



PeopleSoft EnterpriseOne Advanced Real Estate Forecasting 8.11 PeopleBook

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PeopleSoft EnterpriseOne Advanced Real Estate Forecasting 8.11 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. 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 peoplesoftpress@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
Release value proposition	Support, Documentation, Documentation Updates, Category, Release Value Proposition
Statement of direction	Support, Documentation, Documentation Updates, Category, Statement of Direction

Resource	Navigation
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.
<i>Italics</i>	Indicates field values, emphasis, and PeopleSoft or other book-length publication titles. In PeopleCode syntax, italic items are placeholders for arguments that your program must supply. We also use italics when we refer to words as words or letters as letters, as in the following: Enter the letter <i>O</i> .
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.
“ ” (quotation marks)	Indicate chapter titles in cross-references and words that are used differently from their intended meanings.

Typographical Convention or Visual Cue	Description
... (ellipses)	Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax.
{ } (curly braces)	Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe ().
[] (square brackets)	Indicate optional items in PeopleCode syntax.
& (ampersand)	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

Address Book Number

Enter a unique number that identifies the master record for the entity. An address book number can be the identifier for a customer, supplier, company, employee, applicant, participant, tenant, location, and so on. Depending on the application, the field on the form might refer to the address book number as the customer number, supplier number, or company number, employee or applicant id, participant number, and so on.

As If Currency Code	Enter the three-character code to specify the currency that you want to use to view transaction amounts. This code allows you to view the transaction amounts as if they were entered in the specified currency rather than the foreign or domestic currency that was used when the transaction was originally entered.
Batch Number	Displays a number that identifies a group of transactions to be processed by the system. On entry forms, you can assign the batch number or the system can assign it through the Next Numbers program (P0002).
Batch Date	Enter the date in which a batch is created. If you leave this field blank, the system supplies the system date as the batch date.
Batch Status	Displays a code from user-defined code (UDC) table 98/IC that indicates the posting status of a batch. Values are: <i>Blank:</i> Batch is unposted and pending approval. <i>A:</i> The batch is approved for posting, has no errors and is in balance, but it has not yet been posted. <i>D:</i> The batch posted successfully. <i>E:</i> The batch is in error. You must correct the batch before it can post. <i>P:</i> The system is in the process of posting the batch. The batch is unavailable until the posting process is complete. If errors occur during the post, the batch status changes to E. <i>U:</i> The batch is temporarily unavailable because someone is working with it, or the batch appears to be in use because a power failure occurred while the batch was open.
Branch/Plant	Enter a code that identifies a separate entity as a warehouse location, job, project, work center, branch, or plant in which distribution and manufacturing activities occur. In some systems, this is called a business unit.
Business Unit	Enter the alphanumeric code that identifies a separate entity within a business for which you want to track costs. In some systems, this is called a branch/plant.
Category Code	Enter the code that represents a specific category code. Category codes are user-defined codes that you customize to handle the tracking and reporting requirements of your organization.
Company	Enter a code that identifies a specific organization, fund, or other reporting entity. The company code must already exist in the F0010 table and must identify a reporting entity that has a complete balance sheet.
Currency Code	Enter the three-character code that represents the currency of the transaction. PeopleSoft EnterpriseOne provides currency codes that are recognized by the International Organization for Standardization (ISO). The system stores currency codes in the F0013 table.
Document Company	Enter the company number associated with the document. This number, used in conjunction with the document number, document type, and general ledger date, uniquely identifies an original document. If you assign next numbers by company and fiscal year, the system uses the document company to retrieve the correct next number for that company.

If two or more original documents have the same document number and document type, you can use the document company to display the document that you want.

Document Number

Displays a number that identifies the original document, which can be a voucher, invoice, journal entry, or time sheet, and so on. On entry forms, you can assign the original document number or the system can assign it through the Next Numbers program.

Document Type

Enter the two-character UDC, from UDC table 00/DT, that identifies the origin and purpose of the transaction, such as a voucher, invoice, journal entry, or time sheet. PeopleSoft EnterpriseOne reserves these prefixes for the document types indicated:

P: Accounts payable documents.

R: Accounts receivable documents.

T: Time and pay documents.

I: Inventory documents.

O: Purchase order documents.

S: Sales order documents.

Effective Date

Enter the date on which an address, item, transaction, or record becomes active. The meaning of this field differs, depending on the program. For example, the effective date can represent any of these dates:

- The date on which a change of address becomes effective.
- The date on which a lease becomes effective.
- The date on which a price becomes effective.
- The date on which the currency exchange rate becomes effective.
- The date on which a tax rate becomes effective.

Fiscal Period and Fiscal Year

Enter a number that identifies the general ledger period and year. For many programs, you can leave these fields blank to use the current fiscal period and year defined in the Company Names & Number program (P0010).

G/L Date (general ledger date)

Enter the date that identifies the financial period to which a transaction will be posted. The system compares the date that you enter on the transaction to the fiscal date pattern assigned to the company to retrieve the appropriate fiscal period number and year, as well as to perform date validations.

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting Preface

This preface discusses:

- PeopleSoft products
- PeopleSoft applications fundamentals

PeopleSoft Product

This PeopleBook refers to the following PeopleSoft product: PeopleSoft EnterpriseOne Real Estate Management.

PeopleSoft Application Fundamentals

Additional, essential information describing the setup and design of the system appears in a companion volume of documentation called *PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 PeopleBook*.

See Also

PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 PeopleBook, “PeopleSoft EnterpriseOne Financial Fundamentals Solutions Preface”

CHAPTER 1

Getting Started With PeopleSoft EnterpriseOne Advanced Real Estate Forecasting

This chapter discusses:

- PeopleSoft EnterpriseOne Advanced Real Estate Forecasting overview.
- PeopleSoft EnterpriseOne Advanced Real Estate Forecasting integrations.
- PeopleSoft EnterpriseOne Advanced Real Estate Forecasting implementation.

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting Overview

You use PeopleSoft EnterpriseOne Advanced Real Estate Forecasting in conjunction with PeopleSoft EnterpriseOne Real Estate Management to forecast budget amounts for the accounts that you specify. Because PeopleSoft EnterpriseOne Advanced Real Estate Forecasting uses the information that is set up in PeopleSoft EnterpriseOne Real Estate Management, you cannot use PeopleSoft EnterpriseOne Advanced Real Estate Forecasting unless you have PeopleSoft EnterpriseOne Real Estate Management.

With PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, you can generate a forecast for up to 15 years in the future. When units are leased, the system retrieves revenue amounts directly from PeopleSoft EnterpriseOne Real Estate Management. When units are vacant, the system uses the assumption rules that you assign to the unit in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting to calculate revenue amounts.

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting can generate forecasted amounts for:

- Revenue (rent and nonrent).
- Expense participation.
- Sales overage.
- Management fees.
- Capital expenditures, expenses, and any other account that you specify.

To forecast revenue amounts, the system multiplies the area of the unit by the market rate that you specify, which is an amount per square foot, and then applies an annual growth pattern that you specify. The growth pattern can be an annual amount, percentage, or amount per square foot. To forecast capital expenditure amounts or amounts associated with other accounts, the system applies a growth pattern to beginning balances that you retrieve from the Account Balances table (F0902).

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting is fully integrated with these features of PeopleSoft EnterpriseOne Real Estate Management:

- Unit master

- Recurring billing
- Sales overage
- Expense participation
- Management fees

If information is set up in PeopleSoft EnterpriseOne Real Estate Management for the dates used to generate a forecast, the system uses that information as the basis for calculating the budget amounts. Otherwise, the system uses the information in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

You set up the components and rules that the system uses to generate a budget by building and revision number. Using a revision number enables you to generate multiple budgets for the same building and units that you can use to perform what-if analyses. The system provides a building constants program, which enables you to specify default rules to use, so that you need only set up unit master information when the rules differ.

After you generate the budget amounts for the accounts specified, you can revise them and lock the accounts to prevent future updates. To determine how the system calculated specific budget amounts, you can run an audit report. The audit report prints the source of the information that the system used or the formulas for each calculation. When you are satisfied with the budget results, you can copy them to the F0902 table to be incorporated with budgets from other systems.

You set up information in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting by property or building and revision number. After you set up the information for one revision number, you can easily copy the setup information to another revision number, and then revise that information as necessary.

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting Integrations

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting integrates with these EnterpriseOne systems:

- PeopleSoft EnterpriseOne Real Estate Management
- PeopleSoft EnterpriseOne General Ledger

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting works with other PeopleSoft EnterpriseOne systems to ensure that all information is fully integrated into the general ledger. We discuss integration considerations in the implementation chapters in this PeopleBook. Supplemental information about third-party application integrations is located on the PeopleSoft Customer Connection website.

PeopleSoft EnterpriseOne Real Estate Management

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting uses information from PeopleSoft EnterpriseOne Real Estate Management for budget processing including, leases, expense participation information, and sales overage information.

PeopleSoft EnterpriseOne General Ledger

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting uses the account information that is set up in PeopleSoft EnterpriseOne General Ledger to define the accounts to use for budgets. The system generates budget records in the F0902 table.

