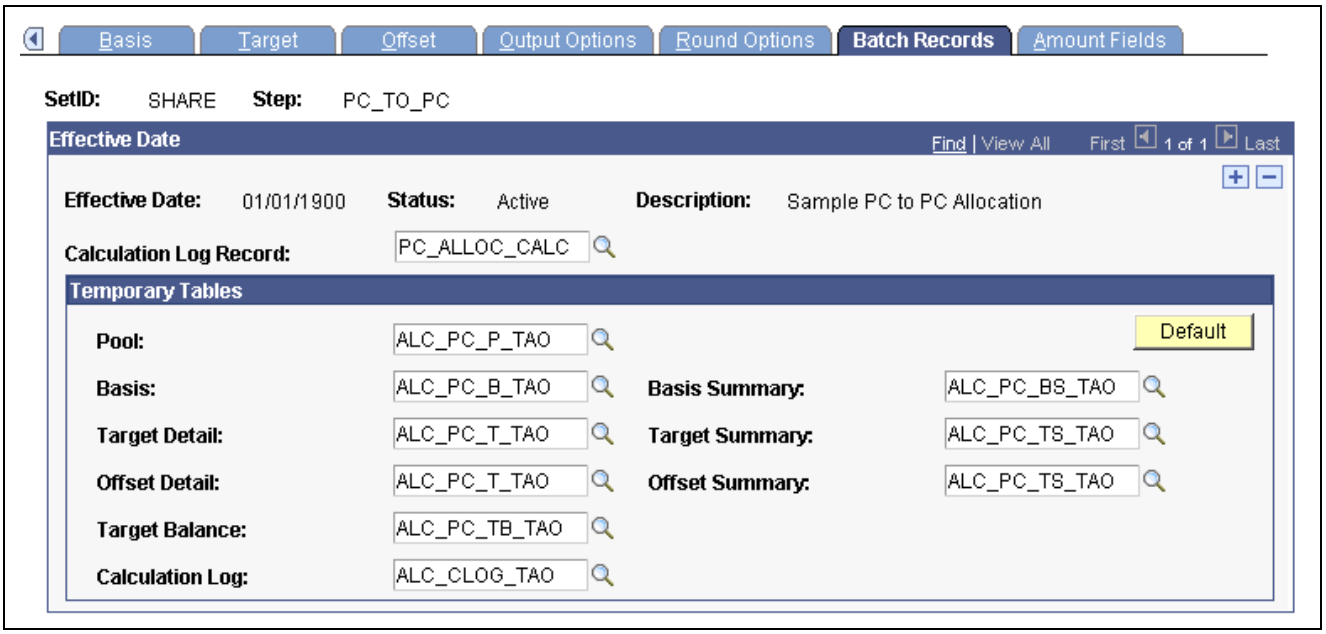
Each new row that the Allocations process adds to the target table contains values only for the fields that you list in the Target page. The values are based on the source location specified in the Source column.

The fields listed in the Target page not only specify the fields to copy to the new allocation rows in the target record, but also they implicitly specify the level at which you want to summarize allocation rows. If you specify fields to be populated from the basis or pool, the Allocations process summarizes the rows based on unique values of these fields. If you want the Allocations process to ignore a particular field and summarize all rows regardless of the field's value, you can either not specify the field in the Target page, or specify the field with a constant value. There are most likely many more fields in the target record than you will list in the Target page. The fields that are not listed in the Target page will not contain data in the new rows that the Allocations process creates.

An offset is not necessary in this example because the table output option is *Replace Existing Amounts.*

Defining Allocation Batch Records

Access the Define Allocation Step - Batch Records page.



Define Allocation Step - Batch Records page

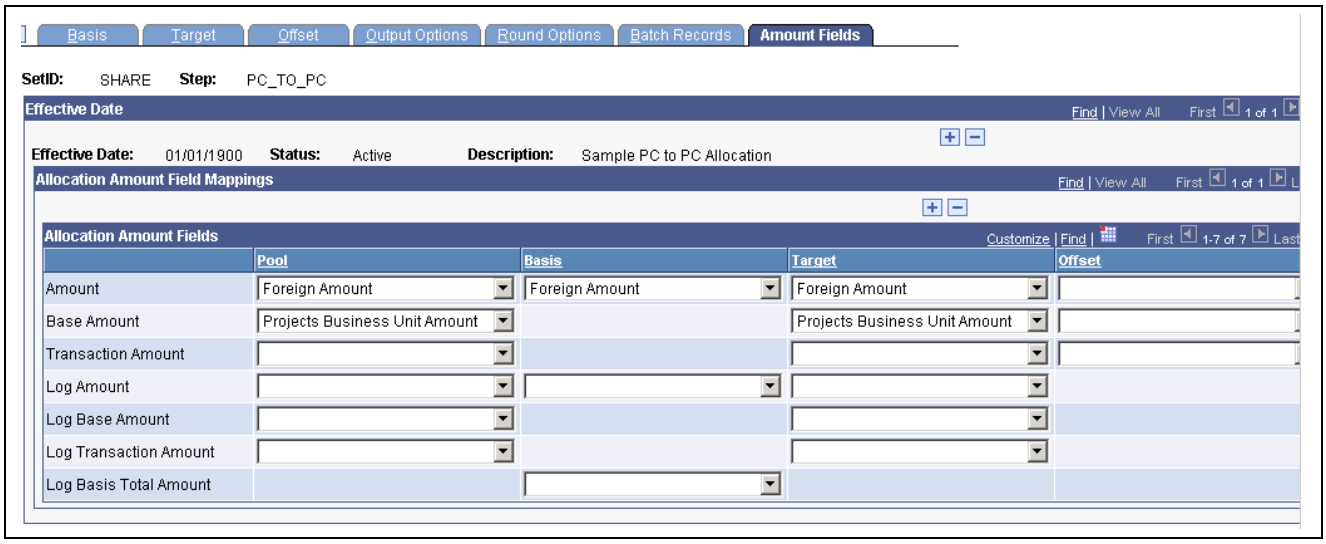
Batch records are temporary work records that store the calculations and log files for the Allocations process.

PeopleSoft delivers these temporary work records for use in both General Ledger and Project Costing allocations:

Temporary Work Record	Record Name
Calculation Log Record	PC_CALC_ALLOC
Pool	ALC_PC_P_TAO
Basis	ALC_PC_B_TAO
Basis Summary	ALC_PC_BS_TAO
Target Detail Offset Detail	ALC_PC_T_TAO
Target Summary Offset Summary	ALC_PC_TS_TAO
Target Balance	ALC_PC_TB_TAO
Calculation Log	ALC_CLOG_TAO

Defining the Amount Fields

Access the Define Allocation Step - Amount Fields page.



Define Allocation Step - Amount Fields page

Amount fields define the fields that store pool, basis, target, and, if applicable, offset amounts. Use this page to define how to distribute the amounts from the fields in the pool record to the fields in the target and offset records.

Allocation Amount Fields

Specify the appropriate amount fields for both the foreign currency and base currency amounts. If you use the Project Resources Calendar table and Project Transaction table as the pool, basis, or target table, select *Foreign Amount* (FOREIGN_AMOUNT) for the Amount fields and *Projects Business Unit Amount* (RESOURCE_AMOUNT) for the Base Amount fields.

Running the Project-to-Project Allocation Example

Access the Allocation Request page.

Use this page to run the sample PC_TO_PC allocation group that contains the PC_TO_PC allocation step. The system allocates the pool amount to the target record, based on the criteria in the basis fields.

Allocating Costs from General Ledger

You can use the Allocations process to distribute revenue, expense, and statistical quantities from accounts in General Ledger to one or more projects in Project Costing. In these situations, the allocation pool is derived from a ledger instead of from a Project Costing table. Follow similar steps to set up allocations from general ledger accounts as you do to set up project-to-project allocations.

The *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook* provides a more detailed overview of allocation components, and discusses how to set up, copy, rename, and delete allocation steps, produce allocation reports, and recover allocation errors.

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Processing Allocations”

CHAPTER 22

Calculating Interest

This chapter provides an overview of interest calculations and discusses how to:

- Establish period calculation factors.
- Set up and process interest calculations.

Understanding Interest Calculations

This section discusses:

- Interest calculation formula.
- Basic steps to set up and calculate interest.

Interest Calculation Formula

You calculate interest during construction—Allowance for Funds Used During Construction (AFUDC)—to capitalize the cost of company funds that are used over the course of a project. Interest is calculated based on this formula:

Interest During Construction = (Cost Accumulation*) × (Periodic Interest**)

*Accumulated costs based on a specified method of accumulation.

**Yearly interest rate divided by the number of periods in the fiscal year.

Basic Steps to Set Up and Calculate Interest

The basic steps to set up and calculate interest are:

1. (Optional) Define interest types at the setID level.

   See Chapter 4, "Setting Up Project Costing Control Data," Defining Interest Types, page 63.
2. Establish period calculation factors at the setID level.
3. Define interest calculations at the business unit level.
4. Identify projects and activities to include interest calculations.
5. Establish status-based interest calculation factors.
6. Accumulate transactions in the Project Transaction table (PROJ_RESOURCE).
7. Run the interest calculation process.

Establishing Period Calculation Factors

To establish period calculation factors, use the Period Calculation Factors component (PROJ_INT_DETP).

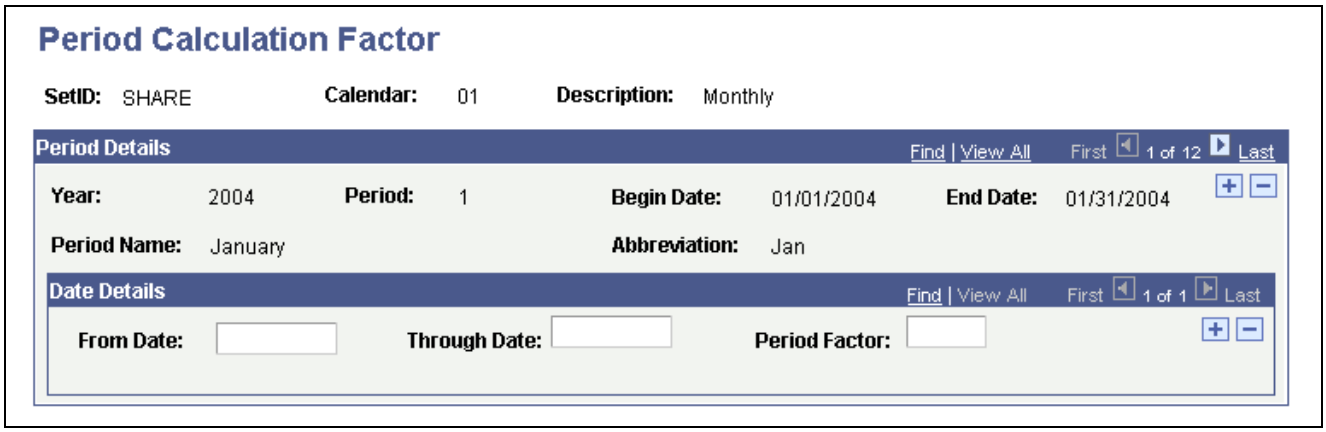
This section discusses how to define period calculation factors.

Pages Used to Establish Period Calculation Factors

Page Name	Object Name	Navigation	Usage
Period Calculation Factor	PROJ_INT_CAL_DETP	Setup Financials/Supply Chain, Product Related, Project Costing, General Options, Period Calculation Factors, Period Calculation Factor	Define period calculation factors for specified time periods.

Defining Period Calculation Factors

Access the Period Calculation Factor page.



Period Calculation Factor page

Period calculation factors are based on general ledger calendars. Select a period in the general ledger calendar and specify the dates for which you want to accumulate costs, and the factor by which you want those costs to be multiplied.

From Date and **Through Date** — Enter the period of time that the system uses to calculate interest. Interest is calculated on costs that are incurred during the period that you specify. Add rows to enter additional date ranges.

Period Factor — Enter the percentage of costs that the system uses to calculate interest. Interest is calculated on the specified percentage of the costs incurred—usually 100 percent—during the specified date range.

Use a decimal fraction to enter a percentage that is less than 100 percent. For example, enter *.5* for 50 percent.

The next two sections provide examples of period calculation factors that are set up by using the straight average method and FASB 34 method of accumulating costs.

Example of Period Calculation Factor Straight Average Method

The Straight Average method uses this formula:

Costs = (Beginning Costs* + Ending Costs**) ÷ 2

*Total costs for the project up to the beginning of a period.

**Total costs for the project through the end of the same period.

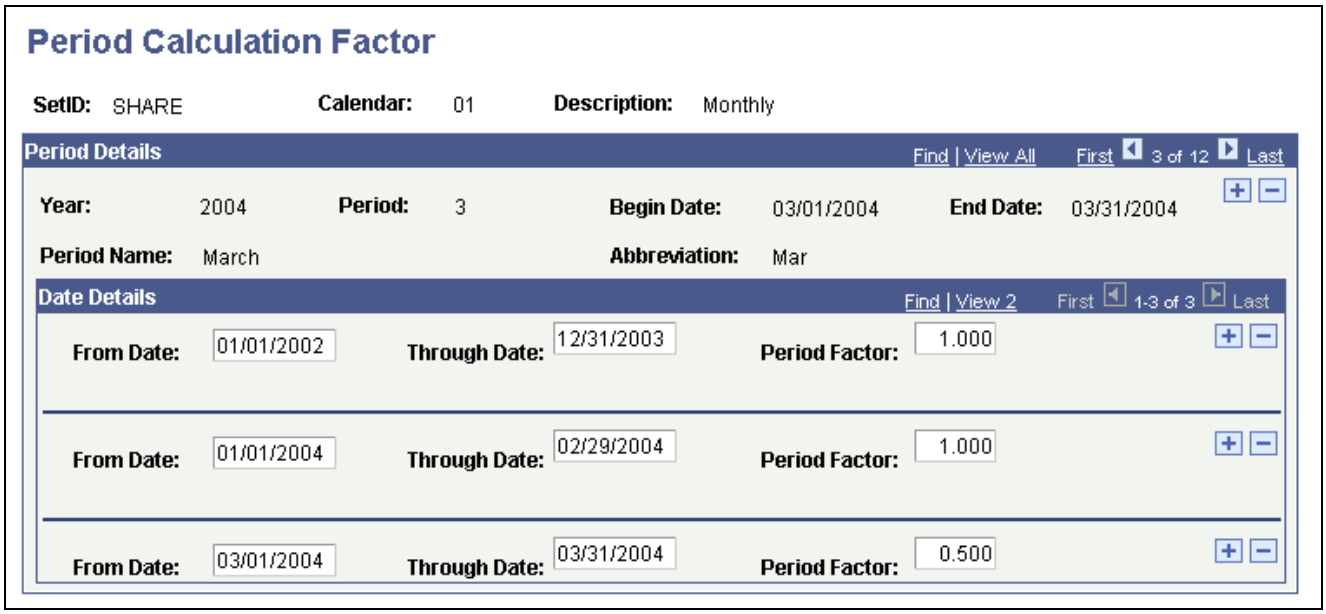
For example:

Variable	Value
Project Length	4 years (2002–2005)
Current Date Range	1/1/2004 – 12/31/2004
Calendar Type	Months
Current Date	4/6/2004
Spending Prior to Current Fiscal Year	1,000,000 USD
Spending for Current Year	• January: 12,000 USD • February: 15,500 USD • March: 13,400 USD

Using the Straight Average method, the project cost accumulation calculations for March, 2004 are:

(1,027,500 + 1,040,900) ÷ 2 = 1,034,200

The following page illustrates period calculation factors that are set up for the Straight Average example just discussed. The last period, March, is assigned a value of *0.5* (50 percent) to reflect the assumption that half of the costs were incurred in the first half of the month, and the other half were incurred in the last half of the month.



Period Calculation Factor page with Straight Average method

FASB 34 Method

The FASB 34 method calculates a weighted average of costs using the following formula:

Cost Accumulation = (Prior Costs*) × (Weighted Current Year Costs**)

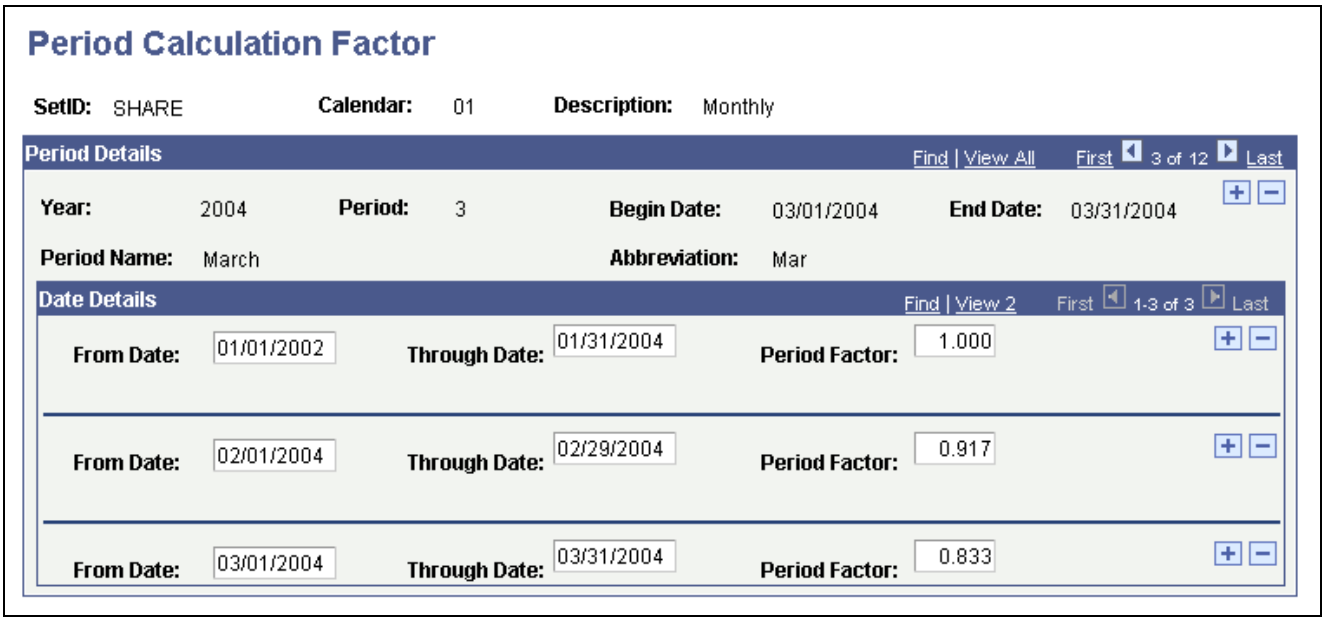
*Project-to-date costs prior to the current date range.

**Sum of the weighted average costs for each completed period in the current date range.

Using the FASB 34 method, the project cost accumulation calculations for March 2005 (using the example above) are:

((1,000,000 + 12,000 × 12 ÷ 12) + (15,500 × 11 ÷ 12) + (13,400 × 10 ÷ 12)) = 1,037,375

The following page illustrates period calculation factors that are set up for the FASB 34 example just discussed:



Period Calculation Factor page with FASB 34 method

Setting Up and Processing Interest Calculations

This section discusses how to:

- Define interest calculations.
- Identify projects for interest calculations.
- Identify activities for interest calculations.
- Establish status-based interest calculation factors.
- Process interest calculations.

See Also

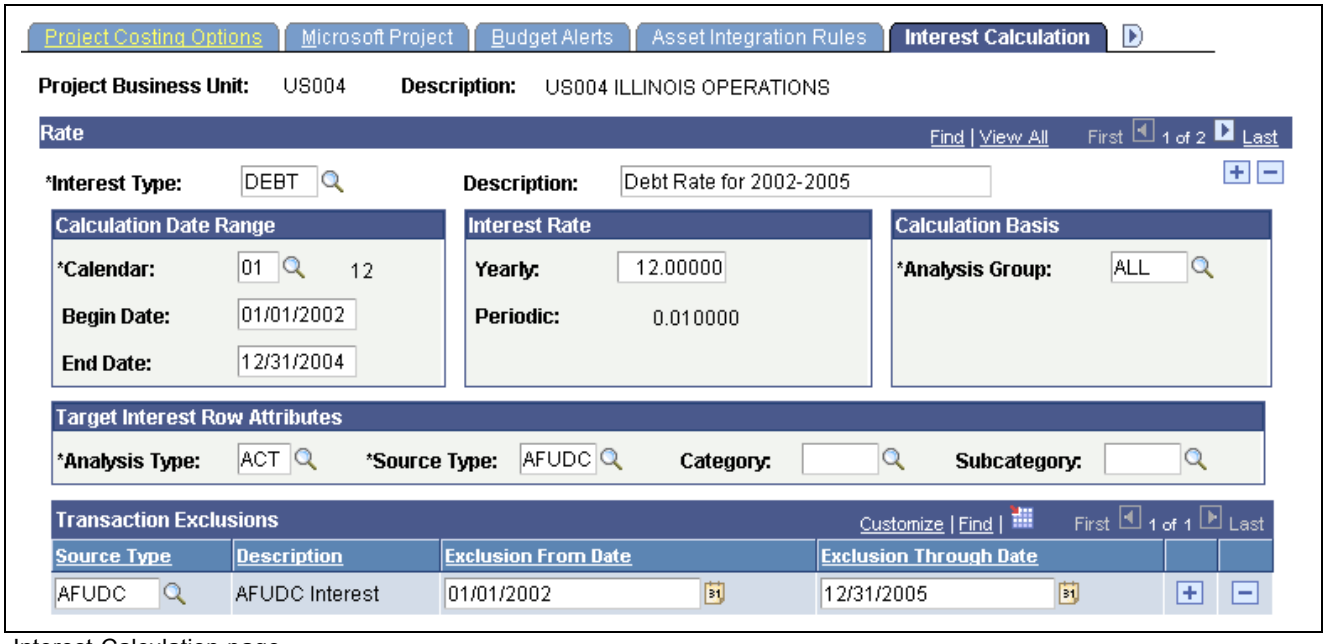
Chapter 20, “Integrating with General Ledger,” page 359

Pages Used to Set Up and Process Interest Calculations

Page Name	Object Name	Navigation	Usage
Interest Calculation	PROJ_BU_INTEREST	Setup Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options, Interest Calculation	Define interest calculations for the business unit.
Project Costing Definition	PROJECT_GEN_01	Project Costing, Project Definitions, General Information, Project Costing Definition	Select the option to include project costs in interest calculations, which is used as the default for all new activities that are created for this project.
Project Definitions - Status	PROJECT_STATUS	Project Costing, Project Definitions, Status, Status	Specify interest calculation factors based on a project's status.
Activity Definitions - Definition	PROJECT_ACTIVITY	Project Costing, Activity Definitions, General Information, Definition	Select the option to include activity costs in interest calculations.
Calculate Interest	PC_INTEREST	Project Costing, Utilities, Calculate Interest, Calculate Interest	Calculate interest and insert new rows into the Project Transaction table based on selected criteria.

Defining Interest Calculations

Access the Interest Calculation page.



Interest Calculation page

Interest Type	Defines the type of interest calculated for a project in the business unit. You can enter more than one kind of interest to be calculated, such as debt and equity interest.
Calendar	Select the period calculation factors that are set up for the general ledger.
Interest Rate	Enter the Yearly interest rate. The system calculates the Periodic interest rate based on Yearly interest rate ÷ number of calendar periods.
Analysis Group	Enter the analysis group that contains the analysis types that are used as the basis for interest calculation. The analysis group typically includes all costs.
Target Interest Row Attributes	Enter the Analysis Type, Source Type, Category, and Subcategory as the attributes to identify new rows that are generated by interest calculations.

Important! The system performs compound interest calculations on all source types, except the ones that you enter in the Transaction Exclusions group box. You can exclude any source types from the cost accumulation. For example, if you are not allowed to include previous interest in calculating future interest, you can exclude previous interest from the cost accumulation

Transaction Exclusions

Source Type	Select the source types to exclude from cost accumulation. Enter multiple source types as required.
Exclusion From Date and **Exclusion Through Date**	Enter a date range for each excluded source type. This date range identifies the period of time for which a source type is excluded.

Identifying Projects for Interest Calculations

Access the General Information - Project Costing Definition page.

To include project costs in interest calculations, select Allow Interest Calculation on the General Information - Project Costing Definition page.

If you include costs at the project level:

- The system automatically includes costs that are incurred by all activities belonging to that project for interest calculations.

  Only those projects with a processing status of *Active* are eligible for interest calculation. After the PC Interest Application Engine process (PC_INTEREST) selects those projects with an active processing status, only those activities with a processing status of *Active* are eligible for interest calculation.

- The Allow Interest Calculation option is selected by default on all subsequent activities created for this project

Identifying Activities for Interest Calculations

Access the Activity Definitions - Definition page.

To include individual activity costs in interest calculations, select Allow Interest Calculation on the Activity Definitions - Definition page.

Establishing Status-Based Interest Calculation Factors

Access the Project Definitions - Status page.

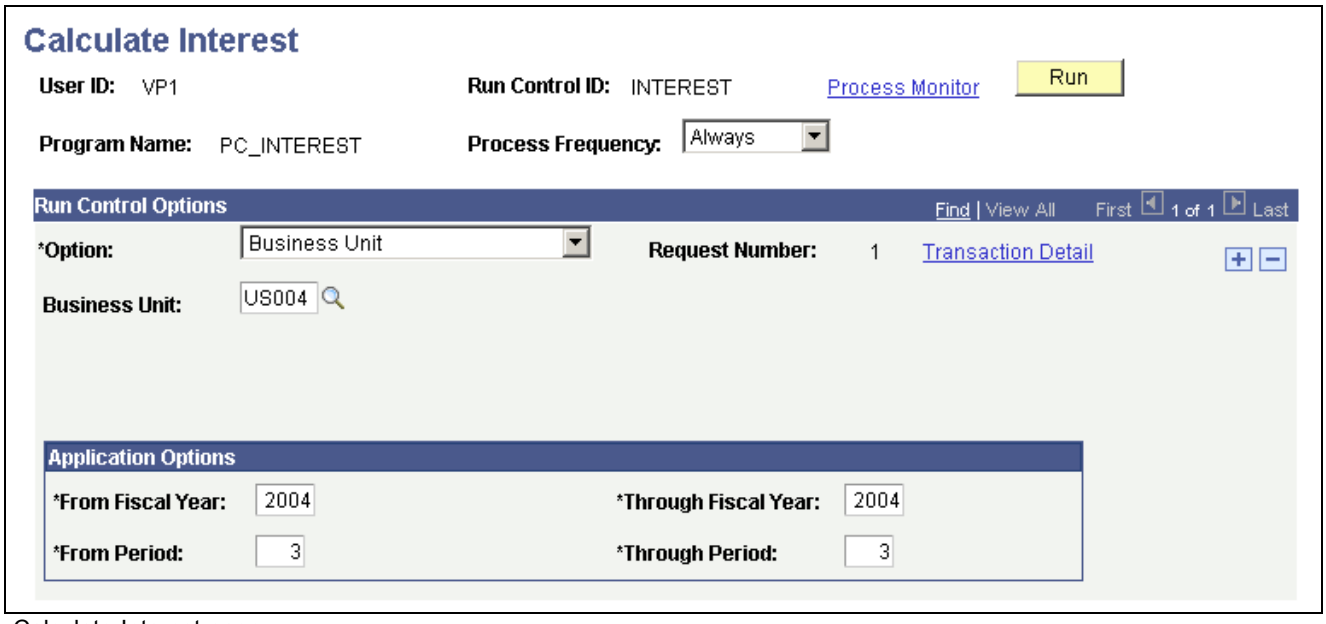
Use this page to define interest calculation factors for a specific project based on the project's status. For example, you can configure the system to recognize 100 percent of the calculated interest for a project in *Open* status, and 50 percent of the calculated interest for the project in an *In Service* status.

To define interest calculation factors, based on status, enter an Interest Calculation Factor for a status on the Project Definitions - Status page. Enter the value in decimal form, such as *1.0* for 100 percent, with a maximum of one digit on either side of the decimal point. Add rows to enter an interest calculation factor for each status.

Processing Interest Calculations

Access the Calculate Interest page.

The data in this run control page shows the final step to calculate interest for the examples in the Defining Period Calculation Factors section in this chapter.



Calculate Interest page

Option Select to calculate interest for all projects and activities, or for specific ones. Options are:

- *All:* Interest is calculated for all projects and activities.
- *Business Unit:* Interest is calculated for the selected business unit.
- *Business Unit/Project:* Interest is calculated for the selected business unit and project.
- *Business Unit/Project/Activity:* Interest is calculated for the selected business unit, project, and activity.

Application Options Enter from fiscal year and through fiscal year dates, and enter a from period and a through period.

Click Run to initiate the PC Interest Application Engine process. The system adds a row for the calculated interest to the Project Transaction table with a General Ledger Posting Status flag (GL_DISTRIB_STATUS) value of *N* (not yet posted).

See Also

PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

CHAPTER 23

Analyzing Projects

This chapter provides an overview of project evaluation and discusses how to:

- Set up and use project valuation.
- Perform flexible analysis.
- View transactions in progress.
- Analyze projects using analysis inquiries.
- Analyze projects using accumulated costs.
- Calculate percent complete.

See Also

Appendix C, "Project Costing Reports," page 655

Understanding Project Evaluation

This section provides overviews of:

- Project valuation.
- Flexible analysis.
- Transactions in progress.
- Analysis inquiries.
- Accumulated costs.
- Refresh summary tables.
- Percent complete.

Project Valuation

You can set up templates that contain evaluation criteria for project and activity summary information. The templates can be used by anyone with security access to the Project Valuation component (PC_VALN_ANALYTICS). To perform the evaluation, you select a business unit, project, and template that the system uses to calculate a summary view of different project dimensions, and an activity-based view of financial data.

Set up project-level summary data is set up with these criteria:

- Transaction group criteria: Transaction rows with the same analysis group, source type, category, and subcategory.

Transaction group summary values appear on the Project Valuation page, and can be used in formulas to calculate financial status.

- Reporting calculations: Formulas using up to three transaction groups and operators (+, −, *, and /).

  You can create arithmetic equations using parenthesis to calculate statistics such as the actual percent of budget. Reporting calculation results appear below the transaction group summary rows on the Project Valuation page.

- Analysis groups: Groups that are used to summarize the project ChartField rows that appear in the Project Overview grid on the Project Valuation page.

- Project ChartField criteria: Summary rows with the same combination of source type, category, and subcategory.

  The system summarizes project-related ChartField rows by user-specified analysis groups.

Flexible Analysis

Flexible Analysis is a method of analyzing a project's costs at these levels:

- Project
- Summary activity
- Activity
- Source type
- Category
- Subcategory

The Flexible Analysis page provides a view of activity costs based on the analysis groups that are specified in a flexible analysis template. Flexible analysis is an interactive tool that works effectively if you want to view one data item at a time, such as costs by source type or category. The feature does not provide an overall financial analytic of the project.

You must create a template before you can perform flexible analysis. Templates specify the analysis types that the system uses to gather project costs. A template can be saved as a user default to save time performing flexible analyses. You can modify flexible analysis templates as required.

Transactions in Progress

Projects are comprised of transactions that are in various stages of the project cycle. Transactions in progress (TIPs) are tracked so that you can see project cost information before it reaches the Project Transaction table (PROJ_RESOURCE). Project managers can identify potential problem areas and see where each part of the project stands in the overall process. TIP information focuses attention on what needs to be resolved to ensure that the project is running smoothly and is not delayed because of a particular problem.

The PeopleSoft feeder systems that have costs associated with a project send TIP data to Project Costing by running an Application Engine process that is specific to each feeder system. TIP pages display fields that are associated with Project Costing, and key fields that are retrieved from primary feeder tables and pooled during the Application Engine process.

This table lists the types of TIPs that Project Costing delivers:

PeopleSoft Enterprise Feeder System	Transactions in Progress	Description	Application Engine
All	ALLTOPC	All transactions that have been transmitted to Project Costing and are either nonbillable or haven't been priced. Transactions are retrieved from the Project Transactions Summary table (PC_SUMMARY_TBL) where the Billing Distribution Status field (BI_DISTRIB_STATUS) equals *U* or *N*.	PC_PRICING
Expenses	EXTOPC	Expenses that are approved but not staged for processing in Project Costing. Transactions are retrieved from the Expenses Accounting Line table (EX_ACCTG_LINE).	PC_EX_TO_PC
Expenses	TMTOPC	Time that is approved and staged for processing in Project Costing. Transactions are retrieved from the Time Staging for Project Resource table (EX_PROJ_RES_STG).	PC_EX_TO_PC
Inventory	INTOPC	Inventory costs that are not yet distributed to Project Costing. Transactions are retrieved from the Inventory Accounting Distribution table (CM_ACCTG_LINE) and the Inventory Transaction table (TRANSACTION_INV).	PC_IN_TO_PC

PeopleSoft Enterprise Feeder System	Transactions in Progress	Description	Application Engine
Payables	APTOPC	Payable expenses that are not yet distributed to Project Costing. Transactions are retrieved from the Payables Accounting Entries table (VCHR_ACCTG_LINE) and the Payables Voucher Header table (VOUCHER).	PC_AP_TO_PC
Purchasing	POTOPC	Purchase order costs that have been distributed to Project Costing yet. Transactions are retrieved from the Purchase Order Line Accounting Entries table (PO_LINE_DISTRIB) and the Purchase Order Header table (PO_HDR).	PC_PO_TO_PC

Analysis Inquiries

By using analysis inquiries, you can view inquiry pages that display:

- A financial summary of a project.
- Employee costs by project.
- Employee costs by activity.

Accumulated Costs

By analyzing projects using accumulated costs, you can view project transactions based on:

- Assets
- Budget exceptions
- Time and labor
- Inventory
- Invoices
- Journal entries
- Orders
- Purchase orders
- Vouchers

Refresh Summary Tables

The PeopleSoft system delivers these summary tables that are used internally by Project Costing and Program Management for analytical reporting:

- Project Transactions Summary (PC_ACTIVITY_SUM).

  This table is used by flexible analysis reporting.

- Project Transactions Summary (PC_SUMMARY_TBL).

  This table is used by Project Costing and Program Management analytics, including estimate to complete, earned value, forecasting, and project valuation.

- Summary Budget Data (PC_BUD_SUMMARY).

  This table is used by budget versus actual, budget item analysis, and percent complete analyses.

All transactions that enter the Project Transaction table—whether from feeder systems, direct entry through the Add Transactions component (INTFC_PROJ_EXPRESS), or through the Load Third-Party Transactions Application Engine process (PC_INTFEDIT)—trigger the Refresh Summary Tables Application Engine process (PC_SUM_RFSH) to populate all necessary summary tables.

Percent Complete

It is important to be able to determine the progress of a project and to assess progress at different levels of the project cycle. Project Costing delivers tracking methods that are designed to provide information based on a project's percentage of completion.

Project managers can manually report the percent completion of their projects and activities, or the percentage of completion is calculated based on user parameters. Automatically calculated percentages are based on time that is spent on the project and are summarized at the project and activity levels.

Setting Up and Using Project Valuation

To set up project valuation, use the Project Valuation Template component (PC_VALN_TEMPLATE).

This section discusses how to:

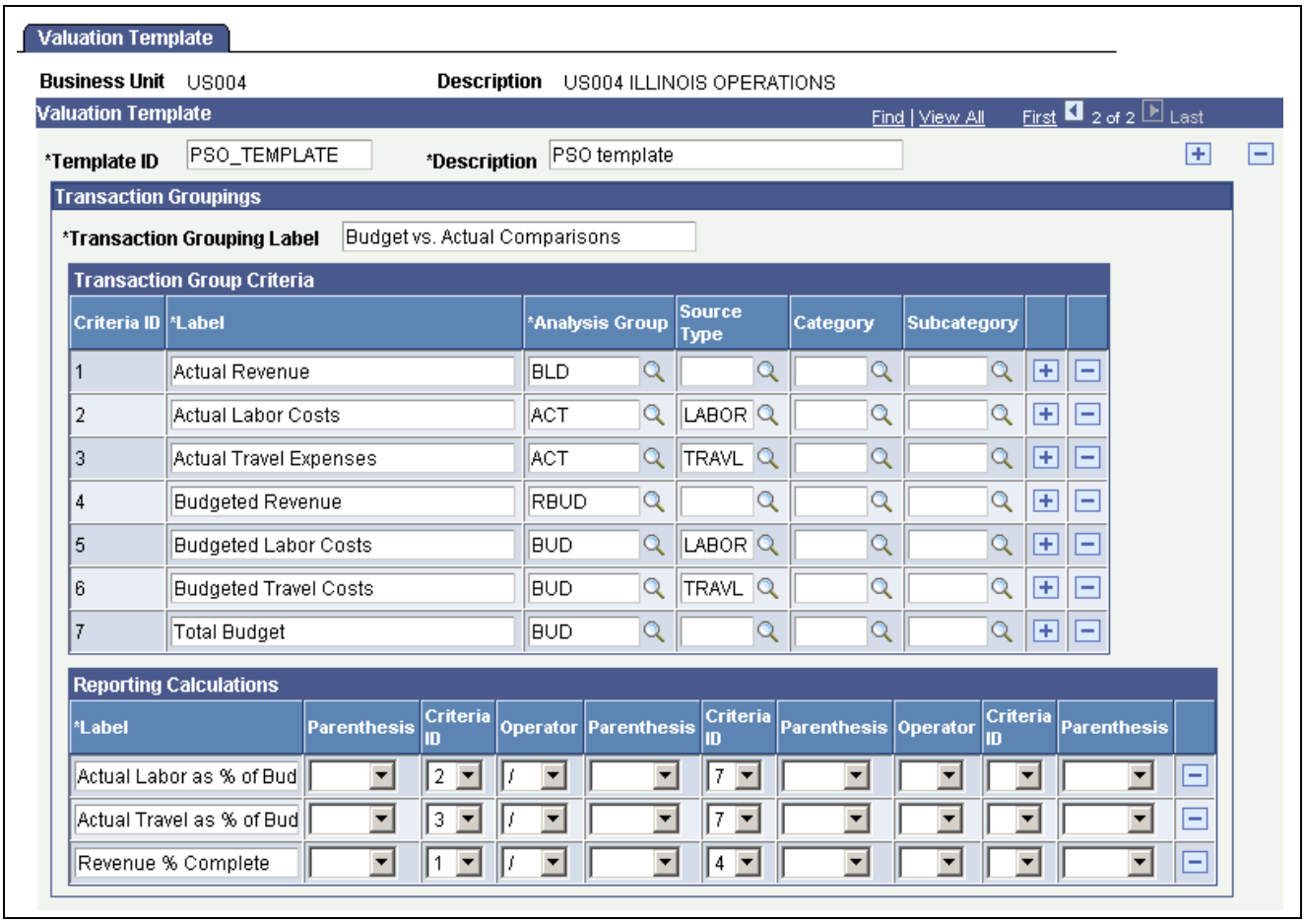
- Set up project valuation.
- Evaluate project summary-level information.
- Evaluate activity summary-level information.

Pages Used to Set Up and Use Project Valuation

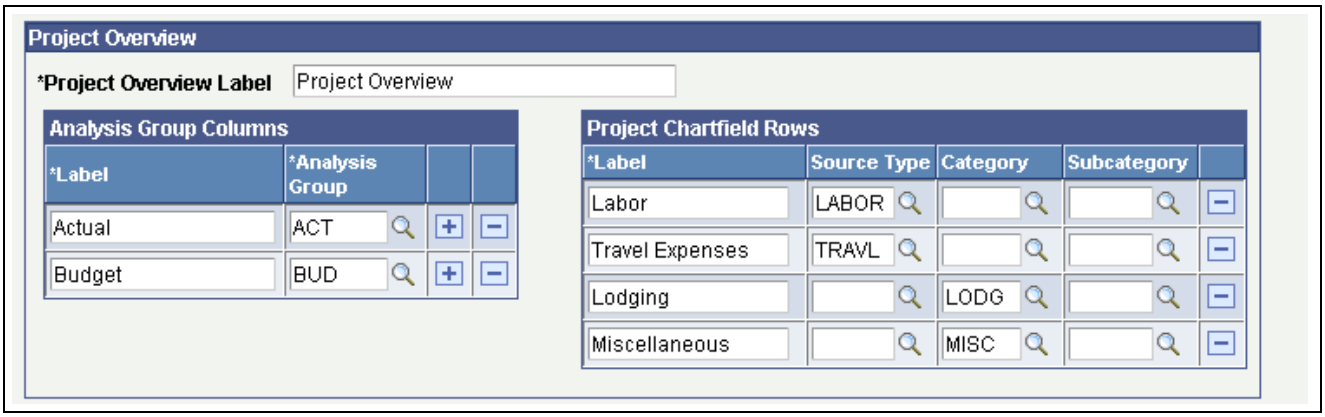
Page Name	Object Name	Navigation	Usage
Valuation Template	PC_VALN_TEMPLATE	Project Costing, Interactive Reports, Valuation Template, Valuation Template	Set up project valuation templates for business units.
Project Valuation	PC_PRJ_ANALYTICS	• Project Costing, Project Definitions, General Information Click the Project Valuation link on the Project Definitions - General Information page. • Project Costing, Interactive Reports, Project Valuation, Project Valuation • Project Costing, My Projects Click the Drill to Project Valuation icon on the Amounts tab of the My Projects page. • Click the project ID link in the Top Projects operational summary portal pagelet that is available in the PeopleSoft ESA Portal Pack.	View project-level summaries based on user-specified criteria for transaction groupings and project overview information.
Activity Valuation	PC_ACT_ANALYTICS	Select the Activity Valuation tab on the Project Valuation page.	View a breakdown by activity of the transaction group criteria from the project valuation template.

Setting Up Project Valuation

Access the Valuation Template page.



Valuation Template page (1 of 2)



Valuation Template page (2 of 2)

This page contains all of the valuation templates for the business unit. Use the links and icons in the scroll area navigation bar to scroll through the templates or view all templates. Click the plus symbol (+) in the scroll area to add a new template, and click the minus symbol (-) to delete a template.

Template ID Enter a unique ID for the valuation template.

Description Enter a description that will help users identify this template.

Transaction Group Criteria

Enter up to ten transaction group criteria rows that the system summarizes for specific projects and displays on the Project Valuation page.

Transaction Grouping Label Enter a label that describes the transaction groups that you set up on this page, such as *Budget vs. Actual Comparisons.* The label appears as the transaction group box label on the Project Valuation page for specific projects.

Criteria ID Displays the order in which transaction summary rows appear on the Project Valuation page.

Note. You cannot rearrange the sequence of criteria IDs to change the order of rows that appear on the Project Valuation page. To change the order of transaction summary rows, create a new template with the rows in the order that you want them to appear when you view the summary data on the Project Valuation page.

Label Enter a label that describes the unique combination of analysis group, source type, category, and subcategory values in the corresponding transaction group row. Each label appears as a transaction summary row label on the Project Valuation page.

Analysis Group, Source Type, Category, and **Subcategory** Enter a value in one or more fields for the system to use as the basis for summarizing transactions on the Project Valuation page.

Reporting Calculations

Enter up to three formulas that the system uses to calculate results and display them on the Project Valuation page for a specific project. To define the formulas, you can add, subtract, multiply, or divide the transaction summaries that you set up in the Transaction Group Criteria grid. For example, you can calculate a budget percent variance amount as: (budgeted cost amount − actual cost amount / budgeted cost amount).

If a formula contains a division, the system multiplies the results by 100 and displays the results in a percentage format. For example, if a calculation row results in a value of 0.25, the system displays the results as 25.00%.

The results of the reporting calculation rows appear below the transaction group summary rows on the Project Valuation page for a project.

Label Enter a label, such as *Actual Labor as % of Budget,* that describes the formula that you enter in the corresponding reporting calculation row. Each label appears on the Project Valuation page with the results of the reporting calculation row.

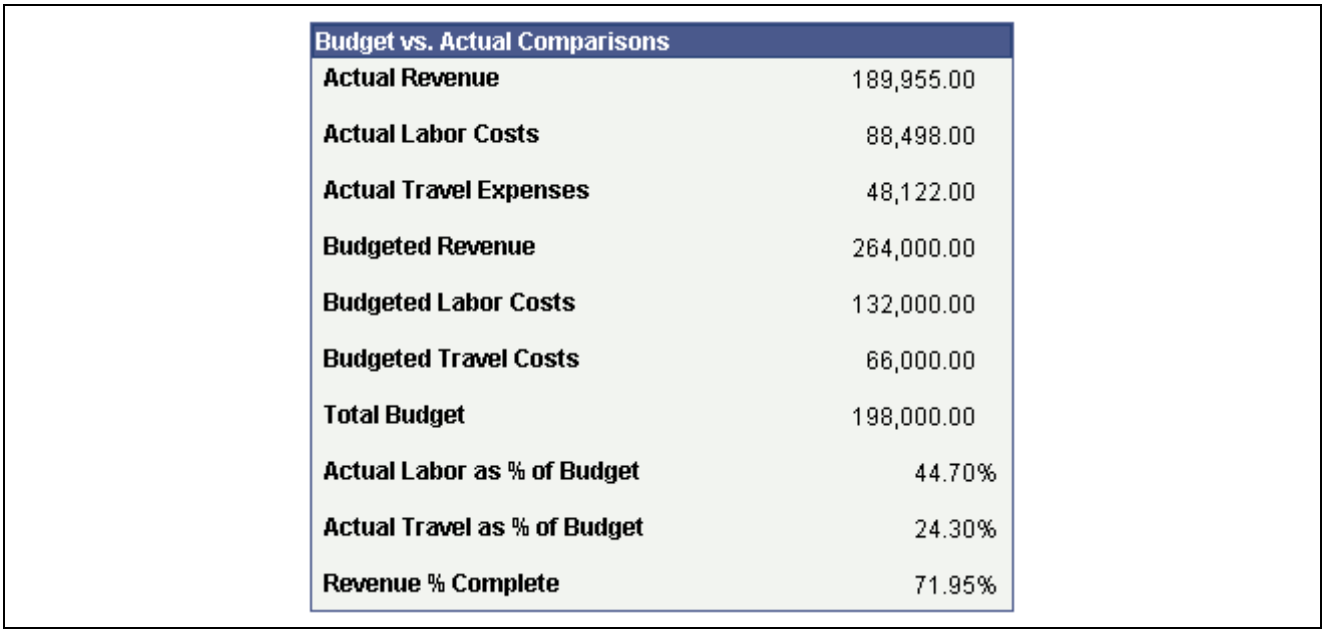
Parenthesis Enter a parenthesis as required to specify the sequence of calculations in the reporting calculation row.

Criteria ID Enter the transaction group criteria ID row number to include in the formula. You can include up to three transaction groups in the formula.

Operator Enter the operator symbol to add (+), subtract (−), multiply (*), or divide (/) the amount of the transaction group that you enter to the left of the Operator field, by the amount in the transaction group that you enter in the field to the right of the Operator field.

Example of Transaction Group Summary and Formula Results

This is an example of transaction group results on the Project Valuation page that are based on the sample data that is illustrated on the Valuation Template page:



Budget vs. Actual Comparisons	
Actual Revenue	189,955.00
Actual Labor Costs	88,498.00
Actual Travel Expenses	48,122.00
Budgeted Revenue	264,000.00
Budgeted Labor Costs	132,000.00
Budgeted Travel Costs	66,000.00
Total Budget	198,000.00
Actual Labor as % of Budget	44.70%
Actual Travel as % of Budget	24.30%
Revenue % Complete	71.95%

Example of transaction group results on the Project Valuation page

Project Overview

Enter analysis groups that the system summarizes and further divides the amounts by source, category, and subcategory. For example, you can combine the labor source type with the consulting category, label it as the *Consulting Labor* summary, and view the summary amounts for specified analysis groups on the Project Valuation page. You can enter up to three analysis groups and four ChartField combinations.

Project Overview Label Enter a label that appears as the project overview group box label in the Project Valuation page.

Analysis Group Columns - Label Enter a column label for each analysis group that you select to appear in the Project Valuation page.

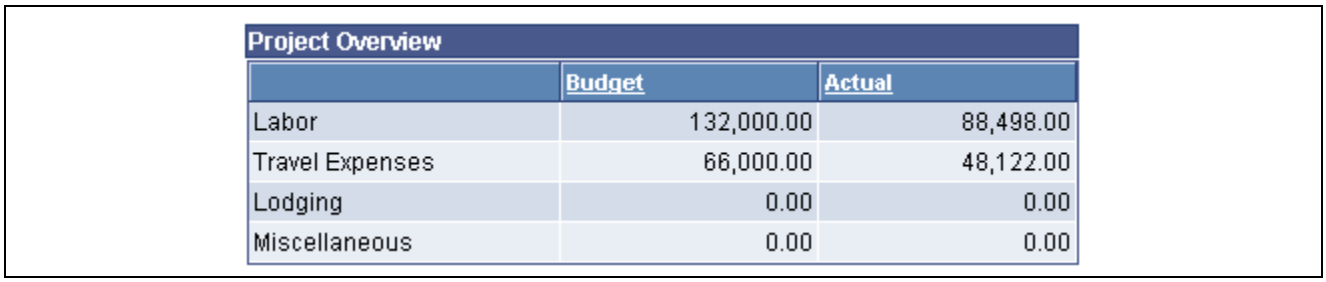
Analysis Group Columns - Analysis Group Enter analysis groups that appear as columns in the project overview group box on the Project Valuation page. The system summarizes specified project-related ChartField amounts for the analysis groups that you enter in this field.

Project Chartfield Rows - Label Enter a row label for each ChartField that you select to appear in the Project Valuation page.

Project Chartfield Rows - Source Type, Category, and **Subcategory** Enter a value for one or more project-related ChartFields that the system uses to summarize analysis group amounts for this transaction group row on the Project Valuation page.

Example of Project Overview Results

This example of a project overview on the Project Valuation page is based on the sample data that is illustrated on the Valuation Template page:



Project Overview

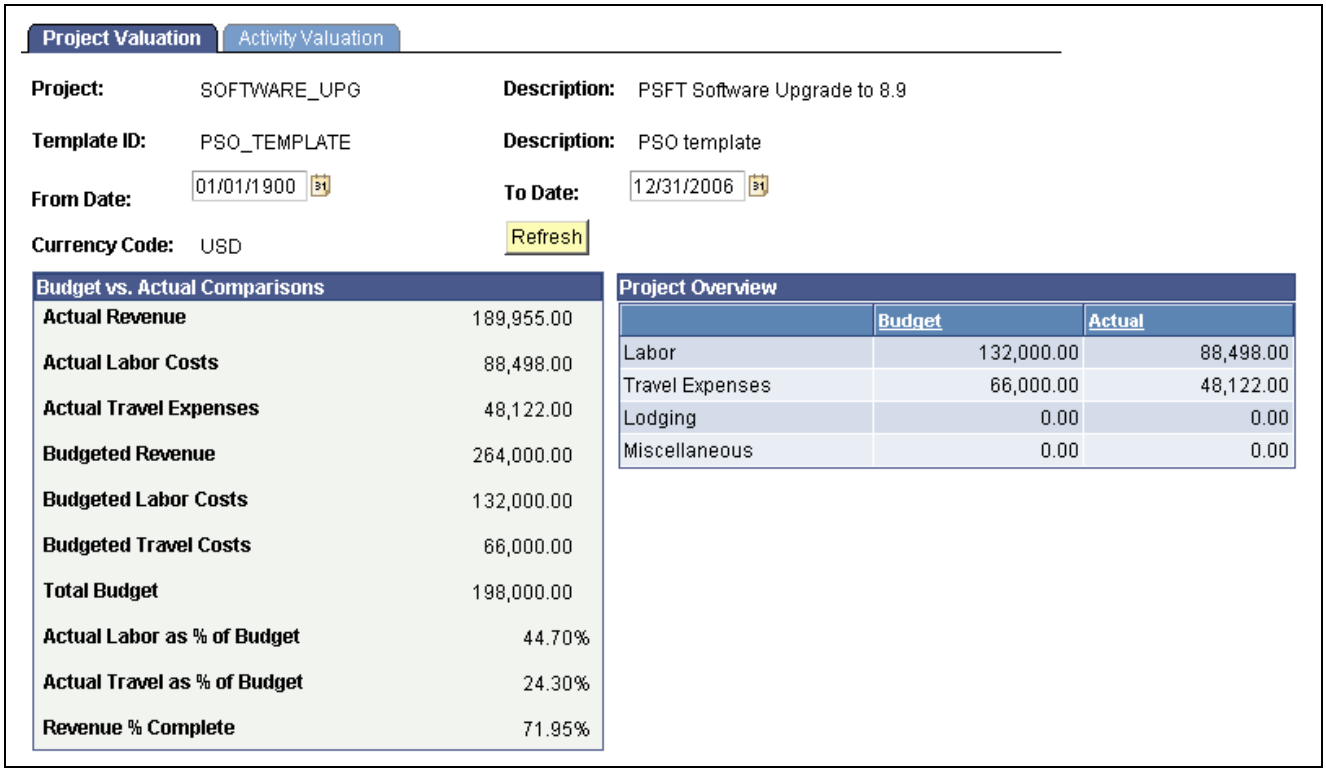
	Budget	Actual
Labor	132,000.00	88,498.00
Travel Expenses	66,000.00	48,122.00
Lodging	0.00	0.00
Miscellaneous	0.00	0.00

Example of project overview results on the Project Valuation page

Evaluating Project Summary-Level Information

Access the Project Valuation page.

Note. To find an existing project valuation when multiple valuation templates are defined for the business unit, enter the template ID in the Project Valuation component search page to narrow the list of project valuations from which to choose.



Project Valuation | Activity Valuation

Project: SOFTWARE_UPG **Description:** PSFT Software Upgrade to 8.9

Template ID: PSO_TEMPLATE **Description:** PSO template

From Date: 01/01/1900 **To Date:** 12/31/2006

Currency Code: USD Refresh

Budget vs. Actual Comparisons

Actual Revenue	189,955.00
Actual Labor Costs	88,498.00
Actual Travel Expenses	48,122.00
Budgeted Revenue	264,000.00
Budgeted Labor Costs	132,000.00
Budgeted Travel Costs	66,000.00
Total Budget	198,000.00
Actual Labor as % of Budget	44.70%
Actual Travel as % of Budget	24.30%
Revenue % Complete	71.95%

Project Overview

	Budget	Actual
Labor	132,000.00	88,498.00
Travel Expenses	66,000.00	48,122.00
Lodging	0.00	0.00
Miscellaneous	0.00	0.00

Project Valuation page

Select the business unit, project ID, and template ID.

Note. The system automatically calls the Project Valuation Calculation Application Engine process (PC_VALN_CALC) to calculate project and activity summary information.

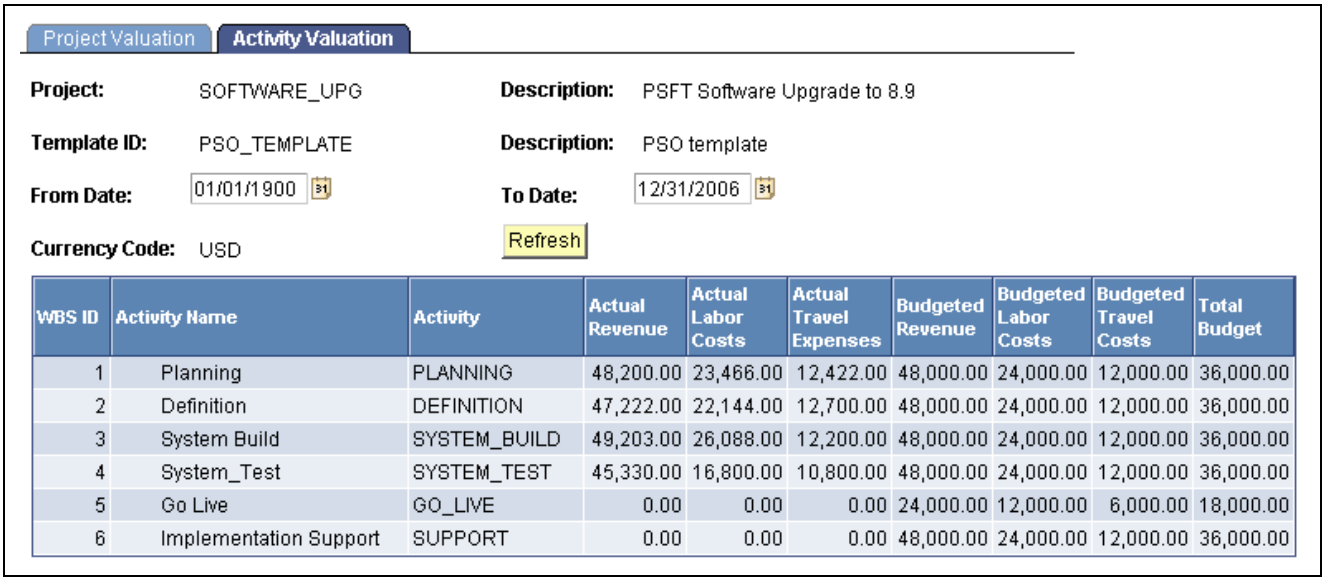
The Project Valuation page appears with the selected project and template in the header. The default values for the From Date and To Date fields are based on your user preferences. If both dates are blank, the system returns all data that meets the search criteria. You can choose a different date range and the data on the project and activity valuation pages changes to display data only for the date range selected.

The valuation report uses the Project Transactions Summary table. Transactions in this table are grouped by month and posted using the first date of the current month. For example, a transaction with an accounting date and transaction date of November 14, 2005, appears in the Project Transactions Summary table with a date of November 1, 2005. If you want to include any transactions for a particular month in the valuation report, your selection criteria must include the first day of that month. For example, to retrieve results from transactions with dates that range from November 10, 2005 to November 20, 2005, you must select a From Date of November 1, 2005.

The currency code is based on the currency defined for the project business unit. Transactional data is based on the Project Transactions Summary table.

Evaluating Activity Summary-Level Information

Access the Activity Valuation page.



WBS ID	Activity Name	Activity	Actual Revenue	Actual Labor Costs	Actual Travel Expenses	Budgeted Revenue	Budgeted Labor Costs	Budgeted Travel Costs	Total Budget
1	Planning	PLANNING	48,200.00	23,466.00	12,422.00	48,000.00	24,000.00	12,000.00	36,000.00
2	Definition	DEFINITION	47,222.00	22,144.00	12,700.00	48,000.00	24,000.00	12,000.00	36,000.00
3	System Build	SYSTEM_BUILD	49,203.00	26,088.00	12,200.00	48,000.00	24,000.00	12,000.00	36,000.00
4	System_Test	SYSTEM_TEST	45,330.00	16,800.00	10,800.00	48,000.00	24,000.00	12,000.00	36,000.00
5	Go Live	GO_LIVE	0.00	0.00	0.00	24,000.00	12,000.00	6,000.00	18,000.00
6	Implementation Support	SUPPORT	0.00	0.00	0.00	48,000.00	24,000.00	12,000.00	36,000.00

Activity Valuation page

Use this page to view a breakdown by activity based on the transaction group criteria from the Project Valuation template.

If the project contains summary activities, click the plus symbol (+) to expand summary activities and view activity detail.

Performing Flexible Analysis

To create a flexible analysis template, use the component (PC_SUM_TMPL).

This section discusses how to:

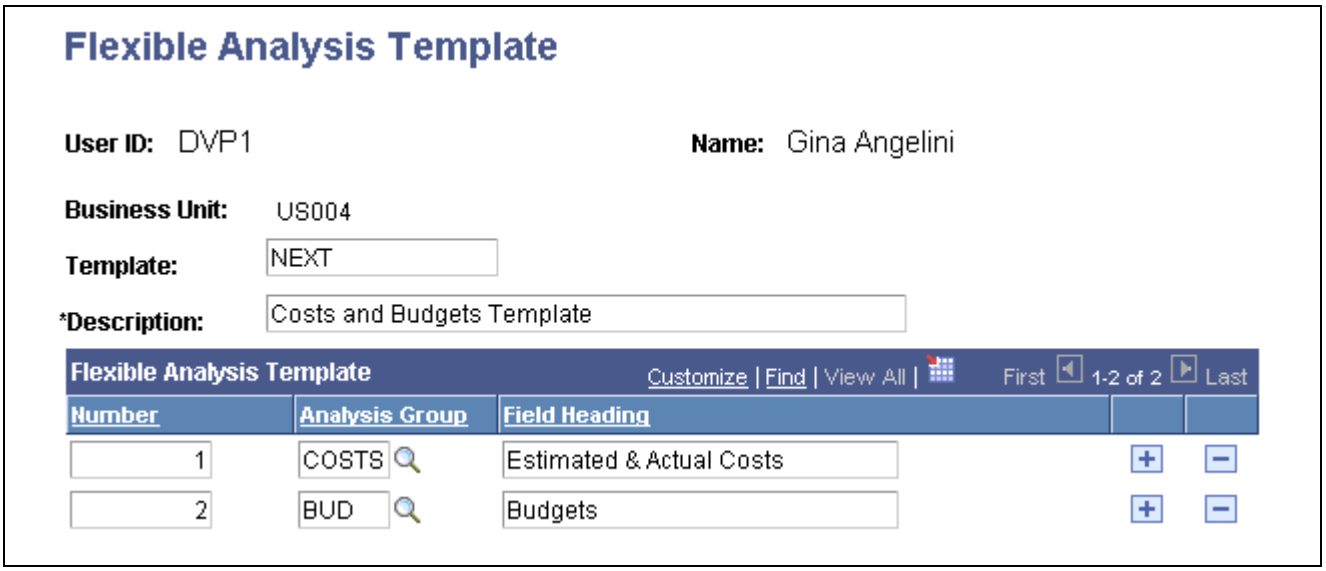
- Create flexible analysis templates.
- View project summary costs.

Pages Used to Perform Flexible Analysis

Page Name	Object Name	Navigation	Usage
Flexible Analysis Template (new)	PC_SUM_TMPL	• Project Costing, Flexible Analysis Template, Flexible Analysis Template • Click Create New Template on the Flexible Analysis Template page for an existing template.	Create flexible analysis templates.
Flexible Analysis Template (existing)	PC_FLEX_UPD1_PG	Project Costing, Flexible Analysis Template, Flexible Analysis Template	Modify flexible analysis templates.
Flexible Analysis User Default	PC_FLEX_UPD2_PG	• Project Costing, Flexible Analysis User Default, Flexible Analysis User Default • Click the Change Default Template button on the Flexible Analysis Template page for an existing template.	Edit the default flexible analysis template for a specific user.
Flexible Analysis	PC_PROJSUMMARY_PNL	Project Costing, Interactive Reports, Flexible Analysis, Flexible Analysis	View project costs by activity group and drill down to view activity costs.
Refresh Summary Tables	PC_SUM_RFSH	Project Costing, Utilities, Refresh Summary Tables, Refresh Summary Tables	Run the Refresh Summary Tables process to refresh Project Costing summary tables. **Note.** Project Costing integration processes automatically update the summary tables that are used in Project Costing analytics. Use this page only under rare circumstances.

Creating Flexible Analysis Templates

Access the Flexible Analysis Template page.



Flexible Analysis Template page

Number Enter the number that represents the order of the analysis group columns that appear in the Flexible Analysis page.

Analysis Group Select analysis groups that have:

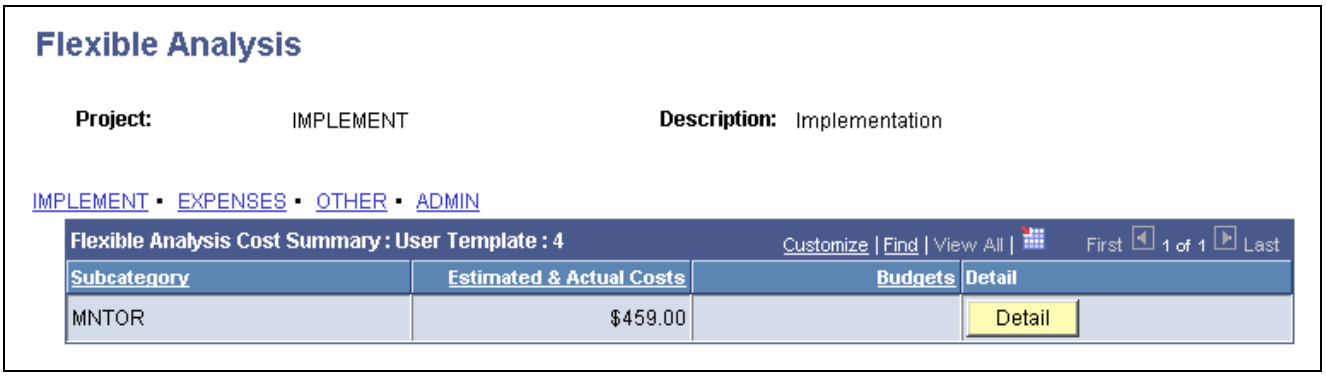
- The Perform Multiplication option selected.
- Values defined in the Quantity Multiplier and Amount Multiplier fields.

See Chapter 4, "Setting Up Project Costing Control Data," Analysis Groups, page 51.

Field Heading Enter the label that appears as the column heading for the analysis group on the Flexible Analysis page, or use the description of the analysis group that appears by default.

Viewing Project Summary Costs

Access the Flexible Analysis page.



Flexible Analysis page

The Flexible Analysis page uses information from the Project Activity Summary table (PC_ACTIVITY_SUM) that is extracted by the Project Costing Summary Application Engine process (PC_SUM). Summary tables are inception to date.

The Project Activity Summary table contains:

- Business unit
- Project
- Activity
- Analysis type
- Currency code
- Amount

This page operates in deferred processing mode.

Flexible Analysis Cost Summary

The costs that appear in the Flexible Analysis Cost Summary grid are based on the analysis groups that are specified in the flexible analysis template. You can view different levels of project and activity information as follows:

1. View costs at the project level for the selected analysis groups when you enter the page.
2. Click a link in the Project column to view the project's summary activity costs, if applicable.
3. Click a link in the Activity ID column for a summary activity to view the costs by detail activity.
4. Click a link in the Activity ID column for a detail activity to view costs by source type for the activity.
5. Click a link in the Source Type column to view costs by transaction categories.
6. Click a link in the Category column to view costs by transaction subcategories.

As you drill down to view the costs at greater levels of detail, links appear above the grid to illustrate the current level of analysis and provide access to previous levels.

Detail Click to access the Transaction List page and view individual transactions. This button appears when you view costs at the subcategory level.

Flexible Analysis Template Click to access the Flexible Analysis Template page to create or modify flexible analysis templates.

See Also

Chapter 11, "Working with Transactions," Viewing and Adding Transactions, page 221

Viewing Transactions in Progress

This section discusses how to:

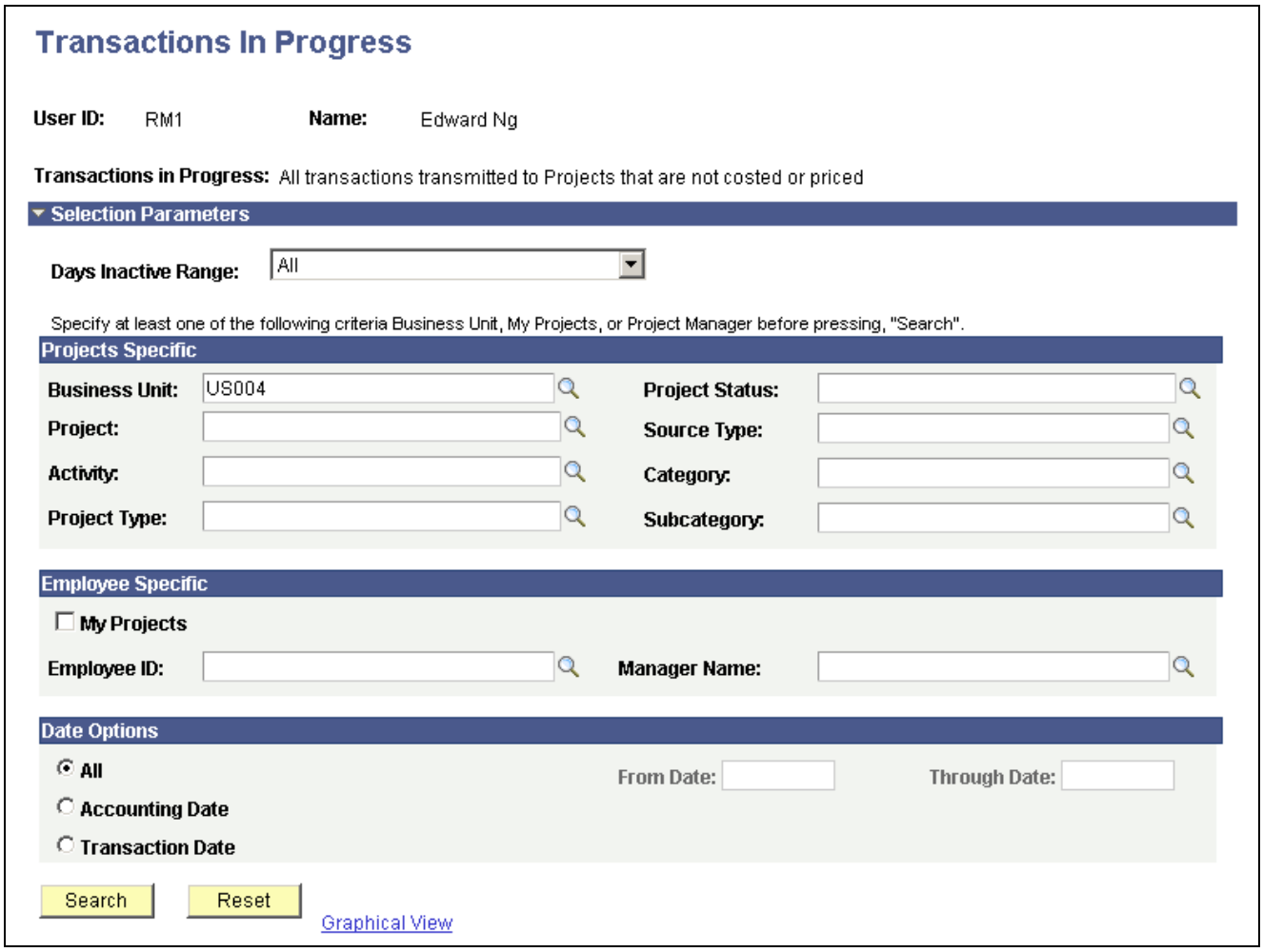
- View transactions in progress details.
- View transactions in progress charts.

Pages Used to View Transactions in Progress

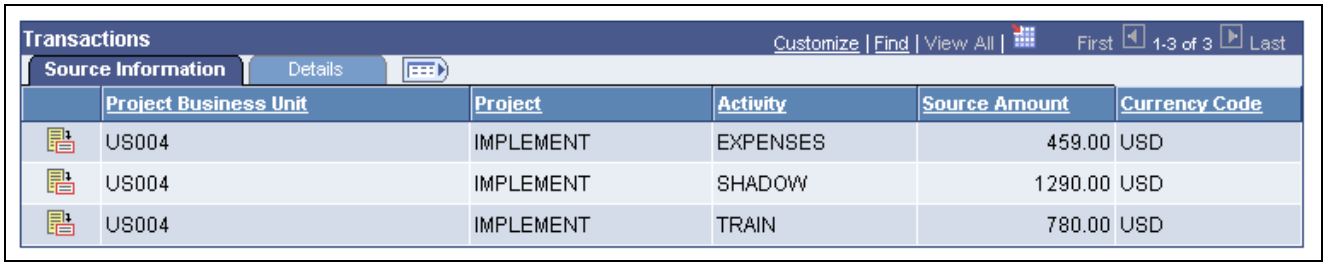
Page Name	Object Name	Navigation	Usage
Transactions in Progress	PC_TIP	Project Costing, Interactive Reports, Transactions in Progress, Transactions in Progress	Enter search criteria to display a list of project transactions that are in progress.
Transactions in Progress - Projects (Graphical)	PC_TIP2	Click the Graphical View link on the Transactions in Progress page.	View project transactions that are in progress in a chart format.
Transaction in Progress Summary	PC_PE_TIP_SUM	Project Costing, Utilities, Transaction in Process Summary, Transaction in Process Summary	Run the Load Transactions in Progress Application Engine process (PC_PETIP_SUM) to refresh the transaction data from feeder systems that contain the PC Distribution Status field (PC_DISTRIB_STATUS) in their line records. This process evaluates the line records of PeopleSoft products with which Project Costing integrates, such as Purchasing, Payables, Inventory, Expenses, and so on, and refreshes the transaction data into Project Costing transaction summary tables. Transactions in Progress pages use this data to display transaction status. You can schedule this process to run automatically as often as needed by your business processes.

Viewing Transactions in Progress Details

Access the Transactions In Progress page.



Transactions In Progress page (1 of 2)



Transactions In Progress page (2 of 2)

Selection Parameters

Days Inactive Range Select an option that reflects the number of days between the current system date and the transaction date of the TIPs that you want to view. Available options are:

31 to 60

61 to 90

< 31

> 90

All

Enter the remaining search criteria to filter TIPs and click Search. The list of TIPs appears in the Transactions grid.

Click the Graphical View link to view a chart that contains the listed TIPs.

Transactions

This grid lists the TIPs that meet the search criteria.

Click the Drill to Source icon to access the transaction source for the corresponding row. The type of TIP determines the page that opens when you click Drill to Source.

This table lists the pages that open when you click the Drill to Source icon:

Transaction in Progress	Source Transaction Page
ALLTOPC	Transaction List page (PROJECT_EXPRESSG)
APTOPC	Voucher Accounting Entries page (VCHR_ACTG_ ENTRIES)
EXTOPC	View Expense Report - Expense Report Detail page (EX_SHEET_ENTRY)
INTOPC	Item Definition component (ITEM_DEFIN) search page
POTOPC	Purchase Order Inquiry - Purchase Order page (PO_LINE_INQ)
TMTOPC	Time Report Inquiry component (TE_TIME_ENTRY_ INQ) search page

Source Information

Click this tab to view information from the transaction source, such as an expense report, voucher, or purchase order. The same fields appear regardless of the type of TIP that you select.

Details

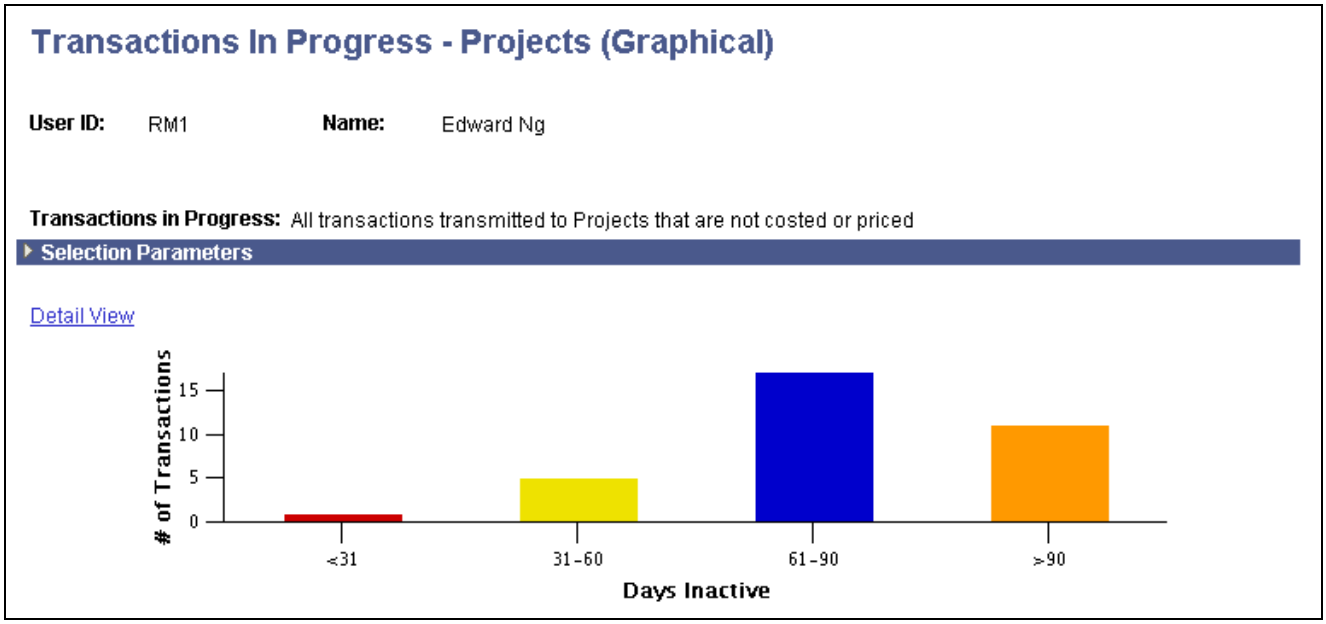
Click this tab to view additional fields from the transaction. The fields that appear are based on the type of TIP that you select.

<Application> Specific

Click the application-specific tab to view information that is specific to the PeopleSoft application where the transaction originated. This tab is available for all types of Project Costing TIPs except for the ALLTOPC type.

Viewing Transactions in Progress Charts

Access the Transactions In Progress - Projects (Graphical) page.



Transactions In Progress - Projects (Graphical) page

Use this page to view an aging report for the transactions in the inquiry.

Selection Parameters Expand this section to view the filtering options that the system used to select the TIPs for the graph.

Detail View Click to return to the Transactions In Progress detail page to view the list of TIPs that appear in the chart.

Analyzing Projects Using Analysis Inquiries

This section lists the pages used to analyze projects by using analysis inquiries.

