PeopleSoft.

PeopleSoft Enterprise Payroll Process Integration Pack for SAP 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.

PeopleSoft Enterprise Payroll Process Integration Pack for SAP 8.9 PeopleBook

This preface discusses:

• PeopleSoft Products.

• PeopleSoft Enterprise HRMS Application Fundamentals.

• PeopleBook structure.

PeopleSoft Products

This PeopleBook refers to the following PeopleSoft products:

• PeopleSoft Enterprise Payroll Process Integration Pack for SAP.

• PeopleSoft Enterprise Global Payroll.

• PeopleSoft Enterprise Payroll for North America.

PeopleSoft Enterprise HRMS Application Fundamentals

Additional, essential information describing the setup and design of your system appears in a companion volume of documentation called *PeopleSoft Enterprise HRMS 8.9 Application Fundamentals PeopleBook*. Each PeopleSoft product line has its own version of this documentation.

Note. One or more pages in Payroll Process Integration Pack for SAP 8.9 operate in deferred processing mode. Deferred processing is described in the preface in the *PeopleSoft Enterprise HRMS 8.9 Application Fundamentals PeopleBook.*

See Also

PeopleSoft Enterprise HRMS 8.9 Application Fundamentals PeopleBook, "PeopleSoft Enterprise HRMS 8.9 Application Fundamentals Preface"

PeopleBook Structure

PeopleSoft PeopleBooks follow a common structure. By understanding this structure, you can use this PeopleBook more efficiently.

The PeopleBooks structure conveys a task-based hierarchy of information. Each chapter describes a process that is required to set up or use the application. Chapter sections describe each task in the process. Subsections within a section describe a single step in the process task.

Some PeopleBooks may also be divided into parts. PeopleBook parts can group together similar implementation or business process chapters within an application or group together two or more applications that integrate into one overall business solution. When a book is divided into parts, each part is divided into chapters.

The following table provides the order and descriptions of chapters in a PeopleBook:

Chapters	Description
Preface	This is the chapter that you're reading now. It explains: • How to use the Application Fundamentals book. • How PeopleBooks are structured. • Common elements used in the PeopleBook, if necessary.
"Getting Started With …	This chapter discusses product implementation guidelines. It explains: • The business processes documented within the book. • Integrations between the product and other products. • A high-level overview of how our documentation maps to the overall implementation process; it doesn't offer step-by-step guidance on how to perform an actual implementation.
Navigation	(Optional) Some PeopleSoft applications provide custom navigation pages that contain groupings of folders that support a specific business process, task, or user role. When an application contains custom navigation pages, this chapter provides basic navigation information for these pages. **Note.** Not all applications have delivered custom navigation pages.
Understanding…	(Optional) This is an introductory chapter that broadly explains the product and the functionality within the product.

Chapters	Description
Setup and Implementation	A PeopleBook can contain one or more setup and implementation chapters. These chapters contain documentation to assist you in setting up and implementing the product. For example, if functionality X is part of a product, this chapter would be devoted to explaining how to set up functionality X, not necessarily how to use functionality X. You would look to the corresponding business process chapter to learn how to use the functionality. **Note.** There may be times when a small amount of business process information is included in a setup chapter if the amount of business process documentation was insufficient to create a separate section in the book.
Business Process	A PeopleBook can contain one or more business process chapters. These chapters contain documentation that addresses specific business processes, with each chapter generally devoted to a specific functional area. For example, if functionality X is part of a product, this chapter would explain how the functionality works, not necessarily how to set up functionality X. You would look to the corresponding setup and implementation chapter to learn how to set up the functionality. **Note.** There may be times when a small amount of setup and implementation information is included in a business process chapter if the amount of setup and implementation documentation was insufficient to create a separate chapter in the book.
Appendixes	(Optional) If the book requires it, a PeopleBook can contain one or more appendixes. Appendixes contain information considered supplemental to the primary documentation.
Delivered Workflow Appendix	(Optional) The delivered workflow appendix describes all of the workflows that are delivered with the application. **Note.** Not all applications have delivered workflows.
Reports Appendix	(Optional) This appendix contains an abbreviated list of all of the product's reports. The detailed documentation on the use of these reports is usually included in the related business process chapters.

Preface

CHAPTER 1

Getting Started with Payroll Process Integration Pack for SAP

This chapter discusses:

• Payroll Process Integration Pack for SAP overview.

• Payroll Process Integration Pack for SAP business processes.

• Payroll Process Integration Pack for SAP integrations.

• Payroll Process Integration Pack for SAP implementation.

Payroll Process Integration Pack for SAP Overview

Payroll Process Integration Pack (Payroll PIP) integrates payroll business processes spanning the Global Payroll and the Payroll for North America products of PeopleSoft Enterprise Human Resources Management (HRMS) and the back-office applications from SAP 4.6C/4.7. The Payroll Process Integration Pack for SAP provides posting of payroll results to SAP General Ledger (SAP GL) using PeopleSoft Integration Broker and iWay SOAPswitch.

Payroll Process Integration Pack for SAP Business Processes

This business process supports:

• Posting Payroll for North America payroll results to SAP GL.

• Posting Global Payroll results to SAP GL.

This diagram illustrates a high-level view of the master object synchronization process:

Manual Setup of Business Objects
Currency Codes
Exchange Rate Types
Fiscal Calendar
Initial Synchronization of Business Objects
GL Business Unit
GL Account
Market Rate
Cost Center
Map Cost Center
Mapping Dept/SetID to Cost Center for
North American Payroll
Mapping Chartfields to Cost Center for
Global Payroll

SAP

PeopleSoft
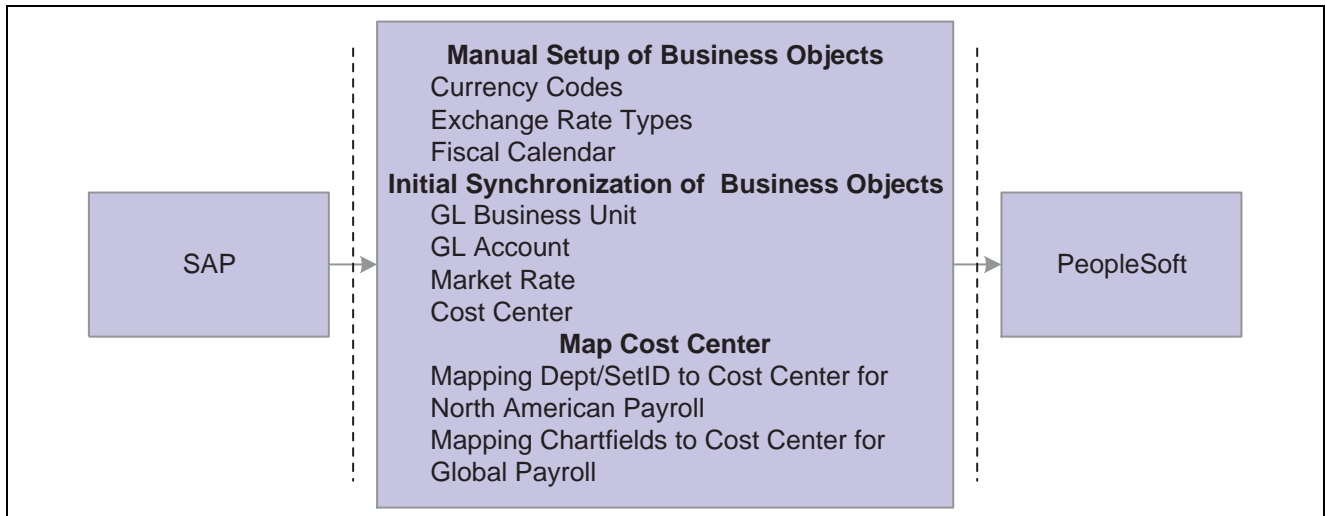
Business process for master objects

The payroll business process requires the following setup:

1. Manually set up these business objects:

    - Currency codes.

    - Exchange rate types.

    - Fiscal calendar.

2. Synchronize online these master business objects:

    - General ledger (GL) business unit.

    - GL account.

    - Market rate.

    - Cost center.

3. Map to the cost center for payroll posting process setIDs/departments and ChartFields.

    Cost centers that are defined in SAP are imported and stored in HRMS:

    - Map setIDs/departments to the cost center for Payroll for North America.

    - Map variable ChartFields to the cost center for Global Payroll.

This diagram illustrates a high-level view of the payroll posting process:

Payroll Process
Completed

Prepare for SAP
GL Interface

Post Payrolls
to SAP

SAP
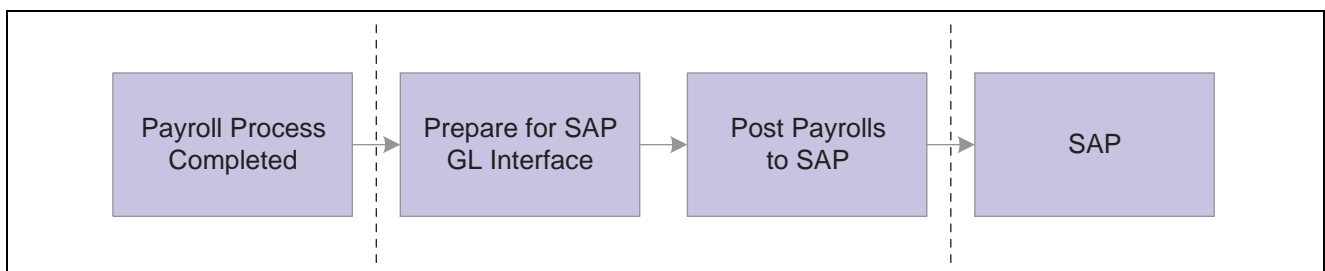
Business process for posting payroll to SAP

Payroll Process Integration Pack for SAP Integrations

Payroll Process Integration Pack for SAP integrates with:

• Global Payroll.

• Payroll for North America.

Payroll Process Integration Pack for SAP sends and receives data between these PeopleSoft payroll applications and SAP financial applications.

Payroll Process Integration Pack Implementation

PeopleSoft Setup Manager enables you to generate a list of setup tasks for your organization based on the features 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, as well as links to the corresponding PeopleBook documentation.

Other Sources of Information

In the planning phase of your implementation, take advantage of all PeopleSoft sources of information, including the installation guides, table-loading sequences, data models, and business process maps. A complete list of these resources appears in the preface in the *PeopleSoft Enterprise HRMS 8.9 Application Fundamentals PeopleBook,* with information about where to find the most current version of each.

See Also

PeopleSoft Enterprise HRMS 8.9 Application Fundamentals PeopleBook, "PeopleSoft Enterprise HRMS 8.9 Application Fundamentals Preface"

PeopleSoft Enterprise Setup Manager for HRMS and Campus Solutions 8.9 PeopleBook

Understanding the Payroll Process Integration Pack Architecture

This chapter lists prerequisites and discusses:

• Synchronous request from Human Resources Management (HRMS).

• Asynchronous publishing to SAP.

• Asynchronous subscription in HRMS.

• Common SAP integration terms.

See Also

Installing PeopleSoft HRMS 8.9 Applications, "Install Instructions for Payroll Process Integration Pack for SAP"

PeopleSoft Enterprise HRMS 8.9 Application Fundamentals PeopleBook, "Getting Started with PeopleSoft Enterprise HRMS"

PeopleSoft Enterprise Payroll for North America 8.9 PeopleBook, "Getting Started with Payroll for North America"

PeopleSoft Enterprise Global Payroll 8.9 PeopleBook, "Getting Started with Global Payroll"

SAP R/3 release 4.6C/4.7 documentation

Prerequisites

Before implementing Payroll Process Integration Pack (Payroll PIP), verify that the following software packages are installed and running:

• Human Resources.

• Global Payroll or Payroll for North America.

• PeopleTools 8.44 or higher (which includes iWay SOAPswitch 4.x).

• SAP R/3 release 4.6C/4.7.