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting Implementation

This section provides an overview of the steps that are required to implement PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

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

Global Implementation Steps

This table lists the implementation steps for PeopleSoft EnterpriseOne Advanced Real Estate Forecasting:

Step	Reference
1. Set up companies, fiscal date patterns, and business units.	<i>PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 PeopleBook</i> , “Setting Up an Organization”
2. Set up accounts and the chart of accounts.	<i>PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 PeopleBook</i> , “Setting Up Accounts”
3. Set up the PeopleSoft EnterpriseOne General Ledger constants.	<i>PeopleSoft EnterpriseOne General Accounting 8.11 PeopleBook</i> , “Setting Up the General Accounting System,” Setting Up Constants for General Accounting
4. Set up multicurrency processing, including currency codes and exchange rates.	<i>PeopleSoft EnterpriseOne General Accounting 8.11 PeopleBook</i> , “Setting Up the General Accounting System”
5. Set up ledger type rules.	<i>PeopleSoft EnterpriseOne General Accounting 8.11 PeopleBook</i> , “Setting Up the General Accounting System,” Setting Up Ledger Types for General Accounting
6. Enter address book records.	<i>PeopleSoft EnterpriseOne Address Book 8.11 PeopleBook</i> , “Entering Address Book Records”

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting Implementation Steps

This table lists the core implementation steps for PeopleSoft EnterpriseOne Advanced Real Estate Forecasting:

Step	Reference
1. Upload the unit master information from PeopleSoft EnterpriseOne Real Estate Management.	Chapter 2, “Uploading Unit Master Information from PeopleSoft EnterpriseOne Real Estate Management,” page 5
2. Set up user-defined codes, growth patterns, recurring bill code rules, building constants, expense participation rules (optional), and sales overage rules (optional).	Chapter 3, “Setting Up PeopleSoft EnterpriseOne Advanced Real Estate Forecasting,” page 9

Step	Reference
3. Set up assumption header information and assumption detail information.	<u>Chapter 4, “Setting Up Unit Assumptions,” page 47</u>
4. Set up unit master information.	<u>Chapter 5, “Setting Up Unit Master Information,” page 71</u>
5. Set up base account definitions.	<u>Chapter 6, “Setting Up Base Account Definition Information,” page 85</u>

CHAPTER 2

Uploading Unit Master Information from PeopleSoft EnterpriseOne Real Estate Management

This chapter provides an overview of the upload process for units from PeopleSoft EnterpriseOne Real Estate Management and discusses how to:

- Run the AREF Load Unit Master program.
- Set processing options for the AREF Load Unit Master program.

Understanding the Upload Process for Units

You set up information in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting by property or building and revision number.

Before you can perform the setup requirements for using PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, you must first copy the unit information from PeopleSoft EnterpriseOne Real Estate Management.

When you run the AREF Load Unit Master program (R15L1012), you assign the revision number that you want to use for the forecast information, and the system copies unit information such as areas and dates, as well as the associated lease if one exists, from these tables for the revision number that you specify:

- Unit Master (F1507)
- Floor Master (F1506)
- Area Master (F1514)
- Lease Master Header (F1501B)
- Lease Master Detail (F15017)

The system uses this information to update the AREF Unit Master table (F15L101).

Note. The load start date that you enter in the processing options must be the same as or after the start lease date or the system does not update the Lease Number, Tenant, Name, or Start Date and Lease End Date fields on the unit in the PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

For leased units, the system retrieves the revenue amounts (both rent and nonrent) from the recurring billing information that is set up in PeopleSoft EnterpriseOne Real Estate Management. If recurring billing information does not exist, the system forecasts revenue based on the unit assumption rules from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. Similarly, the system uses the information that is set up for expense participation and sales overage in PeopleSoft EnterpriseOne Real Estate Management before it uses the information that is set up in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. The system automatically copies report code values from PeopleSoft EnterpriseOne Real Estate Management, if they exist, when the unit is uploaded.

Depending on whether you want to maintain integrity between the two systems, you can rerun the Load AREF Unit Master program as often as necessary. The system updates the F15L101 table with changes made in PeopleSoft EnterpriseOne Real Estate Management. To bypass updating unit information in the F15L101 table, you can lock the unit record. The system does not update unit information on locked unit records.

Note. You can update unit information in one direction only, from PeopleSoft EnterpriseOne Real Estate Management to PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

Processing options also enable you to select whether to retain or delete unlocked units that have been reabsorbed, as well as clear any assumption rules that have been previously assigned to units. You can run the Load AREF Unit Master program in proof or final mode. In proof mode, the system generates a report that you can review to ensure that the correct units have been selected for update. In final mode, the system updates the F15L101 table and prints a report. The report lists the units that were added and updated for each building as well as provides totals for all buildings.

After you set up the information for one revision number, you can easily copy the setup information to another revision number, and then revise that information as necessary.

Note. At least one unit must exist for the revision number that you want to assign to the growth pattern. If you do not upload units, you must create a unit manually before you can set up the system.

See Also

Chapter 5, “Setting Up Unit Master Information,” page 71

Running the AREF Load Unit Master Program

Select AREF Setup (G15L412), AREF Load Unit Master.

Setting Processing Options for the Load AREF Unit Master Program (R15L1012)

These processing options are used to specify default values and process parameters for uploading units from PeopleSoft EnterpriseOne Real Estate Management to PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Use these processing option to specify default values for the usable and sales area types, the revision number to assign, and the start date to use to retrieve the unit master records.

1. Useable Area Type Designation

Specify the area type that the system uses to retrieve the billable usable area from the F1514 table.

The system assigns the area value to the Useable Area (USEA) field in the F15L101 table. If the area type that you specify does not exist in the F1514 table, the system does not update the USEA field in the F15L101 table.

Refer to UDC 15/AR. If you leave this processing option blank, the system uses the area type specified in the Rentable Area Type (RNAT) field of the Real Estate Management Constants table (F1510B) to retrieve the area value.

Blank: Rentable

2. Sales Area Type Designation

Specify the area type that the system uses to retrieve the sales usable area from the F1514 table.

Specify the area type to use to retrieve the area value from the F1514 table. The system assigns the area value to the Sales Area (SUSA) field in the F15L101 table. If the area type that you specify does not exist in the F1514 table, the system does not update the SUSA field in the F15L101 table.

Refer to UDC 15/AR. If you leave this processing option blank, the system uses the rentable area type defined in the F1510B table.

Blank: Rentable

3. Revision Number

Assign a revision number to units that you add to the F15L101 table.

If you leave this processing option blank, the system assigns 0 as the revision number.

4. Load Start Date

Specify the date that should be used to determine if an active lease is attached to a unit when loading the AREF unit master.

If left blank, the system date is used.

Warning! Since assumption information is retained when reloading the unit master for building and revision, running the unit load for different dates for the same building and revision may result in incorrect assumption assignment for a unit.

Process

Use these processing options to specify whether to delete reabsorbed units, retain unit assumption information on units previously uploaded, and whether to run the program in proof or final mode.

1. Reabsorbed Units

Specify whether or not unlocked reabsorbed units should be deleted when the original unit is reloaded into the AREF Unit Master and the report is run in final mode.

If the lock flag on the original unit or the reabsorbed unit is set to *Y*, the reabsorbed unit is not deleted regardless of the setting. Values are:

Blank: Delete unlocked reabsorbed units.

If this field is blank (default), unlocked reabsorbed units are deleted if the original unit is unlocked.

I: Do not delete reabsorbed units.

If set to *I*, the reabsorbed unit is retained.

2. AREF Assumption Information

Specify whether or not AREF assumption information should be cleared on an unlocked record when the unit is reloaded to the AREF Unit Master.

If the lock flag is set to *Y*, the record is not updated regardless of the setting. Values are:

Blank: Retain the unit assumption information.

If this field is blank, (default), the AREF assumptions are retained and only lease information is updated.

The system updates lease information only.

I: Clear the assumption information.

If set to *I*, all AREF assumption information is cleared.

3. Proof Or Final Mode

Specify proof or final mode when you run the Load AREF Unit Master batch program (R15L1012). Values are:

Blank: Run the report in proof mode.

If you run the program in proof mode, the system generates a report, but does not update units in the F15L101 table.

I: Run the report in final mode.

If you run the report in final mode, the system generates a report and updates the units in the F15L101 table.

Print

Specify whether to print a summarized or detailed version of the report that the system generates.

1. Summary or Detail

Specify whether the system prints the report in summary or detail mode when you run the Load AREF Unit Master program (R15L1012). Values are:

Blank: Print the summary report

I: Print the detail report

CHAPTER 3

Setting Up PeopleSoft EnterpriseOne Advanced Real Estate Forecasting

This chapter provides an overview of setting up PeopleSoft EnterpriseOne Advanced Real Estate Forecasting and discusses how to:

- Set up user-defined codes
- Set up growth patterns
- Set up recurring bill code rules
- Set up building constants
- Set up expense participation rules (optional)
- Set up sales overage rules (optional)

Understanding the Setup Requirements for PeopleSoft EnterpriseOne Advanced Real Estate Forecasting

After you upload units from PeopleSoft EnterpriseOne Real Estate Management to generate a revision number, you can perform the setup tasks. Except for user-defined codes, you set up PeopleSoft EnterpriseOne Advanced Real Estate Forecasting by revision number and either building or property number. For each new revision that you want to generate, you must also generate the setup information for that revision, which includes: Growth patterns, recurring bill code rules, building constants, and unit assumptions.