Pages Used to Analyze Projects Using Analysis Inquiries

Page Name	Object Name	Navigation	Usage
Summarize by Analysis Type	PROJECT_LTD_SUM	Project Costing, Review Costs, Summarize by Analysis Type, Summarize by Analysis Type	View a basic summary of costs that includes period-to-date, year-to-date, and life-to-date totals for each analysis type. Totals that appear on this page are for the selected project and all the activities that are directly attached to that project. Child projects are not included in the totals.
Set As of Period	PROJECT_LTD_SET	• Click the Set As of Period tab on the Summarize by Analysis Type page. • Project Costing, Review Costs, Summarize by Category, Set As of Period	Change the period for the Summarize by Analysis Type and Summarize by Category pages, which enables you to analyze the project life-to-date costs as of a specific period.
Summarize by Category	PROJECT_LTD	Project Costing, Review Costs, Summarize by Category, Summarize by Category	View a cost summary by analysis type, source type, and category.
Time by Activity	PC_LABOR_ACT_TIME	Project Costing, Review Costs, Time by Activity, Time by Activity	Review labor by activity in a chart format. The system retrieves transactions from the Project Transactions Summary table (PC_SUMMARY_TBL) for transaction rows with an analysis type that belongs to the LABOR analysis group.
Time by Employee	PC_LABOR_EMP_TIME	Project Costing, Review Costs, Time by Employee, Time by Employee	Review project labor by employee in a chart format. The system retrieves transactions from the Project Transactions Summary table (PC_SUMMARY_TBL) for transaction rows with an analysis type that belongs to the LABOR analysis group.

Analyzing Projects Using Accumulated Costs

This section lists the pages used to analyze projects by using accumulated costs.

Pages Used to Analyze Projects Using Accumulated Costs

Page Name	Object Name	Navigation	Usage
Review Assets	PC_AM_APPROVE	Project Costing, Review Costs, Accumulated Costs, Review Assets, Review Assets	Review and approve asset costs, and send assets to Asset Management tables. See Chapter 25, "Managing Assets," Reviewing and Approving Assets, page 489.
Employees by Job Code	PC_JOBCODE_EMPL	Project Costing, Review Costs, Accumulated Costs, Employees by Job Code, Employees by Job Code	View a list of employees for specific job codes.
Commitment Control Budget Exceptions	KK_XCP_BUDGET	Project Costing, Review Costs, Accumulated Costs, Budget Exceptions, Budget Exceptions	Review projects costs that are related to Commitment Control budget exceptions.
Employee Costs by Activity	PROJ_RES_HR	Project Costing, Review Costs, Accumulated Costs, Employee Costs by Activity, Employee Costs by Activity	View employee costs by activity. Drill down to personal data for a selected employee ID.
Employee Costs by Project	PROJ_EMPL_INQ	Project Costing, Review Costs, Accumulated Costs, Employee Costs by Project, Employee Costs by Project	View employee costs by project. Drill down to personal data for a selected employee ID.
Inventory by Activity	PROJ_RES_IN	Project Costing, Review Costs, Accumulated Costs, Inventory by Activity, Inventory by Activity	View inventory costs by activity and drill down into PeopleSoft Enterprise Inventory. The system retrieves transactions from the Project Transaction table where the inventory item ID is not blank.
Invoices by Activity	PC_INV_WKSHT	Project Costing, Review Costs, Accumulated Costs, Invoices by Activity, Invoices by Activity	View invoices that are associated with an activity.
Journal Entries by Activity	PROJ_RES_GL	Project Costing, Review Costs, Accumulated Costs, Journal Entries by Activity, Journal Entries by Activity	View journal entries that are associated with an activity and drill down to General Ledger. The system retrieves transactions from the Project Transaction table where the journal ID is not blank.

Page Name	Object Name	Navigation	Usage
Orders by Activity	PROJ_RES_OM	Project Costing, Review Costs, Accumulated Costs, Orders by Activity, Orders by Activity	View orders that are associated with an activity and drill down to PeopleSoft Enterprise Order Management. The system retrieves transactions from the Project Transaction table where the order number is not blank.
Purchase Orders by Activity	PROJ_RES_PO	Project Costing, Review Costs, Accumulated Costs, Purchase Orders by Activity, Purchase Orders by Activity	View purchase orders that are associated with an activity and drill down to PeopleSoft Enterprise Purchasing. The system retrieves transactions from the Project Transaction table where the purchase order ID is not blank.
Vouchers by Activity	PROJ_RES_AP	Project Costing, Review Costs, Accumulated Costs, Vouchers by Activity, Vouchers by Activity	View vouchers that are associated with an activity and drill down to PeopleSoft Enterprise Payables. The system retrieves transactions from the Project Transaction table where the voucher ID is not blank.

Calculating Percent Complete

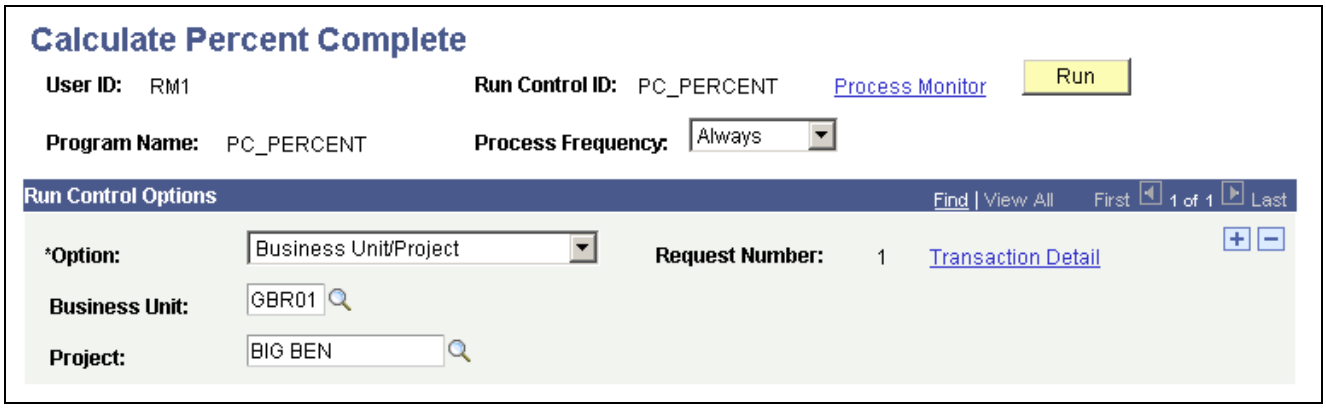
This section discusses how to calculate project progress.

Page Used to Calculate Percent Complete

Page Name	Object Name	Navigation	Usage
Calculate Percent Complete	PC_PERCENT	Project Costing, Utilities, Calculate Percent Complete, Calculate Percent Complete	Specify run control parameters and run the Percent Complete Application Engine process (PC_PERCENT) to calculate project progress expressed as a percentage of the complete project.

Calculating Project Progress

Access the Calculate Percent Complete page.



Calculate Percent Complete page

The Percent Complete field displays a project's progress at various levels of a project, and it is updated by the Percent Complete process. This process runs automatically when you change activity durations from these pages:

- Project Definitions - General Information page
- Activity Definitions - General Information page
- Project Activities page

When you save one of these pages, the Percent Complete process updates the Percent Complete field values that appear on these pages.

The methods for calculating percent complete are specified at the business unit level on the Project Costing Options page, and can be overridden at the project level on the Project Costing Definition page.

See Also

Chapter 3, "Setting Up Project Business Units," Defining Project Options, page 17

Chapter 7, "Creating and Maintaining Projects," Defining Projects, page 142

CHAPTER 24

Reviewing and Adjusting Project Costs

Project managers (PMs) need the ability to review and adjust project costs before a bill is generated, and a history of any adjustments must be maintained in order to reconcile actual and charged amounts. Project manager reviewing functionality provides a flexible tool that enables a PM to search on a number of fields, make necessary adjustments, and mark reviewed transactions.

This chapter provides an overview of the PM review process and discusses how to:

- Summarize transactions for project manager review.
- Review and adjust project cost transactions.
- Review project billing transactions.
- Review shared project transactions.

Understanding the Project Manager Review Process

By using the Project Manager Review component (PC_PM_REVIEW) project managers can review, adjust if necessary, and approve transactions before the transactions are sent through the billing process. If project managers determine that an adjustment is needed, they can modify the amount, quantity, project ChartFields (business unit, project, activity, type, category, and subcategory) and billable status. Then the project accountant assigns the GL (general ledger) ChartField values and determines if the adjustment will generate accounting entries in the Accounting Line for Contracts and Project Costing table (CA_ACCTG_LN_PC) to send to GL.

You can select the Review Required for Billing option on the Installation Options - Project Costing Integration page to activate a mandatory review process for the entire system. By using this option, a project transaction must be reviewed before it can be billed. With this option enabled, the Process Project Accounting Application Engine process (PSA_ACCTGGL) generates rows only from transactions with a PM_REVIEWED field value of *Yes* (reviewed), and ignores transactions that have not been reviewed. You can override the Review Required for Billing option at the project type level and for individual projects.

If you select the Review Required for Billing option at the installation level, you can specify the Auto Review for Billing option for a project type. This automatically marks all transactions for projects with that project type as reviewed, and bypasses the requirement for a project manager review. You can also select the Auto Review for Billing option on the Project Costing Definition page for specific projects.

During the process of reviewing project cost transactions, project managers can adjust the transactions prior to billing. The review functions that project managers can perform are:

- Specify individual transactions as billable or nonbillable.
- Review summarized transaction data at a high level where it is easier to focus.
- Adjust the amount, quantity, and project ChartField values for cost transactions.

- View billing, sharing, and revenue transactions.

Making adjustments by using the Project Manager Review component is a two-step process. First, the project manager makes project-related adjustments, including adjustments to quantities, amounts, and project ChartField information. Second, the project accountant accesses the Adjustments page and enters GL ChartField information for the adjustment so that it can be used to create GL journal entries.

When you choose an adjustment type of Adjust Amounts and ChartFields, the original transaction row does not change. However, the system creates a balanced two-sided entry in the amount of the adjustment. For example, assume that the original entry was 750.00 USD for source type 12345, but the amount should have been 500.00 USD to source type 54321. You select a transaction adjustment type of Adjust Amounts and ChartFields, enter a change in the amount of 500.00 USD, and change the source type to 54321. When you finalize the adjustment, the system creates a debit and a credit entry in the amount of 500.00 USD, and sends the adjustment row through the Pricing process. The next step is for the project accountant to use the Adjustments page to enter changes to PC-related or GL-related ChartFields, if required, and to determine if journal entries should be created and sent to the Accounting Line for Contracts and Project Costing table for processing to GL. If the GL distribution status on the Assign ChartFields page is Ignore, no journal entries are sent to the Accounting Line for Contracts and Project Costing table. If the GL distribution status is *Not Done,* the journal entries are sent to the Accounting Line for Contracts and Project Costing table.

Summarizing Transactions for Project Manager Review

To define templates that are used to summarize transactions for project manager review, use the PM (Project Manager) Summary Template component (PC_PM_SUMM_TMPL).

This section discusses how to:

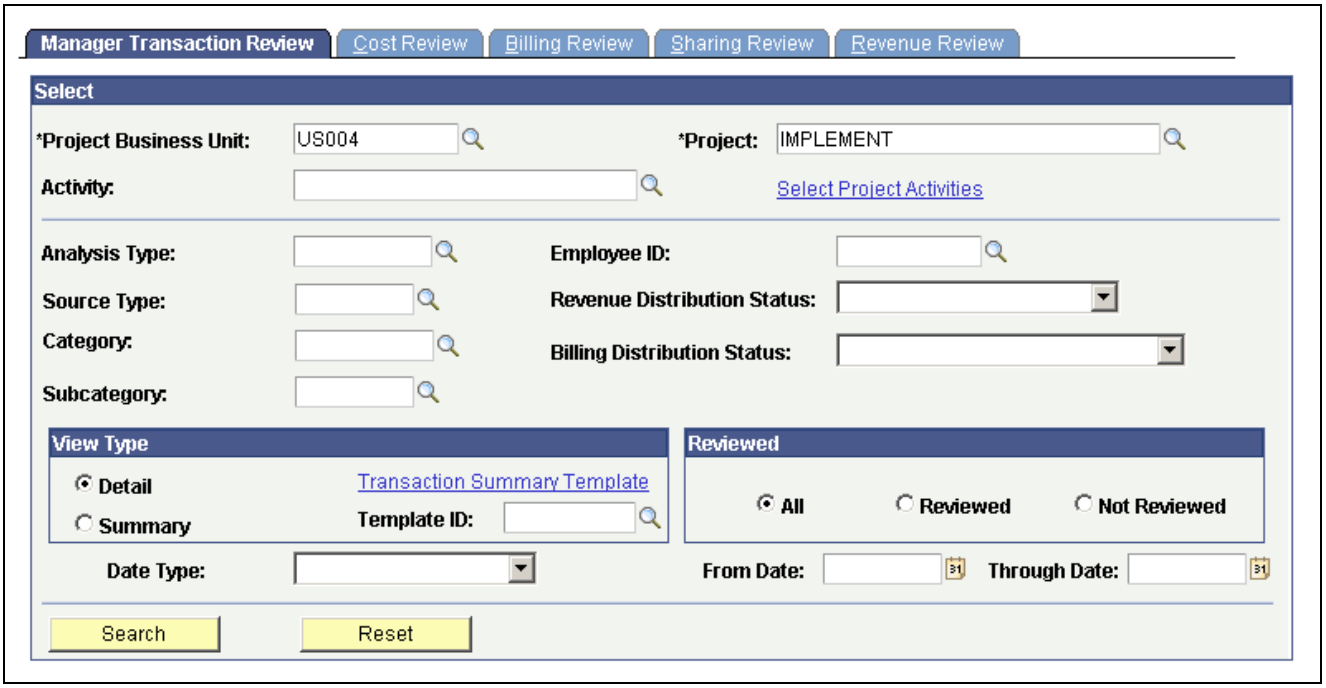
- Specify transaction search criteria.
- Select activities for project manager review.
- Set up summary templates.

Pages Used to Summarize Transactions for Project Manager Review

Page Name	Object Name	Navigation	Usage
Manager Transaction Review	PC_PM_SRCH_DLG	Project Costing, Interactive Reports, Manager Transaction Review, Manager Transaction Review	Specify search criteria to create a list of transactions for project manager review.
Select Project Activities	PC_PM_SEL_ACTVS	Click the Select Project Activities link on the Manager Transaction Review page.	Specify project activities that should be part of the search criteria for review transactions.
Transaction Summary Template	PC_PM_SUMM_TMPL	Click the Transaction Summary Template link on the Manager Transaction Review page.	Select the fields by which transactions are summarized when they are displayed for project manager review.

Specifying Transaction Search Criteria

Access the Manager Transaction Review page.



Manager Transaction Review page

Select

Project managers enter search criteria to filter project transactions to review.

Select Project Activities Click to access the Select Project Activities page, where you can select specific project activities as part of the search criteria.

Revenue Distribution Status Select one of these values to limit the search to transaction rows with the selected revenue distribution status:

Create: Transaction row has been priced for revenue.

Distrib (distribute): Revenue transactions that have been sent to GL.

Generate: Revenue transactions where journal entries have been generated and written to the Accounting Line for Contracts and Project Costing table.

Ignore: Revenue transactions that will not be priced.

Not Done: Revenue transactions that are ready to be priced. This distribution status is typically set to *N* (not done) when a transaction is entered by using the Add Transactions page in Project Costing and the transaction is eligible to be priced for revenue.

Billing Distribution Status If you use this field as part of the search criteria, select one of these options:

Distribute: Transactions that have completed the billing process.

Ignore: Transactions that are not eligible to be priced for billing or are not part of the billing process.

Not Done: Transactions that are eligible to be priced for billing, but have not been run through the Pricing Application Engine process (PC_PRICING). This distribution status is typically set to *N* when a transaction is entered by using the Add Transactions page in Project Costing and the transaction is eligible to be priced for billing. Additionally, when Project Costing imports a transaction from feeder systems such as Time and Labor, the Application Engine that brings the cost transactions into Project Costing initially sets the distribution status to *N*. The Pricing process updates this status after the transaction is priced for billing.

Priced: Transactions that have gone through the Pricing process and have been priced for billing.

Unbillable: Transactions that do not qualify for billing.

Worksheet: Transactions that are currently in the billing worksheet.

View Type

Detail Select this option for each detailed transaction row to appear on the Cost Review page.

Summary Select this option and specify a summary template for transactions to appear in a summary format based on the fields that are selected on the summary template.

You can adjust transactions only in a detail view, not in a summary view.

Template ID If you select the Summary option, you must select a template that defines how transactions are summarized.

Transaction Summary Template Click to access the Transaction Summary Template page to add or modify templates.

Reviewed

All Select to view all of the transactions that match the search criteria on this page.

Reviewed Select to view only the transactions that match the search criteria on this page that the project manager previously reviewed.

Not Reviewed Select to view only the transactions that match the search criteria on this page that the project manager has not reviewed.

Other Page Elements

Date Type Select *Accounting Date* or *Transaction Date* to filter transactions by date. You must enter a date range in the From Date and Through Date fields if you select a date type.

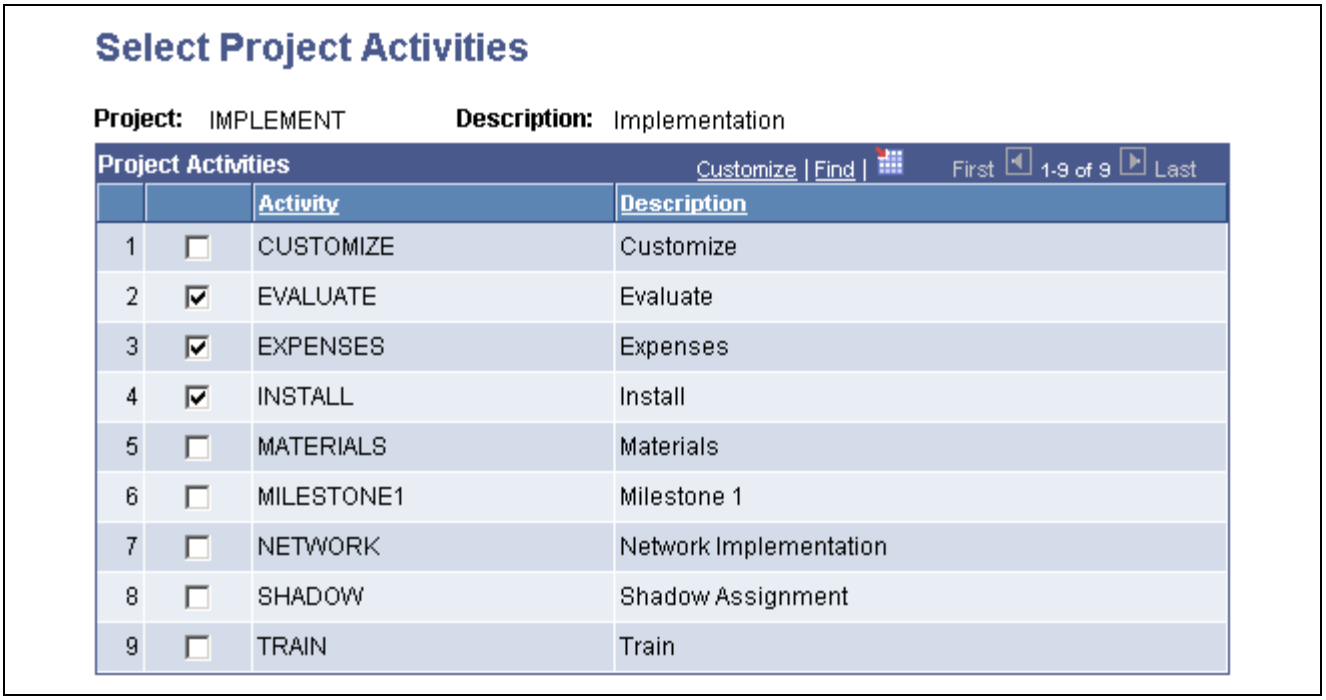
Search Click for the system to retrieve a list of transactions that match your search criteria. The Cost Review page automatically appears with the search results.

You can retrieve a maximum of 1,000 transactions on review pages in the Project Manager Review component.

Reset Click to clear all field entries that are on the page.

Selecting Activities for Project Manager Review

Access the Select Project Activities page.



Select Project Activities

Project: IMPLEMENT **Description:** Implementation

Project Activities Customize | Find | First 1-9 of 9 Last

		Activity	Description
1	☐	CUSTOMIZE	Customize
2	☑	EVALUATE	Evaluate
3	☑	EXPENSES	Expenses
4	☑	INSTALL	Install
5	☐	MATERIALS	Materials
6	☐	MILESTONE1	Milestone 1
7	☐	NETWORK	Network Implementation
8	☐	SHADOW	Shadow Assignment
9	☐	TRAIN	Train

Select Project Activities page

This page lists the activities that are associated with the project that you selected on the Manager Transaction Review page.

Select or clear the Select All option to include or exclude all activities that are in the list, or select up to 20 individual activities. The system uses the selected activities as part of the transaction search criteria.

☑	Click the Select All icon to include all activities that are in the list. Optionally you can select up to 20 individual activities. The system uses the selected activities as part of the transaction search criteria.
☐	Click the Clear All icon to clear the check boxes, which excludes all activities that are in the list.
Manager Transaction Review	Click to return to the Manager Transaction Review page. On the Manager Transaction Review page, the first selected activity on the Select Project Activities page populates the Activity field, and the number of selected activities appears next to the Select Project Activities link.

Setting Up Summary Templates

Access the Transaction Summary Template page.

Transaction Summary Template page

Select the fields that the system uses to summarize the transactions for project manager review if you use this template. You can select a transaction summary template as part of the search criteria on the Manager Transaction Review page.

Reviewing and Adjusting Project Cost Transactions

This section discusses how to:

- Review cost transactions.
- Review target transactions.
- Review summary details.
- Adjust cost transactions.
- Adjust project ChartFields.
- Finalize adjustments.

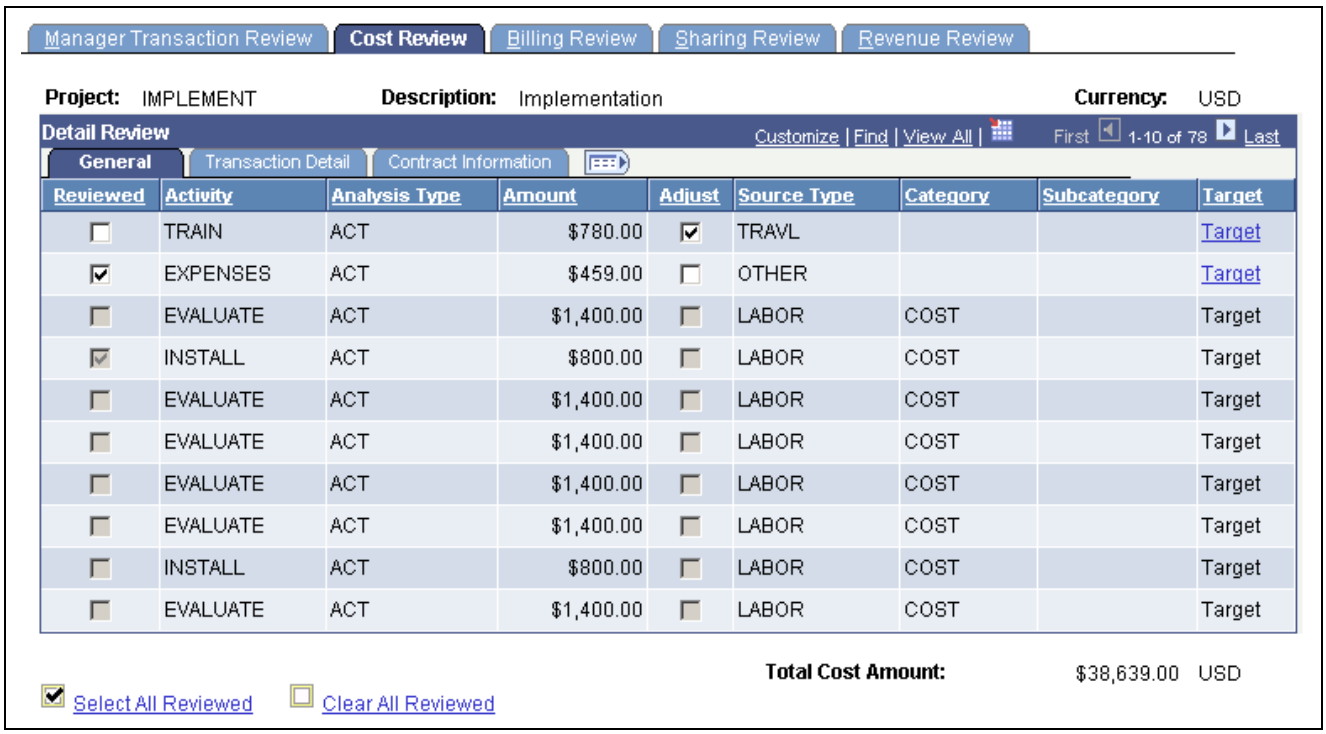
Pages Used to Review and Adjust Project Cost Transactions

Page Name	Object Name	Navigation	Usage
Cost Review	PC_PM_SUMM_COST	• Project Costing, Interactive Reports, Manager Transaction Review, Cost Review • Enter search criteria and click Search on the Manager Transaction Review page.	Review detailed or summarized project cost transactions based on the settings in the View Type group box on the Manager Transaction Review page.

Page Name	Object Name	Navigation	Usage
Target Transactions Review	PC_PM_TARGET	• Click the Target link on the Cost Review page General grid if you selected a View Type of Detail on the Manager Transaction Review page. • Click the Target link on the Summary Details Review page.	Review detailed project cost transaction information in a consolidated format.
Summary Details Review	PC_PM_SUMDTL	Click the Details link in the Summary Review grid on the Cost Review page if you selected a View Type of Summary on the Manager Transaction Review page.	Review summarized project cost transactions.
Choose type of adjustment	PROJ_RES_ADJ_TYPE	• Select a transaction row and click the Adjust button on the Cost Review page. • Select a transaction row and click the Adjust button on the Summary Details Review page.	Adjust the cost of a transaction during the review process.
Transaction Adjustment	PROJ_RES_ADJ_NEWCF	Click the Next button on the Choose type of adjustment page.	Select ChartFields for the new transaction row that is created during the adjustment process.
Transaction Adjustment	PROJ_RES_ADJ_FINAL	• Click the Next button on the Choose type of adjustment page if you are adjusting transaction quantity and amount only. • Click the Finish button on the Transaction Adjustment page if you are adjusting project ChartFields for a transaction.	Review and save the transaction adjustment.
Adjustments	PC_ADJ_ACCT_ASSGN1	Project Costing, Accounting, Adjustments, Adjustments	Project accountants search for adjustment rows to review and assign GL ChartField values as required.
Assign ChartFields	PC_ADJ_ACCT_ASSGN2	Click Assign ChartFields on the Adjustments page.	Project accountants assign GL ChartField values to adjustment rows and determine if the adjustments will generate accounting entries to send to General Ledger.

Reviewing Cost Transactions

Access the Cost Review page.



Cost Review page: General tab

The system selects data for the Cost Review page by using the Manager Transaction Review - Cost (PMCST) analysis group. If you select Detail in the View Type group box on the Manager Transaction Review page, transactions appear in the Detail Review grid on the Cost Review page in three views—General, Transaction Detail, and Contract Information.

General

Reviewed

Project managers select this check box when they have reviewed the transaction.

This field is not available for selection if any of the following situations exist:

- The Billing Distribution Status field (BI_DISTRIB_STATUS) value for the row is *D* (distributed) or *W* (worksheet).
- The GL Distribution Status field (GL_DISTRIB_STATUS) value for the row is *G* (generated) or *D* (distributed).
- The system source is *PRP* (transaction is eligible for pricing).

If a project manager review is required prior to billing, project managers must select this check box for a transaction before you can bill the transaction.

Adjust

Select this option and click Adjust to access the Choose type of adjustment page and adjust the transaction.

This field is not available for selection if any of the following situations exist:

- The Billing Distribution Status field value for the row is *D* or *W*.

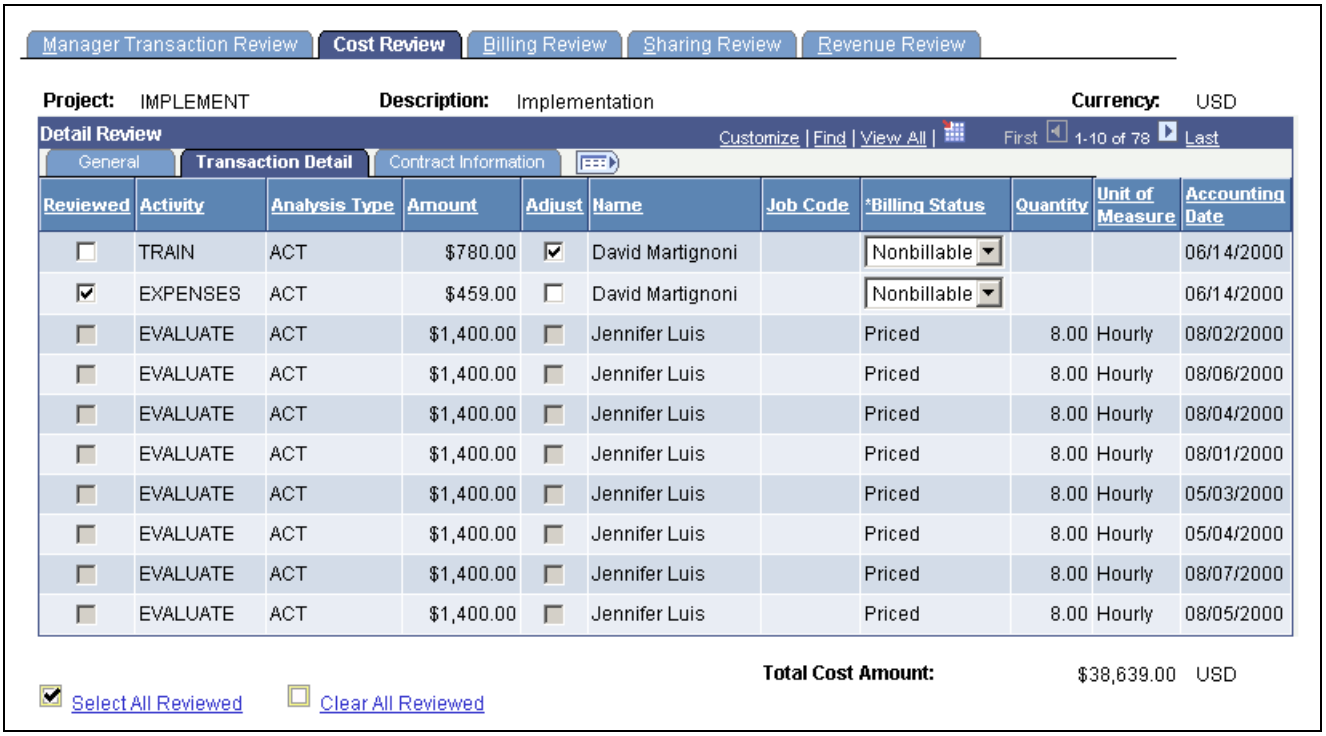
- The GL Distribution Status field value for the row is *G* or *D*.
- The system source is *PRP*.

Target Click to access the Target Transactions Review page, which contains the details of the actual project transaction as it is received from feeder systems. This field appears only if you select the Detail option in the View Type group box on the Manager Transaction Review page.

Details Click to access the Summary Details Review page to review and adjust the details of summarized transactions. This field appears only if you select the Summary option in the View Type group box on the Manager Transaction Review page.

Transaction Detail

Select the Transaction Detail tab.



Cost Review page: Transaction Detail tab

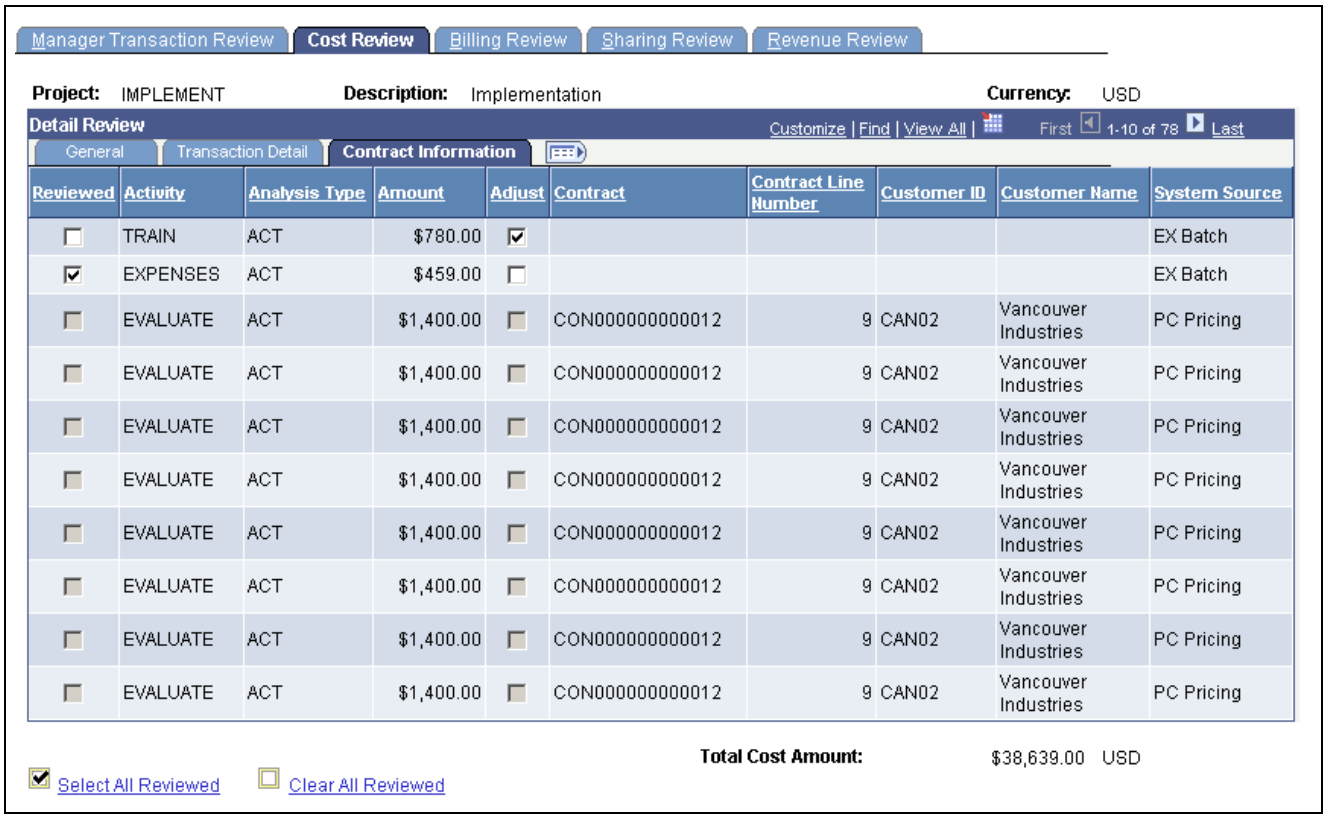
Billing Status Select a billing distribution status of *Billable* or *Nonbillable*.

This field is not available for selection if any of the following situations exist:

- The Billing Distribution Status field value for the row is *D* or *W*.
- The GL Distribution Status field value for the row is *G* or *D*.
- The system source is *PRP*.

Contract Information

Select the Contract Information tab.

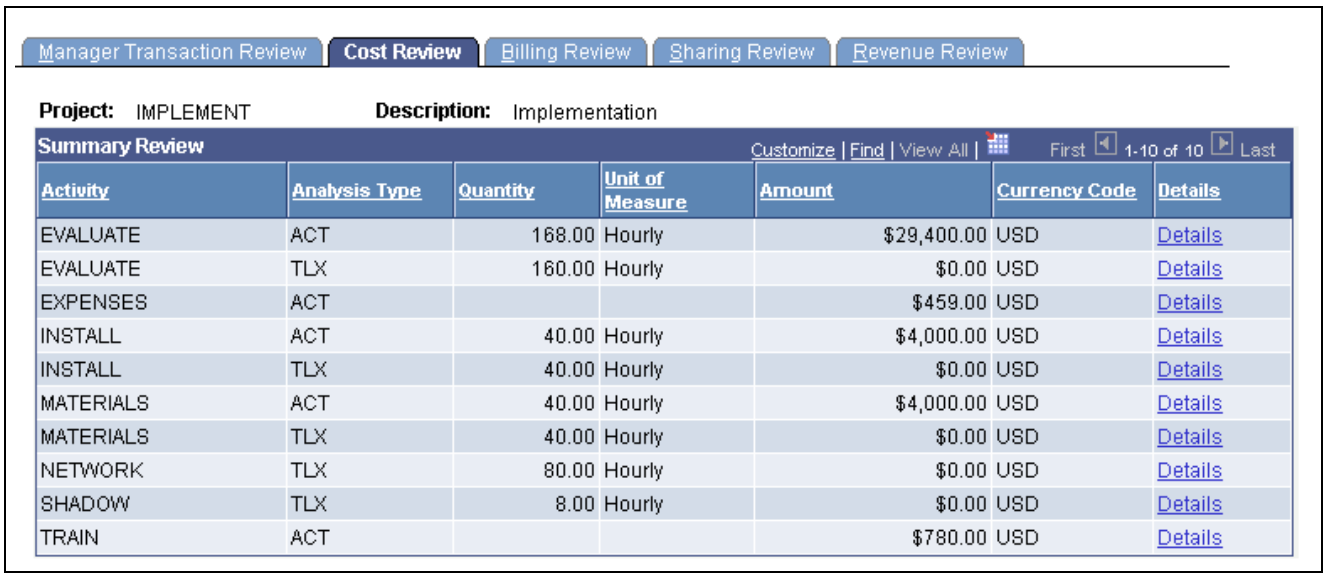


Cost Review page: Contract Information tab

This page displays the analysis type, amount, and source for each activity. Contract information that is associated with each transaction appears on the page if you use Contracts.

Summary Review

Summary transactions appear on the Cost Review page: Summary Review grid.

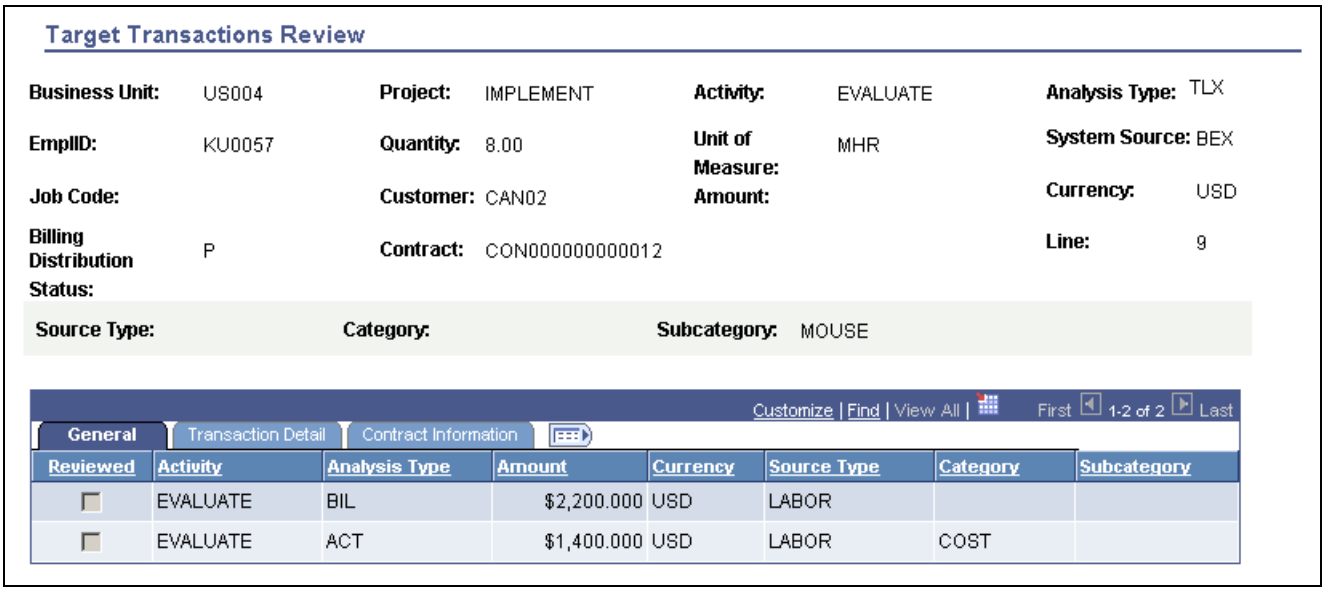


Cost Review page: Summary Review grid

This page appears if you search for transactions by using the Summary option in the View Type group box on the Manager Transaction Review page.

Reviewing Target Transactions

Access the Target Transactions Review page.

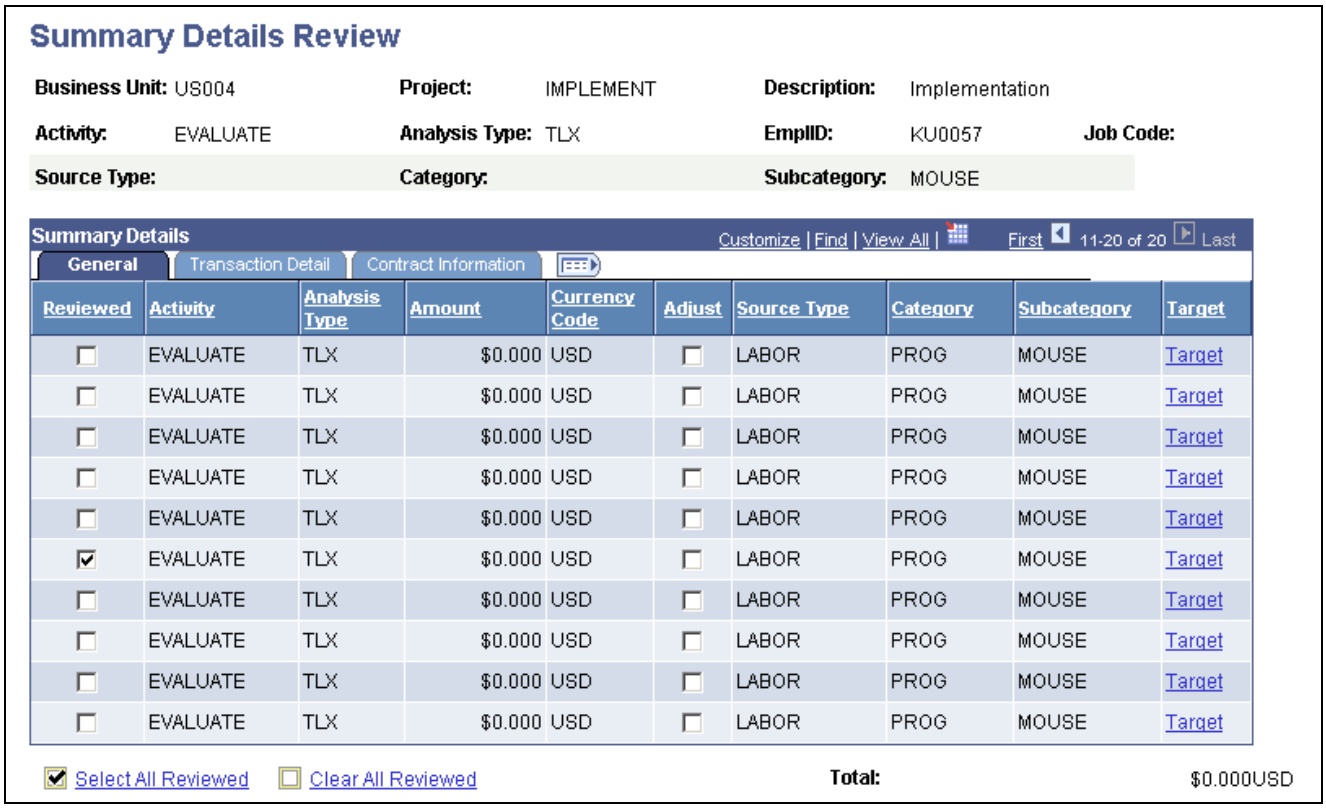


Target Transactions Review page

Review detailed project cost transaction information in a consolidated format. This page is available only for detail transaction rows, and contains all transaction fields from the target transaction in a read-only format.

Reviewing Summary Details

Access the Summary Details Review page.



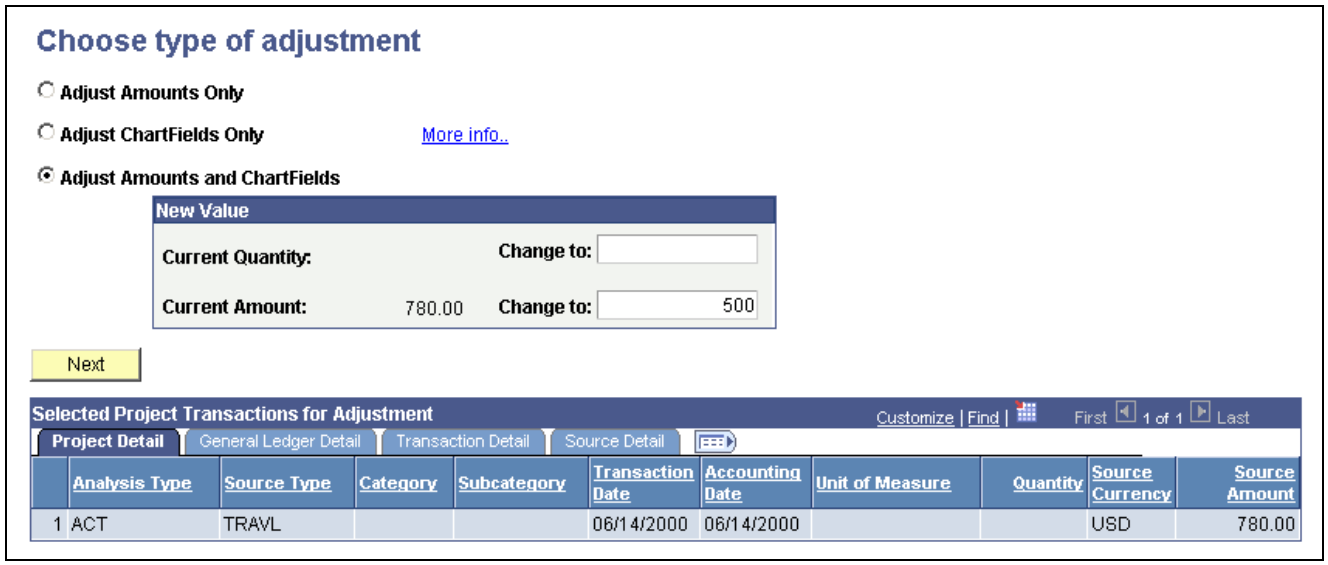
Summary Details Review page

This page is available only for summary transaction rows. Project managers that search for transactions by using the Summary view type on the Manager Transaction Review page use this page to adjust individual transactions or mark them as reviewed.

Project managers that search for transactions by using the Detail view type on the Manager Transaction Review page use the Cost Review page to adjust individual transactions or mark them as reviewed.

Adjusting Cost Transactions

Access the Choose type of adjustment page.



Choose type of adjustment page

Transactions that you select for adjustment appear on this page. You can adjust only detail transactions with analysis types that belong to the Transaction Adjustment analysis group (ADJST). You cannot adjust summary transactions.

Adjust Amounts Only

Select to modify only the quantity and amount for the selected transaction. The New Value group box appears for you to enter new quantity and amount values.

Click the Next button with this option to access the Transaction Adjustment page in read-only mode to view and finalize the transaction adjustment results.

Adjust ChartFields Only

Select to modify only project ChartField values for the selected transactions. By using this option you can adjust more than one transaction at a time. Adjustments apply to the entire quantity or amount.

Click the Next button with this option to access the Transaction Adjustment page, where project managers can select new project ChartFields for the adjusted transaction line.

Adjust Amounts and ChartFields

Select to modify the quantity, amount, and project ChartField values for the selected transaction. The New Value group box appears for you to enter new quantity and amount values.

Changes in quantity are always in the same unit of measure as the original transaction, and changes in amount are always in the same currency as the original transaction. This option allows adjustments to one transaction row at a time and is only available when adjusting a single transaction.

Click the Next button with this option to access the Transaction Adjustment page, where project managers can select new project ChartFields for the adjusted transaction line.

More info

Click to open the More group box and view information on adjustment types.

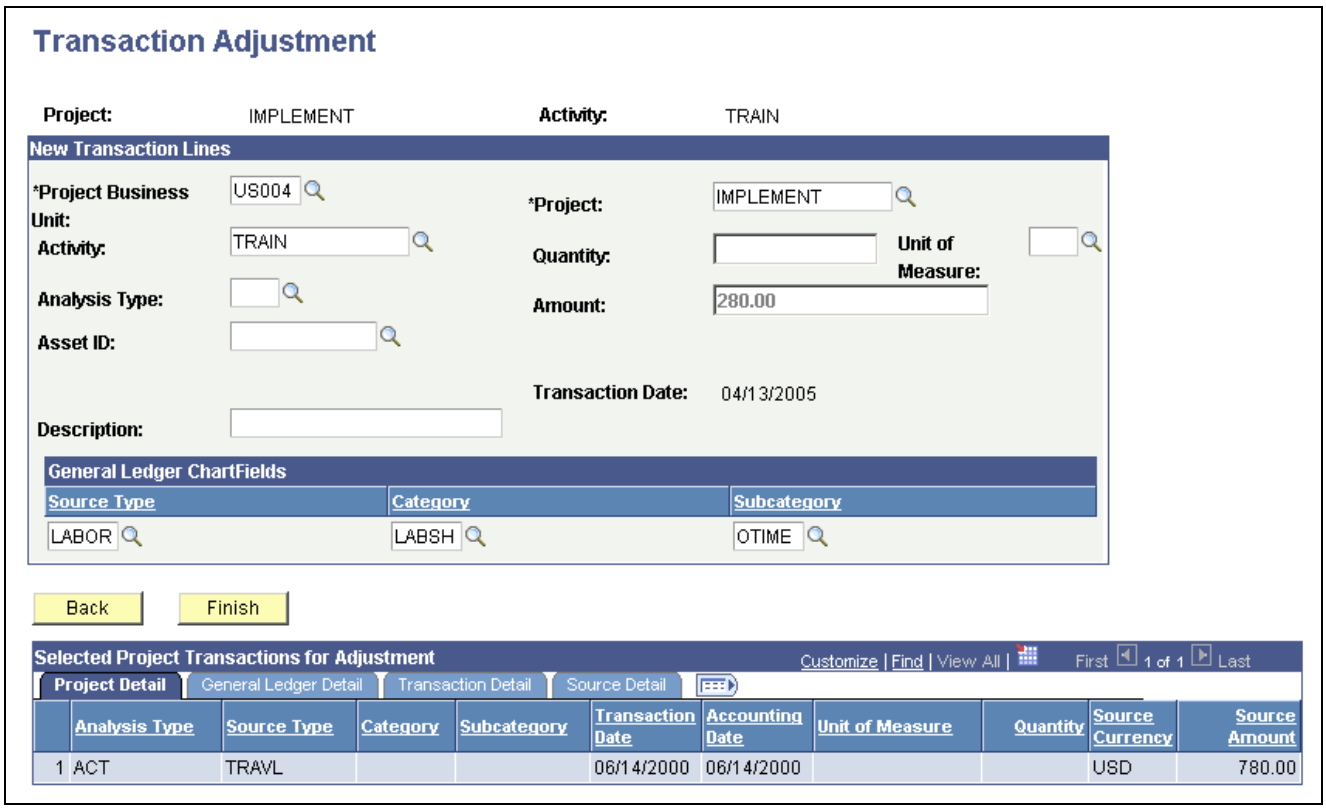
Next

Click to access the Transaction Adjustment page where the project manager can enter new transaction values and project-related ChartField values.

If the adjustment type is *Adjust Amounts Only,* click this button to access the final Transaction Adjustments page in read-only mode to view and finalize the transaction adjustment.

Adjusting Project ChartFields

Access the Transaction Adjustment page to enter new data for the adjusted transaction lines.



Transaction Adjustment page: Entering adjustments

Project managers use this page to enter project ChartField values for the new transaction lines that are created when the transaction is adjusted.

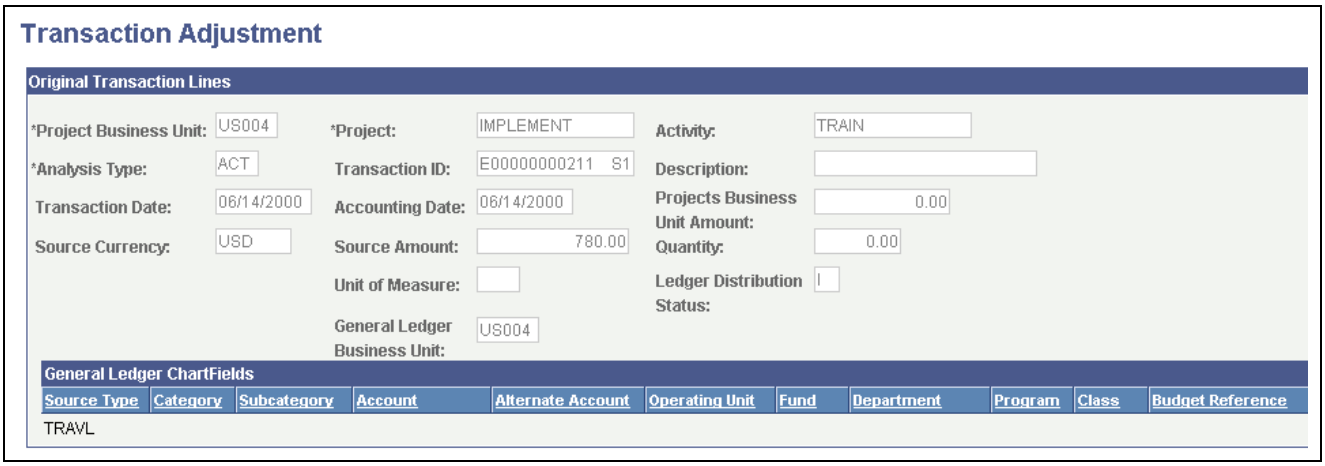
Leave fields blank to retain their original values.

Finish Click to access the Transaction Adjustment page in read-only mode to view and finalize the transaction adjustment results.

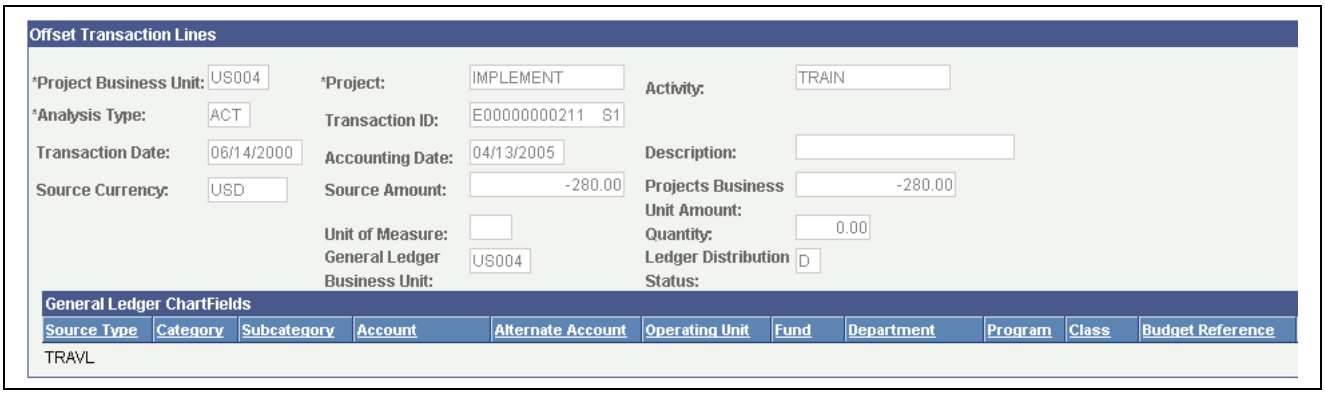
Selected Project Transactions for Adjustment Displays the transaction's original values.

Finalizing Adjustments

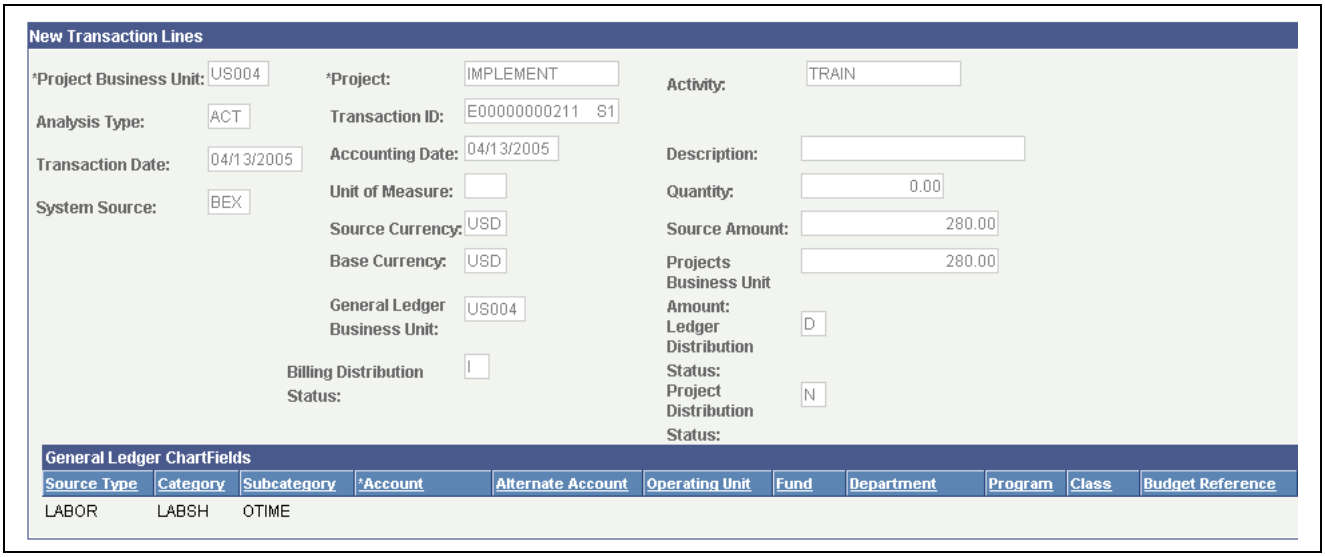
Access the final Transaction Adjustment page.



Transaction Adjustment page: Original Transaction Lines group box



Transaction Adjustment page: Offset Transaction Lines group box



Transaction Adjustment page: New Transaction Lines group box

Review the ChartField values for the original, offset, and new transaction lines that result when the adjustment occurs.

Back Click to return to the Transaction Adjustment page if the adjustment type is Adjust ChartFields Only or Adjust Amounts and ChartFields.

OK. Next Adjustment	Click to accept the changes and return to the Choose type of adjustment page to make another adjustment.
Cancel this Adjustment	Click to return to the Choose type of adjustment page where you can select a different adjustment type.
Save	Click to store the adjustment and make it eligible for Journal Generator processing.

Note. The project accountant can use the Adjustments page, if required, to enter GL ChartField information and determine if the adjustment will be used to create GL journal entries.

Reviewing Project Billing Transactions

This section discusses how to:

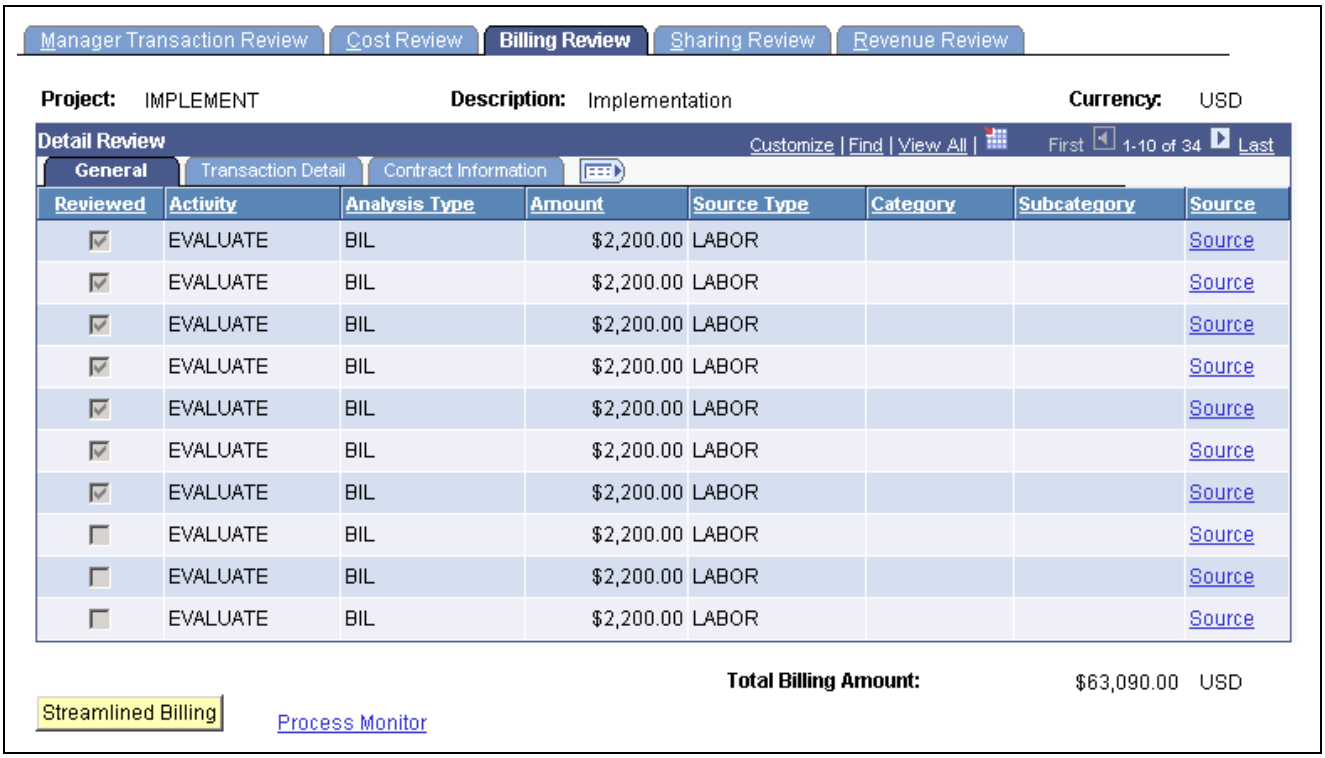
- Review billing transactions.
- Review source transactions.

Pages Used to Review Project Billing Transactions

Page Name	Object Name	Navigation	Usage
Billing Review	PC_PM_SUMM_BILL	Project Costing, Interactive Reports, Manager Transaction Review, Billing Review	Review detailed or summarized project billing transactions.
Source Transactions Review	PC_PM_TARGET	Click the Source link on the Billing Review page.	View details of a source transaction in a consolidated format.

Reviewing Billing Transactions

Access the Billing Review page.



Billing Review page: General tab

The system selects data for the Billing Review page by using the Manager Transaction Review - Billing (PMBIL) analysis group. Transactions appear in the Detail Review grid on the Billing Review page in three views—General, Transaction Detail, and Contract Information.

Each view displays the Reviewed, Activity ID, and Analysis Type fields, in addition to fields that are unique to each view.

Reviewed Displays a check mark to indicate that the project manager has reviewed the transaction. Selected transactions do not appear on future searches in the Project Manager Review component.

If the Review Required for Billing option is activated, this field must be selected before the transaction can be billed.

Source Click this link to access the Source Transactions Review page, which displays the details of the source transaction in a consolidated grid.

Streamlined Billing

Streamlined billing is a series of processes that execute according to settings that are in the Contracts bill plans that are associated with project billing transactions. At a minimum, billable lines are sent to the billing worksheet and are available for pro forma creation. If bill plan settings allow all processes to execute, billable lines are processed all the way to create a finalized invoice.

Click the Streamlined Billing button to create and schedule a run control for the Contracts Billing Interface Application Engine process (CA_BI_INTFC) in the PeopleSoft Process Scheduler. Depending on the bill plans, transaction processing may continue beyond the billing worksheet.

Note the following important characteristics of streamlined billing:

- You must select the Reviewed option for a billable transaction to be eligible for streamlined billing.

Transactions may need to be reviewed by a project manager in the Manager Transaction Review feature so that they can be set to reviewed. Transactions may also be automatically placed in reviewed status based on the Review Required for Billing option on the Installation Options - Project Costing Integration page and the Auto Review for Billing option at the project type and project level.

- Because each project can have multiple activities and each activity can be associated with a different contract line bill plan, streamlined billing can produce multiple invoices or worksheets.
- You must complete all billing transaction setup steps for streamlined billing to execute successfully.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Processing Contracts Billing," Streamlined Billing

Reviewing Source Transactions

Access the Source Transactions Review page.

The selected transaction appears at the top of the page and the cost transaction from which the billing row was created appears at the bottom. Only one source transaction appears on the page.

Reviewing Shared Project Transactions

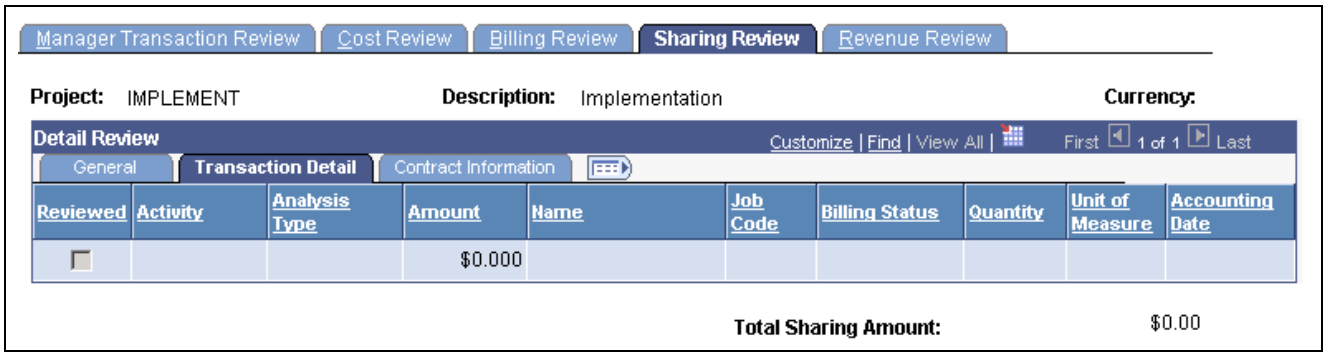
This section discusses how to review shared transactions.

Pages Used to Review Shared Project Transactions

Page Name	Object Name	Navigation	Usage
Sharing Review	PC_PM_SUMM_SHAR	Project Costing, Interactive Reports, Manager Transaction Review, Sharing Review	Review detailed or summarized project-sharing transactions.
Source Transactions Review	PC_PM_TARGET	Click the Source link on the Sharing Review page.	View details of a source transaction for a shared cost row in a consolidated format.

Reviewing Shared Transactions

Access the Sharing Review page.



Sharing Review page: Transaction Detail tab

The system selects data for the Sharing Review page by using the Manager Transaction Review - Sharing (PMSHR) analysis group. If you select Detail in the View Type group box on the Manager Transaction Review page, transactions appear in the Detail Review grid on the Sharing Review page in three views—General, Transaction Detail, and Contract Information.

Reviewing Revenue Transactions

This section discusses how to:

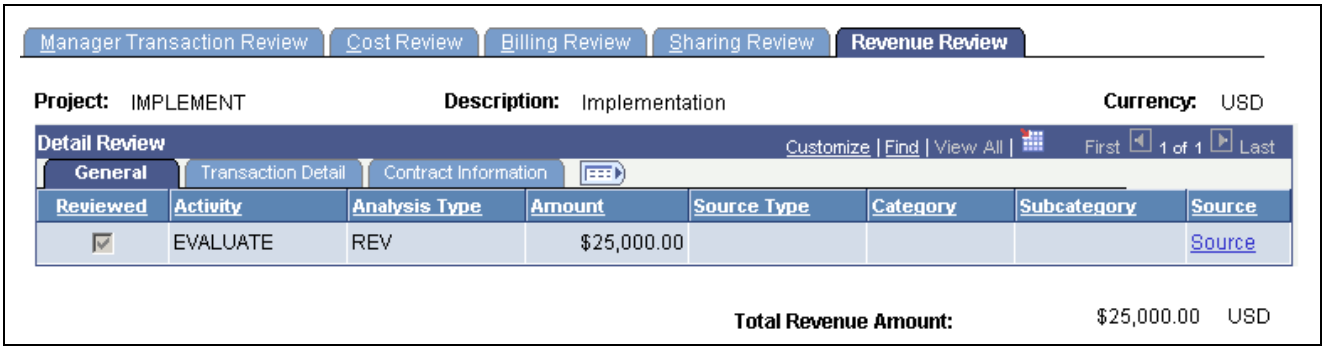
- Review revenue transactions.
- Review source transactions.

Pages Used to Review Revenue Transactions

Page Name	Object Name	Navigation	Usage
Revenue Review	PC_PM_SUMM_REV	Project Costing, Interactive Reports, Manager Transaction Review, Revenue Review	Review detailed or summarized revenue transactions.
Source Transactions Review	PC_PM_TARGET	Click the Source link on the Revenue Review page.	View details of a source transaction for a revenue row in a consolidated format.

Reviewing Revenue Transactions

Access the Revenue Review page.



Revenue Review page: General tab

This page appears if there are rows for the project in the Project Transaction table with an analysis type that belongs to the PSRV2 (Government Contracting System Revenue) analysis group.

Transactions appear in the Detail Review grid on the Revenue Review page in three views—General, Transaction Detail, and Contract Information.

Each view displays the Reviewed, Activity ID, Analysis Type, and Amount fields, in addition to fields that are unique to each view.

Click the Source link to access the Source Transactions Review page.

CHAPTER 25

Managing Assets

This chapter provides overviews of Project Costing asset capitalization processes, asset retirement, prerequisites, common elements, and discusses how to:

- Set up and using express capitalization.
- Run the Express Capitalization Application Engine process (PC_EXPRSS_AM).
- Set up and using manual capitalization.
- Run the Manual Capitalization Application Engine process (PC_AM).
- Review and approve assets.
- Retire assets.

Understanding Asset Capitalization Processes

Project Costing manages the transaction costs associated with assets from inception to cost value adjustment to retirement. Full lifecycle asset management provides detailed cost control, from defining the physical asset to placing it in service, maintaining it, and retiring it. You can create assets from project transactions by using either express capitalization or manual capitalization.

This section discusses:

- Express capitalization.
- Manual capitalization.
- Asset integration rules.
- Asset review and approval.
- Asset reversals.
- Work order-managed projects.
- Asset assignment to multiple projects.
- Transaction assignment to assets.
- Interunit asset transfers.

Express Capitalization

Express capitalization simplifies the process of creating assets by consolidating manual tasks. It is available only if you use Asset Management.

To use express asset capitalization:

1. Set up filter criteria that specifies which transaction costs are eligible to make up the cost basis of the asset.
2. Set up capitalization rules in advance at the business unit level that default to new projects and activities as they are created.

   The rules specify such things as the timing of asset creation, the relationship of projects and activities to asset creation, and how to handle asset adjustments.
3. Use the Express Asset Definition pages to define assets and their attributes and to relate those assets to projects and activities.

   The specific express asset page that you will use is based on the rule that you use to identify the asset.
4. Run the Express Capitalization Application Engine process (PC_EXPRSS_AM) that uses the filter and rules that are set up in previous steps to create or adjust assets, assign transaction costs to assets, and send assets from Project Costing to Asset Management.

   You can set up the process to require approval of summary data before you send it to Asset Management.

Note. You can use the express capitalization functionality to summarize assets by asset, but not to summarize assets by profile.

Manual Capitalization

Use manual capitalization processes if asset integration requires manual intervention, or if you want to:

- Summarize transactions by profile.
- Process asset information at the book level.

To use manual asset capitalization:

1. Set up asset profiles.

   Asset profiles are templates that contain standard depreciation criteria for asset types and the corresponding asset books. Asset profiles are usually set up in Asset Management, but they can also be created in Project Costing if Asset Management is not installed.

   See Chapter 4, "Setting Up Project Costing Control Data," Defining Asset Profiles in Project Costing, page 61.
2. Set up these asset integration rules on the Asset Integration Rules page for integrating with Asset Management:
   - Select Enable Integration in the Asset Integration Defaults group box.
   - Select Manual Identification in the Asset Identification Rule group box.
3. Define assets in Project Costing.

   If the actual asset that is produced by a project is not yet known, define the asset by using a temporary asset ID and an asset profile.
4. Relate the defined assets to the projects and activities that accumulate costs for the assets.

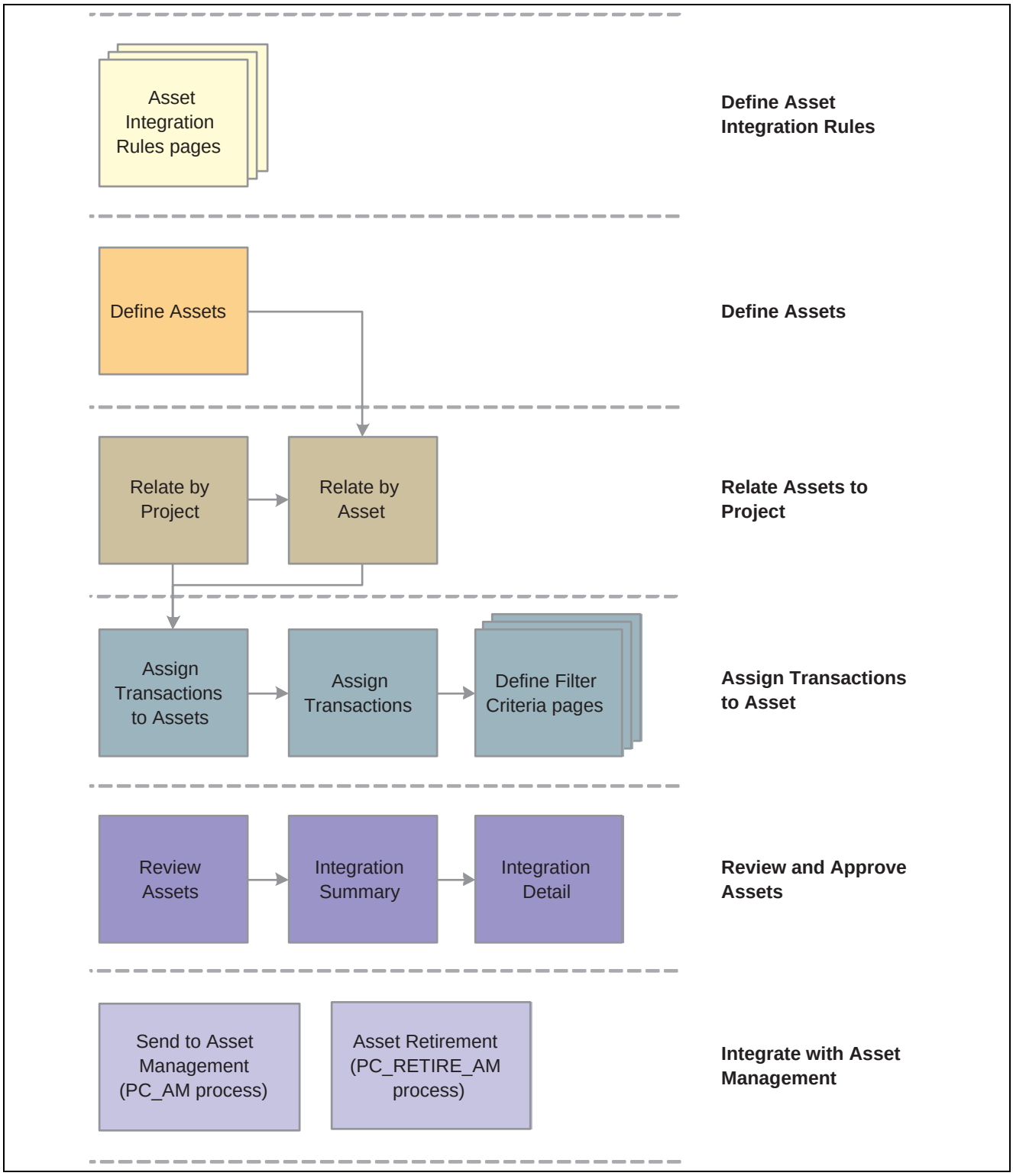
   Project transactions can be associated with a specific asset or, if the actual asset is not yet known, with an asset profile. Projects and activities can be related to the asset by project ID or asset ID.
5. Select and group (filter) transaction attributes into criteria that the system uses to identify transactions to assign to the asset or asset profile.

Note. You set up filter criteria for the manual capitalization process on the Define Filter Criteria - Standard 1, Standard 2, and Custom pages. This differs from the filter criteria that you set up for the express capitalization process on the Express Asset Filter Criteria page.

6. Periodically run the capitalization process that summarizes project transactions based on asset or profile information, distributes the costs, and creates new assets in Asset Management.

   You can set up the process to require approval of summary data before you send it to Asset Management.

This diagram illustrates the process of manually capitalizing assets and lists the related application pages that you use in Project Costing. The arrows represent links to pages in the Project Costing application:



Project Costing pages used to manually capitalize assets

Book Processing

You can select the Enable Book Processing option on the Define Assets page to process asset information at the book level. With this option the system populates each book with default information from the book profile, such as salvage value, useful life, depreciation method, or depreciation convention. For example, by using book processing an asset valued at 10,000.00 USD on the corporate book may be value at only 9,000.00 USD on the tax book if a tax rule prevents you from capitalizing the difference.

As another example, assume that an asset is created from these transaction rows:

Source Type	Amount
LABOR	3,000.00 USD
MATERIALS	2,000.00 USD
INTEREST	1,000.00 USD

In this example, the corporate book allows all three types of costs to be capitalized, but the tax book does not allow you to capitalize interest costs. To track this asset, set up two filter criteria—one called CORP_CRITERIA that includes all the rows, and another called TAX_CRITERIA that only includes LABOR and MATERIALS. Associate CORP_CRITERIA to the corporate book and TAX_CRITERIA to the tax book in the same manner that you perform the assign process for a nonbook asset.