Synchronous Request from HRMS

This diagram illustrates the Payroll Process Integration Pack architecture:
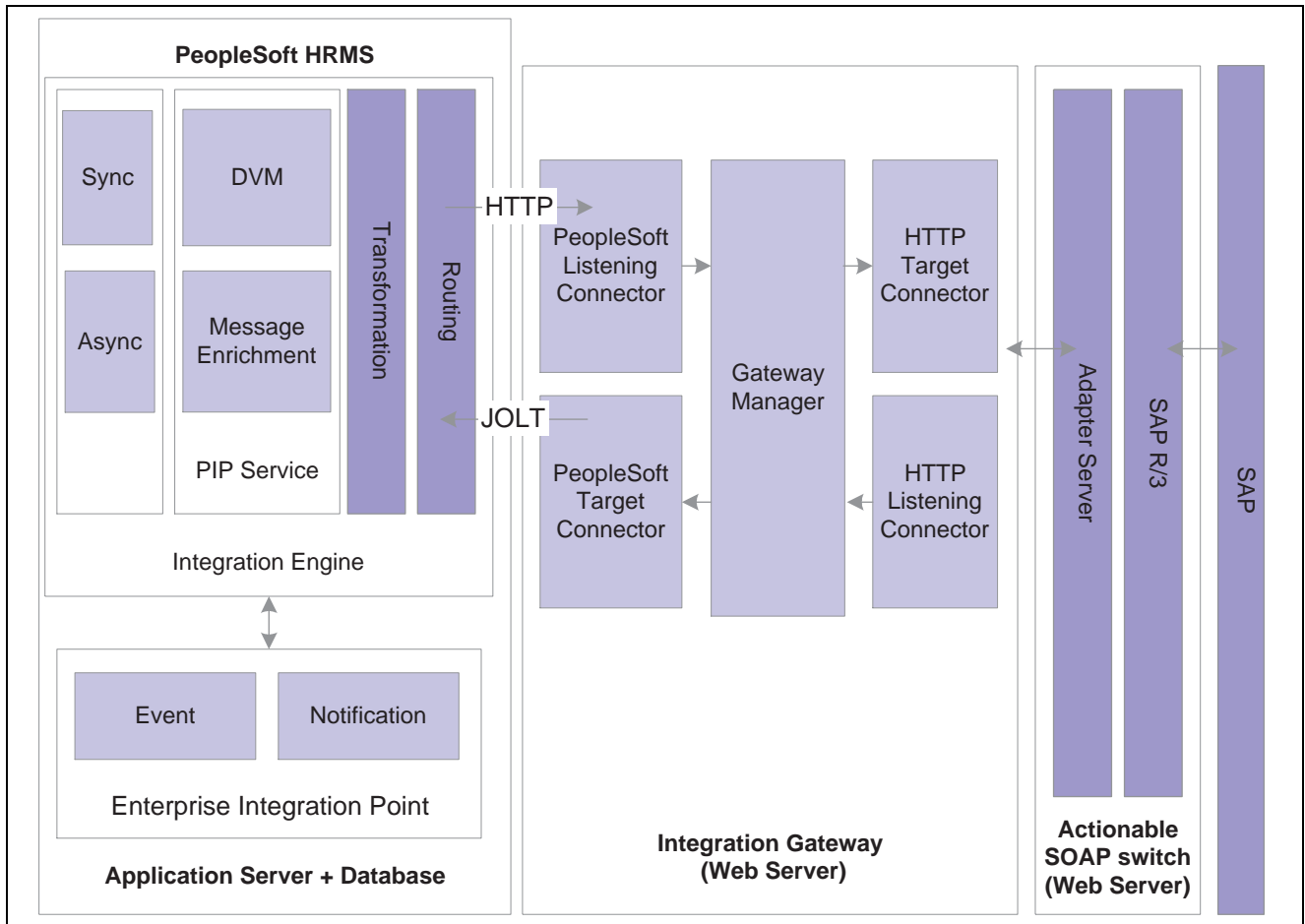
PeopleSoft Enterprise Payroll Process Integration Pack architecture

A synchronous request from PeopleSoft HRMS involves these steps:

1. PeopleSoft HRMS generates and sends a request message as a result of an event.

   The request is in PeopleSoft native XML.

2. A single target node processes the request message.

   If the request message does not carry all the information that is required for the target system, message enrichment generates this data and inserts it into the request message.

   The request message gets transformed to a SOAP message at this node after applying the domain value mappings.

3. The SOAP message is sent to the SOAPswitch server using the HTTP target connector.

4. The PeopleSoft application suspends activity and waits for the response message.

5. The SOAPswitch server sends the request to the SAP system using its R/3 adapter and receives the response.

6. PeopleSoft HRMS resumes activity on receiving the SOAP response from the SOAPswitch.

7. At the receiving node, the SOAP response message gets transformed to PeopleSoft XML.

8. After receiving the response message, the status of the transaction is updated.

Asynchronous Publishing to SAP

Synchronous publishing to SAP involves these steps:

1. HRMS generates and sends a PeopleSoft XML message as a result of an event.

2. One or more target nodes receive the message.

    If the PeopleSoft message does not carry all the information that is required for the target system, message enrichment generates this data and inserts it into the request message.

    The request message gets transformed to a SOAP message after applying the domain value mappings.

3. The SOAP message is sent to the SOAPswitch server.

4. The SOAPswitch server sends the request to the SAP system using its R/3 adapter and receives the response.

5. After the SOAP response message is received by HRMS, it gets transformed to PeopleSoft XML.

6. After receiving the response message, the status of the transaction is updated.

Asynchronous Subscription in HRMS

Asynchronous subscription in HRMS involves these steps:

1. The business object is defined in SAP.

    Running the transaction code *bd21* triggers the Intermediate Document (IDOC) for the business object.

2. A consumer system that is created in SOAPswitch listens to the IDOC data and receives it.

3. SOAPswitch then delivers the IDOC data to the destination.

    In this case, the desired node of the PeopleSoft application is configured as the destination.

4. The gateway receives the SOAP message.

5. PeopleSoft Integration Broker transforms the message.

    If the request message does not carry all the information that is required for the target system, message enrichment generates this data and inserts it into the request message.

    The request message gets transformed to a SOAP message after applying the domain value mappings.

6. The subscription process writes the data to the application table.

7. HRMS processes the data that the subscription process has inserted into the application table.

Common SAP Integration Terms

BAPI   BAPIs are programming interfaces to access an SAP database from within SAP or other development platforms external to R/3 that support the Remote Function Call (RFC) protocol. The main objective of BAPI is to achieve integration between the R/3 System and external applications, legacy systems etc.

Controlling Module (CO)

Controlling provides you with information for system management decision-making. It facilitates coordination, monitoring, and optimization of all processes in an organization. This involves recording both the consumption of production factors and the services provided by an organization.

As well as documenting actual events, the main task of controlling is planning. You can determine variances by comparing actual data with plan data. These variance calculations enable you to control business flows. Income statements such as contribution margin accounting are used to control the cost efficiency of individual areas of an organization, as well as the entire organization.

Document

A document is a set of accounting lines that are posted to Financials as a single unit. The document consists of header and line data. When posting accounting lines to SAP, for each segment a document is created.

DVM

Domain Value Mapping Service (DVMS) is the mapping of different values representing the same information for a given field in different applications. This is required if the two systems use different values to represent the same information for a given field.

IDOC

Intermediate Document. An IDOC is a container for exchanging data between R/3 and non-SAP systems. Non-SAP systems can use IDOCs as the standard interface for data transfer.

PIP Service

The PIP (Process Integration Pack) Service is comprised of the domain value mapping and the message enrichment.

Posting

A posting includes the entire set of accounting lines that were generated by a payroll run. In the PeopleSoft Touch Point Monitor a posting is characterized by a common process instance.

Segment

A posting may consist of one or multiple segments. Multiple segments may be required for functional and technical reasons.

Functional: Balancing has to be performed per general ledger (GL) business unit. If the accounting lines within a posting go to different business units, then all the accounting lines for one business unit have to be grouped to a segment. Each of the segments has to balance. If the balance is not zero, the difference can be written to a suspense account. Each of the segments is published individually. The GL business units may have different target nodes. For each segment a PeopleSoft message is generated.

Technical: SAP has a limitation with regards to the number of accounting lines that may be sent to its BAPI at one time. This technical limit is 999 lines. So if one of the segments created by GL business unit exceeds this number of lines, it is further subdivided such that the resulting segments conform to this limit. The segment size is specified on the Payroll to SAP General Ledger (Configure Target System) page. Since each of the segments will be treated as an independent posting by SAP, they all have to balance. This is performed by adding a technical balancing line into the segment, using the clearing account that is specified on the Configure GL Business Unit (set up general ledger business unit) page.

SOAP Message

SOAP (Simple Object Access Protocol) messages are fundamentally one-way transmissions from a sender to a receiver. SOAP messages are often combined to implement patterns such as request/response.

SOAPswitch	The SOAPswitch is a Web Services Adaptation Engine. It allows for the rapid exposure of software as web services. SOAPswitch is nonintrusive and wizard driven, requiring minimal technical resources. SOAPswitch turns existing software assets, whether packaged applications, mainframe, or custom applications into fully reusable web services. These web services are then available to all major development environments, including Microsoft .NET or J2EE platforms. This approach isolates integration from application development, enabling you to expose a single time and reuse many times.
SOAPswitch R/3 Adapter	The SOAPswitch engine to handle SOAP requests for RFC Function Modules calls the SOAPswitch R/3 Adapter. It can also be used to send ALE IDOCs into R/3 systems.
	When SOAPswitch receives a request for a given web service built for an RFC Function Module or ALE IDOC, the Adapter is loaded into a SOAPswitch Agent process to handle the request. It converts the SOAP document and sends it to the R/3 system using SAP's RFC communication protocol. The R/3 system receives the requests and executes the business logic. The reply is sent back using the reverse process.

Setting Up Payroll Process Integration Pack

This chapter provides an overview of Payroll Process Integration Pack (Payroll PIP) setup tasks and discusses how to:

- Configure Payroll PIP.
- Set up business objects manually.
- Perform initial synchronization of business objects.
- Perform incremental synchronization of business objects.
- Schedule market rates importing.
- Map setIDs/departments to cost centers for Payroll for North America.
- Map ChartFields to cost centers for Global Payroll.

Understanding Payroll PIP Setup Tasks

This section discusses:

- Payroll integration process.
- Domain value mapping.

Payroll Integration Process

This flowchart illustrates the various tasks involved in setting up Payroll PIP:

Configure PIP	Manually Setup Business Objects (one time setup)	Synchronize Business Objects (initial and incremental)
- Admin Parameters - DVM Setup	- Currency Codes - Exchange Rate Types - Fiscal Calendar	- GL Business Units - GL Account Codes - Market Rates - Cost Centers

Post Payroll results to SAP GL	Prepare for GL	Map Cost Center
- PeopleSoft Payroll for North America - PeopleSoft Global Payroll	-PeopleSoft Payroll for North America - PeopleSoft Global Payroll	- Dept/SETID for PeopleSoft Payroll for North America process - Chartfields for PeopleSoft Global Payroll process

Payroll integration process flow

Domain Value Mapping

Domain value mapping (DVM) is the mapping of different values representing the same information for a given field in different applications. This mapping is required if the two systems use different values to represent the same information for a given field. Domain value mapping is applied for fields of a structured message. (A structure message is a message having a record attached to it.) First, you must identify the business object integration points, and then identify the fields that require mapping. If a business object has more than one integration point, then you must create that many number of mappings.

The business objects that use the DVM for currency code are:

• Business Unit GL (general ledger).

• GL Account.

• Market Rate.

• Payroll for North America Post.

• Global Payroll Post.

For example, to synchronize market rates, use the MARKET_RATE_SYNC and MARKET_RATE_ FULLSYNC integration points. If the fields FROM_CURR and TO_CURR of the integration point require mapping, then define two domain value maps for each integration point. The domain value mappings for some business objectives are delivered as part of the system data. Define mappings if new values are required for the business objects on the Domain Value Mapping page.

See Also

Appendix B, "Domain Value Mappings Provided with System Data," Understanding Domain Value Mappings Provided with System Data, page 67

Configuring Payroll PIP

To configure the Payroll PIP for SAP, use the Domain Value Mapping (ANET_DVM_COMP) and Configure GL Business Unit (HPIP_ADMIN_GL) components.