Revisions enable you to compare different budget and forecasting methods using different setup information. The revision number serves as the audit trail for reviewing budgets and forecasts.

Prerequisite

Before you complete the tasks in this section upload or add the units for the revision number that you want to use to set up the system.

Setting Up User-Defined Codes

Many fields in the programs for PeopleSoft EnterpriseOne Advanced Real Estate Forecasting accept only user-defined code (UDC) values. The system does not accept user-defined codes that are not defined in a user-defined code table. Some user-defined codes are hard coded and should not be changed. Some user-defined codes contain a special handling code to direct the system to perform a specific function.

This table lists the user-defined codes for PeopleSoft EnterpriseOne Advanced Real Estate Forecasting and provides you with detailed information about whether new codes can be added and existing codes modified, as well as how the codes are used in the program:

User-Defined Code	Description
Expense Participation Unit Type (15/EU)	These codes are used to classify units for the different levels in which the tenants participate in expenses. For example, you can set up a rule to omit the area of specific units from the expense participation calculation based on the unit type. If you forecast budgets for expense participation, you might need to assign the unit an expense participation unit type.
Allowed Budget Ledger Type (15L/TL)	These codes represent the budget ledger types that you assign to the budget records that the system generates. The system validates the budget ledger type that you assign to the budget records against the values in this UDC table. Not only must you set up the budget ledger type in this table, but you must also set it up in UDC 09/LT. Otherwise, the system cannot generate the forecasted budget records in the F0902 table.
Report Codes 1-5 (15L/01-05)	These codes are used to organize information such as buildings, units, and leases for reporting purposes. For example, you might want to report on leases that are in a specific geographical area, or report on units that have common features.
No Growth Posting Edit Codes (15L/PC)	These codes are used to designate the accounts to which a growth pattern code should <i>not</i> be assigned when the accounts are retrieved during the account definition process. The system does not assign a growth pattern code to accounts that are assigned a posting edit code that matches a value that is set up in this UDC table. The code for N is hard coded to prevent the system from calculating budget amounts for non-posting accounts. The code that you set up must exist as a posting edit code in UDC H00/PE or it is not valid.

Setting Up Growth Patterns

This section provides an overview of growth pattern information and discusses how to:

- Set the processing options for AREF Growth Patterns.
- Add growth patterns.

Understanding Growth Pattern Information

You use growth patterns to set up the amount or percent of increase that you want the system to apply to the recurring billing amounts, if they exist, or to the balance of other accounts that you specify during the account definition process when the system calculates the budget amounts.

The system uses growth pattern types, which are hard-coded user-defined codes (15L/GT), to determine whether the growth amounts that you enter represent a fixed amount, a percentage, or an amount per square foot. For example, if you enter 1.00 in the Year 01 field of the growth pattern, depending on the growth pattern type the system:

- Adds 1 to the account balance, if you use a growth pattern type of FX (fixed amount).
- Multiplies the account balance by 1.01 percent, which is equivalent to multiplying the account balance by one percent and adds that result to the account balance, if you use a growth pattern type of PC (percentage).
- Multiplies the area of the unit (represented in square feet) by 1 and adds that result to the account balance if you use a growth pattern type of SF (square foot)

You can specify different annual growth amounts (or percentages, or amounts per square foot) for each growth pattern for as many as 15 years. The system compounds the growth amounts that you enter for each year. For example, if you enter a percentage growth pattern type and specify 1.0 in Year 01 and 2.0 in Year 02, the system multiplies the account balance by 1.01 percent the first year, and then multiplies that resulting amount by 1.02 percent the following year (for a total of 3.02 percent).

You set up growth patterns by building and revision number and then use them as part of the assumption rule, which is also set up by building and revision number, that you assign to each unit for which you want to calculate a budget amount. You also assign growth patterns to detail assumptions, recurring bill code rules, sales overage rules, and expense participation rules.

Note. You cannot set up growth patterns for revision numbers for which you do not have units uploaded or created. For example, you cannot enter a growth pattern for revision number 7 if you do not have any units for revision number 7.

Growth pattern information is stored in the AREF Growth Pattern File table (F15L105).

Form Used to Set Up AREF Growth Patterns

Form Name	Form ID	Navigation	Usage
AREF Growth Pattern Revisions	W15L105B	AREF Setup (G15L412), AREF Growth Patterns. Click Add on the Work with Growth Patterns form.	Set up the growth patterns to use for the building and revision number.

Setting Processing Options for the AREF Growth Patterns Program (P15L105)

Use these processing options to specify the default values for the fields that appear on the form.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Use these processing options to specify the default growth pattern type and the default growth rate to assign to each budget year.

- | | |
|---|---|
| 1. Default Growth Pattern Type | Specify the growth pattern type from UDC 15L/GT that the system uses when you add new growth patterns. Values are:

Blank: The system does not assign a default growth pattern type.
<i>FX</i> : Fixed amount.
<i>PC</i> : Percentage.
<i>SF</i> : Amount per square foot. |
| 2. Default Growth Rates
Value Year 01– Value Year 15 | Specify a value representing an anticipated growth rate for the year.

It can be defined as a currency, percentage, or per square foot amount and the growth pattern type determines the type of the amount. |

Adding Growth Patterns

Access the AREF Growth Pattern Revisions form:

AREF Growth Patterns - AREF Growth Pattern Revisions			
OK Cancel Tools			
Building	MFW	<i>Mechanical Filter Work Shop</i>	
Growth Pattern	FIXED	Retail Properties - Fixed	
Growth Pattern Type	FX	<i>Fixed Amount</i>	
Revision Number	1		
Amounts			
Year 01	1,800.00	Year 09	2,500.00
Year 02	2,000.00	Year 10	2,500.00
Year 03	2,000.00	Year 11	2,700.00
Year 04	2,200.00	Year 12	2,700.00
Year 05	2,200.00	Year 13	2,800.00
Year 06	2,400.00	Year 14	2,800.00
Year 07	2,400.00	Year 15	3,000.00
Year 08	2,400.00		
Reporting Codes			
AREF Report Code 01		.	
AREF Report Code 02		.	
AREF Report Code 03		.	
AREF Report Code 04		.	
AREF Report Code 05		.	

AREF Growth Pattern Revisions form

Building

Specify an alphanumeric code that identifies a separate entity within a business for which you want to track costs.

For example, a business unit might be a warehouse location, job, project, work center, branch, or plant.

You can assign a business unit to a document, entity, or person for purposes of responsibility reporting.

For example, the system provides reports of open accounts payable and accounts receivable by business unit to track equipment by responsible department.

Business unit security might prevent you from viewing information about business units for which you have no authority.

Growth Pattern

Specify a defined growth pattern.

Growth patterns are used to anticipate increasing amounts for lease revenue and expenses based on several market factors, including:

- Square feet

- Flat amount
- Percentage amount
- Specified number of years

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting account definition provides starting values that increase by the growth pattern assigned to the building.

You may add a descriptive statement of up to 50 characters in length.

Growth Pattern Type

Specify a user-defined code (15L/GT) that identifies the amount type for the associated growth pattern in the Year 01 through Year 15 fields as amounts, percentages, or amounts per square foot.

We have defined these amount types and they should not be changed. Values are:

FX: Fixed amount

PC: Percentage amount

SF: Amount per square foot

Revision Number

Specify a unique budget revision.

You store multiple revisions of information you set up and calculated budget information within the system. The system stores each what-if scenario according to the budget revision number you assign.

Year 01– Year 15

Specify the growth rate that you anticipate for the given year.

This value can be defined as a currency, a percentage, or an amount per square foot.

AREF Report Code 01– AREF Report Code 05

Specify a user-defined code (15L/01) that you use to meet the needs of the organization.

For example, you might use this field to set up reporting codes for specific regions of the country. Use this value for reporting purposes only.

Setting Up Recurring Bill Code Rules

This section provides an overview of recurring bill code rules and discusses how to:

- Set the processing options for AREF Recurring Bill Code Rules.
- Add recurring bill code rules.

Understanding Recurring Bill Code Rules

You use recurring bill code rules to specify the bill codes to use to retrieve the corresponding revenue amounts from the recurring billing information that is set up in PeopleSoft EnterpriseOne Real Estate Management for units associated with a lease. You also use recurring bill code rules to designate which bill codes you use for rent. The system calculates the forecasted revenue amounts differently for rent bill codes than it does for nonrent bill codes:

- For rent bill codes, the system uses only the amounts from the recurring billing information to forecast revenue amounts for the term of the lease.
- For nonrent bill codes, the system retrieves the amounts from recurring billing and applies the corresponding growth pattern from the recurring bill code rule.

Note. The system uses the result from the first year as the base amount to which it applies the growth pattern for the second year. The system continues compounding the amounts for each subsequent year for which the budget is forecast.

The system updates the amount to the account that is set up in the automatic accounting instruction (AAI) that corresponds to the bill code when you run the AREF Budget Calculation program (R15L1091).

After the lease expires, the system uses the assumption rules that are assigned to the unit.

You set up recurring bill code rules using the AREF Recurring Bill Code Rules program (P15L106). After you set up the rules, you assign them to each unit or to the building constant record. The system stores recurring bill code rules in the AREF Recurring Bill Code Rules Header (F15L106) and AREF Recurring Bill Code Rules Detail (F15L116) tables.