When you associate the criteria with their respective books, processing for the asset occurs in the same manner as for a nonbook asset. Setting up filter criteria for each book and associating each criterion with its appropriate book results in sending a different value for each book to Asset Management. You use Selection Criteria pages to define transactions for assignment to assets and to specify to which books each transaction is posted. If you post transactions to more than one book, the Assign Transactions to Assets page displays multiple rows (one for each book).

When you search for assets on the Review Assets page, you can limit the search results to assets that use the book processing functionality. The amount for the default book for each asset appears in the search result rows on the Integration Summary page.

See *PeopleSoft Enterprise Asset Management 8.9 PeopleBook*, “Adding and Maintaining Assets,” Maintaining Asset Book Information.

Asset Integration Rules

The asset integration rules that you establish at the business unit level appear as default values when you create projects. You can override the default asset integration rules at the project level. Activities inherit asset integration rules from the project level. Some of these rules are not available to change at the activity level based on the project-level option that you select to distribute project costs to assets.

Asset integration rules consist of:

- Asset integration defaults which consist of an option to enable integration with Asset Management, the integration type (capitalization or retirement), and the filter that identifies the rows from the Project Transaction table (PROJ_RESOURCE) that are eligible for retirement or capitalization.
- Rules that specify how to identify an asset.

For example, you can instruct the system to create only one asset for each activity, or one asset from many activities, and so on.

- Timing triggers that specify when to create an asset.

  For example, you can specify that asset processing can create a new asset when a project status is approved, or an activity is 95 percent complete, and so on.

- The asset location source that indicates if the asset integration process uses the asset definition's location code or the activity definition's location code to determine the asset's location.
- Rules that specify the destination of the asset rows that result from the capitalization processes.

  For example, you can choose to: Summarize asset transaction rows in the PC to AM (Project Costing to Asset Management) Staging table (PROJ_AM), but not send the rows to the Asset Management Loader tables (INTFC_FIN and INTFC_PHY_A). If you do not require asset approval prior to sending assets to Asset Management, you can:

  - Summarize asset transaction rows in the PC to AM Staging table and send them to the Asset Management Loader tables, but not send the rows to the Asset Management transaction tables.
  - Summarize asset transaction rows in the PC to AM Staging table, send them to the Asset Management Loader tables, and send the rows to the Asset Management transaction tables. This option is available if you do not require asset approval prior to sending assets to Asset Management.

- Rules that specify how to adjust assets.

Inherit Asset Integration Rules from Programs

You can set up a project to inherit its asset integration rules from a program instead of from the business unit by entering the program name on the Asset Integration Rules page for a project. Use this functionality if there is a summary project or program that contains child projects, each of which need to contribute transaction costs to the same asset.

When you use the program asset integration rules for a project that belongs to the program, the system:

- Overrides all of the rules on the project to match the specified program.
- Overrides all of the rules for activities that are already associated with the project to match the parent project.
- Disables all of the integration rules, except for the rules in the Asset Integration Defaults group box on the Asset Integration Rules page.

  The disabled fields are available for editing again if you clear the Inherit from Program field and save the page.

- Prevents a change to the identification option if assets are related to the project.

When you change the asset integration rules at the program level, the system also changes the corresponding project and activity rules to keep the rules synchronized across all projects that contribute to an asset.

End-of-Year Rule

The Express Capitalization process triggers end-of-year processing. You can select one of these options that determines how the system treats asset adjustments at the end of the fiscal year:

- Ignore end of year: The system creates asset adjustments as if there is no designated end of year.
- Create parent/child assets: The system creates new assets that are children to the original (now parent) assets if adjustments are sent from the project after the specified end of the year. All adjustments belong to the child assets.

- Create new asset: The system creates new assets if adjustments are sent after the specified end of the year. All adjustments belong to new assets instead of child assets.
- Stop sending adjustments: The system does not send adjustments to Asset Management after the specified end of year.

The system assigns the next available asset ID automatically when it creates a new asset during end-of-year processing. In this situation you cannot manually assign the asset ID.

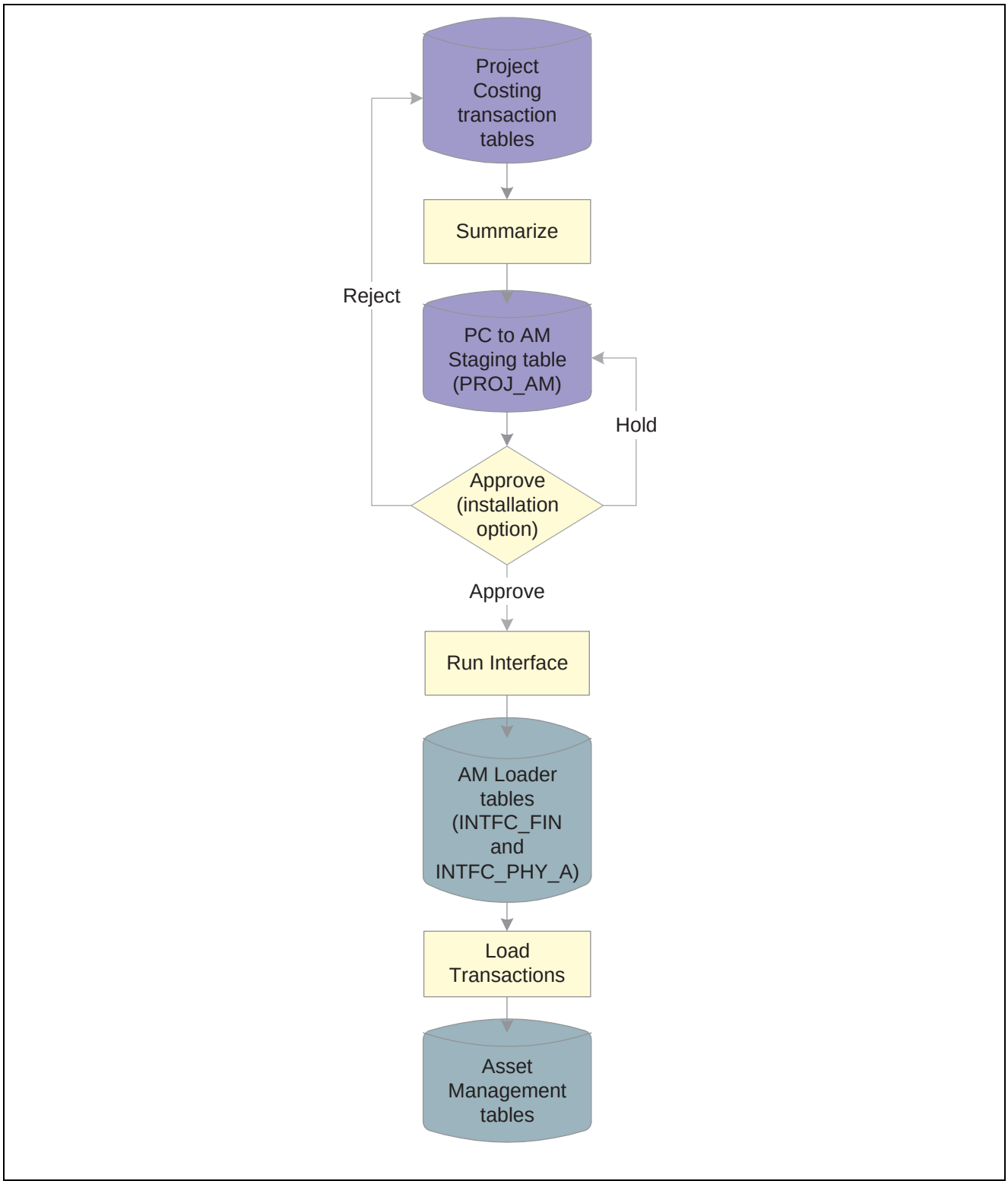
The in-service date of an asset is used as the reference point to determine the end of a year. So, an asset in-service date of December 1, 2005, a last month of year of December, and a last day of year of 31, allows only one month before the end-of-year treatment occurs after December 31, 2005. An asset with an in-service date of January 1, 2006, however, has one year until the end-of-year treatment occurs after December 31, 2006.

The following table provides examples of how adjustments are treated for all four end-of-year rules. Assume in these examples that you use a 5-4-4 quarter and the current fiscal year ends on April 2, 2005:

Scenario	Ignore End of Year	Create Parent /Child Assets	Create New Asset	Stop Sending Adjustments
Project Asset 1 created and sent to Asset Management with an in-service date of February 24, 2005. The cost of the asset is 10,000.00 USD.	No adjustment is made at this time	No adjustment is made at this time	No adjustment is made at this time	No adjustment is made at this time
An adjustment of 2,000.00 USD is made to asset. The run date of the PC_EXPRSS_AM process is April 1, 2005.	2,000.00 USD is added to Asset 1	2,000.00 USD is added to Asset 1	2,000.00 USD is added to Asset 1	2,000.00 USD is added to Asset 1
An adjustment of 1,500.00 USD is made to asset. The run date of the PC_EXPRSS_AM process is April 16, 2005.	1,500.00 USD is added to Asset 1	New child asset with a cost of 1,500.00 USD is created with Asset 1 as its parent	New asset with a cost of 1,500.00 USD is created and does not have Asset 1 as its parent	No adjustment is sent to Asset Management

Asset Review and Approval

This diagram illustrates the capitalization processes of summarizing costs, sending data to the PC to AM Staging table, sending data to Asset Management loader tables, and loading the transactions into Asset Management production tables:



Sending assets to Asset Management

Prior to sending data to asset management, you can review the summarized costs of assets and perform these actions:

- Review and approve asset transactions that are in the PC to AM Staging table before sending them to Asset Management Loader tables.
- Reject asset transactions that are in the PC to AM Staging table before sending them to Asset Management Loader tables.
- Proceed with the capitalization process with no changes.

During installation you can select Require Asset Approval in the Asset Management Integration group box on the Installation Options - Project Costing Integration page to require approval of asset transactions before they are sent to the Asset Management Loader tables.

Asset Reversals

You can reverse transaction rows that were incorrectly distributed to Asset Management. For example, assume that cost data is sent to Asset Management, after which you realize that an incorrect amount was used to capitalize the asset. The high level steps to reverse transaction rows are:

1. Access the Review Assets page, search for the erroneous asset, and determine which summarized row contains the incorrect amount.
2. Select the Reverse option on the Integration Summary page and run the process to send the reversal to Asset Management.

You can view rows that are already distributed to Asset Management in both summary and detail format, and reverse transactions as necessary. Reversing a row does not roll back to the original transaction, as doing so would not maintain an accurate audit trail. Instead, a reversal results in the creation of two additional rows—the reversing transaction that is sent to Asset Management and a new, undistributed transaction in Project Costing.

You cannot reverse temporary assets that have already been replaced by permanent assets. In other words, if you create temporary assets in Asset Management by using the Summarize by Profile feature in Project Costing, and subsequently create permanent assets by using the Summarize by Asset feature, you can no longer reverse the temporary assets.

Work Order-Managed Projects

PeopleSoft uses work orders to track the costs associated with maintaining or creating assets. In Maintenance Management, a work order consists of one or more work order tasks. Each task specifies the asset that is being maintained and a related project and activity, and contains the transaction costs of performing asset maintenance. The transaction costs flow from Maintenance Management into various PeopleSoft applications such as Time and Expense, Inventory, and Payables, and from these systems into Project Costing.

If you use Maintenance Management, you can designate projects as *work order-managed.* Work order-managed projects is a term that refers to projects that are managed with work orders in Maintenance Management, instead of by a project manager in Project Costing. You can use work order-managed projects to capitalize, adjust, or retire assets in Asset Management. For example, you can use a work order-managed project to track several unrelated maintenance tasks for an asset, or to track the cost of constructing an asset.

This is an example of a process flow for a work order-managed project to track the cost of constructing an asset:

1. Plan and budget for construction of an asset.
2. Obtain approval for the construction.
3. Create a project plan and work orders to construct the asset.
4. Complete the work orders.
5. Capture the costs—labor, materials, and depreciation—that are associated with the effort.

6. Capitalize the project costs.

A work order task can specify only one asset, one project, and one activity. For work order-managed projects:

- You can create multiple assets from a single project.
- You can maintain a single asset from multiple projects.

The Maintenance Management system creates assets from work order tasks and relates the assets to projects and activities. You can use the Define Assets and Relate by Project pages to view the details of asset definitions and the relationship of assets to projects for assets that are associated with work order-managed projects.

The system automatically updates certain fields on the Asset Integration Rules page during the life of a work order-managed project, such as:

- When you save a project as a work order-managed project, the system automatically selects the asset identification rule of Derive from Work Order Task and the adjustment trigger of Automatic.

  When Derive from Work Order Task is selected, the Express Retirement (PC_EXPRET_AM) or Express Capitalization processes begin with the closure of a work order task.
- When you change a work order task status to complete, the system updates the filter ID (filter identifier) and integration type at the activity level to reflect the criteria in Maintenance Management.

See Also

Chapter 28, “Integrating with Maintenance Management,” page 525

Asset Assignment To Multiple Projects

You can associate the same asset with multiple projects if any of these conditions exist:

- The projects are work order-managed.
- Asset integration is disabled on all but one of the projects.
- The projects belong to the same program, and the asset is not associated with projects that are asset integration enabled on a different program.

Use the assign assets to multiple projects functionality when:

- A summary project or program contains child projects that contribute transaction costs to the same asset.
- A project is complete and the related asset is capitalized, and later additional costs are accumulated for the same asset in a new project.

  You must disable integration on the project where the asset integration was previously completed.
- Multiple work order-managed projects are set up to accumulate costs for the same asset over time or simultaneously.

Transaction Assignment to Assets

Use the Assign Transactions to Assets page to assign transactions to assets for projects that have an asset identification rule of Manual Identification on the Asset Integration Rules page. You can also view transactions that are eligible for asset assignment.

The purpose of assigning transactions to assets is to specify the transaction costs to include in the cost basis of the asset that is created. The assign process stamps the asset management business unit, profile ID, and asset ID on the transaction row in the Project Transaction table. Alternatively, you can enter the asset management business unit, profile ID, and asset ID on the transaction row by performing one of the following functions:

- Manually assigning transactions by using the Transaction List page.
- Using the allocation process.
- Using a system that feeds into Project Costing.

  Under certain circumstances you can add asset information into the feeder system; thus, transaction rows may already have these values populated. If this is the case, you do not have to reenter the asset information in Project Costing.

Interunit Asset Transfers

In Asset Management you can interunit transfer an asset from one business unit to create another asset in a different business unit. The transfer is recognized by the Project Costing system if you subsequently try to adjust or retire the original asset in Project Costing. In this situation the system detects the transfer, adds the new asset to Project Costing, modifies the project to point to the new asset, and processes the adjustment or retirement on the new asset. The original asset is no longer available for you to adjust, retire, or relate it to a project.

For example, assume that Asset 1 was created from Project Costing and sent to Asset Management as Asset 1. Then Asset 1 was interunit transferred to create Asset 2. If you enter an adjustment for Asset 1 in Project Costing, the system adds Asset 2 to Project Costing tables and applies the adjustment to Asset 2. In this example, you can no longer select Asset 1 to adjust or retire, and Asset 2 is eligible for asset capitalization and retirement processes.

Understanding Asset Retirement

This section discusses:

- Manual asset retirement.
- Asset retirement for work order-managed project activities.
- Proceeds from sale and cost of removal.

Manual Asset Retirement

Asset retirement is a method of indicating that an asset is being removed from service. There are two kinds of retirement—partial and full. In partial retirement only a certain portion of the asset is retired. In full retirement the full value of the asset is retired. You can partially or fully retire assets that are managed in Project Costing by using the Asset Retirement Integration Application Engine process (PC_RETIRE_AM).

Project Costing-managed project is a term that refers to a project that is managed by a project manager in Project Costing, instead of with work orders in Maintenance Management. You must use the manual asset retirement process to retire assets if Maintenance Management is installed and the project is a Project Costing-managed project. You must also use the manual asset retirement process to retire assets if Maintenance Management is not installed.

Retirement Process Flow - Project Costing-Managed Project Activities

The process flow for retiring assets for Project Costing-managed project activities is:

1. Create a retirement project

On the Asset Integration Rules page, select the Enable Integration option and an integration type of Retirement.

Note. If a project has a retirement integration type, then all of the project's activities must also have a retirement integration type.

You must select the Manual Identification option on the Asset Integration Rules page for projects and activities to be eligible for asset retirement.

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2. Accumulate transaction costs.

   Transactions with analysis types in the PC to AM Cost of Removal (AMCOR) and AM Proceeds from Sale (AMPFS) analysis groups are eligible for processing to Asset Management.

3. Assign transactions to assets.

   Use the Assign Transactions to Assets page for projects that have an asset identification rule of Manual Identification on the Asset Integration Rules page.

4. Use the Asset Retirement page to run the Asset Retirement Integration process to:
   - Send the asset cost value, cost of removal, and proceeds from sale, to Asset Management.
   - Update the AM Distribution Status field (AM_DISTRIB_STATUS) to *D* (distributed) in the Project Transaction table, indicating the transaction rows have been distributed to Asset Management and cannot be updated in the Project Transaction table.

Note. The Asset Retirement Integration process does not use the PC to AM Staging table. The transactions go directly to the Asset Management Loader tables.

Asset Retirement for Work Order-Managed Project Activities

You can use the Express Retirement process to fully retire assets that are associated with work order-managed projects. You cannot partially retire assets that are associated with work orders.

For project assets to be eligible for the Express Retirement process, you must:

- Select the Work Order Managed Project option for the project, and change the project processing status to *Active,* on the Project Definition - General Information page.
- Establish express asset filter criteria for the business unit on the Express Asset Filter Criteria page.
- Select Derive from Work Order Task for the project in the Asset Identification group box on the Asset Integration Rules page.
- Accumulate costs in Project Costing directly (using online transaction entry in Project Costing) or indirectly (from feeder systems such as Payables, Expenses, and Inventory).

You can retire an asset only once. If the same asset is assigned to multiple work order tasks, the Work Order Close Application Engine process (WM_CLOSE) restricts the system from processing two retirements for the same asset.

Retirement Process Flow - Work Order-Managed Projects

The process flow for retiring assets for work order-managed project activities is:

1. Close the work order task.

Maintenance Management determines if the asset that is associated with the work order task is already retired, or if it is tagged for retirement in the Asset Management Loader table (INTFC_FIN). If either of these conditions exist, the Work Order Close process will not proceed for this work order task.

Alternatively, you can retire the asset using the Asset Retirement Integration process.

2. Maintenance Management updates these values for the project activity in the Asset Integration Defaults group box on the Asset Integration Rules page:
   - Selects the Enable Integration flag.
   - Selects an integration type of *Retirement.*
   - Enters a value for filter ID.
3. The work order closed status triggers the Express Retirement process and indicates to the system that the project activity is ready to process.
4. The Express Retirement process:
   a. Determines the assets, which are associated with work order-managed project activities in the Project Transaction table, to send to Asset Management based on defined rules and criteria.
   b. Stamps Project Transaction table rows (cost of removal or proceeds from sale) with asset information.
   c. Calls the Asset Retirement Integration process.

You can submit an asset for retirement only once if you use the Express Retirement process. For example, assume that two work order tasks are associated with the same asset. When you close just one of the work order tasks, the Work Order Close process triggers the Express Retirement process to retire the asset.

Alternatively, you can enter adjustments directly in Asset Management for assets that are distributed from Project Costing to Asset Management.

Expenses

Expenses that are booked against work order-related projects interface with Project Costing; however, Expenses does not maintain work order-related fields. These transactions are not included in the Express Asset Retirement Integration process unless you manually update the transactions in Project Costing with the work order-related fields.

You can, however, include expenses transactions in asset retirement for projects that are actively managed in Project Costing.

See Also

Chapter 28, “Integrating with Maintenance Management,” page 525

Proceeds from Sale and Cost of Removal

By using the Asset Retirement Integration process you can send the cost of removing an asset or the proceeds from selling an asset to Asset Management at the time that you retire the asset, or after you retire the asset. Transactions are eligible for the retirement process if they are assigned to the asset on the Assign Transactions to Assets page, and the analysis type belongs to the PC to AM Cost of Removal (AMCOR) or AM Proceeds from Sale (AMPFS) analysis groups. Transactions with analysis types in the AMCOR analysis group post to Asset Management as a transaction removal cost. Transactions with analysis types in the AMPFS analysis group post to Asset Management as proceeds from sale.

To send costs for removing an asset or the proceeds from selling an asset to Asset Management, assign transactions to the asset and use the Asset Retirement page to retire the asset. The asset's quantity and retirement quantity determine what proportion of the asset's cost is calculated as the retirement amount. For example, assume that the asset's quantity is *2* and you enter a value of *1* as the retirement quantity on the Asset Retirement page. The retirement quantity is 50 percent of the asset quantity, and the system uses this percentage to calculate the asset's retirement amount. If the cost is *500.00,* the retirement amount is calculated as 50 percent of 500.00, which is *250.00.* These calculations appear in the following table:

Quantity	Retirement Quantity	Percentage	Cost	Retirement Amount
2	1	50%	500.00	250.00

You can also send the cost of removing an asset and the proceeds from selling an asset to Asset Management after the asset is retired from Project Costing. For example, assume that on January 1 you retire Asset 123 from Project Costing with a cost value of 2,240.00, cost of removal of 5,435.00, and proceeds from sale of 1500.00. On January 2 through 6, transaction costs that are eligible for cost of removal accumulate in the Project Transaction table totaling 7500.00. You can assign the transactions to the asset and use the Asset Retirement page to send the transactions to Asset Management.

Prerequisites

Set up these installation options to integrate with Asset Management:

- Specify on the Installation Options - Project Costing Integration page if asset approval is required prior to sending assets to Asset Management.

  You can require approval of asset capitalization transactions before they are sent to the Asset Management Loader tables (INTFC_FIN and INTFC_PHY_A). This option applies to assets that you create or adjust in Project Costing. It does not apply to asset retirement transactions.

- Specify on the Integration Options - Project Costing Integration page if departments are derived from the cost transactions that come into Project Costing from feeder systems.

  This enables the system to breakdown costs by department based on the department specified on the transaction row in the project costing transaction table. Otherwise, there can be only one department included per asset, and the department is derived from the Department field on the Define Assets page.

- Specify on the Integration Options - Project Costing Integration page if cost types are derived from cost transactions that come into Project Costing from feeder systems.

  This enables the system to breakdown costs by cost type for assets based on the cost type specified on the transaction row in the project costing transaction table. Otherwise, there can be only one cost type included per asset, which you enter on the Define Assets page.

See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Integration Installation Options.

Common Elements Used in This Chapter

Asset Business Unit Enter the asset business unit. The default value is the asset business unit that is defined for the operator ID, and it can be overridden. The default value is blank if the operator ID does not have an asset management business unit assigned as a default. This field is required to create assets from Project Costing.

Asset ID or **Asset Identification** Enter an existing asset ID, enter a new asset value, or retain the default value of *NEXT*. If you retain the default value of *NEXT,* the system assigns an asset ID to the row when you save the page. This field is required to create assets from Project Costing.

Asset Integration Filter Identifies the rows from the Project Transaction table that are eligible for participating in the retirement and capitalization process.

Asset Processing Destination Select the functions that the system performs when the asset integration process runs. The asset processing destination determines the tables that the system updates with asset information during the asset integration process.

Based on the asset integration rules, the options may be:

Asset Integration Rule Default: Select for the processing options in the express capitalization rules to take precedence for each asset. You can, however, override and apply one run option for all assets by selecting any of the other values that are in this list.

Summarize: Select this asset processing destination to summarize asset transaction rows in the PC to AM Staging table. You can view the summarized rows in the Approve Review Assets component (PC_AM_APPROVE). This is the only available option if you require asset transaction approval before sending them to Asset Management. In this case the assets must be approved in the Approve Review Assets component before they can proceed. If asset approval is not required, assets with statuses of new and approved are eligible to be sent to Asset Management.

Summarize and Run Interface: Select this asset processing destination to summarize asset transaction rows in the PC to AM Staging table and send them to the Asset Management Loader tables.

Sum, Run and Load Transactions: Select this asset processing destination to summarize asset transaction rows in the PC to AM Staging table, send them to the Asset Management Loader tables, and call the Load Transactions into Asset Management Application Engine process (AMIF1000) that loads the assets from the Asset Management Loader tables into Asset Management production tables, such as ASSET, BOOK, COST, and so on. This is the fastest method to move asset data from Project Costing into Asset Management production tables.

Run Interface: Select this asset processing destination to use the Send to Asset Management process to move data previously sent to the PC to AM Staging table via the Summarize process, into the Asset Management Loader tables with summarized transaction data.

Run Interface and Load: Select this asset processing destination to use the Send to Asset Management process to move data previously sent to the PC to AM Staging table via the Summarize process, into the Asset Management

Loader tables, and call the Load Transactions into Asset Management process to load the assets from Asset Management Loader tables into Asset Management.

Capitalize Select to create assets from the selected activity when the Express Capitalization process runs. Asset capitalization is the process to record a change in the value of an asset—either a new asset or modification of an existing asset. Project Costing collects costs from feeder systems and online PC entry to use for asset capitalization.

Category Enter a category, which is an Asset Management ChartField. You can override the default value that is based on the asset profile.

Department Enter the department that owns the asset. If the Department ID From Transaction option is selected on the Integration Options - Project Costing Integration page, transactions with different departments can come in from feeder systems, which enables cost breakdown by department for assets that are created from those transactions.

If the installation Department ID From Transaction option is not selected, only one department is included per asset. In this case, the department is derived from the Department field (DEPTID) on the Define Assets page instead of the cost transactions.

Note. To ensure data integrity in Asset Management, after you specify the Department ID From Transaction option during installation, do not change it.

Group Enter an existing group ID from Asset Management to which to include this asset as a member. You can select a group only if the profile is a group profile.

In Service Date Enter the date on which the asset is placed in service.

Location Enter the asset location.

The system ignores the value in this field if the Activity option is selected in the Asset Location Source group box on the Asset Integration Rule page for the activity that is related to this asset.

Manufacturer Enter the manufacturer that is assigned to the asset. Available values are from the Manufacturer Maintenance table (MANUFACTURER).

Parent Enter the parent asset or select the asset from the list of available parent assets. If the asset is designated as a parent asset on the asset definition, the system automatically populates this field with the current asset ID when you save the page.

Profile ID Select a value for this field. A profile ID is required to create an asset in Project Costing.

Asset profiles are set up in Asset Management. If Asset Management is not installed, you must set up asset profiles in Project Costing before you can summarize transactions either by profile or by asset.

Quantity Enter the asset quantity in Asset Management. For example, an asset could be modems with a quantity of 200.

During the integration process that sends the asset to Asset Management, the system divides the quantity proportionally among transaction rows based

	on the monetary amounts in each row after they are converted to the base currency of the project business unit. If you modify the asset quantity on an asset definition page, the change is incremental for the asset. For example, if you change an asset quantity from 1 to 4, the total asset quantity is 5.
Serial ID (serial identifier)	Enter the asset serial number ID.
Tag Number	Enter a tag number that you assign to the asset for tracking purposes.
Work Order	A document that authorizes work to be performed and costs to be incurred. Typically, you generate work orders to dispatch labor resources to perform construction tasks and maintenance-related activities.

Setting Up and Using Express Capitalization

To set up and use express capitalization, use these components:

- Express Asset Transaction Filter (PC_AM_FLTR).
- Projects Options (PC_BUS_UNIT_OPT).
- Project General (PROJECT_GENERAL).
- Activity General (PROJECT_ACTIVITY).
- Project Costing - Asset Management Express (PC_AM_EXPRESS).

This section provides an overview of the Express Asset Definition pages and discusses how to:

- Filter asset transactions for express capitalization.
- Define filter criteria for express capitalization.
- Define asset integration rules for express capitalization.
- Create one asset per activity.
- Create one asset from many activities.
- Create many assets from many activities.
- Select activities to create many assets from many activities.
- Distribute cost percentages at the project level.
- Distribute cost percentages at the activity level.
- Distribute quantities at the project level.
- Distribute quantities at the activity level.

Understanding the Express Asset Definition Pages

The Express Capitalization process distributes project costs to assets according to asset integration rules. For example, when multiple assets are created from a project, cost distribution can take place at the project or activity level as percentages of the project costs spread across each asset.

After you define filter criteria and asset integration rules for express capitalization, you define express assets and relate them to projects by using an Express Asset Definition page. The Express Asset Definition page that appears when you enter the Project Costing - Asset Management Express component (PC_AM_EXPRESS) is based on the asset identification rule that you select on the Asset Integration Rules page.

When you save an Express Asset Definition page, the system:

- Creates an asset definition.
- Relates the specified assets to the selected activities.
- Automatically assigns an asset ID if the Asset ID field contains the default value of *NEXT*.
- Enables the system to create express assets.
- Removes a previously saved relationship of an asset to an activity for each activity that you cleared (deselected) in the Capitalize column.

Most of the Express Asset Definition pages contain three tabs that you use to define asset details: Basic Asset, Asset Detail 1, and Asset Detail 2. All of the Express Asset Definition pages contain a link to the Define Assets page to view the details of a project asset. Additionally, all of the pages display the program name if the project is inheriting asset integration rules from a program.

Many of the Express Asset Definition page fields that are discussed in this section are defined in the Common Elements Used in This Chapter section.

See Also

Chapter 25, "Managing Assets," Defining Asset Integration Rules for Express Capitalization, page 457

Chapter 25, "Managing Assets," Initiating the Express Capitalization Process, page 473

Chapter 25, "Managing Assets," Defining Project Assets, page 476

Pages Used to Set Up and Use Express Capitalization

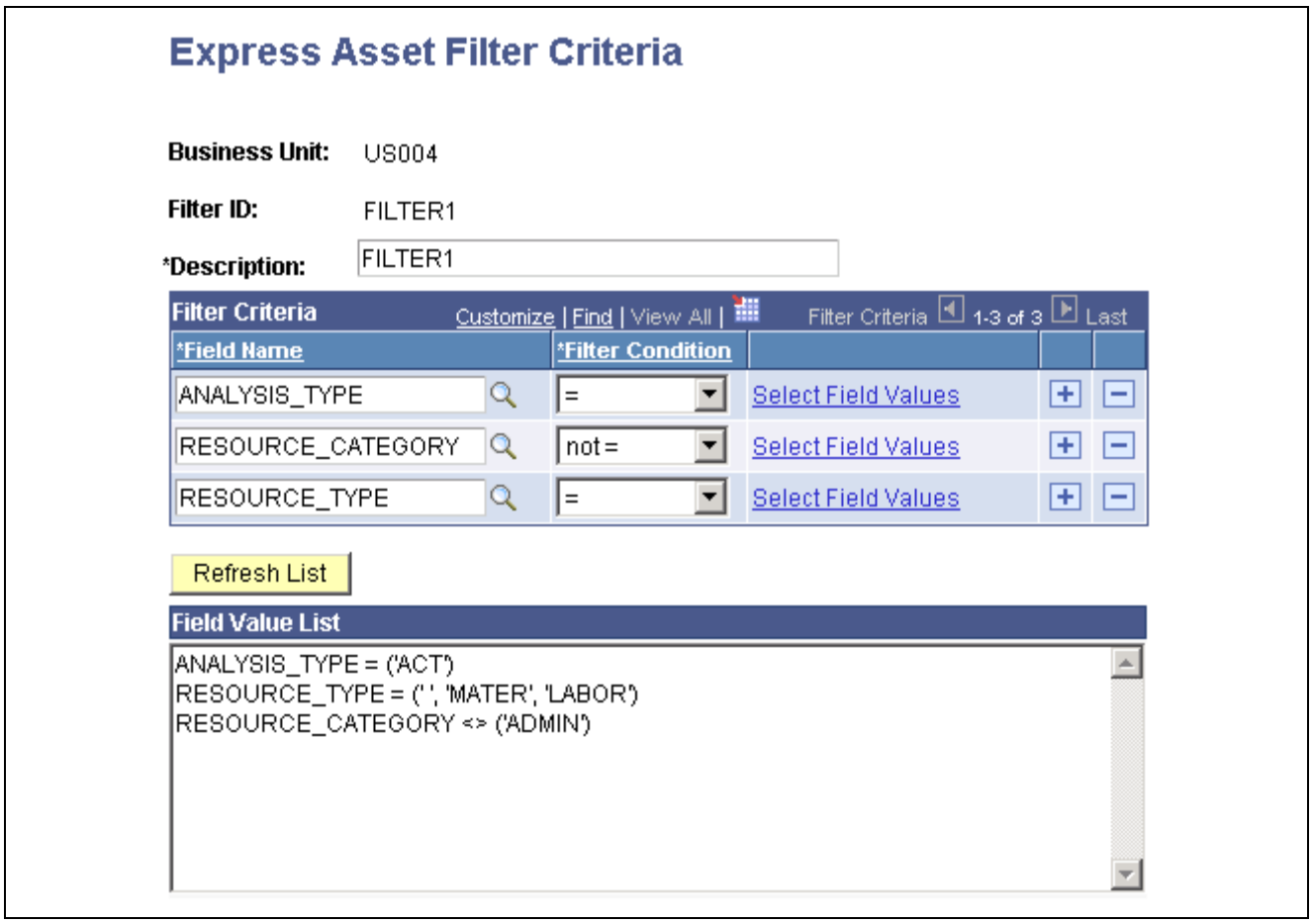
Page Name	Object Name	Navigation	Usage
Express Asset Filter Criteria	PC_AM_FLTR	Set Up Financials/Supply Chain, Product Related, Project Costing, General Options, Express Asset Filter Criteria, Express Asset Filter Criteria	Define the filter criteria that the system uses to select the project transactions that make up an asset.
Select Field Values	PC_AM_FLTR_FLD_VAL	Click the Select Field Values link on the Express Asset Filter Criteria page.	Select field values that define the filtering criteria on the Express Asset Filter Criteria page.
Project Costing Options - Asset Integration Rules	PC_AM_RULE_BU	Setup Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options Select the Asset Integration Rules tab.	Set up integration with Asset Management at the business unit level to define how the system uses project transaction costs to create assets for integration with Asset Management.

Page Name	Object Name	Navigation	Usage
Project Definitions - Asset Integration Rules	PC_AM_RULE_PRJ	Project Costing, Project Definitions, General Information Select the Asset Integration Rules tab.	Set up integration with Asset Management at the project level to define how the system uses project transaction costs to create assets for integration with Asset Management.
Activity Definitions - Asset Integration Rules	PC_AM_RULE_ACT	Project Costing, Activity Definitions, General Information Select the Asset Integration Rules tab.	Set up integration with Asset Management at the activity level to define how the system uses project transaction costs to create assets for integration with Asset Management.
Express Asset Definition	PC_AM_EXPRESS1	Project Costing, Assets, Express Asset Definition, Express Asset Definition	Create a single asset definition from each selected activity's cost transactions (one asset per activity).
Express Asset Definition	PC_AM_EXPRESS2	Project Costing, Assets, Express Asset Definition, Express Asset Definition	Create a single asset definition from cost transactions from multiple activities (one asset from many activities).
Express Asset Definition	PC_AM_EXPRESS3	Project Costing, Assets, Express Asset Definition, Express Asset Definition	Create multiple asset definitions from cost transactions from multiple activities (many assets from many activities).
Select Activities	PC_AM_SELECT_ACTS	Click the Select Activities link on the Express Asset Definition - Many Assets from Many Activities page.	Select the activities from which cost transactions are used to create assets.
Express Asset Definition	PC_AM_EXPRESS4	Project Costing, Assets, Express Asset Definition, Express Asset Definition	Enter percent values to specify how transaction costs are spread across multiple assets that are from a project (percentage distribution - project level).
Express Asset Definition	PC_AM_EXPRESS5	Project Costing, Assets, Express Asset Definition, Express Asset Definition	Enter percent values to specify how transaction costs are spread across multiple assets that are from each activity (percentage distribution - activity level).
Express Asset Definition	PC_AM_EXPRESS6	Project Costing, Assets, Express Asset Definition, Express Asset Definition	Enter quantity values to specify the number of assets that are created from a project (quantity distribution - project level).

Page Name	Object Name	Navigation	Usage
Express Asset Definition	PC_AM_EXPRESS7	Project Costing, Assets, Express Asset Definition, Express Asset Definition	Enter quantity values to specify the number of assets that are created from each activity (quantity distribution - activity level).

Filtering Asset Transactions for Express Capitalization

Access the Express Asset Filter Criteria page.



Express Asset Filter Criteria page

Create a filter that the system uses to select the transaction costs that are eligible for express capitalization. Add rows to designate additional parameters to narrow selections to the appropriate set of transactions. The filter that you create is available for selection on the Asset Integration Rules page at the business unit, project, and activity levels.

Field Name Enter the field name to use as filter criteria. You must select *ANALYSIS_TYPE* as part of the filter criteria or you will receive an error message when you try to save the page.

Filter Condition Select the operand that determines if the filter criteria is = or *not* = to the selected field values.

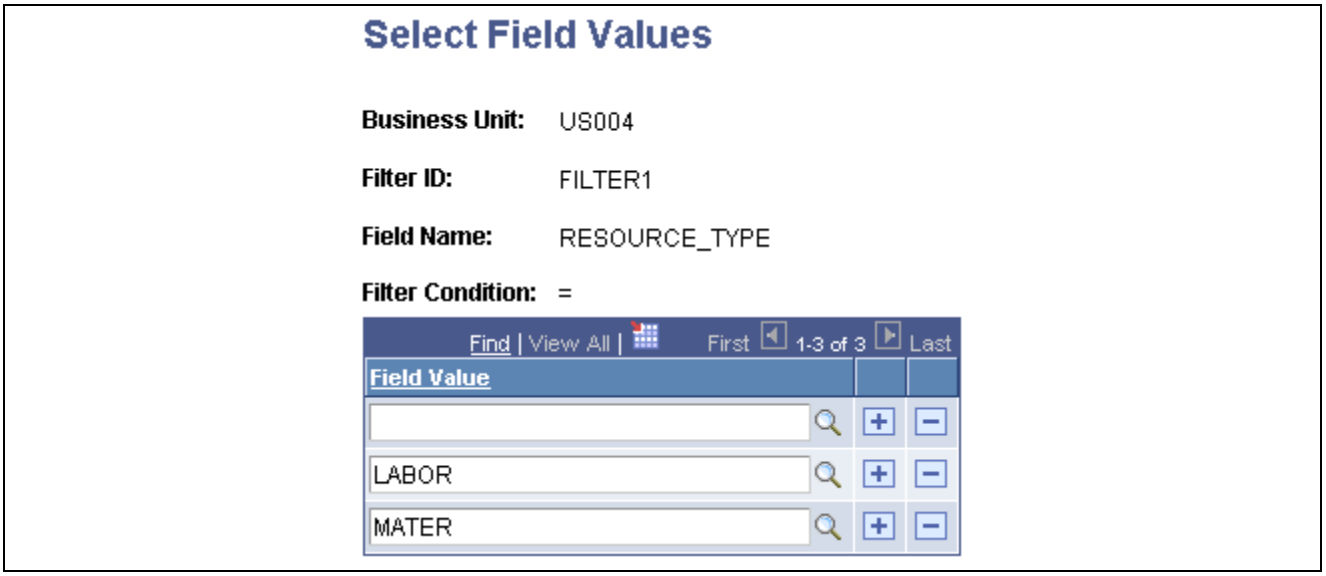
Select Field Values Click to access the Select Field Values page and select one or more values to use as filter criteria.

Refresh List Click to update the Field Value List grid that displays the parameters that the system uses to uses to select the transactions that are eligible for express capitalization.

Field Value List Displays the parameters that you create to filter transactions for express capitalization.

Defining Filter Criteria for Express Capitalization

Access the Select Field Values page.



Select Field Values page

Field Value Select one or more field values that defines the filter criteria on the Express Asset Transaction Filter page. Leave the field value blank to specify a blank value as valid filter criteria. Blank values appear in the field value list in the Express Asset Transaction Filter page as an empty pair of single quotes.

The values that are available for the *ANALYSIS_TYPE* field name are based on the analysis types with positive multipliers in analysis groups PC to AM Asset Summary (CLOSE), PC to AM Proceeds from Sale (AMPFS), and PC to AM Cost of Removal (AMCOR).

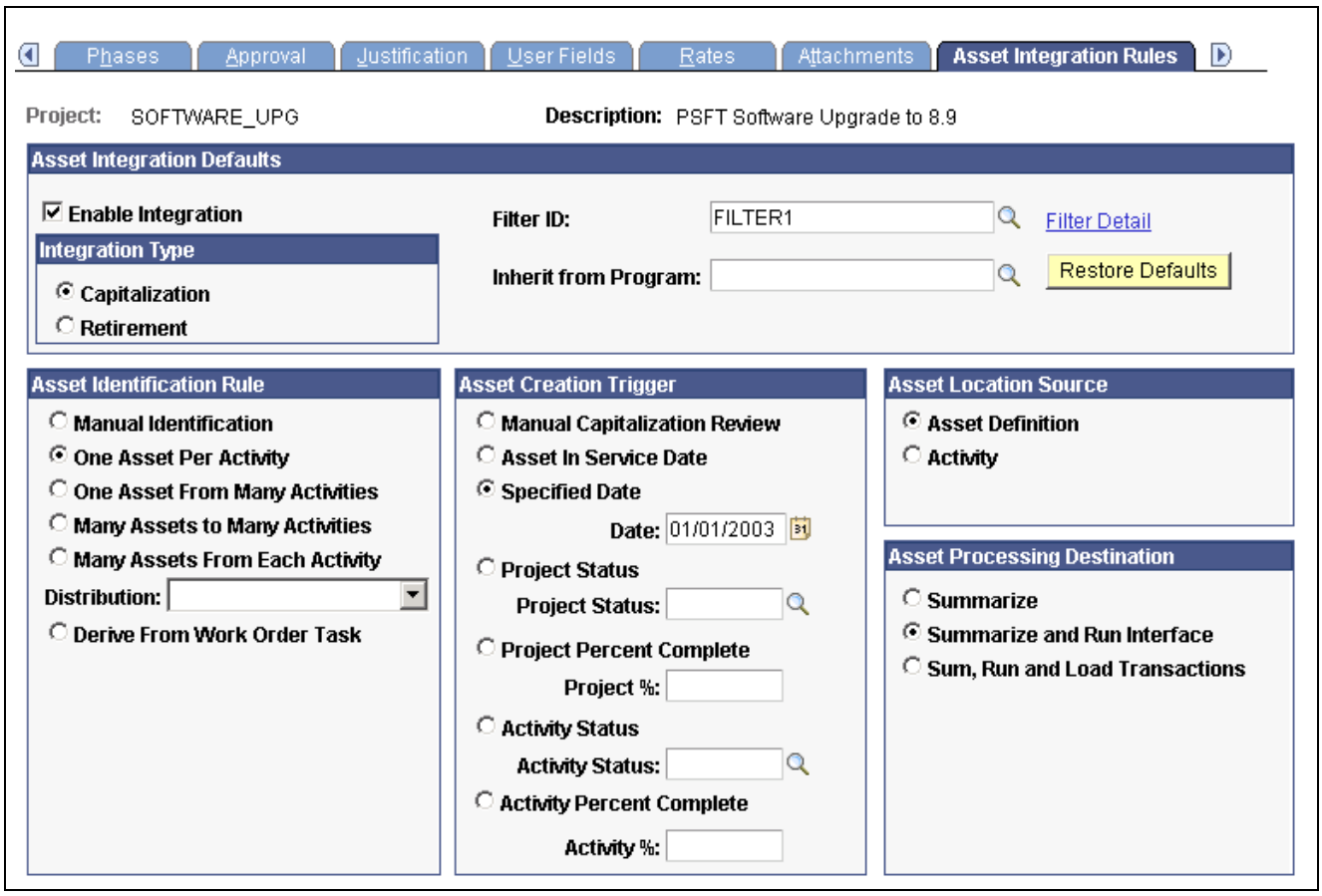
OK Click to return to the Express Asset Filter Criteria page, where you can click Refresh List to view the updated list of parameters that the system uses to uses to select eligible transactions.

Note. Click Save on the Express Asset Filter Criteria page to save the changes that you make on the Select Field Values page.

Defining Asset Integration Rules for Express Capitalization

Access the Asset Integration Rules page.

Note. There are three Asset Integration Rules pages in Project Costing—one at the business unit level, project level, and activity level. The navigation path to these pages is based on whether you are defining the integration rules for the business unit, project, or activity. The field definitions that appear in this section are applicable for all three pages.



Asset Integration Rules page (1 of 2)

Asset Integration Rules page (2 of 2)

If you enable integration for the business unit, projects inherit asset integration rules that you establish at the business unit level. You can override business unit default values at the project level. Activities also inherit asset integration rules from the project level. Based on the project's capitalization rule, you can override some of the asset integration rules at the activity level.

Asset Integration Defaults

Enable Integration Select this option to enable Asset Management integration processes (manual or express) to create assets from the business unit's project activities.

Note. You must enable integration at the business unit level and the project level for a project to be eligible for asset capitalization.

To enable integration on a project that contains an asset that is related to another project, first perform either of these actions:

- Use the Inherit from Program functionality.

  Enter the same program ID in the Inherit from Program field on the Asset Integration Rules page for all projects that you want to relate to the asset. This enables you to relate an asset to multiple projects in the same program.

- Disable asset integration on the other project that is related to the asset.

  For example, assume that Project A is related to Asset A. The asset has already been created and capitalized, and the project is closed. Now you want to create Project B for the purpose of entering capital adjustments to Asset A. You must first disable integration on Project A to relate Asset A to Project B.

Filter ID Select a user-defined filter that determines what transactions in a project are eligible for asset integration processing. This field is required for all asset identification rules except the Manual option. The system clears the value in the Filter ID field if you capitalize assets manually.

You define filters on the Express Asset Filter Criteria page.

Filter Detail Click to access a read only view of the Express Asset Filter Criteria page where you defined the filter criteria for the system to use to select the project transactions that make up an asset when you use the Express Capitalization process.

Inherit from Program Enter an active summary project or program that contains child projects, each needing to contribute transaction costs to the same asset. This field is enabled at the project level, and view only at the activity level.

When you enter a summary project or program and click Restore Defaults, the system disables the asset integration rules at the project and activity levels, except for the fields in the Asset Integration Defaults group box. If you change the asset integration rules for the program, the system applies the changes to the project and activity to keep the rules consistent across all projects that contribute to an asset. To enable the disabled fields so that you can modify the asset integration rules, clear the Inherit from Program field and save the page.

Programs that are available for selection are those with an active processing status and the Program option selected on the Project Definition - General Information page.

Restore Defaults Click to populate and override the asset integration rules with the rules that are established at the parent level. This button is available at the project and activity levels only.

If you enter a program in the Inherit from Program field, the Restore Defaults button populates and overrides the asset integration rules for the project and its activities with the rules that are established at the program level.

If you do not use the Inherit from Program feature and you modify the project level asset integration rules, click Restore Defaults to revert back to the business unit default values.

If you modify the activity level asset integration rules and want to restore the project asset integration rules, click Restore Defaults to revert back to the project values.

Note. You can modify the activity level asset integration rules only if you do not use the Inherit from Program feature and the asset identification rule is One Asset Per Activity.

Regardless of the Inherit from Program feature, if assets are already related to the project using a different capitalization rule, you can only change the asset identification rule to Manual.

Important! After you click Restore Defaults, you must save the page to commit the changes to the database. To undo the changes without saving, exit the page.

Integration Type

Select an option to specify if the project activity is for retiring or capitalizing assets. The default value at the project level is from the business unit. The default value at the activity level is from the project. After you create a project or activity, changes to the value at a higher level do not change existing projects or activities at a lower level.

Asset Identification Rule

Select the method for distributing project costs and creating assets. The available asset creation triggers and location sources are based on the asset identification rule that you select.

Note. The system disables most of the asset integration rules at the activity level when you select any asset identification rule, except for the One Asset Per Activity and Derive From Work Order Task options. This prevents confusion from options such as One Asset from Many Activities where each activity can specify a different rule. Regardless of the asset identification rule that you select, the enable integration, filter, and integration type options in the Asset Integration Defaults group box remain enabled.

Manual Identification Select to capitalize assets by using components that require manual steps. This option does not use express capitalization functionality to create assets for this project.

You must select this option to retire an asset that is associated with this project or its activity.

One Asset Per Activity Select to distribute the cost of a single activity to a single asset by using express capitalization.

All of the asset creation triggers and location sources are available when the capitalization rule option is one asset per activity.

One Asset From Many Activities Select to distribute the cost of multiple activities to a single asset by using express capitalization.

Many Assets to Many Activities Select to distribute the cost of multiple activities to multiple assets by using express capitalization.

Many Assets From Each Activity Select to distribute the cost of each activity to multiple assets by cost percentage or quantity by using express capitalization. Cost distribution takes place at the project level or the activity level based on the method that you select in the required Distribution field.

Distribution Select a distribution method. Available options are:

Activity Percent Distribution: Create assets by distributing cost percentages at the activity level.

Activity Quantity Distribution: Create assets by distributing quantities at the activity level.

Project Percent Distribution: Create assets by distributing cost percentages at the project level.

Project Quantity Distribution: Create assets by distributing quantities at the project level.

This field is required if you select a capitalization rule of many assets from each activity.

Derive From Work Order Task Select to enable the Express Capitalization process to identify the transaction rows in activities that belong to assets. If the Work Order Managed Project flag is active for a project, the system automatically selects this asset identification rule.

This option is:

- Available only if you use Maintenance Management.
- Used only to adjust or retire assets that already exist in Asset Management.
- Required for work order-managed projects and activities.
- Optional for Project Costing-managed projects and activities.

Note. If the integration type is Retirement, the Derive from Work Order Task option is available only if the project is work order-managed.

See Chapter 28, "Integrating with Maintenance Management," page 525.

Asset Creation Trigger

Select the event that causes asset integration to occur automatically. You must select an asset integration trigger if you enable integration.

Manual Capitalization Review Select if the asset integration process requires manual intervention. The manual integration trigger requires that assets are reviewed before they are sent to Asset Management.

Manual Capitalization Review is the only valid asset creation trigger that is recognized by the Asset Retirement Integration process if you select an integration type of Retirement.

Asset creation triggers are not applicable for work order-managed projects.

Asset In Service Date Select for asset integration to occur on the in-service date that is specified in the asset definition.

Specified Date Select for asset integration to occur on the date that you specify in the Date field.

Project Status Select for asset integration to occur when the project status matches the value that you specify in the Project Status field.

Project Percent Complete Select for asset integration to occur when the project completion percentage meets or exceeds the value that you specify in the Project % (project percentage) field.

Activity Status Select for asset integration to occur when the activity status matches the value that you specify in the Activity Status field. This field is available only when you select the capitalization rule option of one asset per activity.

Activity Percent Complete Select for asset integration to occur when the activity completion percentage meets or exceeds the value that you specify in the Activity % (activity percentage) field. This field is available only when the capitalization rule option is one asset per activity.

When you save the page, a message appears indicating that the system will ignore the unselected asset integration triggers and the system clears their values from the page.

Asset Location Source

You must select an asset location source if you enable integration.

Asset Definition Select for the asset integration process to use the asset definition location code to determine the asset location. All capitalization rules must use this location source except the one asset per activity option, which can use either the asset definition or the activity option.

Activity Select for the asset integration process to use the activity definition location code to determine the asset location. This option is available only if you select the capitalization rule option of one asset per activity.

Asset Processing Destination

Select the default option that determines what tables that the system updates with asset information during the asset integration process.

If you require asset approval before sending assets to Asset Management, the available options are:

Summarize

If you do not require asset approval before sending assets to Asset Management, the available options are:

Summarize

Summarize and Run Interface

Sum, Run and Load Transactions

You must select an asset processing destination if you enable integration.

Asset processing destination options are discussed in the Common Elements Used in This Chapter section.

See Chapter 25, "Managing Assets," Common Elements Used in This Chapter, page 451.

Asset Adjustment Trigger

Select if you want to create asset adjustments manually or automatically. You must select an adjustment trigger if you enable integration.

Manual Capitalization Review Select if the asset integration process requires manual intervention. The manual integration trigger requires that assets are reviewed before they are sent to Asset Management.

Automatic Select for the system to adjust assets automatically when you run the integration process from the Express Capitalization Process run control page.

If the Work Order Managed Project flag is activated for a project, the system selects an asset adjustment trigger of Automatic.

Note. The transaction date of an adjustment that you make after an asset is created must be equal to or greater than the previous transaction date.

Transaction Load Type

The system uses transaction load types to determine the types of transactions that occur when the Load Transaction into Asset Management process loads rows into the Asset Management transaction tables. Different load types set different attributes of an asset, perform different asset processing, or load different asset tables.

See *PeopleSoft Enterprise Asset Management 8.9 PeopleBook*, "Understanding the Loader Table Data Dictionary".

These transaction load type options enable different processing to occur when cost adjustments are sent to Asset Management. You must select a transaction load type if you enable integration.

Asset Cost Adjustment Select for asset processing to occur for adjustment transactions using the ADJ load type. This load type adjusts the cost of an existing asset, and is the load type that Project Costing typically uses to send adjustments to Asset Management. The system updates the Asset Cost Transactions (COST), and AM Open Transactions (OPEN_TRANS) tables.

Adjust Cost/Acquisition Detail Select for asset processing to occur for adjustment transactions using the ADQ load type. This load type adjusts the cost and acquisition details of an existing asset. The system updates the Asset Cost Transactions, AM Open Transactions, and Asset Acquisition Detail (ASSET_ACQ_DET) tables.

If the Work Order Managed Project flag is activated for a project, the system selects a transaction load type of Adjust Cost/Acquisition Detail.

Additional Cost Add Select for asset processing to occur for adjustment transactions using the AAD load type, which adds additional cost information to an asset. This load type is rarely used, and is primarily for joint venture and composite roll-ups. The system updates the Asset Cost Transactions and AM Open Transactions tables.

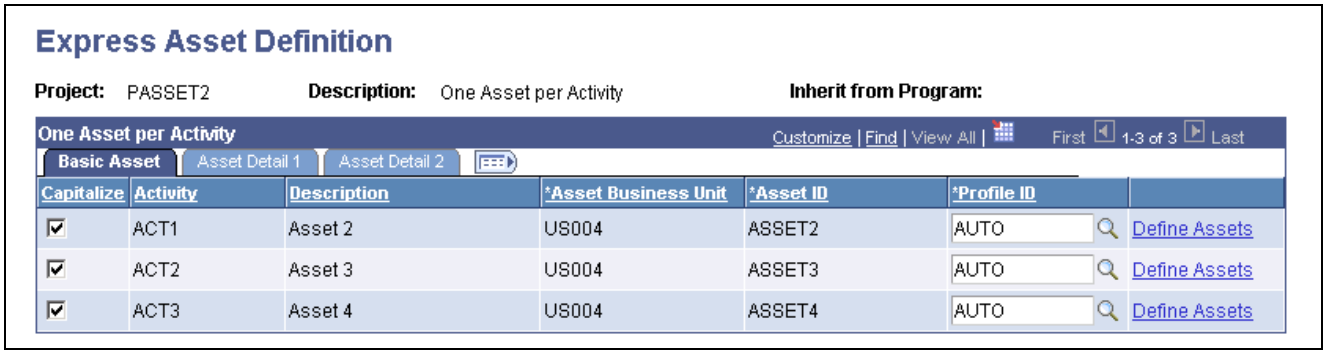
End of Year Rule

You must select an end-of-year rule if you enable integration.

Ignore End of Year	Select to continue creating asset adjustments as if there is no designated end of year. If the Work Order Managed Project flag is activated for a project, the system selects an end of year rule of Ignore End of Year.
Create Parent/Child Assets	Select to create new assets that are children to the original assets if adjustments are sent from the project after the specified end of the year.
Create New Asset	Select to create new assets if adjustments are sent after the specified end of the year.
Stop Sending Adjustments	Select for Project Costing to no longer send adjustments to Asset Management after the specified end of year.
Last Month of Year and **Last Day of Year**	Indicate the end of the year for adjustment purposes by selecting a month and a date. These fields are required for all end-of-year rules, except for the Ignore End of Year option.

Creating One Asset per Activity

Access the Express Asset Definition page.



Express Asset Definition page (one asset per activity)

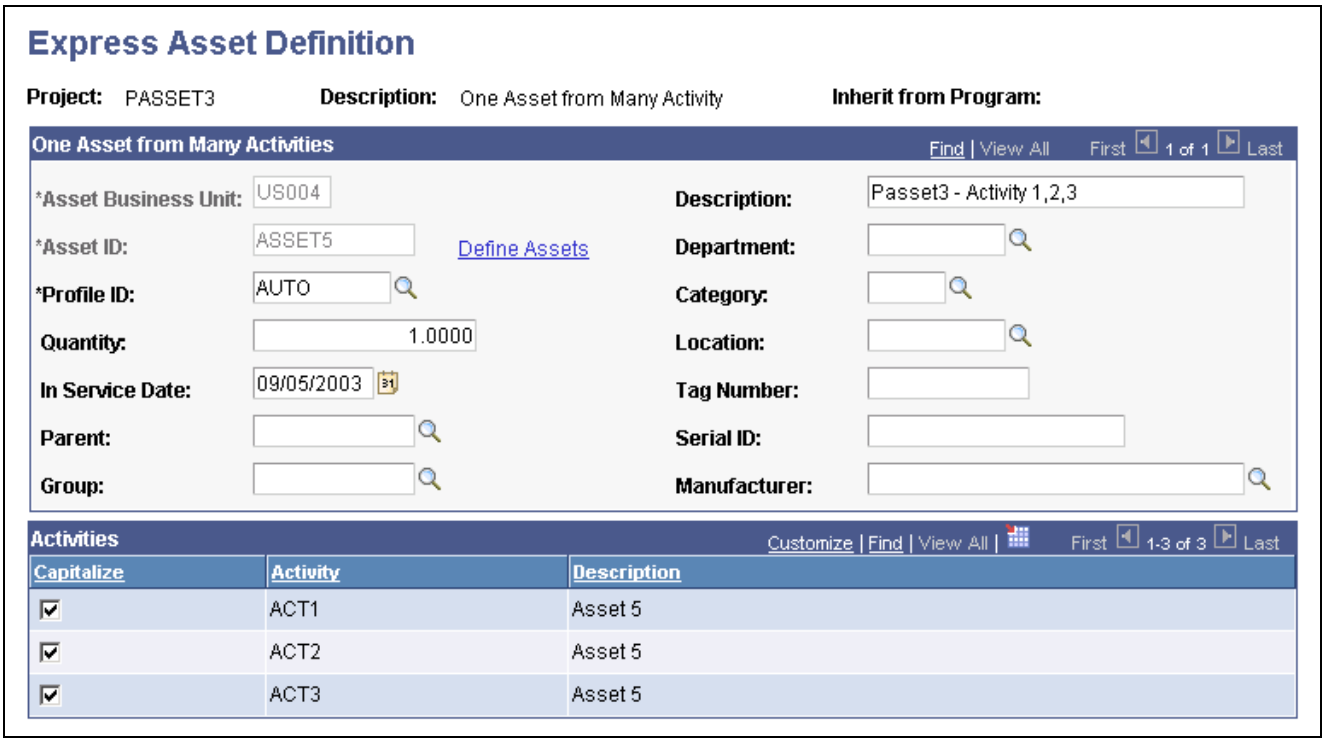
This page appears when the project capitalization rule is one asset per activity.

This page displays a list of every activity under a project, matching every activity to an asset ID and additional asset details.

When you save the page, the system creates an asset definition for each activity that you selected in the Capitalize column and relates that asset to each activity.

Creating One Asset from Many Activities

Access the Express Asset Definition page.



Express Asset Definition page (one asset from many activities)

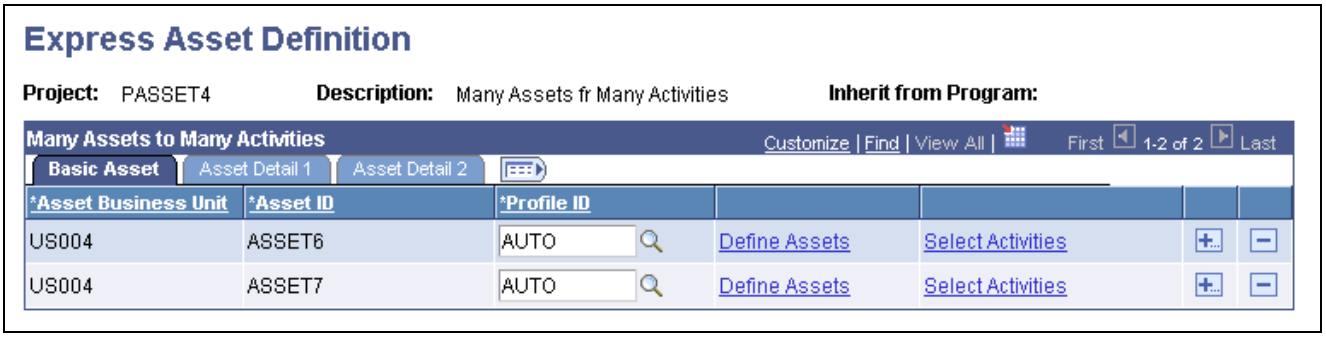
This page appears when the project capitalization rule is one asset from many activities.

Capitalize Select activities that you want to relate to the asset that is identified in the Asset ID field.

The system creates a single asset definition when you save the page and relates the asset to each activity that you select in the Capitalize column.

Creating Many Assets from Many Activities

Access the Express Asset Definition page.



Express Asset Definition page (many assets from many activities)

This page appears when the project capitalization rule is many assets to many activities.

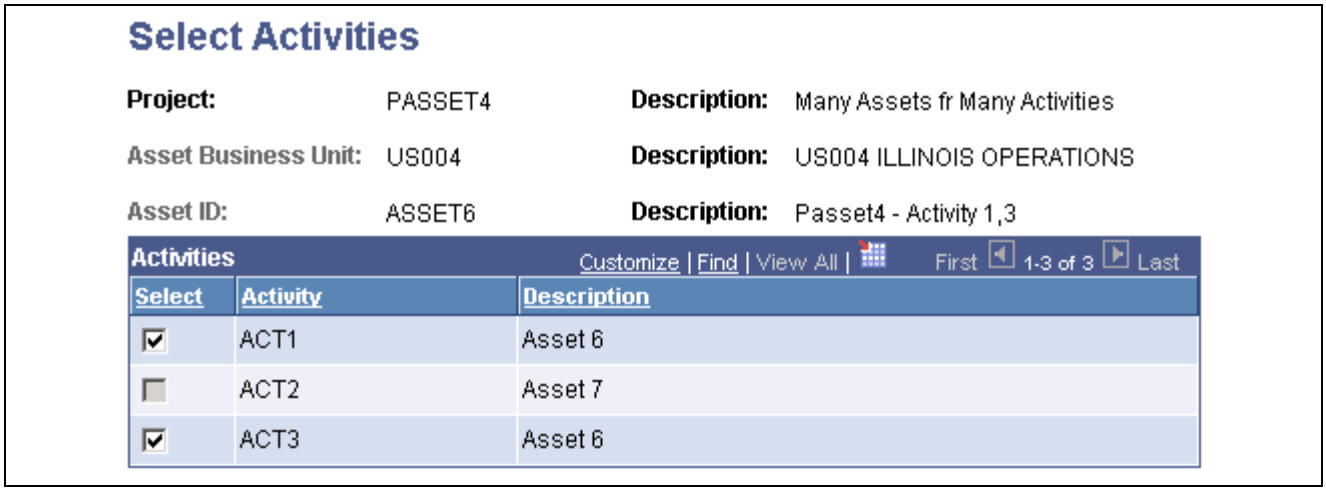
Add a row for each asset that will be created, and enter the necessary values to define express assets and relate them to a project and project activities.

Select Activities Click to access the Select Activities page to select the activities that contribute transaction costs to an asset.

When you save the page the system creates asset definitions and relates the assets to the activities that you select on the Select Activities page.

Selecting Activities to Create Many Assets from Many Activities

Access the Select Activities page.

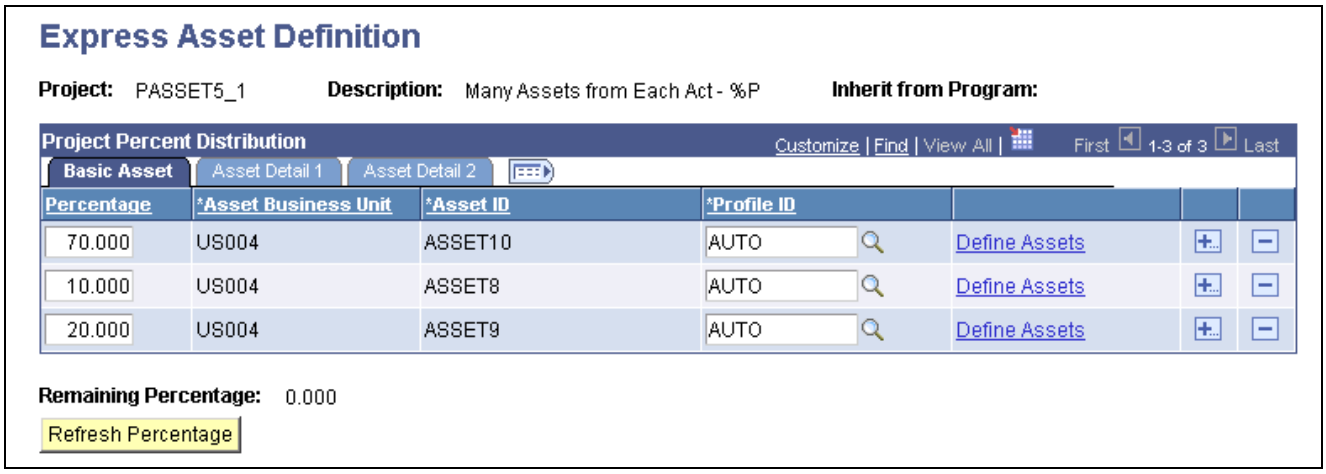


Select Activities page

Select the activities that contribute costs to the asset that is defined on the Express Asset Definition page (many assets from many activities). You can select an activity for only one asset definition.

Distributing Cost Percentages at the Project Level

Access the Express Asset Definition page.



Express Asset Definition page (percentage distribution at the project level)

This page appears when the project capitalization rule is many assets from each activity, and the distribution option is project percent distribution.

Add a row for each asset that will be created, and enter the necessary values to define express assets and relate them to a project and project activities.

Percentage Enter a value that reflects the proportion of project costs to distribute to this asset. When cost is distributed at the project level, the system applies the percentage value to all activities that are in the project and that have integration enabled on the Activity Definition - Asset Integration Rules page.

Refresh Percentage Click this button to sum the values from the Percentage field in each row, subtract the sum from 100, and display the result in the Remaining Percentage field.

When you save the page the system creates asset definitions and relates the assets to each activity under this project that has integration enabled at the activity level on the Asset Integration Rules page.

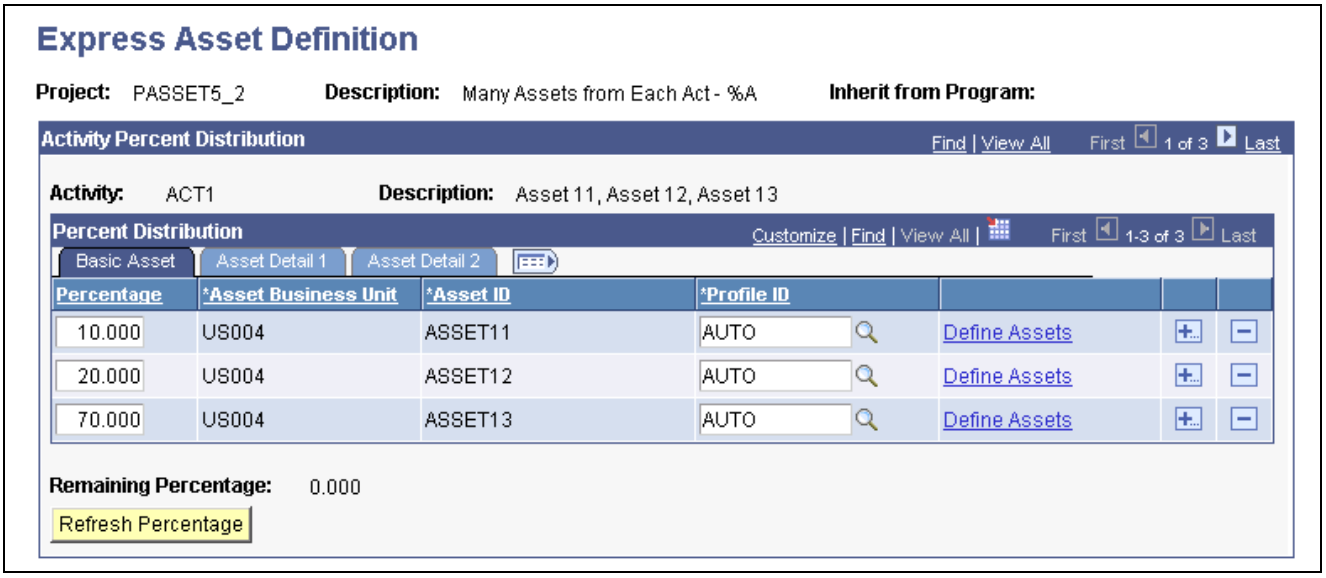
This distribution method relates assets to the entire project. Because of this relationship, each activity in the project contributes the same percentage that is specified on the asset row to the asset. This table illustrates an example in which a project with three activities distributes cost to two express assets:

Percentage at the Project Level	Asset 1	Asset 2
Asset 1 to receive 75% Asset 2 to receive 25%	75% of Activity 1 75% of Activity 2 75% of Activity 3	25% of Activity 1 25% of Activity 2 25% of Activity 3

In this example, distributing cost percentages at the project level results in creating two assets with each activity contributing 75 percent of its cost to Asset 1 and 25 percent of its cost to Asset 2.

Distributing Cost Percentages at the Activity Level

Access the Express Asset Definition page.



Express Asset Definition page (percentage distribution at the activity level)

This page appears when the project capitalization rule is many assets from each activity, and the distribution option is activity percent distribution.

Add a row for each asset that will be created, and enter the necessary values to define express assets and relate them to a project and project activities.

Percentage Enter a value that reflects the proportion of activity costs to distribute to the asset.

Refresh Percentage Click this button to sum the values from the Percentage field in each row, subtract the sum from 100, and display the result in the Remaining Percentage field.

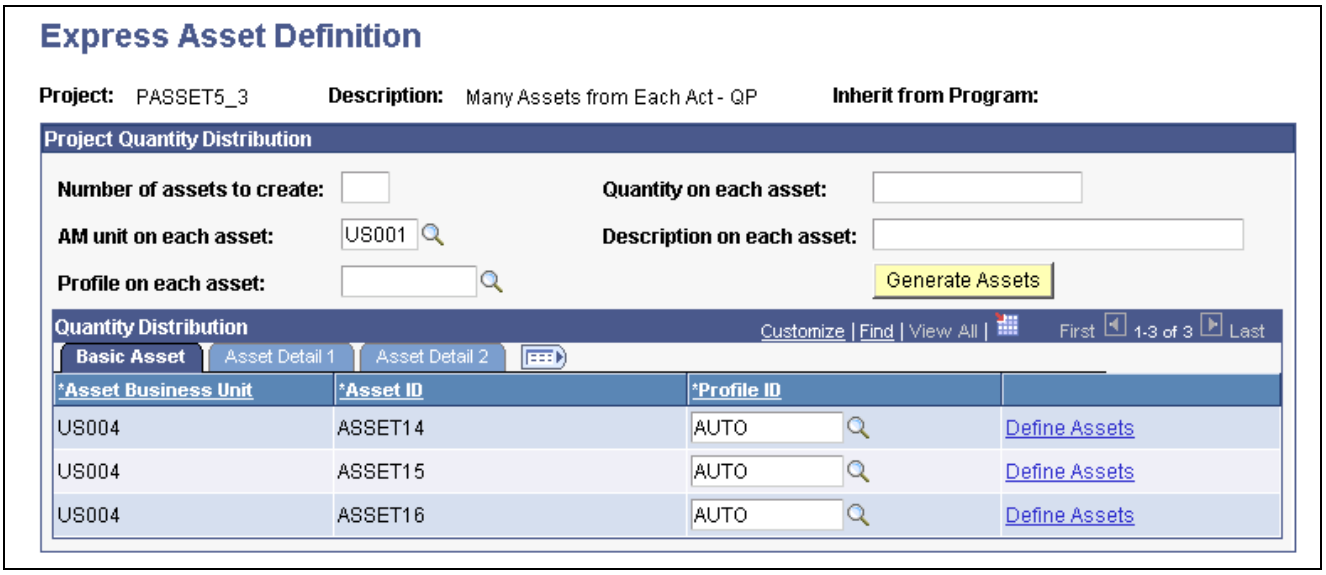
Using this distribution method, assets are related to activities within the designated project. Because of this relationship, each activity contributes the specified percentage on the asset row to the asset. This table illustrates an example in which a project with two activities distributes cost to each activity's respective assets:

Activity	Percentage	Asset 1	Asset 2	Asset 2	Asset 3	Asset 4
Activity 1	Asset 1 to receive 75% Asset 2 to receive 25%	75% of Activity 1	25% of Activity 1			
Activity 2	Asset 2 to receive 50% Asset 3 to receive 40% Asset 4 to receive 10%			50% of Activity 2	40% of Activity 2	10% of Activity 2

In this example, distributing cost percentages at the activity level results in each activity contributing a specified percentage of its cost to its respective assets. Note that the same asset (Asset 2 in this example) can draw its costs from more than one activity.

Distributing Quantities at the Project Level

Access the Express Asset Definition page.



Express Asset Definition page (quantity distribution at the project level)

This page appears when the navigation menu and the project capitalization rule is many assets from each activity, and the distribution option is project quantity distribution.

Enter parameters to indicate the number of assets to create from the designated project. After generating the list of assets that will be created, enter the necessary values to define express assets and relate them to a project and project activities.

Number of assets to create Enter the number of asset rows that the system will generate for the project. After rows are created, you can change this value to increase or decrease the number of rows. At least one row must always appear.

AM unit on each asset, Profile on each asset, Quantity on each asset, and **Description on each asset** Enter values that will populate the corresponding fields on asset rows that appear in the Quantity Distribution grid after you click the Generate Assets button.

The asset management business unit and profile appear on the Basic Asset tab. The asset description and quantity appear on the Asset Detail 1 tab.

Generate Assets Click this button to create the number of asset rows that you specified in the Number of assets to create field. The system populates the new asset rows with the field values from the Project Quantity Distribution group box.

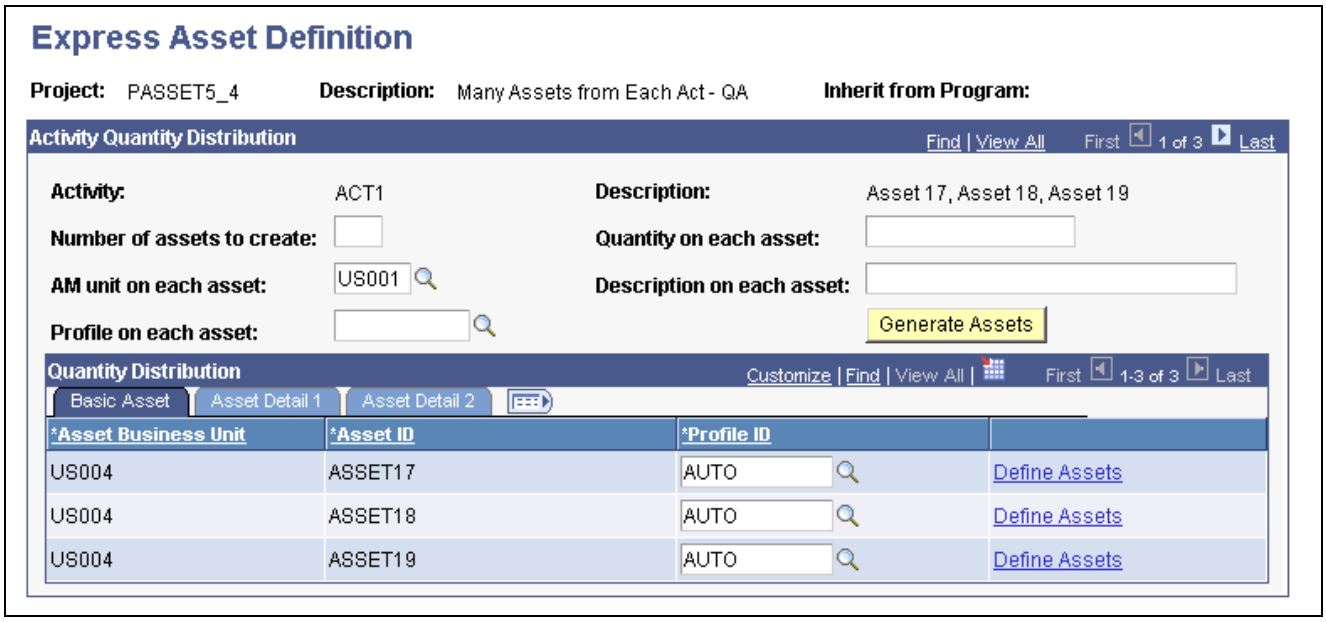
When you change the Number of assets to create field value, click Generate Assets to update the number of rows that appear. To clear all asset rows, enter a zero in the Number of assets to create field and click Generate Assets.

Warning! If you click Generate Assets after asset rows are created, the system deletes all existing rows and replaces them with the number of new rows that are specified in the Number of assets to create field.

When you save the page, the system relates the assets to each activity under this project that has integration enabled on the Asset Integration Rules page at the activity level. Additionally, the system distributes the project costs equally across the assets.

Distributing Quantities at the Activity Level

Access the Express Asset Definition page.



Express Asset Definition page (quantity distribution at the activity level)

This page appears when the project capitalization rule is many assets from each activity and the distribution option is activity quantity distribution.

Enter parameters to indicate the number of assets that are created from each of the designated project's activities. After generating the list of assets that will be created, enter the necessary values to define express assets and relate them to a project and project activities.