This section lists prerequisites and discusses how to:

• Configure domain value maps.

• Configure target products.

• Configure target systems.

• Configure GL business units.

Prerequisites

Before configuring GL business units, you must import company codes from SAP and create respective GL business units.

See Also

PeopleSoft Enterprise HRMS 8.9 Application Fundamentals PeopleBook, "Setting Up and Working with ChartFields and ChartField Combinations," Understanding PeopleSoft ChartFields

Pages Used to Configure the Payroll PIP

Page Name	Object Name	Navigation	Usage
Configure Target Product	HPIP_CONFIG_PRD	Set Up HRMS, Common Definitions, GL Integrations, Common Objects, Configure Target Product	View the general settings that apply when processing accounting lines for a target system that runs this SAP GL. **Note.** The values on the Configure Target Product page are delivered as system data and should not be altered.
Configure Target System	HPIP_TGT_SYS_GL	Set Up HRMS, Common Definitions, GL Integrations, Common Objects, Configure Target System	Enter the parameters that are specific for a particular instance of SAP Financials.
Domain Value Mapping	ANET_DVM_PAGE	Set Up HRMS, Common Definitions, GL Integrations, Payroll to SAP General Ledger, Domain Value Mapping, Domain Value Mapping	Add domain value maps.
Configure GL Business Unit (configure general ledger business unit)	HPIP_ADMIN_GL	Set Up HRMS, Common Definitions, GL Integrations, Common GL Objects, Configure GL Business Unit	Set up additional data for GL business units.

Configuring Domain Value Maps

Access the Domain Value Mapping page.

Domain Value Mapping page

Domain Value Id	Displays an arbitrary numeric value that represents the value set.
Touch Point ID	Select the touch point ID for the business object:

- *TTD01* represents Import Company Codes.
- *TTD02* represents Import GL Accounts.
- *TTD03* represents Import Market Rates.
- *TTD04* represents Import Cost Centers.
- *TTD05* represents Post PeopleSoft Payroll for North America to GL.
- *TTD06* represents Post PeopleSoft Global Payroll to GL.

Business Object	Select the business object for which the mapping is required. Business objects are listed based on the touch point that is selected.
EIP Name (enterprise integration point name)	Select the message. EIPs are listed based on the business object that is selected.
Field Name	Select a field for which mapping is required.
Source Application	Select either *PeopleSoft* or *SAP.*
Source Instance	Select the source instance. This corresponds to the application release.
Source Value	Enter the value for the business object in the source application.
Target Application	Select *PeopleSoft* or *SAP.*
Target Instance	Select the target instance. This corresponds to the application release.
Target Value	Enter the value for the business object in the target application.
Enabled	Select to enable the defined mapping.

Configuring Target Products

Access the Configure Target Product page.

Configure Target Product page

Note. The values on the Configure Target Product page are delivered as system data and should not be altered.

Configuring Target Systems

Access the Configure Target System page.

Configure Target System page

SAP User Name	Enter the SAP user name that is used for connecting.
Object System	Enter the object system, which is the SAP logical system.
SOAPswitch URL (runtime uniform resource locator)	Enter the SOAPswitch runtime URL. It can be taken from the WSDL files that SOAPswitch publishes for each web service that is configured. Typically it will have the form http://localhost:8080/ssw/runtime.

The distinction between target product and target system covers the case where HRMS has to integrate with multiple GL systems. If you use a different GL system for each country in which your organization does business, each system is represented by its own Target System record (as shown on this page). The different system records are represented by different message nodes, each with its own URL.

Configuring GL Business Units

Access the Configure GL Business Unit page.

Configure GL Business Unit page

Node Name	Indicates the target system (represented by the message node) to which the accounting lines for this GL business unit should post. Only target systems that have previously been set up on the Configure Target System page are available for selection here.
GL SetID for Accounts (general ledger setID for accounts)	Enter the setID for the accounts. When accounts are imported for the SAP company code that corresponds to this GL business unit, they are stored with the setID that you enter here.
Clearing Account	Enter the clearing account. The accounts appear for the selected GL setID. The system automatically chunks the data if the lines that are produced in a pay run exceed the maximum number of lines that are allowed per posting. For SAP GL, the maximum is 999.
	Each chunk must also be balanced. The system balances each chunk by using a technical clearing account that contains the delta per chunk. The balance of the clearing account should zero after all chunks of one posting are sent. Set up the GL account to be used for this technical balancing in the Clearing Account field.
Suspense Account	Enter the suspense account to be used. A suspense account is used to post a delta amount if the debits and credits do not balance out per GL business unit. The delta is posted into an additional line with the suspense account code. You can only view the accounts with account type *X* (expense).

Journal Template	Enter the value for the journal template. Journal template is a required attribute for the Global Payroll Account Mapping page (GP_GL_MAP). On saving this information, an entry is made into the Journal Generator Template table using the GL account setID.
	See Chapter 3, "Setting Up Payroll Process Integration Pack," Mapping ChartFields to Cost Centers for Global Payroll, page 32.

See Also

Setting Up Business Objects Manually

Use the SAP exchange Rate Types (HPYP_SAP_XCH_RT) component to manually set up business objects.

This section provides overviews of the manual setup of business objects and exchange rate types and discusses how to:

• Set up currency codes.

• Set up SAP exchange rate types.

• Set up fiscal calendars.

Understanding the Manual Setup of Business Objects

The business objects—currency code, exchange rate type, and fiscal calendar—are set up at one time during the product installation. These business objects are not changed frequently.

Currency code mappings are maintained in the DVM.

The SAP Exchange Rate Types page lets you define the exchange rate types. You must know the SAP rate types before creating them in PeopleSoft.

Fiscal calendar setup is not required because the value is determined from the posting date.

The currency code mappings and SAP exchange rate types are delivered as part of the system data.

Understanding Exchange Rate Types

The exchange rate type defines the type of the market rates for the currency pairs. In HRMS, rates for the currency pairs are maintained for different exchange rate types. The pay groups also have information about the exchange rate type.

Because SAP maintains different market rates for different rate types, setting up SAP rate types is required. When importing market rates from SAP, you must specify for which rate type you want to import these market rates. Whenever a new exchange rate type is defined in SAP, you must also define that new exchange rate type in HRMS.

Page Used to Set Up Business Objects Manually

Page Name	Object Name	Navigation	Usage
SAP Exchange Rate Types	HPYP_SAP_XCH_RT	Set Up HRMS, Common Definitions, GL integrations, Payroll to SAP General Ledger, SAP Exchange Rate Types, SAP Exchange Rate Types	Set up SAP exchange rate types.

Setting Up Currency Codes

HRMS and SAP maintain currency codes. For the payroll process integration, currency codes in both systems must be synchronized. Because application systems follow the international currency codes, the codes are the same across applications. However, there are scenarios where the codes are referenced differently.

DVM maintains mapping information for a currency code that is referenced differently in each application. For example, if the currency code for US Dollar is *USD* in HRMS and *DOL* in SAP Financials, then you can set up a DVM value that clearly defines the mapping.

You do not need to define a mapping for a currency code if it is same in both applications.

Refer to the DVM setup for defining a new mapping for a currency code that requires mapping.

See Also

Chapter 3, "Setting Up Payroll Process Integration Pack," Configuring Domain Value Maps, page 14

Appendix B, "Domain Value Mappings Provided with System Data," Understanding Domain Value Mappings Provided with System Data, page 67

PeopleSoft Enterprise HRMS 8.9 Application Fundamentals PeopleBook, "Setting Up and Working with Currencies"

Setting Up SAP Exchange Rate Types

Access the SAP Exchange Rate Types page.
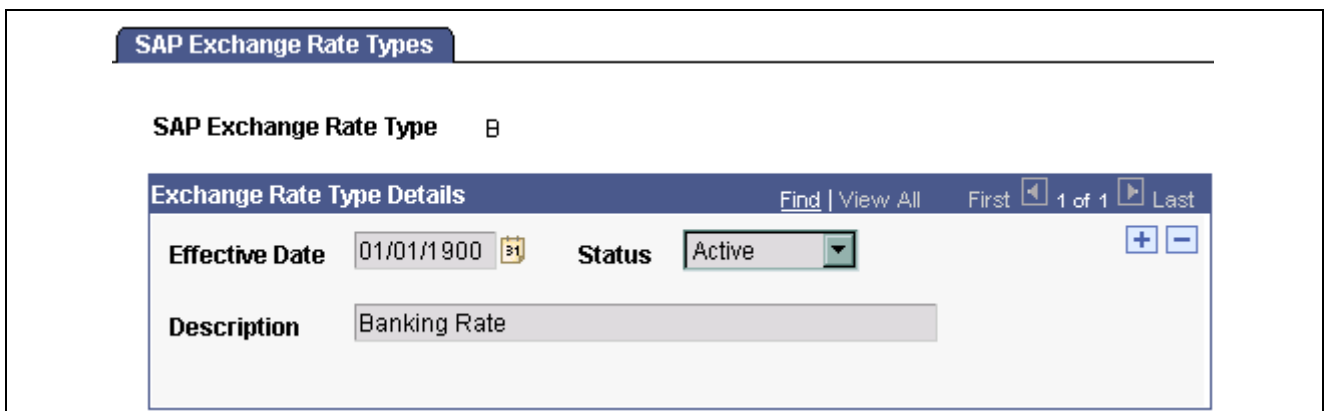
SAP Exchange Rate Types page

Status   Select the exchange rate type status: *Active* or *Inactive.*

Setting Up Fiscal Calendars

Setup or mapping for the fiscal calendar is not required, as the fiscal calendar is automatically derived from the posting date value of the accounting line by the SAP system.

Performing Initial Synchronization of Business Objects

To perform initial synchronization of business objects, use the Import Company Codes (HPYP_IMPORT_CO_CD), Import Market Rates (HPYP_MARKET_RT), and View Charts of Accounts (HPYP_COA_TBL) components.

This section provides an overview of business objects synchronization and discusses how to:

• Create GL business units in HRMS.

• View charts of accounts in HRMS.

• Import GL accounts from SAP.

• Import market rates from SAP.

• Import cost centers from SAP.

• View cost centers imported from SAP.

• View controlling areas in HRMS.

Understanding Business Objects Synchronization

Perform business objects synchronization during system setup.

Company Codes

The company code in SAP is equivalent to the GL business unit in HRMS. When a company code is created or updated in SAP Financials, it must be imported and updated in HRMS.

During implementation, you must import all of the existing company codes from the SAP system and create them as the GL business units in HRMS.

Creating new company codes in SAP after setup is a less frequent business activity. However, if any new company code is created in SAP, then you must import that company code and create it as a new GL business unit in HRMS.

Note. When a company code is deleted in SAP, it does not get synchronized in HRMS.

GL Accounts

GL accounts, which are created or modified in the SAP financial system, are imported by HRMS. Accounts are defined at the chart of accounts level in SAP.