Example: Budget Calculation for Nonrent Bill Codes

The example shows how the system uses the recurring bill code rule to calculate the forecasted budget for the nonrent revenue accounts specified:

Recurring Bill Code Rule

This example assumes that the recurring bill code was set up according to the table:

Bill Code	Growth Pattern	Account	Recurring Billing Amount
TXIN	Fixed	5320	1,700
UTIL	Percent	5330	2,300

Growth Patterns

The example assumes that the growth pattern was set up according to the table:

Growth Pattern Name	Year	Amount or Percent
Fixed	01	1,000
Fixed	02	2,000
Fixed	03	3,000
Percent	01	1.00
Percent	02	2.00
Percent	03	3.00

Term of Lease: 36 months (3 years)

Calculation for TXIN:

$$1,700 \times 12 = 20,400 \text{ (annual amount)}$$

$$20,400 + 1,000 = 21,400 / 12 = 1,783.33 \text{ (forecasted amount for each period in year 1)}$$

$$21,400 + 2,000 = 23,400 / 12 = 1,950 \text{ (forecasted amount for each period in year 2)}$$

$$23,400 + 3,000 = 26,400 / 12 = 2,200 \text{ (forecasted amount for each period in year 3)}$$

The system updates account 5320 in the AREF Budget Results table (F15L109) with the forecasted amount for each period of each year for which the budget is forecast while the lease is effective.

Calculation for UTIL:

$$2,300 \times 12 = 27,600 \text{ (annual amount)}$$

$$27,600 \times 1.01 = 27,876 / 12 = 2,323 \text{ (forecasted amount for each period in year 1)}$$

$$27,876 \times 1.02 = 28,433.52 / 12 = 2,369.46 \text{ (forecasted amount for each period in year 2)}$$

$$28,433.52 \times 1.03 = 29,286.53 / 12 = 2,440.54 \text{ (forecasted amount for each period in year 3)}$$

The system updates account 5330 in the F15L109 table with the forecasted amount for each period of each year for which the budget is forecast while the lease is effective.

Form Used to Set Up Recurring Bill Code Rules

Form Name	Form ID	Navigation	Usage
AREF Recurring Bill Code Rule Revisions	W15L106B	AREF Setup (G15L412), AREF Recurring Bill Code Rules. Click Add on the Work with Recurring Billing Rules form.	Set up recurring bill code rules for the building and revision number.

Setting Processing Options for the AREF Recurring Bill Code Rules Program (P15L106)

Use these processing options to specify the field values to retain when adding multiple recurring bill code rules, as well as the default version to use when you select programs from the Row or Form menus.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Use these processing options to specify whether to retain values entered in specific fields when adding multiple records.

- 1. Retain Values After Add** Specify whether the system retains the values entered in the Building, Revision Number, and report code fields on the AREF Recurring Bill Code Revisions form after you add a new recurring bill code rule. Values are:

Blank: Do not retain previous values.

I: Retain previous values.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

- | | |
|---|---|
| 1. AAI (P0012) | Specify the version of the Automatic Accounting Instructions program (P0012) to use when the program is accessed from the Form menu.
Blank: ZJDE0015 |
| 2. Bill Code (P1512) | Specify the version of the Bill Codes/Adjustment Reasons program (P1512) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |
| 3. Unit Assumptions (P15L102) | Specify the version of the AREF Unit Assumptions program (P15L102) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |
| 4. Recurring Billing Information (P1502) | Specify the version of the Recurring Billings Revisions program (P1502) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |

Adding Recurring Bill Code Rules

Access the AREF Recurring Bill Code Rule Revisions form:

AREF Recurring Bill Code Rules - AREF Recurring Bill Code Rule Revisions

OK Delete Cancel Form Row Tools

Recurring Bill Code Rule Info Report Codes

Building *Property Management Company*

Revision Number

Recurring Bill Code Rule

Description

Records 1 - 3

☐	☐	Bill Code	Description	Rent Flag	Growth Pattern	Description
☐		RPKG	Regular Rent - Parking	0		
☐		RRTL	Regular Rent - Retail	1		
☐						

AREF Recurring Bill Code Rule Revisions form

Recurring Bill Code Rule Enter a user-defined, 10-character field that specifies the bill code rule.

Setting Up Building Constants

This section provides an overview of building constants and discusses how to:

- Set the processing options for AREF Building Constants.
- Add building constants information.

Understanding Building Constants Information

If you apply the same set of rules to the majority of the units in a building for which you generate a forecasted budget, you can expedite the setup process by adding building constant records. You can add the record for each building or for the property. If the business unit has an associated property, the system uses the building constants record that is set up for the property if it cannot locate a building constant record for the building. You set up building constants by building (business unit) and revision number to establish the default rules to use to calculate the budgets for units that do not have assumptions (rules) assigned to them. If the unit has assumptions assigned to it, the system uses them and ignores the building constant.

In addition to the default assumptions that you can set up, you can also use building constants to set up the parameters to calculate management fees, such as the rate, amount limits, and bill codes. The system uses the revenue bill code that you specify to retrieve the amount to which it applies the rate, and then updates the result to the account specified by the resulting bill code. If you have revenue fee information set up in PeopleSoft EnterpriseOne Real Estate Management, an option enables you to use those rules, if desired. You can also specify an account association code to use to report bad debt.

The building constants program also enables you to enter information about the building, such as the purchase price, discount percentage, selling cost percentage, and so forth, that the system uses to calculate NPV (net present value) and IRR (internal rate of return) when you run the AREF Valuation Report (R15L111).

If you have more than one building for which you want to use building constants, you can copy an existing record. You can add, modify, and delete building constant records, as necessary.

Note. You cannot set up a default constant to use for all buildings and revisions.

After you set up building constant records, you can update them globally by setting up and using a building constant model.

The system stores building constants in the AREF Building Constants table (F15L100).

See Also

[Chapter 11, “Revising Building Constants Using Models,” page 125](#)

[Chapter 10, “Working with Budget Forecasts,” Setting Up Account Association Information, page 115](#)

Forms Used to Add Building Constants Information

Form Name	Form ID	Navigation	Usage
Work With AREF Building Constants	W15L100A	AREF Setup (G15L412), AREF Building Constants.	Locate and select building constant records.
AREF Building Constants Revisions	W15L100B	Click Add on the Work With AREF Building Constants form.	Set up the building constants by building and revision number to use as default information.

Setting the Processing Options for AREF Building Constants (P15L100)

Use these processing options to specify default values and to provide the rules to use for setting up building constant records.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Retain Values After Add Specify whether the system retains values in certain fields from the previously added record.

The fields that the system retains include:

- Budget Revision

- Assumption Rule
- E.P. Rule
- Sales Overage Rule
- Growth Pattern
- Assumption Action

Values are:

Blank: Do not retain previous values.

I: Retain previous values.

2. Assumption Action

Specify the default assumption action that should be used when the building constants defaults are used in the AREF Budget Calculation (R15L1091).

The assumption action is a required entry field for the building constants. If you leave this processing option blank, you must assign the assumption action manually. Refer to UDC 15L/UA.

3. Replace Data When Copying Models

Specify whether to override the existing data for records in the F15L100 table when copying data to this table from the AREF Building Constants Models table (F15L1001). Values are:

Blank: Do not override existing data.

If set to not override existing data, values for the model record are only copied to unpopulated fields in the AREF Building Constants table. Populated fields in the F15L100 table are retained.

I: Override existing data.

If set to override existing data, all values for the model record are copied from the F15L1001 table to the selected records in the F15L100 table.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

1. Assumption Revisions (P15L102)

Specify the version of the AREF Unit Assumptions program (P15L102) that the system uses when you choose Assumption Revisions from the Form menu.

Blank: ZJDE0001

2. EP Rules Revisions (P15L104)

Specify the version of the AREF E.P. Rules program (P15L104) that the system uses when you choose EP Rules Revisions from the Form menu.

Blank: ZJDE0001

3. Sales Overage Revisions (P15L103)

Specify the version of the AREF Sales Overage Rules program (P15L103) that the system uses when you choose Sales Overage from the Form menu.

Blank: ZJDE0001

4. Growth Pattern Revisions (P15L105)

Specify the version of the AREF Growth Patterns program (P15L105) that the system uses when you choose Growth Patterns from the Form menu.

Blank: ZJDE0001

5. Building Constants Models (P15L1001)

Specify the version of the AREF Building Constants Models program (P15L1001) that the system uses when you choose Add Models from the Form Exit of the Work With AREF Building Constants form.

Blank: ZJDE0001

6. Recurring Bill Code Rules Revisions (P15L106)

Specify the version of the Recurring Bill Code Rules program (P15L106) that the system uses when you choose Recurring Bill Code Rules from the Form menu.

Blank: ZJDE0001

Adding Building Constants Information

Access the AREF Building Constants Revisions form:

AREF Building Constants - AREF Building Constants Revisions

OK Cancel Form Tools

Defaults NPV and IRR

Building *Atrium Mall*

Revision Number

Default Rules

Assumption Rule *base*

E.P. Rule

Sales Overage Rule

Recurring Bill Code Rule *RB Rule 1*

Growth Pattern *fix*

Assumption Action *New*

Management Fee

☐ Use Existing RE Rules

Rev Bill Code Fee Rate Minimum Amount

Results Bill Code Maximum Amount

Bad Debt/Credit Loss

Account Association Code Percentage

AREF Building Constants Revisions form

Assumption Action

Enter a user-defined code (15L/UA) that specifies whether the assumption rule applies to the new or renewal market rate, or a blend of the two, when used by the system to forecast the budget amounts. Values are:

N: New

R: Renewal

B: Market blend

We have defined these assumption actions and they should not be changed.