Number of assets to create Enter the number of asset rows that the system will generate for the project. After rows are created, you can change this value to increase or decrease the number of rows. At least one row must always appear.

AM unit on each asset, Profile on each asset, Quantity on each asset, and **Description on each asset** Enter values that will populate the corresponding fields on asset rows that appear in the Quantity Distribution grid after you click the Generate Assets button.

The asset management business unit and profile appear on the Basic Asset tab. The asset description and quantity appear on the Asset Detail 1 tab.

Generate Assets Click this button to create the number of asset rows that you specified in the Number of assets to create field. The system populates the new asset rows with the field values from the Activity Quantity Distribution group box.

When you change the Number of assets to create field value, click Generate Assets to update the number of rows that appear. To clear all asset rows, enter a zero in the Number of assets to create field and click Generate Assets.

Warning! If you click Generate Assets after asset rows are created, the system will delete all existing rows and replace them with the number of new rows that are specified in the Number of assets to create field.

When you save the page, the system distributes the activity costs equally across the assets.

Running the Express Capitalization Process

This section discusses how to:

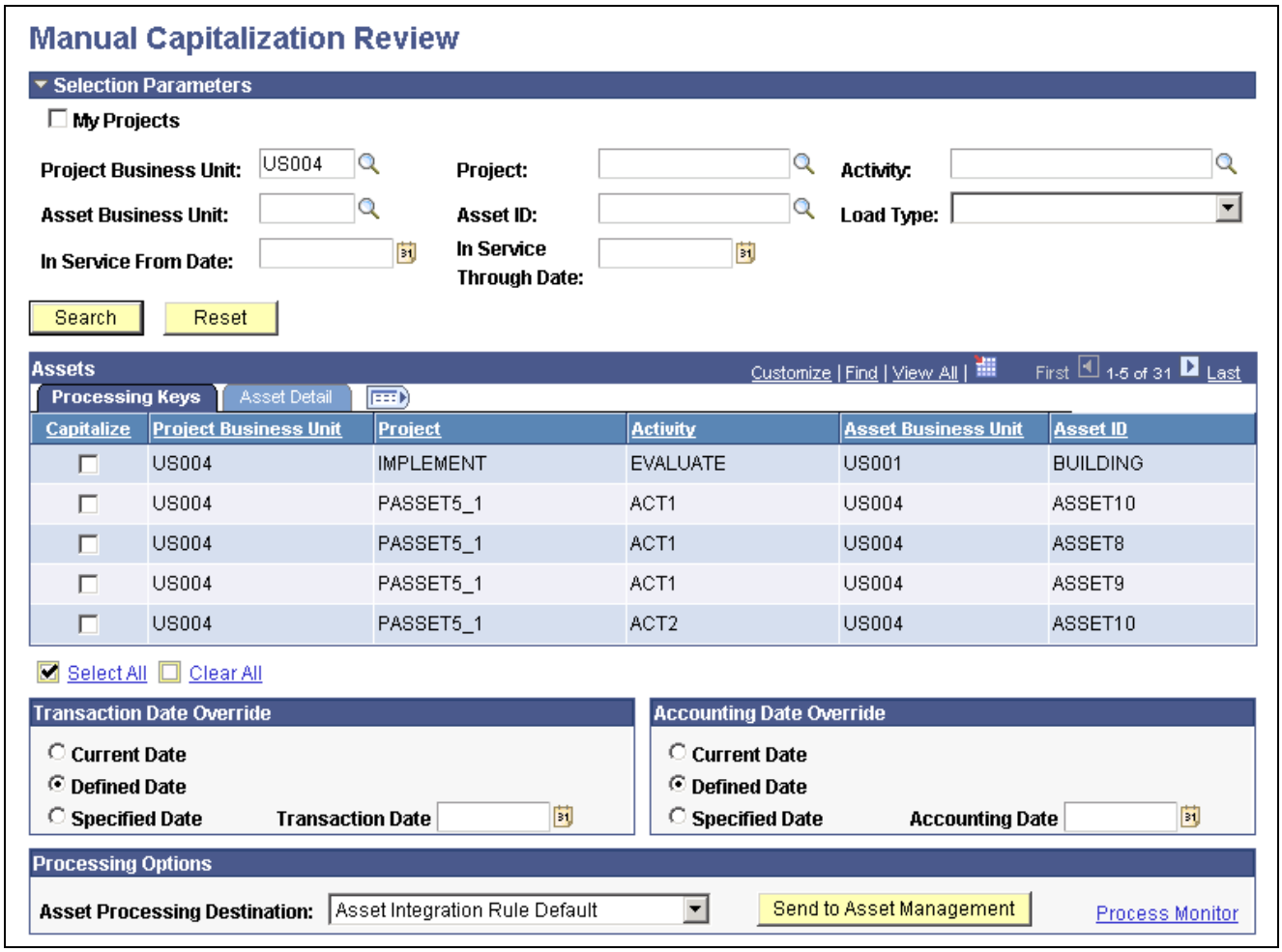
- Review assets before express capitalization.
- Initiate the Express Capitalization process.

Pages Used to Run the Express Capitalization Process

Page Name	Object Name	Navigation	Usage
Manual Capitalization Review	PC_AM_MAN_CAP	Project Costing, Assets, Manual Capitalization Review, Manual Capitalization Review	Review and select assets to capitalize from a list of assets that have either the manual asset creation or the manual adjustment trigger selected. Run the Express Capitalization process to create and send Project Costing assets to Asset Management.
Express Capitalization Process	RUN_PC_EXP_CAP	Project Costing, Assets, Express Capitalization Process, Express Capitalization Process	Specify run control parameters to run the Express Capitalization process, which creates and sends Project Costing assets to Asset Management.

Reviewing Assets Before Express Capitalization

Access the Manual Capitalization Review page.



Manual Capitalization Review page

When the asset creation trigger is Manual Capitalization Review on the Asset Integration Rules page, assets that are created from project transactions must be reviewed before they are sent to Asset Management. When the asset adjustment trigger is Manual Capitalization Review, asset adjustments must be reviewed before they are sent to Asset Management.

On this page you can retrieve the list of assets either by selecting the My Projects option or by entering a project business unit. Click Reset to clear the search criteria.

After you select the appropriate selection criteria, click Search to display a list of assets that require a review.

Transaction Date Override and **Accounting Date Override**

Select the date type that the system uses as the transaction date or the accounting date on all assets that are processed in this run control.

Available options are:

Current Date: The system stamps the Application Engine processing date on all assets that are processed in the run control.

Defined Date: The system uses the transaction date and accounting date that are specified on the Define Assets page as the dates for this run control. This is the default value.

Note. If you select the defined date for the transaction date override, you must also select defined date for the accounting date override. This ensures that you enter an accounting date on the run control page that is later than the transaction date. Additionally, you cannot select defined date as a transaction date override, and current date as an accounting date override, when you run the integration process.

Specified Date: Enter a date that the Send to Asset Management process uses to apply the appropriate date treatment to all assets that are capitalized in this run control.

Note. If you override the dates at run time that deviate from the defined dates, the system updates the values on Define Assets page.

Asset Processing Destination Select the option that determines how far the asset data flows into Asset Management when you click Send to Asset Management.

If you require asset approval before sending assets to Asset Management, the available options are:

Asset Integration Rule Default

Summarize

If you do not require asset approval before sending assets to Asset Management, the available options are:

Asset Integration Rule Default

Summarize

Summarize and Run Interface

Sum, Run and Load Transactions

Asset processing destination options are discussed in the Common Elements Used in This Chapter section.

See Chapter 25, "Managing Assets," Common Elements Used in This Chapter, page 451.

Send to Asset Management Click to run the Express Capitalization process based on the asset processing destination for the selected assets.

Initiating the Express Capitalization Process

Access the Express Capitalization Process page.

The Express Capitalization process runs at the business unit level and performs the following:

- Processes the Project Costing activities whose asset integration trigger event has occurred, when the Express Capitalization process is initiated from a run control page or a scheduled process.

  The process does not occur for activities with manual asset integration triggers.
- Assigns the cost transactions to their respective assets, and applies the end-of-year rule for adjustments and the remaining integration rules.

Asset Processing Destination

Select the option that determines how far the asset data flows into Asset Management when you run the process.

If you require asset approval before sending assets to Asset Management, the available options are:

Asset Integration Rule Default

Summarize

If you do not require asset approval before sending assets to Asset Management, the available options are:

Asset Integration Rule Default

Summarize

Summarize and Run Interface

Sum, Run and Load Transactions

Asset processing destination options are discussed in the Common Elements Used in This Chapter section.

See Chapter 25, "Managing Assets," Common Elements Used in This Chapter, page 451.

Note. You can initiate the Express Capitalization process from the Manual Capitalization Review page to process Project Costing activities with an asset integration trigger of manual capitalization review.

Project Costing does not perform open period validation when sending transactions to Asset Management.

Setting Up and Using Manual Capitalization

To set up and use manual capitalization, use these components:

- Asset Profile (PROFILE_PC).
- Project Costing Options (PC_BUS_UNIT_OPT).
- Project General (PROJECT_GENERAL).
- Activity General (PROJECT_ACTIVITY).
- Project Costing Asset Definition (PC_AM_DEFN)
- Relate Assets by Project ID (PC_PCAM_DEFN)
- Assign Resources to an Asset component (PC_AM_RESOURCES)
- Selection Criteria component (PC_SEL_CRITERIA)

This section discusses how to:

- Define asset profiles if you do not use Asset Management.
- Define asset integration rules for manual capitalization.
- Define project assets.
- Capitalize assets in the early phases of projects.
- Relate assets to projects and activities for manual capitalization.
- Relate projects and activities to assets for manual capitalization.

- View assets and profiles related to projects.
- Assign transactions to assets.
- Define date, activity, and transaction filter criteria.
- Define department, location, and asset profile criteria.
- Define custom filter criteria.

Pages Used to Set Up and Use Manual Capitalization

Page Name	Object Name	Navigation	Usage
Asset Profile	PROFILE_DEFN_PC	Set Up Financials/Supply Chain, Product Related, Project Costing, General Options, Asset Profile, Asset Profile	Create asset profiles in Project Costing if you do not use Asset Management.
Project Costing Options - Asset Integration Rules	PC_AM_RULE_BU	Setup Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options Select the Asset Integration Rules tab.	Set up integration with Asset Management at the business unit level.
Project Definitions - Asset Integration Rules	PC_AM_RULE_PRJ	Project Costing, Project Definitions, General Information Select the Asset Integration Rules tab.	Set up integration with Asset Management at the project level.
Activity Definitions - Asset Integration Rules	PC_AM_RULE_ACT	Project Costing, Activity Definitions, General Information Select the Asset Integration Rules tab.	Set up integration with Asset Management at the activity level.
Define Assets	PC_AM_DEFN	Project Costing, Assets, Define Assets, Define Assets	Specify basic information about a project asset.
Relate by Project	PC_PCAM_DEFN	Project Costing, Assets, Relate by Project, Relate by Project	Associate assets with a specific project.
Assign Transactions to Assets	PC_AM_RES_SUM	Project Costing, Assets, Assign Transactions to Assets, Assign Transactions to Assets	You can view the list of assets or profiles that are related to a project, and drill down into the asset or profile to assign transactions.
Assign Transactions	PC_AM_RESOURCES	Click the Assign Transactions link on the Assign Transactions to Assets page after you save the row.	Assign or clear transactions to a profile or asset. View transactions that are eligible for asset assignment.

Page Name	Object Name	Navigation	Usage
Define Filter Criteria - Standard 1	PC_SEL_CRITERIA1	Click the Define Filter Criteria link on the Assign Transactions page.	Define selection criteria for date, activity, and transaction fields.
Define Filter Criteria - Standard 2	PC_SEL_CRITERIA2	Select the Standard 2 tab on the Define Filter Criteria - Standard 1 page.	Define selection criteria for department, activity location, and asset profile. This is an extension of the Define Filter Criteria - Standard 1 page.
Define Filter Criteria - Custom	PC_SEL_CRITERIA3	Select the Custom tab on the Define Filter Criteria - Standard 1 or Standard 2 page.	Include or exclude transaction fields from the criteria definition.

Defining Asset Profiles If You Do Not Use Asset Management

Access the Asset Profile page.

Define templates that contain standard depreciation criteria for an asset type and its corresponding asset books. Asset profiles are discussed in the "Setting Up Project Costing Control Data" chapter.

See Chapter 4, “Setting Up Project Costing Control Data,” Asset Profiles, page 40.

See Chapter 4, “Setting Up Project Costing Control Data,” Defining Asset Profiles in Project Costing, page 61.

Defining Asset Integration Rules for Manual Capitalization

Access the Asset Integration Rules page.

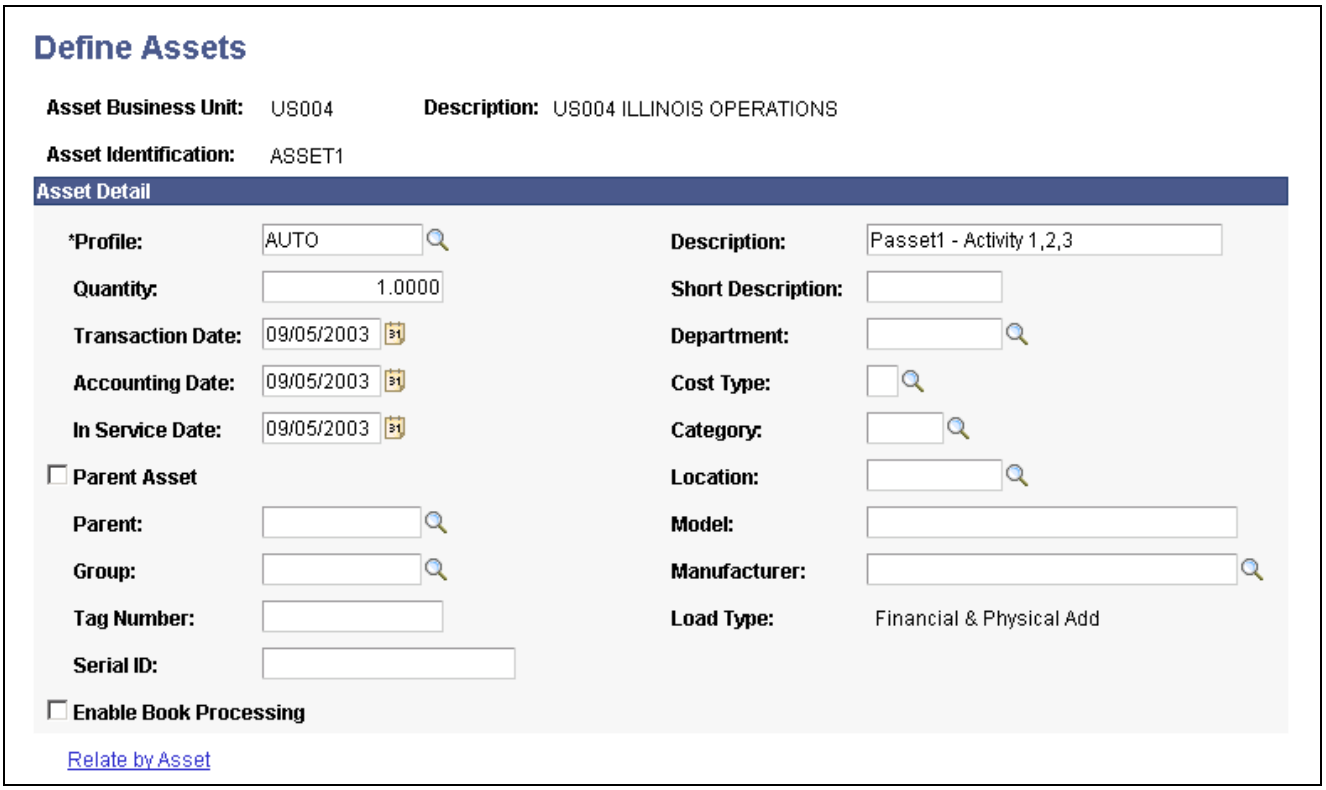
To enable the manual asset integration processes to create assets from the business unit’s project activities:

1. Select Enable Integration in the Asset Integration Defaults group box.
2. Select an integration type of Capitalization.
3. Select an asset identification rule of Manual Identification.

After you select the manual identification rule on the Asset Integration Rules page you will perform other manual steps to define assets, relate assets to projects, and assign transactions to assets. After those manual steps are complete, the values that you specify on this page for timing triggers, asset location source, destination of asset rows, and asset adjustment rules can be used for the manual capitalization process.

Defining Project Assets

Access the Define Assets page.



Define Assets page

Some of the fields that are discussed in this section are defined in the Common Elements Used in This Chapter section.

Note. Project Costing can create capitalized rows and distribute them without integrating with Asset Management. You can use the Asset Management Loader tables, but you must create a custom process that PeopleSoft does not support to extract data from the tables.

When an asset definition is created in Asset Management, information such as depreciation method, useful life, category, or group asset ID are inherited from the asset profile. You can override default values from the profile on this page.

Transaction Date Enter the date that the asset transaction occurs. This date is used as the default value for the transaction date override on the Manual Capitalization Review page.

The transaction date of an adjustment that you make after an asset is created must be equal to or greater than the previous transaction date.

Accounting Date Enter the date for which the asset transaction is accounted. This date is used as the default value for the accounting date override on the Manual Capitalization Review page.

Parent Asset Select to indicate the asset as a parent asset.

Cost Type Enter the cost type for the asset. The Cost Type field (COST_TYPE) resides in the Project Transaction table as well as in the PeopleSoft Enterprise Payables and Purchasing systems that feed data to Project Costing. Breakdown by cost type can occur for assets that are created from those transaction rows if the installation option Cost Type from Transaction is selected.

If the Cost Type from Transaction installation option is not selected, only the cost type that you enter in this field is included with the asset.

Note. To ensure data integrity in Asset Management, after you specify the Cost Type from Transaction option during installation, do not change it.

Model Enter the model identifier that is assigned to the asset.

Load Type Displays the transaction load type that Asset Management uses to determine the types of transactions that occur when the Load Transaction into Asset Management process loads rows into the Asset transaction tables.

Interface Status Displays the status of the integration from Project Costing to Asset Management, such as *Pending* or *Generated.*

Enable Book Processing Select to enable the asset's transaction costs to be tracked by book in the Asset Management system.

See Also

PeopleSoft Enterprise Asset Lifecycle Management Fundamentals 8.9 PeopleBook, "Setting Up Accounting Entry and Financial Processing for Asset Management," Defining Financial Processing for Asset Management

PeopleSoft Enterprise Asset Management 8.9 PeopleBook, "Adding and Maintaining Assets," Maintaining Asset Book Information

Capitalizing Assets in the Early Phases of Projects

Costs that a project incurs can be depreciated during the early phases of a project's life cycle even before you know exactly what assets the project will create. By using the Summarize by Profile feature in Project Costing to integrate with Asset Management, the system automatically reverses profile summaries and creates permanent assets when you process the actual asset information.

To set up this integration process:

1. Create a project and a work breakdown structure (WBS) that contains one or more activities.

   You must select an asset identification rule of Manual Identification on the Asset Integration Rules page.

2. Define a temporary asset by using the Define Assets page.

   When you define the permanent asset, assign the same asset profile to the permanent asset as you assign to the temporary asset.

3. Relate the temporary asset to the appropriate project activities.

   You must select a Summarization Type of *By Profile* on the Relate by Project page or Relate by Asset page.

4. Accumulate transaction costs against the project activities.

   Transactions with an analysis type that belongs to the *PRECL* (PC to AM Profile Summary) analysis group are eligible for assignment during this process.

5. Assign transactions to the temporary asset.

   You must select an Assign Type of *Profile* on the Assign Transactions to Assets page.

6. Run the Send to Asset Management process.

   You must select a Summarize Type of *By Profile* on the Send to Asset Management page.

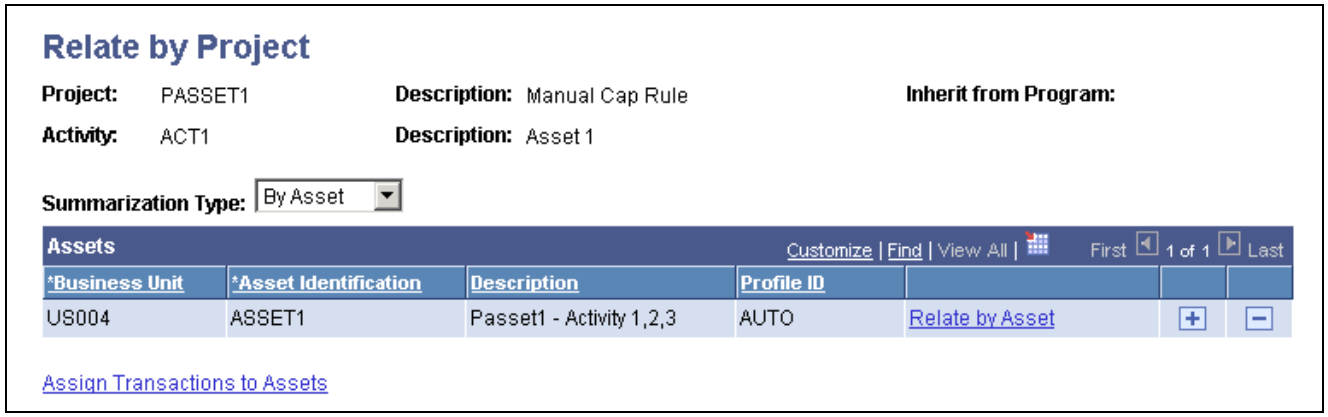
Use the manual capitalization process when you are ready to capitalize the permanent asset. On the Relate by Project page, select a summarization type of *By Asset.* On the Assign Transactions to Assets page, select an assign type of *Asset.*

Before you run the Send to Asset Management process you must change the accounting date of the temporary asset to match the accounting date of the permanent assets. Additionally, you must change the transaction date of the permanent assets to match the original transaction date of the temporary asset. This ensures that the system reverses the temporary asset capitalized value and uses the correct final capitalized amount to create the permanent assets.

Relating Assets to Projects and Activities for Manual Capitalization

Access the Relate by Project page.

Note. You can relate a single asset to multiple projects and activities.



Relate by Project page

This page displays a project's view of the data. Add rows to associate the project activity with additional assets.

Summarization Type Select whether to summarize *By Asset* or *By Profile.*

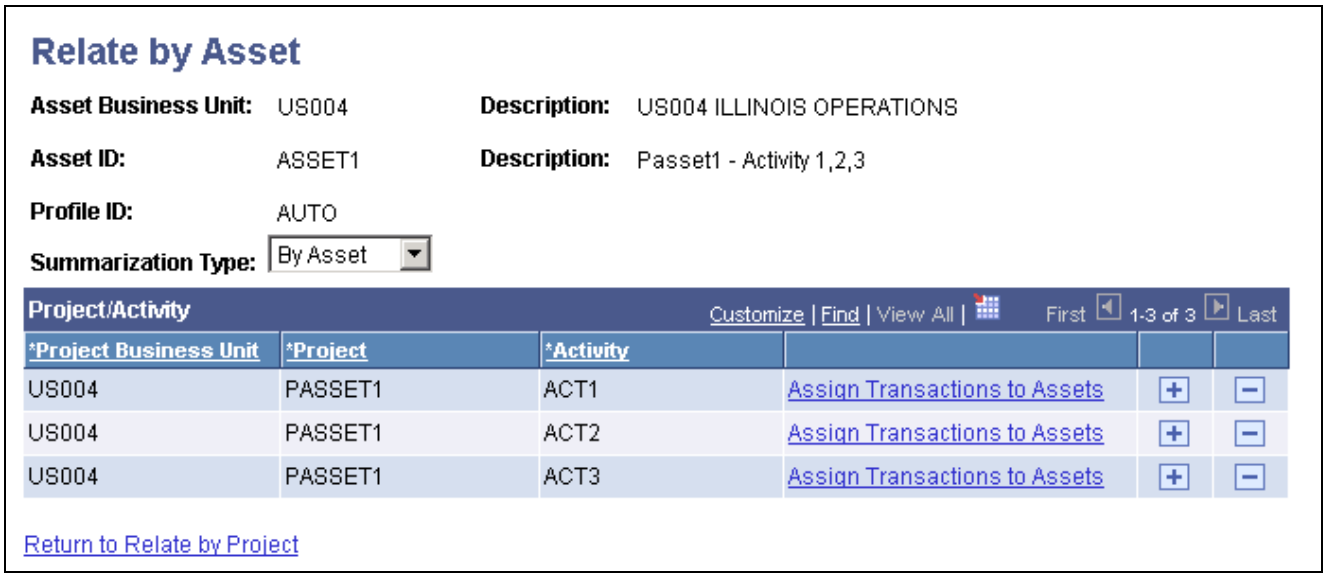
Relate by Asset Click the Relate by Asset link after saving a row to access the Relate by Asset page, which provides a different view of the relationship between the project and asset.

Assign Transactions to Assets Click to access the Assign Transactions to Assets page, which contains a list of assets for assignment to transactions.

Relating Projects and Activities to Assets for Manual Capitalization

Access the Relate by Asset page.

Note. You can relate a single asset to multiple projects and activities.



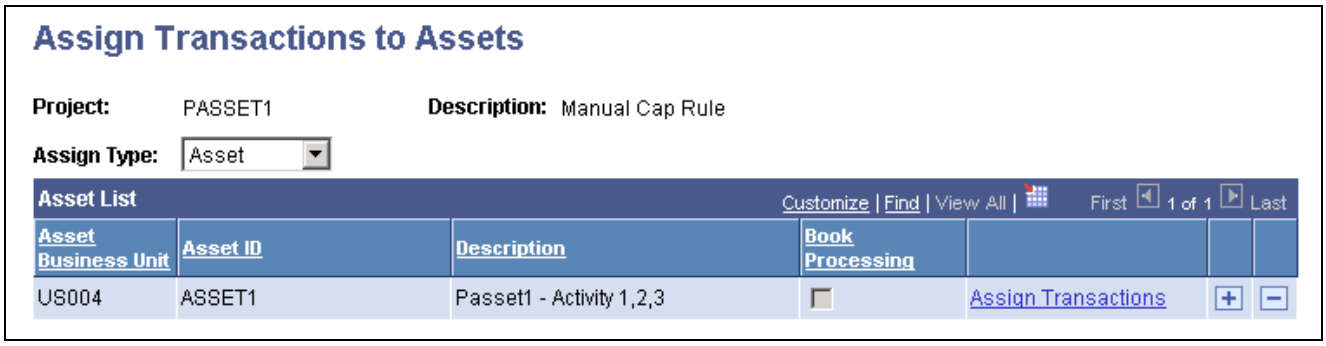
Relate by Asset page

This page displays an asset's view of the data and it is used to associate an asset with project activities. Add rows to associate the asset with additional project activities.

Assign Transactions to Assets Click to access the Assign Transactions to Assets page, which contains a list of assets for assignment to transactions. This link appears when you save the row.

Viewing Assets and Profiles Related to Projects

Access the Assign Transactions to Assets page.



Assign Transactions to Assets page

Projects appear on this page if the project's asset identification rule is Manual Identification on the Asset Integration Rules page.

Assign Type Select *Asset* or *Profile*. These options determine the fields that appear on the asset list rows.

Retire appears as the assign type if the project has an integration type of Retirement on the Asset Integration Rules page.

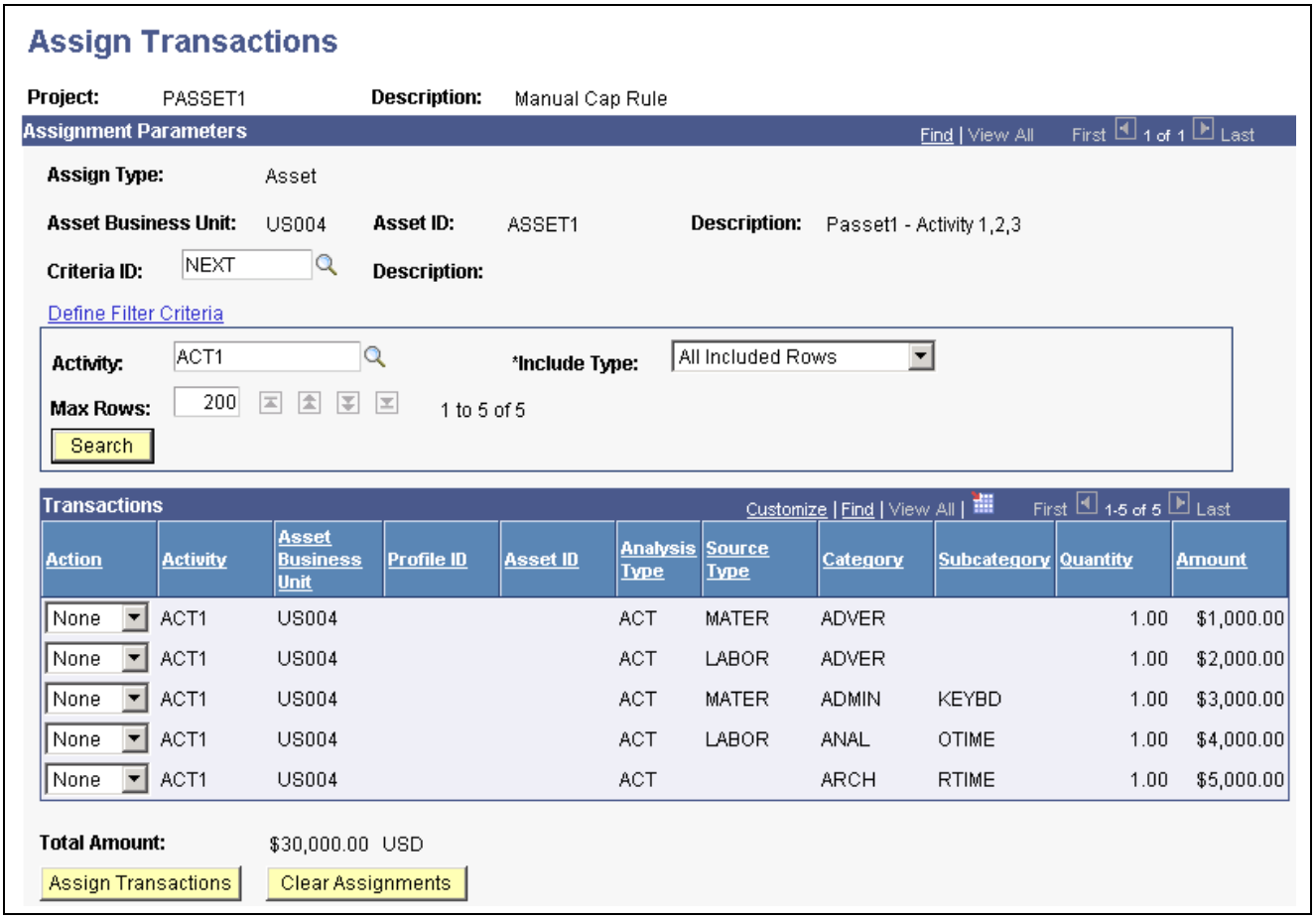
Book Processing Displays the value that is inherited from the Enable Book Processing field on the Define Assets page.

Save Click to enable the Assign Transactions link.

Assign Transactions Click to access the Assign Transactions page where you can complete the transaction assignment process. This link is available after you save the row.

Assigning Transactions to Assets

Access the Assign Transactions page.



Assign Transactions page

Use this page to:

- Assign a group of transactions to a profile or an asset.
- Clear a group of transactions from the profile or asset.
- View transactions that are eligible or ineligible for asset assignment based on specific criteria.
- Selectively override the criteria for individual transactions.

Criteria ID Select a value or create a new criteria ID. To create a new ID, either enter a new ID or keep the default value of *NEXT* and let the system assign the criteria ID.

Define Filter Criteria Click to access the Selection Criteria component (PC_SEL_CRITERIA), where you can view and edit existing filter criteria that determine which project activity costs to include in the asset.

Note. The system determines which transactions are eligible for assignment based on the filter criteria and the value of the Asset Management Distribution Status field (AM_DISTRIB_STATUS). Only transactions that have not been distributed to Asset Management are eligible for assignment by using the Assign Transactions page. Transactions with an Asset Management distribution status value of *D* (distributed) are not eligible for assignment.

Activity Enter an activity to display only the transactions that are associated with the specified activity. To display all transactions that are associated with the project, leave the Activity field blank.

Max Rows (maximum rows) Enter the maximum number of rows to appear in the Transactions grid. This may result in fewer rows appearing in the grid than the number of transactions that are actually assigned to the asset.

Include Type Select a filter that operates in conjunction with the Activity and Max Rows fields to determine the rows that appear in the grid. This field also works with the Action field, which can affect which transactions that appear in the grid are actually processed.

Available options are:

All Excluded Rows: Displays transactions that do not meet the criteria or are manually excluded and are not to be processed.

All Included Rows: Displays transactions that meet the selection criteria and any manually included rows to be processed.

Manually Excluded Rows: Displays transactions where the Action field is manually changed to *Exclude.*

Manually Included Rows: Displays only transactions where the Action field is manually changed to *Include.*

Search Click to retrieve all transactions that match the selected criteria and Include Type option.

Note. The Activity, Max Rows, and and Include Type fields define only which rows appear in the grid. These fields are used for viewing only, whereas the Criteria ID field is used to filter rows. For example, assume that the filter criteria returns transaction rows with activities of PLAN, DEVELOP, and BUILD. You can enter a value of *PLAN* in the Activity field to view only the transaction rows in the PLAN activity. If you click the Assign Transactions button, the system stamps the asset information on all transactions from the PLAN, DEVELOP, and BUILD activities that the system returned based on the criteria ID.

Action Select an action to override individual rows that meet the selected criteria. This field works with the Include Type field to specify which transactions in the grid to process. Available options are:

Clear: When the include type is *Manually Included Rows* or *Manually Excluded Rows,* the *Clear* action removes the manual override. The transactions are processed by the selection criteria and may be included or excluded based on the selection criteria.

Exclude: When the include type is *All Included Rows* or *Manually Included Rows,* the *Exclude* action overrides the selection criteria for this row.

Include: When the include type is *All Excluded Rows* or *Manually Excluded Rows,* an action of *Include* overrides the selection criteria for this row.

None: No action is taken and rows appear in the grid based on the option that is selected in the Include Type field. This is the default value.

Save Click to store the selections that are on this page.

Warning! You must save the selections on this page before you click the Assign Transactions or Clear Assignments buttons. Otherwise, you will lose any unsaved actions when the assign or clear event occurs.

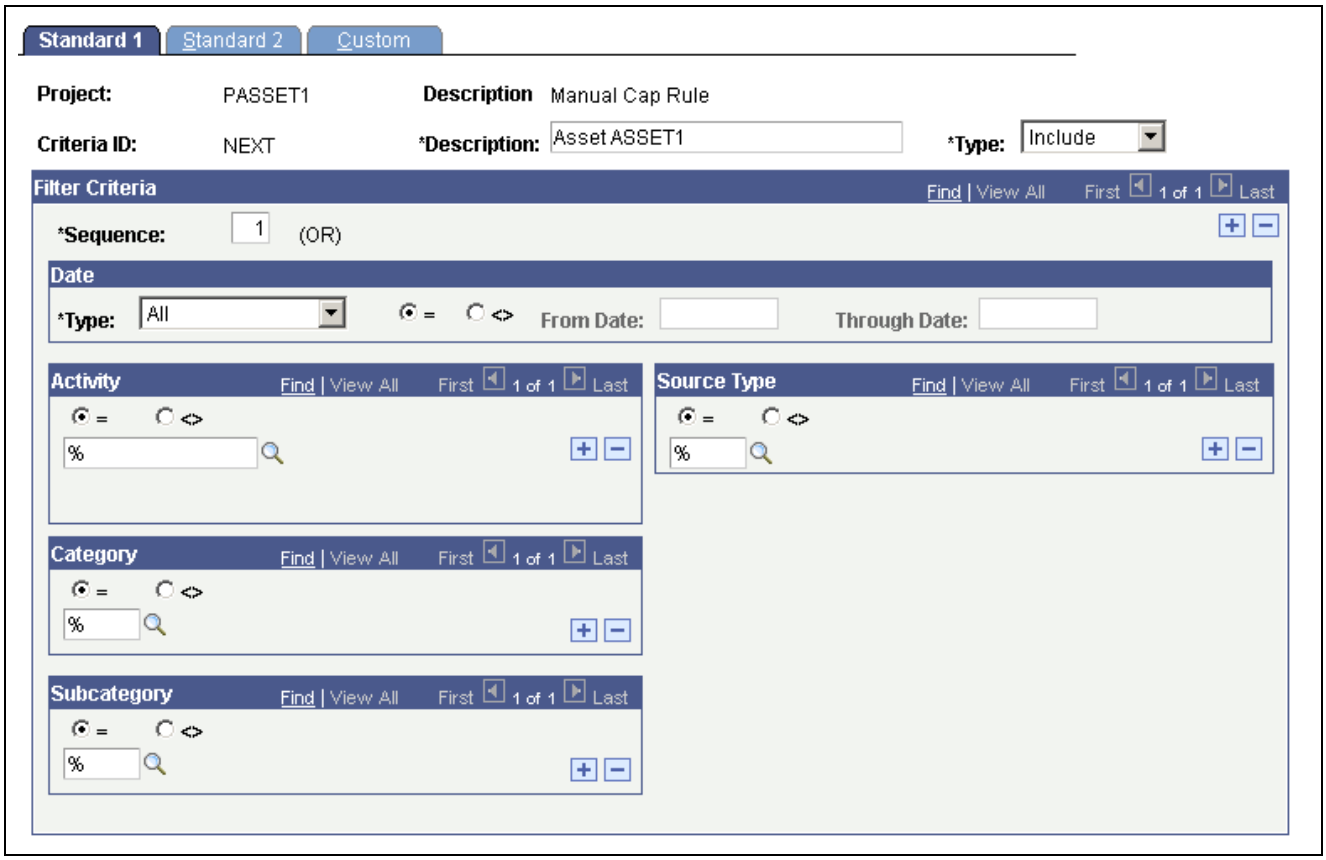
Assign Transactions Click to assign and stamp an asset business unit, profile ID, and asset ID in the Project Transaction table for eligible transactions. This process defines how the system distributes project costs to assets.

Note. When you click the Assign button, the system stamps and assigns all eligible rows, not just rows that are visible in the Transactions grid. You must relate assigned rows to the asset before they can be used to create an asset. You can assign a row then relate it to the asset after the asset is already created. Rows that are sent to an existing asset are treated as adjustments in the asset management system.

Clear Assignments Click to clear the asset business unit, profile ID, and asset ID from the grouped transactions.

Defining Date, Activity, and Transaction Filter Criteria

Access the Define Filter Criteria - Standard 1 page.



Define Filter Criteria - Standard 1 page

Define criteria to determine what transactions are eligible to select transactions for asset assignment. You must define filter criteria each time that you create a new project for the manual capitalization process. The system stores manual capitalization filters at the project level, and the express capitalization filters at the project business unit level.

Type (criteria) — Choose to *Include* or *Exclude* transactions that meet the criteria.

Sequence — Enter the sequence number. A row that does not meet the criteria that is in sequence 1 is still included if it meets the criteria in a subsequent sequence.

For each sequence, all field values must be met for the system to include a transaction row.

Type (date) — Select *Accounting Date, Transaction Date,* or the default value of *All.*

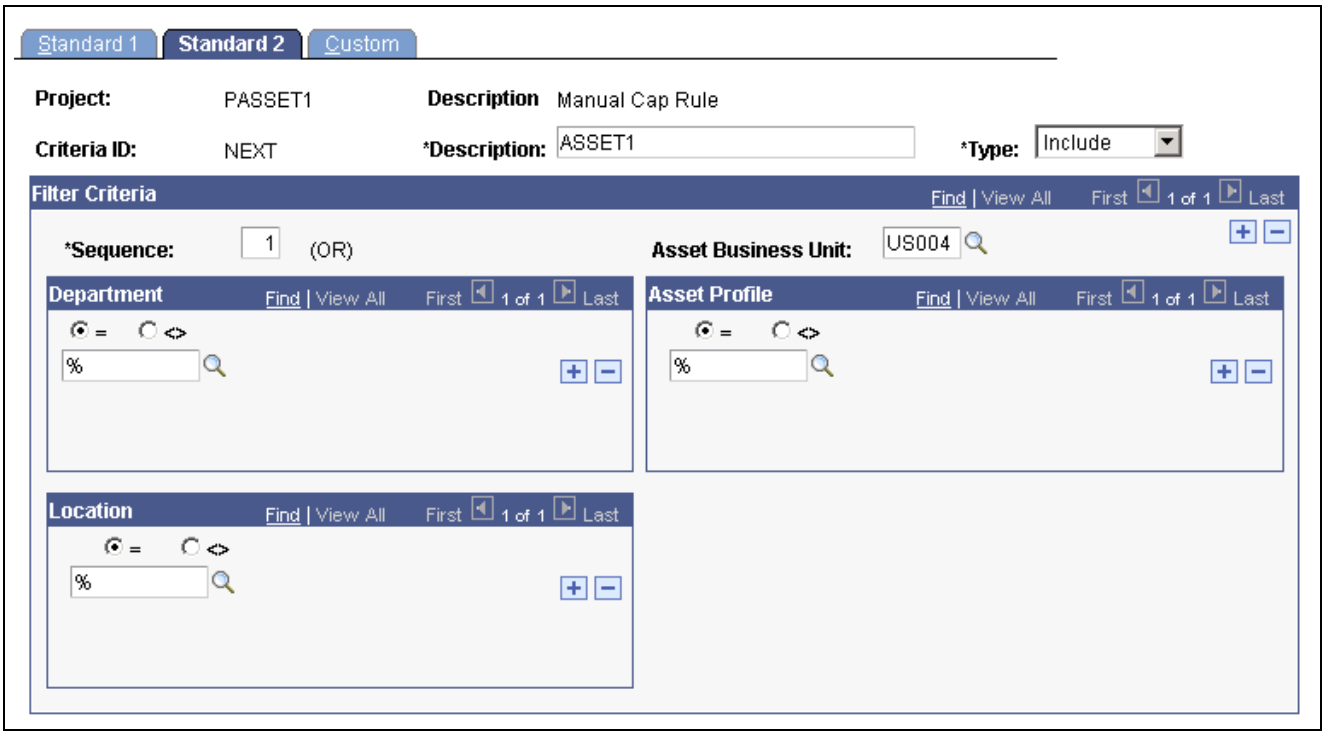
= or <> — Choose the operand to specify if transactions are included in the selection criteria if their date is equal to (=) or not equal to (<>) the selected date range.

From Date and **Through Date** — Select a date range if the date type is *Accounting Date* or *Transaction Date.* These fields are not available if you select a date type of *All.*

Activity, Source Type, Category, and **Subcategory** — Select operands and enter valid values for this project.

Defining Department, Location, and Asset Profile Criteria

Access the Define Filter Criteria - Standard 2 page.



Define Filter Criteria - Standard 2 page

Description (criteria) Enter a description in the field or leave the default description from the Define Filter Criteria - Standard 1 page.

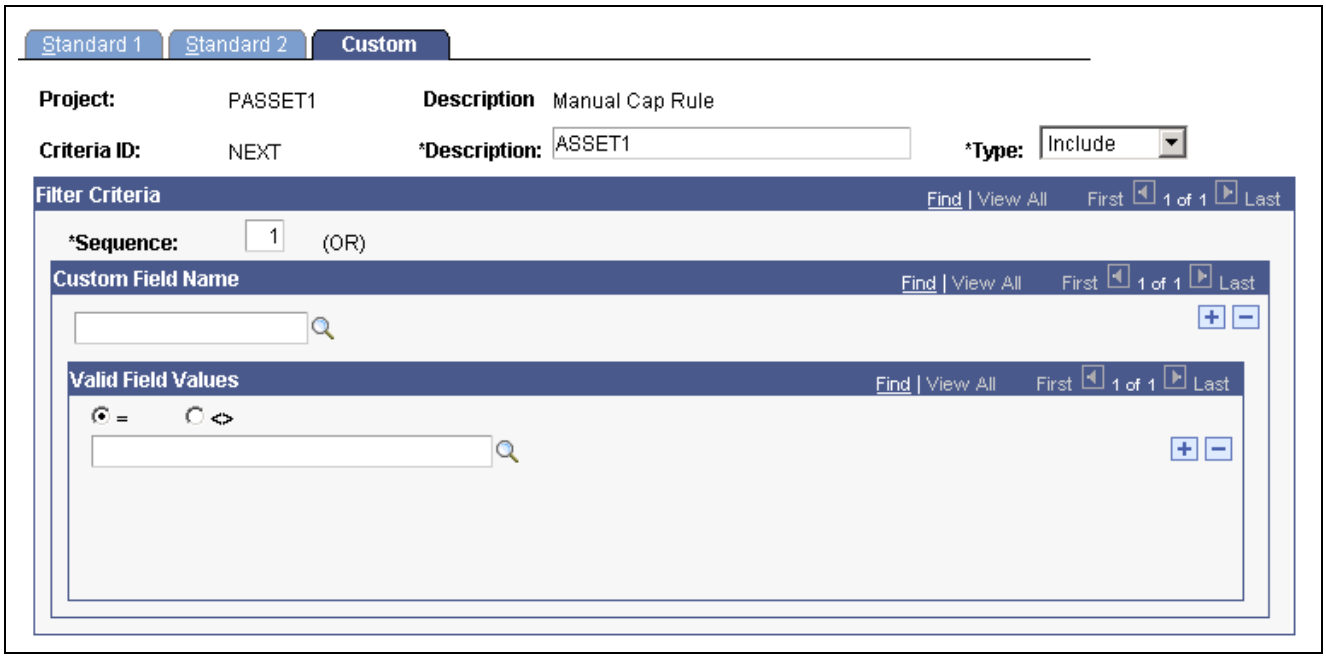
Department Select from the list of departments that are defined for this business unit and project.

Location Specify the location of each activity when defining the activity. This field refers to the location of the activity, not the location of the asset in Asset Management. If you exclude location from the selection criteria, the system excludes all transactions that are associated with the activity.

Asset Profile Select from the list of asset profiles that are based on the value in the Asset Business Unit field.

Defining Custom Filter Criteria

Access the Define Filter Criteria - Custom page.



Define Filter Criteria - Custom page

Custom Field Name Select a field from the drop-down list box that is unique from the fields that are available on the Define Filter Criteria - Standard 1 and Standard 2 pages.

Valid Field Values Select the operand to specify if the field name and its associated value is included (=) or excluded (<>) from the definition.

See Also

Chapter 25, “Managing Assets,” Assigning Transactions to Assets, page 481

Running the Manual Capitalization Process

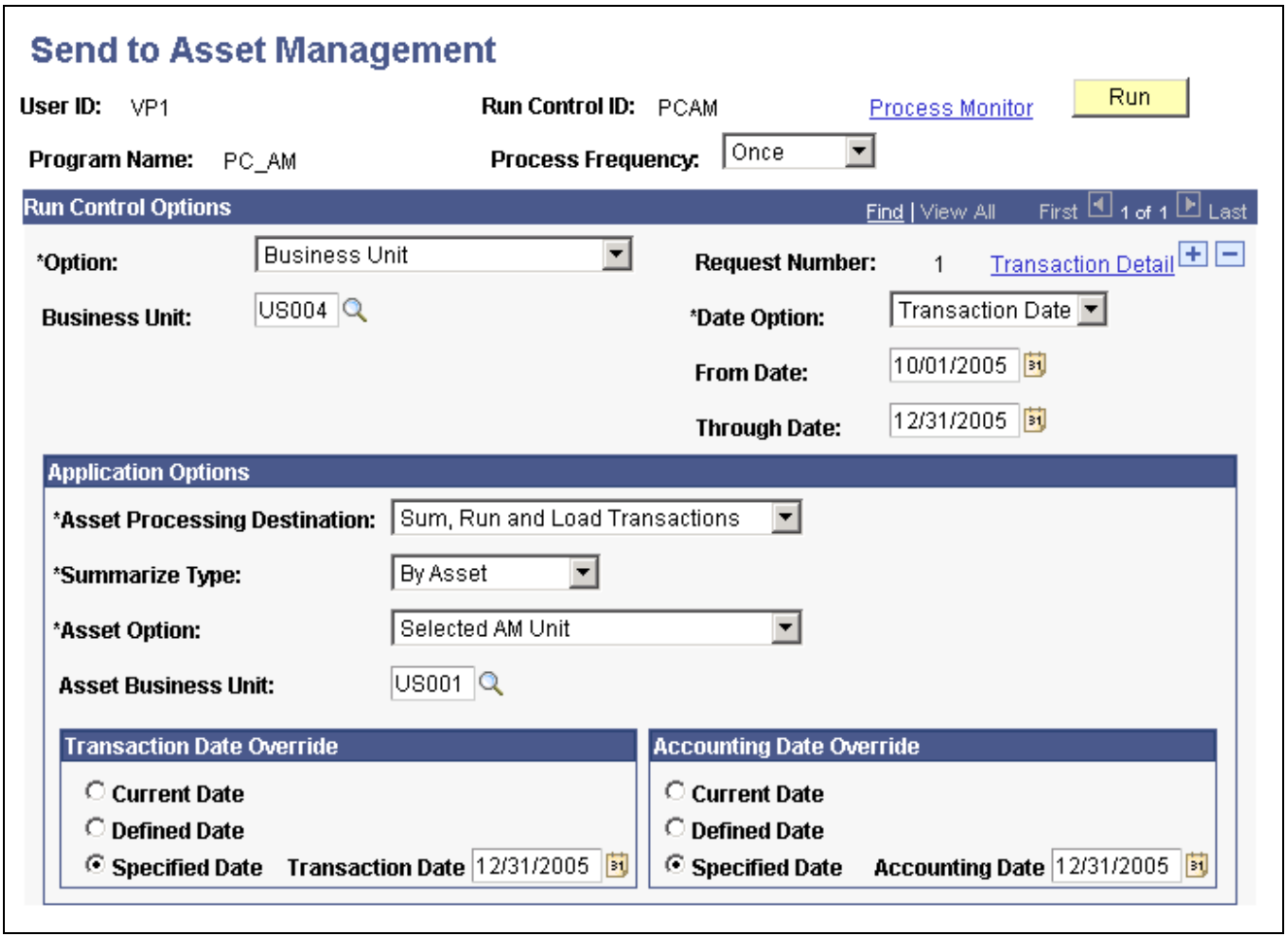
This section discusses how to initiate the manual capitalization process.

Page Used to Run the Manual Capitalization Process

Page Name	Object Name	Navigation	Usage
Send to Asset Management	RUN_PC_AM	Project Costing, Assets, Send to Asset Management, Send to Asset Management	Run the Send to Asset Management Application Engine process (PC_AM) to send information from Project Costing to Asset Management and capitalize project assets.

Initiating the Manual Capitalization Process

Access the Send to Asset Management page.



Send to Asset Management page

Run the Send to Asset Management process periodically to send information to Asset Management.

You must use this page if you want to summarize transactions by profile, or process asset information at the book level.

Based on asset integration rules and the options that you select on this page, the process can accomplish these tasks that are associated with capitalizing project assets:

- Summarize transactions by profile or asset.
- Populate Asset Management Loader tables with summarized profile or asset data.
- Reverse summarized profiles when summarizing by asset, if needed.

Option Select an option to run the process for all activities or for specific ones. Available options are:

All: Brings in transactions that are associated with all activities.

Business Unit: Specifies transactions that are for the selected business unit.

Business Unit/Project: Specifies transactions that are for the selected business unit and project.

Business Unit/Project/Activity: Specifies transactions that are for the selected business unit, project, and activity.

Asset Processing Destination

Select the option that determines how far the asset data flows into Asset Management when you click Send to Asset Management.

If you require asset approval before sending assets to Asset Management, the available options are:

Run Interface

Run Interface and Load

Summarize

If you do not require asset approval before sending assets to Asset Management, the available options are:

Run Interface

Run Interface and Load

Sum, Run and Load Transactions

Summarize

Summarize and Run Interface

Asset processing destination options are discussed in the Understanding Asset Capitalization Processes, Common Elements Used in This Chapter section.

See Chapter 25, "Managing Assets," Common Elements Used in This Chapter, page 451.

Summarize Type

Specify a summary type if one of the summarize run options is selected. This determines how the process summarizes transactions.

By Profile: Select to summarize all transactions with the same profile. Transactions with an analysis type that belongs to the *PRECL* analysis group are eligible for this process.

Note. You do not have to summarize by profile in order to summarize by asset.

By Asset: Select to summarize all transactions with the same asset ID. Transactions with an analysis type that belongs to the *CLOSE* analysis group are eligible for this process.

Note. You can modify which costs are included in the summarization by adding analysis types to analysis groups.

Asset Option

Select from these options to further define the process:

All: Select to process all transactions that are associated with assets or profiles.

Selected AM Unit: Select to process all transactions that are associated with assets or profiles that belong to a specific asset business unit.

Selected AM Unit / Asset ID: Select to process transactions that are associated with a specific asset ID and asset business unit.

If data does not load into any of the Asset Management production tables after you run the integration process, check for these possibilities:

- You cannot send acquisition detail for group assets to Asset Management.

Group assets coming from Project Costing should not have acquisition detail functionality.

- If the system does not load cost rows into the asset management system, verify that the Group Asset Processing option is selected on Installation Options - Asset Management page (INSTALLATION_AM).

  The cost rows for group assets load only if this option is selected.

Note. Project Costing does not perform open period validation when sending transactions to Asset Management.

See Also

PeopleSoft Enterprise Asset Lifecycle Management Fundamentals 8.9 PeopleBook, "Integrating Asset Management with Other Products," Previewing Data in the Loader Tables

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Setting Installation Options for PeopleSoft Applications," Defining Asset Management Installation Options

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

Reviewing and Approving Assets

You can review and approve asset transactions before transferring them to the asset management system when you create or adjust assets in Project Costing.

This section discusses how to:

- Select asset transactions for review.
- Review and approve summarized assets.
- Reverse asset transactions.
- Review assets staged in Project Costing.

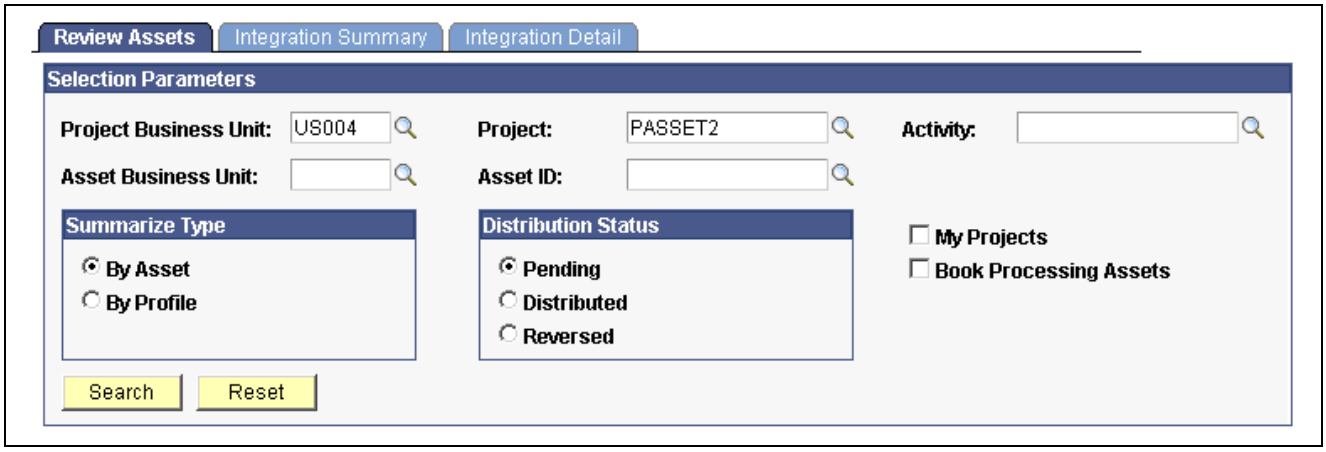
Note. The pages discussed in this section apply only to assets that you create or adjust in Project Costing. The Approve Review Assets component does not apply to asset retirement transactions.

Pages Used to Review and Approve Assets

Page Name	Object Name	Navigation	Usage
Review Assets	PC_AM_APPROVE	Project Costing, Assets, Review Assets, Review Assets	Search for asset transaction rows to send to Asset Management, hold for later processing, or reject for the capitalization process.
Integration Summary	PC_AM_APPRV_ASSTS	Project Costing, Assets, Review Assets, Integration Summary	Review summarized amounts for assets that met the search criteria on the Review Assets page and select rows to process.
Integration Detail	PC_AM_PND_ASSTS2	Project Costing, Assets, Review Assets, Integration Detail	Analyze detail (nonsummarized) transaction rows in the PC to AM Staging table that have not been sent to Asset Management.
Integration Detail	PC_AM_PND_ASSTS1	Project Costing, Assets, Review Assets, Integration Detail	Analyze detail (nonsummarized) transaction rows in the PC to AM Staging table that have not been sent to Asset Management. This page appears if you use book processing and includes a book scroll area.

Selecting Asset Transactions for Review

Access the Review Assets page.



Review Assets page

Enter search criteria to retrieve the list of assets that you want to review. You must select at least one of these fields:

- Project Business Unit

- Asset Business Unit
- My Projects

Project Business Unit Enter a project business unit to limit the assets retrieved to those related to the specified value.

Project Enter a project to limit the assets retrieved to those related to the specified value. Available projects are based on the project business unit.

Activity Enter an activity to limit the assets retrieved to those related to the specified value. Available activities are based on the project.

Asset Business Unit Enter an asset business unit to limit the assets retrieved to those related to the specified value.

Asset ID Enter an asset ID to limit the assets retrieved to those related to the specified value. Available activities are based on the asset business unit.

My Projects Select to retrieve assets that are listed in your My Projects page.

Book Processing Assets Select to retrieve assets that you are creating by using Project Costing's book processing functionality.

Search Click to access the Integration Summary page where rows that meet your search criteria appear in the Approve Assets grid.

Reset Click to clear the search parameters on this page except for Summarize Type, and to clear all grids in the Approve Review Assets component.

Summarize Type

Select to limit the assets retrieved to those that are either summarized by asset or summarized by profile. The default value is By Asset.

Distribution Status

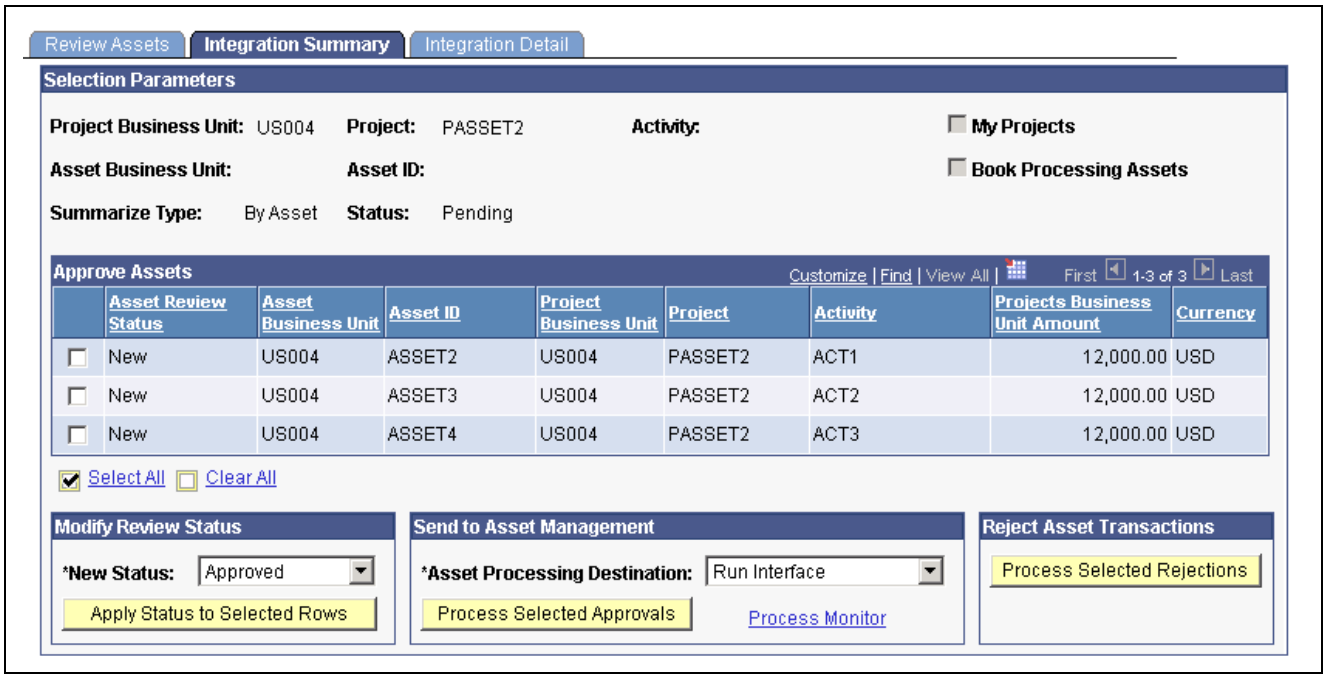
Pending Select to limit the assets retrieved to those that have been summarized in the PC to AM Staging table. This is the default value.

Distributed Select to limit the assets retrieved to those that have been distributed to Asset Management.

Reversed Select to limit the assets retrieved to those that were previously sent to Asset Management and subsequently reversed.

Reviewing and Approving Summarized Assets

Access the Integration Summary page.



Integration Summary page

The selection criteria from the Review Assets page appears at the top of this page. If you use project level security, the system retrieves only the projects to which you have security access. If you don't use project level security, the system returns all projects that match the search criteria. Additionally, using PeopleTools security, you can grant full access to this page to users who approve and reject assets, and grant read-only access to users who need to enter search parameters and retrieve data, but do not need to change asset status or run the integration process.

Approve Assets

Asset transaction rows have an interface status of New when they are first sent to the PC to AM Staging table. If assets require approval prior to sending them to Asset Management, rows with a New status will not be sent to the Asset Management Loader tables until the interface status is Approved.

If assets do not require approval prior to sending them to Asset Management, the system assigns an Approved status to asset transaction rows when they are first sent to the PC to AM Staging table.

Asset Review Status Displays the existing status of transaction rows when you enter the page. Possible values are:

Approved: The transaction is reviewed and ready to send to Asset Management. This value may appear if you selected a *Pending* distribution status on the Review Assets page.

Distributed: The transaction has been successfully sent to Asset Management. This value may appear if you selected a *Distributed* distribution status on the Review Assets page.

New: Status of rows when they first enter the PC to AM Staging table. Rows with a New status are not processed further if you require asset approval prior to sending them to Asset Management. This value may appear if you selected a *Pending* distribution status on the Review Assets page.

Note. You cannot change an asset review status to New from any other status. Use the Hold status if you want to prevent rows from being processed further.

Hold: Review of the data is started, but the transaction is not yet approved. This value may appear if you selected a *Pending* distribution status on the Review Assets page.

Reject: The transaction is rejected and will not be sent to Asset Management. This value may appear if you selected a *Pending* distribution status on the Review Assets page.

Reverse: Send an offset row to Asset Management to reverse an erroneous transaction. This value may appear if you selected a *Distributed* distribution status on the Review Assets page.

Reversed: An offsetting reversal has been sent to Asset Management. You cannot process rows with a *Reversed* asset review status. This value appears if you selected a *Reversed* distribution status on the Review Assets page.

Asset Business Unit, Asset ID, Project Business Unit, Project, and **Activity** — Displays transaction key values showing the relationship of an asset to a project activity. The data on this page will be summarized to these five key fields

Projects Business Unit Amount — Displays the dollar amount in the base currency for the project business unit.

Currency — Displays the base currency code for the project business unit.

Default Book — Displays the default book for each row of data. This column appears if you select Book Processing Assets as a search criteria in the Review Assets page.

The project amount that appears on this page is only for the default book. The amount does not include other books that may exist in the staging table for the asset.

Important! If you assign a status value for a book processing row, the system applies the status to all books, not just the default book.

Modify Review Status

The action that you take in the Modify Review Status group box applies only to the rows that you select in the Approve Assets grid.

New Status — Select a new status to apply to selected rows in the Approve Assets grid.

Available values are based on the row's current status. Options are:

Approved: Apply to rows that are reviewed and ready to send to Asset Management. You can then either select an option in the Send to Asset Management group box to continue processing the transaction to Asset Management, or exit the page. This value is available if you selected a *Pending* distribution status on the Review Assets page.

Distributed: Apply to rows if you accidentally assigned a new status of *Reverse* and changed your mind. This value is available if you selected a *Distributed* distribution status on the Review Assets page.

Hold: Apply to rows that are not yet approved and should not be sent to Asset Management. This value is available if you selected a *Pending* distribution status on the Review Assets page.

Reject: Apply to rows that are rejected and should not be sent to Asset Management. Use this option if there is an issue with the data and you want to return to the source transaction to make corrections prior to sending the data to Asset Management. This value is available if you selected a *Pending* distribution status on the Review Assets page.

Reverse: Apply to rows that you want to reverse in Asset Management to correct erroneous transactions. This value is available if you selected a *Distributed* distribution status on the Review Assets page.

Apply Status to Selected Rows Click to apply the new status to all selected rows in the Approve Assets grid.

Note. After you apply the new status to selected rows, click Save to save the changes to the PC to AM Staging table.

Send to Asset Management

The action that you take in the Send to Asset Management group box applies only to the rows that you select in the Approve Assets grid. The system processes all selected rows in the grid, even if they do not appear in the current view.

Asset Processing Destination Select the option that determines how far the asset data flows into Asset Management when you click Process Selected Approvals.

Available options are:

Run Interface

Run Interface and Load

Asset processing destination options are discussed in the Common Elements Used in This Chapter section.

See Chapter 25, "Managing Assets," Common Elements Used in This Chapter, page 451.

Process Selected Approvals Click to initiate the Send to Asset Management process to send the selected approved transactions to Asset Management based on the selected asset processing destination.

This button is available if you selected a *Pending* distribution status on the Review Assets page.

Note. The system processes only selected assets with an asset review status of *Approved.* Use the Modify Review Status group box to change the status of selected rows to *Approved* before you initiate the Send to Asset Management process.

Reject Asset Transactions

The action that you take in the Reject Asset Transactions group box applies only to the rows that you select in the Approve Assets grid. The system processes all selected rows in the grid, even if they do not appear in the current view.

Process Selected Rejections Click for the system to process the selected assets with an asset review status of *Reject.* The system removes the rows from PC to AM Staging table and changes the Asset Management distribution status to *N* on the Project Transaction table, which enables you to adjust the transactions in Project Costing. The system processes all selected rows in the grid, even if they do not appear in the current view.

This button is available if you selected a *Pending* distribution status on the Review Assets page.

After you adjust the rows and are ready to send them to Asset Management, run the Send to Asset Management process and repeat the steps to review and approve the transactions.

Reversing Asset Transactions

Access the Review Assets page.

To reverse transactions:

1. Enter search criteria to retrieve the list of assets that you want to reverse.
2. Select a distribution status of *Distributed* and click Search.
3. Select rows on the Integration Summary page that you want to reverse.

   The Integration Summary page appears with a list of transactions that match your search criteria.
4. In the Modify Review Status group box, select *Reverse* and click Apply Status to Selected Rows.
5. Select the date type that the system uses as the transaction date or the accounting date on all assets that are processed in this run control.

   The Transaction Date Override and Accounting Date Override group boxes are available if you selected a *Distributed* distribution status on the Review Assets page.

   See Chapter 25, "Managing Assets," Reviewing Assets Before Express Capitalization, page 471.
6. Select the asset processing destination and click Process Selected Reversals.

   The Process Selected Reversals button is available if you selected a *Distributed* distribution status on the Review Assets page.

These steps trigger the Reverse Distributed Assets Application Engine process (PC_REVERS_AM) that creates two additional rows—a negative offset transaction row that is sent to Asset Management as a reversal, and the original, undistributed transaction in Project Costing.

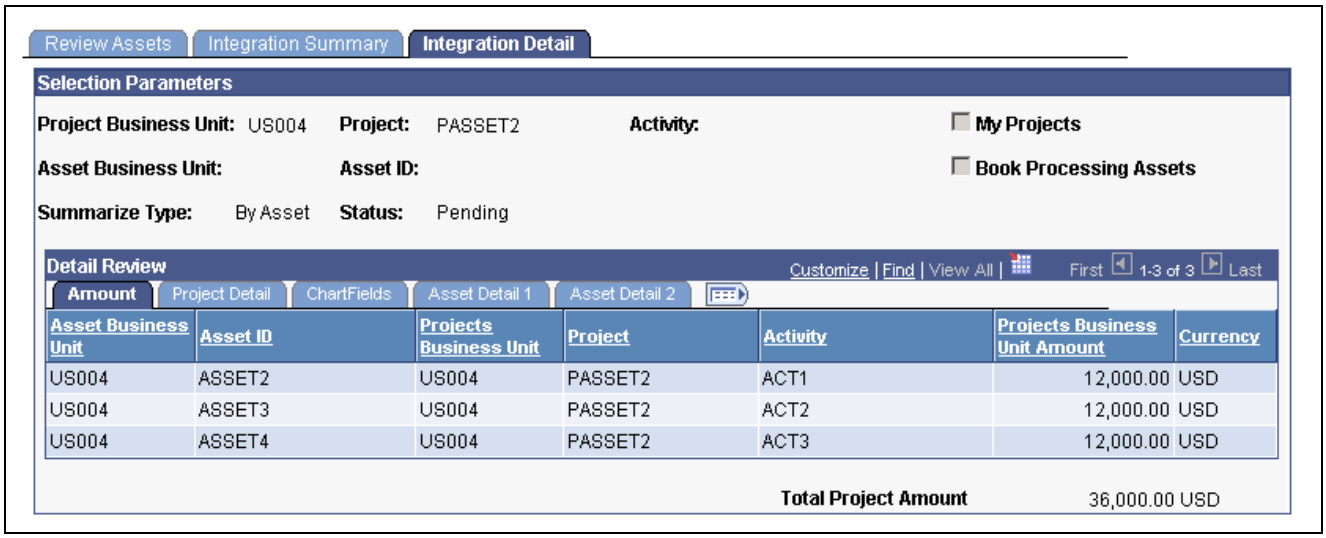
To view the reversed summarized transactions, select the *Reversed* distribution status as selection criteria on the Review Assets page. Use the Transaction List page to view the detailed reversed transactions.

You can modify the express filter criteria for the new, undistributed transactions in Project Costing as required, and send the transactions back through the asset assignment and capitalization processes.

Note. You cannot reverse temporary assets that you created by using the Summarize by Profile feature if you already replaced them with permanent assets by using the Summarize by Asset feature.

Reviewing Assets Staged in Project Costing

Access the Integration Detail page.



Integration Detail page

This page displays details of the transactions that were summarized on the previous tab.

Additional tabbed pages that appear on this page in the Detail Review group box provide more details about the asset. These fields are display only to ensure that required changes to the asset are made at the data source.

Project Detail

Transaction Cost Displays the amount in the transaction currency of the original source transaction.

Transaction Currency Displays the original source transaction currency.

Book

The Book grid appears on this page if you select Book Processing Assets as a search criteria in the Review Assets page. You can scroll through and analyze detail data that is grouped by book.

Retiring Assets

This section discusses how to:

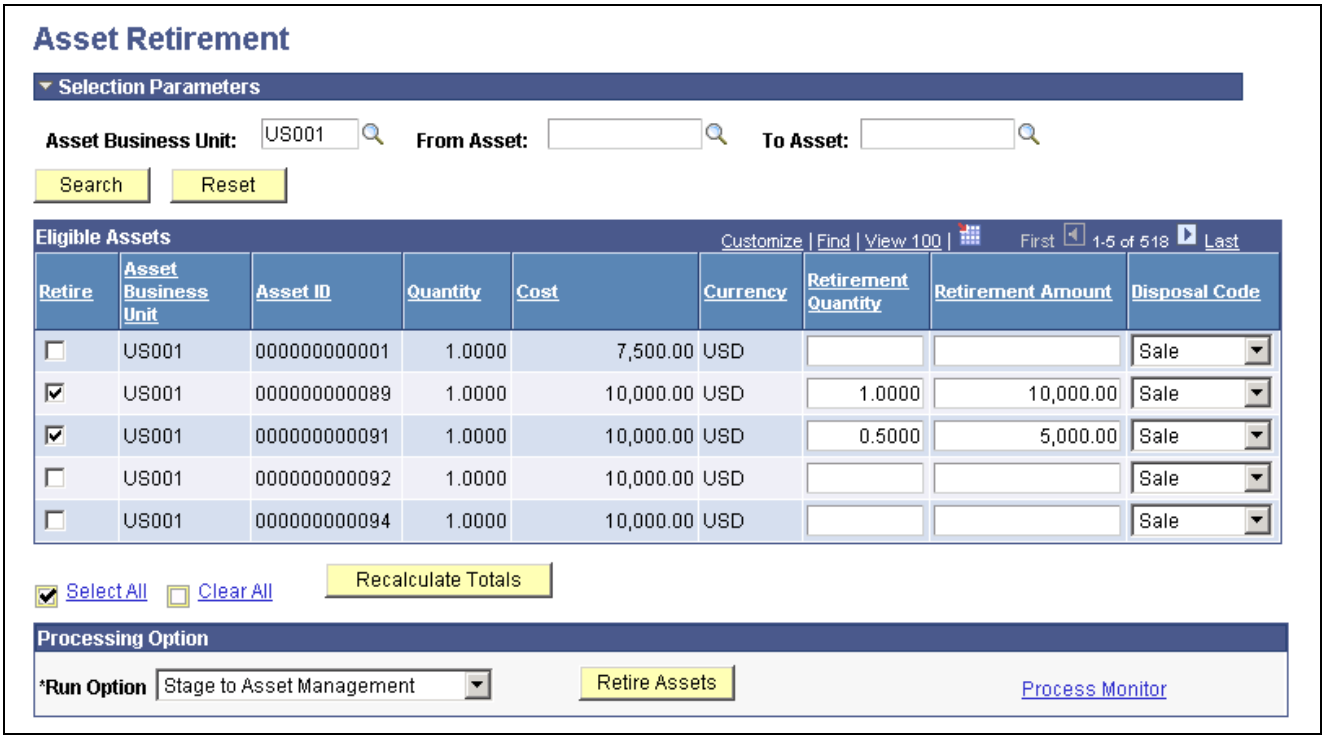
- Manually retire assets.
- Retire work order assets.

Pages Used to Retire Assets

Page Name	Object Name	Navigation	Usage
Asset Retirement	PC_AM_RETIRE	Project Costing, Assets, Asset Retirement, Asset Retirement	Run the Asset Retirement Integration process to fully or partially retire assets that are associated with Project Costing-managed projects and activities, even if the assets do not originate from the Project Costing system.
Express Retirement Process	RUN_PC_EXP_RET	Project Costing, Assets, Express Retirement Process, Express Retirement Process	Run the Express Retirement process to retire assets that are associated with work order-managed projects if you use Maintenance Management.

Manually Retiring Assets

Access the Asset Retirement page.



Asset Retirement page

Note. Prior to retiring an asset in Project Costing, process all unprocessed transaction rows pertaining to this asset out of Asset Management's staging table and into production. This ensures that you have updated asset status and cost information.

Enter the asset management business unit and a range of asset IDs, if appropriate, to view a list of assets that are eligible for retirement. The system retrieves assets that meet the search criteria and:

- Exist in Asset Management as financial assets, and not as group assets.
- Have an asset status that does not equal transferred, which indicates that the asset has been transferred from one business unit to another within Asset Management.
- Are capitalized assets.

Reset Click to clear all search criteria fields.

Eligible Assets

Retire Select an asset row to fully or partially retire the asset when you click Retire Assets. You must select the row for the system to process the retirement amount.

Quantity Displays the asset's quantity which, along with the retirement quantity that you enter, is used to determine what proportion of the asset's cost is calculated and appears in the Retirement Amount field.

Cost Displays the asset's cost which, along with the retirement amount that you enter, is used to determine what proportion of the asset quantity is calculated and appears in the Retirement Quantity field.

Retirement Quantity Enter a retirement quantity up to the value that appears in the Quantity field for the asset. You cannot enter a retirement quantity that is greater than the asset's quantity.

Retirement Amount Enter a retirement amount up to the value that appears in the Cost field for the asset. You cannot enter a retirement amount that is greater than the asset's cost value.

Even if the asset quantity and retirement quantity equal zero, indicating that the asset was previously retired, you can enter additional proceeds from sale or cost of removal that occurred after you retired the asset.

Disposal Code Select the code to track the type of disposition for this asset. Available values are:

Blank

Abandoned: This code prevents the retirement process from sending the proceeds from sale to Asset Management.

Cannibal

Casualty

Disappear: This code prevents the retirement process from sending the proceeds from sale to Asset Management.

Donated

Inventory

Missing

Sale

Scrap

Theft: This code prevent the retirement process from sending the proceeds from sale or cost of removal to Asset Management.

Trade-In

Recalculate Totals Click to calculate a new value when you enter a retirement quantity or retirement amount.

Processing Option

Run Option Select the function that the system performs when the asset retirement process runs. The run option determines the tables that the system updates with asset information during the asset retirement process. Options are:

Stage to Asset Management: Select to populate the Asset Management Loader table. This is the default value.

Stage and Load Transactions: Select to populates the Asset Management Loader table and the Asset Management production tables.

Retire Assets Click to run the Asset Retirement Integration process to retire the selected assets.

Note. The system does not update the Asset Retirement page until after the AM Transaction Loader process runs in Asset Management and the retirement transaction is loaded into Asset Management production tables. Run the AM Transaction Loader process to keep the Asset Retirement page current and to avoid creating duplicate retirement transactions in the Asset Management Loader table.

Retiring Work Order Assets

Access the Express Retirement Process page.

Use this page to fully retire assets that are associated with work order-managed projects. This page is accessible only if Maintenance Management in installed. Otherwise, an error message appears when you try to access the page.