This diagram illustrates the account structure in SAP:
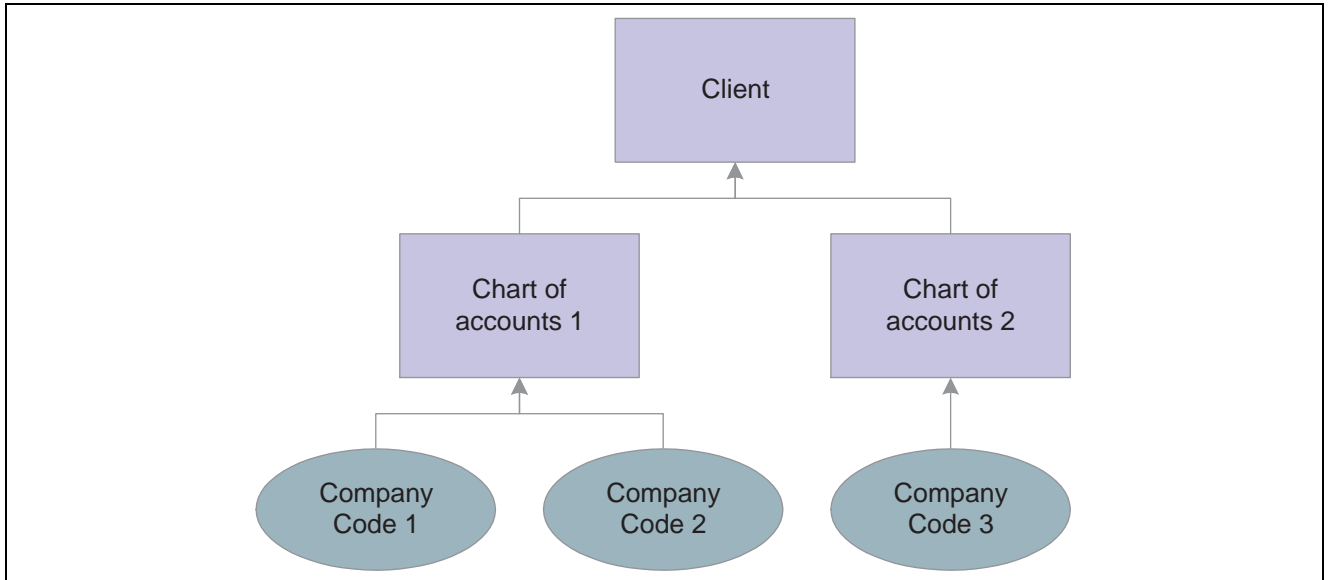
Account structure in SAP

Before importing the GL account from SAP, you must establish the GL account setID (on the Configure GL Business Unit page). Running the transaction code *bd18* exports existing GL accounts, which is useful for initial full sync of the accounts with the HRMS system. Run the transaction code *bd21* to export new or modified GL accounts to HRMS.

The following mapping of the account type occurs:

SAP Account Type	PeopleSoft Account Type
Balance Sheet	L (Liability)
Profit/Loss	X (Expense)

Consider the following account structure in SAP:

Chart of Accounts – INT

GL Account	Description	Account Type
172000	Lease Liability	Balance Sheet
172010	Payroll Expenses	Profit /Loss

The company codes ACUS and BCUS comply with the Chart of Accounts – INT. You must import company codes ACUS and BCUS first and create the respective GL business units in HRMS. Configure the GL account setID in the Configure GL Business Unit page for the created business units.

If the setID *SHARE* is set on the Configure GL Business Unit page, accounts are imported into the account table under the setID *SHARE* as follows:

SetID	Account	Description	Account Type
SHARE	172000	Lease Liability	L
SHARE	172010	Payroll Expenses	X

When the GL account is modified, the SAP user must run the transaction code *bd21* to export the changed GL account and synchronize this account with HRMS.

The account code is stored under a setID in HRMS, not under a GL business unit. These setIDs are defined on the Configure GL Business Unit page.

When a GL account is deleted/blocked at the chart of accounts level, the account codes are marked deleted/blocked for all of the company codes that implement the same chart of accounts. In this case, the message subscription code determines which companies use this chart of accounts. The setIDs are retrieved for these companies. The account codes are made inactive for these setIDs.

When a GL account is deleted/blocked for a company code, the GL business unit for that company code is retrieved (they are identical). The account setID for that GL business unit is retrieved, and the account is made inactive for that setID.

Note. The system permits altering of the setID for the GL business unit; however, we do not recommend doing this.

Market Rates

Market rates are created and maintained in the SAP financial system. You must import these into HRMS for use in payroll calculations dealing with the foreign and base currencies. If you enter a back-dated request, the system retrieves the rate for the current date.

This table explains the possibilities of importing market rates:

No.	From Currency Range [From]	From Currency Range [To]	To Currency Range [From]	To Currency Range [To]	Remarks
1	Blank	Blank	Blank	Blank	The system imports the rates for all the available currency pairs.
2	A	B	A	X	The system imports the rates for the available pairs between the "from range" and "to range" of the currencies. For example, rates for the pair A-B, A-C… A-X and B-C, B-D…B-X are imported.
3	A	Blank	A	X	The system imports the rates for the available pairs between the "from currency " and "to range" of the currencies. For example, rates for the pair A-B, A-C… A-X are imported.
4	A	Blank	X	Blank	The system imports the rate for the pair A-X.
5	A	Blank	Blank	Blank	The system imports rates for the pair A-B, A-C… A-Z.
6	Blank	Blank	A	Blank	The system imports the rates for the pairs between the rest of the currencies against A.

No.	From Currency Range [From]	From Currency Range [To]	To Currency Range [From]	To Currency Range [To]	Remarks
7	A	X	B	Blank	The system imports the rates for the pairs A-B, C-B, D-B… X-B.
8	A	X	Blank	Blank	The system imports the rates for the pairs between A and X with all the currencies.
9	Blank	Blank	A	X	The system imports the rates for the pairs between the rest of the currencies with A through X.

Cost Centers

The cost center business object is an organizational unit within a controlling area that represents a separate location of cost incurrence. The combination of cost center and controlling area uniquely identifies a cost incurrence in SAP.

Cost Center & Analysis Periods: The analysis period defines the period of validity of time-based master data like the cost centers.

For example, if the controlling area is *ACUS,* the company code is *ACUS,* and the cost center ID is *SALES,* the following are the analysis periods for the cost center:

Valid From	Valid To	Description	Person Responsible
January 1, 2001	December 31, 2001	2001 Sales	P1
January 1, 2002	December 31, 2002	2002 Sales	P2
January 1, 2003	December 31, 2003	2003 Sales	P3
January 1, 2005	December 31, 9999	2005 Sales	P5

When this cost center is imported into HRMS, it creates the following entries into the Cost Center table:

Control Area	Cost Center	Effective Date	Status	GL Business Unit
ACUS	SALES	January 1, 2001	A	ACUS
ACUS	SALES	January 1, 2002	A	ACUS
ACUS	SALES	January 1, 2003	A	ACUS
ACUS	SALES	January 1, 2004	I	ACUS
ACUS	SALES	January 1, 2005	A	ACUS

You can add an additional analysis period or delete/block an existing analysis period, and this information is synchronized online.

When an analysis period is blocked or deleted, the same period is made inactive in HRMS. In this scenario, the system validates before the GL posting whether the cost center is available for posting.

Pages Used to Synchronize Business Objects

Page Name	Object Name	Navigation	Usage
Import Company Codes	HPYP_IMPORT_CO_CD	Set Up HRMS, Common Definitions, GL Integrations, Payroll to SAP General Ledger, Import Company Codes, Import Company Codes	Import company codes.
View Charts of Accounts	HPYP_COA_TBL	Set Up HRMS, Common Definitions, GL Integrations, Payroll to SAP General Ledger, View Charts of Accounts, View Charts of Accounts	View the chart of accounts.
Import Market Rates	HPYP_MARKET_RT_RUN	Set Up HRMS, Common Definitions, GL Integrations, Payroll to SAP General Ledger, Import Market Rate, Import Market Rates	Import market rates.
View Cost Centers,	HPYP_CC_TBL	Set Up HRMS, Common Definitions, GL Integrations, Common GL Objects, View Cost Centers, View Cost Centers	View the cost centers.
View Controlling Areas	HPYP_IMPORT_CO_CD	Set Up HRMS, Common Definitions, GL Integrations, Common GL Objects, View Controlling Areas, View Controlling Areas	View the controlling areas and their relationships to company codes.

Creating GL Business Units in HRMS

Access the Import Company Codes page.

Import Company Codes page

Import Company Codes	Click to import the list of company codes from SAP. The list of company codes is saved in the SAP Company Code table.
Refresh From DB (refresh from database)	Click to see what values already exist in the database and cancel saving the company codes. If you have clicked the Get Details button already and then decide that you do not want to save the company codes, you must cancel the operation for all company codes by clicking the Refresh from DB button or repeat the importing step for all company codes by clicking Import Company Codes button.
Get Details	Click to get the currency code for the corresponding company code from the target system. If you have imported a company code from the target system and do not want to save it to the database, do not click the Get Details button. When you click the Save button, the respective GL business units are created in the GL Business Units table.

Importing Company Codes

The importing of company codes makes use of two separate interfaces (BAPIs) on the SAP side. One comes back with a complete list of company codes that are defined in the target system. The other retrieves detailed information, such as the currency code for one particular company code. For this reason, the importing process is twofold:

1. Retrieve the complete list of company codes.

   These company codes appear online on the page for importing. At this point, nothing is stored in the database.

2. Select the company codes that they want to store in the HRMS database.

   Retrieving the detail information, automatically flags the company code to be stored and selects the corresponding check box on screen.

   After details for all desired company codes have been retrieved, the component has to be saved. Entries for the company codes are stored in the respective table (HPYP_COMP_CD), and GL business units with the same name as the company code (tables BUS_UNIT_TBL_GL and BUS_UNIT_TBL_FS) are generated.

You don't have to perform the import process all at once. You can choose to save only a part of the desired company codes and return later to save more. Each time, the full list of company codes must be imported. The details are retrieved only for those company codes that users select. A company code can exist in the database only once. If you save the same company code multiple times, the previous entry is overwritten. The same is true for the GL business unit. When retrieving details for a company code that already exists in the database, you get a warning, indicating that upon saving, the existing information will be overwritten.

Note. If you do not save the page, exit, and then reenter, a list of the original company codes appears. If you click the Import Company Codes button again, the existing company code data on the page is replaced with a fresh list of company codes.

Storing Imported Company Codes

You can store company codes in the database after a list of company codes has been imported from the target system by clicking the Import Company Codes button. Users decide which company codes that they want stored in the HRMS database and click the Get Details button. This retrieves the currency code from the target system and populates the name of the GL business unit that is supposed to be created for the company code. It also activates the Save check box for the company code, indicating that upon saving the component, the company code is stored in the database and the respective GL business unit is created.

If you have imported a company code from the target system, but do not want to save it to the database, do not click the Get Details button. If you click this button and then decide that you do not want to save the page, you can cancel the operation for all company codes by clicking the Refresh from DB button or by clicking the Import Company Codes button to repeat the importing step for all company codes.

Deleting Company Codes from the Database

The row action Delete is enabled after the company codes have been loaded from the database. This action is disabled after importing company codes from the target system because at that point the company codes have not yet been stored to the database. The delete action only deletes the row in the company codes table. The delete action does not affect the entries that were made in the tables for GL business units.

Viewing Charts of Accounts in HRMS

Access the View Charts of Accounts page.

View Chart of Accounts page

This page displays a chart of accounts and its related list of company codes.

When the charts of accounts are imported from SAP, no description is given. You can enter a description manually on this page. Chart of accounts information is obtained when you import GL accounts.

Importing GL Accounts from SAP

For initial loading, the existing and required account codes must be synchronized in HRMS. This is done using the transaction code *bd18* in the SAP system. Export the GL accounts by providing the range for the account codes. By running this transaction, Intermediate Documents (IDOCs) are generated in SAP equal to the number of accounts present in the supplied range. For example, if there are 10 account codes present in the range 172000 to 172100, then 10 IDOCs are generated by running the transaction code *bd18*. Before importing GL accounts, you must import the company codes and configure the respective GL business units with a setID.

The notification configured in the SOAPswitch system listens to the IDOC queue, and then draws the IDOC data and delivers it to HRMS. The message subscription is triggered and then populates the GL Accounts table.