The system uses the values from the Market Rate New (NWMK), Market Rate Renewal (RNMK), and Renewal Probability Percent (RPPC) fields on the unit assumption in this formula to determine the value for the market blend:

$$\{[(100) - (\text{prob percent}) / 100] * \text{new}\} + \{[(\text{prob percent}) / (100)] * \text{renew}\}$$

For example, if the new market rate is 10, the renewal market rate is 8, and the renewal probability percent is 60, the system calculates the blend rate as 8.8:

$$\{[(100 - 60) / 100] * \text{new}\} + (60 / 100) * 8 = 8.8$$

Use Existing RE Rules

Use this flag to identify what management fee rule to use when calculating PeopleSoft EnterpriseOne Advanced Real Estate Forecasting (AREF) budgets.

If you select the check box, the system uses the information that is set up in the Management Fee Master table (F1505B) for the business unit only (not the lease) in PeopleSoft EnterpriseOne Real Estate Management. The system disables the fields in the Management Fee portion of the form.

If you do not select the check box, the system uses the information that is set up in the Management Fee group box on the form.

Rev Bill Code

Enter a code that determines the trade account that the system uses as the offset when you post invoices or vouchers.

The system concatenates the value that you enter to the AAI item RC (for Accounts Receivable) or PC (for Accounts Payable) to locate the trade account.

For example, if you enter TRAD, the system searches for the AAI item RCTRAD (for receivables) or PCTRAD (for payables). You can assign up to four alphanumeric characters to represent the G/L offset or you can assign the three-character currency code (if you enter transactions in a multicurrency environment). You must, however, set up the corresponding AAI item for the system to use; otherwise, the system ignores the G/L offset and uses the account that is set up for PC or RC for the company specified.

If you set up a default value in the G/L Offset field of the customer or supplier record, the system uses the value during transaction entry unless you override it.

Note. Do not use code 9999. It is reserved for the post program and indicates that offsets should not be created.

Fee Rate

Enter a rate for an administration fee.

It is expressed as a decimal. For example, you would enter .05 for a 5 percent rate.

Minimum

Enter the minimum amount for revenue fees.

If the fees calculated are less than the minimum amount, the minimum amount is invoiced or vouchered. If the fees calculated are greater than the minimum amount, the calculated fees are invoiced or vouchered.

Results Bill Code

Enter the general ledger offset, or billing/receipt code for invoices that are automatically generated for revenue fees.

Maximum

Enter the maximum amount for revenue fees.

If the fees calculated are greater than the maximum amount, the maximum amount is invoiced or vouchered. If the fees calculated are less than the maximum amount, the calculated amount is invoiced or vouchered.

Account Association Code	Enter the EA code used to specify a group of account numbers that the system uses when you run the AREF Account Association program (P15L120). You use the AREF Account Association code to group certain types of income or expenses that you cannot group with AAIs. The system refers to the AREF Account Association code that is assigned to a group of accounts for calculation and reporting purposes.
Percentage	Enter the percentage of the account balances represented by the account association code that you entered for bad debt. To derive a value of bad debt for the building, the system multiplies the sum of the account balances by the percentage that you specify. The system uses this information only when you generate the AREF Input Assumptions report (R15L005). Enter the percentage in a decimal format. For example, enter .01 to specify 1 percent.
Initial Purchase Price	Enter a number that specifies the initial purchase amount of the associated building. The initial purchase price is one of several building constants that the system uses to calculate the building budget.
Cap Rate Percent	Enter a number that specifies the cap rate percent. You enter the cap rate percent when you run the Valuation Report (R15L111) program. The cap rate percent is used in the calculation of the building's sales price and net proceeds from the sale of the building. The system calculates stabilized Net Operating Income (NOI) based on revenue and expenses (except capital expenditures) for a year that you determine to be stable. The NOI is then used along with the Cap Rate Percent to calculate the selling price. You can define the cap rate percent to meet the needs. Note. The system uses the cap rate percent only when you generate the AREF Valuation Report (R15L111).
Discount Rate Percent	Enter a number that specifies the Discount Rate Percent. The Discount Rate Percent is one of several building constants that the system uses to calculate a budget. It might represent the rate of inflation or the interest rate of a competing investment. The Discount Rate Percent is used to calculate the Net Present Value (NPV) of an investment. The NPV uses a discount rate and a series of future payments and income. Note. The system uses the discount rate percent only when you generate the AREF Valuation Report (R15L111).
Selling Cost Percent	Enter the number that specifies the Discount Rate Percent. The Discount Rate Percent is one of several building constants that the system uses to calculate a budget. It might represent the rate of inflation or the interest rate of a competing investment. The Discount Rate Percent is used to calculate the Net Present Value (NPV) of an investment. The NPV uses a discount rate and a series of future payments and income.

Enter the percentage as a whole number. For example, enter 15 to specify 15 percent.

Note. The system uses the selling cost percent only when you generate the AREF Valuation Report (R15L111).

Year for Stabilized NOI

Enter a number that specifies the year that the system uses to determine the stabilized net operating income when you run the Valuation Report program (R15L111).

Setting Up Expense Participation Rules

This section provides an overview of expense participation (E.P.) and discusses how to:

- Set the processing options for AREF E.P. Rules.
- Add expense participation rules.

Understanding Expense Participation Rules

Expense participation is a method of allocating expenses among tenants based on criteria such as the area of the unit they lease or the location of the unit in the building.

In PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, expense participation is based on an amount per square foot. You forecast expense participation revenue based on the area of the tenant's unit in relation to the total area of the building or property for the expense class. The system retrieves the area to use from the building logs based on the E.P. code that it locates from the expense participation rule. If the system cannot locate the area from the building logs, it uses the sum of the areas of the units that are set up for the building or property in the F15L101 table.

You set up expense participation rules in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting for the system to use when the lease expires or when expense participation rules are not set up in PeopleSoft EnterpriseOne Real Estate Management. The system always uses the expense participation rules that are set up in PeopleSoft EnterpriseOne Real Estate Management before it uses the rules set up in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

For example, if expense participation information is set up in PeopleSoft EnterpriseOne Real Estate Management for a lease that ends in 12/31/05, the system uses that information to calculate and forecast expense participation amounts through the end of the lease. At the time the lease expires, the system uses the expense participation rules that are set up in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting for the subsequent years that are forecasted.

As a property owner or landlord, you can use expense participation to calculate the expenses for which the tenant would be responsible if the unit were leased, or the amount of potential revenue that is lost. When you set up expense participation rules in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, you must specify whether the rule pertains to retail or commercial property. If the rule applies to retail property, the system calculates a pro-rata share of expenses for the unit. If the rule applies to commercial properties, you must additionally specify an E.P. recovery type of net, gross, or mixed:

- If the recovery type is gross, the landlord pays all expenses and the rule that you set up is for informational purposes only.

- If the recovery type is net, the tenant pays all expenses, and the system calculates the tenant's expense amount as if the unit were leased.

The information that you set up determines only the expense amount and the account to update.

- If the recovery type is mixed, the tenant pays a share of the expenses, and the system calculates the tenant's share of expenses as if the unit were leased.

The information that you set up determines how much the tenant pays.

Depending on the type of property and the recovery type that you specify, the system enables or disables fields in the detail portion of the AREF E.P. Rules Revisions form. This table shows the fields that the system disables based on the criteria that you specify when you set up the expense participation rule (all other fields on the form are enabled):

E.P. Rule Type	E.P. Recovery Type	Disabled Fields
Retail	Not displayed	Base Year Offset, Exp Stop per Sq. Ft. (expense stop per square foot)
Commercial	Net	Base Year Offset, Exp Stop per Sq. Ft. (expense stop per square foot) Denominator Rule, Exclusion Rule, Amount Per Sq. Ft. (amount per square foot), Amount Growth Pattern
Commercial	Gross	All fields
Commercial	Mixed	Amount Per Sq. Ft. (amount per square foot), Amount Growth Pattern

If you select a method whereby the system calculates expense participation based on the tenant's pro-rata share, the AREF E.P. Budget Calculations program (R15L1096) derives this amount by dividing the area of the unit by the total area of all of the units in the building or for the property, and then multiplying it by the class exposure. You can manipulate the tenant's pro-rata share by:

- Setting up a value in the Exp Stop per Sq. Ft. (expense stop per square foot) (BSEX) field.

The system multiplies the amount per square foot that you specify by the area and then subtracts it from the expense class.

- Setting up a value in the Amount Per Sq. Ft. (amount per square foot) (AEPA) field.

The system applies the growth pattern to the amount per square foot that you specify, divides that result by 12, and then subtracts that result from the final expense participation billable amount.

- Setting up a tenant exclusion rule, which reduces the class exposure by subtracting expenses based on bill codes, expense participation unit type, or both.

Because the unit is not leased, the system excludes the amounts associated with the accounts that are set up in the AAI's that correspond to the bill codes specified. For example, if the exclusion rule is set up to exclude amounts associated with bill codes RO and RRTL, the system retrieves the account from the corresponding AAI, in this example 5320 and 5330, respectively, and subtracts the account balances from the class exposure.