Select the project business unit and click Run Retire Asset Option to launch the Express Retirement process. The process:

- Retrieves the related costs (removal cost and proceeds for sale) for all eligible project activities from the Project Transaction table.
- Retrieves the asset data from the work order task.
- Automatically runs the Asset Retirement Integration process to send the assets to Asset Management.

You can send assets to the Asset Management Loader table only, which is the default value. Alternatively, you can send assets to both the Asset Management Loader table and the Asset Management production tables.

See Also

PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook, “Closing Service Requests, Work Order Tasks, and Work Orders”

CHAPTER 26

Integrating with Contracts and Billing

This chapter provides overviews of integration with Contracts and Billing, the billing process flow, and data originating from Project Costing, and discusses how to move costs and revenue data into Project Costing.

Understanding Integration with Contracts and Billing

Project Costing works with Contracts to generate project-related customer billing. This is called rate-based project billing. For rate-based billing, Contracts pulls information from project transactions and populates the Billing interface tables with the billing information.

Contracts stores contractual terms and conditions. You select a product with a rate price type on a contract line, associate the contract line with a project business unit and rate, optionally specify retainage and discount information for standard contracts or withholding information for government contracts, and link project activities to the contract line. In Contracts, you also establish billing plans and revenue plans to manage when and how much to bill and recognize for amounts associated with one or more contract lines.

When you bill rate-based contract lines, the flow of data is controlled by Contracts, and the data source is Project Costing. Project Costing tracks the work performed and accumulates costs against a project, and stores the information in the Project Transaction table (PROJ_RESOURCE). Rate-based project billing is driven by applying the rates that you identified in Contracts against the unbilled rows in the Project Transaction table, where the analysis types belong to the analysis group that is specified in the Billing field on the Installation Options - Project Costing page. The default analysis group is PSWKS (Billing Worksheet Grouping). Billing generates invoices for the contract lines and sends information regarding the invoices back to Project Costing and Contracts.

You can link a contract line to a specific project activity or to all activities for that project. This enables you to link a single project with multiple activities to multiple contracts or contract lines. You can link a rate-based contract line to activities from multiple projects that are in the same project business unit. You cannot link a project activity to more than one rate-based contract or contract line.

When you bill fixed-amount, value-based, and recurring contract lines, Contracts provides both the data source and the control over billing. You can associate these contract lines with a single project activity.

Note. You must associate a project activity with a contract line to use Project Costing to accumulate, store, and report on project costs for contracts. For example, you must associate an activity with a contract line if you want to use the Project Transaction table as the source for rate-based project billing. You must also select one of the associated project activities for a contract line to use when creating fee and withholding transactions.

When you run the Process Project Accounting Application Engine process (PSA_ACCTGGL), the system selects those rate-based contract lines that are tied to *As Incurred* revenue recognition plans. For each project linked to a contract line that is associated with a selected As Incurred revenue recognition plan, the process selects the undistributed Project Transaction table rows where the analysis types are included in the PSREV analysis group. If you use the Government Contracting feature and select the Separate Billing and Revenue option on the Installation Options - Contracts page, the process selects the undistributed Project Transaction table rows where the analysis types are included in the PSREV or PSRV2 analysis groups. The system then books revenue for these projects based on the accounting rules. The exception to this rule is if you have a contract line in a government contract with a fee type of *None* and the Separate Billing and Revenue option is selected on the Installation Options - Contracts page. For these contract lines, the Process Project Accounting process uses the PSREV analysis group to process the revenue.

Set Up and Process Project-Related Contract Lines

This table lists the high level steps to set up and process project-related contract lines, and provides links to the PeopleBook locations that discuss the steps:

Step	PeopleBook Documentation
Set up rates.	See Chapter 14, "Pricing Project Costs," Defining Rate Sets and Plans, page 302.
(Optional) Set up tiered pricing.	See Chapter 14, "Pricing Project Costs," Defining Tiered Pricing, page 312.
(Optional) Set up rules and exceptions for organizational sharing.	See Chapter 6, "Setting Up Accounting for Projects," page 93.
Set up contracts and contract lines.	See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Creating Contracts".
Assign projects and activities to contracts.	See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Working with Project Costing," Assigning Projects and Activities to Contracts. See Chapter 7, "Creating and Maintaining Projects," page 117.
Accumulate and price project transactions from feeder systems.	See Chapter 14, "Pricing Project Costs," Understanding Pricing Project Costs, page 285. See Chapter 18, "Integrating with Time and Labor," page 343. See Chapter 17, "Integrating with Expenses," page 335. See Chapter 31, "Integrating with Third-Party Applications," page 557.
(Optional) Update project progress.	See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Working with Project Costing," Processing Project Progress. See Chapter 23, "Analyzing Projects," Percent Complete, page 399.
(Optional) Approve transactions eligible for billing.	See Chapter 24, "Reviewing and Adjusting Project Costs," Summarizing Transactions for Project Manager Review, page 418.

Step	PeopleBook Documentation
Bill for projects.	See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Processing Contracts Billing".
Recognize revenue for projects.	See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, "Processing Revenue Recognition," The Rate-based Revenue (Accounting Rules Engine) Process (PSA_ACCTGGL). See Chapter 6, "Setting Up Accounting for Projects," Processing Transactions Using Accounting Rules, page 114.

Note. You can utilize streamlined billing to reduce the number of steps for invoicing bills. Streamlined billing enables you to process transactions from Contracts to Billing and back to Contracts with one job.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Working with Project Costing," Understanding the Relationship Between Contracts and Project Costing

Chapter 24, "Reviewing and Adjusting Project Costs," Reviewing Billing Transactions, page 432

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Processing Contracts Billing," Streamlined Billing

Understanding the Billing Process Flow

The billing cycle diagram shows the flow of the billing process for rate-based contract lines. The numbered steps that are on the diagram correspond to updates that occur to these tables:

- Contracts control tables - Billing Plans (CA_BILL_PLAN) and Billing Events (CA_BP_EVENTS).

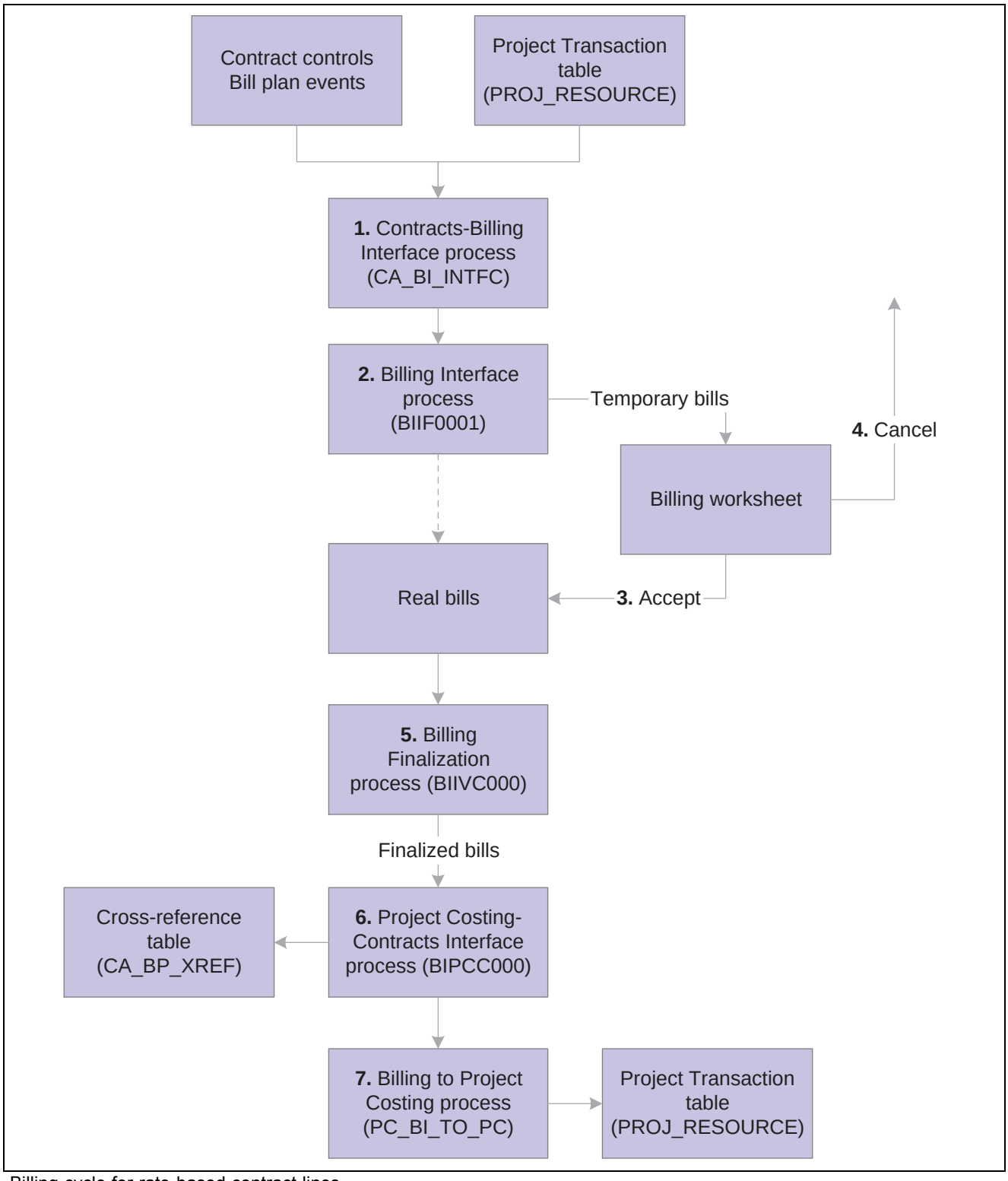
  The Billing Plans table defines high-level information about the billing plan. The Billing Events table defines when payments are due.

- Contracts-Billing Cross-reference table (CA_BP_XREF).

  The Contracts-Billing Cross-reference table provides visibility of all billing activity that relates to contracts, regardless of where the billing activity originates.

- Project Transaction table (PROJ_RESOURCE).

The numbered steps are discussed in more detail in the following diagram:



Billing cycle for rate-based contract lines

Contract Limits

Costs are subject to transaction and contract line level limits. Transaction limits, which the system applies before contract line level limits, are based on limits that you establish by contract line and transaction identifier and are comprised of combinations of transaction sources, categories, and subcategories.

The system applies the transaction and contract line limits against corresponding direct and indirect cost transactions. The system creates billable transactions (rows with an analysis type of BIL) for cost transactions that completely pass limit checking or over-the-limit transactions (rows with an analysis type of OLT) for transactions that exceed applicable limits. If the Separate Billing and Revenue option on the Installation Options - Contracts page is selected, the system creates revenue transactions (rows with an analysis type of REV) for cost transactions for cost-plus contract lines that completely pass limit checking, or over-the-revenue-limit transactions (rows with an analysis type of ROL) for transactions that exceed applicable limits. The system splits cost transactions into separate billable/revenue and over-the-limit transactions in the amount of the remaining limit and excess, respectively, if the *Split to Match Limit Exactly* option on the Installation Options - Contracts page is selected. The system excludes OLT and ROL rows from billing and revenue processing.

The Pricing Application Engine process (PC_PRICING) calls limit processing, which examines each Project Transaction table row that represents a contract line for which you have enabled bill limits. Additionally, you can run the Limits Application Engine process (CA_LIMIT) as a stand alone process and select specific run control criteria to apply limits to specific contracts, recalculate limit amounts when totals are changed, or apply limits to billing and revenue transactions.

If a discount amount exists for a project, the transaction row amount is decreased by the discount amount prior to comparing the transaction row against the limit. Discounts do not apply to government contracts.

See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, “Processing Contracts Billing,” Understanding the Contracts Billing Process.

Contracts-Billing Interface Process (CA_BI_INTFC)

Run the Contracts-Billing Interface Application Engine process, also called the Billing Engine, in Contracts for the appropriate billing methods to send Contracts- and Project Costing-related billing activity to Billing.

This process selects transaction rows (for rate-based billing methods) or billing plan lines (for fixed-amount billing methods) that are marked in Contracts as ready to bill, and creates bill rows in the Billing Interface tables (INTFC_BI and its related tables). After the Contracts-Billing Interface process stages billing data in these tables, the Billing Interface Application Engine process creates bills.

The *PeopleSoft Enterprise Contracts 8.9 PeopleBook,* "Processing PeopleSoft Enterprise Contracts Billing" chapter contains information on running the Contracts-Billing Interface process.

See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, “Processing Contracts Billing,” Running the Contracts Billing Interface Process (CA_BI_INTFC).

See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, “Processing Contracts Billing,” Understanding the Contracts Billing Process.

Direct Invoicing

You can select the Pre Approved and Direct Invoice billing options in the Billing Plan - Billing Plan General page in Contracts to bypass the invoice approval process in Billing.

Consult the *PeopleSoft Enterprise Contracts 8.9 PeopleBook* for information on direct invoicing and interunit billing.

See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, “Processing Contracts Billing,” Running the Contracts Billing Interface Process (CA_BI_INTFC).

See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, “Setting Up Billing Plans,” Defining Billing Plans.

Interunit Billing

The system uses accounting rules to send data to the Contracts-Billing Interface process to forward to Billing. You set up the revenue distribution and the offsetting unbilled accounts receivable (UAR) account for rate-based contract lines on the Accounting Rules page. If the general ledger business unit for the debit side of a transaction is different from the general ledger business unit for the credit side of a transaction, the system generates interunit entries when you run the Process Project Accounting process.

See *PeopleSoft Enterprise Contracts 8.9 PeopleBook*, “Understanding Accounting Distributions,” Accounting Distributions for Interunit Transfers.

Billing Interface Process (BIIF0001)

The Billing Interface process can create two types of bills from the Contracts-Billing Interface process activity—temporary bills and real bills. You clear or select the Pre Approved option to create temporary or real bills for individual billing plans on the Billing Plan - Billing Plan General page in Contracts.

When interfacing billing data, the system checks for billing plans that are associated with the bill rows to see if they are designated as preapproved. The system creates real bills for bill rows that are associated with preapproved billing plans. Real bills become invoices that are sent to the customer.

The system creates temporary bills for bill rows that are not associated with preapproved billing plans. Temporary bills are routed to the billing worksheet where you can review and, for rate-based bills, approve or delete the entire worksheet, or bill, defer, delete, or write-off a bill line based on your review. Temporary bills or billing worksheets are grouped by invoice and display applicable tax information.

The system updates the Project Transaction Temporary Billing table (PROJ_RES_TMP_BI) when you approve a billing worksheet with bill options of defer, over-the-limit, and write-off, since none of these actions result in creating a bill for the customer. The data exits the staging table when the Billing to Project Costing process (PC_BI_TO_PC) runs and successfully moves the data from the staging table to the Project Transaction table.

The *PeopleSoft Enterprise Billing 8.9 PeopleBook,* "Processing Billing Interface Activity" chapter contains information on running the Billing Interface process.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, “Setting Up Billing Plans,” Defining Billing Plans

PeopleSoft Enterprise Billing 8.9 PeopleBook, “Integrating with PeopleSoft Contracts, Project Costing, Grants, and Pay/Bill Management,” Using the Billing Worksheet Component

PeopleSoft Enterprise Billing 8.9 PeopleBook, “Processing Billing Interface Activity,” Running the Billing Interface Process (BIIF0001)

Accepting the Billing Worksheet

When you approve a billing worksheet, the system:

- Creates a real bill with an assigned invoice number for the approved worksheet.
- Updates the Project Costing Distribution Status field value (PC_DISTRIB_STATUS) on the Bill Header table (BI_HDR) to *I* (ignore) to prevent the temporary bill from reappearing on the billing worksheet.

- Updates the Contracts Prepaid table (CA_PREPAID_TBL) for all of the deleted rows that have a line type of UTL (utilization).

  The system adds the line's original amount (prior to any billing worksheet changes) back to the committed amount.

- For rate-based bill rows, updates the Project Transaction table, by way of the Project Transaction Temporary Billing table, for any rows with an analysis type of DEF (defer), WTO (write off), DEL (delete), or OLT (over the limit), that do not have a line type of UTL.

- For fixed-amount bill rows, updates the Cross-reference Status field value (XREF_STATUS) to *ACP* (accepted) in the Contracts-Billing Cross-reference table for all of the lines that originated in Contracts.

Note. The system inserts rate-based bill rows into the Contracts-Billing Cross-reference table after the invoice is finalized.

See Also

PeopleSoft Enterprise Billing 8.9 PeopleBook, "Integrating with PeopleSoft Contracts, Project Costing, Grants, and Pay/Bill Management," Using the Billing Worksheet Component

Deleting the Billing Worksheet

When you delete a billing worksheet, the system:

- For rate-based bill rows, resets the Billing Distribution Status field (BI_DISTRIB_STATUS) in Project Costing to *P* (priced) for all of the lines that originate in the Project Costing system with a line type other than UTL. This enables you to send each line to Billing again at a later time.

- Updates the Contracts Prepaid table (CA_PREPAID_TBL) for any lines that originate from Project Costing with a line type of UTL.

  The system resets the committed amount on the Contracts Prepaid table to the deleted amount of a utilization bill line and the utilization amount that is available for future billing activities.

For fixed-amount bill rows, the system changes the Billing Plan Event Status field value to *RCL* (recycled) if one or more of the billing plan lines associated with the event is canceled in the billing worksheet.

Individual billing plan lines are processed if an event is marked as recycled and the billing plan line is canceled in the Contracts-Billing Cross-reference table. The Cross-reference Status field value is updated to *DEL* in the Contracts-Billing Cross-reference table. Billing is able to process these types of rows differently because of the System Source field value (SYSTEM_SOURCE)—*PBI* (Project Costing to Billing Interface) for rate-based rows that originate in Project Costing and *CBI* (Contracts to Billing Interface) for rows that originate in Contracts.

Billing Finalization Process (BIIVC000)

Run the Billing Finalization process on the real bills that you created. The Billing Finalization process:

- Calculates taxes.
- Sets the invoice date.
- Calculates the due date for real bills.

The *PeopleSoft Enterprise Billing 8.9 PeopleBook* discusses the fields that the Billing Finalization process updates in Contracts.

See *PeopleSoft Enterprise Billing 8.9 PeopleBook*, "Integrating with PeopleSoft Contracts, Project Costing, Grants, and Pay/Bill Management," Understanding the Billing to Projects/Contracts Interface Process.

Note. Although only certain project activities pertain to particular contract lines, the system does not store project activities in the Contracts-Billing Cross-reference table. Activities are summarized by project and billing currency.

Project Costing-Contracts Interface Process (BIPCC000)

Run the Project Costing-Contracts Interface process after you run the Billing Finalization process. The Project Costing-Contracts process updates the Contracts-Billing Cross-reference table and the Project Transaction table with the finalized bill information from Billing.

Note. Rate-based row amounts are subject to change throughout the billing process. For this reason, the system sends the rate-based rows and their final invoice amounts to the Contracts-Billing Cross-reference table only when you run the Project Costing-Contracts Interface process.

All rate-based rows and their associated discounts and retainages are written to the Project Transaction Temporary Billing table. The process includes rows with these analysis types:

- Billing adjustment (BAJ)
- Billable amount (BIL)
- Billing retainage (BRT)
- Billing discount (DSC)
- Released retainage adjustment (RAJ)
- Released billing retainage (RRT)

The Contracts-Billing Interface process inserts fixed-amount bill rows into the Contracts-Billing Cross-reference table. This is because fixed-amount rows are not modifiable; you can only accept or delete them. The system updates the bill row status throughout the Billing Interface process, worksheet cancellation or acceptance, and the Billing Finalization process. Fixed-amount rows that specify a project are sent to Project Costing with an analysis type of FBD (fixed cost billed amount).

Billing to Project Costing Process (PC_BI_TO_PC)

Run the Billing to Project Costing process for rate-based contract lines to update the Project Transaction table with results from Contracts and Billing processes, including adjustments, discounts, retainages, withholdings, and so forth.

Billing processes write bill rows to the Project Transaction Temporary Billing table. The Billing to Project Costing process moves the rows from the Project Transaction Temporary Billing table to the Project Transaction table, either in the form of updates to existing rows or as new inserted rows. The process uses the PSBLD (Billing to Projects) analysis group to determine which rows to process and how to process the rows coming from Billing.

This table lists how transactions are handled:

Description	Analysis Type of Source Transaction Row	Analysis Type of New or Updated Transaction Row	Billing Distribution Status After Billing to Project Costing Process
Bill row	BIL (billable amount)	BLD (billed amount)	D (distributed)
Write off	WTO (see note)	WTO	I (ignore)
Deferral	DEF (see note)	DEF	P (priced)
Over limit	OLT (see note)	OLT	P
Billing retainage	BRT	BRT (multiplier of -1)	P
Billing adjustment	BAJ	BAJ (multiplier of –1)	D
Released billing retainage	RRT	RRT	D
Released retainage adjustment	RAJ	RAJ (multiplier of –1)	D
Billing discount	DSC	DSC (multiplier of –1)	D
Prepaid bill row	BIL - with source type of CBI (Contracts to Billing Interface)	BLD	D
Prepaid utilization for billing	UTL	UTL (multiplier of –1)	I
Prepaid utilization adjustment	UAJ	UAJ (multiplier of –1)	I
Prepaid utilization adjustment	UTL	UAJ (multiplier of –1)	I
Fixed fee	BIL - with source type of CBI	BLD	D
Withholding	WTH	WTH (multiplier of –1)	D
Withholding adjustment	WAJ	WAJ (multiplier of –1)	D

Description	Analysis Type of Source Transaction Row	Analysis Type of New or Updated Transaction Row	Billing Distribution Status After Billing to Project Costing Process
Withholding release	WRL	WRL	D
Withholding release adjustment	WRJ	WRJ	D
Withholding write-off	WWO	WWO	D
Sales/use tax	SUT	SUT	D
Nonrecoverable VAT	VIN	VIN	D

Note. If the source of a WTO, DEF, or OLT row is a retainage (BRT in the Project Transaction table, or RRT in the billing worksheet) rather than a BIL, the system does not follow the logic above. Instead, the system updates the Billing Distribution Status field for the BRT row to *D* (distributed) and inserts three new rows: RRT row with billing distribution status of *I* (ignore), RAJ row with billing distribution status of I, and either a WTO row with billing distribution status of *I,* a DEF row with billing distribution status of *P* (priced), or an OLT row with billing distribution status of *P.*

You can determine billed and unbilled amounts by appropriately grouping analysis types within the Project Transaction table. Analysis types and analysis groups can be user-defined. PeopleSoft delivers these sample analysis groups that contain analysis types for billed and unbilled amounts:

Analysis Group	Analysis Types
BLD (billed transactions)	BAJ (billing adjustment) BLD (billed amount) BRT (billing retainage) DSC (billing discount) FBD (fixed cost billed amount) RAJ (released retainage adjustment) RRT (released billing retainage) SUT (sales/use tax) UTL (prepaid utilization for billing)

Analysis Group	Analysis Types
UNBLD (unbilled transactions)	BIL (billable amount) BRT (billing retainage) DEF (deferred amount) OLT (over limit amount) RRT (released billing retainage)
PSBLD (Billing to Projects)	BAJ (billing adjustment) BIL (billable amount) BRT (billing retainage) DEF (billing deferral) DSC (billing discount) FBD (fixed cost billed amount) OLT (over limit) PMR (proposal management reversal) RAJ (released retainage adjustment) RRT (released billing retainage) SUT (sales/use tax) UAJ (prepaid utilization adjustment) UTL (prepaid utilization billing) WAJ (withholding adjustment) WRJ (withholding release adjustment) WRL (withholding release) WTH (withholding) WTO (write off) WWO (withholding write off)

On the source transaction row, the system updates the billing distribution status to:

- *P* (priced) when the row is priced.
- *D* (distributed) when the row is successfully billed.

On the target row, the system updates the billing distribution status to:

- *W* (billing worksheet) while the row is in the billing process or in the worksheet.
- *P* when it is created from the Pricing Engine.
- *W* when Contracts selects it for billing.
- *D* when the row is successfully billed.

Understanding Data Originating from Project Costing (PBI System Source)

This table shows the lifecycle of project transaction rows that are eligible for billing. This table starts after the transaction is priced:

Process	Billing Distribution Status	Cross-reference Status	Analysis Type Rows Inserted into Project Transaction Temporary Billing Table
Start	P (priced)	N/A (not applicable)	N/A
Contracts-Billing Interface (Billing Engine)	W, if action completes S, if action aborts	N/A	N/A
Billing Interface	N/A	N/A	N/A
Accept Worksheet	N/A	N/A	OLT (over the limit) DEF (defer) WTO (write off) WWO (withholding write-off)
Delete Worksheet	P	N/A	N/A
Billing Finalization	N/A	N/A	N/A
Project Costing-Contracts Interface (see note)	D (distributed)	FIN (finalized)	BAJ (billing adjustment) BRT (billing retainage) DSC (billing discount)

Note. The Project Costing-Contracts Interface process calls the Contracts Billing Update Application Engine process (CA_BI_UPD), which updates the Billing Plan Event Status field to *DON* (completed) if all rows for the event have a Cross-reference Status field value of *FIN* in the Contracts-Billing Cross-reference table. The system updates the Billing Plan Status field to *DON* if all events are completed.

Moving Costs and Revenue Data into Project Costing

This section discusses how to summarize revenue and billing.

Pages Used to Move Costs and Revenue Data into Project Costing

Page Name	Object Name	Navigation	Usage
Retrieve Billing Items	PC_BI_TO_PC	Project Costing, Revenue Collection, Retrieve Billing Items, Retrieve Billing Items	Run the Billing to Project Costing process for rate-based contract lines to update the Project Transaction and summary tables with results from Contracts and Billing processes.
Summarize Revenue and Billing	PC_REVBI_SUM	Project Costing, Revenue Collection, Summarize Revenue and Billing, Summarize Revenue and Billing	Run the Billing and Revenue Management Application Engine process (PC_REVBI_SUM) to update the Billing and Revenue Summary table (PC_BI_MNGMT).
Retrieve Revenue from Contracts	PC_CA_TO_PC	Project Costing, Revenue Collection, Retrieve Revenue from Contract, Retrieve Revenue from Contracts	Run the Contracts to Project Costing Application Engine process (PC_CA_TO_PC) for fixed-amount contract lines to update the Project Transaction table with results from Contracts and Billing processes.

Summarizing Revenue and Billing

Access the Summarize Revenue and Billing page.

Use this page to update the Billing and Revenue Summary table (PC_BI_MNGMT). The system copies rows from the Project Transaction table and summarizes them by business unit, project, activity, customer, and contract number. Amounts are in transaction currencies. The process restricts the rows to analysis types that are included in the analysis groups BLD, UNBLD, PSBLD, PSREV, and PSRV2.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, “Contracts Reports,” Contracts Reports: A to Z

CHAPTER 27

Integrating with Contracts for Government Contracting

The Government Contracting feature enables contractors to effectively manage government contracts in accordance with governmental rules and regulations. The Government Contracting system uses project, activity, and transaction data stored in Project Costing to calculate costs and fees for billing, and to create accounting entries for revenue recognition for rate-based products or services. Transactions that the Government Contracting feature creates, such as fees and withholding transactions, are sent back to Project Costing for analysis purposes.

This chapter provides an overview of the Project Costing and Government Contracting integration and discusses how to:

- Set up variance pricing for Project Costing.
- Create pricing variances.

Understanding Project Costing and Government Contracting Integration

This section discusses:

- Terminology that is relevant to the integration between Project Costing and the Government Contracting feature.
- Cost-plus contract lines.
- Government contract pricing.
- Government contract limits processing.
- Government contract withholding.
- Government contract progress payments
- Government contract variance pricing.

Terminology

This table describes terms that are relevant to the integration between Project Costing and the Government Contracting feature:

Term	Description
Applied over/under asset account	A type of account that is associated with a specific cost pool and is used to store the difference between provisional (burden) expenses and actual indirect expenses. Cost rows that are generated from variance pricing typically reduce the balance of this account to zero.
Burden	Indirect costs that are created in Project Costing by applying indirect rates, such as provisional rates and forward pricing rates.
Burden rate	A rate that is associated with each defined cost pool and is typically approved by government auditors. Burden rates are subject to change based on a periodic assessment of actual indirect expenses. Changes to burden rates require adjustments to burden costs by using variance pricing.
Cost-plus contract line	The term used in Contracts and Project Costing to identify a rate-based contract line on a government contract with a fee type of fixed, award, incentive, or other. For cost-plus contract lines, direct costs are billed and revenue is booked at cost, with no mark up. Typically profit is based on a prenegotiated fee.
Direct costs	Direct costs are defined by the source systems, such as Payables, Expenses, Time and Labor, and third-party applications. In cost-reimbursement pricing arrangements, such as a cost-plus contract, government contractors typically bill the government for the direct costs, and recognize revenue with no markup for these costs.
Fee	In cost-reimbursement pricing arrangements, fees are the profit that is negotiated and documented in the contract. Fees can be fixed at the outset of performance, as in cost-plus-fixed-fee arrangements, or may vary, as in a cost-plus-incentive fee arrangement. In Government Contracting, a contract can include one or more of these fee types: fixed, award, incentive, and other. Each contract line, however, can contain only one fee type.
Forward pricing rates	Rates that are used to calculate revenue recognition based on indirect costs. Forward pricing rates are determined by the government contractor, and can be different from provisional rates. Forward pricing rates represent the best estimate of the government contractor's overhead costs as a percentage of direct costs. They can also include a calculation against nonbillable costs. Forward pricing rates can be submitted by the contractor to the government for negotiation to bid on future or multiyear contracts. When the contractor and government reach an agreement, typically the rates are documented in a forward pricing rate agreement and are used to calculate indirect costs for revenue recognition.
Indirect costs	Additional costs that are applied as a percentage of direct costs. Examples of indirect costs are overhead costs, general and administrative expenses, fringe, and cost of money. These types of costs are captured in indirect cost pools.
Provisional rates	Estimates of the cost of overhead as a percentage of direct costs, specified by the government. Government contractors calculate and bill the government for indirect costs based on provisional rates.
Variance pricing	Retroactive rate adjustments that are used periodically to book variances to billing and revenue rows. The system tracks the sum of a project's revenue and billing transactions. Upon final settlement or as required during the project, the government determines the required rate variance adjustment.

Cost Plus Contract Lines

After you establish a cost-plus contract line in a government contract, and you create the billing and revenue plans to process billing and revenue for cost-plus fees, you link the contract line to a project and activity. This enables the system to appropriately allocate direct and indirect costs by using a standard or contract-specific rate set or rate plan that you create in Project Costing.

See Also

Chapter 14, "Pricing Project Costs," Defining Rate Sets and Plans, page 302

PeopleSoft Enterprise Contracts for Government Contracting 8.9 PeopleBook, "Creating Cost-Plus Government Contract Lines"

Government Contract Pricing

You can create rate sets with a rate definition type of cost, billing, or revenue, for use on cost-plus contract lines. Rate sets with the revenue rate definition type are available for government contracts if you select the Separate Billing and Revenue option on the Installation Options - Contracts page. The system separates the billing and revenue accounting rules because the amounts that are used for billing a government contract may be different than the amount and timing of revenue that is recognized and sent to the general ledger. You can run the Pricing Application Engine process (PC_PRICING) to process all contract lines, or run the process separately for cost, billing, or revenue transactions.

Cost and billing rate definition types are always available for rate sets.

Note. Government contracts are not eligible for organizational sharing or quantity-based tiered pricing.

See Also

Chapter 14, "Pricing Project Costs," page 285

PeopleSoft Enterprise Contracts for Government Contracting 8.9 PeopleBook, "Pricing Government Contracts"

Government Contract Limits Processing

Costs are subject to transaction and contract line level limits. The system applies transaction limits before contract line level limits. Transaction limits are based on limits that you establish by contract line and transaction identifier, and are comprised of combinations of transaction sources, categories, and subcategories. The system applies the transaction and contract line limits against corresponding direct and indirect cost transactions, excluding the transactions that are outside of the period of performance if the Control Limits and Billing option is selected for the contract line on the Contract Amounts page. The system creates billable transactions (with an analysis type of BIL) and revenue-recognizable transactions (with an analysis type of REV) for cost transactions that completely pass limit checking. The system creates over-the-limit billing transactions (with an analysis type of OLT) and over-the-limit revenue transactions (with an analysis type of ROL) for cost transactions that exceed any applicable limit. The system splits a cost transaction into separate billable and over-the-limit billing transactions and separate revenue-recognizable and over-the-limit revenue transactions in the amount of the remaining limit and excess, respectively, if the Split to Match Limit Exactly option is selected on the Installation Options - Contracts page. The system excludes OLT and ROL rows from billing and revenue processing, and from the costs to be used for the fee calculation, when OLT and ROL analysis types are excluded from the analysis groups in the BIL Analysis Group and REV Analysis Group fields that are specified in the Calculation Basis group box on the Contracts Definition - Fee Definitions page for the business unit.

See Also

PeopleSoft Enterprise Contracts 8.9 PeopleBook, "Creating and Managing Limits"

Government Contract Withholding

The government can require contractors to retain a percentage of rate-based contract lines as an incentive to complete the contract by a specified date. The Contracts Billing Interface Application Engine process (CA_BI_INTFC) generates withholding transactions. During the billing cycle, the Billing Worksheet and the Project Costing-Contracts Interface Application Interface process (BIPCC000) send withholding transactions to the Project Transaction Temporary Billing table (PROJ_RES_TMP_BI). Then the Billing to Project Costing Application Engine process (PC_BI_TO_PC), which updates the Project Transaction table with results from Contracts and Billing processes, inserts rows into the Project Transaction table for staged withholding transactions. Withholding transactions are designated with these analysis types:

- Withholding (WTH)
- Withholding Adjustment (WAJ)
- Withholding Release (WRL)
- Withholding Release Adjustment (WRJ)
- Withholding Write-off (WWO)

See Also

Chapter 26, "Integrating with Contracts and Billing," Understanding the Billing Process Flow, page 503

Chapter 6, "Setting Up Accounting for Projects," Processing Transactions Using Accounting Rules, page 114

PeopleSoft Enterprise Contracts for Government Contracting 8.9 PeopleBook, "Setting Up and Processing Withholding"

Government Contract Progress Payments

The government can issue progress payments to the contractor prior to contract completion. The payments are based on an approved progress payment rate that can be included as terms in a government contract. The contractor issues progress payment requests to the government as costs are incurred. The requests can be issued based on a regular schedule or work progress.

Progress payments are applied to a specific contract, project, or set of project transactions. Use the Projects and Activities page in Contracts to associate a project and activity to progress payment terms on a contract. The system uses the specified projects and activities to calculate inception to date and estimated costs. Transaction rows that are eligible for progress payments are stored in the Project Transaction table (PROJ_RESOURCE) with analysis types that are associated with the PeopleSoft Inception to Date (PSITD) or PeopleSoft Estimated Cost to Complete (PSECC) analysis groups. The Accumulate Progress Payment Costs Application Engine process (CA_PGP_CALC) in Contracts retrieves the eligible costs from the Project Transaction table.

Projects and activities that are associated with contract lines are not included in progress payment cost calculations.

Progress payments are applicable only to amount-based contract lines for government contracts.

See Also

PeopleSoft Enterprise Contracts for Government Contracting 8.9 PeopleBook, "Establishing Progress Payments"

Government Contract Variance Pricing

Government contractors typically use provisional rates for billing, because provisional rates are the government-approved rates. They use forward pricing rates for revenue recognition, because forward pricing rates represent a more accurate estimate of overhead costs. You may be required to change provisional rates based on a rate review by the government, or you may want to calculate new forward pricing rates based on an internal audit. The adjustments can impact rates and require billing adjustments.

Retroactive rate adjustments, or variance pricing, are required when the government contractor retroactively applies new rates to unprocessed and previously processed transactions. The system applies the difference in rates against historical costs in a specified date range, and creates new transactions for the incremental difference between the old and new rates.

For example, assume that since January 1, the overhead rate has been 40 percent. On July 1, the rate changed to 45 percent, retroactive to the beginning of the year. The variance rate, which is the difference of 5 percent, is applied to all costs year-to-date, using standard rate source matching. The system processes the new transaction rows. As part of the Variance Pricing process, the delta rows are priced for revenue and billing based on the rate set or rate plan.

By using the Variance Pricing Application Engine process (PC_VAR_PRICE), you can:

- Process rates that are attached to contract lines or project activities.
- Capture the date and name of the person who made the change.
- Run variance pricing for one or many burden rate types, such as fringe benefits and overhead.
- Run variance pricing on existing rate sets for a specific contract line or project.
- Capture and process variance pricing for a particular effective dated set of rates.

Note. You can capture and process variance pricing only against costing rate definition types.

See Also

PeopleSoft Enterprise Contracts for Government Contracting 8.9 PeopleBook, “Performing Variance Pricing”

Setting Up Variance Pricing for Project Costing

To set up variance pricing for Project Costing, use the Rates Sets component (PC_RATE).

This section discusses how to:

- Enable variance pricing.
- Define rate set target rows.

See Also

Chapter 14, “Pricing Project Costs,” Defining Rate Sets and Plans, page 302

Pages Used to Set Up Variance Pricing

Page Name	Object Name	Navigation	Usage
Rate Sets	PC_RATE_DTL	• Setup Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rate Sets, Rate Sets • Customer Contracts, Contracts Center, Definitions, Rate Sets, Rate Sets	Define source criteria to identify cost transactions from feeder systems, and enable users to enter rate variances on the Rate Sets - Target page.
Rate Sets - Target	PC_RATE_DTL_LN	Click Target on the Rate Sets page.	Define rate template target criteria for creating billing rows, and access the Variance Rate History page to define variance rates for costing rate sets.

Enabling Variance Pricing

Access the Rate Sets page.

Select the Enable Variance option to enter rate variances on the Rate Variance History page for target rows on the rate set and indicate that this costing rate set is eligible for variance pricing. The Enable Variance option appears if you select a rate definition type of *Cost.* The default value is inactivated (cleared).

You can activate or inactivate the Enable Variance option until you enter a variance rate on the Rate Sets - Target page.

Defining Rate Set Target Rows

Access the Rate Sets - Target page.

For variance pricing, on the Rate Sets - Target page you define the target rates that the system uses to calculate indirect costs, and access the Rate Variance History page to enter new rates for the target rows. The rate that appears the most current, active rate that is used to price the target row. You maintain variance pricing rates on the Rate Variance History page.

The Sequence Number and History columns appear in the Define Target Rows grid when you activate the Enable Variance option on the Rate Sets page.

Sequence Number Displays the sequential rate target number assigned by the system from the Rate Variance History page. This value uniquely identifies the target sequence row and is updated incrementally each time a new active rate is added. The active target sequence and associated rate appears on this page.

History Click the link to access the Rate Variance History page for the target row, based on your security access, to enter new variance rates. This link appears when you enable variance pricing for the rate set.

You cannot edit a rate amount on the Rate Variance History page for target rows with a rate option of *Bill at Cost (NON), Activity Bill Rate (ABI), or Activity Cost Rate (ACO).*

Creating Pricing Variances

This section discusses how to:

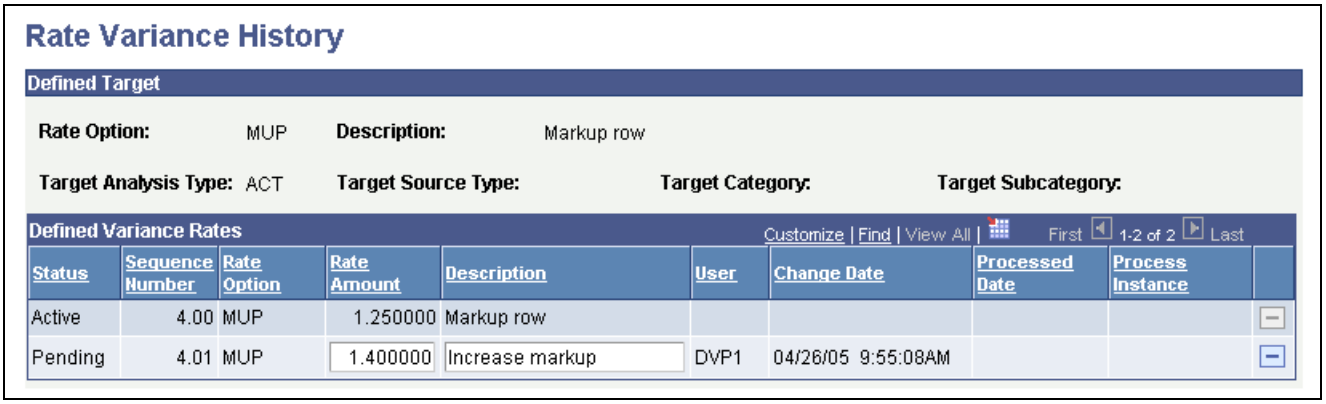
- Enter pricing variances.
- Apply pricing variances.

Pages Used to Create Pricing Variances

Page Name	Object Name	Navigation	Usage
Rate Variance History	PC_VP_HISTORY	Setup Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rate Sets, Target Click the History link on the Rate Sets - Target page.	View and enter variance pricing rates.
Variance Pricing	PC_VAR_PRICING	Project Costing, Utilities, Variance Pricing, Variance Pricing	Run the Variance Pricing process on selected rate sets.

Entering Pricing Variances

Access the Rate Variance History page.



Rate Variance History page

Defined Target

The Defined Target region displays the rate definition, source, and target information. You can view information on one target row at a time.

Defined Variance Rates

When you access this page for the first time for a particular target, one row appears in this grid—the original target rate amount with an active status.

Status Displays the system-generated status of variance pricing rows. Values are:

Pending: The system assigns this status when you add a new row. Only one row can be in a pending status in the grid. In this status, the value in the Rate

Amount field is editable, pricing processes do not use the rate, and the rate does not appear on the Rate Sets - Target page.

Active: The Variance Pricing process changes the pending row to the active row. Only one row can be in an active status in the grid. The rate amount field is not editable, standard and variance pricing processes use the rate amount in this row, and the rate is displayed on the Rate Sets - Target page. The system changes the status of this row *Inactive* when you add a new row.

Inactive: Rows that are maintained for history. Variance pricing uses historical rows to calculate old and new rate differences. There can be multiple inactive rows per target. The rate amount field is not editable, pricing processes do not use inactive rates, and inactive rates do not appear on the Rate Sets - Target page.

Sequence Number Displays a concatenation of the target row sequence number and the variance rate sequence number. The system assigns the variance rate sequence number beginning with zero, and increments by one each time you enter a new rate.

You cannot delete variance rate rows on this page.

Rate Option Displays the rate option that is specified on the target row on the Rate Sets - Target page. The rate option specifies how the system derives the rates for the corresponding target row.

See Chapter 14, "Pricing Project Costs," Defining Rate Set Target Rows, page 307.

Rate Amount Add a new row and enter the new variance rate.

You cannot edit the rate amount on the original row—the row with sequence number zero. You can correct a rate amount in a row that is still in a pending status.

After you enter the first variance rate and save the page, you can no longer edit the rate amount on the Rate Sets - Target page for this target, regardless of the status at the target sequence level. You must use the Rate Variance Page to edit or add variance rates for this specific target.

Description Enter a reason for the change. The system uses this description on new transaction rows that the Variance Pricing process creates for a run control if there is no description in the Output Options group box on the Variance Pricing run control page.

User and **Change Date** Displays the user name, date, and time of the new or changed rate.

Processed Date and **Process Instance** Displays the date, time, and process instance of the Variance Pricing process run.

Apply Click to save the changes to the database, and remain on the page.

Apply and Return Click to save the changes, and return to the Rate Sets - Target page.

Cancel Click to return to the Rate Sets - Target page without saving changes.

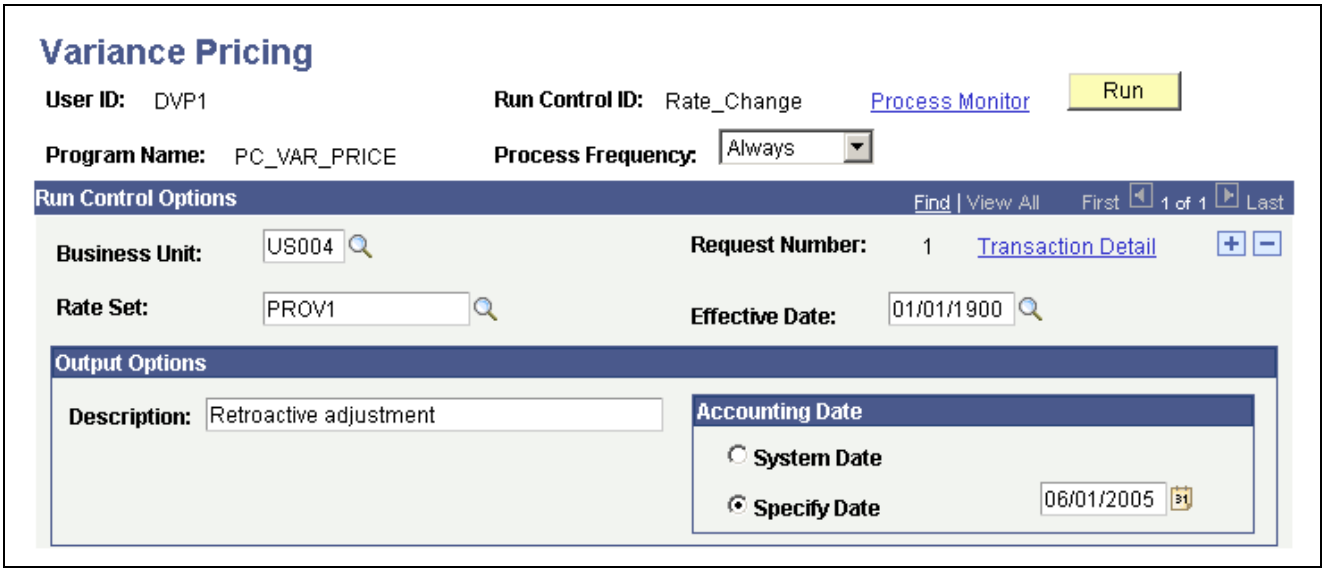
After you save the page, standard pricing processes will continue to use the active rate until you run the Variance Pricing process, which changes the status of the pending row to active.

Note. Variance pricing applies only to the rate amount. It does not evaluate changes that you make to other fields.

Do not change the analysis type on the Rate Sets - Target page and then apply variance pricing to the target row. When the Variance Pricing process applies the difference between old and new rates, it does not evaluate the analysis type to determine if it changed since the row was originally priced.

Applying Pricing Variances

Access the Variance Pricing page.



Variance Pricing page

Use this page to run the Variance Pricing process for:

- Rate sets with a costing rate definition type.
- Target variance rate amounts with a pending status.
- Contracts with an open or pending processing status.
- Contracts, projects, and activities that use the rate definition on this run control page.

Rate Set Select the rate set for which you want to run variance pricing. The system will evaluate transactions from all open contracts, projects, and activities that are associated with the selected rate set. Only rate sets with a costing rate definition type appear for selection.

Effective Date Select the effective date of the rate set. Available options are based on the effective dated rows for this rate set that are defined on the Rate Sets page. The Variance Pricing process uses the rate amounts from the selected effective date of the rate set, regardless of the source transaction date. You can select an effective date of an active or inactive rate set. As an example of when you may want to select an inactive rate set, assume that you have an active rate set with an effective date of January 1. On October 1 you create a new rate set, and inactivate the previous rate set. You may still need to run the Variance Pricing process by using the rate set is active on 1/1/2004.

Accounting Date Select the accounting date to apply to transactions that the Variance Pricing process creates. Options are:

System Date: Select to use the run date as the accounting date on the new transaction rows.

Specify Date: Select and enter a date to use as the accounting date on the new transaction rows.

Description Enter a description to apply to the new transaction rows that the Variance Pricing process creates for this run control. Leave the field blank to use the rate target description.

If you do not enter a description in this field, and there is no rate target description, no description will appear on the new row created in the Project Transaction table for this run control.

The Variance Pricing process completes these steps:

1. Updates the target variance rate sequence row to active.
2. Reprices rows eligible for repricing based on the new rate amount.
3. Triggers the Pricing process to price any new, unbilled, or unbooked transactions using the new rate.
4. Prices rows eligible for variance pricing based on the new rate amount.
5. Stamps the user ID from the run control, the process instance, and system date of this process, on the target variance rate sequence row.
6. Updates the rate amount and sequence number on the Rate Sets - Target page with the new active target variance row.
7. Creates new transaction rows with a system source of Variance Pricing Output (PRV).
8. When you change a rate on an eligible costing rate set that is associated with a rate plan, after the Variance Pricing process creates the new transaction row, the system prices the new row using any applicable remaining rate sets contained in the rate plan.

   For example, if you have a rate plan that contains 4 rate sets and you run the Variance Pricing process on rate set 1, the output rows from rate set 1 are eligible to be priced for rate sets 2, 3, and 4, in sequential order, if the rows meet the eligibility criteria for those rate sets.

   Repricing cannot occur on any transaction rows that are created as a result of the Variance Pricing process.

CHAPTER 28

Integrating with Maintenance Management

This chapter provides overviews of integration with Maintenance Management, work order transaction processing, work order asset capitalization and retirement, integration setup, Project Costing pages used in work order business processes, and discusses how to:

- Set up rate sets and asset integration rules.
- Create work orders and work order-managed projects in Project Costing.
- Retire work order assets.

See Also

PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook, "Understanding Maintenance Management," Maintenance Management Integration with Project Costing

Understanding Integration with Maintenance Management

Maintenance Management 8.9 is an Asset Lifecycle Management solution that gives you the tools to plan and schedule maintenance and construction, facilitate the accurate completion of the work, streamline the capture of the results, and automatically process the financial implications of the work. PeopleSoft uses work orders in Maintenance Management to track the costs associated with maintaining or creating assets.

The Maintenance Management system uses Project Costing's functionality to gather work order costs from the Purchasing, Payables, Expenses, and Inventory feeder systems. Project Costing stores work order costs in the Project Transaction table (PROJ_RESOURCE) and uses the costs to capitalize assets, calculate chargebacks, and provide cost analysis data based on the execution of a work order in Maintenance Management.

This section discusses:

- Terminology that is relevant to the integration between Maintenance Management and Project Costing.
- Work order tasks and project activities.

Terminology

This table describes terms that are relevant to the integration between Project Costing and Maintenance Management:

Term	Description
Work Order	A document that authorizes work to be performed and costs to be incurred. Typically, you generate work orders to authorize labor resources to perform construction tasks and maintenance-related activities to create and manage assets.
Work Order Business Unit	An entity that manages work orders. The work order business unit usually has the resources required to perform the work, or can borrow the resources.
Work Order Task	A unit of work on a work order to which an asset can be attached.
Work Order Resource Type	The work order attribute that classifies resources as *Material, Labor,* or *Tool.*
Project Costing-Managed Project	A project that is created to address any of the following business needs: • Monitoring and managing activity dates, dependencies, resources, percent complete, budgets, and costs. • Managing, budgeting, and reporting on initiatives at a project or program level. • Pooling and analyzing a variety of costs, including work order costs, related to a particular initiative. • Capitalizing disparate development and construction-related costs. • Retiring assets that require a significant amount of cost and effort. Use a Project Costing-managed project when there is an individual in a project manager role, who is engaged in planning the project by creating the project and its activities before actually executing work and incurring costs.
Work Order-Managed Project	A project that is used behind the scenes to enable Project Costing processes to collect, report, track, and account for costs incurred for work orders and work order tasks. You can create work orders in Maintenance Management in response to emergency, reactive, or preventive maintenance needs, and associate the work orders with work order-managed projects. Maintenance Management uses Project Costing to automatically generate activities in work order-managed projects so that you can collect, summarize, and account for the cost of work order tasks. By using work order-managed projects, you plan and manage activities on the work order, not on the project. For example, a maintenance planner can plan tasks to perform against a maintenance work order, while the work order is associated with a project and activities that the system uses to track costs, capitalize assets, calculate chargebacks, and generate costs for cost analysis.

Work Order Tasks and Project Activities

Every work order that is associated with a project contains one or more work order tasks. Project activities are used to track the costs of a work order and each work order task. You can create multiple work orders from the same project activity as long as the project is managed in Project Costing.

You can associate a work order task with only one project and activity. However, you can associate a project activity with many different work orders and work order tasks.

Associate projects and activities with work orders by using one of these methods:

- Associating work orders in Maintenance Management with existing projects.
- Creating work orders from project activities in Project Costing.

Associating Work Orders in Maintenance Management with Existing Projects

You can associate a work order with a Project Costing-managed project, a work order-managed project, or the default project that you establish during Maintenance Management implementation. A project must be associated with the work order business unit on the Work Order - Projects Association page to be eligible for work order creation.

You can associate a work order with a Project Costing-managed project when there is a project manager who is engaged in creating and planning the project and its activities before executing work and incurring costs. Associate a work order with a work order-managed project when you want to enable Project Costing processes to collect, report, track, and account for costs incurred for work orders and work order tasks behind the scenes. For example, if you create a work order to execute preventive maintenance, you can associate the work order with a work order-managed project that you created for that purpose.

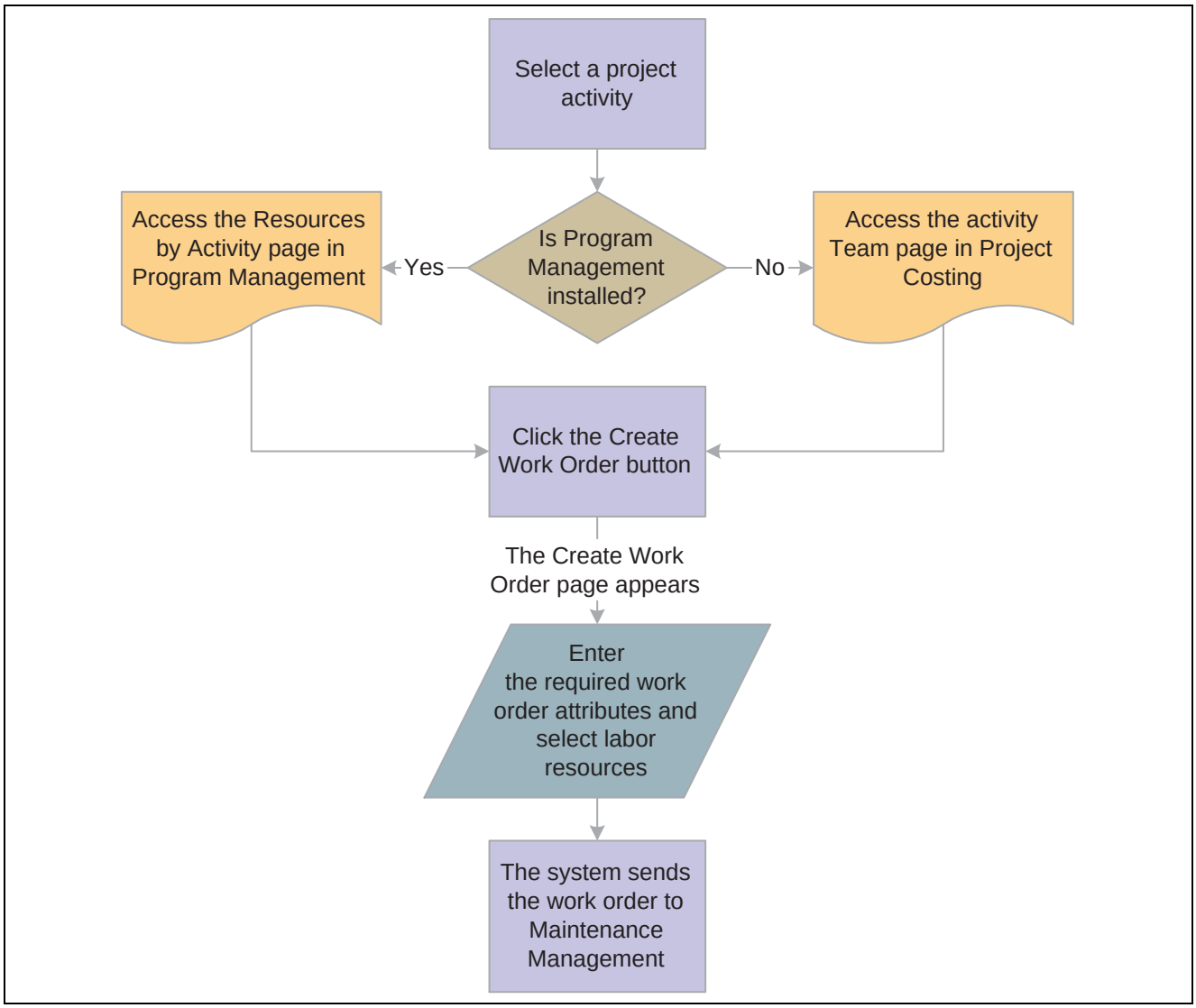
If you do not select an activity to associate with the work order task, the system automatically creates a project activity for the work order task so you can account for the work order costs. The activity start and end dates are based on the estimated start and end dates of the work order task.

After you associate a project and activity with a work order, you can change to a different project and activity for the work order if there are no transaction rows on the work order. When you change to a different project and activity, the system does not copy any other information from Project Costing to the work order, such as activity start date, activity end date, or resources.

Creating Work Orders from Project Activities in Project Costing

You can create work orders in Project Costing from active Project Costing-managed project activities by clicking the Create Work Order button on the Activity Definitions - Team page. If Program Management is installed, click the Create Work Order button on the Resources by Activity page.

This diagram shows the process to create a work order from a project activity:



Creating a work order from a project activity

An example of using this method is when an operations or project manager creates a project to build an asset, creates a project activity, and assigns labor, material, or asset tool resources to the activity. The manager can create a work order from Project Costing to authorize the project team to work on the project.

A work order that you create in Project Costing is associated with only one project. When you create the work order, the system automatically creates a new work order task, and associates the task with the activity. You can select labor, material, and asset resources on an activity to assign to the work order task. Resources can be associated with multiple work orders for a project activity. Labor resources must have a primary craft and be established as eligible resources in Maintenance Management.

If you create a work order from a project activity, canceling a work order task does not cancel the associated activity, as other work order tasks may be associated with the activity.

The following three tables list the fields that appear on a work order from the project activity. The first table lists the fields that are mapped from the activity to the work order level:

Project Activity Level	Work Order Level
Work Order Business Unit	Work Order Business Unit that is mapped to the Project Business Unit
Project Description	Work Order Description
Project Business Unit	Project Business Unit
Project ID	Project ID
Shop ID	Shop ID
Work Order Type	Work Order Type
Service Group ID	Service Group ID
Project Duration	Work Order Duration
Project Start Date	Work Order Start Date
Project End Date	Work Order End Date

The second table lists the fields that are mapped from the activity to the work order task level:

Project Activity Level	Work Order Task Level
Project Activity Description	Task Description
Activity ID	Activity ID
Project Activity Duration	Task Duration
Project Activity Start Date	Task Scheduled Start Date
Project Activity End Date	Task Scheduled End Date

The third table lists the fields that are mapped from the activity resource level to the work order resource level:

Resource Level	Resource Level
Primary Craft	Craft
Resource ID	Employee ID (for Labor resource) Item ID (for Material resource) Asset Identification (for Asset resource)
Assigned Work	Schedule Duration
Quantity	Scheduled Quantity
Unit of Measure	Unit of Measure

Project Costing sends labor resources to the work order only if the resource exists in the Resource Management system and asset resources only if they are tools.

You cannot create a work order in Project Costing from a work order-managed project.

Understanding Work Order Transaction Processing

This section discusses:

- Rate options.
- Work order transaction pricing.

Rate Options

To collect work order labor costs for billing, you must create a rate set that uses the *WBI* (work order labor bill rate) rate option. To collect work order labor costs for costing, you must create a rate set that uses the *WCO* (work order labor cost rate) rate option. The *WBI* and *WCO* rate options are available for rate set source rows with the analysis type that is specified for the Mobile Time / Expense field on the Installation Options - Project Costing Integration page. By using the *WBI* and *WCO* rate options for work order-managed projects, you instruct the Pricing Application Engine process (PC_PRICING) to retrieve cost and billing rates from the work order labor rate to calculate the target amount.

Administrators can use the Default Rate Set field in the Project Costing group box on the Work Order Definition - Integration page in Maintenance Management to specify the rate set that the system uses as a default for chargebacks for work order-managed projects. The default rate set on the work order business unit overrides the default project rate set or plan on the project.

Work Order Transaction Pricing

Project Costing processes transactions for work orders that are associated with work order-managed projects only after the work order tasks are closed. This prevents the Process Project Accounting Application Engine process (PSA_ACCTGGL) from processing transactions for open work order tasks.

Project Costing Application Engine processes collect costs from PeopleSoft Enterprise feeder systems. The Pricing process assigns a value of *H* (on hold) as the general ledger (GL) distribution status for transactions on open work order tasks that are associated with work order-managed projects, and inserts the rows into the Project Transaction table based on the project activity rate set. When you close the work order task, the Work Order Close Application Engine process (WM_CLOSE) updates the status to *C* (costed) for transactions that are associated with work order-managed projects, and the Process Project Accounting process generates the accounting entries.

Understanding Work Order Asset Capitalization and Retirement

This section lists prerequisites and discusses:

- Asset capitalization.

- Asset retirement for work order-managed project assets.

Prerequisites

For project assets to be eligible for the Express Retirement process, you must:

- Select the Work Order Managed option for the project, and change the project processing status to *Active,* on the Project Definition - General Information page.

  You can select or clear the Work Order Managed option until you save the page for the first time, after which the field is not editable.
- Establish express asset filter criteria for the business unit on the Express Asset Filter Criteria page.
- Select Derive from Work Order Task for the project in the Asset Identification group box on the Asset Integration Rules page.
- Accumulate costs in Project Costing directly (using online transaction entry) or indirectly (from feeder systems such as Payables, Expenses, and Inventory).

Note. Transactions that the Expenses application sends to Project Costing do not contain work order-related field values, such as work order business unit, work order ID, work order task ID, work order resource type, and work order line number. Therefore, the Express Asset Retirement Integration process does not include transactions that originate in the Expenses application unless you manually update the work order-related field values on the transactions in Project Costing.

Asset Capitalization

Maintenance Management maintains assets from work order tasks and relates the assets to projects and activities. You can maintain multiple assets from a single project, or you can consolidate a single asset from multiple projects.

Each work order task can specify one asset that is being maintained, one related project, and one related activity. The task contains the transaction costs of creating and maintaining the asset. These costs flow from Maintenance Management into various PeopleSoft applications such as Purchasing, Payables, Time and Expense, and Inventory, and from these systems into Project Costing.

See Also

Chapter 25, “Managing Assets,” Asset Assignment To Multiple Projects, page 446

Asset Retirement for Work Order-Managed Project Assets

You can use the Express Retirement Application Engine process (PC_EXPRET_AM) to fully retire assets that are associated with work order-managed projects. If a project asset is eligible for the Express Retirement process, this is the process flow for retiring the asset for work order-managed project activities:

1. A user closes the work order task.
2. Maintenance Management updates values for the project activity on the Asset Integration Rules page to synchronize the Project Costing and Maintenance Management systems.
3. The work order closed status triggers the Express Retirement process and indicates to the system that the project activity is ready to process.
4. The Express Retirement process determines the assets to send to Asset Management, stamps the Project Transaction table rows with asset information, and initiates the Asset Retirement Application Engine process (PC_RETIRE_AM).

See Also

Chapter 25, “Managing Assets,” Asset Retirement for Work Order-Managed Project Activities, page 448

Understanding Integration Setup

You use pages in both Maintenance Management and Project Costing to set up the integration between these systems. This table lists the integration setup steps, the application pages used to accomplish the steps, and the applications that own the pages:

Step	Application Page	Owner Application
Select the Enable Organization option if you want to use the charge back feature.	Installation Options - Project Costing (INSTALLATION_PC)	Project Costing See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, “Setting Installation Options for PeopleSoft Applications,” Defining Project Costing Installation Options.
Map work order business units to project business units.	Work Order Definition - Integration (BUS_UNIT_TBL_WM2)	Maintenance Management See *PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook*, “Setting Up Maintenance Management System Parameters,” Setting Up Integration Parameters for a Work Order Business Unit.
Map work order-managed projects and business units to work order business units.	Work Order - Projects Association (WM_PC_DFLT_PRJ)	Maintenance Management See *PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook*, “Setting Up Maintenance Management System Parameters,” Associating Projects with a Work Order Business Unit, Work Order Type, and Service Group.
Map project-related ChartFields to work order business units.	Work Order Project Chart field Mapping (WM_PC_DFLT_CFS)	Maintenance Management See *PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook*, “Setting Up Maintenance Management System Parameters,” Setting Up Default Project Costing ChartFields.

Step	Application Page	Owner Application
Define minimum capitalization limits that must be met before Project Costing capitalizes selected assets.	WO Capitalization Limit (WM_PC_CAP_INTGRTN)	Maintenance Management See *PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook*, "Setting Up Maintenance Management System Parameters," Defining Work Order Capitalization Limits.
Define capitalization rules that associate adjustment filters and retirement filters with project business units and asset types.	WO Capitalization Filter (WM_PC_CAP_FLTR)	Maintenance Management See *PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook*, "Setting Up Maintenance Management System Parameters," Associating Capitalization Filters with an Asset.
Set up rate sets that use *WBI* and *WCO* rate options.	Rate Sets (PC_RATE_DTL) and Rate Sets - Target (PC_RATE_DTL_LN)	Project Costing See Chapter 14, "Pricing Project Costs," Defining Rate Sets and Plans, page 302.
Specify a standard rate set that the system uses as a default for chargebacks for work order-managed projects.	WO Business Unit - Integration Options (BUS_UNIT_TBL_WM2)	Maintenance Management See *PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook*, "Setting Up Maintenance Management System Parameters," Setting Up Integration Parameters for a Work Order Business Unit.

Understanding the Project Costing Pages Used in Work Order Business Processes

This table summarizes the Project Costing application pages that work order business processes use:

Project Costing Application Pages and Processes	How the Page or Process Is Used in Work Order Business Processes
Asset Integration Rules page	Use this page to select the Derive from Work Order Task asset identification rule option to enable the Express Capitalization process to identify the transaction rows in activities that belong to assets. Additionally, the system automatically updates certain fields on this page during the life of a work order-managed project, such as: • When you save a project as a work order-managed project, the system automatically selects the asset identification rule of Derive from Work Order Task and the adjustment trigger of Automatic. • If the Work Order Managed Project flag is activated for a project, and if assets do not require approval before they are sent to Asset Management, the system selects an asset processing destination of *Summarize and Run Interface* on the Asset Integration Rules page. • When you change a work order task status to complete, the system updates these fields at the activity level to reflect the criteria in Maintenance Management: - Selects the Enable Integration flag. - Selects an integration type of *Retirement.* - Enters a value for Filter ID. • If the Work Order Managed flag is activated for a project, the system: - Selects an asset adjustment trigger of Automatic. - Selects a transaction load type of Adjust Cost/Acquisition Detail. - Selects an end of year rule of Ignore End of Year. See Chapter 25, "Managing Assets," Defining Asset Integration Rules for Express Capitalization, page 457.
Define Assets page	Use this page to view the details of asset definitions that are associated with work order-managed projects.
Relate by Project page	Use this page to view the details of the relationship of assets to projects for assets that are associated with work order-managed projects.
Project Definitions - General Information page	Use this page to designate the project as a work order-managed project, which indicates that the project is managed with work orders in Maintenance Management, instead of by a project manager in Project Costing. Additionally, you can click links in the More drop-down list box to access: • The Work Order Project Chart field Mapping page for a business unit, work type, and service group combination to specify default project ChartField values for work order tasks. • The Work Order - Projects Association page to specify default work order values on projects. See Chapter 7, "Creating and Maintaining Projects," Creating and Defining Projects, page 133.
Project Costing Activity Definitions - Team page or Program Management Resources by Activity page	On this page you can click a button to access the Create Work Order page to create a work order in Maintenance Management for this project activity. See Chapter 10, "Staffing Project and Activity Teams," Creating Project and Activity Teams, page 206.

Project Costing Application Pages and Processes	How the Page or Process Is Used in Work Order Business Processes
Create Work Order page	Use this page to create a work order from a Project Costing-managed project activity. See Chapter 28, "Integrating with Maintenance Management," Creating Work Orders and Work Order-Managed Projects in Project Costing, page 537.
Show All Transaction Details page	View the work order business unit, work order number, task number, resource type, and resource line number for a transaction. See Chapter 11, "Working with Transactions," Viewing and Adding Transactions, page 221.
Express Retirement Process page	Use this page to run the Express Retirement Application Engine process (PC_EXPRET_AM) to send assets that are associated with work order-managed projects to the Asset Management Loader table and (optionally) to the Asset Management production tables. See Chapter 25, "Managing Assets," Retiring Work Order Assets, page 499.
Pricing process	This Application Engine process calculates labor cost amount and billing amount by using the work order labor cost rate and bill rate. Additionally, the process holds transactions that are associated with work order-managed projects so that the Process Project Accounting process does not process them until the work order task closes. See Chapter 14, "Pricing Project Costs," Running the Pricing Application Engine Process, page 312.

Setting Up Rate Sets and Asset Integration Rules

You use pages in both Maintenance Management and Project Costing to set up the integration. This section discusses the setup pages that are in Project Costing only.

This section lists the pages used to define asset integration rules.

Pages Used to Set Up Rate Sets and Asset Integration Rules

Page Name	Object Name	Navigation	Usage
Rate Sets	PC_RATE_DTL	Set Up Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rate Sets, Rate Sets	Enter a row with an analysis type that is specified in the Mobile Time / Expense field on the Installation Options - Project Costing Integration page, which enables you to select the *WBI* and *WCO* rate options for work order-managed projects on the Rate Sets - Target page. See Chapter 14, "Pricing Project Costs," Defining Rate Sets and Plans, page 302.
Rate Sets - Target	PC_RATE_DTL_LN	• Setup Financials/Supply Chain, Product Related, Project Costing, Pricing Structure, Rate Sets, Target • Click the Target link on a row in the Define Criteria for Incoming Transactions grid.	Select the *WBI* rate option to collect work order labor costs for billing, or the *WCO* rate option to collect work order labor costs for costing. These rate options are available for source rows with the analysis type that is established for Mobile Time / Expense on the Installation Options - Project Costing Integration page.
Project Costing Options - Asset Integration Rules	PC_AM_RULE_BU	Setup Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options Select the Asset Integration Rules tab.	Select the Derive from Work Order Task asset identification rule option to enable the Express Capitalization process at the business unit level. See Chapter 25, "Managing Assets," Defining Asset Integration Rules for Express Capitalization, page 457.
Project Definitions - Asset Integration Rules	PC_AM_RULE_PRJ	Project Costing, Project Definitions, General Information Select the Asset Integration Rules tab.	Select the Derive from Work Order Task asset identification rule option to enable the Express Capitalization process at the project level.
Activity Definitions - Asset Integration Rules	PC_AM_RULE_ACT	Project Costing, Activity Definitions, General Information Select the Asset Integration Rules tab.	Select the Derive from Work Order Task asset identification rule option to enable the Express Capitalization process at the activity level.

Creating Work Orders and Work Order-Managed Projects in Project Costing

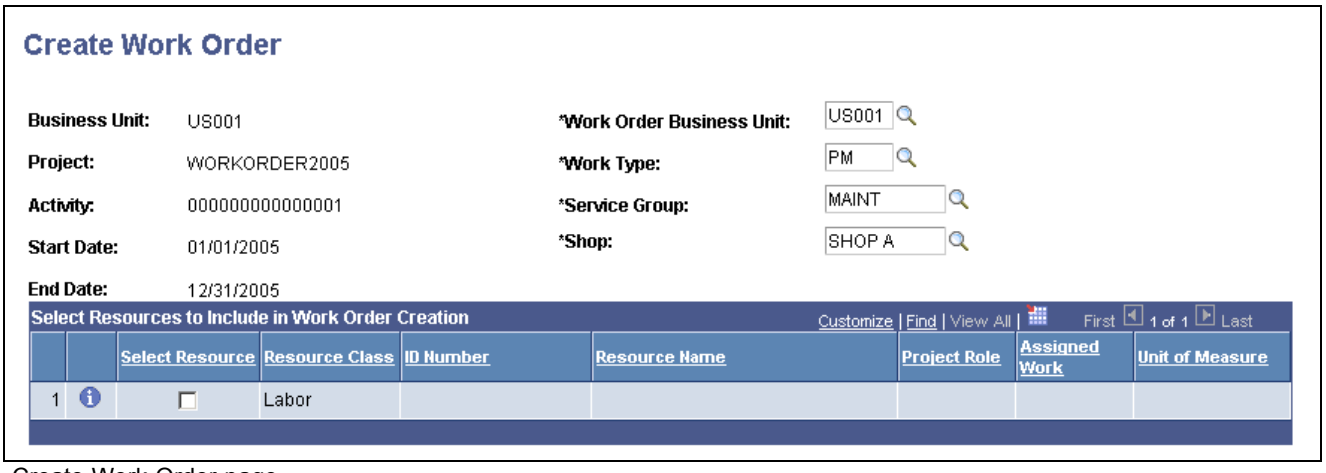
This section discusses how to create work orders in Project Costing.

Pages Used to Create Work Orders and Work Order-Managed Projects in Project Costing

Page Name	Object Name	Navigation	Usage
Create Work Order	PC_CREATE_WO	Project Costing, Activity Definitions, Team, Team Click Create Work Order on the Activity Definitions - Team page in Project Costing, or the Resources by Activity page in Program Management.	Create a work order for a Project Costing-managed project. **Note.** The Create Work Order button is available on the Activity Definitions - Team page only for active Project Costing-managed projects.
Project Definitions - General Information	PROJECT_GEN_01A	Project Costing, Project Definitions, General Information, General Information	Designate a project as a work order-managed project, and access work order-related pages in Maintenance Management.

Creating Work Orders in Project Costing

Access the Create Work Order page.



Create Work Order page

The system populates the project business unit, project, activity, start date, and end date from the project activity. These fields are not editable.

Work Order Business Unit Enter a business unit from the list of work order business units that are mapped to the project business unit.

Work Type Enter a work type from a list of valid work types that are defined in Maintenance Management.

Service Group Enter a service group from a list of valid service groups that are defined in Maintenance Management. The service group work order attribute represents the group that performs the work order service. The default value is based on the work order business unit.

Shop Enter a shop from a list of valid shops that are defined in Maintenance Management. A shop is composed of individual technicians or crews, and represents the level at which a scheduler typically has responsibility for dispatching resources.

Select Resources to Include in Work Order Creation

Resources appear in the grid and are available for selection if these conditions exist:

- The resource exists on the Activity Definitions - Team page in Project Costing or the Resources by Activity page in Program Management.
- The resource exists in Maintenance Management as a labor resource.

If you use Program Management, you can also select material and asset resources to include in work orders. Asset resources must be defined as tools in Maintenance Management.

Resources *do not* appear in the grid if either of these conditions exist:

- The resource is classified as generic resource.
- The labor resource does not exist in Maintenance Management as a labor resource.
- The asset resource is not a tool.

Indicates that the corresponding resource is assigned to another work order that is created from this project activity.

Select Resource Select the check box to copy the corresponding resource to Maintenance Management when you create the work order. You can associate a resource with one or more work orders for a project activity.

Assigned Work Displays the assigned work for the resource for the corresponding activity. This field is available only if you use Program Management.

Unit of Measure Displays the unit of measure for the resource for the corresponding activity. This field is available only if you use Program Management.

Create Click to create a work order with one work order task, and return to the Activity Definitions - Team page or the Resources by Activity page.

Cancel Click to return to the Activity Definitions - Team page or the Resources by Activity page without creating a work order or work order task.

See Also

PeopleSoft Enterprise Maintenance Management 8.9 PeopleBook, “Understanding Maintenance Management,” Project Costing

Retiring Work Order Assets

This section lists the page used to retire work order assets.

Page Used to Retire Work Order Assets

Page Name	Object Name	Navigation	Usage
Express Retirement Process	RUN_PC_EXP_RET	Project Costing, Assets, Express Retirement Process, Express Retirement Process	Run the Express Retirement process to retire assets that are associated with work order-managed projects. See Chapter 25, "Managing Assets," Retiring Work Order Assets, page 499.

CHAPTER 29

Integrating with Receivables

This chapter provides an overview of the integration process with Receivables and discusses how to integrate receivables adjustments.

Understanding Integration with Receivables

Integration with Receivables provides you with accounts receivable items and revenue-related adjustments. By gaining access to information on the progress of a project, such as outstanding revenue, project managers have financial control of the project.

Rows are eligible to distribute from Receivables to Project Costing if they have:

- A Project Costing Distribution Status flag (PC_DISTRIB_STATUS) value of *N* (not distributed) in the Item Activity table (ITEM_ACTIVITY).
- Values for project business unit, project, activity, and any other required project-related ChartField.
- A Receivables entry type that relates to revenue adjustments.

  This table lists the types of adjustments that Project Costing captures:

Receivables Entry Type	Description
FC-01	Create an overdue charge.
IT-01	Create an invoice/debit memo.
IT-02	Create a credit memo.
MT-03	Write off a debit.
MT-04	Create a new debit.
MT-07	Write off a remaining debit.
WS-02	Take earned discount.
WS-03	Take unearned discount.

Receivables Entry Type	Description
WS-08	Create a deduction.
WS-09	Write off an item.
WS-11	Write off an underpayment.

Use the Receivables Adjustments Application Engine process (PC_AR_TO_PC) to move data from Receivables to Project Costing. This process copies the information into the Project Transaction table (PROJ_RESOURCE) in Project Costing, and updates the Project Costing Distribution Status flag to *D* (distributed) in the Item Activity table in Receivables.

See Also

PeopleSoft Enterprise Receivables 8.9 PeopleBook, "Setting Up Receivable Update and Pending Group Generator"

PeopleSoft Enterprise Receivables 8.9 PeopleBook, "Defining Receivables Processing Options," Setting Up Item and Automatic Entry Types for Revenue Estimate Processing

PeopleSoft Enterprise Receivables 8.9 PeopleBook, "Entering Pending Items," Project Costing Integration

PeopleSoft Enterprise Billing 8.9 PeopleBook, "Structuring Bills," Setting Up Bill-By Identifiers for External Sources

Integrating Receivables Adjustments into Project Costing

This section discusses how to import receivables adjustment data into Project Costing.