Whenever a GL account is inactivated in PeopleSoft, an email notification is sent to the administrator.
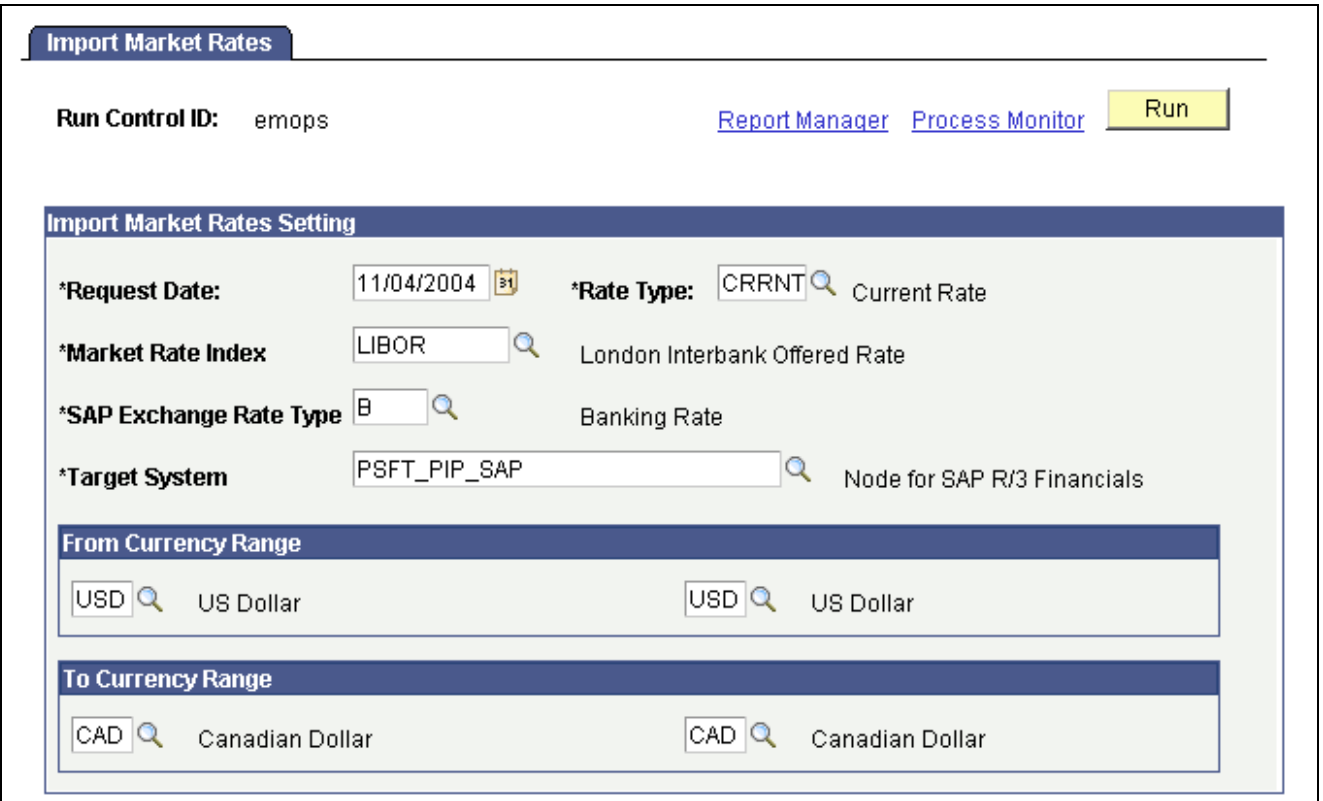
Note. To enable email notification, you must configure the application server domain.

See Also

Enterprise PeopleTools PeopleBook: System and Server Administration

Importing Market Rates from SAP

Access the Import Market Rates page.

Import Market Rates page

Request Date	Enter the date of request. Rates are fetched for the requested date. If no rates are maintained for the requested date, the system fetches the rates for the last-maintained date.
Rate Type	Enter the type of market rate. Imported rates are stored under this rate type in the Rate table.
Market Rate Index	Enter the market rate index. Imported rates are stored under this rate index in the Rate table.
SAP Exchange Rate Type	Enter the SAP exchange rate type. Rates of this type are requested from SAP.
From Currency Range	Enter the range of currencies. Provide the currency from range to fetch the rates for all the derived currency pairs within the currency range.
To Currency Range	Enter the range of currencies. Provide the currency to range to fetch the rates for all the derived currency pairs within the currency range.

Run	Click to view the Process Scheduler Request page. Select Import Market Rates from the process list and click OK to import market rates into HRMS from SAP. This imports rates for all the possible combinations of currency pairs that are formed by the specified from currency range and to currency range.
Process Monitor	Click to view the list of processes and their run statuses.

Note. If one of the values of the currency ranges requested is not defined in SAP, the system sends the error "Currency is not defined." The SAP administrator must then define that currency in SAP and reattempt to import the rates from SAP. If any currency within the range is not defined in SAP, the rates against that currency pair are not imported.

For example, if the from currency range is EUR to USD and the to currency range is INR to USD, and the currency INR is not defined in SAP, the request ends up in error. If currency code GBP is not defined in SAP, then rates for XXX/GBP are not imported, where XXX is any currency code falling within the defined range.

Note. You must define the SAP exchange rate types to import market rates.

See Also

Importing Cost Centers from SAP

Import the required cost centers from SAP during the setup by running the transaction code *bd16* in SAP. This is required to map the setID/department to the cost center for the Payroll for North America process and to map the ChartFields to the cost center for the Global Payroll process.

Export the required cost center under a controlling area in SAP. Multiple IDOCs are generated for the given range. The notification that is enabled in SOAPswitch listens to the IDOC queues, draws the data, and sends it to the consumer system (HRMS). The data is subscribed to and inserted into the Cost Center table.

Viewing Cost Centers Imported from SAP

Access the View Cost Centers page.

View Cost Centers page

Use this page to view the cost centers that have been imported from SAP.

Viewing Controlling Areas in HRMS

Access the View Controlling Areas page.

View Controlling Areas page

This page displays a controlling area and the list of the company codes that are associated with it. When the controlling areas are imported from SAP, no description is given. You can enter a description manually on this page. Controlling areas are imported with the cost centers.

Performing Incremental Synchronization of Business Objects

This section discusses how to:

• Synchronize account codes.

• Synchronize cost centers.

Synchronizing Account Codes

This section discusses creating and deleting or blocking account codes.

Creating a New Account

A new account is first defined at the chart of accounts level and then implemented by a company code in SAP. Therefore, when an account is created in SAP, the same account is synchronized in HRMS. For incremental synchronization, run the transaction code *bd21* in SAP to generate an IDOC for *glmast01*.

When a new account is defined under a chart of accounts in SAP that is not yet implemented by a company code, running *bd21* still generates the IDOC. In this case, the account IDOC data does not contain the company code. Though the IDOC data is subscribed to by HRMS, the system does not create the account, as no company code is associated with this data.

Deleting or Blocking an Account Code

Deleting or blocking the account code in SAP can occur at the chart of accounts level or at the company code level. In the former case, the account code is deleted or blocked in all the company codes to which this account is associated. In the latter case, the account is deleted or blocked only at a company code level. In both cases, running the transaction code *bd21* generates the IDOC.

The account code is stored under a setID in HRMS, not under a GL business unit. These setIDs are defined on the Configure GL Business Unit page.

When a GL account is deleted/blocked at the chart of accounts level, the account codes are marked deleted/blocked for all the company codes that implement this chart of accounts. In this case, the message subscription code determines which companies use this chart of accounts. The setIDs are retrieved for these companies. The account codes are made inactive for these setIDs.

When a GL account is deleted/blocked for a company code, the GL business unit for that company code is retrieved (they are identical). The account setID for that GL business unit is retrieved, and the account is made inactive for that setID.

If two GL business units use the same account setID, then deleting/blocking an account for one company code in SAP (through the common setID) inactivates it for both the GL business units in HRMS.

In both the cases, an email notification about the inactivation of accounts is sent to the payroll administrator. Upon such notification, the payroll administrator must take care of all transactions affecting the particular accounts (which are inactivated in the HRMS system).

Synchronizing Cost Centers

This section discusses creating, modifying, and deleting or blocking cost centers.

Creating a New Cost Center

When a new cost center is created in SAP, it must be synchronized with HRMS. For this incremental synchronization, run the transaction code *bd21* in SAP to generate the IDOC data. The SOAPswitch receives the IDOC data and delivers it to HRMS, which subscribes to the data and populates the Cost Center table.

Modifying a Cost Center

Running the transaction code *bd21* upon modifying the cost center data produces the IDOC data and the change is propagated to HRMS through the SOAPswitch. The subscription process synchronizes the cost center data in HRMS.

Modifying a cost center also means adding a new analysis period to the existing cost center. The analysis period is a data range that validates the cost center. Even in this case, the IDOC is triggered and data is synchronized.

Deleting or Blocking a Cost Center

You can delete/block a particular analysis period for an existing cost center. You can generate an IDOC by using the transaction code *bd21,* as long as the last analysis period is not deleted from the cost center.

Under this scenario, when the data is synchronized in HRMS, an email notification is sent to the administrator stating that the cost center data is deleted and the mapping to departments or ChartFields might need changing.

If the last analysis period is deleted, you must manually ensure that the cost center is no longer used in any of the mappings.

Scheduling Market Rates Importing

Rates fluctuate frequently, usually on a daily basis, and so HRMS must maintain updated rates information. Schedule this process to request the rates on a regular basis.

Click the Run button on the Import Market Rates page to display the Process Scheduler Request page. Process Scheduler schedules the process of importing market rates, depending upon the "Recurrence" values that are selected.

While scheduling, if the system date is different from the request date that is saved in the run control page, then market rates are imported for the system date.

For example, if the saved request date is December 12, 2003, and this request is scheduled daily, then on December 13, 2003, rates are imported for December 13, 2003, even if the saved date is December 12, 2003.

Mapping SetIDs and Departments to Cost Centers for Payroll for North America

To map setIDs and departments to cost centers for Payroll for North America, use the Department Cost Center Map (HPIP_DEPT_CC_MAP) component.

This section describes how to map setIDs/departments to cost centers.

Page Used to Map SetIDs/Departments to Cost Centers

Page Name	Object Name	Navigation	Usage
Department Cost Center Map	HPIP_DEPT_CC_MAP	Set Up HRMS, Common Definitions, GL Integrations, Common GL Objects, Map Departments to Cost Center	Map departments to cost centers for Payroll for North America.

Mapping SetIDs/Departments to Cost Centers

Access the Department Cost Center Map page.

Map Departments to Cost Center page

SetID   Enter the setID for the department to be mapped. All the setIDs are available for selection.

Department   Enter the department to be mapped to the cost center.

Mapping ChartFields to Cost Centers for Global Payroll

To map ChartFields to cost centers for Global Payroll, use the ChartFields for Cost Center (GP_CC_SETUP) and ChartFields (GP_GL_CHARTFLD) components.

This section provides an overview of cost center mapping and discusses how to:

• Map process steps.

• Map Global Payroll ChartFields to pay entities.

• Identify ChartFields for cost center mapping.

• Map ChartFields.

See Also

PeopleSoft Enterprise HRMS 8.9 Application Fundamentals PeopleBook, "Setting Up and Working with ChartFields and ChartField Combinations"

PeopleSoft Enterprise Global Payroll 8.9 PeopleBook, "Integrating with PeopleSoft EnterpriseOne General Ledger," Understanding Cost Center Mapping for Global Payroll Integration with General Ledger

Understanding Cost Center Mapping for Global Payroll Integration with SAP General Ledger

The SAP General Ledger requires the cost center identity, which is not part of the standard accounting line data generated by Global Payroll. However, you can use the ChartFields, which are part of the accounting line data, to derive cost center information.

You must map cost centers to ChartFields so that the cost center can be derived and transmitted to SAP. In Global Payroll, ChartFields are keyed by pay entity, business unit, and effective date. To derive the cost center, you must key the mapping definition of ChartFields to cost centers in the same way. When the actual mapping is performed, these values are determined by:

• Pay entity.

 This data must be part of the ChartFields that are on the accounting line. You must set this up using the procedures specified in this section.

• Business unit.

 This data is directly on the accounting line.

• Effective date.

 The effective date is the posting date of the accounting line. The cost center is derived from the mapping definition for the specified ChartFields on an accounting line.

Pages Used to Map ChartFields to the Cost Center

Page Name	Object Name	Navigation	Usage
Chartfields for Cost Center	GP_CC_SETUP	Set Up HRMS, Product Related, Global Payroll & Absence Mgmt, Integration, Chartfields for Cost Center, Chartfields for Cost Center	Select ChartFields for cost center mapping.
GP Chartfield for Pay Entity (Global Payroll ChartField for pay entity)	GP_PE_CF_SEC	Click the Pay Entity Chartfield link on the Chartfields for Cost Center page.	Specify which Global Payroll ChartField contains the pay entity. Mapping of the ChartFields to the cost center requires that you define the pay entity as one of the ChartFields.
Chartfield Mappings	GP_CC_MAP	Set Up HRMS, Product Related, Global Payroll & Absence Mgmt, Integration, Chartfields for Cost Center, Chartfield Mappings	Map ChartFields to cost centers for Global Payroll.