- Setting up a share factor denominator, which reduces the area of the building or property by excluding the area of specific units based on the expense participation unit type, area, or a combination or both.

You set up tenant exclusions and share factor denominators in PeopleSoft EnterpriseOne Real Estate Management.

Note. If the expense participation information in PeopleSoft EnterpriseOne Real Estate Management includes a share factor denominator or tenant exclusion rule, you must run the Gross Lease Occupancy Refresh program (R15141) prior to generating the budget calculations.

If the expense participation rule in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting includes a share factor denominator or tenant exclusion rule, you must run the AREF Occupancy Refresh program (R15L1092) prior to generating the budget calculations. A processing option enables you to submit from the AREF Budget Calculation program (R15L1091). When you run the AREF Budget Calculation program and you set the processing option to calculate expense participation, the system runs the AREF E.P. Budget Calculations program (R15L1096) to calculate the expense participation amounts and updates the F15L109 table.

The system stores PeopleSoft EnterpriseOne Advanced Real Estate Forecasting expense participation rules in the:

- AREF E.P. Rules Header (F15L104) table.
- AREF E.P. Rules Detail (F15L114) table.

Prerequisites

Before you complete the tasks in this section:

- Become familiar with expense participation processing in PeopleSoft EnterpriseOne Real Estate Management.
- Set up the E.P. code and corresponding area for each property and building on the associated building log in PeopleSoft EnterpriseOne Real Estate Management.

See *PeopleSoft EnterpriseOne Real Estate Management 8.11 PeopleBook*, “Setting Up the Real Estate Management System,” Setting Up Automatic Accounting Instructions.

- Set up expense participation classes.

See *PeopleSoft EnterpriseOne Real Estate Management 8.11 PeopleBook*, “Processing Expense Participation,” Setting Up Expense Participation Classes.

- Set up tenant exclusion rules, if necessary.

See *PeopleSoft EnterpriseOne Real Estate Management 8.11 PeopleBook*, “Processing Expense Participation,” Setting Up Tenant Exclusion Rules.

- Set up share factor denominators, if necessary.

See *PeopleSoft EnterpriseOne Real Estate Management 8.11 PeopleBook*, “Processing Expense Participation,” Setting Up Share Factor Denominators.

- If you use tenant exclusion rules or share factor denominators, complete the E.P. Unit Type (EPTY) field for the unit using the AREF Unit Maintenance program (P15L101).

See [Chapter 5, “Setting Up Unit Master Information,” page 71](#).

Form Used to Set Up Expense Participation Rules

Form Name	Form ID	Navigation	Usage
AREF E.P. Rules Revisions	W15L104B	AREF Setup (G15L412), AREF E.P. Rules. Click Add on the Work with AREF E.P. Rules form.	Set up expense participation rules for the building and revision number.

Setting Processing Options for the AREF E.P. Rules Program (P15L104)

Use these processing options to specify default values for fields and for versions.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Retain Values After Add Specify whether to retain values for specified header fields from a previously added record.

In addition to all category code fields, the header fields for which the system retains values include:

- Building
- Budget Revision
- E.P. Rule Type
- E.P. Recovery Type

Blank: Do not retain data.

If you leave this processing option blank, the system clears all fields after you add a record to the F15L104 and F15L114 tables.

1: Retain data after adding a record.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

1. Bill Code (P1512) Specify the version of the Bill Codes/Adjustments Reasons program (P1512) that the system uses when you choose Bill Codes from the Form menu.

Blank: ZJDE0001

2. AAI (P0012) Specify the version of the Automatic Accounting Instructions program (P0012) that the system uses when you choose AAIs from the Form menu.

Blank: ZJDE0015

3. Unit Assumptions (P15L102)

Specify the version of the AREF Unit Assumptions program (P15L102) that the system uses when you choose Assumption Revisions from the Form menu.

Blank: ZJDE0001

4. E.P. Information (P15012)

Specify the version of the E.P. Information program (P15012) that the system uses when you choose E.P. Information from the Form menu.

Blank: ZJDE0001

Adding Expense Participation Rules

Access the AREF E.P. Rules Revisions form:

AREF E.P. Rules - AREF E.P. Rules Revisions

OK Delete Cancel Form Row Tools

E.P. Rule Definition Report Codes

Building 15020 Atrium Mall Revision Number

E.P. Rule RETAIL

Description Retail Rule

E.P. Rule Type

☒ Retail ☐ Commercial

Records 1 - 2

	E.P. CLS	E.P. Code	C M	Bill Code	Base Year Offset	Exp Stop Per Sq Ft	Denominator Rule	Exclusion Rule
☒	CAMS	01	B	EXPA				
☐								

AREF E.P. Rules Revisions form

E.P. Rule

Enter a user-defined 10-character code that specifies the expense participation rule.

This code is a key to the F15L104 and the F15L114 tables.

Retail, Commercial

Select the option that specifies the type of expense participation (EP) rule.

This code also controls the expense participation recovery type (EPVT) that you choose to declare the rule. Choices are:

R: *Retail*

If the rule type is retail, then recovery type is not available.

C: *Commercial*

	If the rule type is commercial, then the recovery type can be defined as net, gross, or mixed.
Net, Gross, Mixed	Select the option that specifies who pays for property expenses and maintenance on commercial properties. Each option corresponds to a hard-coded value in UDC table 15L/RV (E.P. Recovery Type). Choices are: <i>Net:</i> The tenant (lessee) agrees to pay all expenses. <i>Gross:</i> The property owner (lessor) agrees to pay all expenses. <i>Mixed:</i> The tenant agrees to pay a pro-rata share of expenses. If you select this option, the expense participation rule is informational only. The system disables all of the fields in the detail area and does not perform a calculation.
E.P. CLS (expense participation class)	Identify a category of expense participation It is a user-defined code (15/EC).
E.P. Code	Enter a user-defined code (15/EP) that identifies a log line used for the control square footage of a property or building. The system uses this control square footage to calculate expense participation. The system uses this code only when you do <i>not</i> use a share factor denominator. If you use a share factor denominator, the system ignores this field.
C M (computation method)	Enter a code (15L/EM) specifying the method for calculating the denominator value in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. Values are: <i>B:</i> Building <i>P:</i> Property
Bill Code	Enter a code that determines the trade account that the system uses as the offset when you post invoices or vouchers. The system concatenates the value that you enter to the AAI item RC (for Accounts Receivable) or PC (for Accounts Payable) to locate the trade account. For example, if you enter TRAD, the system searches for the AAI item RCTRAD (for receivables) or PCTRAD (for payables). You can assign up to four alphanumeric characters to represent the G/L offset or you can assign the three-character currency code (if you enter transactions in a multicurrency environment). You must, however, set up the corresponding AAI item for the system to use; otherwise, the system ignores the G/L offset and uses the account that is set up for PC or RC for the company specified. If you set up a default value in the G/L Offset field of the customer or supplier record, the system uses the value during transaction entry unless you override it. Note. Do not use code 9999. It is reserved for the post program and indicates that offsets should not be created.
Base Year Offset	Enter a code that specifies an offset value that the system uses to determine the base year.

This value defines a unit's base year offset for the base year amount values. The base year amount is defined by the offset value in the Expense Participation (EP) rules.

An offset method of *1* indicates that the system uses the values from the previous year from the F15L109 table.

If these values do not exist, or if you choose *0*, then the system uses the base account definition values to calculate that month's base year amount. This amount is used to determine the class exposure of a unit. Values are:

0: Use the current year.

1: Use the previous year. If the system cannot locate the account balances for the previous year, it retrieves the account balances for the current year.

If you specified *Retail* as the E.P. Rule Type or *Commercial* as the E.P. Rule Type and *Net* as the E.P. Recovery type, this field is disabled.

Exp Stop Per Sq Ft (expense stop per square foot)

Enter a number that specifies the expense base amount for the class.

This is a per square foot amount that is used to reduce the class exposure before the exposure is multiplied by the share factor.

The system uses this amount to calculate the compounded base exclusion, which it then subtracts from the adjusted exposure before calculating a tenant's share.

If you specified *Retail* as the E.P. Rule Type or *Commercial* as the E.P. Rule Type and *Net* as the E.P. Recovery type, this field is disabled.

Denominator Rule

Enter a code that you set up in the Share Factor Denominator Revisions program (P150122) when you create a rule for denominator exclusions for the Expense Participation Calculation Generation program (R15110).

For example, a share factor denominator rule might specify something like: For any anchor tenants over 16,000 square feet, deduct the over square footage from the denominator calculations in the Expense Participation Calculation Generation program.

The system uses the share factor denominator only when you assign it to the expense participation information that you set up for the lease.

If you specified *Commercial* as the E.P. Rule Type and either *Net* or *Gross* as the E.P. Recovery Type, this field is disabled.

Exclusion Rule

Enter a code that identifies the tenant exclusion rule.

The system does not include amounts specified by the tenant exclusion rule when it calculates the tenant's share factor.

For example, a tenant exclusion rule might specify: Deduct amounts associated with bill code EXPA from all tenants who lease any unit that is defined as an anchor and that has an area of more than 5,000 square feet.

The system uses the tenant exclusion rule only when you assign it to the expense participation information that you set up for the lease.

Use this field to specify the tenant exclusion from PeopleSoft EnterpriseOne Real Estate Management.