Page Used to Integrate Receivables Adjustments into Project Costing

Page Name	Object Name	Navigation	Usage
Adjustments from Receivables	PC_AR_TO_PC	Project Costing, Revenue Collection, Adjustments from Receivables, Adjustments from Receivables	Run the Receivables to Project Costing process to import receivables adjustment data into Project Costing.

Adjusting Receivables

Access the Adjustments from Receivables page.

Option Select to import transactions for all projects and activities, or for specific ones. Options are:

All: Processes all transactions that are associated with all activities.

Business Unit: Processes transactions for the selected business unit.

Business Unit/Project: Processes transactions for the selected business unit and project.

Business Unit/Project/Activity: Processes transactions for the selected business unit, project, and activity.

Transaction Detail After the system successfully completes the Receivables to Project Costing process, click Transaction Detail to access the Transaction List page and view the latest receivables adjustments in the Project Transaction table.

Run Click to initiate the request to move receivables data to the Project Transaction table. Receivables adjustments appear as transactions with the analysis type that is specified in the Installation Options - Project Costing Integration page for Receivables Adjustment.

See Also

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, "Setting Installation Options for PeopleSoft Applications," Defining Project Costing Integration Installation Options

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

CHAPTER 30

Summarizing and Archiving Project Data

In Project Costing, you summarize data before you archive it. Use the Project Data Compression Application Engine process (PC_COMPRESS) to summarize project data into history tables. Then use the PeopleSoft Data Archive Manager to archive data from the history tables.

This chapter provides an overview of the data summary and data archive processes and discusses how to:

- Summarize and view transaction row data.
- Archive data.
- Restore archived data.

See Also

Enterprise PeopleTools 8.46 PeopleBook: Data Management

Understanding the Data Summary Process

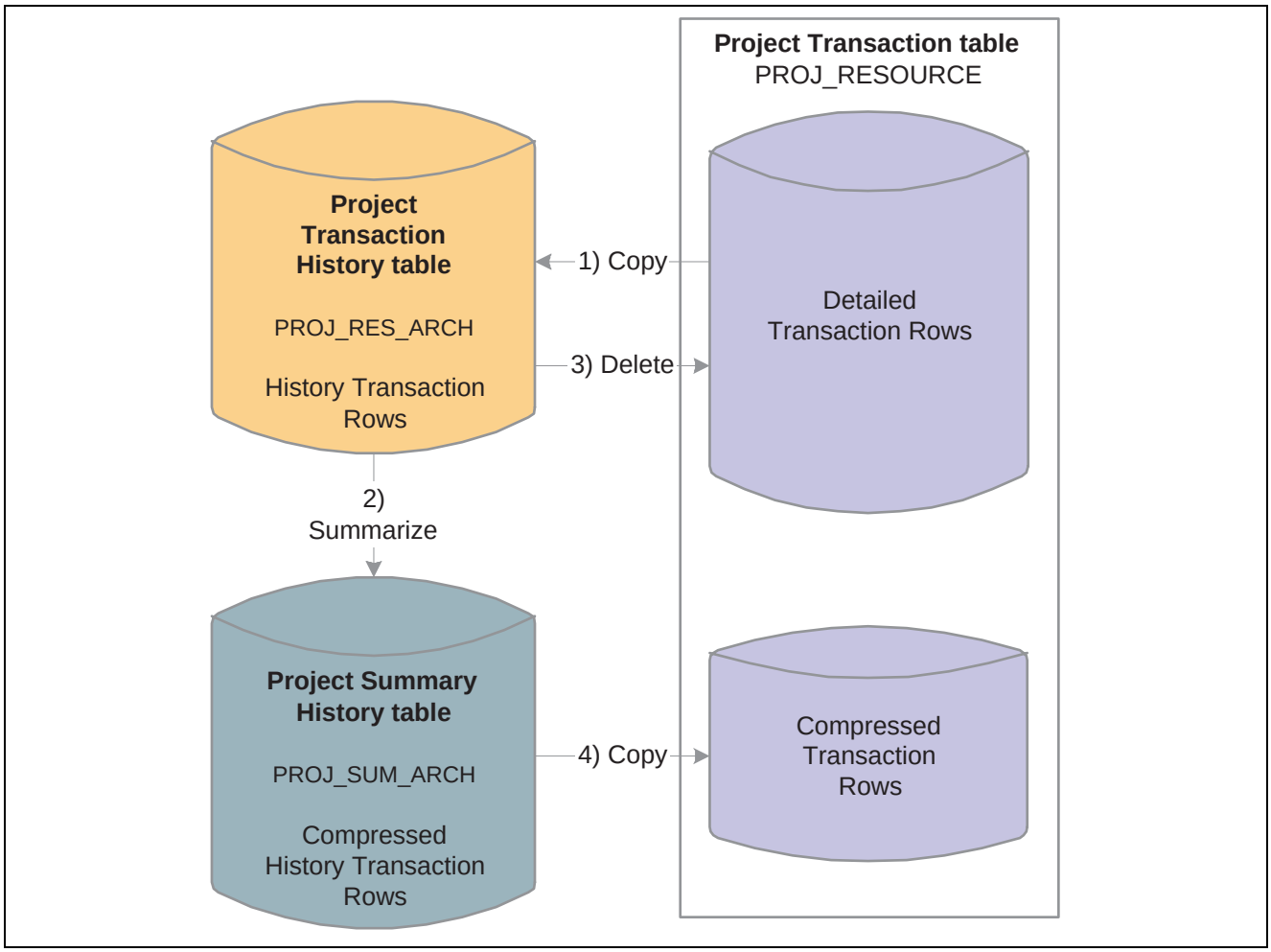
Project Costing keeps all life-to-date transactions for each project, resulting in a high volume of data to manage. To reduce storage needs and increase performance, you can summarize transaction data by using the Project Data Compression Application Engine process that retains project costs while deleting some detail and integration information.

This section discusses:

- Summarization process flow.
- Tables populated by the Project Data Compression process.
- Summary transactions.
- Integration processes.

Summarization Process Flow

This diagram shows the Project Data Compression process:



Project Data Compression process

Data compression is a four-step process:

1. Copy the detailed transaction rows for a specified date range from the Project Transaction table (PROJ_RESOURCE) to the Project Transaction History table (PROJ_RES_ARCH).
2. Summarize detailed transaction rows in the Project Transaction History table and copy them to the Project Summary History table (PROJ_SUM_ARCH).
3. Delete the original transactions from the Project Transaction table.
4. Copy summarized transactions in the Project Summary History table to the Project Transaction table.

Tables Populated by the Project Data Compression Process

The Project Data Compression process stores data in transaction history and summary tables. The process updates these tables when you summarize data from the Project Transaction table:

- Project Transaction History (PROJ_RES_ARCH)
- Project Summary History (PROJ_SUM_ARCH)

Summary Transactions

The Project Data Compression process summarizes transaction data within a date range. After removing all detail integration information, the resulting summary rows retain the date range begin date in the Transaction Date field (TRANS_DT), and the date range end date in the Accounting Date field (ACCOUNTING_DT).

For example, assume that you run the Project Data Compression process with a date range of 5/1/03 to 5/31/03 on these transaction rows:

ACTIVITY_ID	ANALYSIS_ TYPE	RESOURCE_ TYPE	TRANS_DT	ACCOUNTING_ DT	FOREIGN_ AMOUNT
MFG	ACT	MATER	5/1/2003	5/15/2003	1200 USD
MFG	ACT	MATER	5/5/2003	5/15/2003	1500 USD
MFG	ACT	MATER	5/17/2003	5/30/2003	3000 USD
MFG	ACT	MATER	5/26/2003	5/30/2003	1700 USD

The process summarizes the rows into this single line:

MFG	ACT	MATER	5/1/2003	5/31/2003	7400 USD

The Project Data Compression process groups the summary rows first by project business unit, project, activity, and general ledger business unit. The sequence of fields that the system uses to group summary rows at a more granular level are based on platform.

Integration Processes

When transactions are summarized, the Project Data Compression process does not retain any information pertaining to the systems from which the individual transactions are received. The process does not retain journal lines, although it does retain journal header information.

Note. You can remove more detail from transactions during summarization by removing fields from the Project Summary History table that contain unwanted data and modifying the Project Data Compression process. Conversely, you can retain integration information from specific systems by adding the fields to the Project Summary History table and modifying the Project Data Compression process. However, these modifications to the Project Data Compression process require customizations that are not delivered with the Project Costing system. Modifications to the delivered code are not supported by PeopleSoft Development.

Understanding the Data Archive Process

This section lists a prerequisite and discusses:

- Archive process flow.
- Data Archive Manager.

Prerequisite

Before you can archive data, you must run the Project Data Compression process to populate the Project Transaction History table and Project Summary History table.

Archive Process Flow

You must complete these steps to archive data in Project Costing:

- Create archive history tables.

  This is a one time step that PeopleSoft completed for you by delivering archive history tables that you need to archive project data based on business unit, project, or activity.

- Set up the archive definitions—archive objects, archive queries, and archive templates.

  This is a one time step that is required for each type of data that you want to archive. PeopleSoft completed this step for you by delivering the required archive definitions for project data.

- Run the Project Data Compression process to summarize transaction data into history tables.

  This is a recurring step that you must complete prior to each occurrence of the archive process. The archive process relieves only the Project Transaction History table and Project Summary History table. Archiving data does not impact the Project Transaction table.

- Define and run the archive job to move summarized project data into the archive tables.

  This is a recurring step that is known as the selection process because you are selecting the archive template that specifies the data to archive during this batch job.

  Submit archive jobs using the PeopleSoft Process Scheduler.

- (Optional) Restore (roll back) data from the archive tables to the history tables to recover deleted data as needed.

- (Optional) Delete data from the Project Transaction History table and Project Summary History table.

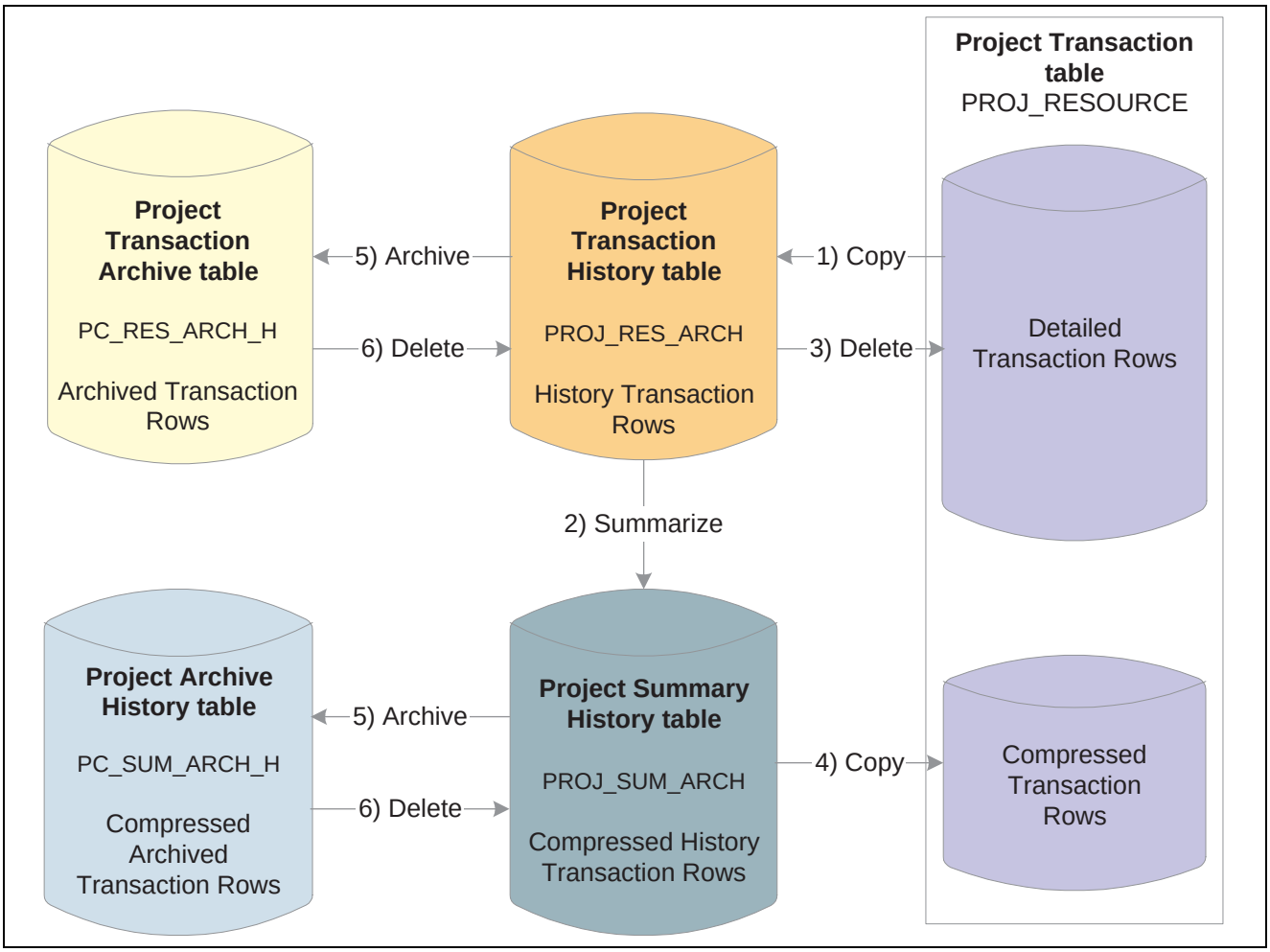
  You can delete data from the transaction history and summary tables only if the data is already archived in the archive history tables.

  Data will exist in parallel in the Project Transaction History table and the Project Transaction Archive table until you clean up the transaction table by deleting archived data. Similarly, data will exist in parallel in the Project Summary History table and the Project Archive History table until you delete archived data from the transaction summary table.

- (Optional) Audit archive jobs.

  The Data Archive Manager retains information on each process that is executed—who ran the process, when they ran it, which archive ID and record were affected, and what SQL statement was executed.

This diagram shows how the archive process follows the data compression process in Project Costing:



Project Data Compression process followed by the archive process

Data Archive Manager

You archive data in Project Costing by using the Data Archive Manager. Data Archive Manager provides an integrated and consistent framework for archiving data from PeopleSoft applications. Use the Data Archive Manager to:

- Predefine logical sets of data to archive.
- After archiving data, purge the same logical sets of data from the transaction tables.
- Restore the logical sets of data.
- Delete data from archive tables.

The Data Archive Manager requires these components to archive data to history tables:

- Archive object definitions.
- Archive query definitions.
- Archive template definitions.
- Archive job definitions.

Project Costing delivers archive history tables, archive object definitions, archive query definitions, and archive template definitions to archive project data based on business unit, project, or activity. You can modify the archive definitions, if needed, using the Data Archive Manager. You can also create your own archive definitions to archive other types of data.

Archive Object Definitions

Each table from which you archive data must be associated with a history table. An archive object definition identifies the tables that contain the data to archive and the history tables that are updated for each table.

Base tables contain all key fields by which data is archived from all other tables in the archive object. Each archive object has only one base table. Project Costing delivers archive objects that contain only one archiving record, which is used as the base table for the object.

This table lists the archive object definitions that Project Costing delivers:

Archive Object	Description	Archiving Record	Archive History Table
PC_RESOURCE_ ARCHIVE	Project Resource Archive	PROJ_RES_ARCH (base table)	PC_RES_ARCH_H
PC_SUMMARY_ ARCHIVE	Project Summary Archive	PROJ_SUM_ARCH (base table)	PC_SUM_ARCH_H

The archive history tables are identical copies of the transaction history and summary tables with two additional fields—Archive ID (PSARCH_ID) and Batch Number (PSARCH_BATCHNUM). Data in archive history tables is keyed by the archive template—also known as archive ID—and batch number for an archive run. You can run a query on the archive history tables if you want to see all transactions that are selected to archive.

See *Enterprise PeopleTools 8.46 PeopleBook: Data Management,* "Using PeopleSoft Data Archive Manager," Managing Archive Objects.

Archive Query Definitions

Queries are defined using PeopleSoft Query and contain the selection criteria to archive data from the transaction history and summary tables to archive history tables. Queries that are used by the Data Archive Manager are of the type *Archive.* Users select the archive query at runtime.

The following table lists the archive query definitions that Project Costing delivers. The first three queries select rows from the PROJ_RES_ARCH table for specific business units, projects, and activities. The next three queries select rows from the PROJ_SUM_ARCH table for specific business units, projects, and activities.

Query Name	Description
PC_ARCHIVE_RES1	Resource by Business Unit
PC_ARCHIVE_RES2	Resource by Business Unit, Project
PC_ARCHIVE_RES3	Resource by Business Unit, Project, Activity
PC_ARCHIVE_SUM1	Summary by Business Unit
PC_ARCHIVE_SUM2	Summary by Business Unit, Project
PC_ARCHIVE_SUM3	Summary by Business Unit, Project, Activity

Review these queries to determine whether you want to add additional selection criteria for the transactions that are to be archived.

Note. Use the advanced search page in the PeopleSoft Query Manager component (QUERY_MANAGER) to search for archive query definitions. Select *Archive* as the Query Type. Enter *PC* in the Query Name field to view a list of Project Costing archive query definitions.

See *Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Query.*

Archive Template Definitions

To archive data, you select an archive template definition on the Archive Data to History run control page. Each archive template definition includes one or more archive object definitions and archive query definitions that are used to select the data.

This table lists the archive template definitions that Project Costing delivers:

Archive Template	Description	Archive Object	Query Name
PC_RES	Project Resource	PC_RESOURCE_ ARCHIVE (base object)	PC_ARCHIVE_RES1 PC_ARCHIVE_RES2 PC_ARCHIVE_RES3
PC_SUM	Project Resource Summary	PC_SUMMARY_ ARCHIVE (base object)	PC_ARCHIVE_SUM1 PC_ARCHIVE_SUM2 PC_ARCHIVE_SUM3

Users manage historical data by archive template and batch number of the run control. This granularity enables users to selectively roll back an archive process, if necessary, rather than rolling back all of the data in the history table.

See *Enterprise PeopleTools 8.46 PeopleBook: Data Management,* "Using PeopleSoft Data Archive Manager," Managing Archive Templates.

See Also

Enterprise PeopleTools 8.46 PeopleBook: Data Management

Summarizing and Viewing Transaction Row Data

After summarizing transaction data, drill-to-source capabilities are no longer available, unless you edited the Project Summary History table to retain integration details.

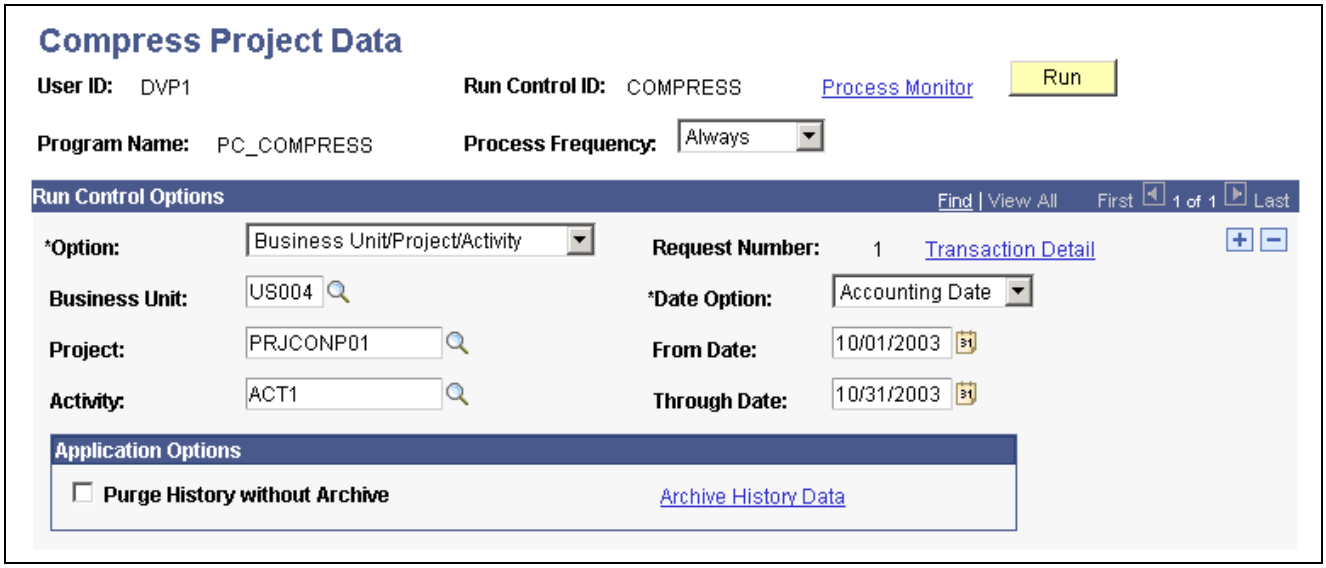
Note. Do not summarize detailed transaction data that will be required by downstream processes. For example, if you create accounting entries using the Process Project Accounting Application Engine process (PSA_ACCTGGL), always send detailed transactions to the general ledger before you summarize transaction data.

Pages Used to Summarize and View Transaction Row Data

Page Name	Object Name	Navigation	Usage
Compress Project Data	PC_COMPRESS	Project Costing, Utilities, Compress Project Data, Compress Project Data	Summarize transaction rows for a given period.
Transaction Detail History	PROJ_RES_ARCHIVE	Project Costing, Utilities, Transaction Detail History, Transaction Detail History	View the original, uncompressed transaction rows after running the Project Data Compression process.
Transaction Summary History	PROJ_SUM_ARCHIVE	Project Costing, Utilities, Transaction Summary History, Transaction Summary History	View compressed data that results from the Project Data Compression process.

Summarizing Project Data

Access the Compress Project Data page.



Compress Project Data page

Option Select the parameters for the Project Data Compression process. Options are:

All: The process runs for all activities.

Business Unit: The process runs for a selected business unit.

Business Unit/Project: The process runs for a selected business unit and project.

Business Unit/Project/Activity: The process runs for a selected business unit, project, and activity.

Date Option Select *Accounting Date* or *Transaction Date* to specify the transactions to compress based on a time period.

From Date and **Through Date**	Enter the time period From Date and Through Date of the transactions to compress. The specified From Date becomes the transaction date for the compressed rows. The specified Through Date becomes the accounting date for the compressed rows.
Transaction Detail	Click to access the Transaction List search page to find and view resource transactions belonging to a project's activity.
Purge History without Archive	Select to purge transactions from the Project Transaction History table and Project Summary History table. **Note.** You cannot view historical data or archive data that is purged from these tables.
Archive History Data	Click to access the Archive Data to History run control page to archive data using the Data Archive Manager Application Engine process (PSARCHIVE). **Note.** Archive data after you complete the Project Data Summary process.
Run	Click to initiate the Project Data Compression process.

See Also

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

Viewing Data After the Summary Process

After you run the Project Data Compression process, access the Transaction Detail History page to view detailed data from the original (not summarized) Project Transaction table that is stored in the Project Transaction History table.

Access the Transaction Summary History page to view summarized data that is stored in the Project Summary History table.

Archiving Data

This section discusses how to archive data using the Data Archive Manager.

Pages Used to Archive Data

Page Name	Object Name	Navigation	Usage
Archive Data to History	PSARCHRUNCNTL	• PeopleTools, Data Archive Manager, Archive Data to History • Click Archive History Data on the Compress Project Data page.	Select an archive template, query, and action that you want to take in the archiving process.
Define Archive Query Binds - Define Query Bind Variables	PSARCHRUNQRYBND	Select a query and click Define Binds on the Archive Data to History page.	Click Reset Query Bind Variables to enter run control options that the system uses to select the transactions to archive.
Audit Archiving	PSARCHIVEAUDIT	PeopleTools, Data Archive Manager, Audit Archiving, Audit Archiving	View details of previous archiving processes.

Archiving Data By Using the Data Archive Manager

Access the Archive Data to History page.

Use this page to define archive jobs to archive or delete, restore data from transaction history and summary tables, or delete data from archive history tables. Specify the archive template, archive and commit processing options, and submit archive jobs in a batch by using the Process Scheduler. As part of the process, Data Archive Manager prompts you for runtime parameters such as bind variables and which query to use.

See *Enterprise PeopleTools 8.46 PeopleBook: Data Management,* "Using PeopleSoft Data Archive Manager," Archiving Data to History, Defining Archive Jobs.

The system generates a batch number and archive date time stamp each time that the process runs.

Note. To optimize performance, run the Data Archive Manager process when system usage is low.

Auditing Archive Data

Access the Audit Archiving page.

Use this page to view details of previous archiving processes. Select the Audit Row Count option on the Archive Data to History page for the system to include a count of the number of rows archived for each archive template, archive batch number, and table combination.

Important! If you select incorrect data to archive, use the Data Archive Manager to remove the data from the archive history tables before you rerun the archive selection process.

See *Enterprise PeopleTools 8.46 PeopleBook: Data Management,* "Using PeopleSoft Data Archive Manager," Auditing Archive Processes.

Restoring Archived Data

This section provides an overview of data restoration and lists the page used to restore data.

Understanding Data Restoration

The Selection option on the Archive Data to History run control page places a copy of the transaction data from the transaction history and summary tables into the archive history tables. The Delete option removes the transaction data from the transaction history and summary tables if it has been archived.

Always delete data from transaction history and summary tables for a specific archive template and batch number combination after you successfully archive the batch to the archive tables. If you delete data from the transaction history and summary tables, you can restore the data from the archive history tables by using the Rollback option on the Archive Data to History run control page. The rollback process restores all data for a specific archive template and batch number.

For example, assume that you archived rows from the Project Summary History transaction table to the Project Archive History table by using archive template *PC_SUM* and assigning batch number *3*. After you archive the data, you will use the Archive Data to History page to run the delete process for the rows in the same template and batch combination. After the rows in archive template *PC_SUM* and batch number *3* are deleted from the Project Summary History transaction table, then you can run the rollback process to restore the rows, if required.

Note. Do not run the Rollback process for an archive template and batch number combination without first removing the data from the transaction and history tables. Doing so causes a SQL error because the Data Archive Manager will be trying to restore data that already exists.

You cannot restore a subset of data from a particular batch. For example, you cannot specify that you want to restore data for a specific customer or group control.

You can restore data to the transaction history and summary tables as long as it remains in the archive history tables.

Important! Always use a database utility to copy data to a flat file before you delete it from the archive history tables. To restore data to the transaction history and summary tables after you delete it from the archive history tables, you first must manually restore the data to the archive history tables from a flat file.

Page Used to Restore Archived Data

Page Name	Object Name	Navigation	Usage
Archive Data to History	PSARCHRUNCNTL	PeopleTools, Data Archive Manager, Archive Data to History	Restore data from an archive template and batch number to transaction history and summary tables.

Restoring Data to Transaction Summary and History Tables

Access the Archive Data to History page.

To restore data to transaction summary and history tables, select an archive template and the Rollback option, and enter the batch number for the process run of the data that you want to restore.

If any rows from the selected archive template and batch number combination already exist in the transaction history and summary tables, delete the batch from the transaction history and summary tables before you run the restore process.

CHAPTER 31

Integrating with Third-Party Applications

This chapter provides overviews of third-party data integration and Project Costing interface data structures and discusses how to:

- Review and modify interface table data.
- Load interface table data into Project Costing.

Note. This chapter discusses integrations dealing with third-party applications other than Microsoft Project 2002. For integrating with Microsoft Project 2002, see the "Integrating with Microsoft Project 2002" chapter.

See Also

Chapter 32, “Integrating with Microsoft Project 2002,” page 611

Understanding Third-Party Data Integration

To integrate third-party data with Project Costing:

1. Export the information from the third-party system to a database table or a flat file.
2. Import that information into the Project Costing interface tables.

   How you accomplish this depends on the third-party application.

This section discusses:

- Importing third-party data into interface tables.
- Third-party tree loading.

Importing Third-Party Data into the Interface Tables

To import third-party data into Project Costing interface tables:

1. Map fields from the third-party application to fields in the appropriate Project Costing interface table based on this list:

Interface	Table Name
Projects	Projects Interface staging table (INTFC_PROJ_GEN)

Interface	Table Name
Activities	Activities Interface staging table (INTFC_ACT_GEN)
Transactions	Project Transaction Interface staging table (INTFC_PROJ_RES)

2. Review and edit data by using the appropriate interface page based on this list:

Data to Review and Edit	Page
Project and project tree information	Review Project Details page
Activity information	Review Activity Details page
Transaction information	Review Transaction Details page

See Chapter 31, "Integrating with Third-Party Applications," Pages Used to Review and Modify Interface Data, page 601.

3. Run processes to load data from the interface tables into Project Costing tables.

   Use process options to create, update, or append a project tree.

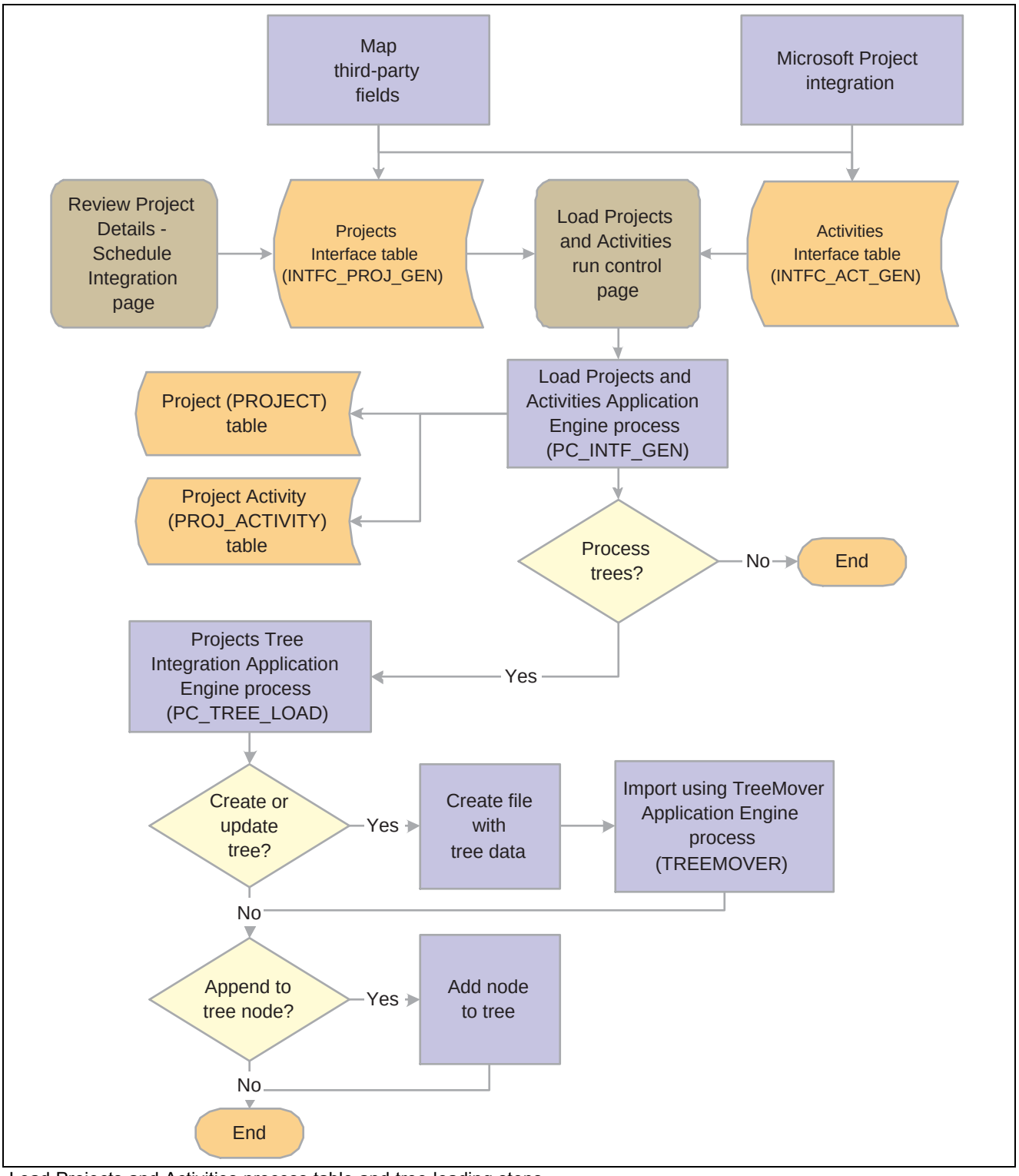
   If you set up the appropriate exchange rates, the system converts transaction amounts that differ from the business unit currency during the transaction loading process.

Loading Third-Party Trees

The Load Projects and Activities Application Engine process (PC_INTF_GEN) invokes the Projects Tree Integration Application Engine process (PC_TREE_LOAD). Use the Projects Tree Integration process to:

- Create or update a project tree by using the PROJECT_BU structure ID.
- Append a project to a tree node.

This diagram shows the table and tree-loading steps during the Load Projects and Activities process:



Load Projects and Activities process table and tree-loading steps

Understanding Project Costing Interface Data Structures

This section discusses:

- Interface table key database fields.
- Projects Interface staging table structure.
- Activities Interface staging table structure.
- Transactions Interface table structure.

Interface Table Key Database Fields

The Projects Interface, Activities Interface, and Transactions Interface tables use these key database fields, which must be populated for each row of data:

Interface Identifier field (INTFC_ID) Identifies a batch of transactions that you send to the interface table. The value increases by one every time that a batch populates the table. You can specify a range of interface identifiers to process multiple batches on the run control page.

Interface Line Number field (INTFC_LINE_NUM) Uniquely identifies every line that belongs to a batch with the same interface ID.

Additional key database fields in the Projects Interface staging table are Business Unit (BUSINESS_UNIT) and Project (PROJECT_ID). Additional key database fields in the Activities Interface staging table are Business Unit, Project, and Activity (ACTIVITY_ID).

Projects Interface Table

This table lists the details of the Projects Interface staging table structure:

Field Number	Field Name	Type	Criteria	Description
1	INTFC_ID	Number	Required	Batch interface identifier.
2	INTFC_LINE_NUM	Number	Required	Unique batch line identifier.
3	BUSINESS_UNIT	Character	Required	Prompts from the SP_BU_PC_NONVW table.
4	PROJECT_ID	Character	Required	Unique project identifier.
5	INTFC_TYPE	Character	Optional	Not used in the Project Costing interface.

Field Number	Field Name	Type	Criteria	Description
6	SYSTEM_SOURCE	Character	Optional	Populated in the Application Engine with *BPC* (batch processed) if not provided in the source file.
7	APPROVAL_SW	Character	Optional	Not used in the Project Costing interface.
8	INTFC_STATUS	Character	Optional	Populated in the Application Engine with *NEW* if not provided in the source file.
9	LOAD_STATUS	Character	Optional	Populated in the Application Engine with *NEW* if not provided in the source file.
10	ORIG_INTFC_ID	Number	Optional	Not used in the Project Costing interface.
11	ORIG_LINE_NUM	Number	Optional	Not used in the Project Costing interface.
12	INTEGRATION_ TMPL	Character	Required	Must be a value from the Integration Template table (PC_INT_TMPL). Default value is INTEGRATION_ TMPL.OPR_DEF_TBL_ PC if not provided in the source file.
13	DESCR	Character	Required	Project description up to 30 characters.
14	PROJECT_TYPE	Character	Optional	Prompts from the PROJ_TYPE_TBL table. **Note.** The default value of the rate set or rate plan is based on the project type if you associate a predefined rate set or rate plan with the project type and include the project type in the source file.

Field Number	Field Name	Type	Criteria	Description
15	BUSINESS_UNIT_AM	Character	Optional	Not used in the Project Costing interface.
16	ASSET_ID	Character	Optional	Not used in the Project Costing interface.
17	PROFILE_ID	Character	Optional	Not used in the Project Costing interface.
18	GROUP_ASSET_ID	Character	Optional	Not used in the Project Costing interface.
19	PARENT_ID	Character	Optional	Not used in the Project Costing interface.
20	AM_DISTRIB_STATUS	Character	Optional	Not used in the Project Costing interface.
21	QUANTITY	Sign	Optional	Not used in the Project Costing interface.
22	TAG_NUMBER	Character	Optional	Not used in the Project Costing interface.
23	TRANS_CODE	Character	Optional	Not used in the Project Costing interface.
24	TEMPLATE_ID	Character	Conditional	Not used in the Project Costing interface.
25	TEMPLATE_SW	Character	Conditional	Not used in the Project Costing interface.
26	AFUDC_PROJ_SW	Character	Conditional	Not used in the Project Costing interface.
27	TARGET_PROJ_SW	Character	Optional	Not used in the Project Costing interface.
28	SALES_TAX_PROJ_SW	Character	Optional	Not used in the Project Costing interface.

Field Number	Field Name	Type	Criteria	Description
29	DOCKET_ NUMBER	Character	Optional	Not used in the Project Costing interface.
30	PROJECT_ FUNCTION	Character	Optional	Not used in the Project Costing interface.
31	DTTM_STAMP	Date/Time	System-maintained	The date and time when the project is created.
32	OPRID	Character	Optional	The interface assigns an operator ID.
33	PROCESS_ INSTANCE	Number	System-maintained	The interface assigns a process instance number.
34	DESCR254	Character	Optional	Project description up to 254 characters.
35	ADDRESS_ID	Character	Optional	Not used in the Project Costing interface.
36	LOCATION_ EFFDT	Date	Optional	Effective date of the project location. Populated with %Date (current server date) if not provided in the source file.
37	EFFSEQ	Number	Optional	Project location effective sequence or project status effective sequence. Default value is *1*.
38	LOCATION	Character	Optional	Must be a value from the LOCATION_TBL table.
39	LOCATION_ FRACTION	Number	Optional	Not used in the Project Costing interface.
40	CUST_ID	Character	Optional	Not used in the Project Costing interface.
41	PS_OWNER	Character	Optional	Not used in the Project Costing interface.

Field Number	Field Name	Type	Criteria	Description
42	FLEX_FORMULA	Character	Optional	Not used in the Project Costing interface.
43	TEAM_MEMBER	Character	Optional	Must be a value from the PROJ_TEAM_VW table.
44	PROJ_ROLE	Character	Optional	Project team member's project role. Prompts from the Project Role table (PROJ_ROLE).
45	EMAILID	Character	Optional	Project team member's email ID.
46	MANAGER_ EFFDT	Date	Optional	Not used in the Project Costing interface.
47	PROJECT_ MANAGER	Character	Optional	Not used in the Project Costing interface.
48	ROLE_TYPE	Character	Optional	Project team member's role type.
49	MANAGER_ START_DT	Date	Date	Not used in the Project Costing interface.
50	MANAGER_END_ DT	Date	Date	Not used in the Project Costing interface.
51	STATUS_EFFDT	Date	Optional	Project's status effective date. Populated with %Date (current server date) if not provided in the source file.

Field Number	Field Name	Type	Criteria	Description
52	PROJECT_STATUS	Character	Optional	Must be a value from the PROJ_STATUS_TBL table If a project status is provided in the source file, it must be previously defined against a processing status in the PROJ_STATUS_TBL table. If a project status is not provided, the default is based on the PC_STAT_DEFAULT table.
53	START_DT_2	Date	Optional	User-definable field.
54	END_DT_2	Date	Optional	User-definable field.
55	START_DT	Date	Optional	Project team member's start date.
56	END_DT	Date	Optional	Project team member's end date.
57	PROJECT_ PRIORITY	Number	Optional	Project status priority.
58	PERCENT_ COMPLETE	Number	Optional	Percent project is completed.
59	INTEREST_ FACTOR	Sign	Optional	Interest calculation factor.
60	MILESTONE_ EFFDT	Date	Optional	Not used in the Project Costing interface.
61	MILESTONE_ TYPE	Character	Optional	Not used in the Project Costing interface.
62	MILESTONE_ CODE	Character	Optional	Not used in the Project Costing interface.
63	MILESTONE_ ORIGIN	Character	Optional	Not used in the Project Costing interface.

Field Number	Field Name	Type	Criteria	Description
64	TRANS_DT	Date	Optional	Not used in the Project Costing interface.
65	ACCOUNTING_DT	Date	Optional	Not used in the Project Costing interface.
66	SCHEDULE_TYPE	Character	Optional	Prompts from the PROJ_PHASE_TBL table.
67	SCHEDULE_ STATUS	Character	Optional	Populate the field with *A* (actual schedule) or *E* (estimated schedule). The default value is *A*.
68	SCHEDULE_ DESCR	Character	Optional	Project phase description up to 30 characters.
69	FROM_DT	Date	Optional	Project phase begin date.
70	TO_DT	Date	Optional	Project phase end date.
71	DOCUMENT_ TYPE	Character	Optional	Not used in the Project Costing interface.
72	DOCUMENT_ NAME	Character	Optional	Not used in the Project Costing interface.
73	DOCUMENT_ PATH	Character	Optional	Not used in the Project Costing interface.
74	PROJECT_USER1	Character	Optional	User-definable field.
75	PROJECT_USER2	Character	Optional	User-definable field.
76	PROJECT_USER3	Character	Optional	User-definable field.
77	PROJECT_USER4	Character	Optional	User-definable field.
78	PROJECT_USER5	Character	Optional	User-definable field.

Field Number	Field Name	Type	Criteria	Description
79	PROJECT_USER_DT6	Date	Optional	User-definable field.
80	PROJECT_USER_DT2	Date	Optional	User-definable field.
81	PC_USER_CURRENCY	Character	Optional	User-definable field. Prompts from the CURRENCY_CD_TBL table.
82	PROJECT_USERAMT1	Sign	Optional	User-definable field.
83	PROJECT_USERAMT2	Sign	Optional	User-definable field.
84	PROJECT_USERAMT1	Sign	Optional	User-definable field.
85	AN_GRP_ACTV_BUD	Character	Optional	Default value is INSTALLATION_PC.AN_GRP_ACTV_BUD. Prompts from the PROJ_AN_GRP_TBL.
86	AN_GRP_TOT_COSTS	Character	Optional	Default value is INSTALLATION_PC.AN_GRP_TOT_COSTS. Prompts from the PROJ_AN_GRP_TBL table.
87	SET_OVERRIDE	Character	Required under certain circumstances	Populated from the SP_SETID_NONVW table. General ledger uses this setID for prompting and the Journal Edit process. The field is required if General Ledger is installed or you use Projects Budgeting.
88	PROJ_TOLERANCE_TYP	Character	Optional	Not used in the Project Costing interface.

Field Number	Field Name	Type	Criteria	Description
89	PROJ_ TOLERANCE_ AMT	Number	Optional	Not used in the Project Costing interface.
90	PROJ_ TOLERANCE_PCT	Number	Optional	Not used in the current product release.
91	ADDRESS_SBR	Subrecord	Optional	The interface assigns address information.
1 (ADDRESS_ SBR)	COUNTRY	Character	Optional	Country. Prompts from the COUNTRY_TBL table.
2 (ADDRESS_ SBR)	ADDRESS1	Character	Optional	Address line 1.
3 (ADDRESS_ SBR)	ADDRESS2	Character	Optional	Address line 2.
4 (ADDRESS_ SBR)	ADDRESS3	Character	Optional	Address line 3.
5 (ADDRESS_ SBR)	ADDRESS4	Character	Optional	Address line 4.
6 (ADDRESS_ SBR)	CITY	Character	Optional	City.
7 (ADDRESS_ SBR)	NUM1	Character	Optional	Number 1.
8 (ADDRESS_ SBR)	NUM2	Character	Optional	Number 2.
9 (ADDRESS_ SBR)	HOUSE_TYPE	Character	Optional	House type. Prompts from the translate values for the HOUSE_TYPE field.
10 (ADDRESS_ SBR)	ADDR_FIELD1	Character	Optional	Address field 1. Prompts from the translate values for the ADDR_FIELD1 field.

Field Number	Field Name	Type	Criteria	Description
11 (ADDRESS_ SBR)	ADDR_FIELD2	Character	Optional	Address field 2.
12 (ADDRESS_ SBR)	ADDR_FIELD3	Character	Optional	Address field 3.
13 (ADDRESS_ SBR)	COUNTY	Character	Optional	County.
14 (ADDRESS_ SBR)	STATE	Character	Optional	State.
15 (ADDRESS_ SBR)	POSTAL	Character	Optional	Postal code.
16 (ADDRESS_ SBR)	GEO_CODE	Character	Optional	Tax vendor geographic.
17 (ADDRESS_ SBR)	IN_CITY_LIMIT	Character	Optional	Within city limit (yes or no).
92	EARLY_START_ DT	Date	Optional	Early start date.
93	EARLY_FINISH_ DT	Date	Optional	Early finish date.
94	ACTUAL_START_ DT	Date	Optional	Actual start date.
95	ACTUAL_FINISH_ DT	Date	Optional	Actual finish date.
96	BASELINE_ START_DT	Date	Optional	Baseline start date.
97	BASELINE_ FINISH_DT	Date	Optional	Baseline finish date.
98	LATE_START_DT	Date	Optional	Late start date.
99	LATE_FINISH_DT	Date	Optional	Late finish date.

Field Number	Field Name	Type	Criteria	Description
100	PC_SCH_ PRODUCT	Character	Optional	Third-party product code is a text field with no edit. The field is used for informational purposes only and can help reference the source system for the transaction.
101	PC_SCH_FIELD1	Character	Optional	Third-party project ID. If you import from a third-party product, this field is used to store the project ID that is from the third-party product.
102	PC_SCH_FIELD2	Character	Optional	Third-party project description up to 40 characters.
103	PC_SCH_FIELD3	Character	Required for tree integration	If you import from a third-party application, enter the unique node ID from the third-party application. If not, enter the project ID or WBS ID.
104	PC_SCH_FIELD4	Character	Optional	Node ID description.
105	PC_SCH_FIELD5	Character	Required for tree integration	Parent node ID. Only the root node (tree indent level 1) does not have a parent node ID.
106	PC_SCH_FIELD6	Character	Optional	Not used in the Project Costing interface.
107	PC_SCH_FIELD7	Character	Optional	Not used for tree integration.
108	PC_SCH_FIELD8	Character	Optional	Can be used for the concatenation of this node to its parent and ancestors upward to the root node. For example, in AUTO.TRAIN.DOCS, AUTO is the root node, TRAIN is its child, and DOCS is its grandchild.

Field Number	Field Name	Type	Criteria	Description
109	DESCRSHORT	Character	Optional	Short description for WBS ID.
110	PC_INDENT_ LEVEL	Number	Required for tree integration	The level that is within the tree to which the current node belongs. Level 1 is the root node. There can be only one root node in a tree.
111	SUMMARY_PRJ	Character	Optional	Flag that designates if the project is a summary or a detail project. Default value is *N* (no).
112	ENFORCE	Character	Optional	Identifies the enforce project team option, such as Expenses only, Time and Labor only, Expenses and Time and Labor, or do not enforce. Default value is BUS_UNIT_OPT_ PC.ENFORCE.
113	ENFORCE_TYPE	Character	Optional	Identifies the enforce project and activity team option, such as project and activity team, project team only, decide at the project level, or do not enforce. Default value is BUS_UNIT_OPT_ PC.ENFORCE_TYPE.
114	PC_PROCESS_ STATUS	Character	Optional	Provide a processing status value of *A* (active), *I* (inactive), or *P* (pending). If the source file does not contain a processing status, the default value is based on the Processing Status field on the Project Status Defaults page.
115	PROJ_REQUEST_ ID	Character	Optional	Project request ID.

Field Number	Field Name	Type	Criteria	Description
116	PPK_PROJ_ VERSION	Character	Optional	Project request version.
117	PGM_SCHED_ METHOD	Character	Optional	Schedule method, such as fixed units, duration, and work. Default value is BUS_UNIT_OPT_ PC.PGM_SCHED_ METHOD.
118	PC_PERCENT_ DTTM	Date/Time	Optional	Percent complete date and time.
119	HOLIDAY_LIST_ ID	Character	Optional	Holiday calendar. Default value is BUS_UNIT_OPT_ PC.HOLIDAY_LIST_ID.
120	PLAN_STARTDT	Date	Optional	Planned start date.
121	PLAN_ENDDT	Date	Optional	Planned end date.
122	PLAN_PROJROLE	Character	Optional	Primary project role. Prompts from Project Role table (PROJ_ROLE).
123	PC_CALCULATE_ SW	Character	Optional	Calculate manually, delay calculations until save, or calculate in real time. Default value is BUS_ UNIT_OPT_PC.PC_ CALCULATE_SW.
124	CONSTRAINT_ DT_FLG	Character	Optional	Indicates that the system should always honor the constraint dates. Default value is *Y* (yes).
125	CHARGING_ LEVEL	Character	Optional	The level of WBS activities that are available for charging, such as all detail activities, level 1, level 2, and level 3. Default value is from BUS_UNIT_ OPT_PC.CHARGING_ LEVEL.

Field Number	Field Name	Type	Criteria	Description
126	CHARGING_ LEVEL_TR	Character	Optional	The level of WBS activities that are available for charging on time reports from in Expenses. Default value is from BUS_UNIT_OPT_ PC.CHARGING_ LEVEL_TR.
127	RATE_PLAN	Character	Optional	Not used in the Project Costing interface. **Note.** The default value of the rate plan or rate set is based on the project type of the project or activity if you associate a predefined rate set or rate plan with the project type, and include the project type in the source file.
128	BUDGET_ APPROVER	Character	Optional	Prompts from PC_CHC_BUD_APR table.
129	SCEN_ADJUST_ PCT_TM	Sign	Optional	Scenario adjustment percent for time.
130	SCEN_ADJUST_ PCT_EX	Sign	Optional	Scenario adjustment percent for expenses.
131	MANAGED_BY_ WO	Character	Optional	Indicates if a project is managed by a work order. Default value is *N* (no).
132	PC_REV_BUD_ AN_GRP	Character	Optional	Prompts from SP_AN_GRP_NONVW table.
133	AN_GRP_TOT_ REV	Character	Optional	Prompts from the SP_AN_GRP_NONVW table.

Activities Interface Table Structure

This table lists the details of the Activities Interface staging table structure:

Field Number	Field Name	Type	Criteria	Description
1	INTFC_ID	Number	Required	Batch interface identifier.
2	INTFC_LINE_ NUM	Number	Required	Unique batch line identifier.
3	BUSINESS_UNIT	Character	Required	Prompts from the SP_BU_PC_NONVW table.
4	PROJECT_ID	Character	Conditional	You can bulk load projects and use the system's autonumber functionality to generate the next PROJECT_ID. In this case PROJECT_IDs are not required. However, if you perform update to projects, or incrementally add activities to projects, PROJECT_IDs are required and are validated against the PROJECT table.
5	ACTIVITY_ID	Character	Conditional	You can bulk load activities and use the system's autonumber functionality to generate the next ACTIVITY_ID. In this case ACTIVITY_IDs are not required. However, if you perform updates or incrementally add activities to projects, ACTIVITY_IDs are required and are validated against the PROJ_ACTIVITY table.
6	INTFC_TYPE	Character	Optional	Not used in the activity interface.
7	INTFC_STATUS	Character	Optional	Populate the field with *NEW*.
8	LOAD_STATUS	Character	Optional	Populate the field with *NEW*.

Field Number	Field Name	Type	Criteria	Description
9	ORIG_INTFC_ID	Number	Optional	Not used in the activity interface.
10	ORIG_LINE_NUM	Number	Optional	Not used in the activity interface.
11	ACTIVITY_ DESCR	Character	Optional	Activity description up to 30 characters.
12	ACTIVITY_TYPE	Character	Optional	Prompts from the PROJ_ACT_TBL table. Default value is *CODE*.
13	SYSTEM_ SOURCE	Character	Optional	Populate the field with *BPC* (batch process).
14	PERCENT_ COMPLETE	Number	Optional	Schedule status percent complete.
15	EARLY_START_ DT	Date	Optional	Early start date.
16	LATE_START_DT	Date	Optional	Late start date.
17	ACTUAL_ START_DT	Date	Optional	Actual start date.
18	EARLY_FINISH_ DT	Date	Optional	Early finish date.
19	LATE_FINISH_DT	Date	Optional	Late finish date.
20	ACTUAL_ FINISH_DT	Date	Optional	Actual finish date.
21	BASELINE_ FINISH_DT	Date	Optional	Baseline finish date.
22	BASELINE_ START_DT	Date	Optional	Baseline start date.
23	BCWP	Number	Optional	Work performed.

Field Number	Field Name	Type	Criteria	Description
24	BCWS	Number	Optional	Work scheduled.
25	ACT_TYPE_SCH	Character	Optional	Schedule activity type. Prompts from the PC_ACT_TYPE_SCH table.
26	DTTM_STAMP	Date/Time	System-maintained	Date and time when the project is created.
27	DRAWING_ NAME	Character	Optional	Not used in the activity interface.
28	ACTIVITY_ USER1	Character	Optional	User-definable field.
29	ACTIVITY_ USER2	Character	Optional	User-definable field.
30	ACTIVITY_ USER3	Character	Optional	User-definable field.
31	ACTIVITY_ USER4	Character	Optional	User-definable field.
32	ACTIVITY_ USER5	Character	Optional	User-definable field.
33	PC_ACT_USER_ DT1	Date	Optional	User-definable field.
34	PC_ACT_USER_ DT2	Date	Optional	User-definable field.
35	PC_USER_ CURRENCY	Character	Optional	User-definable field. Prompts from the CURRENCY_CD_TBL table.
36	PC_ACT_ USERAMT1	Sign	Optional	User-definable field.

Field Number	Field Name	Type	Criteria	Description
37	PC_ACT_ USERAMT2	Sign	Optional	User-definable field.
38	PC_ACT_ USERAMT3	Sign	Optional	User-definable field.
39	SETID	Character	Required	Not used in the activity interface.
40	OPRID	Character	Optional	The interface assigns an operator ID.
41	PROCESS_ INSTANCE	Number	System-maintained	The interface assigns a process instance number.
42	DESCR254	Character	Optional	Activity description up to 254 characters.
43	ACT_LOC_EFFDT	Date	Optional	Activity location effective date. Populated with %Date (current server date) if not provided in the source file.
44	EFFSEQ	Number	Optional	Activity location effective sequence or activity status effective sequence. Default value is *1*.
45	LOCATION	Character	Optional	Must be a value from the LOCATION_TBL table. Default value is from LOCATION_ TBL.LOCATION.
46	LOCATION_ FRACTION	Number	Optional	Not used in the activity interface.
47	ACTIVITY_ STATUS	Character	Optional	Activity status. Prompts from the PROJ_STATUS_TBL table.

Field Number	Field Name	Type	Criteria	Description
48	ACT_STATUS_ EFFDT	Date	Optional	Activity status effective date. Populated with %Date (current server date) if not provided in the source file.
49	START_DT_2	Date	Optional	User-definable field.
50	END_DT_2	Date	Optional	User-definable field.
51	START_DT	Date	Required	Activity start date.
52	END_DT	Date	Required	Activity end date.
53	ACTIVITY_ PRIORITY	Number	Optional	Activity priority.
54	ACT_PCT_ COMPLETE	Number	Optional	Activity percentage complete.
55	QUALITY_DTTM	Date/Time	System-maintained	Date and time when the record is created.
56	QUALITY_TYPE	Character	Optional	Prompts from the PROJ_QUAL_TBL table.
57	QUALITY_ RATING	Number	Optional	Not used in the activity interface.
58	QUALITY_ WEIGHT	Number	Optional	Not used in the activity interface.
59	QUALITY_ MEMBER	Character	Optional	Prompts from the PROJ_TEAM_VW table.
60	ADDRESS_SBR	Subrecord	Optional	The interface assigns address information.
1 (ADDRESS_ SBR)	COUNTRY	Character	Optional	Country. Prompts from the COUNTRY_TBL table.

Field Number	Field Name	Type	Criteria	Description
2 (ADDRESS_ SBR)	ADDRESS1	Character	Optional	Address line 1.
3 (ADDRESS_ SBR)	ADDRESS2	Character	Optional	Address line 2.
4 (ADDRESS_ SBR)	ADDRESS3	Character	Optional	Address line 3.
5 (ADDRESS_ SBR)	ADDRESS4	Character	Optional	Address line 4.
6 (ADDRESS_ SBR)	CITY	Character	Optional	City.
7 (ADDRESS_ SBR)	NUM6	Character	Optional	Number 6.
8 (ADDRESS_ SBR)	NUM2	Character	Optional	Number 2.
9 (ADDRESS_ SBR)	HOUSE_TYPE	Character	Optional	House type. Prompts from the translate values for the HOUSE_TYPE field.
10 (ADDRESS_ SBR)	ADDR_FIELD1	Character	Optional	Address field 1. Prompts from the translate values for the ADDR_FIELD1 field.
11 (ADDRESS_ SBR)	ADDR_FIELD2	Character	Optional	Address field 2.
12 (ADDRESS_ SBR)	ADDR_FIELD3	Character	Optional	Address field 3.
13 (ADDRESS_ SBR)	COUNTY	Character	Optional	County.
14 (ADDRESS_ SBR)	STATE	Character	Optional	State.

Field Number	Field Name	Type	Criteria	Description
15 (ADDRESS_ SBR)	POSTAL	Character	Optional	Postal code.
16 (ADDRESS_ SBR)	GEO_CODE	Character	Optional	Tax vendor geographic.
17 (ADDRESS_ SBR)	IN_CITY_LIMIT	Character	Optional	Within city limit (yes or no).
61	RATE_PLAN	Character	Optional	Not used in the Project Costing interface. **Note.** The default value of the rate plan or rate set is based on the project type of the project or activity if you associate a predefined rate set or rate plan with the project type, and include the project type in the source file.
62	PC_MILESTONE_ FLG	Character	Conditional	Indicates if activity is a milestone.
63	AFUDC_ACT_SW	Character	Conditional	Allows interest calculations for this project activity.
64	ACT_ TEMPLATE_SW	Character		Not used in the Project Costing interface.
65	PC_SCH_FIELD1	Character	Optional	Third-party user field.
66	PC_SCH_FIELD2	Character	Optional	Third-party user field.
67	PC_SCH_FIELD3	Character	Optional	Third-party user field.
68	PC_SCH_FIELD4	Character	Optional	Third-party user field.
69	PC_SCH_FIELD5	Character	Optional	Third-party user field.
70	PC_SCH_FIELD6	Character	Optional	Third-party user field.

Field Number	Field Name	Type	Criteria	Description
71	PC_SCH_FIELD7	Character	Optional	Third-party user field.
72	SUMMARY_ACT	Character	Optional	Designates an activity as a summary activity. The default value is *N* (no).
73	PC_DURATION	Number		Duration.
74	ENFORCE	Character	Optional	Identifies the enforce project team option, such as Expenses only, Time and Labor only, Expenses and Time and Labor, or do not enforce.
75	PC_CHC_ACT_SW	Character	Optional	Enables change control. Default value is PROJECT.PC_CHC_SW.
76	PGM_SCHED_METHOD	Character	Optional	Schedule method, such as fixed units, duration, and work. Default value is PROJECT.PGM_SCHED_METHOD.
77	WBS_ID	Character	Optional	Coded hierarchy identifier for each activity.
78	HGRID_LEVEL_SBR	Subrecord	Optional	Hierarchy grid subrecord.
1 (HGRID_LEVEL_SBR)	LEVEL1	Number	Optional	
2 (HGRID_LEVEL_SBR)	LEVEL2	Number	Optional	
3 (HGRID_LEVEL_SBR)	LEVEL3	Number	Optional	
4 (HGRID_LEVEL_SBR)	LEVEL4	Number	Optional	

Field Number	Field Name	Type	Criteria	Description
5 (HGRID_ LEVEL_SBR)	LEVEL5	Number	Optional	
6 (HGRID_ LEVEL_SBR)	LEVEL6	Number	Optional	
7 (HGRID_ LEVEL_SBR)	LEVEL7	Number	Optional	
8 (HGRID_ LEVEL_SBR)	LEVEL8	Number	Optional	
9 (HGRID_ LEVEL_SBR)	LEVEL9	Number	Optional	
79	LEVEL_NUM	Number	Optional	
80	ROW_NUMBER_ 5	Number	Optional	Internal sequence number assigned to each row to uniquely identify a row.
81	DEADLINE_DT	Date	Optional	Deadline date.
82	CONSTRAINT_ DT	Date	Optional	Constraint date.
83	CONSTRAINT_ TYPE	Character	Optional	Constraint type.
84	COSTING_ACT_ SW	Character	Optional	Activity costing flag. Indicates whether an activity is available for charging.
85	PC_ACT_OWNER	Character	Optional	Activity owner. Prompts from PC_TEAM_PROM_VW table.

Field Number	Field Name	Type	Criteria	Description
86	CURRENCY_CD	Character	Optional	Default value is PROJECT.CURRENCY_CD.
87	PC_ACT_DEF_CALC_MT	Character	Optional	Activity calculation method. Default value is PROJECT.PC_ACT_DEF_CALC_MT.

Transactions Interface Table Structure

This table lists the details of the Project Transaction Interface table structure:

Field Number	Field Name	Type	Criteria	Description
1	INTFC_ID	Number	Required	Batch interface identifier.
2	INTFC_LINE_NUM	Number	Required	Unique batch line identifier.
3	PC_RES_INTF_SBR	Subrecord		
1 (PC_RES_INTF_SBR)	BUSINESS_UNIT	Character	Required	Prompts from the SP_BU_PC_NONVW table.
2 (PC_RES_INTF_SBR)	PROJECT_ID	Character	Required	Prompts from the SP_PROJ_NONVW table.
3 (PC_RES_INTF_SBR)	ACTIVITY_ID	Character	Required	Prompts from the PROJ_ACT_VW table.
4 (PC_RES_INTF_SBR)	RESOURCE_ID	Character	Optional	Resource ID.
5 (PC_RES_INTF_SBR)	RESOURCE_ID_FROM	Character	Optional	Resource ID from.
6 (PC_RES_INTF_SBR)	BUSINESS_UNIT_GL	Character	Required	Prompts from the SP_BUPCIT_NONVW table.

Field Number	Field Name	Type	Criteria	Description
7 (PC_RES_INTF_SBR)	BUSINESS_UNIT_PC	Character	Optional	Project business unit.
8 (PC_RES_INTF_SBR)	JOURNAL_ID	Character	Optional	Journal ID.
9 (PC_RES_INTF_SBR)	JOURNAL_DATE	Date	Optional	Journal date.
10 (PC_RES_INTF_SBR)	UNPOST_SEQ	Number	Optional	Unpost sequence.
11 (PC_RES_INTF_SBR)	JOURNAL_LINE	Number	Optional	General ledger journal line number.
12 (PC_RES_INTF_SBR)	FISCAL_YEAR	Number	Optional	Fiscal year.
13 (PC_RES_INTF_SBR)	ACCOUNTING_PERIOD	Number	Optional	Accounting period.
14 (PC_RES_INTF_SBR)	ACCOUNT	Character	Optional	Prompts from the GL_ACCT_BUGL_VW table.
15 (PC_RES_INTF_SBR)	ALTACCT	Character	Optional	Prompts from the ALT_BUGL_VW table.
16 (PC_RES_INTF_SBR)	DEPTID	Character	Optional	Prompts from the DEPTID_BUGL_VW table.
17 (PC_RES_INTF_SBR)	CF16_AN_SBR	Character	Optional	ChartField subrecord.
1 (CF16_AN_SBR)	OPERATING_UNIT	Character	Optional	Prompts from the OPERUNT_BUGL_VW table.
2 (CF16_AN_SBR)	PRODUCT	Character	Optional	Prompts from the PRODUCT_BUGL_VW table.

Field Number	Field Name	Type	Criteria	Description
3 (CF16_AN_SBR)	FUND_CODE	Character	Optional	Prompts from the FUND_BUGL_VW table.
4 (CF16_AN_SBR)	CLASS_FLD	Character	Optional	Prompts from the CLASSCF_BUGL_VW table.
5 (CF16_AN_SBR)	PROGRAM_ CODE	Character	Optional	Prompts from the PROGRAM_BUGL_VW table.
6 (CF16_AN_SBR)	BUDGET_REF	Character	Optional	Prompts from the BUD_REF_BUGL_VW table.
7 (CF16_AN_SBR)	AFFILIATE	Character	Optional	Prompts from the AFFILIATE_VW table.
8 (CF16_AN_SBR)	AFFILIATE_ INTRA1	Character	Optional	Intraunit affiliate 1.
9 (CF16_AN_SBR)	AFFILIATE_ INTRA2	Character	Optional	Intraunit affiliate 2.
10 (CF16_AN_ SBR)	CHARTFIELD1	Character	Optional	Prompts from the CF1_BUGL_VW table.
11 (CF16_AN_ SBR)	CHARTFIELD2	Character	Optional	Prompts from the CF2_BUGL_VW table.
12 (CF16_AN_ SBR)	CHARTFIELD3	Character	Optional	Prompts from the CF3_BUGL_VW table.
18 (PC_RES_ INTF_SBR)	BUS_UNIT_GL_ FROM	Character	Optional	Prompts from the Integration Template General Ledger table (PC_INT_TMPL_GL).
19 (PC_RES_ INTF_SBR)	CURRENCY_CD	Character	Optional	Prompts from the Currency Codes table (CURRENCY_CD_TBL).
20 (PC_RES_ INTF_SBR)	STATISTICS_ CODE	Character	Optional	Prompts from the STAT_BUGL_VW table.

Field Number	Field Name	Type	Criteria	Description
21 (PC_RES_ INTF_SBR)	LEDGER_GROUP	Character	Optional	Prompts from the SP_LEDGPC_NONVW table.
22 (PC_RES_ INTF_SBR)	ANALYSIS_TYPE	Character	Required	Analysis type.
23 (PC_RES_ INTF_SBR)	RESOURCE_ TYPE	Character	Optional	Prompts from the Project Resource Type table (PROJ_RES_TYPE).
24 (PC_RES_ INTF_SBR)	RESOURCE_ CATEGORY	Character	Optional	Category.
25 (PC_RES_ INTF_SBR)	RESOURCE_ SUB_CAT	Character	Optional	Subcategory.
26 (PC_RES_ INTF_SBR)	RES_USER1	Character	Optional	Transaction user 1.
27 (PC_RES_ INTF_SBR)	RES_USER2	Character	Optional	Transaction user 2.
28 (PC_RES_ INTF_SBR)	RES_USER3	Character	Optional	Transaction user 3.
29 (PC_RES_ INTF_SBR)	RES_USER4	Character	Optional	Transaction user 4.
30 (PC_RES_ INTF_SBR)	RES_USER5	Character	Optional	Transaction user 5.
31 (PC_RES_ INTF_SBR)	TRANS_DT	Date	Optional	Transaction date.
32 (PC_RES_ INTF_SBR)	ACCOUNTING_ DT	Date	Optional	Accounting date.
33 (PC_RES_ INTF_SBR)	JRNL_LN_REF	Character	Optional	Journal line reference.
34 (PC_RES_ INTF_SBR)	OPEN_ITEM_ STATUS	Character	Optional	Prompts from the field's translate values.

Field Number	Field Name	Type	Criteria	Description
35 (PC_RES_ INTF_SBR)	LINE_DESCR	Character	Optional	Journal line description.
36 (PC_RES_ INTF_SBR)	JRNL_LINE_ STATUS	Character	Optional	Prompts from the field's translate values.
37 (PC_RES_ INTF_SBR)	JOURNAL_LINE_ DATE	Date	Optional	Journal line date.
38 (PC_RES_ INTF_SBR)	FOREIGN_ CURRENCY	Character	Optional	Prompts from the FRGN_CURR_VW table.
39 (PC_RES_ INTF_SBR)	RT_TYPE	Character	Optional	Prompts from the Market Rate Data Types table (RT_TYPE_TBL).
40 (PC_RES_ INTF_SBR)	FOREIGN_ AMOUNT	Sign	Optional	Foreign amount.
41 (PC_RES_ INTF_SBR)	RATE_MULT	Sign	Optional	Rate multiplier.
42 (PC_RES_ INTF_SBR)	RATE_DIV	Number	Optional	Rate divisor.
43 (PC_RES_ INTF_SBR)	CUR_EFFDT	Date	Optional	Currency effective date.
44 (PC_RES_ INTF_SBR)	PROCESS_ INSTANCE	Number	Optional	Process instance.
45 (PC_RES_ INTF_SBR)	PC_DISTRIB_ STATUS	Character	Optional	Prompts from the field's translate values.
46 (PC_RES_ INTF_SBR)	GL_DISTRIB_ STATUS	Character	Optional	Prompts from the field's translate values.
47 (PC_RES_ INTF_SBR)	PROJ_TRANS_ TYPE	Character	Optional	Prompts from the Project Transaction Types table (PROJ_TRANS_TYPE).

Field Number	Field Name	Type	Criteria	Description
48 (PC_RES_ INTF_SBR)	PROJ_TRANS_ CODE	Character	Optional	Prompts from the Project Transaction Codes table (PROJ_TRANS_CODE).
49 (PC_RES_ INTF_SBR)	RESOURCE_ STATUS	Character	Optional	Transaction status.
50 (PC_RES_ INTF_SBR)	DESCR	Character	Optional	Description.
51 (PC_RES_ INTF_SBR)	SYSTEM_ SOURCE	Character	Optional	Prompts from the field's translate values.
52 (PC_RES_ INTF_SBR)	UNIT_OF_ MEASURE	Character	Optional	Prompts from the Units of Measure table (UNITS_TBL).
53 (PC_RES_ INTF_SBR)	EMPLID	Character	Optional	Prompts from the PROJ_TEAM_VW table.
54 (PC_RES_ INTF_SBR)	EMPL_RCD	Number	Optional	Employee record number.
55 (PC_RES_ INTF_SBR)	SEQ_NBR	Number	Optional	Sequence number.
56 (PC_RES_ INTF_SBR)	TIME_RPTG_CD	Character	Optional	Time reporting code.
57 (PC_RES_ INTF_SBR)	JOBCODE	Character	Optional	Job code.
58 (PC_RES_ INTF_SBR)	COMPANY	Character	Optional	Company.
59 (PC_RES_ INTF_SBR)	BUSINESS_UNIT_ AP	Character	Optional	Prompts from the SP_BU_AP_NONVW table.
60 (PC_RES_ INTF_SBR)	VENDOR_ID	Character	Optional	Prompts from the PROJ_VENDOR_VW table.

Field Number	Field Name	Type	Criteria	Description
61 (PC_RES_ INTF_SBR)	VOUCHER_ID	Character	Optional	Voucher ID.
62 (PC_RES_ INTF_SBR)	VOUCHER_LINE_ NUM	Number	Optional	Voucher line number.
63 (PC_RES_ INTF_SBR)	APPL_JRNL_ID	Character	Optional	Prompts from the Journal Generator template table (JRNLGEN_APPL_ID).
64 (PC_RES_ INTF_SBR)	PYMNT_CNT	Number	Optional	Payments.
65 (PC_RES_ INTF_SBR)	DST_ACCT_TYPE	Character	Optional	Prompts from the field's translate values.
66 (PC_RES_ INTF_SBR)	PO_DISTRIB_ STATUS	Character	Optional	Prompts from the field's translate values.
67 (PC_RES_ INTF_SBR)	BUSINESS_UNIT_ PO	Character	Optional	Prompts from the SP_BU_PM_NONVW table.
68 (PC_RES_ INTF_SBR)	REQ_ID	Character	Optional	Requisition ID.
69 (PC_RES_ INTF_SBR)	REQ_LINE_NBR	Number	Optional	Requisition line number.
70 (PC_RES_ INTF_SBR)	REQ_SCHED_ NBR	Number	Optional	Requisition schedule number.
71 (PC_RES_ INTF_SBR)	REQ_DISTRIB_ NBR	Number	Optional	Requisition distribution number.
72 (PC_RES_ INTF_SBR)	PO_ID	Character	Optional	Purchase order number.
73 (PC_RES_ INTF_SBR)	DUE_DATE	Date	Optional	Delivery due date from.
74 (PC_RES_ INTF_SBR)	LINE_NBR	Number	Optional	Line number.

Field Number	Field Name	Type	Criteria	Description
75 (PC_RES_ INTF_SBR)	SCHED_NBR	Number	Optional	Schedule number.
76 (PC_RES_ INTF_SBR)	DISTRIB_LINE_ NUM	Number	Optional	Distribution line.
77 (PC_RES_ INTF_SBR)	AM_DISTRIB_ STATUS	Character	Optional	Prompts from the field's translate values.
78 (PC_RES_ INTF_SBR)	BUSINESS_UNIT_ AM	Character	Optional	Prompts from the SP_BU_AM_NONVW table.
79 (PC_RES_ INTF_SBR)	ASSET_ID	Character	Optional	Prompts from the PROJ_ASSET_VW table.
80 (PC_RES_ INTF_SBR)	PROFILE_ID	Character	Optional	Prompts from the PROFILE_PCAM_VW table.
81 (PC_RES_ INTF_SBR)	COST_TYPE	Character	Optional	Prompts from the Asset Cost Type Definition table (COST_TYPE_TBL).
82 (PC_RES_ INTF_SBR)	BOOK	Character	Optional	Asset book name.
83 (PC_RES_ INTF_SBR)	INCENTIVE_ID	Character	Optional	Prompts from the PC_PROJ_GNT_VW table.
84 (PC_RES_ INTF_SBR)	MSTONE_SEQ	Number	Optional	Milestone sequence.
85 (PC_RES_ INTF_SBR)	CONTRACT_ NUM	Character	Optional	Prompts from the CA_CONTRACT_VW table.
86 (PC_RES_ INTF_SBR)	CONTRACT_ LINE_NUM	Number	Optional	Contract line number.
87 (PC_RES_ INTF_SBR)	CONTRACT_ PPD_SEQ	Number	Optional	Prepaid add sequence.

Field Number	Field Name	Type	Criteria	Description
88 (PC_RES_INTF_SBR)	BI_DISTRIB_STATUS	Character	Optional	Prompts from the field's translate values.
89 (PC_RES_INTF_SBR)	BUSINESS_UNIT_BI	Character	Optional	Prompts from the SP_BU_BI_NONVW table.
90 (PC_RES_INTF_SBR)	BILLING_DATE	Date	Optional	Billing date.
91 (PC_RES_INTF_SBR)	INVOICE	Character	Optional	Invoice.
92 (PC_RES_INTF_SBR)	REV_DISTRIB_STATUS	Character	Optional	Prompts from the field's translate values.
93 (PC_RES_INTF_SBR)	BUSINESS_UNIT_AR	Character	Optional	Prompts from the SP_BUARED_NONVW table.
94 (PC_RES_INTF_SBR)	CUST_ID	Character	Optional	Prompts from the PROJ_CUST_VW table.
95 (PC_RES_INTF_SBR)	ITEM	Character	Optional	Prompts from the ITEM_OPEN_PC_VW table.
96 (PC_RES_INTF_SBR)	ITEM_LINE	Number	Optional	Item line.
97 (PC_RES_INTF_SBR)	ITEM_SEQ_NUM	Number	Optional	Item sequence number.
98 (PC_RES_INTF_SBR)	DST_SEQ_NUM	Number	Optional	Distribution sequence.
99 (PC_RES_INTF_SBR)	BUSINESS_UNIT_IN	Character	Optional	Prompts from the SP_BUIN_NONVW table.
100 (PC_RES_INTF_SBR)	SCHED_LINE_NO	Number	Optional	Schedule line number.

Field Number	Field Name	Type	Criteria	Description
101 (PC_RES_INTF_SBR)	DEMAND_LINE_NO	Number	Optional	Demand line number.
102 (PC_RES_INTF_SBR)	INV_ITEM_ID	Character	Optional	Prompts from the PROJ_ITEM_VW table.
103 (PC_RES_INTF_SBR)	PAY_END_DT	Date	Optional	Pay period end date.
104 (PC_RES_INTF_SBR)	BUSINESS_UNIT_OM	Character	Optional	Prompts from the SP_BUPCOM_NONVW table.
105 (PC_RES_INTF_SBR)	ORDER_NO	Character	Optional	Order number.
106 (PC_RES_INTF_SBR)	ORDER_INT_LINE_NO	Number	Optional	Order line number.
107 (PC_RES_INTF_SBR)	EX_DOC_ID	Character	Optional	Expenses document ID.
108 (PC_RES_INTF_SBR)	EX_DOC_TYPE	Character	Optional	Prompts from the field's translate values.
109 (PC_RES_INTF_SBR)	RESOURCE_QUANTITY	Sign	Optional	Quantity.
110 (PC_RES_INTF_SBR)	RESOURCE_AMOUNT	Sign	Optional	Project business unit amount.
111 (PC_RES_INTF_SBR)	BUDGET_HDR_STATUS	Character	Optional	Prompts from the field's translate values.
112 (PC_RES_INTF_SBR)	KK_AMOUNT_TYPE	Character	Optional	Prompts from the field's translate values.
113 (PC_RES_INTF_SBR)	KK_TRAN_OVER_FLAG	Character	Optional	Override transaction.
114 (PC_RES_INTF_SBR)	KK_TRAN_OVER_OPRID	Character	Optional	Override user ID.

Field Number	Field Name	Type	Criteria	Description
115 (PC_RES_INTF_SBR)	KK_TRAN_OVER_DTTM	DtTm	Optional	Override date.
116 (PC_RES_INTF_SBR)	BUDGET_OVER_ALLOW	Character	Optional	Budget overrun allowed.
117 (PC_RES_INTF_SBR)	BUDGET_LINE_STATUS	Character	Optional	Prompts from the field's translate values.
118 (PC_RES_INTF_SBR)	BUDGET_DT	Date	Optional	Budget date.
119 (PC_RES_INTF_SBR)	LEDGER	Character	Optional	Prompts from the SP_LEDPC_NONVW table.
120 (PC_RES_INTF_SBR)	BD_DISTRIB_STATUS	Character	Optional	Prompts from the field's translate values.
121 (PC_RES_INTF_SBR)	BUSINESS_UNIT_BD	Character	Optional	Prompts from the SP_BUPCBD_NONVW table.
122 (PC_RES_INTF_SBR)	FA_STATUS	Character	Optional	F&A status.
123 (PC_RES_INTF_SBR)	TIME_SHEET_ID	Character	Optional	Time report ID.
124 (PC_RES_INTF_SBR)	SHEET_ID	Character	Optional	Report ID.
125 (PC_RES_INTF_SBR)	DT_TIMESTAMP	DtTm	Optional	Date timestamp.
126 (PC_RES_INTF_SBR)	VCHR_DIST_LINE_NUM	Number	Optional	Distribution line number.
127 (PC_RES_INTF_SBR)	PM_REVIEWED	Character	Optional	Prompts from the field's translate values.
128 (PC_RES_INTF_SBR)	PRICED_RATE	Sign	Optional	Priced rate.