Mapping Process Steps

Here are more details about the steps for mapping cost centers to Global Payroll ChartFields:

1. Indicate which system and variable elements can be used as ChartFields.

    Note. You must set up the pay entity as a ChartField. For example, if companies correspond to pay entities in your organization, then you must set up the COMPANY element as a ChartField. Define a new variable for pay entity and configure it as a ChartField if necessary.

2. On the ChartFields page (GP_GL_CHARTFLD), select up to eight ChartField elements that apply to a specific business unit and pay entity.

    You must include the element that you defined as the pay entity ChartField element for every pay entity and business unit. The pay entity ChartField element must be in the same field number position for all pay entities within the business unit

3. On the GP ChartField for Pay Entity page (GP PE_CF_SEC), identify which ChartField number contains the pay entity element.

4. On the ChartFields for Cost Center page (GP_CC_SETUP), select ChartFields for cost center mapping.

5. On the Chartfield Mappings page (GP_CC_MAP), map ChartField values to cost centers.

Mapping Global Payroll ChartFields to Pay Entities

Access the GP Chartfield for Pay Entity page.

GP Chartfield for Pay Entity page

| **Effective Date** | Enter the effective date of ChartField mapping. |
| **Chartfield** | Select which of the ChartFields contains the pay entity. |

Identifying ChartFields for Cost Center Mapping

Access the Chartfields for Cost Center page.

Chartfields for Cost Center page

Chartfield	Select one of the ChartFields that have been set up for the pay entity/business unit.
Edit Table	Enter the prompt table that is to be used on the Chartfield Mappings page for selecting values into the ChartField.
Freeze Fields	Select when you have finished configuring the ChartField setup and are ready to enter the actual mapping values on the Chartfield Mappings page.
Pay Entity Chartfield	Click to access the GP Chartfield for Pay Entity page.

Mapping Process Steps

Here are more details about the steps for mapping cost centers to Global Payroll ChartFields:

1.   Indicate which system and variable elements can be used as ChartFields.

   Note. You must set up the pay entity as a ChartField. For example, if companies correspond to pay entities in your organization, then you must set up the COMPANY element as a ChartField. Define a new variable for pay entity and configure it as a ChartField, if necessary.

2.   On the ChartFields page (GP_GL_CHARTFLD), select up to eight ChartField elements that apply to a specific business unit and pay entity.

   You must include the element that you defined as the pay entity ChartField element for every pay entity and business unit. The pay entity ChartField element must be in the same field number position for all pay entities within the business unit

3.   On the GP ChartField for Pay Entity page (GP PE_CF_SEC), identify which ChartField number contains the pay entity element.

4.   On the ChartFields for Cost Center page (GP_CC_SETUP), select ChartFields for cost center mapping.

5.   On the Chartfield Mappings page (GP_CC_MAP), map ChartField values to cost centers.

Mapping ChartFields

Access the Chartfield Mappings page.

Chartfield Mappings page

The column headers are shown dynamically based on the ChartFields that are selected in the Chartfields for Cost Center page.

Select the controlling area and the cost center ID to be mapped.

In the fields on the mapping scroll, specify the ChartField combinations that should map against the cost center.

Click Save.

CHAPTER 4

Posting Payroll for North America Results to SAP GL

This chapter provides an overview of the Payroll for North America posting process, lists prerequisites, and discusses how to post results from Payroll for North America to SAP GL.

Understanding the Payroll for North America Posting Process

After the payroll calculation is confirmed, accounting lines are sent to the finance general ledger (GL) in the form of journal entries. A journal entry typically consists of a header and line data. The data from accounting lines is structured before posting to SAP GL.

This flowchart illustrates the process of posting the Payroll for North America results to SAP GL:
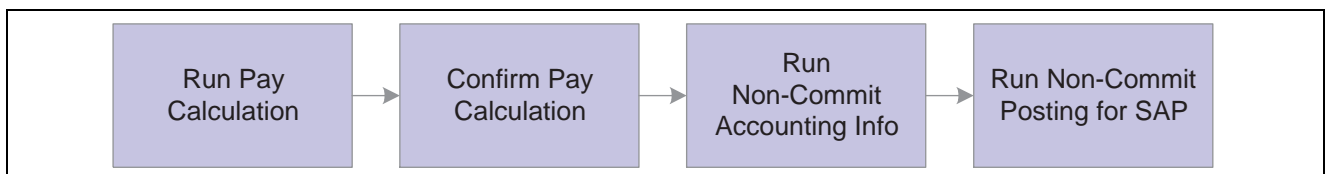
Posting Payroll for North America results to SAP GL

To post the results from Payroll for North America to SAP GL:

1. Run the pay calculation.

2. Confirm the pay calculation.

3. Run the Non-Commit Accounting Info process.

   This process generates the accounting lines and populates the HR Accounting Line table.

4. Run the Non-Commit Posting for GL program.

Posting Process Description

When you run the Non-Commit Posting for GL process, the system performs the following processing steps:

1. Consolidates accounting lines if the Consolidate Accounting Lines option is selected as a target system default or as a run parameter override.

2. Validates the accounting lines for missing, inactive account codes.

3. Determines the cost center, enters the cost center on the accounting line, and assigns the default cost center to transactions that do not have the DEPTID assigned or where no mapping could be applied.

4. Checks debit and credit balances if the balancing option is selected.

If they do not match, the system creates a suspense entry if a suspense account is defined for the GL business unit or generates an error without posting accounts if the suspense account option is not selected or the account is not defined. If the foreign total amount nets to zero and domestic total amount does not, it assumes rounding due to currency conversion and forces the domestic amount to net to zero.

5. Creates a separate posting for each GL business unit.

    Each posting is further subdivided into segments according to the chunking limit that is configured on the Target Products page. The segmentation requires definition of the clearing accounts for the GL business unit. If no chunking limit is set for the target product, the program does not segment the postings. Thus, in this case it does not check for clearing accounts. Each segment is published with the PAYROLL_ACCTG_TRANSACTION XML message.

6. Sets the segment status to *Staged* for segments that were posted to SAP GL.

    The segment status is updated to *Success* only after a response from SAP indicates its success. If the response indicated failure, the status is updated to *Error*.

See Also

PeopleSoft Enterprise Payroll for North America 8.9 PeopleBook, "Getting Started with Payroll for North America"

PeopleSoft Enterprise Payroll for North America 8.9 PeopleBook, "Confirming Pay," Understanding Pay Confirmation Results

Prerequisites

Before posting payroll results to SAP:

1. Perform these set up activities:

    • Set up master data and synchronize business objects.

    • Set up the payroll tables.

    • Import the GL business units.

    • Set up the GL business units.

    • Import the GL accounts.

    • Generate the chartkeys with the GL accounts that are being imported.

    • Import market rates.

    • Map the setIDs/departments to cost centers.

2. Run these pay-cycle activities:

    • Create the paysheet.

    • Run the pay calculation.

    • Confirm the pay calculation.

    • Run the actuals distribution.

See Also

PeopleSoft Enterprise Payroll for North America 8.9 PeopleBook, "Getting Started with Payroll for North America," Payroll for North America Implementation

Posting Payroll for North America Results to SAP GL

This section discusses how to:

• Generate payroll accounting lines.

• Prepare to stage the accounting lines.

• View the confirmation.

Note. You can view the process status from the Monitor Message - Overview page or the Touch Point Monitor page.

See Also

Enterprise PeopleTools PeopleBook: Using PeopleSoft Applications

Pages Used to Post Payroll for North America Results to SAP GL

Page Name	Object Name	Navigation	Usage
Non-Commit Accounting Info (non-commitment accounting information)	RUNCTL_PAYGL01	Payroll for North America, Payroll Distribution, Prepare GL Information, Non-Commit Accounting Info	Generate and load payroll accounting lines.
Non-Commit Posting for GL (non-commitment accounting posting for GL (for SAP)	HPIP_NA_PST_RUN	Payroll for North America, Payroll Distribution, Prepare GL Information, Non-Commit Posting for GL	Prepare to stage the data. Post the data to SAP.
Monitor Message - Overview	AMM_OVERVIEW	People Tools, Integration Broker, Monitor, Monitor Message, Overview	View the message status.
Touch Point Monitor	HPYP_TP_MONITOR	Payroll for North America, Payroll Distribution, Prepare GL Information, View Touch Point Status	View confirmation details.

Generating Payroll Accounting Lines

The system allows the processing of confirmed payrolls for which the GL process has not been run. The Non-Commitment Accounting information selects the GL Interface flag on the Pay Calendar table. The GL Interface flag can be reset for payrolls that are not exported to GL.

Access the Non-Commit Account Info page.

Enter the pay run ID to be processed. Alternatively, if there are multiple pay calendars for a pay run ID, then to process an individual pay calendar, enter the company, pay group, and pay end date for that pay calendar. The system processes both on-cycle and off-cycle information and generates the payroll accounting lines.

Click Run to access the Process Scheduler page.

Select the GL Interface (general ledger interface) check box and click OK to complete the process.

See Also

PeopleSoft Enterprise Payroll for North America 8.9 PeopleBook, "Administering the Interface with PeopleSoft Enterprise General Ledger"

Preparing to Stage the Accounting Lines

Access the Non-Commit Posting for GL page.

Non-Commit Posting for GL page

Pay Run and Pay Calendar

Enter the Pay Run ID to be processed. You can select only from pay run IDs for which the GL Interface process has been run and the Posting for GL process has not been run. If you must reprocess a pay run ID, first run the process GL Reset Run Flag.

Alternatively, if there are multiple pay calendars for a pay run ID, then to process an individual pay calendar, enter the company, pay group, and pay end date for that pay calendar.

Processing Options

Override Indicator	Select to override the balance options set for the target product on the Configure Target Systems page. The other fields in this group box are available for entry only if Override Indicator is selected.
Consolidate Accounting Lines	Select if you're processing accounting lines in Payroll for North America, and you want the system to consolidate accounting lines before posting. With consolidation, the data is summarized by department and ChartField combination.
Balance Accounting Lines	Select to have the system calculate whether the debits equal the credits for each GL business unit.

Book To Suspense Account   Select to post unbalanced amounts to a suspense account when the credits do not equal the debits. If selected, you must specify a suspense account number on the Configure GL Business Unit page. This field is available for entry only if you select Balance Accounting Lines.

Click Run to access the Process Scheduler page.

Click OK to complete the process.

Viewing the Confirmation

Access the Touch Point Monitor page and select the touch point *TTD05*.

The value of the TP Status (touch point status) field must be *Success* for the corresponding process.

See Also

PeopleSoft Enterprise Payroll for North America 8.9 PeopleBook, "Administering the Interface with PeopleSoft Enterprise General Ledger," Preparing and Transferring Payroll Data to General Ledger

PeopleSoft Integration Broker PeopleBook, "Using Integration Broker Monitor"

CHAPTER 5

Posting Global Payroll Results to SAP GL

This chapter provides an overview of the Global Payroll posting process, lists prerequisites, and discusses how to post Global Payroll results to SAP GL.

See Also

PeopleSoft Enterprise Global Payroll 8.9 PeopleBook, "Processing Payroll," Understanding Payroll Processing

Understanding the Global Payroll Posting Process

After the payroll calculation is finalized, accounting lines are sent to the general ledger (GL) in the form of journal entries. A journal entry typically consists of a header and line data. The data from accounting lines is structured before posting to SAP GL.

The following steps provide an overview of the Global Payroll posting process:

1. Calculate and finalize payroll.

2. On the Send Costs to GL page, run the Transaction Creation GL Application Engine process (GP_GL_PREP) with the Calculate option selected to generate the payroll accounting lines on the GP Accounting Line table (GP_ACC_LINE).

   Note. Do not run the process using the Finalize option. This option is not visible as soon as you select a calendar run ID that integrates with SAP GL.

3. View the Transactions w/o Account (transactions without account) page to check for amounts not associated with accounts and to make corrections as necessary.