If you specified *Commercial* as the E.P. Rule Type and either *Net* or *Gross* as the E.P. Recovery Type, this field is disabled.

Amount Per Sq Ft (amount per square foot)	Enter a number that specifies the currency amount per square foot that is deducted from the total E.P. billable amount. The amount is grown, de-annualized, and then deducted from the total. The system applies the growth pattern to the amount, divides the result by 12, and then deducts that result from each period amount that the system calculates as the expense participation billing amount. If you specified <i>Commercial</i> as the E.P. Rule Type, this field is disabled.
Amount Growth Pattern	Enter a number that specifies a defined growth pattern. Growth patterns are used to anticipate increasing amounts for lease revenue and expenses based on several market factors, including: • Square feet • Flat amount • Percentage amount • Specified number of years PeopleSoft EnterpriseOne Advanced Real Estate Forecasting account definition provides starting values that increase by the growth pattern assigned to the building.

Setting Up Sales Overage Rules

This section provides an overview of the sales overage process, sales overage rules, sales overage computation methods, and natural breakpoint calculation, and discusses how to:

- Set the processing options for AREF Sales Overage Rules.
- Add sales overage rules.

Understanding Sales Overage Processing

A common industry practice for retail leases is for landlords to calculate rent on the unit as a percentage of the tenant's reported sales. In return for a lower fixed rent amount or no fixed rent amount, the tenant pays a percentage of their sales after they exceed a specific amount (breakpoint). Because the tenant pays on the amount over the breakpoint, this billing process is referred to as sales overage.

Like expense participation, you can set up sales overage processing in PeopleSoft EnterpriseOne Real Estate Management and in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. For units that are leased, the system always attempts to use the sales overage information that is set up in PeopleSoft EnterpriseOne Real Estate Management:

- If sales overage information is set up, the system retrieves the actual sales amounts to use from the Sales History Work File table (F1541BW).

If it cannot locate actual sales amounts, it uses the projected sales amounts from the F1541BW table. If the system cannot locate any sales amounts, it does not process sales overage.

- If sales overage information is not set up, the system uses the sales overage information from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting and retrieves the sales amounts to use from the AREF Projected Sales table (F15L301).

If it cannot locate sales amounts in the F15L301 table, it uses the period sales amounts from the F15L101 table when it calculates sales overage.

For units that are not leased, the system always uses sales overage information from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

You process sales overage amounts in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting by:

- Setting up a sales overage rule.

The sales overage rule specifies the calculation method to use, the breakpoint amount, and the percentage by which the system multiplies the sales amounts to determine the sales overage amount (or rent).

- Assigning the sales overage rule to the desired units or to the building constants.

If you want to use the same rule to calculate sales overage amounts, you can set it up in the constants as a default value, instead of assigning it to each unit.

- Loading forecasted sales from PeopleSoft EnterpriseOne Real Estate Management, if desired.

If the sales overage information in PeopleSoft EnterpriseOne Real Estate Management is set up for computation method 0, a processing option in the AREF Budget Calculation program (R15L1091) enables you to process sales overage using the rules from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. If you want to use the projected sales amounts from PeopleSoft EnterpriseOne Real Estate Management in conjunction with the sales overage rule from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, you can upload them to PeopleSoft EnterpriseOne Advanced Real Estate Forecasting using the AREF Load Forecasted Sales program (R15L3011).

- Assigning period sales amounts to each unit.

Period sales amounts must be entered for each unit for which you want to process sales overage in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting using the AREF Unit Maintenance program (P15L101).

Note. The system uses the information from the F15L301 table before it uses the period sales amounts from the F15L101 table when it calculates sales overage.

- Assigning annual recapture amounts to each unit, if desired.

The recapture amount is an amount for which the system does not calculate sales overage. The system uses the recapture amount in the same manner that it uses the minimum rent amount in PeopleSoft EnterpriseOne Real Estate Management; it divides the amount by 12 and subtracts it from the period amount for which sales overage is calculated. For example, if you assume that the tenant pays you a minimum rent amount of 12,000 annually, the system subtracts 1,000 from the sales overage amount for each period.

- Running the AREF Budget Calculation program (R15L1091).

When you run the AREF Budget Calculation program and you set the processing option to calculate sales overage, the system runs the AREF Sales Overage Budget Calculation program (R15L1097) to calculate the sales overage amounts and updates the F15L109 table and the AREF Prior Gross Billings table (F15L302).

Note. The system does not perform calculations for accruals and it ignores year-end override records

Understanding Sales Overage Rules

If you do not have sales overage rules set up in PeopleSoft EnterpriseOne Real Estate Management, or if the sales overage rules no longer apply because the lease has expired, you must set up sales overage rules in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

You set up sales overage rules by building and revision number. When you set up a sales overage rule, you must specify the growth pattern to assign, the calculation method to use, the type of breakpoint to use, and the percentage of sales. You can assign as many breakpoint amounts and corresponding breakpoint sales percentages as necessary. For example, you might want to encourage sales by lowering the breakpoint sales percentage as sales amounts increase.

The system derives the sales overage amounts based on the calculation method that you assign and whether you specify to use a natural breakpoint or breakpoint amount:

- If you specify to use a natural breakpoint, the breakpoint amount is determined by a percentage of the annual rent.

The rent amount billed is a percentage of the reported sales.

- If you specify a breakpoint amount, the system does not calculate sales overage until the amount of sales exceeds the breakpoint amount.

The system subtracts the breakpoint amount from the sales amount and then multiplies the corresponding breakpoint sales percent by the result to derive the sales overage amount.

Using the AREF Sales Overage Rules program (P15L103), you can add, revise, or copy sales overage rules.

The system stores sales overage rules in the AREF Sales Overage Rule Header (F15L103) and AREF Sales Overage Detail (F15L113) tables.

Understanding Sales Overage Computation Methods

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting uses only four computation methods, while PeopleSoft EnterpriseOne Real Estate Management uses seven (including 0). When the system tries to process sales overage using the information that is set up in PeopleSoft EnterpriseOne Real Estate Management for computation methods 0, 5, and 6, it:

- Determines whether the system bypasses the calculation or uses the sales overage rule that is set up in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting using a processing option setting for the AREF Budget Calculation program (R15L1091) if the computation method is 0.
- Bypasses the calculation if the computation method is 5.
- Automatically uses computation method 3 in conjunction with the sales overage rules in PeopleSoft EnterpriseOne Real Estate Management if the computation method is 6.

These examples illustrate how the system calculates sales overage (gross billing) amounts for each calculation method using single and multiple breakpoints.

Note. The setup information uses a growth pattern that is a fixed amount. In the calculations that follow, the system adds the growth pattern amount to the period sales amount. If the growth pattern is a percentage, instead of a fixed amount, the system multiplies the period sales by the percentage and adds the result to the period sales amount. Stated differently, the system multiplies the period sales by 1+ the growth pattern percentage. For example, if the growth pattern is set up for five percent, the system multiplies the period sales by 1.05.

Setup Information - Single Breakpoint

Growth Pattern: FIXED

Growth Pattern Amount Year 01: 1,000

Breakpoint Amount: 500

Sales Breakpoint Percentage: 5

Period 01 Sales Amount: 15,000

Period 02 Sales Amount: 20,000

Period 03 Sales Amount: 25,000

Recapture Amount for Year 1 = 1,200

Setup Information - Multiple Breakpoints

The system uses the same growth pattern, periods, sales amounts, and recapture amounts as described in the setup information for a single breakpoint.

1st Breakpoint Amount: 500

1st Sales Breakpoint Percentage: 5

2nd Breakpoint Amount: 20,000

2nd Sales Breakpoint Percentage: 4

3rd Breakpoint Amount: 40,000

3rd Sales Breakpoint Percentage: 3

Computation Method 1 (Each Period) - Single Breakpoint

The system calculates sales overage amounts for each period separately using this formula:

$$\{[(\text{period sales} \times 12) + (\text{growth pattern}) - (\text{breakpoint amount})] \times (\text{sales breakpoint percentage})\} / (12) - (\text{recapture amount} / 12)$$

Using the setup information for a single breakpoint, the system derives the sales overage (gross billing) amounts for each period:

- Period 01: $\{[(15,000 \times 12) + 1,000 - 500] \times .05\} / 12 - 100 = 652.08$
- Period 02: $\{[(20,000 \times 12) + 1,000 - 500] \times .05\} / 12 - 100 = 902.08$
- Period 03: $\{[(25,000 \times 12) + 1,000 - 500] \times .05\} / 12 - 100 = 1152.08$

Computation Method 1 (Each Period) - Multiple Breakpoints

The system uses multiple calculations for each breakpoint amount and corresponding percentage using the steps:

1. The system multiplies the period sales amount by 12.
2. The system applies the growth pattern and compares the result with the breakpoint amounts to determine which breakpoint to use.
3. The system subtracts the appropriate breakpoint amount from the calculation.
4. The system multiplies the result of step 3 by the corresponding breakpoint percentage.
5. The system divides the result by 12.

After the system calculates the amount for the highest breakpoint amount, it uses the formula to process the remaining amounts for each breakpoint:

$$[(\text{difference between breakpoint amounts}) \times (\text{corresponding breakpoint percentage})] / 12$$

Then, the system adds the sum of the sales overage amounts for each breakpoint and subtracts the recapture amount (if specified) to derive the gross billing amount.