Field Number	Field Name	Type	Criteria	Description
129 (PC_RES_ INTF_SBR)	ACTIVITY_ID_ DETAIL	Character	Optional	Prompts from the Activity ID Detail Prompt table (PC_ACT_DETAIL).
130 (PC_RES_ INTF_SBR)	CST_DISTRIB_ STATUS	Character	Optional	Prompts from the field's translate values.
131 (PC_RES_ INTF_SBR)	TXN_LMT_ TRANS_ID	Character	Optional	Transaction limit ID.
132 (PC_RES_ INTF_SBR)	EVENT_NUM	Number	Optional	Event number.
133 (PC_RES_ INTF_SBR)	CA_FEE_STATUS	Character	Optional	Prompts from the field's translate values.
134 (PC_RES_ INTF_SBR)	WM_WO_SBR	Subrecord	Optional	Maintenance Management work order subrecord.
1 (WM_WO_SBR)	BUSINESS_UNIT_ WO	Character	Optional	Work order business unit. Prompts off of the SP_BU_WM_NONVW table.
2 (WM_WO_SBR)	WO_ID	Character	Optional	Work order ID. Prompts off of the WM_WO_NOT_CLSD table.
3 (WM_WO_SBR)	WO_TASK_ID	Number	Optional	Task number. Prompts off of the WM_WO_TSK_NCLSD table.
4 (WM_WO_SBR)	RSRC_TYPE	Character	Optional	Resource type. Prompts off of the field's translate values.
5 (WM_WO_SBR)	RES_LN_NBR	Number	Optional	Resource line number.
135 (PC_RES_ INTF_SBR)	FMS_WHO_SBR	Subrecord	Optional	Date, time and operator subrecord.

Field Number	Field Name	Type	Criteria	Description
1 (FMS_WHO_ SBR)	FMS_DTTM_ STAMP	DtTm	Optional	Date/time stamp.
2 (FMS_WHO_ SBR)	FMS_OPRID	Character	Optional	Operator ID.
3 (FMS_WHO_ SBR)	FMS_ LASTUPDDTTM	DtTm	Optional	Last update date/time.
4 (FMS_WHO_ SBR)	FMS_ LASTUPDOPRID	Character	Optional	Last update user ID.
4	INTFC_TYPE	Character	Optional	Not used in the transactions interface.
5	PC_INTFC_ STATUS	Character	Required	Populate the field with *NEW*.
6	PC_LOAD_ STATUS	Character	Required	Populate the field with *NEW*.
7	START_DT	Date		
8	ORIG_INTFC_ID	Number	Optional	Not used in the transactions interface.
9	ORIG_LINE_NUM	Number	Optional	Not used in the transactions interface.
10	INTEGRATION_ TMPL	Character	Optional	Not used in the transactions interface.
11	QUANTITY	Sign		Quantity interface.
12	DESCR254	Character	Optional	Not used in the transactions interface.
13	SETID	Character	System-maintained	Not used in the transactions interface.
14	MESSAGE_SET_ NBR	Number	System-maintained	Edit errors message set.

Field Number	Field Name	Type	Criteria	Description
15	MESSAGE_NBR	Number	System-maintained	Edit errors message number.
16	COMBO_STATUS	Character	Conditional	Populate the field with *V* (valid) if ChartField combination edits are performed.
17	CURRENCY_CD_GL	Character	System-maintained	Used in Commitment Control budgeting.
18	MONETARY_AMOUNT	Sign	System-maintained	Used in Commitment Control budgeting.
19	KK_DISTRIB_STATUS	Character	Optional	Populate this field with *N* (none) if the transaction is to be billed. If the transaction needs to be budget checked, provide a value of *B*. The default value is *N* if a value is not provided in the source table.
20	KK_SOURCE_TRAN	Character	Optional	Not used in the transactions interface.
21	PC_MSP_AE6	Character	Optional	Not used in the transactions interface.
22	PC_MSP_AE2	Character	Optional	Not used in the transactions interface.
23	PC_MSP_AE6	Character	Conditional	Not used in the transactions interface.
24	FIELDNAME	Character	System-maintained	Edit errors field name.

Field Number	Field Name	Type	Criteria	Description
25	PC_BUDGET_ID	Number	Optional	Budget plan ID. If the budget ID does not exist in the Project Budget Plan table (PC_BUD_PLAN), the process creates a budget ID, indicating that a new budget is being integrated.
26	BUDGET_ PERIOD	Character	Conditional	Budget period. This field is required if the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.
27	PC_BUDGET_ ITEM	Character	Conditional	Project budget item. Prompts from the PC_BUD_ITM_VW table. This field is required if the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.
28	BUDGET_LN	Number	Conditional	Budget line number. This field is required if the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.
29	PROJ_ROLE	Character	Optional	Project role. Prompts from the PROJ_ROLE_ SECVW table.
30	KK_BUDG_LN_ TYPE	Character	Conditional	Budget line code. If Commitment Control is enabled, populate this field based on the translate values of the KK_BUDG_LN_TYPE field.

Field Number	Field Name	Type	Criteria	Description
31	BD_HDR_STATUS	Character	Optional	Budget header status. The default value is *N* (the posting has not been run against the journal).
32	GM_FA_SEQ_FLG	Character	Optional	Fixed and administrative flag that is used by the Grants system.
33	GM_CS_SEQ_ FLG	Character	Optional	Cost sharing flag that is used by the Grants system.
34	FUND_SOURCE	Character	Optional	Funding source. Prompts from the Funding Source table (KK_FUND_SOURCE).
35	GM_DISTRIB_ STATUS	Character	Optional	Distribution status that is used by the Grants system.
36	PC_BUD_TYPE	Character	Optional	If a budget type does not exist in the source file, the default value is cost budget.
37	BUDGET_ CATEGORY	Character	Conditional	Budget item. Prompts from the Budget Category Control table (GM_BUD_ CATEGORY). This field is required if the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.
38	NUM_PERIODS	Number	Optional	Number of time periods.
39	ACT_UID	Character	Optional	Task ID.
40	RES_UID	Character	Optional	Resource ID.
41	PC_HOURS_PER_ DAY	Number	Optional	Hours per day.

Field Number	Field Name	Type	Criteria	Description
42	PC_FORECAST	Number	Optional	Forecast units to load into Forecasting.
43	PC_FORCAST_ REMAIN	Number	Optional	Remaining forecast units to load into Forecasting.
44	STATUS_STRING	Character	Optional	String text.
45	START_DATE	Date	Optional	Start date for Gen Stand.
46	END_DATE	Date	Optional	End date.
47	LOAD_STATUS	Character	Optional	Load status.
48	CALENDAR_ID	Character	Conditional	Calendar ID. This field is required if the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.
49	ENTRY_EVENT	Character	Conditional	Prompts from the EE_BUD_CODES_VW table. This field is required if Commitment Control and Projects Budgeting are enabled, and the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.
50	KK_DEFAULT_EE	Character	Conditional	Default entry event. This field is required if Commitment Control and Projects Budgeting are enabled, and the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.

Field Number	Field Name	Type	Criteria	Description
51	KK_GEN_ PARENT	Character	Conditional	Generate parent budget. This field is required if Commitment Control and Projects Budgeting are enabled, and the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.
52	KK_PARENT_ ENT_TYPE	Character	Conditional	Parent budget entry type, such as original or adjustment. This field is required if Commitment Control and Projects Budgeting are enabled, and the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.
53	KK_BUDG_ TRANS_TYPE	Character	Conditional	Budget entry type, such as original, adjustment, transfer, and so on. This field is required if Commitment Control and Projects Budgeting are enabled, and the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.
54	PC_KK_AE_TYPE	Character	Conditional	Commitment Control type, such as budget creation or budget check. This field is required if Commitment Control and Projects Budgeting are enabled, and the analysis type provided for the transaction line is from the Budget analysis group that is specified at the installation level.

Reviewing and Modifying Interface Table Data

This section discusses how to:

- Review and modify projects interface data.
- Review and modify project tree integration data.
- Review and modify activities interface data.
- Review and modify transactions interface data.

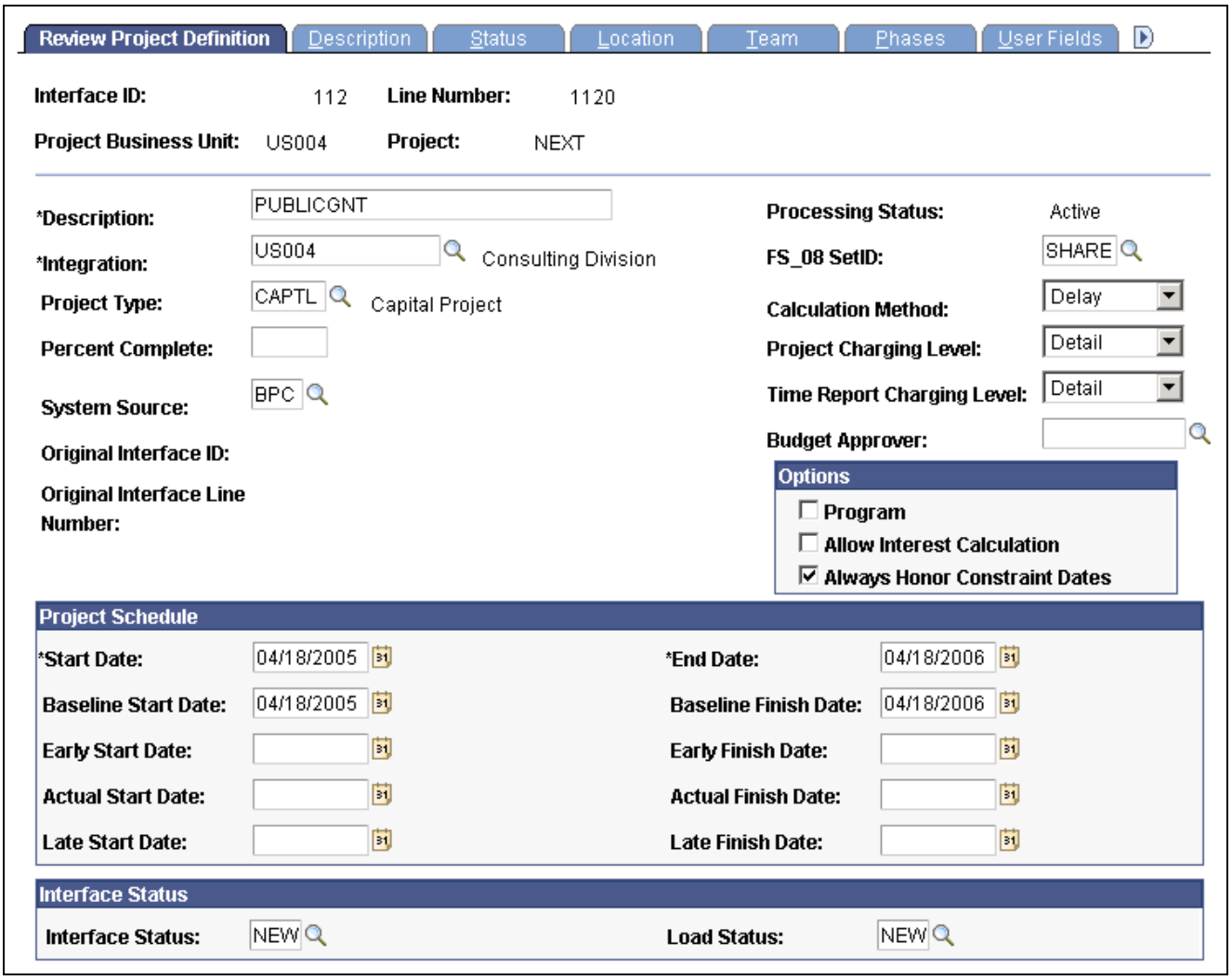
Pages Used to Review and Modify Interface Data

Page Name	Object Name	Navigation	Usage
Review Project Definition	INTFC_PROJ_GEN_01	Project Costing, Third Party Integration, Review Project Details, Review Project Definition	Review and edit third-party application project details in the Projects Interface staging table.
Review Project Details - Description	INTFC_PROJ_GEN_02	Select the Description tab on the Review Project Definition page.	Review and edit third-party application project description details in the Projects Interface staging table.
Review Project Details - Status	INTFC_PROJ_GEN_03	Select the Status tab on the Review Project Definition page.	Review and edit third-party application project status details in the Projects Interface staging table.
Review Project Details - Location	INTFC_PROJ_GEN_05	Select the Location tab on the Review Project Definition page.	Review and edit third-party application project location details in the Projects Interface staging table.
Review Project Details - Team	INTFC_PROJ_GEN_06	Select the Team tab on the Review Project Definition page.	Review and edit third-party application project team details in the Projects Interface staging table.
Review Project Details - Phases	INTFC_PROJ_GEN_07	Select the Phases tab on the Review Project Definition page.	Review and edit third-party application project phase details in the Projects Interface staging table.
Review Project Details - Schedule Integration	INTFC_PROJ_GEN_09	Select the Schedule Integration tab on the Review Project Definition page.	Build new project trees and add new projects from third-party application data.
Review Activity Details	INTFC_ACT_GEN_01	Project Costing, Third Party Integration, Review Activity Details, Review Activity Details	Review and edit third-party application activity details in the Activities Interface staging table.

Page Name	Object Name	Navigation	Usage
Review Activity Details - Description	INTFC_ACT_GEN_02	Select the Description tab on the Review Activity Details page.	Review and edit third-party application activity description details in the Activity Interface staging table.
Review Activity Details - Status	INTFC_ACT_GEN_03	Select the Status tab on the Review Activity Details page.	Review and edit third-party application activity status details in the Activity Interface staging table.
Review Activity Details - Location	INTFC_ACT_GEN_05	Select the Location tab on the Review Activity Details page.	Review and edit third-party application activity location details in the Activity Interface staging table.
Review Activity Details - Quality	INTFC_ACT_GEN_06	Select the Quality tab on the Review Activity Details page.	Review and edit third-party application activity quality details in the Activities Interface staging table.
Review Transaction Details	INTFC_PROJ_RES_01	Project Costing, Third Party Integration, Review Transaction Details, Review Transaction Details	Review and edit third-party application transaction source data details in the Transactions Interface table.
Review Transaction Details - Source Data	INTFC_PROJ_RES_02	Select the Source Data tab on the Review Transaction Details page.	Review and edit third-party application transaction source data details in the Transactions Interface table.
Review Transaction Details - General Ledger Chartfield Data	INTFC_PROJ_RES_03	Select the General Ledger Chartfield Data tab on the Review Transaction Details page.	Review and edit third-party application transaction general ledger ChartField data details in the Transactions Interface table.

Reviewing and Modifying Projects Interface Data

Access the Review Project Definition page.



Review Project Definition page

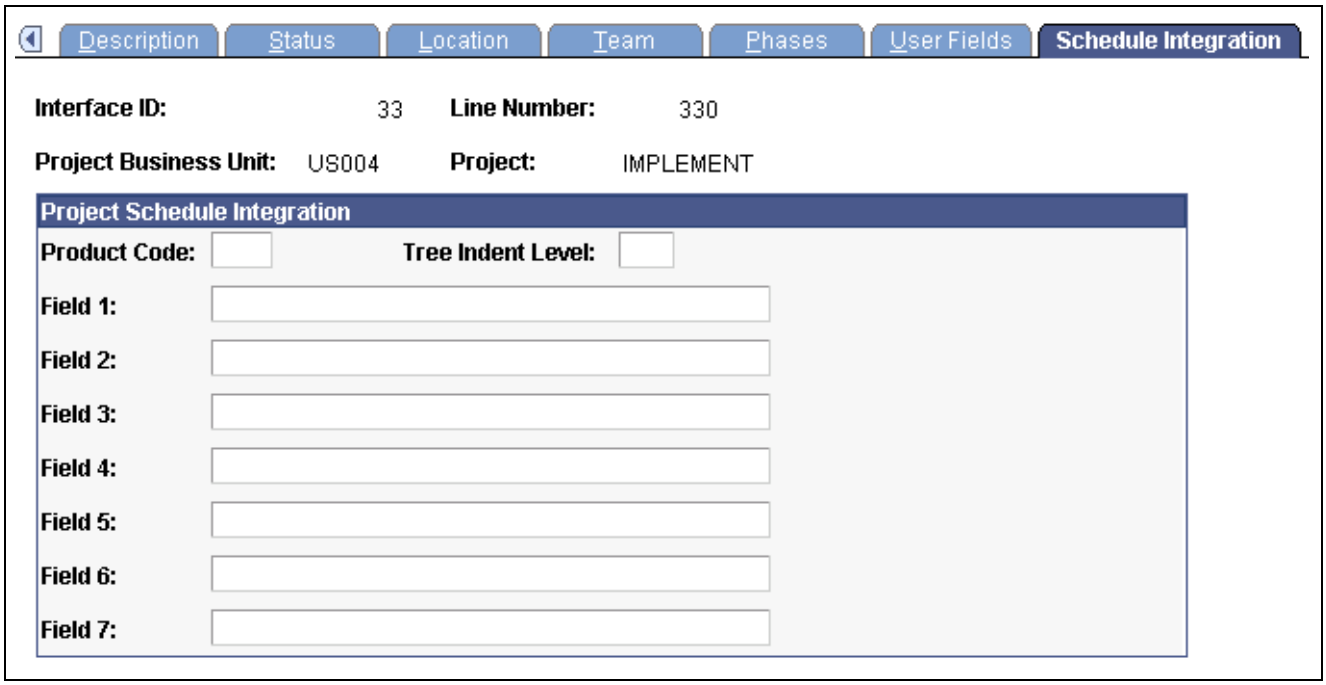
Use the pages in the Projects Interface component (INTFC_PROJ_GEN) to review and modify project details in the Projects Interface staging table before you run the Load Projects and Activities process to load them into Project Costing tables.

These fields are available if you use Program Management:

- Calculation Method
- Project Charging Level
- Time Report Charging Level
- Budget Approver
- Always Honor Constraint Dates

Reviewing and Modifying Project Tree Integration Data

Access the Review Project Details - Schedule Integration page.



Review Project Details - Schedule Integration page

You must enter a row of data on this page for each project and corresponding project node on the project tree.

Project The system assigns the next sequential project ID if you enter *NEXT* on the Review Project Definition - Add a New Value page.

Product Code Enter a free form code to assist you in identifying the origin of the project. For example, you can enter *ORA* to indicate that the project is loaded from an Oracle application.

Tree Indent Level Enter the level on the project tree to which the current project belongs. Level 6 is the root node. A tree can contain only one root node.

Field 1 (Optional) Enter a third-party project ID if you are importing from a third-party product.

Field 2 (Optional) Enter a description of the third-party project.

Field 3 Enter a unique node ID, which is required for tree integration. If you're importing from a third-party application, use the unique node ID that is from the third-party application. If not, enter the project ID.

Field 4 (Optional) Enter a description of the node ID.

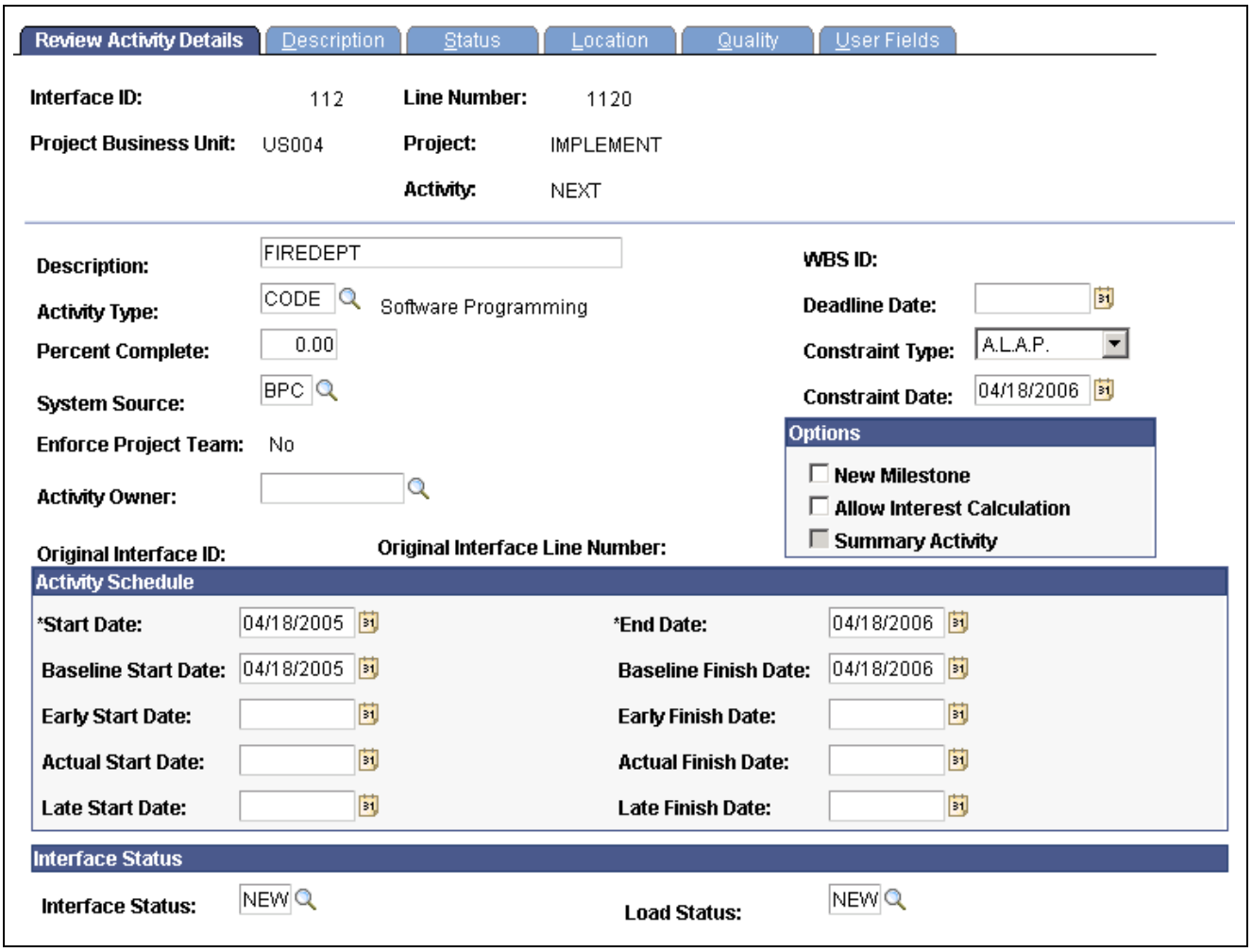
Field 5 Enter a parent node ID, which is required for tree integration. Only the root node (tree indent level 6) does not have a parent node ID.

Field 6 This field is not used for tree integration.

Field 7 This field is not used for tree integration.

Reviewing and Modifying Activities Interface Data

Access the Review Activity Details page.



Review Activity Details page

Use the pages in the Activities Interface component (INTFC_ACT_GEN) to review and modify activity details in the Activities Interface staging table before you run the Load Projects and Activities process to load them into Project Costing tables.

WBS ID (work breakdown structure identifier)

Displays the position of this activity within the WBS of the project. For activities that you create from a third party other Microsoft, this field is blank and will be system-generated after you run the Load Projects and Activities process to load them into Project Costing tables. The process loads the new activities to the end of the existing project WBS, if one exists, at level 1. For example, if the last activity on the existing project WBS currently has a WBS ID of 5, the process adds new activities to the structure with WBS IDs of 6, 7, 8, and so on.

Activities that you create from Microsoft are discussed in the "Integrating with Microsoft Project 2002" chapter.

See Chapter 32, “Integrating with Microsoft Project 2002,” Copying Data from Microsoft Project 2002 to Project Costing, page 618.

Summary Activity

The system activates this field if an activity that is created from a third-party application has child projects. This field is inactivated (clear) if the project does not have child projects.

These fields are available if you use Program Management:

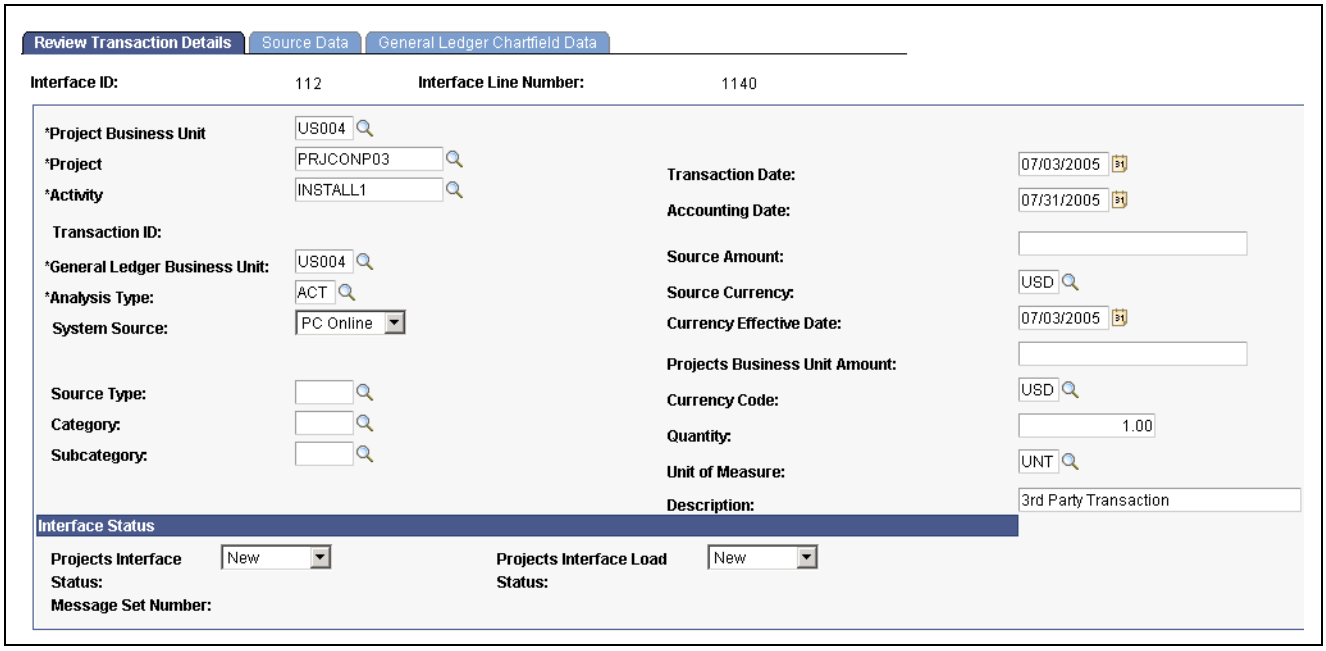
- Deadline Date
- Constraint Date
- Constraint Type

See Also

PeopleSoft Enterprise Program Management 8.9 PeopleBook, "Using Schedule Dependencies and Constraints"

Reviewing and Modifying Transactions Interface Data

Access the Review Transaction Details page.



Review Transaction Details page

Use the pages in the Transactions Interface component (INTERFACE_RESOURCE) to review and modify transaction details in the Transactions Interface staging table before you run the Load Third-Party Transactions Application Engine process (PC_INTFEDIT) to load them into the Project Transaction table (PROJ_RESOURCE).

Loading Interface Table Data into Project Costing

After data from third-party systems are staged to their respective interface tables, run the various PeopleSoft Application Engine processes to bring the data into Project Costing tables.

This section discusses how to:

- Load project and activity data.
- Load transaction data.

If you use Program Management, the Load Third-Party Transactions process loads only transactions for activities at the project costing level that are specified on the Program Management Options page. If the Application Engine processes a row that is not a valid costing activity, an error occurs and the transaction remains in the Transactions Interface table. You can view the error on the Review Transactions Details page.

See Also

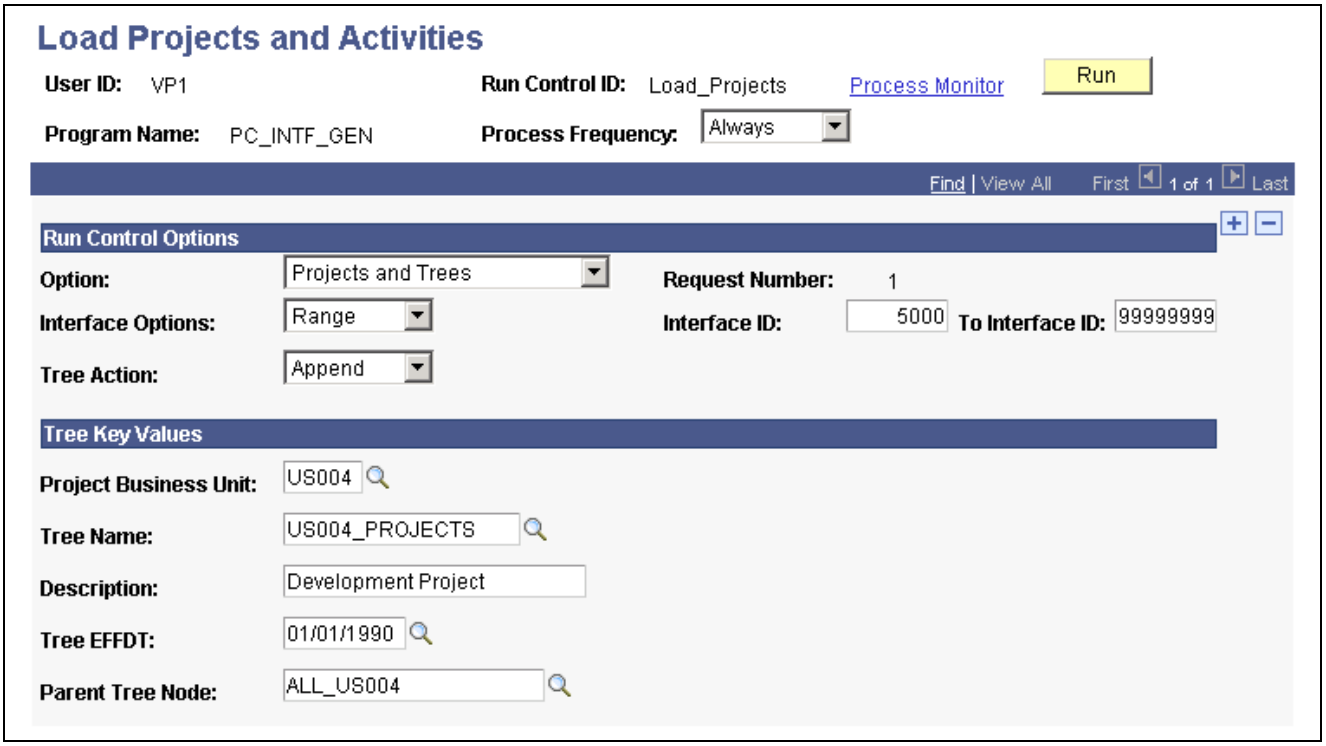
PeopleSoft Enterprise Program Management 8.9 PeopleBook, "Setting Up Program Management Business Units," Understanding Project Charging Levels

Pages Used to Load Interface Table Data into Project Costing

Page Name	Object Name	Navigation	Usage
Load Projects and Activities	PC_INTF_GEN	Project Costing, Third-Party Integration, Load Projects and Activities	Run the Load Projects and Activities Application Engine process to load project and activity data into Project Costing tables.
Load Transactions	PC_INTFEDIT	Project Costing, Third-Party Integration, Load Transactions	Run the Load Third-Party Transactions process to load transaction data into the Project Transaction table.

Loading Project and Activity Data

Access the Load Projects and Activities page.



Load Projects and Activities page

Option Available values are:

- *Activities:* Select to load activity data into Project Costing tables.
- *Both Projects and Activities:* Select to load project and activity data into Project Costing tables.
- *Projects:* Select to load project data into Project Costing tables.
- *Projects and Trees:* Select to load project data into Project Costing tables and create or update a project tree, or append a project to a project tree.

Interface Options Available values are:

All: Select to process all interface IDs.

Range: Select to process a specific batch, and enter the range of interface identifiers that you want to process in the Interface ID and To Interface ID fields.

Select *Range* as the interface option if you select *Projects and Trees* in the Option field.

Tree Action Available values are:

New: Select to create a new tree.

Update: Select to update an existing tree.

Append: Select to append projects to an existing project tree node.

This field appears if you select *Projects and Trees* in the Option field.

Tree Key Values

These fields appear if you select *Projects and Trees* in the Option field.

Project Business Unit Enter the business unit for the tree that you want to create or update.

Tree Name Enter the tree name that you want to append or update. This field appears if you select *Append* or *Update* in the Tree Action field.

Tree EFFDT (tree effective date) Enter the tree's effective date.

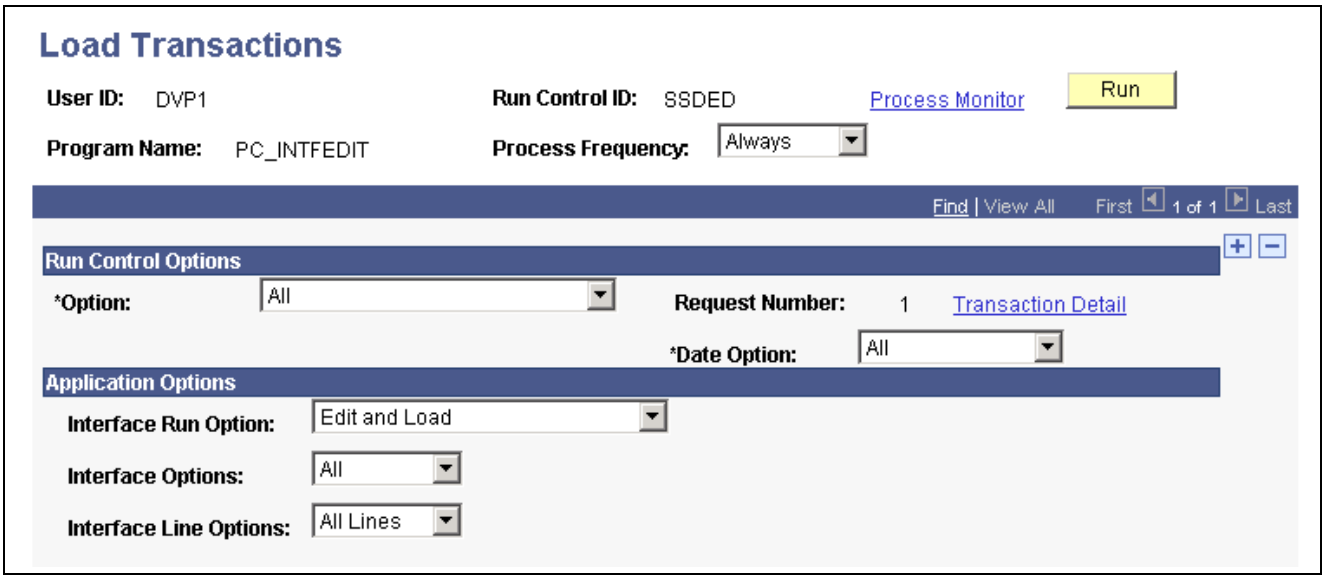
Description Enter a description of the tree. This field is required if you create a new tree or update an existing tree.

Parent Tree Node Enter the parent node if you are appending projects to an existing tree node or appending activities to an existing WBS tree node. This field appears if you select *Append* or *Update* in the Tree Action field.

Save Click to make the parameters that you define available to the system.

Loading Transaction Data

Access the Load Transactions page.



Load Transactions page

Option Select to run the Load Third-Party Transactions process for all transactions or for selected ones filtered by business unit, project, and activity.

Interface Run Options Available values are:

Edit Only: Select for the system to review data to ensure that all values are valid and exist in the applicable prompt table. This option does not load data into the Project Transaction table. The system assigns an Interface Status field (INTFC_STATUS) value of *DON* (mass change generated) to transactions that pass the edit process, or *ERR* (error) to transactions that fail the edit process.

Load Only: Select to load transactions that have an Interface Status field value of *DON*. After loading the *DON* transactions into the Project Transaction table, the Load Third-Party Transactions process deletes them from the Transactions Interface table.

Edit and Load: Select for the system to perform both editing and loading processes. This option takes the longest to run.

Note. Performance may vary depending on the option that you select. The *Edit and Load* option takes the longest amount of time to run.

The Load Third-Party Transactions process validates third-party-application transaction data in the Transactions Interface table. If the Projects Budgeting feature is not enabled, the system loads the data into the Project Transaction table.

If the Projects Budgeting feature is enabled, the process sends budget rows to the Project Budget Detail table (PC_BUD_DETAIL), the Project Budget Plan table (PC_BUD_PLAN), and the Project Transaction table if the interface ID for the row is between 16000000 and 16999999, and the analysis type is in the cost budget or revenue budget analysis group that is defined on the Project Costing Definition page.

Note. PeopleSoft feeder systems assign an interface ID within the range of 16000000 and 16999999 to rows that are eligible to be posted to the Project Transaction table. For example, transactions that come into Project Costing from the Commitment Control to Project Costing Application Engine process (PC_KK_TO_PC) have an interface ID that is within this range.

The Load Third-Party Transactions process calls the Multicurrency Conversion Application Engine process (PC_MULTI_CURRENCY) that converts source transaction amounts that come into the Transactions Interface table with a different currency code than the project business unit currency code, if you set up the appropriate exchange rates.

Error Processing

Each row in the Transactions Interface table can hold only one message number and offending field name. If a row has multiple errors, only the last error is stored in the Message Number (MESSAGE_NBR) and Field Name (FIELDNAME) fields.

You can view and correct the error on the Review Transaction Details page. When you correct the error and run the program again, the system writes only the second error to the Message Number and Field Name fields. Repeat the process to correct the remaining errors.

CHAPTER 32

Integrating with Microsoft Project 2002

This chapter provides an overview of the integration of Project Costing and Program Management (if installed) with Microsoft Project 2002 and discusses how to:

- Set up integration options.
- Create Microsoft projects from PeopleSoft projects.
- Create PeopleSoft projects from Microsoft projects.

Understanding Integration Between Project Costing and Microsoft Project

This section lists prerequisites and discusses:

- Project Costing and Microsoft Project integration.
- Copying data from Project Costing to Microsoft Project 2002.
- Copying data from Microsoft Project 2002 to Project Costing.

Prerequisites

The Project Costing 8.9 integration is intended for use with Microsoft Project 2002, desktop edition only. Projects residing in Microsoft Project Server must be saved locally by using Microsoft Project 2002 Professional prior to integration. Before running the Microsoft Project 2002 Integration for the first time, you must:

- Install the PeopleSoft - Microsoft Project Integrator on the network.

  See *PeopleSoft Enterprise Financials, ESA and Supply Chain Management 8.9 Product-Specific Installation Instructions*located on the PeopleSoft Customer Connection website.

- Specify the Third-Party Data Exchange default options on the Installation Options - Project Costing Integration page.

  See *PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook*, “Setting Installation Options for PeopleSoft Applications,” Defining Project Costing Integration Installation Options.

The PeopleSoft - Microsoft Project Integrator is an application that must reside on at least one computer that is available on the network in order for integration to take place. The computer on which it resides requires these two components:

- FTP service or access to an FTP share directory.
- Microsoft Project 2002 application.

See *PeopleSoft Enterprise Financials, ESA and Supply Chain Management 8.9 Product-Specific Installation Instructions*located on the PeopleSoft Customer Connection website.

Project Costing and Microsoft Project Integration

Integrating Project Costing and Microsoft Project 2002 combines the Project Costing project accounting capabilities with the Microsoft Project 2002 planning and scheduling features. The integration allows the Project Costing and Program Management applications to incorporate scheduling information for use across the enterprise and enables project managers to update their individual Microsoft Project 2002 files with actual costs, resources, schedules, and so forth from the PeopleSoft Enterprise applications.

The Microsoft Project 2002 integration allows for the transmission of data from PeopleSoft to Microsoft and vice versa. When you integrate, you have the choice of exporting data from Project Costing to a Microsoft Project 2002 file or importing data from a Microsoft Project 2002 file into the PeopleSoft system. You can run the integration either direction at any time, depending on the needs of the business and the project management methodology.

By using the integration of Project Costing and Microsoft Project you can synchronize:

- Projects.
- Project teams.
- Activities.
- Duration and date calculations.
- Percent-complete calculations.
- Budgets.
- Actual costs.
- Dependencies and constraints.

In addition, if Program Management is installed, the integration provides the ability to create and maintain assignments for labor, material, and assets at both the project and activity levels by utilizing the Program Management functionality of the Resources, Resource Detail, and Resources by Activity pages.

The Project Costing and Microsoft Project 2002 integration allows for the creation of projects in either application. The integration also allows for the transfer of tasks (in Microsoft Project) or activities (in Project Costing) and their associated resource assignments. Microsoft Project's user-definable field objects store specific Project Costing fields such as business unit and project ID. Microsoft Project also stores the Project Costing project and activity definition, description, status, manager, percent complete for the activity, budgets, dates, and duration.

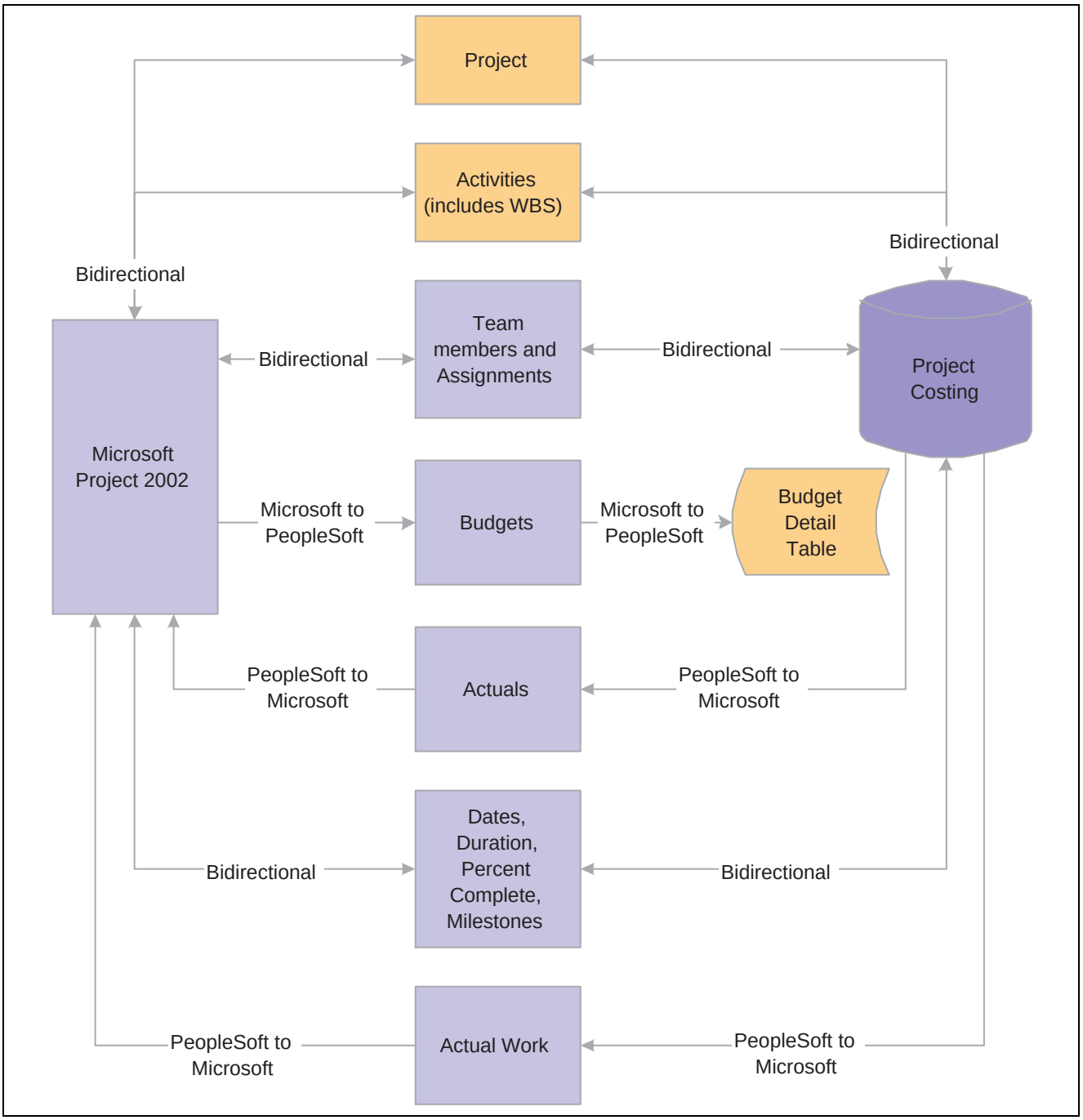
Data Flow

There are four ways to integrate project data between PeopleSoft and Microsoft:

Integration Procedure	Flow of Data
Creating a project in Microsoft from an existing PeopleSoft project.	Export from PeopleSoft to Microsoft
Updating a Microsoft Project with data from PeopleSoft.	Export from PeopleSoft to Microsoft

Integration Procedure	Flow of Data
Updating a PeopleSoft project with data from Microsoft.	Import from Microsoft to PeopleSoft
Create a project in PeopleSoft from an existing Microsoft project.	Import from Microsoft to PeopleSoft

This diagram is a high-level view of the integration data flow:



Flow of data between Project Costing or Program Management and Microsoft Project 2002

This table lists the types of data that are exchanged and the direction of the data flow:

Data Type	Direction
Project data.	Bidirectional.
Project team (resources).	Bidirectional if Program Management is not installed.
Activity or task.	Bidirectional.
Team or task assignments.	Bidirectional if Program Management is installed.
Job codes.	PeopleSoft to Microsoft from project team if Program Management is not installed.
Cost and bill rates.	Bidirectional if you use custom rates.
Budget items.	Bidirectional.
Actual costs.	PeopleSoft to Microsoft.
Budgeted costs.	Microsoft to PeopleSoft.
Work.	PeopleSoft to Microsoft.
Dates.	Bidirectional.
Percent complete (activity level).	Bidirectional.
Percent complete (project level if calculation method is manual).	Microsoft to PeopleSoft.
Duration.	Bidirectional.
Milestones.	Bidirectional.

Terminology

This table describes terms that are relevant to the integration between Project Costing and Microsoft Project:

Term	Description
Activity	A project component that the system uses to capture charges that relate to that aspect of the project, and a representation of the work that is required to complete part of a project. In Microsoft Project 2002, activities are called tasks.
Actual Work	Tracks the amount of time that a resource has currently expended working on an activity. Actual work can be updated by time entry in Expenses, Time and Labor, and manually adding a transaction in Project Costing. The system calculates actual work at the activity level by rolling up the detailed actual rows. Actual work is not updated from Microsoft Project to Project Costing.
Resources	People, equipment, and material that are required for completing the project and the activities that are on the project. Resources can have rates associated with them for the purposes of deriving their estimated and actual costs to an activity and a project.
Start Date	A required field that represents the current start date of the project and activity. The start date can be entered in PeopleSoft or Microsoft. Given the duration and end date of a project or activity, the start date can be calculated.
End Date	A required field that represents the current end date of the project and activity. The end date can be can be entered in PeopleSoft or Microsoft. The end date can be calculated if there are values for the duration and start date.
Baseline Start Date	The planned beginning date of a project or activity. This field can be entered in PeopleSoft or Microsoft.
Baseline Finish Date	The planned completion date of a project or activity. This field can be entered in PeopleSoft or Microsoft.
Actual Start Date	The date on which the project or activity actually begins. It can be entered in PeopleSoft or Microsoft based on progress information that you enter.
Actual Finish Date	The date on which the project or activity actually finishes.
Late Start Date	Represents the latest date that an activity or task can start without delaying the finish of the project. This date is based on the task's start date, the late start and late finish dates of predecessor and successor tasks, and other constraints.
Late Finish Date	Represents the latest date that an activity or task can finish without delaying the finish of the project. This date is based on the task's late start date, the late start and late finish dates of predecessor and successor tasks, and other constraints. This field can be entered in PeopleSoft or Microsoft.
Early Start Date	Represents the earliest date that an activity or task can possibly begin, based on the early start dates of predecessor and successor tasks, and other constraints. This field can be entered in PeopleSoft or Microsoft.
Early Finish Date	Represents the earliest date that an activity or task can possibly finish, based on early finish dates of predecessor and successor tasks, other constraints, and any leveling delay. This field can be entered in PeopleSoft or Microsoft.
Duration	The total number of days that are needed to complete an activity from start date to end date. Duration is stored as hours and appears as days. Duration exists at both the project and activity level. Duration can be calculated if there are values for the project or activity start and end dates.

Term	Description
Work	The total number of hours spent or to be spent by a resource on an activity. Work does not equal duration. For example, the expected duration of an activity may be five days, but the work that is assigned to the activity may be 80 hours with two resources working on the activity. You define work in hours at the activity level.
Remaining Work	Remaining work, also known as estimate to complete (ETC), can be either automatically calculated or manually entered. When calculated, *(ETC) = (work) −(actual work)*.

Note. The *PeopleSoft Enterprise 8.9 Integration Architecture for Microsoft Project 2002 Integrations* document that is available on the PeopleSoft Customer Connection website discusses how the PeopleSoft and Microsoft systems exchange data fields and the business logic behind the exchange.

PeopleSoft - Microsoft Project Integrator

When the integration process runs, the Microsoft Project file that is associated with the PeopleSoft project is transferred, through FTP, to a share directory that is accessible by the Integrator server. The Integrator performs all reading and writing to the Microsoft Project file. When a user requests an integration, data is staged for the Integrator to start. The Integrator checks every 15 seconds for the staged data. If a user attempts an integration while the Integrator is engaged with a previous request, the new request is placed in a queue until an Integrator is available. You can set up more than one Integrator to enable multiple integrations to occur simultaneously.

An Integrator has several states:

- Hold: Indicates that a previously available integrator has been taken offline.
- Waiting: Indicates an idle state.

  The Integrator is ready and waiting for staged data to appear to perform an integration.
- Busy: Indicates that the Integrator is working on a previous integration request.
- Error: Indicates that the last integration has a nonrecoverable error.

  In this case, the Microsoft Project file or the PeopleSoft project is not updated. The messages that are generated by the error are stored with the project. The next time that the Integrator checks for data, the error information that appears at the bottom of the Maintain Project with Microsoft page is cleared and the Integrator continues on to the next integration request.

  The state of the Integrator, warnings, and error messages appear in the Integration Session Log that you can view on the Create Project from Microsoft page.

Copying Data from Project Costing to Microsoft Project 2002

This section covers issues that are related to creating or updating a project in Microsoft Project 2002 with data existing in Project Costing.

Project Data

When you’re creating a project from PeopleSoft to Microsoft, project-level data is stored in the Microsoft custom properties to validate future updates. This data includes project origin—PeopleSoft or Microsoft—business unit, project ID, start and end dates, project manager, project type, integration template, and the project tree name, tree description, and tree parent.

Activity Data

PeopleSoft activity-level data is synchronized with the Microsoft Project tasks. Activity data copied or updated includes activity ID or task name, activity type, description, start and finish dates, percent complete, duration, summary flag, and milestones. User text type fields are used to store key information for use in future updates. For example, the unique ID that is used for each activity business unit, project ID, and activity ID in PeopleSoft are stored in the Microsoft Project Task.Text20, Task.Text21, and Task.Text22 (and alsoText30) fields, respectively, when synchronizing activities and tasks. If the value of Text30 is altered or deleted, future updates are inaccurate.

If you use Program Management, the activity date cascade calculation method that you define in PeopleSoft is exported to Microsoft Project based on the mappings in this table:

PeopleSoft Activity Date Cascade Calculation Method Exported to Microsoft	Calculation Method Converted in Microsoft
Manual	Manual
Delay Calculations Until Save	Manual
Realtime Calculations	Automatic

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Establishing Program Management Business Unit Options.

Note. If the autocalculation option is selected when you export data to Microsoft, the dates and duration data that are sent to Microsoft may not remain intact. This is due to the many internal calculations that Microsoft Project makes to new or altered data.

Work Breakdown Structure (WBS)

The WBS ID is specified on the PeopleSoft activity definition and is copied to Microsoft when you export activity definitions. The WBS ID in PeopleSoft and Microsoft is a concatenation of the parent outline number and activity outline number, and cannot be modified manually. Changes that you make to a project WBS structure are reflected in Microsoft during the next integration process.

The PeopleSoft - Microsoft Project Integrator moves tasks by cutting and pasting. Activities that you delete in PeopleSoft are not automatically deleted in Microsoft.

Dependencies and Constraints

If you use Program Management and export activity definitions from PeopleSoft to Microsoft, the integration process copies activity dependencies and constraints. During the export process the system deletes the existing dependencies in Microsoft Project and creates new dependencies based on the dependency data sent from PeopleSoft.

During the export process PeopleSoft also sends activity constraint information such as the deadline date, constraint type, and constraint date.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Using Schedule Dependencies and Constraints," Understanding Integration of Dependencies and Constraints with Microsoft Project.

Team Members and Resource Assignments

The contents of the project team list can be copied into Microsoft Project's resource sheet. Resources that are on the project activity team can be assigned in Microsoft Project's resource assignments. If activities and resources are copied to Microsoft Project, the integration process creates Microsoft resource assignments if the assignments in the PeopleSoft project activity team match a task and resource in Microsoft Project.

The resource's cost rate and bill rate are from the Cost Rate field (COST_RATE) and Bill Rate field (BILL_RATE) in the Project Team Member table (PROJECT_TEAM) in Project Costing if you use Program Management. If you use Project Costing without Program Management, the resource's cost and bill rates are from the Rates by Role table (PC_RATE_ROLE). The resource's cost rate is stored in the Resources.StandardRate field in Microsoft Project. The resource's bill rate is stored in the Resources.Cost1 field. Job codes do not exist in the resource sheet.

You can export the Budget Item field (PC_BUDGET_ITEM) and Project Role field (PLAN_PROJROLE) values from the project level in Project Costing to the resource sheet in Microsoft Project. The Microsoft Project system stores these values in custom text field Resources.Text10 and Resources.Text9. The project role is exported to Microsoft Project only for labor resources.

If you use Program Management, values from the Units field in the assignment schedule in the Resource Details page copy to the resource sheet in Microsoft Project.

As resources populate the resource sheet, the system creates a unique ID and stamps it in the Resource ID field (RES_UID) in the Project Team Member table for future updates. If you remove a team member or delete an assignment, it is not reflected in Microsoft.

Transaction Data

Transactions and resource data are sent to Microsoft as follows:

- Actual Cost Rows: Rows in the Project Transaction table that have actual cost analysis types are summarized by activity and copied to Microsoft Project as actual cost values at the task level.

  Resource amount is the summarized field. The Actual Cost (Task.ActualCost) field is updated on the matching task in Microsoft.

- Actual Work Rows: Rows in the Project Transaction table that have actual cost analysis types and an employee ID are summarized by activity and copied to Microsoft Project as actual work values at the task level.

  Resource Quantity is the summarized field. The Work field (Task.Work) is updated on the matching task in Microsoft.

Copying Data from Microsoft Project 2002 to Project Costing

This section covers issues that are related to creating or updating a project in Project Costing with data existing in Microsoft Project 2002.

Project Data

When copying a project from Microsoft Project to Project Costing, the user enters the business unit, project ID, project description, project type, and integration template. These values are used to create the project in PeopleSoft and are also stored in Microsoft's custom properties to validate future updates.

Task and WBS Data

Microsoft Project's tasks are synchronized with PeopleSoft activity-level data. The integration process imports summary and nonsummary tasks to PeopleSoft from Microsoft. Updated activity data includes activity ID, activity type and description, start and finish dates, percent complete, duration, summary flag, and milestones. New activities are formatted on the Activities Interface staging table (INTFC_ACT_GEN) with an activity ID of *NEXT,* while existing activities are formatted with the Project Costing activity ID.

Regardless of the method that you use in Microsoft to calculate start and end dates for summary activities, the system assigns a calculation method of *Manual* in PeopleSoft for tasks that you import from Microsoft.

The WBS ID field on the task specifies the placement of activities within the WBS. The WBS ID field in Microsoft Project maps to the WBS ID in Project Costing. The system verifies that the WBS structure for a project in Microsoft Project contains no more than nine levels, which is the maximum number of levels in PeopleSoft. If a WBS contains more than nine levels, a message appears indicating that you cannot import the WBS into PeopleSoft. If WBS ID in Microsoft contains a prefix, such as PC1.1, PC1.2, and so on, the system removes the prefix prior to populating the WBS ID field in PeopleSoft.

The Load Projects and Activities Application Engine process (PC_INTF_GEN) creates any new activities imported from Microsoft Project and renumbers the WBS ID on existing activities as needed to match the Microsoft Project WBS.

If you use Program Management, you can select an option on the Microsoft Integration Options page for new projects created from Microsoft to copy the Microsoft WBS only up to the project charging level that is specified on the Create Project from Microsoft page in PeopleSoft.

Tasks that you delete in Microsoft Project are not automatically deleted in Project Costing during the integration process. For deleted tasks, the next time that you import Microsoft data to PeopleSoft, the system:

- Assigns a WBS level 1 to the deleted tasks.
- Moves the deleted tasks to the end of the project WBS structure.
- Changes the activity processing status to *Inactive.*

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Understanding Project Charging Levels.

Dependencies and Constraints

If you use Program Management and import tasks from Microsoft to PeopleSoft, the integration process copies task dependencies and constraints. During the import process the system deletes the existing dependencies in PeopleSoft and creates new dependencies based on the dependency data received from Microsoft.

You must enter dependency lag time in days in Microsoft Project to integrate with PeopleSoft. The integration process does not support percentage lag durations or elapsed time.

You cannot import dependencies for summary activities from Microsoft to PeopleSoft.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Using Schedule Dependencies and Constraints," Understanding Integration of Dependencies and Constraints with Microsoft Project.

Team Members and Resource Assignments

When you create a project all resources and assignments that are on Microsoft Project's resource sheet can populate the Project Team Member table, and resources that are assigned to tasks in Microsoft Project can populate the Project Activity Team table. Entries in the Resource Name field should be either *<First Name Last Name>* such as *Tom Jones* or a resource requirement entry such as *Java Developer.* The Resource Name field value is validated against the employee names that are in the PeopleSoft system, and if a valid name match is located, the appropriate employee is added to the project or activity. If you use Program Management and no match is found, the resource from Microsoft is added as a generic resource in Program Management. If you use Project Costing without Program Management and no match is found, the resource is not imported.

The Resource Unique ID from the Microsoft resource (RES_UID) is stored in the Project Team Member table to facilitate future updates to Microsoft Project. The Resource Unique ID and the Task Unique ID (ACT_UID) are stored in the Project Activity Team table to facilitate future updates into Microsoft Project.

The integration process imports the project role values from the resource sheet in Microsoft Project to the project team, activity team, and schedule level in Program Management. If you use Project Costing without Program Management, the system imports the project role from the resource sheet in Microsoft Project to the project team in Project Costing. If the import process updates an existing project, the project role values from Microsoft Project override the existing values in PeopleSoft. If there is no project role for the resource in Microsoft Project, or if the project role on the resource sheet is not valid in Project Costing, the system assigns the default project role that you specify on the Microsoft Integration Options page. The system validates imported project roles against the Project Role table (PROJ_ROLE).

If you use Program Management and Resource Management, you can select integration options to:

- Automatically add a named resource with a status of *Requested* if manager approval is required, or *Committed* if manager approval is not required, and generate a Resource Management assignment if you import a resource from Microsoft Project that exists as a resource in Resource Management.

  If you import a named resource from Microsoft Project that is not an existing resource in Resource Management, the system adds the resource to the Resources page in Program Management as a generic resource. If you import a named resource from Microsoft Project that is an existing resource in Resource Management, the Resource Management values for resource pool, region, personnel status, and primary project role populate the Resources page for the resource.

- Automatically add a generic resource with a status of *Requested* and generate a Resource Management allocation if you import a resource from Microsoft Project that does not exist as a resource in Resource Management.

  If you import a generic resource from Microsoft Project that belongs to a resource group (known as a resource pool in PeopleSoft) that does not match a resource pool in Resource Management, the system adds the generic resource with a resource pool value of *Unassigned.* The system imports the Microsoft Project values for resource name and region. The integration process does not overwrite Resource Management assignments or allocations that are already requested if you subsequently import the same project from Microsoft Project.

- If a pending or approved assignment request already exists for the resource, the system updates the assignment schedules only for resources with a status of *Considered.*

- Disregard Resource Management schedule conflicts and create assignments even if it results in overbooking resources.

- Select a default region from which to request generic resources.

When task dates change, all resources and resource assignments are copied to PeopleSoft, and a routine is called to adjust the dates, if needed, and to create new entries into the team tables during updates.

If you use Program Management, values from the Units field in the resource sheet in Microsoft Project copy to the assignment schedule in the Resource Details page.

Resources or assignments that you delete from Microsoft are not automatically deleted in PeopleSoft during the next import process. Assignments must be manually deleted from PeopleSoft.

Transaction Data

The system identifies budget rows in Microsoft Project if there is a value the BaselineCost field at the task level. Each task is examined. If the task is not a summary and its BaselineCost value is not zero, the system copies the row to the budgeting tables if Projects Budgeting is enabled. If Projects Budgeting is disabled, the system copies the row to the Project Transaction table. The PeopleSoft - Microsoft Project Integrator selects the analysis types based on the budget analysis group. Changes to task BaselineCost can be reflected in future updates.

If Projects Budgeting is enabled, the Microsoft Project budget periods for an activity cannot exceed 36 periods from the project start date. Budget rows for activities with start dates that are outside of this date range are not imported to budgeting tables or the Project Transaction table. Budget rows with more than 36 periods are not imported and create process errors that you can view in the Integration Session Log on the Create Project from Microsoft page. The system copies the total amount from the budget periods in Microsoft to the start date period in Project Costing.

If Projects Budgeting is not enabled, there are no period restrictions.

The integration process imports the budget items from the resource sheet in Microsoft Project to the project team, activity team, and schedule level in Program Management. If you use Project Costing without Program Management, the system imports the budget item from the resource sheet in Microsoft Project to the project team in Project Costing. If the import process updates an existing project, the budget item values from Microsoft Project override the existing values in PeopleSoft. The system validates imported budget items against the Budget Category Control table (GM_BUD_CATEGORY).

If there is no budget item for the row in Microsoft Project, or if the budget item on the resource sheet is not valid in Project Costing, the system assigns the default budget item that you specify on the Microsoft Integration Options page. The system assigns a budget item to budget rows for activities based on the default Material Budget Item if either of these conditions exist:

- The task contains at least one material resource row from Microsoft Project.
- The task does not contain any resource rows.

If a task contains only labor resource rows in Microsoft Project, the system assigns a budget item to budget rows for those activities based on the default Labor Budget Item that you specify on the Microsoft Integration Options page.

Setting Up Integration Options

Initially, integration between Project Costing and Microsoft Project 2002 is a matter of establishing integration options at the business unit to eliminate setting them on a project-by-project basis. Integration options that are set at the business unit level, however, can be overridden at the project level.

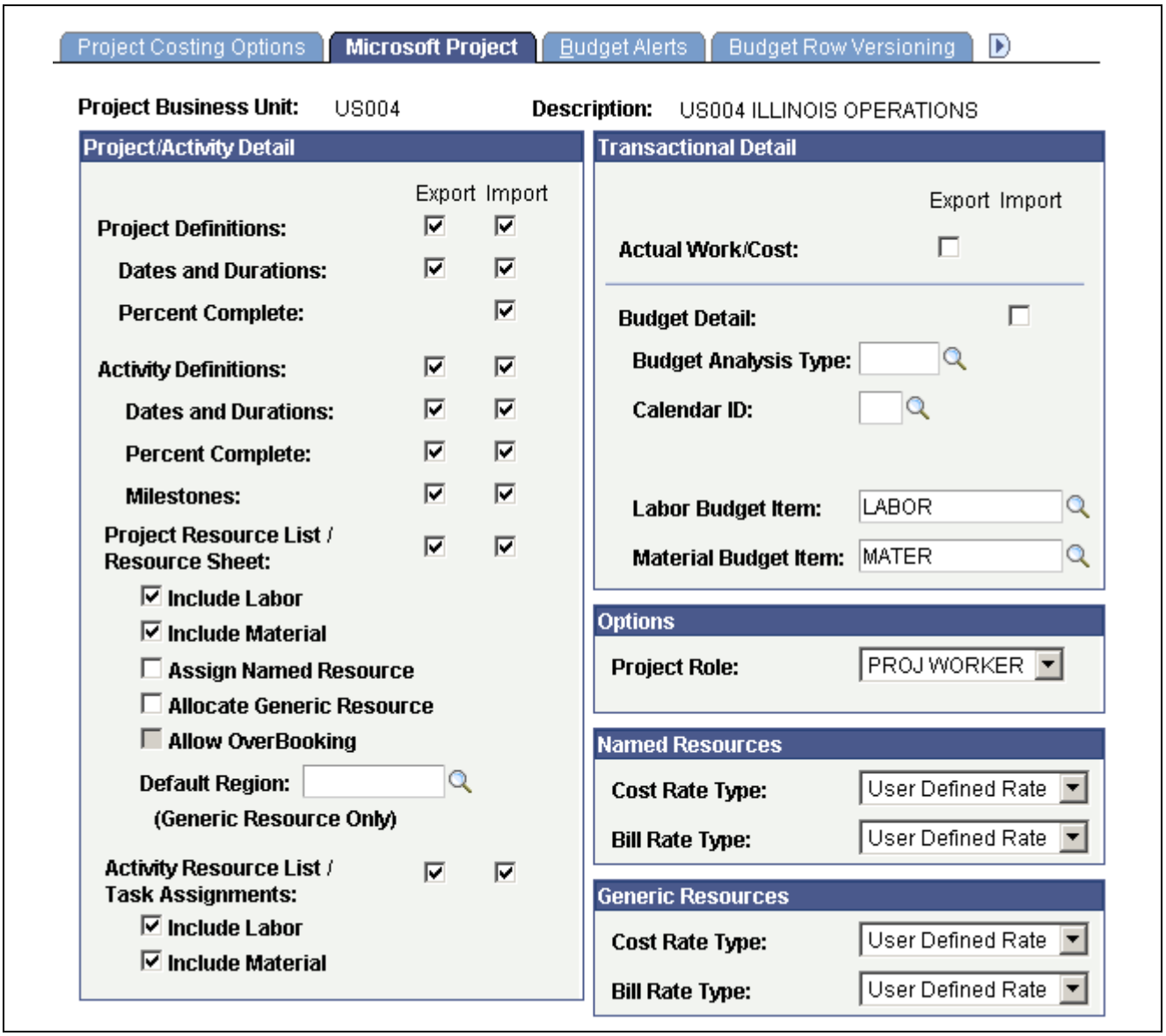
This section discusses how to define integration criteria.

Pages Used to Set Up Integration Options

Page Name	Object Name	Navigation	Usage
Microsoft Project	PC_MSP2_BUDEFS	Set Up Financials/Supply Chain, Business Unit Related, Project Costing, Project Costing Options, Microsoft Project	Establish the default settings for integrating projects for this project business unit with Microsoft Project 2002.
Microsoft Integration Options	PC_MSP2_RUNDEFS	Project Costing, Third Party Integration, Microsoft, Create Project, Create Project from Microsoft Click the Options link on the Create Project from Microsoft page.	Modify the default integration options that are originally defined at the business unit level on the Microsoft Project page. The Microsoft Integration Options page is similar to the Microsoft Project page; therefore, both pages are discussed in this section.

Defining Integration Criteria

Access the Microsoft Project page to define integration criteria default values at the business unit level, or access the Microsoft Integration Options page to define integration criteria for a specific project.



Microsoft Project page

Note. Many of the fields on both the Microsoft Project page and the Microsoft Integration Options pages are similar; therefore, the discussion in this section applies to both pages. The Business Unit and Project fields at the top of the page designate the level (business unit or project) at which you are defining the integration criteria.

The settings that you enter on the Microsoft Project page for the business unit appear by default on the Microsoft Project Integration page for all projects that belong to the business unit.

Export Select the check box that corresponds to each data element that you want to send to Microsoft Project when the integration process runs to export data from Project Costing to Microsoft.

Import Select the check box corresponds to each data element that you want to receive in Project Costing when the integration process runs to import data from Microsoft to Project Costing.

Project/Activity Detail

Project Definitions Select to copy information such as project name, project ID, description, type, business unit, manager ID, project tree name, tree effective date, and parent node if applicable.

Dates and Duration Select to copy the project start and end dates. This option also copies project duration if you use Program Management.

Percent Complete (project) Select to import the percent complete value from Microsoft Project to PeopleSoft if the calculation method is manual.

Activity Definitions Select to copy information such as activity ID or task name, activity type, description, summary flag, and work breakdown structure ID (WBS ID). If you use Program Management, the integration process copies activity dependencies and constraints when you export data from PeopleSoft to Microsoft.

Dates and Duration Select to copy the activity start and end dates. This option also copies activity duration if you use Program Management.

Percent Complete (activity) Select to copy the percent complete value that appears on the Activity Definitions - General Information page for each activity or task. If the transmission is from Project Costing to Microsoft, the value sent is the percent complete based on the calculation method that is defined for the project business unit. When the percent complete arrives in Microsoft, it triggers a recalculation of actual work in Microsoft, which automatically updates actual work based on percent complete as part of its standard functionality.

When Project Costing receives the percent complete from Microsoft Project, only the percent complete value that is in PeopleSoft changes. Actual work does not change.

Milestones Select to synchronize milestones. In PeopleSoft, you designate an activity as a milestone on the Activity Definitions - Definition page.

Include only costing level WBS Select Import to copy the Microsoft WBS only down to the project charging level that is specified on the Create Project from Microsoft page in PeopleSoft. Clear the Import check box to import the entire WBS to PeopleSoft. This option is available for new projects that you create from Microsoft.

Important! If you select the Include only costing level WBS option and import the WBS only down to the specified activity costing level, we recommend that you do not export the WBS back into Microsoft Project from PeopleSoft because the WBS structures now differ.

This field appears if you select an activity costing level as the project charging option on the Create Project from Microsoft page.

The Include only costing level WBS option is available on the Microsoft Integration Options page for the project if you use Program Management. The option is not available on the Microsoft Project page for the business unit.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, “Setting Up Program Management Business Units,” Understanding Project Charging Levels.

Project Team

This field appears only if you use Project Costing without Program Management. If Program Management is installed, this field is replaced with the Project Resource List / Resource Sheet fields.

Export: Select to copy members of the project team to the Microsoft Project resource sheet.

Import: Select to copy labor resources from the Microsoft Project resource sheet to the Project Team Member Team table.

Job Codes

Select Export to copy all of the resources that belong to the job codes that are specified on the Project Definitions - Team page in Project Costing to Microsoft. This field appears only if you use Project Costing without Program Management.

Project Resource List / Resource Sheet

Select to copy project-level data such as description, project type, start and end dates, and so on. This field appears only if you use Program Management.

Export: Select to copy data from the project resource list on the Resources page in Program Management to the Microsoft Project resource sheet.

Import: Select to copy resource data from the Microsoft Project resource sheet to the project resource list on the Resources page in Program Management.

Include Labor

Select to copy labor resources for the project. This field appears only if you use Program Management.

Include Material

Select to copy material and asset resources, such as consumable supplies and machinery, for the project. Material and asset resources do not have time or work components associated with them. This field appears only if you use Program Management.

Assign Named Resource

Select to add the resource with a status of *Requested,* which triggers the process to create a Resource Management assignment. Clear the check box to add the resource with a status of *Considered.* This field appears only if you use Program Management and Resource Management.

Allocate Generic Resource

Select to add the resource with a status of *Requested,* which triggers the process to create a Resource Management allocation. Clear the check box to add the resource with a status of *Considered.* This field appears only if you use Program Management and Resource Management.

Allow Overbooking

Select to assign a resource status of *Requested* when you import named resources from Microsoft Project, and create Resource Management assignments regardless of schedule conflicts. Clear the check box to assign a resource status of *Considered* on the Program Management Resources page if there are resource schedule conflicts. This option applies only if you select the Auto Assign Named Resource option.

This field appears only if you use Program Management and Resource Management.

Default Region

Select a default region from which to request generic resources. The default region populates the Region Code field on the Program Management Resources page for new resources. This value does not update the region for existing resources. This option applies only to generic resources that you import from Microsoft Project.

This field appears only if you use Program Management and Resource Management.

Activity Resource List / Task Assignments

Select to copy activity-level data such as task name or activity ID, activity type, description, start and end dates, and resources. This field appears only if you use Program Management.

Export: Select to copy resource data from the Program Management Resources by Activity page to the Microsoft task assignments.

Import: Select to copy resource data from the Microsoft Project tasks to the PeopleSoft Resources by Activity page.

Include Labor

Select to copy labor resources and their related work information for activities. This field is available for selection only if you select the Include Labor option for the Project Resource List / Resource Sheet.

Include Material

Select to copy the material and asset resources for activities. This field is available for selection only if you select the Include Material option for the Project Resource List / Resource Sheet.

Transactional Detail

Actual Work/Cost

Select Export to summarize transaction rows that belong to the actuals analysis group that are in the Project Transaction table, and copy the data to the Microsoft Project Task, Actual Work, and Actual Cost columns.

Budget Detail

Select Import to import nonsummary BaselineCost values from tasks and send them to either the Project Budget Detail table (PC_BUD_DETAIL) if the Projects Budgeting feature is enabled, or the Project Transaction table, by using the analysis type that you enter in the Budget Analysis Type field.

When you import budget transactions from Microsoft, the system creates a new budget plan by using the values that you define in the next five fields.

Budget Analysis Type

Enter the analysis type to assign to budget transactions that are coming into PeopleSoft from Microsoft.

Calendar ID

Enter the general ledger (GL) calendar that the system uses to determine standard business hours per day, days per week, and holidays. The calendar ID identifies the interval at which the budget is tracked.

Labor Budget Item

Enter the value to use as the default budget item that appears in Project Costing for rows with a Resource Class value of *Labor* that you import from Microsoft Project if a budget item value does not exist in Microsoft Project. The system also assigns the default value to imported rows that contain budget items that do not exist in the Budget Category Control table.

During the import process, budget items in Microsoft Project override the default budget item on this page.

This field is required if you select the Include Labor option for the Project Resource List / Resource Sheet or Activity Resource List / Task Assignments on the Microsoft Integration Options page.

If you use Program Management, this value appears as the budget item for labor resources on the Resources page and Resources by Activity page.

Material Budget Item Enter the value to use as the default budget item that appears in Project Costing for rows with a Resource Class value of *Material* that you import from Microsoft Project if a budget item value does not exist in Microsoft Project. The system also assigns the default value to imported rows that contain budget items that do not exist in the Budget Category Control table.

During the import process, budget items in Microsoft Project override the default budget item on this page.

This field is required if you select the Include Material option for the Project Resource List / Resource Sheet or Activity Resource List / Task Assignments on the Microsoft Integration Options page.

Options

Project Role Enter the value to use as the default project role that appears in Project Costing for labor rows that you import from Microsoft Project if a project role value does not exist for the rows in Microsoft Project. The system also assigns the default value to imported rows that contain project roles that do not exist in the Project Role table.

During the import process, project roles in Microsoft Project override the default project role on this page.

Named Resources

This group box appears only if you use Program Management.

Cost Rate Type Select an option to appear as the cost rate type for named labor resources on the Resources page or Resources by Activity page in Program Management when you import new resources from Microsoft Project. This field is required if you select the Include Labor option for the Project Resource List / Resource Sheet or Activity Resource List / Task Assignments.

Available options are:

Employee Rate: The system uses the cost rates that are defined on the Rates by Employee page for new resources that you import from Microsoft Project. Subsequent modifications that you make to resource cost rates in Microsoft Project are not imported into PeopleSoft.

Jobcode Rate: The system uses the cost rates that are defined on the Rates by Job Code page for new resources that you import from Microsoft Project. Subsequent modifications that you make to resource cost rates in Microsoft Project are not imported into PeopleSoft.

Project Role Rate: The system uses the cost rates that are defined on the Rates by Role page for new resources that you import from Microsoft Project. Subsequent modifications that you make to resource cost rates in Microsoft Project are not imported into PeopleSoft.

User Defined Rate (custom): If you import a new resource from Microsoft Project, the system populates the Resources page and Resources by Activity page with the Resources.StandardRate field value from the Microsoft Project resource sheet. If the resource exists on the Resources page and has a custom rate type, the system updates the rate with the Resources.StandardRate field value from the resource sheet.

When you export resources from PeopleSoft to Microsoft Project, the system sends the activity resource cost rates that appear on the Resources by Activity page. If there is no cost rate defined for a named labor resource on the Resources by Activity page, the system uses the resource's cost rate from the Resources page for the project.

Rates that you modify in Microsoft Project do not update PeopleSoft data if the existing resource on the Resources page does not have a custom rate type.

You can control the available options by restricting rate types on the Program Management Options page for the business unit.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Establishing Program Management Business Unit Options.

Note. New material resources are brought into the Program Management Resources page and Resources by Activity page from Microsoft with a rate type of *User Defined Rate* (custom).

Bill Rate Type Select an option to appear as the bill rate type for named labor resources on the Resources page or Resources by Activity page in Program Management when you import new resources from Microsoft Project. This field is required if you select the Include Labor option for the Project Resource List / Resource Sheet or Activity Resource List / Task Assignments.

These options behave in a similar manner as the Cost Rate Type options for named resources, except that the system uses the bill rate types—not the cost rate types—that are defined for the selected option. Bill rate types are stored in the Resources.Cost1 field in Microsoft.