4. Run the Finalize Costs for GL Application Engine process (HI_GP_POST) to post the journal entries to SAP General Ledger.

5. Check the status of the posting process in the Process Scheduler process monitor.

6. Check the status of the message in the Integration Broker message monitor.

7. Check the status of the transaction in the Touch Point Monitor.

8. If for any reason, it is necessary to correct account data after it has been posted:

   a. Run the GL Reset Process Application Engine process (GP_GL_RESET).

   b. Correct data.

   c. Repeat steps two through seven.

Posting Process Description

The associated Application Engine program:

Posting Process Description When you run the Non-Commit Posting for GL process, the system performs the following processing steps: 1. Consolidates accounting lines if the Consolidate Accounting Lines option is selected as a target system default or as a run parameter override. 2. Validates the accounting lines for missing, inactive account codes. 3. Determines the cost center: · Enters the cost center on the accounting line. · Assigns the default cost center to transactions that do not have the DEPTID assigned or where no mapping could be applied. 4. Checks debit and credit balances if the balancing option is selected: If they do not match, creates a suspense entry if a suspense account is defined for the GL business unit or generates an error without posting accounts if the suspense account option is not selected or the account is not defined. If the foreign total amount nets to zero and domestic total amount does not, it assumes currency rounding and forces the domestic amount to net to zero. 5. For each GL business unit creates a separate posting. Each posting is further subdivided into segments according to the chunking limit that is configured on the Target Products page. The segmentation requires the clearing accounts being defined for the GL business unit. If no chunking limit is set for the target product, the program does not segment the postings. Thus in this case it does not check for clearing accounts. Each segment is published with the PAYROLL_ACCTG_TRANSACTION XML message. 6. For segments that were posted to SAP GL, the segment status is set to Staged. It is updated to Success only after a response from SAP indicates its success. If the response indicated failure the status is updated to Error.

1. Consolidates accounting lines if the Consolidate Accounting Lines option is selected as a target system default or as a run parameter override

2. Validates the accounting lines for missing, inactive account codes.

3. Determines the cost center: · Enters the cost center on the accounting line. · Assigns the default cost center to transactions that do not have the DEPTID assigned or where no mapping could be applied.

4. Checks debit and credit balances if the balancing option is selected: If they do not match, creates a suspense entry if a suspense account is defined for the GL business unit or generates an error without posting accounts if the suspense account option is not selected or the account is not defined. If the foreign total amount nets to zero and domestic total amount does not, it assumes currency rounding and forces the domestic amount to net to zero.

5. For each GL business unit creates a separate posting. Each posting is further subdivided into segments according to the chunking limit that is configured on the Target Products page. The segmentation requires the clearing accounts being defined for the GL business unit. If no chunking limit is set for the target product, the program does not segment the postings. Thus in this case it does not check for clearing accounts. Each segment is published with the PAYROLL_ACCTG_TRANSACTION XML message.

6. For segments that were posted to SAP GL, the segment status is set to Staged. It is updated to Success only after a response from SAP indicates its success. If the response indicated failure the status is updated to Error.

Prerequisites

Before posting the payroll transaction accounting lines to SAP:

1. Run these setup activities:

    • Set up master data and synchronize business objects.

    • Set up the payroll tables.

    • Set up valid ChartFields and combinations.

    • Import the GL business unit.

    • Import the GL account.

    • Perform account mapping with the imported GL accounts from SAP.

    • Import market rates.

- Map ChartFields to cost centers.
- Set up the GL business unit.
2. Run these pay-cycle activities:
   - Identify, calculate, and finalize pay calculation.
   - Prepare GL.

See Also

PeopleSoft Enterprise Global Payroll 8.9 PeopleBook, "Getting Started with Global Payroll"

Posting Global Payroll Results to SAP GL

This section discusses how to:

- Prepare for posting to GL.
- Run the GL finalize process to post payroll results to SAP GL.
- View the confirmation.

See Also

PeopleTools 8.44 PeopleBook: Using PeopleSoft Applications

Pages Used to Post Global Payroll Results to SAP GL

Page Name	Object Name	Navigation	Usage
General Ledger Run Control	GP_GL_PREPARE	Global Payroll & Absence Mgmt, Time and Labor / GL Costs, Send Costs to GL, General Ledger Run Control	Run this process to create payments for the earnings, deductions, and accumulator elements whose data is to be published to SAP GL.
GL Finalize Costs for GL	HPIP_GP_FINALIZE	Global Payroll & Absence Mgmt, Time and Labor / GL Costs, Finalize Costs for GL	Validate accounting lines and run the finalize process to post payroll accounting lines to SAP GL.
Monitor Message - Overview	AMM_OVERVIEW	People Tools, Integration Broker, Monitor, Monitor Message, Overview	View the message status.
Touch Point Monitor	HPYP_TP_MONITOR	Set Up HRMS, Common Definitions, GL Integrations, Payroll to SAP General Ledger, View Touch Point Status	View confirmation details.

Preparing for Posting to GL

Access the General Ledger Run Control page.

Send Costs to GL page

Select the calendar group ID to be processed, select Calculate, and click Run.

If there are no payee messages, and you are satisfied with the output results, proceed with the GL Finalize step for the same calendar ID.

See Also

PeopleSoft Enterprise Global Payroll 8.9 PeopleBook, "Understanding Global Payroll," Realtime Integration with Other PeopleSoft Applications

Running the GL Finalize Process to Post Payroll Results to SAP GL

Access the Finalize Costs for GL page.

Finalize Costs for GL page

Book To Suspense Account	The suspense account is used to post delta balances. Select this option so that the delta is posted into an additional line with the suspense account code. If this option is disabled, validation of the posting errors doesn't occur until debit/credit is balanced.
Override Indicator	Select to override the default balance options set for the target production on the Configure Target System page. The other fields in this group box are available for entry only if the Override Indicator is selected.
Balance Accounting Lines	Select this check box to have the system calculate whether the debits equal the credits for each general ledger business unit.
Book to Suspense Account	This field is available for entry if you selected the Balance Accounting Lines check box. Select Book to Suspense Account to post unbalanced amounts to a suspense account when the debits do not equal the credits. If selected, you must specify a suspense account number on the Configure GL Business Unit page.

Select the calendar group ID to be processed and click Run. This validates the accounting lines, runs the finalize process, and posts the payroll accounting lines to SAP GL.

See Also

PeopleSoft Enterprise Global Payroll 8.9 PeopleBook, "Understanding Global Payroll," Realtime Integration with Other PeopleSoft Applications

Viewing the Confirmation

View the process status from the:

• Monitor Message - Overview page.

• Touch Point Monitor page.

Access the Touch Point Monitor page and select the touch point *TTD06*.

The value of the TP Status (touch point status) field must be *Success* for the corresponding process.

See Also

Chapter 6, "Monitoring the Payroll Process Integration Pack," Viewing the Touch Point Monitor, page 49

Enterprise PeopleTools PeopleBook: Supported Integration Technologies

CHAPTER 6

Monitoring the Payroll Process Integration Pack

This chapter provides an overview of touch point ID value codes and discusses how to:

• View the Touch Point Monitor.

• View the Touch Point Message Log.

Understanding Touch Point ID Value Codes

The following table lists the touch point ID definitions that are used in this chapter:

Field Value	Touch Point ID Definition
TTD01	Import Company Codes.
TTD02	Import GL (general ledger) Accounts.
TTD03	Import Market Rates.
TTD04	Import Cost Centers.
TTD05	Post Payroll for North America to GL.
TTD06	Post Global Payroll to GL.

Viewing the Touch Point Monitor

This section describes how to use the Touch Point Monitor.

Page Used to View the Touch Point Monitor

Page Name	Object Name	Navigation	Usage
Touch Point Monitor	HPYP_TP_MONITOR	• Set Up HRMS, Common Definitions, GL Integrations, Payroll to SAP General Ledger, Touch Point Monitor • Global Payroll & Absence Mgmt, Time and Labor / GL Costs, View Touch Point Status • Payroll for North America, Payroll Distribution, Prepare GL Information, View Touch Point Status	Determine the status details of transactions. The Touch Point Monitor logs information related to every transaction that is a part of the payroll integration process.

Using the Touch Point Monitor

Access the Touch Point Monitor page.

Touch Point Monitor page

When you first enter the page, all touch point monitor entries appear. For narrowing the number of entries, enter selection criteria in the first three fields on the page and click the Refresh button.

Touch Point   Select a touch point ID.

Touch Point Status   Select a touch point status:

- *Error* indicates that there was an error in the process.

- *Processing* indicates that the transaction is processing.

- *Rev Failed* (reversal failed) indicates that the reversal transaction has failed.

- *Rev Init.* (reversal initiated) indicates that the reversal of the transaction has been initiated.

- *Reversed* indicates that the reversal transaction was successful.

• *Staged* indicates that the accounting lines were successfully sent to GL by the payroll posting process. No confirmation has been received yet.

• *Success* indicates that the posting has been confirmed by the GL system.

Last   Enter the time span for which you want the touch point monitor entries to appear and select the unit of time as *Days, Hours,* or *Minutes.*

Refresh   Click to select the current touch point monitor entries according to the selection criteria that you have entered in the first three fields.

TP Information tab

Access the TP Information tab.

Instance   Displays the process instance number.

Object   Displays the object name.

Event ID   Displays the event ID.

Seg No. (segment number)   Displays the segment number.

Seg Status (segment status)   Displays the status of the segment.

TP Status (touch point   Displays the overall status of the transaction. For touch points TTD05 and
status)   TTD06, this is the status of the entire posting, which can span multiple segments.

DateTime   Displays the time stamp when the process occurred.

TP Details tab

Access the TP Details tab.

Remarks   Displays a detailed description of the process status.

Viewing the Touch Point Message Log

This section describes how to use the Touch Point Message Log.

Page Used to View the Touch Point Message Log

Page Name	Object Name	Navigation	Usage
Touch Point Message Log	HPYP_LOG	• Set Up HRMS, Common Definitions, GL Integrations, Payroll to SAP General Ledger, Touch Point Message Log • Global Payroll & Absence Mgmt, Time and Labor/GL Costs, View Touch Point Messages • Payroll for North America, Payroll Distribution, Prepare GL Information, View Touch Point Messages	View Touch Point Message Log details. The information logged by the Touch Point Message Log contains a detailed description of events.

Using the Touch Point Message Log

Access the Touch Point Message Log page.

Touch Point Message Log page

When you first enter the page, all touch point messages appear. For narrowing the number of messages, enter selection criteria in the first three fields on the page and click the Refresh button.

Touch Point ID	Select a touch point ID.
Message Type	Select the type of message: • *Error* indicates that there was an error in the process. • *Info* (information) indicates that this is information about the process.
Last	Enter the time span for which you want the touch point messages to appear and select the unit of time as *Days, Hours,* or *Minutes.*
Refresh	Click to select the current touch point messages according to the selection criteria that you have entered in the first three fields.
Instance	Displays the process instance number.
Message Type	Displays the type of message logged for the process.
DateTime	Displays the time stamp when the process occurred.

Text   Displays the detailed message text.

CHAPTER 7

Performing Reversal and Repost Transactions to SAP GL

This chapter provides overviews of the SAP GL reversal process and SAP GL reposting process and discusses how to run the reversal/repost to SAP GL process.

Understanding the SAP GL Reversal Process

The reversal process rolls back the previous general ledger (GL) posting. It resends the same accounting line data as the original posting with one difference: all amounts have been reversed. In the event of a reversal posting, a reversal document number is generated with the same reference number as the original posting but with a prefix of *RS,* indicating a reversal of that posting.

For example, the document number PS10100001 has following lines:

Item No.	Posting Date	Account	Amount
1	April 30, 2003	172000	50.00
2	April 30, 2003	172010	-50.00

The reversal posting for the above transaction generates a reversal document RS10100001 with the following lines:

Item No.	Posting Date	Account	Amount
1	April 30, 2003	172000	-50.00
2	April 30, 2003	172010	50.00

Reversal is allowed for the postings whose segments have a status of either *Success* or *Error.* You can run reversal for an entire posting only.

During the reversal of a posting, all segments within that posting that have a status of *Success* are reversed. Segments that have a status of *Error* are ignored.

Initially, the segment status is updated to *Reversal Initiated.* If the process fails, the segment status is updated to *Reversal Failed.* When all the segments are reversed successfully, the posting status is updated to *Reversed.*

A rerun of the reversal is initiated in the same manner as an original reversal. In this case, those segments that have failed before are reversed. Any segment can eventually have either a *Success* or *Reversed* status. While *Success* indicates that the segment is still booked in SAP GL, *Reversed* indicates that the segment is no longer booked in SAP GL.

Note. The reversal is not possible if the fiscal period corresponding to the posting date is closed for any GL posting.

Note. Reversal of a posting covers only the integration with SAP. As seen on the Configure GL Business Unit (set up general ledger business unit) page, different business units can integrate to different GL systems. So there might be a posting that comprises accounting lines that go to two different GL business units: one to SAP and the to General Ledger. In this case, the reversal process handles the segments that were posted to SAP. The user has to take care that the segments posted to General Ledger get reversed manually.

Understanding the SAP GL Reposting Process

Network failure or setup issues in SAP could cause errors while posting payroll results to SAP GL. When this happens, the repost option retries posting of the one or more segments of a transaction to SAP GL. The repost option republishes the accounting lines for the specified segments to SAP GL.

Repost is allowed for those segments of a transaction that resulted in error during the previous posting. After the repost is successful, the segment status is updated to *Success*. If all the failed segments are reposted successfully, the touch point status is updated to *Success*.

A *Reversed* transaction cannot be reposted.

Common Elements Used in this Chapter

Refresh	Click to obtain the list of segments for the selected posting with the current status values.
Select	Select the segments to be reposted. For the reversal process, this check box is ignored. This check box is enabled if the segment status is *Error*. Only those segments are available for reposting.
Event ID	Displays the SAP document number that is used for posting or reversal.
Seg No (segment number)	Displays the segment number.
Status	Displays the segment status.
Remarks	Displays a detailed description of the segment status.
Details	Click to view the remarks and description details for the segment.
Select All	Click to select all segments that are available for reposting.
Deselect All	Click to deselect all segments that are available for reposting.
Reverse All Items	Click to initiate the reversal process for the posting.

Repost Selected Items   Click to repost the selected segments.

Running the Reversal/Repost to SAP GL Process

This section discusses how to:

• Perform the reversal/repost of Payroll for North America results to SAP GL.

• Perform the reversal/repost of Global Payroll results to SAP GL.

Pages Used to Perform Reversal/Repost to SAP GL

Page Name	Object Name	Navigation	Usage
Non-Commit Rev/Repost for SAP (non-commitment accounting reversal/repost for SAP)	HPYP_GL_REPOST	Payroll for North America, Payroll Distribution, Prepare GL Information, Non-Commit Rev/Repost for SAP, Non-Commit Rev/Repost for SAP	Perform the reversal/repost of Payroll for North America results to SAP GL.
Reverse/Repost Costs for SAP (reverse/repost costs for SAP general ledger)	HPYP_GL_REPOST	Global Payroll & Absence Mgmt, Time and Labor/GL Costs, Reverse/Repost Costs for SAP	Perform the reversal/repost of Global Payroll results to SAP GL.

Performing the Reversal/Repost of Payroll for North America Results to SAP GL

Access the Non-Commit Rev/Repost for SAP page.

Non-Commit Rev/Repost for SAP page

When you initially enter the page, no rows appear. Enter a process instance. This causes all segments to appear in the scroll.

Process Instance   Select the process instance for which you want the segments to appear. The prompt list shows all postings for Payroll for North America (touch point TTD05).

Performing the Reversal/Repost of Global Payroll Results to SAP GL

Access the Reverse/Repost Costs for SAP page.

Reverse/Repost Costs for SAP page

When you initially enter the page, no rows appear. Enter a process instance. This causes all segments to appear in the scroll.

Process Instance   Select the process instance for which you want the segments to appear. The prompt list shows all postings for Global Payroll (touch point TTD06).

CHAPTER 8

Troubleshooting Payroll Process Integration Pack

This chapter provides an overview of the logging mechanism and discusses how to troubleshoot Payroll Process Integration Pack (Payroll PIP).

Understanding the Logging Mechanism

You can view the status of transactions from:

• Touch Point Monitor page.

• Touch Point Message Log page.

Error conditions are captured in the PeopleSoft Application Engine programs and in message subscriptions. In case of errors, the touch point status is updated to *Error* in the Touch Point Monitor page.

Logging is done for every transaction. View error message logs on the Touch Point Message Log page.

See Also

Troubleshooting Payroll PIP

This table provides troubleshooting information for Payroll PIP:

Problem	Touch Point	Cause	Resolution
Intermediate Document (IDOC) is triggered from SAP, but the message is not shown in the Monitor Message - Overview page in PeopleSoft.	TTD02/TTD04	1. The IDOC is still in the Message Queue in SAP. /nsm58. 2. The Remote Function Call (RFC) destination is not defined. 3. The RFC destination is defined, but the test connection fails. 4. The target system is not correct. 5. The data errored out in the SOAPswitch. 6. The destination for the IDOC in the SOAPswitch is not correct. 7. Notification is not created in the SOAPswitch.	1. Check SAP. Consult the system administrator. 2. Define the RFC destination. 3. Check SAP. Consult the system administrator. 4. Correct the target system. 5. Trigger the IDOC again. 6. Correct the destination according to the setup configuration. 7. Create the notification in theSOAPswitch.
Touch Point Monitor shows "SetID does not exist."	TTD02	In SAP, each account is associated with a company code. The company code corresponds to a general ledger (GL) business unit. For that business unit, you must specify the account setID.	Define the account setID for the GL business unit that corresponds to the SAP company code. This has to be done on the Configure GL Business Unit (set up general ledger business unit) page.
Touch Point Monitor shows "Mandatory Validation of GP Accounting Line Failed."	TTD06	Accounting lines contain an account that is either not present in the GL Account table or it is inactive.	Change the account mapping.
Currency code for the base currency is not defined.	TTD01	The base currency for the company is not defined in PeopleSoft.	Define the base currency for the company code.
Touch Point Monitor shows "Validation Failed."	TTD05	Accounting lines contain an account that is either not present in the GL_ACCOUNT_TBL or it is inactive.	Change the account mapping.
Touch Point Monitor shows "Suspense Account not defined."	TTD05/TDD06	The sum of the credit amount and debit amount in the Global Payroll accounting line for a GL business unit is not equal to zero.	Define a suspense account for the GL business unit on the Configure GL Business Unit page.

Problem	Touch Point	Cause	Resolution
Touch Point Monitor shows "Clearing Account not defined."	TTD05/TDD06	The sum of the credit amount and debit amount the in Global Payroll accounting line for a GL business unit is not equal to zero.	Define a clearing account for the GL business unit on the Configure GL Business Unit page.
While performing a transaction in Human Resources Management, the system generates the message "External System Contact error."	TTD01/TTD03/TTD05/TTD06	1. SOAPswitch is down. 2. Web Services in the SOAPswitch are not defined. 3. Connector properties of the SAP node are wrong.	1. Run SOAPswitch server. 2. Create the Web Services in the SOAPswitch. 3. Check these connector properties: • SOAP Action. • Uniform resource locator of the target connector for the transactions defined for the SAP node in Integration Broker. **Note.** Look up error details in the integration gateway log.
Error in posting the document.	TTD05 / TTD06	Click Details to know the exact cause.	Correct the settings if required and use the repost option to post the document again.
Max line size is not set.	TTD05 / TTD06	Maximum line size per Financials document is not set.	Access the Configure Target Product page and set the value for the maximum number of accounting lines per posted document in the Max Number of Accounting Lines field. For SAP R/3.46C and 4.7 this is 999.

APPENDIX A

Transaction Codes in SAP

This appendix provides an overview of SAP transaction codes.

Understanding SAP Transaction Codes

This table provides a list of important transaction codes in SAP:

Action	Transaction Code	Description
Send cost center.	*BD16*	Provide the controlling area and the cost center details to trigger an Intermediate Document (IDOC) with the cost center information.
Send G/L (general ledger) accounts.	*BD18*	Provide the chart of accounts, company code, account number details to trigger an IDOC with G/L account information. Use the *GLMAST* message type.
Creating IDOC types from Change pointers (for sending incrementals).	*BD21*	Use the appropriate message types for triggering the incrementals. Use *COSMAS* for cost centers and *GLMAST* for G/L accounts.
View the IDOC queue.	*WE02* or *WE05*	Filter IDOCs and display them by date, IDOC number, message type, IDOC type, and so on.
View the account balance for an account.	*FS10N*	Apart from Account Number, you must define the Company Code and Fiscal Year fields.
View FI document details.	*FB03*	Apart from Document Number, you must define the Company Code and Fiscal Year fields. If the document number is not known, click List Icon (Shift + F8) to list all document numbers.

See Also

SAP R/3 release 4.6C/4.7 documentation.

APPENDIX B

Domain Value Mappings Provided with System Data

This appendix provides an overview of the domain value mappings provided with the system data.

Understanding Domain Value Mappings Provided with System Data

Domain value mappings for currency codes and SAP exchange rate types are delivered as part of the HRMS system data. This table lists the domain value mappings:

Business Object	Field Name	Source Application	Source Value	Target Application	Target Value
Market Rate	FROM_CUR_1	PeopleSoft	AOA	SAP	AON
Market Rate	FROM_CUR_2	PeopleSoft	AOA	SAP	AON
Market Rate	FROM_CUR_1	PeopleSoft	AOA	SAP	AON
Market Rate	FROM_CUR_2	PeopleSoft	AOA	SAP	AON
Market Rate	FROM_CUR	SAP	AON	PeopleSoft	AOA
Market Rate	TO_CUR	SAP	AON	PeopleSoft	AOA
Market Rate	FROM_CUR_1	PeopleSoft	NIO	SAP	NIC
Market Rate	FROM_CUR_2	PeopleSoft	NIO	SAP	NIC
Market Rate	FROM_CUR_1	PeopleSoft	NIO	SAP	NIC
Market Rate	FROM_CUR_2	PeopleSoft	NIO	SAP	NIC
Market Rate	FROM_CUR	SAP	NIC	PeopleSoft	NIO
Market Rate	TO_CUR	SAP	NIC	PeopleSoft	NIO
Market Rate	FROM_CUR_1	PeopleSoft	GNF	SAP	GNS
Market Rate	FROM_CUR_2	PeopleSoft	GNF	SAP	GNS

Business Object	Field Name	Source Application	Source Value	Target Application	Target Value
Market Rate	FROM_CUR_1	PeopleSoft	GNF	SAP	GNS
Market Rate	FROM_CUR_2	PeopleSoft	GNF	SAP	GNS
Market Rate	FROM_CUR	SAP	GNS	PeopleSoft	GNF
Market Rate	TO_CUR	SAP	GNF	PeopleSoft	GNF
Business Unit GL	BASE_CURRENCY	SAP	NIC	PeopleSoft	NIO
Business Unit GL	BASE_CURRENCY	SAP	GNF	PeopleSoft	GNF
GL Account	CURRENCY_CD	SAP	AON	PeopleSoft	AOA
GL Account	CURRENCY_CD	SAP	GNS	PeopleSoft	GNF
Payroll for North America Post	CURRENCY_CD	PeopleSoft	NIO	SAP	NIC
Payroll for North America Post	CURRENCY_CD	PeopleSoft	GNF	SAP	GNS
Global Payroll Post	CURRENCY_CD	PeopleSoft	AOA	SAP	AON
Global Payroll Post	CURRENCY_CD	PeopleSoft	NIO	SAP	NIC
Global Payroll Post	CURRENCY_CD	PeopleSoft	GNF	SAP	GNS
GL Account	CURRENCY_CD	SAP	NIC	PeopleSoft	NIO
Business Unit GL	BASE_CURRENCY	SAP	AON	PeopleSoft	AOA
Payroll for North America Post	CURRENCY_CD	PeopleSoft	AOA	SAP	AON
Market Rate	FROM_CUR	PeopleSoft	AXN	SAP	AZN

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 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.
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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