Generic Resources

This group box appears only if you use Program Management. These options behave in a similar manner as the Cost Rate Type and Bill Rate Type options for named resources.

Creating Microsoft Projects from PeopleSoft Projects

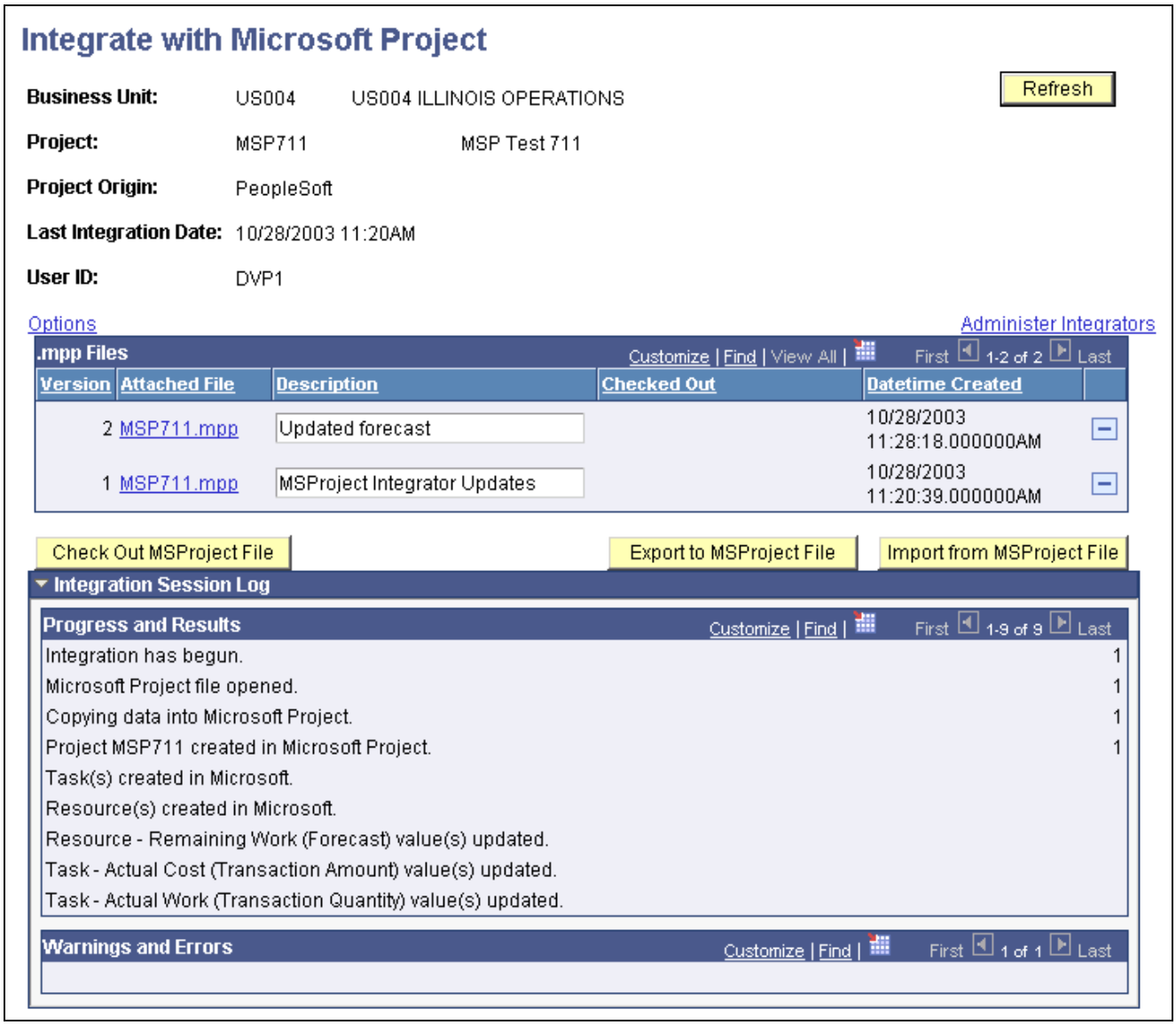
The section discusses how to create and update Microsoft projects from PeopleSoft data.

Page Used to Create Microsoft Projects from PeopleSoft Projects

Page Name	Object Name	Navigation	Usage
Integrate with Microsoft Project	PC_MSP2_UPDATEPROJ	• Project Costing, Third Party Integration, Microsoft, Integrate Project, Integrate with Microsoft Project • Project Costing, Project Definitions, General Information Select *Integrate with MSProject* from the More drop-down list box on the Project Definitions - General Information page. • Program Management, Third Party Integration, Microsoft, Integrate Project, Integrate with Microsoft Project • Program Management, Project Definitions, General Information Select *Integrate with MSProject* from the More drop-down list box on the Project Definitions - General Information page.	Create or update a project in Microsoft Project 2002 from data existing in a Project Costing or Program Management project.
Administer Integrators	PC_MSP2_VIEWINTG	• Project Costing, Third Party Integration, Microsoft, Administer Integrators, Administer Integrators • Click Administer Integrators on the Integrate with Microsoft Project page.	View the status of integration requests.

Creating and Updating Microsoft Projects from PeopleSoft Data

Access the Integrate with Microsoft Project page.



Integrate with Microsoft Project page

Refresh Click to update information on the progress of the current integration.

Administer Integrators Click to access the Administer Integrators page to view the integrators that are updating the integration requests and the status of integrations. This button appears only if you have security access to the Administer Integrators page.

Options Click to access the Microsoft Integration Options page to enter integration criteria for this project.

Attached File Click a file name link to download a Microsoft Project 2002 *.mpp file that is associated with the PeopleSoft project. To modify the attachment version that is stored in the PeopleSoft system:

1. Modify the file and save the changes.
2. Click Import from MSProject File to run the Microsoft Project file through the Integrator.

Note. To indicate to other users that you are working on the current version of an mpp file, click the Check Out MSProject File button.

Check In MSProject File and **Check Out MSProject File**

Click the appropriate button to check in or check out the Microsoft Project *.mpp file that is associated with the project. If a file is checked out, you can edit it and check it back in when you are done, or cancel the checkout. If you edit and check in the file, the changes you have made are saved to the version of the file that is posted. The data changes, however, are not uploaded to the PeopleSoft application tables until you perform the integration process on the file.

Any user with access to this page can check out a file. When a file is checked out, only the user who checked out that version of the file can edit it. The Check Out process is primarily intended to facilitate coordination of efforts and ensure that two people do not accidentally overwrite each other's work.

Export to MSProject File

Click to create a new Microsoft Project *.mpp file that contains the changes that are made in PeopleSoft. The affected project attributes are those for which the Export option is selected on the Microsoft Project page for the business unit. Click Options to access the Microsoft Integration Options page and override the business unit options.

Import from MSProject File

Click to update PeopleSoft project file with data from Microsoft.

Click to update the project in PeopleSoft with changes that are made in a Microsoft Project *.mpp file. The affected project attributes are those for which the Import option is selected on the Microsoft Project page for the business unit. Click Options to access the Microsoft Integration Options page and override the business unit options.

Project General

Click to access the Project Definitions - General Information page for the project.

Integration Session Log

Progress and Results

Displays the progress and results of the current or last data integration between PeopleSoft and Microsoft.

Warnings and Errors

Displays errors, if any, that occur during the integration process.

Note. If the integration completes and adds a new file to the grid, but warnings and error messages appear, you should review the messages and review the project for accuracy. In these circumstances, the majority of the integration is most likely successful, but a value in a particular field may be truncated or not integrated due to unusual data or characters in the Microsoft Project file.

Creating PeopleSoft Projects from Microsoft Projects

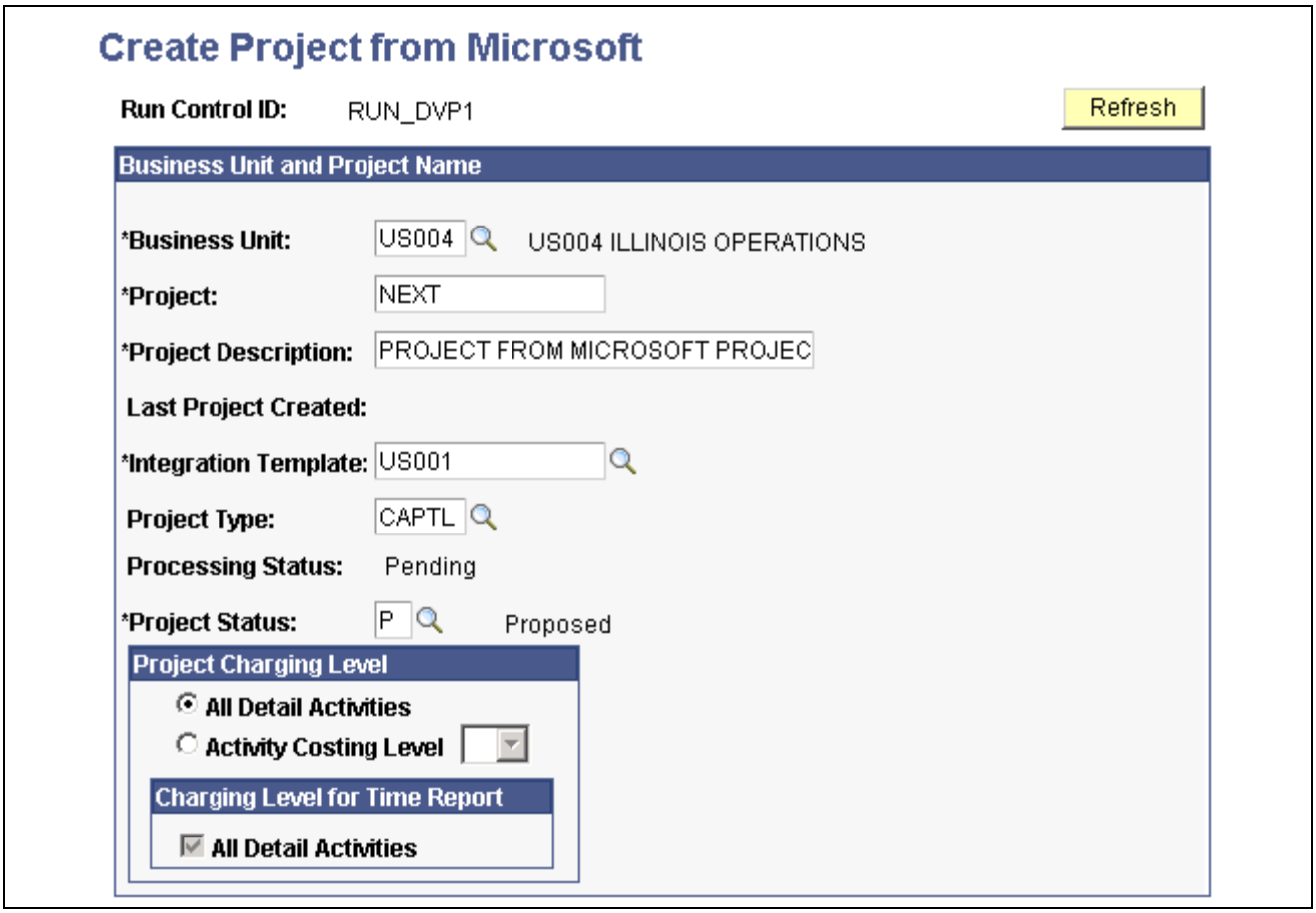
This section discusses how to create and update PeopleSoft projects from Microsoft Project data.

Page Used to Create PeopleSoft Projects from Microsoft Projects

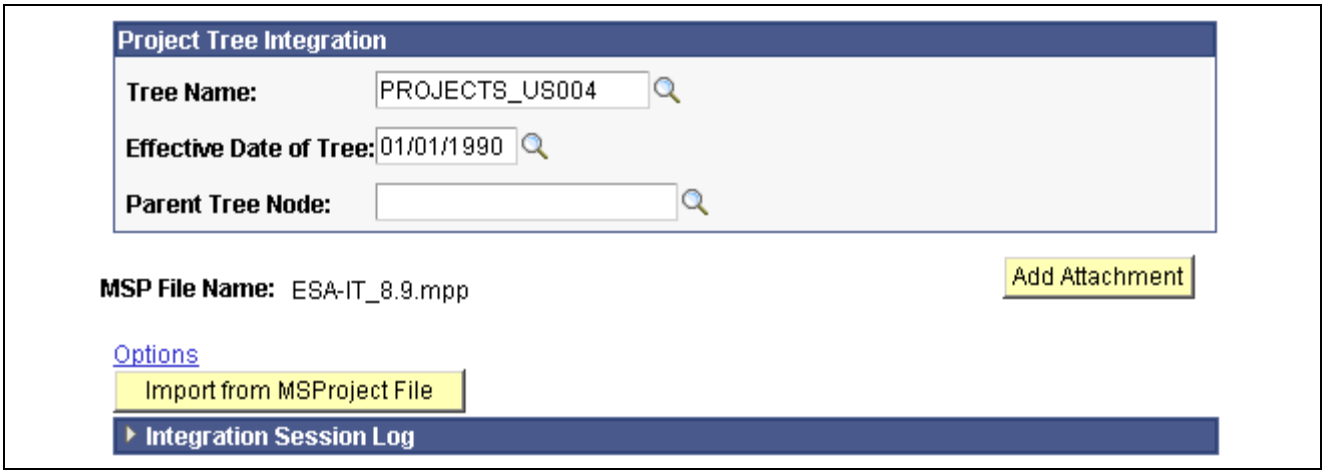
Page Name	Object Name	Navigation	Usage
Create Project from Microsoft	PC_MSP2_CREATEPROJ	• Project Costing, Third Party Integration, Microsoft, Create Project, Create Project from Microsoft • Project Costing, My Projects Click the Create Project from Microsoft link on the My Projects page. • Program Management, Third Party Integration, Microsoft, Create Project, Create Project from Microsoft	Create a new project in PeopleSoft from an existing Microsoft Project 2002 project (*.mpp file).
Integrate with Microsoft Project	PC_MSP2_UPDATEPROJ	• Project Costing, Project Definition, General Information Select *Integrate with MSProject* from the More drop-down list box. • Program Management, Project Definition, General Information Select *Integrate with MSProject* from the More drop-down list box.	Update an existing PeopleSoft project with data from Microsoft.

Creating and Updating PeopleSoft Projects from Microsoft Data

Access the Create Project from Microsoft page.



Create Project from Microsoft page (1 of 2)



Create Project from Microsoft page (2 of 2)

A message appears at the top of the page if errors or warnings occurred in the previous integration process.

Business Unit and Project Name

Enter the PeopleSoft project business unit, project, and project description for the project that you are creating in PeopleSoft. The business unit appears by default from the User Preferences - Project Costing page for the person who is logged into the system. The integration options appear by default from the Project Costing Options - Microsoft Project page for the business unit.

Last Project Created Displays the project ID of the last imported project.

Integration Template Select the integration template to use for integrating data for this project with General Ledger, Asset Management, and Purchasing, if applicable.

Project Type Enter the project type for the system to assign to this project.

Processing Status Displays the processing status that the system uses to control incoming transactions. The system assigns the Processing Status field value based on the Project Status field value that you select. Processing status types are mapped to the delivered and user-defined project status types during implementation.

These processing statuses may appear:

- *Active:* Projects with an active status can be selected from prompt lists that are in PeopleSoft feeder systems, enabling you to charge transactions from feeder systems to a project.
- *Inactive:* Projects with an inactive status do not appear in prompt lists that are in PeopleSoft feeder systems.
- *Pending:* Indicates projects that are not active yet, but you want to begin project planning such as creating budgets and project teams. You cannot charge cost transactions to pending projects.

See Chapter 4, "Setting Up Project Costing Control Data," Understanding Project-Related Control Data, page 40.

Project Status Select the project status to assign to this project in PeopleSoft.

Project Charging Level

This group box defines the charging level for new projects that are created from Microsoft. The default values are based on the project charging level settings for the business unit. The group box appears if you use Program Management.

All Detail Activities Select to import the entire WBS that includes all tasks.

Activity Costing Level Select to import a partial WBS that includes only tasks up to the activity costing level. If you select this option, you must select an activity costing level of *1, 2,* or *3* from the drop-down list box.

To use this option you must also select the Import option for the Activity Definitions field and the Include only costing level WBS field on the Microsoft Integration Options page.

Charging Level for Time Report Select the charging level for time reports that appears as the selected option for new projects that are created from Microsoft.

If you select All Detail Activities as the project charging level, the system automatically selects All Detail Activities as the time report charging level.

This option is available if you use Expenses and Program Management.

See *PeopleSoft Enterprise Program Management 8.9 PeopleBook*, "Setting Up Program Management Business Units," Understanding Project Charging Levels.

Project Tree Integration

Tree Name	Select the project tree to which the project belongs.
Effective Date of Tree	Enter the date that the project is considered added to the tree.
Parent Tree Node	Select the parent tree node to which to assign the new project as its child.

Additional Fields

MSP File Name	Displays the name of an existing Microsoft Project *.mpp file to be used to create the project in PeopleSoft.
Add Attachment	Click to add an existing Microsoft Project *.mpp file to be used to create the project in PeopleSoft.
Options	Click to access the Microsoft Integration Options page to modify the integration default settings.
Import from MSProject File	Click to create the project in Project Costing with the Microsoft Project *.mpp file. The affected project attributes are those for which the Import check box is selected on the Microsoft Project page for the business unit. Click Options to access the Microsoft Integration Options page and override the business unit options.
Integration Session Log	Click to view warnings, errors, progress, and results of the integration session.
Project General	Click to access the Project Definitions - General Information page for the project just created.

CHAPTER 33

Creating and Modifying Reports in Project Costing

This chapter provides an overview of report summarization and discusses how to create and modify reports by using the Report Summarization Application Engine process (PC_RPO).

Understanding Report Summarization

The Report Summarization process summarizes rows in the Project Transaction table (PROJ_RESOURCE) into a smaller Project Transaction Reporting table (PC_RPO) for enhanced performance. Creating reports by using report summarization is a three-step process:

1. Create a Report Summarization group that contains the distinct fields that you want to summarize from the Project Transaction table.
2. Run the Report Summarization process to populate the Project Transaction Reporting table.
3. Use PSQuery, Crystal, or nVision to create the report.

You can restrict the level of data that users can access by first enabling Allow Multiple Report Summary and then enabling project level security. When enabled, the Allow Multiple Report Summary option populates the Project Transaction Reporting table with the operator ID of the individual making the request.

Delivered Project Costing reports use data from the Project Transaction Reporting table instead of the Project Transaction table.

Date Options

The Report Summarization process uses the calendar that is specified in the Reporting Roll Up Calendars group box on the Installation Options - Project Costing page. Additionally, it uses the *01/01/1900* date as a wildcard value. For example, if you use a date option of *Accounting Date,* the transaction date in the Project Transaction table is irrelevant. Therefore the system assigns the wildcard value of *01/01/1900* to the field.

This table shows an example of the rules that the Report Summarization process uses to assign accounting and transaction dates. Assume that the accounting date and transaction date are 09/10/2005:

Date Option	Reporting Interval	Transaction Date in PC_RPO	Accounting Date in PC_RPO
Accounting Date	Daily	01/01/1900	09/10/2005
Accounting Date	Monthly	01/01/1900	09/30/2005
Accounting Date	Quarterly	01/01/1900	10/31/2005
Accounting Date	Yearly	01/01/1900	12/31/2005

Date Option	Reporting Interval	Transaction Date in PC_RPO	Accounting Date in PC_RPO
Transaction Date	Daily	09/10/2005	01/01/1900
Transaction Date	Monthly	09/30/2005	01/01/1900
Transaction Date	Quarterly	10/31/2005	01/01/1900
Transaction Date	Yearly	12/31/2005	01/01/1900
All	Inception	01/01/1900	01/01/1900

Project-Level Security in Report Summarization

The Report Summarization process enforces team, user, or permission list security for projects if you activate project-level security on the Security Options page and activate the Allow Multiple Report Summary option on the Installation Options - Project Costing page.

This table lists security options that you can establish for the Report Summarization process:

Project-level Security	Allow Multiple Report Summary	Report Summarization Process Functionality
Activated	Activated	The process refreshes the Project Transaction Reporting table based on the row-level security of the user who is running the process or, in other words, based on permission lists or on individual users. The Report Summarization process selects only those rows for which the user has security access. The process refreshes summary rows only for the user who is running the process. Summary rows that other users create remain unchanged in the Project Transaction Reporting table.
Not activated	Activated	The process uses all rows in the Project Transaction table to refresh the Project Transaction Reporting table for the user that is running the process. Summary rows that other users create remain unchanged in the Project Transaction Reporting table.
Activated	Not activated	The process refreshes the entire Project Transaction Reporting table each time the Report Summarization process runs. The process is not subject to project-level security.
Not activated	Not activated	Same as above.

See Also

Chapter 5, “Securing Data in Project Costing,” Defining Project Security, page 88

PeopleSoft Enterprise Application Fundamentals 8.9 PeopleBook, “Setting Installation Options for PeopleSoft Applications,” Defining Project Costing Installation Options

Creating and Modifying Reports Using the Report Summarization Process

To set up report summarization groups for reporting, use the Report Summarization Options component (PC_RPO_GRP).

This section discusses how to:

- Create report summarization groups.
- Populate the Project Transaction Reporting table.

See Also

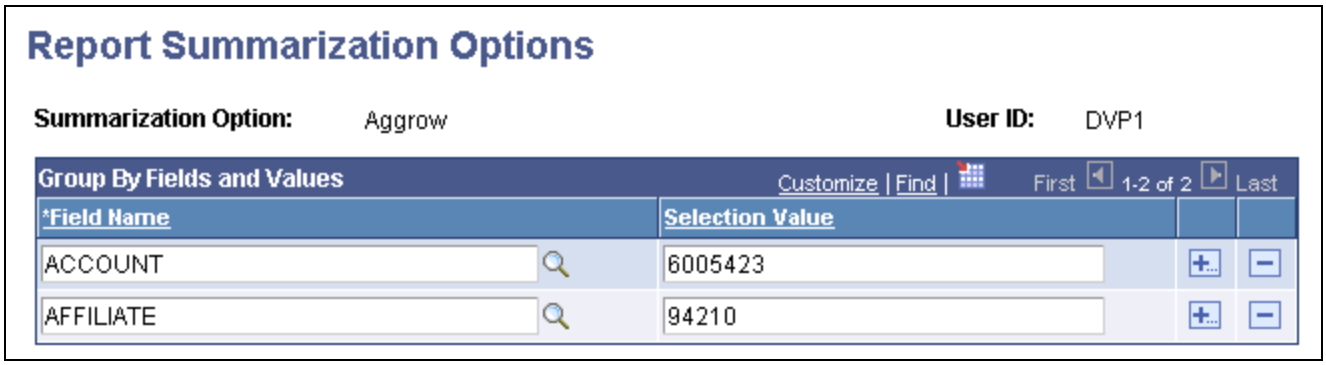
Appendix C, “Project Costing Reports,” page 655

Pages Used to Create Reports Using the Report Summarization Process

Page Name	Object Name	Navigation	Usage
Report Summarization Options	PC_RPO_GRP	Project Costing, Reports, Summary, Report Summarization Options, Report Summarization Options	Create report summarization groups to summarize Project Transaction table rows.
Reporting Options	PC_RPO	Project Costing, Reports, Summary, Reporting Options, Reporting Options	Run the Report Summarization process to refresh the Project Transaction Reporting table.

Creating Report Summarization Groups

Access the Report Summarization Options page.



Report Summarization Options page

The Report Summarization process automatically summarizes these fields for all rows in the Project Transaction table:

- BUSINESS_UNIT
- PROJECT_ID
- ACTIVITY_ID
- ANALYSIS_TYPE
- CURRENCY_CD

Use this page to create additional group by and filter criteria for the Report Summarization process. In this example of the Report Summarization Options page, ACCOUNT and AFFILIATE are included in the group by criteria, but only for transaction rows in the Project Transaction table that have an ACCOUNT value of 6005423 and AFFILIATE of 94210.

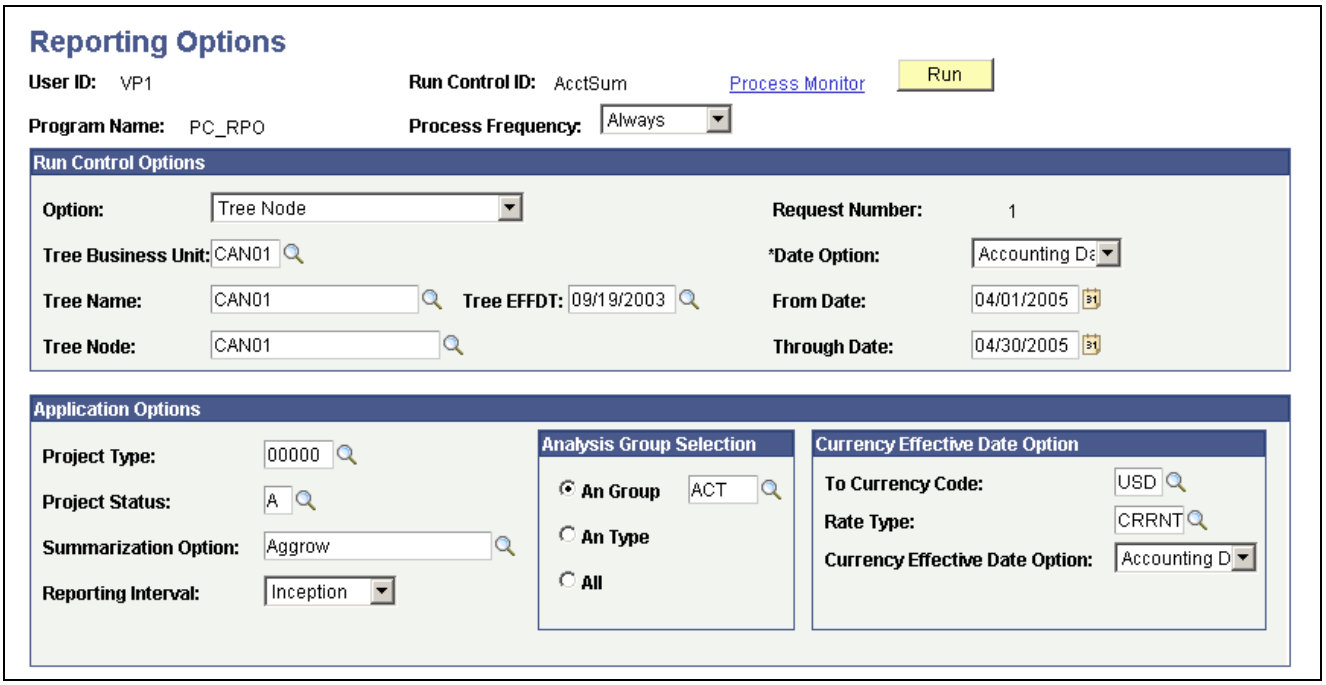
Field Name Enter fields that you want the Report Summarization process to summarize in the Project Transaction Reporting table. Available values are predefined on the Report Summarization Fields table (PC_RPO_VAL_GFLD). You can enter a maximum of 25 field names for a report summarization group.

Select Value Enter a value to restrict the Report Summarization process to summarize only rows with the specific field value. Leave the field blank or enter only a wildcard (the percent symbol) for the process to summarize all rows for the field.

You can enter a partial wildcard. For example, enter *ABC%* for the process to select all values that begin with ABC.

Populating the Project Transaction Reporting Table

Access the Reporting Options page.



Reporting Options page

Option

Select the option to summarize data for all transactions or specific transactions. Available values are:

All: Creates report summary rows for all business units, projects, and activities.

Business Unit: Creates report summary rows for the specified business unit.

Business Unit/Project: Creates report summary rows for the specified business unit and project.

Business Unit/Project/Activity: Creates report summary rows for the specified project business unit, project, and activity.

Tree Node: Creates report summary rows for the specified tree business unit, tree name, tree EFFDT (effective date), and tree node.

Date Option

Select the type of date that the Report Summarization process uses to select rows to summarize. The date option and reporting interval values determine the accounting date and transaction date that the Report Summarization process sends to the Project Transaction Reporting table.

Available options are:

Accounting Date: The Report Summarization process summarizes rows with an accounting date that falls within the specified range. The From Date and Through Date fields appear for you to enter the accounting date range. The default value for the From Date and Through Date fields is the current date. You can override the default value. If you select a date option of *Accounting Date,* the process assigns a transaction date of *01/01/1900* as a default value in the Project Transaction Reporting table.

All: The process evaluates rows with any date that meet the run control criteria. If you select a date option of *All,* the process assigns an accounting date and transaction date of *01/01/1900* as a default value in the Project Transaction Reporting table.

Transaction Date: The process summarizes rows with a transaction date that falls within the specified range. The From Date and Through Date fields appear for you to enter the transaction date range. The default value for the From Date and Through Date fields is the current date. You can override the default value. If you select a date option of *Transaction Date,* the process assigns an accounting date of *01/01/1900* as a default value in the Project Transaction Reporting table.

Note. You must summarize by the transaction date to run these delivered reports:

Financial Summary (PCPL1000)

Transaction Summary (PCPL2000)

Transaction Level Report (PCY5050-.RPT)

Project Type Select the type of projects for the process to include in the summary. Leave the field blank to include all project types. Available values are defined on the Project Types page.

See Chapter 4, "Setting Up Project Costing Control Data," Defining Project Types, page 65.

Project Status Select the status of projects for the process to include in the summary. Leave the field blank to include all project statuses. Available values are defined on the Project Definitions - Status page.

See Chapter 4, "Setting Up Project Costing Control Data," Defining Status Types, page 66.

Summarization Option Select a summarization option. Available values are defined on the Report Summarization Options page.

Reporting Interval Select the summarization level for the date that is selected above. Available values are:

Daily: Select to summarize data by using a daily time interval. The process uses the accounting or transaction date (based on the date option) from the Project Transaction table.

Monthly: Select to summarize data by using a monthly time interval. The process assigns an accounting or transaction date (based on the date option) of the last day of the month that contains the date from the Project Transaction table.

Quarterly: Select to summarize data by using a quarterly time interval. The process assigns an accounting or transaction date (based on the date option) of the last day of the quarter that contains the original date from the Project Transaction table.

Yearly: Select to summarize data by using a yearly time interval. The process assigns an accounting or transaction date (based on the date option) of the last day of the year that contains the original date from the Project Transaction table.

Inception: Select *Inception* to summarize all rows. When you select *Inception,* you must select a Date Option of *All.*

Report Summarization Example

This is an example of a process with a date option of *Accounting Date* and a reporting interval of *Quarterly.*

Three rows on the Project Transaction table are combined into one row on Project Transaction Reporting table. Each row has the dates that are indicated in the table below. The process uses the accounting date to select rows, and the reporting interval is quarterly. Assume that the second quarter is from April 1, 2005, through June 30, 2005.

Row Number	Trans Date	Accounting Date	Transaction Amount
1	04/02/2005	04/02/2005	100 USD
2	05/06/2005	05/06/2005	50 USD
3	06/21/2005	06/21/2005	200 USD

The resulting PC_RPO record appears as follows:

Row Number	Trans Date	Accounting Date	Transaction Amount
1	01/01/1900	06/30/2005	350 USD

APPENDIX A

Configuring Batch and Online Processes

This appendix discusses how to:

- Configure temporary tables for batch and online processing.
- Run batch processes using Autopilot.

Configuring Temporary Tables for Batch and Online Processing

When you run Application Engine processes in parallel, you risk data contention and deadlocks on temporary tables. To avoid this, PeopleTools enables you to dedicate specific instances of temporary tables for each process. When PeopleSoft Application Engine manages a dedicated temporary table instance, it controls the locking of the table before use and the unlocking of the table after use.

When you decide how many temporary table instances to dedicate for a process, consider the number of temporary tables that the process uses. More instances result in more copies of the temporary tables on the system. For example, if a process uses 25 temporary tables and you have 10 instances for a process, you will have 250 temporary tables on the system.

If you run processes in parallel and all of the dedicated temporary table instances are in use, the performance of the process decreases. You must find a balance that works for your organization.

Note. When you specify the number of instances, PeopleSoft Application Designer displays a list of the temporary tables for the process. Use the list to determine how many temporary tables that each process uses.

Specify how many temporary table instances to dedicate for each of these Application Engine processes in Project Costing:

- PC_AM (Asset Management Interface)
- PC_AP_TO_PC (Payables to Project Costing)
- PC_BUD_SUM (Refresh Budget Summary)
- PC_BUDGET_IN (Budget Loader)
- PC_COPY_AE (Transaction Copy)
- PC_CPY_AELIB (Template Application Library)
- PC_CRTMPL_AE (Create Project from Template)
- PC_DEL_UTIL (Project Delete Utility)
- PC_EX_TO_PC (Expenses to Project Costing)

- PC_EXPRET_AM (Express Retirement)
- PC_EXPRSS_AM (Express Capitalization)
- PC_FC_CALC (Forecast Variance Calculation)
- PC_FND_DIST (Funds Distribution)
- PC_FUND_RES (Funds Finalization)
- PC_IMTMPL_AE (Import from Template)
- PC_IN_TO_PC (Inventory to Project Costing)
- PC_INTFEDIT (Load Third-Party Transactions)
- PC_KK_TO_PC (Commitment Control to Project Costing)
- PC_MULTI_CUR (Multicurrency Conversion)
- PC_PO_TO_PC (Purchasing to Project Costing)
- PC_POADJUST (Purchasing Adjustment)
- PC_PRICING (Pricing)
- PC_REJECT_AM (Reject Pending Assets)
- PC_RESADJUST (Transaction Adjustment)
- PC_RETIRE_AM (Asset Management Asset Retirement)
- PC_REVERS_AM (Reverse Distributed Assets)
- PC_RPO (Report Summarization)
- PC_SUM_RFSH2 (Refresh Project Transaction Summary Table)
- PC_TO_KK (Project Costing to Commitment Control)
- PC_SVTMPL_AE (Save as Template)
- PC_SUM_RFSH (Refresh Summary Tables)
- PC_VALN_CALC (Project Valuation Calculation)
- PC_VAR_PRICE (Variance Pricing)
- PC_VAR_PRIC1 (Variance Pricing)
- PSA_ACCTGGL (Process Project Accounting)
- PSA_SHARING (Sharing)

The PeopleTools documentation discusses the use of temporary tables in detail and discusses how to specify the number of instances.

If you run any of the General Ledger COBOL processes, configure the temporary tables for those processes also. The *PeopleSoft Enterprise General Ledger 8.9 PeopleBook* discusses how to do this in detail.

See Also

PeopleSoft Enterprise General Ledger 8.9 PeopleBook, "Optimizing General Ledger Performance"

PeopleTools 8.46 PeopleBook: PeopleSoft Application Engine

Running Batch Processes on Autopilot

This section provides an overview of the Autopilot feature and discusses how to configure Autopilot.

See Also

PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

Understanding the Autopilot Feature

The Autopilot feature provides added flexibility to the PeopleSoft Process Scheduler used for performing batch processing. While PeopleSoft Process Scheduler provides a means of scheduling processing using a *batch window,* for example, scheduling a specific batch process to run daily at a given time, with Autopilot you can set up *recurring processing.* Recurring processing enables you to run processes at scheduled intervals throughout the day if certain criteria are met. The criteria includes minimum and maximum wait times, and minimum and maximum ready transaction counts. For example, using Autopilot, you can set up an Application Engine process to check for transactions to process every 20 minutes and to run only if there are at least 60, but not more than 500 transactions to process.

In addition, the Autopilot can run multiple instances of a process in parallel. For example, you can set up a process to run multiple times to process transactions for different business units simultaneously.

Thus, by replacing batch-window processing with recurring parallel processing, organizations can reap the benefits of a more robust, near real-time data processing environment.

Autopilot Batch Processing Setup

The four main steps to set up Autopilot batch processing are:

1. Specify the process request parameters on the run control page for each process to run on Autopilot.

   For example, specify the process request parameters for importing transactions from Expenses to Project Costing on the Expenses run control page (PC_EX_TO_PC).

2. In PeopleSoft Process Scheduler, create a recurrence definition for scheduling the Autopilot process.
3. Add and define processes for Autopilot to run on the FMS Process Autopilot Request page, and click *Run.*
4. On the Process Scheduler Request page, initiate a request to run the Autopilot process that you created in step 3 using the recurrence defined in step 2.

Project Costing Processes Available for Autopilot

These PeopleSoft Application Engine processes can be set up to run throughout the day based on a PeopleSoft Process Scheduler recurrence definition, minimum and maximum wait times, and minimum and maximum ready transaction counts:

Program Name	Application Engine Process	Navigation
Billing to Project Costing	PC_BI_TO_PC	Project Costing, Revenue Collection, Retrieve Billing Items
Budgeting to Project Costing	PC_BD_TO_PC	Project Costing, Budgeting, Retrieve from Budgeting

Program Name	Application Engine Process	Navigation
Commitment Control to Project Costing	PC_KK_TO_PC	Project Costing, Budgeting, Retrieve Commitment Control
Contracts to Project Costing	PC_CA_TO_PC	Project Costing, Revenue Collection, Retrieve Revenue from Contract
Expenses to Project Costing (for Expenses) *	PC_EX_TO_PC	Project Costing, Cost Collection, Expenses
Expenses to Project Costing (for Time) *	PC_EX_TO_PC	Project Costing, Cost Collection, Expenses
General Ledger to Project Costing *	PC_GL_TO_PC	Project Costing, Cost Collection, General Ledger
Inventory to Project Costing	PC_IN_TO_PC	Project Costing, Cost Collection, Inventory
Order Management to Project Costing	PC_OM_TO_PC	Project Costing, Cost Collection, Order Management
Payables to Project Costing	PC_AP_TO_PC	Project Costing, Cost Collection, Payables
Project and Activity Loader *	PC_INTF_GEN	Project Costing, Third Party Integration, Load Projects and Activities
Purchasing to Project Costing (for Purchase Orders) *	PC_PO_TO_PC	Project Costing, Cost Collection, Purchasing
Purchasing to Project Costing (for Requisitions) *	PC_PO_TO_PC	Project Costing, Cost Collection, Purchasing
Receivables Adjustments	PC_AR_TO_PC	Project Costing, Revenue Collection, Adjustments from Receivables
Services Procurement to Project Costing (for Expenses) *	PC_SP_TO_PC	Project Costing, Cost Collection, Services Procurement
Services Procurement to Project Costing (for Time) *	PC_SP_TO_PC	Project Costing, Cost Collection, Services Procurement
Time and Labor to Project Costing *	PC_TL_TO_PC	Project Costing, Cost Collection, Time and Labor
Transaction Loader *	PC_INTFEDIT	Project Costing, Third Party Integration, Load Transactions

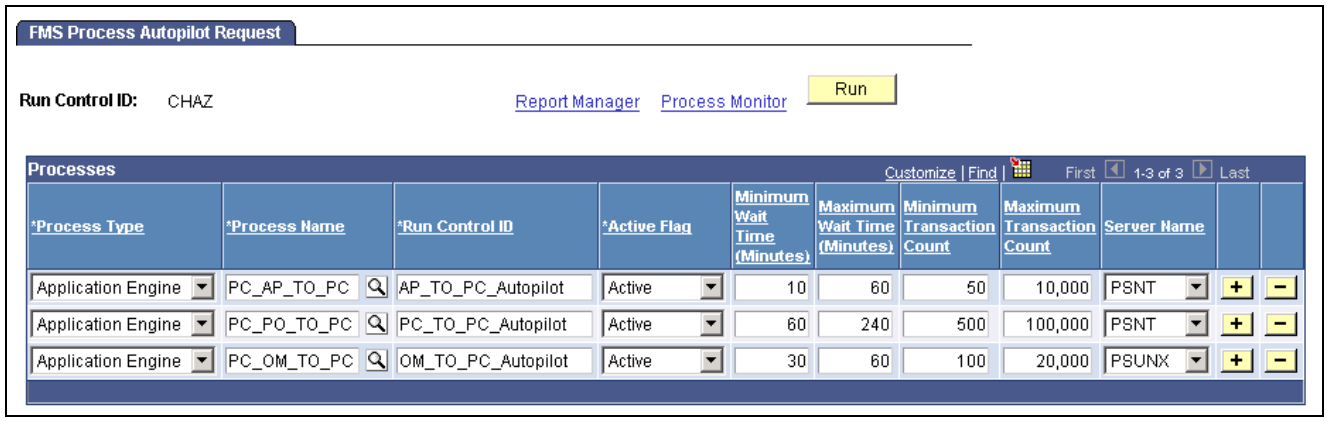
* See Autopilot Run Control Process Limitations and Exceptions that follow.

Page Used to Run Batch Processes on Autopilot

Page Name	Object Name	Navigation	Usage
FMS Process Autopilot Request	FMSAUTOPILOT_REQ	Background Processes, Process Autopilot, FMS Process Autopilot Request	Set up Autopilot to perform recurring batch processing using PeopleSoft Process Scheduler.

Configuring Autopilot

Access the FMS Process Autopilot Request page.



FMS Process Autopilot Request page

Process Type Select *Application Engine* for Project Costing.

Process Name Enter the process to run. Not all processes can use Autopilot. For a list of available Project Costing processes that can be run using Autopilot, see Project Costing Processes Available for Autopilot.

See Appendix A, "Configuring Batch and Online Processes," Understanding the Autopilot Feature, page 647.

Active Flag Select *Active* to enable the process.

Select *Disable* to disable an individual process even after Autopilot has started.

Minimum Wait Time (Minutes) Enter the minimum number of minutes that must elapse between processing runs.

Maximum Wait Time (Minutes) Enter the maximum amount of minutes that can elapse between process runs, regardless of whether the Minimum Transaction Count parameter is satisfied.

Minimum Transaction Count Enter the fewest number of transactions that must be present for processing to occur, unless the Maximum Wait Time parameter is surpassed.

Maximum Transaction Count Enter the maximum number of transactions that can be processed. If the amount of transactions waiting to be processed exceeds this amount, the process will not run in Autopilot regardless of the other settings.

Autopilot Run Control Process Limitations and Exceptions

With the exception of the PeopleSoft Application Engine processes listed in this section, Autopilot includes only the *All* and *Business Unit* option values (that are selected on their respective run control pages) when determining transaction counts. In other words, except for the processes listed here, transactions in the staging tables defined by the same business unit, regardless of their project or activity values, will be summed together to determine if they will be processed, based on the total number of transactions to be processed.

For example, assume that the first Payables to Project Costing process is defined on the Accounts Payable run control page by business unit US001 and project *Implement,* and the second Payables to Project Costing process is defined by business unit US001 and project *Configure.* When determining transaction counts, Autopilot ignores the project field and adds the total number of all transactions for US001, regardless of the project to which they will be charged. Thus, the count includes transactions for the Implement and Configure projects and for any other project that belongs to business unit US001.

Application Engine Process	Exception
PC_GL_TO_PC	The general ledger business unit will also be considered for defining a process when obtaining the transaction counts. Thus, processes defined with the same project business unit, but different general ledger business units, are treated as two separate processes for the purpose of transaction counts.
PC_TL_TO_PC	This process does not use project business unit as a run control option. The only processing option considered for transaction counts is the *Process Actuals* option. The two other options process from tables or flat files and are not available to the Autopilot process. **Note.** Project Costing has a Load Time Automatically installation option. If this option is activated, the Time and Labor to Project Costing process will not pick up rows with actual values because all rows will already be streamlined into Project Costing. In this situation, adding the Time and Labor to Project Costing process to the Autopilot serves no purpose.
PC_INTF_GEN	This process does not use project business unit as a run control option. It does allow you to specify a range of interface IDs to process that are considered in the transaction count. It also allows you to choose whether to load projects, activities, or both. If the project only option is selected, only the pending projects are counted. If the activity only option is selected, only the pending activities are counted. If both projects and activities are selected, both are included in the transaction count.
PC_INTFEDIT	In addition to the project business unit, this process allows you to specify a range of interface IDs to process. The specified range is considered in the transaction count.

Application Engine Process	Exception
PC_EX_TO_PC PC_SP_TO_PC	Both the Expenses to Project Costing process and the Services Procurement to Project Costing process always load both time rows and expense rows. Thus, the transaction count sums the rows staged for both time and expense. If you specify a minimum transaction count for Expenses to Project Costing process of 100, and there are 25 time rows and 75 expense rows ready to process, Autopilot launches the Expenses to Project Costing process. The same is true for Services Procurement to Project Costing process.
PC_PO_TO_PC	The requisition and purchase order processes are both handled by the Purchasing to Project Costing process. The run control page for this process allows you to process either requisitions or purchase orders, or to process both simultaneously. If you specify either requisitions or purchase orders individually, only those types of transactions are included in the transaction count. If you choose to process both, however, the transaction count sums the rows staged for both requisitions and purchase orders. For example, if you specify a minimum transaction count for Purchasing to Project Costing process of 100, and indicate that both purchase orders and requisitions will be processed, Autopilot launches the Purchasing to Project Costing process if there are 25 requisition rows and 75 purchase order rows that are ready to process.

APPENDIX B

Project Costing Web Libraries

This appendix provides an overview of web libraries and discusses Project Costing web libraries.

Understanding Web Libraries

A web library is a derived or work record whose name starts with WEBLIB_. PeopleSoft embeds all internet scripts (iScripts) in records of this type. An iScript is a specialized PeopleCode function that generates dynamic web content. Administrators must make sure that users have the proper access to web libraries. For example, the default navigation system for PeopleSoft Enterprise Pure Internet Architecture users is implemented by using a web library. If users do not have the proper authorization to the web library and its associated scripts, then they won't have proper access to the system. If users are not authorized to a particular web library or iScript, then they can't invoke it. After you add a web library, you set the access for each script function individually. Invoking an iScript requires the assembly of a URL. Developers assemble the URL by using PeopleCode.

See Also

Enterprise PeopleTools 8.46 PeopleBook: PeopleCode API Reference

Enterprise PeopleTools 8.46 PeopleBook: Security Administration

Enterprise PeopleTools 8.46 PeopleBook: Internet Technology

Project Costing Web Libraries

This table lists the web libraries that are used and delivered with Project Costing:

Web Library Name	Description
WEBLIB_PC_MSP	Used in the integration of Project Costing and Microsoft Project as an XML catcher.
WEBLIB_RS	Required by the Resource Management Monthly Schedule page.

APPENDIX C

Project Costing Reports

This appendix provides an overview of Project Costing reports and enables you to view a summary table of all reports.

Note. For samples of these reports, see the PDF files that are published on CD-ROM with your documentation.

See Also

Enterprise PeopleTools 8.46 PeopleBook: PeopleSoft Process Scheduler

Project Costing Reports: A to Z

This table lists the Project Costing reports, sorted alphanumerically by report ID.

Note. Reports in Project Costing that show project transaction data are generated from data in the Project Transactions Reporting table (PC_RPO) that you must populate beforehand.

See Chapter 33, "Creating and Modifying Reports in Project Costing," page 637.

Report ID and Report Name	Description	Navigation	Run Control Page
PCPL1000 Financial Summary	View a transaction summary of all activities by analysis type, source type, category, and subcategory. (SQR) **Note.** Run the Report Summarization process (PC_RPO) by transaction date before you run the Financial Summary report.	Project Costing, Reports, Summary, Financial, Financial	RUN_PCPL1000
PCPL2000 Transaction Summary	View a transaction summary of all projects by analysis type, source type, category, and subcategory. (SQR) **Note.** Run the Report Summarization process by transaction date before you run the Transaction Summary report.	Project Costing, Reports, Summary, Transaction, Transaction Summary	RUN_PCPL2000

Report ID and Report Name	Description	Navigation	Run Control Page
PCY1030-.RPT Active Analysis Groups	View the definition of each analysis group in the system. (Crystal)	Project Costing, Reports, Definition, Active Analysis Groups, Active Analysis Groups	RUN_PCY1030
PCY1050.RPT Project Budget Review	View a list of budget-to-cost variances by budget item for each period of a project. (Crystal)	Project Costing, Reports, Project Budget Review, Project Budget Review	RUN_PCY1050
PCY5050-.RPT Transaction Level Report	View a list of the activity type, activity ID, source type, category, and subcategory for transactions for all projects or specified projects for a business unit, and optionally for a specific date range or budget, cost, and revenue analysis group. (Crystal) **Note.** Run the Report Summarization process by transaction date before you run the Transaction Level Report.	Project Costing, Reports, Summary, Transaction Level Report, Transaction Level Report	RUN_PCY5050
PCY8020-.RPT Analysis Types by SetID	View a list of all active analysis types for a specific setID as of a specific date. (Crystal)	Project Costing, Reports, Definition, Analysis Types by SetID, Analysis Types by SetID	RUN_PCY8020
PCY8030-.RPT Activity Types by SetID	View a list of all active activity types for a specific setID as of a specific date. (Crystal)	Project Costing, Reports, Definition, Activity Types by SetID, Activity Types by SetID	RUN_PCY8030
PCY8080-.RPT Linked Transaction Elements	View a list of all user-defined links between source types, categories, and subcategories. (Crystal)	Project Costing, Reports, Definition, Linked Transaction Elements, Linked Transaction Elements	RUN_PCY8080
PCY1000-.RPT Business Unit List	View a list of all business units and their corresponding default options. (Crystal)	Setup Financials/Supply Chain, Business Unit Related, Reports, Project Costing Units, Parameters	RUN_PCBU1000

Glossary of PeopleSoft Terms

absence entitlement 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.

absence take This element defines the conditions that must be met before a payee is entitled to take paid time off.

academic career In PeopleSoft Enterprise Campus Solutions, all course work that a student undertakes at an academic institution and that is grouped in a single student record. For example, a university that has an undergraduate school, a graduate school, and various professional schools might define several academic careers—an undergraduate career, a graduate career, and separate careers for each professional school (law school, medical school, dental school, and so on).

academic institution In PeopleSoft Enterprise Campus Solutions, an entity (such as a university or college) that is independent of other similar entities and that has its own set of rules and business processes.

academic organization In PeopleSoft Enterprise Campus Solutions, an entity that is part of the administrative structure within an academic institution. At the lowest level, an academic organization might be an academic department. At the highest level, an academic organization can represent a division.

academic plan In PeopleSoft Enterprise Campus Solutions, an area of study—such as a major, minor, or specialization—that exists within an academic program or academic career.

academic program In PeopleSoft Enterprise Campus Solutions, the entity to which a student applies and is admitted and from which the student graduates.

accounting class 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.

accounting date 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.

accounting split The accounting split method indicates how expenses are allocated or divided among one or more sets of accounting ChartFields.

accumulator 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.

action reason 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.

action template 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.

activity 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.

address usage In PeopleSoft Enterprise Campus Solutions, a grouping of address types defining the order in which the address types are used. For example, you might define an address usage code to process addresses in the following order: billing address, dormitory address, home address, and then work address.

adjustment calendar In PeopleSoft Enterprise Campus Solutions, the adjustment calendar controls how a particular charge is adjusted on a student's account when the student drops classes or withdraws from a term. The charge adjustment is based on how much time has elapsed from a predetermined date, and it is determined as a percentage of the original charge amount.

administrative function In PeopleSoft Enterprise Campus Solutions, a particular functional area that processes checklists, communication, and comments. The administrative function identifies which variable data is added to a person's checklist or communication record when a specific checklist code, communication category, or comment is assigned to the student. This key data enables you to trace that checklist, communication, or comment back to a specific processing event in a functional area.

admit type In PeopleSoft Enterprise Campus Solutions, a designation used to distinguish first-year applications from transfer applications.

agreement 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.

allocation rule 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.

alternate account 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.

analysis database In PeopleSoft Enterprise Campus Solutions, database tables that store large amounts of student information that may not appear in standard report formats. The analysis database tables contain keys for all objects in a report that an application program can use to reference other student-record objects that are not contained in the printed report. For instance, the analysis database contains data on courses that are considered for satisfying a requirement but that are rejected. It also contains information on

	courses captured by global limits. An analysis database is used in PeopleSoft Enterprise Academic Advisement.
Application Messaging	PeopleSoft Application Messaging enables applications within the PeopleSoft Enterprise product family to communicate synchronously or asynchronously with other PeopleSoft and third-party applications. An application message defines the records and fields to be published or subscribed to.
AR specialist	Abbreviation for *receivables specialist.* In PeopleSoft Receivables, an individual in who tracks and resolves deductions and disputed items.
arbitration plan	In PeopleSoft Enterprise Pricer, defines how price rules are to be applied to the base price when the transaction is priced.
assessment rule	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.
asset class	An asset group used for reporting purposes. It can be used in conjunction with the asset category to refine asset classification.
attribute/value pair	In PeopleSoft Directory Interface, relates the data that makes up an entry in the directory information tree.
audience	In PeopleSoft Enterprise Campus Solutions, a segment of the database that relates to an initiative, or a membership organization that is based on constituent attributes rather than a dues-paying structure. Examples of audiences include the Class of '65 and Undergraduate Arts & Sciences.
authentication server	A server that is set up to verify users of the system.
base time period	In PeopleSoft Business Planning, the lowest level time period in a calendar.
benchmark job	In PeopleSoft Workforce Analytics, a benchmark job is a job code for which there is corresponding salary survey data from published, third-party sources.
billing career	In PeopleSoft Enterprise Campus Solutions, the one career under which other careers are grouped for billing purposes if a student is active simultaneously in multiple careers.
bio bit or bio brief	In PeopleSoft Enterprise Campus Solutions, a report that summarizes information stored in the system about a particular constituent. You can generate standard or specialized reports.
book	In PeopleSoft Asset Management, used for storing financial and tax information, such as costs, depreciation attributes, and retirement information on assets.
branch	A tree node that rolls up to nodes above it in the hierarchy, as defined in PeopleSoft Tree Manager.
budgetary account only	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."
budget check	In commitment control, the processing of source transactions against control budget ledgers, to see if they pass, fail, or pass with a warning.
budget control	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.

budget period 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.

business activity The name of a subset of a detailed business process. This might be a specific transaction, task, or action that you perform in a business process.

business event In PeopleSoft Receivables, defines the processing characteristics for the Receivable Update process for a draft activity.

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).

business process A standard set of 17 business processes are defined and maintained by the PeopleSoft product families and are supported by Business Process Engineering group at PeopleSoft. An example of a business process is Order Fulfillment, which is a business process that manages sales orders and contracts, inventory, billing, and so forth.

See also *detailed business process.*

business task The name of the specific function depicted in one of the business processes.

business unit A corporation or a subset of a corporation that is independent with regard to one or more operational or accounting functions.

buyer In PeopleSoft eSettlements, an organization (or business unit, as opposed to an individual) that transacts with suppliers (vendors) within the system. A buyer creates payments for purchases that are made in the system.

campus In PeopleSoft Enterprise Campus Solutions, an entity that is usually associated with a distinct physical administrative unit, that belongs to a single academic institution, that uses a unique course catalog, and that produces a common transcript for students within the same academic career.

catalog item 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.

catalog map In PeopleSoft Catalog Management, translates values from the catalog source data to the format of the company’s catalog.

catalog partner In PeopleSoft Catalog Management, shares responsibility with the enterprise catalog manager for maintaining catalog content.

categorization Associates partner offerings with catalog offerings and groups them into enterprise catalog categories.

category In PeopleSoft Enterprise Campus Solutions, a broad grouping to which specific comments or communications (contexts) are assigned. Category codes are also linked to 3C access groups so that you can assign data-entry or view-only privileges across functions.

channel In PeopleSoft MultiChannel Framework, email, chat, voice (computer telephone integration [CTI]), or a generic event.

ChartField 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.

ChartField balancing You can require specific ChartFields to match up (balance) on the debit and the credit side of a transaction.

ChartField combination edit The process of editing journal lines for valid ChartField combinations based on user-defined rules.

ChartKey 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.

checkbook 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.

checklist code In PeopleSoft Enterprise Campus Solutions, a code that represents a list of planned or completed action items that can be assigned to a staff member, volunteer, or unit. Checklists enable you to view all action assignments on one page.

class In PeopleSoft Enterprise Campus Solutions, a specific offering of a course component within an academic term.

See also *course.*

Class ChartField 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 *sub-classification.*

clearance In PeopleSoft Enterprise Campus Solutions, the period of time during which a constituent in PeopleSoft Contributor Relations is approved for involvement in an initiative or an action. Clearances are used to prevent development officers from making multiple requests to a constituent during the same time period.

clone In PeopleCode, to make a unique copy. In contrast, to *copy* may mean making a new reference to an object, so if the underlying object is changed, both the copy and the original change.

cohort In PeopleSoft Enterprise Campus Solutions, the highest level of the three-level classification structure that you define for enrollment management. You can define a cohort level, link it to other levels, and set enrollment target numbers for it.

See also *population* and *division*.

collection 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.

collection rule 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.

comm key See *communication key.*

communication key In PeopleSoft Enterprise Campus Solutions, a single code for entering a combination of communication category, communication context, communication method, communication direction, and standard letter code. Communication keys (also called *comm keys* or *speed keys*) can be created for background processes as well as for specific users.

compensation object 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.

compensation structure In PeopleSoft Enterprise Incentive Management, a hierarchical relationship of compensation objects that represents the compensation-related relationship between the objects.

component interface A component interface is a set of application programming interfaces (APIs) that you can use to access and modify PeopleSoft database information using a program instead of the PeopleSoft client.

condition 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.

configuration parameter catalog 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.

configuration plan 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.

constituents In PeopleSoft Enterprise Campus Solutions, friends, alumni, organizations, foundations, or other entities affiliated with the institution, and about which the institution maintains information. The constituent types delivered with PeopleSoft Enterprise Contributor Relations Solutions are based on those defined by the Council for the Advancement and Support of Education (CASE).

content reference 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.

context 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.

In PeopleSoft Enterprise Campus Solutions, a specific instance of a comment or communication. One or more contexts are assigned to a category, which you link to 3C access groups so that you can assign data-entry or view-only privileges across functions.

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.

control table 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.

cost-plus contract line A rate-based contract line associated with a fee component of Award, Fixed, Incentive, or Other. Rate-based contract lines associated with a fee type of None are not considered cost-plus contract lines.

cost profile A combination of a receipt cost method, a cost flow, and a deplete cost method. A profile is associated with a cost book and determines how items in that book are valued, as well as how the material movement of the item is valued for the book.

cost row A cost transaction and amount for a set of ChartFields.

course In PeopleSoft Enterprise Campus Solutions, a course that is offered by a school and that is typically described in a course catalog. A course has a standard syllabus and credit level; however, these may be modified at the class level. Courses can contain multiple components such as lecture, discussion, and lab.

See also *class*.

course share set In PeopleSoft Enterprise Campus Solutions, a tag that defines a set of requirement groups that can share courses. Course share sets are used in PeopleSoft Enterprise Academic Advisement.

current learning In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's in-progress learning activities and programs.

data acquisition 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).

data cube In PeopleSoft Analytic Calculation Engine, a data cube is a container for one kind of data (such as Sales data) and works with in tandem with one or more dimensions. Dimensions and data cubes in PeopleSoft Analytic Calculation Engine are unrelated to dimensions and online analytical processing (OLAP) cubes in PeopleSoft Cube Manager.

data elements Data elements, at their simplest level, define a subset of data and the rules by which to group them.

For Workforce Analytics, data elements are rules that tell the system what measures to retrieve about your workforce groups.

dataset 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.

delivery method 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.

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.

delivery method type 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.

detailed business process A subset of the business process. For example, the detailed business process named Determine Cash Position is a subset of the business process called Cash Management.

dimension In PeopleSoft Analytic Calculation Engine, a dimension contains a list of one kind of data that can span various contexts, and it is a basic component of an analytic model. Within the analytic model, a dimension is attached to one or more data cubes. In PeopleSoft Cube Manager, a dimension is the most basic component of an OLAP cube and specifies the PeopleSoft metadata to be used to create the dimension's rollup structure. Dimensions and data cubes in PeopleSoft Analytic Calculation Engine are unrelated to dimensions and OLAP cubes in PeopleSoft Cube Manager.

directory information tree In PeopleSoft Directory Interface, the representation of a directory's hierarchical structure.

division In PeopleSoft Enterprise Campus Solutions, the lowest level of the three-level classification structure that you define in PeopleSoft Enterprise Recruiting and Admissions for enrollment management. You can define a division level, link it to other levels, and set enrollment target numbers for it.

	See also *population* and *cohort*.
document sequencing	A flexible method that sequentially numbers the financial transactions (for example, bills, purchase orders, invoices, and payments) in the system for statutory reporting and for tracking commercial transaction activity.
dynamic detail tree	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.
edit table	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.
effective date	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.
EIM ledger	Abbreviation for *Enterprise Incentive Management ledger.* 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.
elimination set	In PeopleSoft General Ledger, a related group of intercompany accounts that is processed during consolidations.
entry event	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.
equitization	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.
equity item limit	In PeopleSoft Enterprise Campus Solutions, the amounts of funds set by the institution to be awarded with discretionary or gift funds. The limit could be reduced by amounts equal to such things as expected family contribution (EFC) or parent contribution. Students are packaged by Equity Item Type Groups and Related Equity Item Types. This limit can be used to assure that similar student populations are packaged equally.
event	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. In PeopleSoft Human Resources, also refers to an incident that affects benefits eligibility.
event propagation process	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.
exception	In PeopleSoft Receivables, an item that either is a deduction or is in dispute.
exclusive pricing	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.
fact	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.

financial aid term In PeopleSoft Enterprise Campus Solutions, a combination of a period of time that the school determines as an instructional accounting period and an academic career. It is created and defined during the setup process. Only terms eligible for financial aid are set up for each financial aid career.

forecast item 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.

fund 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.

gap In PeopleSoft Enterprise Campus Solutions, an artificial figure that sets aside an amount of unmet financial aid need that is not funded with Title IV funds. A gap can be used to prevent fully funding any student to conserve funds, or it can be used to preserve unmet financial aid need so that institutional funds can be awarded.

generic process type 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.

gift table In PeopleSoft Enterprise Campus Solutions, a table or so-called *donor pyramid* describing the number and size of gifts that you expect will be needed to successfully complete the campaign in PeopleSoft Contributor Relations. The gift table enables you to estimate the number of donors and prospects that you need at each gift level to reach the campaign goal.

GL business unit Abbreviation for *general ledger business unit*. A unit in an organization that is an independent entity for accounting purposes. It maintains its own set of accounting books.

See also *business unit*.

GL entry template Abbreviation for *general ledger entry template*. In PeopleSoft Enterprise Campus Solutions, a template that defines how a particular item is sent to the general ledger. An item-type maps to the general ledger, and the GL entry template can involve multiple general ledger accounts. The entry to the general ledger is further controlled by high-level flags that control the summarization and the type of accounting—that is, accrual or cash.

GL Interface process Abbreviation for *General Ledger Interface process*. In PeopleSoft Enterprise Campus Solutions, a process that is used to send transactions from PeopleSoft Enterprise Student Financials to the general ledger. Item types are mapped to specific general ledger accounts, enabling transactions to move to the general ledger when the GL Interface process is run.

group 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.

incentive object 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.

incentive rule 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.

incur In PeopleSoft Promotions Management, to become liable for a promotional payment. In other words, you owe that amount to a customer for promotional activities.

initiative In PeopleSoft Enterprise Campus Solutions, the basis from which all advancement plans are executed. It is an organized effort targeting a specific constituency, and it can occur over a specified period of time with specific purposes and goals. An initiative can be a campaign, an event, an organized volunteer effort, a membership drive, or any other type of effort defined by the institution. Initiatives can be multipart, and they can be related to other initiatives. This enables you to track individual parts of an initiative, as well as entire initiatives.

inquiry access In PeopleSoft Enterprise Campus Solutions, a type of security access that permits the user only to view data.

See also *update access*.

institution In PeopleSoft Enterprise Campus Solutions, an entity (such as a university or college) that is independent of other similar entities and that has its own set of rules and business processes.

integration A relationship between two compatible integration points that enables communication to take place between systems. Integrations enable PeopleSoft applications to work seamlessly with other PeopleSoft applications or with third-party systems or software.

integration point An interface that a system uses to communicate with another PeopleSoft application or an external application.

integration set A logical grouping of integrations that applications use for the same business purpose. For example, the integration set ADVANCED_SHIPPING_ORDER contains all of the integrations that notify a customer that an order has shipped.

item 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.

item shuffle In PeopleSoft Enterprise Campus Solutions, a process that enables you to change a payment allocation without having to reverse the payment.

joint communication In PeopleSoft Enterprise Campus Solutions, one letter that is addressed jointly to two people. For example, a letter might be addressed to both Mr. Sudhir Awat and Ms. Samantha Mortelli. A relationship must be established between the two individuals in the database, and at least one of the individuals must have an ID in the database.

keyword In PeopleSoft Enterprise Campus Solutions, a term that you link to particular elements within PeopleSoft Student Financials, Financial Aid, and Contributor Relations.

	You can use keywords as search criteria that enable you to locate specific records in a search dialog box.
KPI	An abbreviation for *key performance indicator.* 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.
LDIF file	Abbreviation for *Lightweight Directory Access Protocol (LDAP) Data Interchange Format file.* Contains discrepancies between PeopleSoft data and directory data.
learner group	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.
learning components	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.
learning environment	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.
learning history	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's completed learning activities and programs.
ledger mapping	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 *rates*) 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.
library section	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.
linked section	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.
linked variable	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.
LMS	Abbreviation for *learning management system.* In PeopleSoft Enterprise Campus Solutions, LMS is a PeopleSoft Student Records feature that provides a common set of interoperability standards that enable the sharing of instructional content and data between learning and administrative environments.
load	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.

local functionality 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.

location 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 *1*—is the address you use most often and may be different from the main address.

logistical task 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.

mass change In PeopleSoft Enterprise Campus Solutions, mass change is a SQL generator that can be used to create specialized functionality. Using mass change, you can set up a series of Insert, Update, or Delete SQL statements to perform business functions that are specific to the institution.

See also *3C engine*.

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.

need In PeopleSoft Enterprise Campus Solutions, the difference between the cost of attendance (COA) and the expected family contribution (EFC). It is the gap between the cost of attending the school and the student's resources. The financial aid package is based on the amount of financial need. The process of determining a student's need is called *need analysis.*

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.

payment shuffle In PeopleSoft Enterprise Campus Solutions, a process allowing payments that have been previously posted to a student's account to be automatically reapplied when a higher priority payment is posted or the payment allocation definition is changed.

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.

PeopleCode PeopleCode is a proprietary language, executed by the PeopleSoft component processor. PeopleCode generates results based on existing data or user actions. By using various tools provided with PeopleTools, external services are available to all PeopleSoft applications wherever PeopleCode can be executed.

PeopleCode event See *event.*

PeopleSoft Pure Internet Architecture 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.

performance measurement 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.

period context 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.

person of interest A person about whom the organization maintains information but who is not part of the workforce.

personal portfolio In PeopleSoft Enterprise Campus Solutions, the user-accessible menu item that contains an individual's name, address, telephone number, and other personal information.

plan 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.

plan context 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.

plan template 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.

planned learning In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's planned learning activities and programs.

planning instance In PeopleSoft Supply Planning, a set of data (business units, items, supplies, and demands) constituting the inputs and outputs of a supply plan.

population In PeopleSoft Enterprise Campus Solutions, the middle level of the three-level classification structure that you define in PeopleSoft Enterprise Recruiting and Admissions for enrollment management. You can define a population level, link it to other levels, and set enrollment target numbers for it.

See also *division* and *cohort*.

portal registry 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.

price list 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.

price rule 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.

price rule condition 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.

price rule key 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.

primacy number In PeopleSoft Enterprise Campus Solutions, a number that the system uses to prioritize financial aid applications when students are enrolled in multiple academic careers and academic programs at the same time. The Consolidate Academic Statistics process uses the primacy number indicated for both the career and program at the institutional level to determine a student's primary career and program. The system also uses the number to determine the primary student attribute value that is used when you extract data to report on cohorts. The lowest number takes precedence.

primary name type In PeopleSoft Enterprise Campus Solutions, the name type that is used to link the name stored at the highest level within the system to the lower-level set of names that an individual provides.

process category In PeopleSoft Process Scheduler, processes that are grouped for server load balancing and prioritization.

process group 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.

process definition Process definitions define each run request.

process instance 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.

process job 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.

process request 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.

process run control 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.

product A PeopleSoft or third-party product. PeopleSoft organizes its software products into product families and product lines. Interactive Services Repository contains information about every release of every product that PeopleSoft sells, as well as products from certified third-party companies. These products are displayed with the product name and release number.

product category 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.

product family A group of products that are related by common functionality. The family names that can be searched using Interactive Service Repository are PeopleSoft Enterprise, PeopleSoft EnterpriseOne, PeopleSoft World, and third-party, certified PeopleSoft partners.

product line The name of a PeopleSoft product line or the company name of a third-party certified partner. Integration Services Repository enables you to search for integration points by product line.

programs 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.

progress log 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.

project transaction In PeopleSoft Project Costing, an individual transaction line that represents a cost, time, budget, or other transaction row.

promotion In PeopleSoft Promotions Management, a trade promotion, which is typically funded from trade dollars and used by consumer products manufacturers to increase sales volume.

prospects In PeopleSoft Enterprise Campus Solutions, students who are interested in applying to the institution.

In PeopleSoft Enterprise Contributor Relations, individuals and organizations that are most likely to make substantial financial commitments or other types of commitments to the institution.

publishing In PeopleSoft Enterprise Incentive Management, a stage in processing that makes incentive-related results available to participants.

rating components In PeopleSoft Enterprise Campus Solutions, variables used with the Equation Editor to retrieve specified populations.

record group 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.

record input VAT flag Abbreviation for *record input value-added tax flag.* Within PeopleSoft Purchasing, Payables, and General Ledger, this flag indicates that you are recording input VAT 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.

record output VAT flag Abbreviation for *record output value-added tax flag.*

See *record input VAT flag.*

recname The name of a record that is used to determine the associated field to match a value or set of values.

recognition In PeopleSoft Enterprise Campus Solutions, the recognition type indicates whether the PeopleSoft Enterprise Contributor Relations donor is the primary donor of a commitment or shares the credit for a donation. Primary donors receive hard credit that must total 100 percent. Donors that share the credit are given soft credit. Institutions can also define other share recognition-type values such as memo credit or vehicle credit.

reference data In PeopleSoft Sales Incentive Management, system objects that represent the sales organization, such as territories, participants, products, customers, channels, and so on.

reference object 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).

reference transaction 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.

regional sourcing 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.
relationship object	In PeopleSoft Enterprise Incentive Management, these objects further define a compensation structure to resolve transactions by establishing associations between compensation objects and business objects.
remote data source data	Data that is extracted from a separate database and migrated into the local database.
REN server	Abbreviation for *real-time event notification server* in PeopleSoft MultiChannel Framework.
requester	In PeopleSoft eSettlements, an individual who requests goods or services and whose ID appears on the various procurement pages that reference purchase orders.
reversal indicator	In PeopleSoft Enterprise Campus Solutions, an indicator that denotes when a particular payment has been reversed, usually because of insufficient funds.
role	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.
role user	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.
roll up	In a tree, to roll up is to total sums based on the information hierarchy.
run control	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.
run control ID	A unique ID to associate each user with his or her own run control table entries.
run-level context	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.
SCP SCBM XML message	Abbreviation for *Supply Chain Planning Supply Chain Business Modeler Extensible Markup Language message.* PeopleSoft EnterpriseOne Supply Chain Business Modeler uses XML as the format for all data that it imports and exports.
search query	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.
search/match	In PeopleSoft Enterprise Campus Solutions and PeopleSoft Enterprise Human Resources Management Solutions, a feature that enables you to search for and identify duplicate records in the database.
seasonal address	In PeopleSoft Enterprise Campus Solutions, an address that recurs for the same length of time at the same time of year each year until adjusted or deleted.
section	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.
security event	In commitment control, security events trigger security authorization checking, such as budget entries, transfers, and adjustments; exception overrides and notifications; and inquiries.

serial genealogy In PeopleSoft Manufacturing, the ability to track the composition of a specific, serial-controlled item.

serial in production In PeopleSoft Manufacturing, enables the tracing of serial information for manufactured items. This is maintained in the Item Master record.

service impact In PeopleSoft Enterprise Campus Solutions, the resulting action triggered by a service indicator. For example, a service indicator that reflects nonpayment of account balances by a student might result in a service impact that prohibits registration for classes.

service indicator In PeopleSoft Enterprise Campus Solutions, indicates services that may be either withheld or provided to an individual. Negative service indicators indicate holds that prevent the individual from receiving specified services, such as check-cashing privileges or registration for classes. Positive service indicators designate special services that are provided to the individual, such as front-of-line service or special services for disabled students.

session In PeopleSoft Enterprise Campus Solutions, time elements that subdivide a term into multiple time periods during which classes are offered. In PeopleSoft Contributor Relations, a session is the means of validating gift, pledge, membership, or adjustment data entry . It controls access to the data entered by a specific user ID. Sessions are balanced, queued, and then posted to the institution's financial system. Sessions must be posted to enter a matching gift or pledge payment, to make an adjustment, or to process giving clubs or acknowledgements.

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.

session template 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.

setup relationship In PeopleSoft Enterprise Incentive Management, a relationship object type that associates a configuration plan with any structure node.

share driver expression 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.

single signon 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.

source key process In PeopleSoft Enterprise Campus Solutions, a process that relates a particular transaction to the source of the charge or financial aid. On selected pages, you can drill down into particular charges.

source transaction 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.

speed key See *communication key.*

SpeedChart 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.

SpeedType A code representing a combination of ChartField values. SpeedTypes simplify the entry of ChartFields commonly used together.

staging A method of consolidating selected partner offerings with the offerings from the enterprise's other partners.

standard letter code In PeopleSoft Enterprise Campus Solutions, a standard letter code used to identify each letter template available for use in mail merge functions. Every letter generated in the system must have a standard letter code identification.

statutory account Account required by a regulatory authority for recording and reporting financial results. In PeopleSoft, this is equivalent to the Alternate Account (ALTACCT) ChartField.

step In PeopleSoft Sales Incentive Management, a collection of sections in a plan. Each step corresponds to a step in the job run.

storage level 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.

subcustomer qualifier A value that groups customers into a division for which you can generate detailed history, aging, events, and profiles.

Summary ChartField 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).

summary ledger 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.

summary time period 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.

summary tree 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 *basis* tree). A summary tree structure specifies the details on which the summary trees are to be built.

syndicate To distribute a production version of the enterprise catalog to partners.

system function In PeopleSoft Receivables, an activity that defines how the system generates accounting entries for the general ledger.

system source The system source identifies the source of a transaction row in the database. For example, a transaction that originates in PeopleSoft Enterprise Expenses contains a system source code of BEX (Expenses Batch).

When PeopleSoft Enterprise Project Costing prices the source transaction row for billing, the system creates a new row with a system source code of PRP (Project Costing pricing), which represents the system source of the new row. System source codes can identify sources that are internal or external to the PeopleSoft system.

	For example, processes that import data from Microsoft Project into PeopleSoft applications create transaction rows with a source code of MSP (Microsoft Project).
TableSet	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.
TableSet sharing	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.
target currency	The value of the entry currency or currencies converted to a single currency for budget viewing and inquiry purposes.
tax authority	In PeopleSoft Enterprise Campus Solutions, a user-defined element that combines a description and percentage of a tax with an account type, an item type, and a service impact.
template	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.
territory	In PeopleSoft Sales Incentive Management, hierarchical relationships of business objects, including regions, products, customers, industries, and participants.
third party	A company or vendor that has extensive PeopleSoft product knowledge and whose products and integrations have been certified and are compatible with PeopleSoft applications.
3C engine	Abbreviation for *Communications, Checklists, and Comments engine.* In PeopleSoft Enterprise Campus Solutions, the 3C engine enables you to automate business processes that involve additions, deletions, and updates to communications, checklists, and comments. You define events and triggers to engage the engine, which runs the mass change and processes the 3C records (for individuals or organizations) immediately and automatically from within business processes.
3C group	Abbreviation for *Communications, Checklists, and Comments group.* In PeopleSoft Enterprise Campus Solutions, a method of assigning or restricting access privileges. A 3C group enables you to group specific communication categories, checklist codes, and comment categories. You can then assign the group inquiry-only access or update access, as appropriate.
TimeSpan	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.
trace usage	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.
transaction allocation	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.
transaction state	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.

Translate table 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.

tree 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.

tuition lock In PeopleSoft Enterprise Campus Solutions, a feature in the Tuition Calculation process that enables you to specify a point in a term after which students are charged a minimum (or *locked*) fee amount. Students are charged the locked fee amount even if they later drop classes and take less than the normal load level for that tuition charge.

unclaimed transaction 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.

universal navigation header 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.

update access In PeopleSoft Enterprise Campus Solutions, a type of security access that permits the user to edit and update data.

See also *inquiry access.*

user interaction object 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).

variable 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.

VAT exception Abbreviation for *value-added tax exception.* A temporary or permanent exemption from paying VAT that is granted to an organization. This terms refers to both VAT exoneration and VAT suspension.

VAT exempt Abbreviation for *value-added tax exempt.* 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.

VAT exoneration Abbreviation for *value-added tax exoneration.* An organization that has been granted a permanent exemption from paying VAT due to the nature of that organization.

VAT suspension Abbreviation for *value-added tax suspension.* An organization that has been granted a temporary exemption from paying VAT.

warehouse A PeopleSoft data warehouse that consists of predefined ETL maps, data warehouse tools, and DataMart definitions.

work order 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.

worker A person who is part of the workforce; an employee or a contingent worker.

workset A group of people and organizations that are linked together as a set. You can use worksets to simultaneously retrieve the data for a group of people and organizations and work with the information on a single page.

worksheet 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.

worklist 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.

XML link The XML Linking language enables you to insert elements into XML documents to create a links between resources.

XML schema An XML definition that standardizes the representation of application messages, component interfaces, or business interlinks.

XPI Abbreviation for *eXtended Process Integrator.* PeopleSoft XPI is the integration infrastructure that enables both real-time and batch communication with EnterpriseOne applications.

yield by operation In PeopleSoft Manufacturing, the ability to plan the loss of a manufactured item on an operation-by-operation basis.

zero-rated VAT Abbreviation for *zero-rated value-added tax.* 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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