Using the setup information for multiple breakpoints, the system derives the gross billing amount for period 01:

$$\{[(15,000 \times 12) + 1,000 - 40,000] \times .03\} / 12 = 352.50$$

Because 180,000 (15,000 × 12) is greater than 40,000 (the third breakpoint), the system uses the corresponding breakpoint percentage for amounts over 40,000.

$$[(40,000 - 20,000) \times .04] / 12 = 66.67$$

$$[(20,000 - 500) \times .05] / 12 = 81.25$$

$$352.50 + 66.67 + 81.25 - 100 (\text{recapture}) = 400.42 (\text{gross billing amount})$$

Using the same methodology for periods 02 and 03, the system derives the sales overage (gross billing) amounts:

- Period 01: 400.42
- Period 02: 550.42
- Period 03: 700.42

Computation Method 2 (Cumulative) - Single Breakpoint

The system calculates the sales overage amount for each period using the formula:

$$[(\text{cumulative period sales}) + (\text{growth pattern}) - (\text{breakpoint amount})] \times (\text{sales breakpoint percentage}) - (\text{prior gross billings}) - (\text{recapture amount} / 12)$$

Using the setup information for a single breakpoint, the system derives the sales overage amounts for each period:

- Period 01: $(15,000 + 1,000 - 500) \times .05 - 100 = 675$
- Period 02: $(35,000 + 1,000 - 500) \times .05 - 675 - 100 = 1,000$
- Period 03: $(60,000 + 1,000 - 500) \times .05 - 675 - 1,000 - 100 = 1,250$

Computation Method 2 (Cumulative) - Multiple Breakpoints

When you set up multiple breakpoints, the system uses a separate calculation for each breakpoint amount and corresponding percentage using these steps:

1. The system applies the growth pattern to the cumulative sales amount for the period and compares the result to the breakpoint amounts to determine which breakpoint to use.
2. The system subtracts the appropriate breakpoint amount from the calculation.
3. The system multiplies the result of step 2 by the corresponding breakpoint percentage.
4. The system calculates the sales overage amounts for the remaining breakpoints using the formula:
difference between breakpoint amounts x corresponding breakpoint percentage
5. The system adds the sales overage amounts for each breakpoint, subtracts the prior gross billings, and subtracts the recapture amount (divided by 12).

Using the setup information for multiple breakpoints, the system calculates the sales overage (gross billing) amount for each period:

Period 01: 675

$$(15,000 + 1,000 - 500) \times .05 - 100 = 675$$

The system uses the first breakpoint only (500) because 15,000 is less than 20,000.

Period 02: 840

The system calculates the sales overage amount for the highest breakpoint first, which in this example is the second breakpoint (20,000) because the cumulative sales amount is not greater than 40,000.

$$(35,000 + 1,000 - 20,000) \times .04 = 640$$

The system calculates the sales overage amount for the remaining breakpoint:

$$(20,000 - 500) \times .05 = 975$$

The system sums the sales overage amounts for each breakpoint, subtracts the prior gross billings, and then subtracts the recapture amount to derive the sales overage amount for the period:

$$640 + 975 - 675 - 100 = 840$$

Period 03: 790

$$(60,000 + 1,000 - 40,000) \times .03 = 630$$

The system uses the third breakpoint (40,000) because 60,000 is greater than 40,000.

The system calculates the sales overage amounts for the other breakpoints as follows:

$$(40,000 - 20,000) \times .04 = 800$$

$$(20,000 - 500) \times .05 = 975$$

The system sums the sales overage amounts for each breakpoint, subtracts the prior gross billings, and then subtracts the recapture amount to derive the sales overage amount for the period:

$$630 + 800 + 975 - 675 - 840 - 100 = 790$$

Computation Method 3 (Cumulative Pro-Rata) - Single Breakpoint

Using a combination of computation methods 1 and 2, the system uses the steps to calculate sales overage for a single breakpoint:

1. The system multiplies the cumulative period sales amount by 12.
2. The system divides the result by the period number.
3. The system applies the growth pattern.
4. The system compares the result from step 3 with the breakpoint, and if it exceeds it, the system subtracts the appropriate breakpoint amount from the calculation.
5. The system multiplies the result of step 4 by the corresponding breakpoint percentage.
6. The system divides the result by 12.
7. The system multiplies the result of step 6 by the period number.
8. The system subtracts the prior gross billing amounts.

9. The system subtracts the recapture amount (divided by 12).

Using the setup information for a single breakpoint, the system derives the sales overage (gross billing) amounts for each period as follows:

$$\text{Period 01: } \{[(15,000 \times 12) / 1 + 1,000 - 500] \times .05\} / 12 \times 1 - 100 = 652.08$$

$$\text{Period 02: } \{[(35,000 \times 12) / 2 + 1,000 - 500] \times .05\} / 12 \times 2 - 652.08 - 100 = 1,002.08$$

$$\text{Period 03: } \{[(60,000 \times 12) / 3 + 1,000 - 500] \times .05\} / 12 \times 3 - 652.08 - 1,002.08 - 100 = 1252.08$$

Computation Method 3 (Cumulative Pro-Rata) - Multiple Breakpoints

The system uses the same steps as those described for the calculation using a single breakpoint, but also calculates the amounts for the each subsequent breakpoint amount using the formula:

$$\{[(\text{difference between breakpoint amounts}) \times (\text{corresponding breakpoint percentage})] / 12\} \times (\text{period number})$$

$$\text{Period 01: } 400.42$$

The system calculates the sales overage amount using the highest breakpoint first, which in this example is the third breakpoint (40,000) because the cumulative annualized sales amount ($15,000 \times 12$) is greater than 40,000.

$$\{[(15,000 \times 12) / (1 + 1000 - 40,000)] \times .03\} / 12 \times 1 = 352.50$$

The system calculates the sales overage amounts for each subsequent breakpoint:

$$\{[(40,000 - 20,000) \times .04] / 12\} \times 1 = 66.67$$

$$\{[(20,000 - 500) \times .05] / 12\} \times 1 = 81.25$$

The system sums the sales overage amounts for each breakpoint, subtracts the gross prior billings, and then subtracts the recapture amount.

$$352.50 + 66.67 + 81.25 - 100 = 400.42$$

$$\text{Period 02: } 650.41$$

The system calculates the sales overage amount using the highest breakpoint first:

$$\{[(35,000 \times 12) / 2 + 1000 - 40,000] \times .03\} / 12 \times 2 = 855.00$$

The system calculates the sales overage amounts for each subsequent breakpoint:

$$\{[(40,000 - 20,000) \times .04] / 12\} \times 2 = 133.33$$

$$\{[(20,000 - 500) \times .05] / 12\} \times 2 = 162.50$$

The system sums the sales overage amounts for each breakpoint, subtracts the gross prior billings, and then subtracts the recapture amount.

$$855.00 + 133.33 + 162.50 - 400.42 - 100 = 650.41$$

$$\text{Period 03: } 810.42$$

The system calculates the sales overage amount using the highest breakpoint first:

$$\{[(60,000 \times 12) / 3 + 1000 - 40,000] \times .03\} / 12 \times 3 = 1507.50$$

The system calculates the sales overage amounts for each subsequent breakpoint:

$$\{[(40,000 - 20,000) \times .04] / 12\} \times 3 = 200.00$$

$$\{[(20,000 - 500) \times .05] / 12\} \times 3 = 243.75$$

The system sums the sales overage amounts for each breakpoint, subtracts the gross prior billings, and then subtracts the recapture amount.

$$1507.50 + 200.00 + 243.75 - 400.42 - 640.41 - 100 = 810.42$$

Computation Method 4 (Modified Cumulative) - Single Breakpoint

When used with a single breakpoint, this computation method functions identically to computation method 2.

Computation Method 4 (Modified Cumulative) - Multiple Breakpoints

The difference between this method and computation method 2 occurs only when multiple breakpoints exist. Rather than calculate the sales overage amount using the appropriate breakpoint percentage according to the breakpoint amount, the system always applies the percentage of the highest breakpoint amount that it uses. For example, if three percent is the breakpoint percentage associated with the highest breakpoint amount, after the system calculates the sales overage amount for the highest breakpoint, it continues to multiply the difference between the subsequent breakpoints by three percent.

Using the setup information for multiple breakpoints, the system calculates the sales overage (gross billing) amounts:

Period 01: 675.00

$$(15,000 + 1,000 - 500) \times .05 - 100 = 675.00$$

Period 02: 645.00

$$(35,000 + 1,000 - 20,000) \times .04 = 640.00$$

The system uses four percent in the subsequent breakpoint calculations, because it is associated with the highest breakpoint amount used in the calculation.

$$(20,000 - 500) \times .04 = 780.00$$

To derive the gross billing amount for the period, the system adds the sales overage amounts for both breakpoints, subtracts the prior gross billings, and then subtracts the recapture amount.

$$640.00 + 780.00 - 675.00 - 100.00 = 645.00$$

Period 03: 395.00

$$(60,000 + 1,000 - 40,000) \times .03 = 630.00$$

The system uses three percent in the subsequent breakpoint calculations, because it is associated with the highest breakpoint amount used in the calculation.

$$(40,000 - 20,000) \times .03 = 600.00$$

$$(20,000 - 500) \times .03 = 585.00$$

To derive the gross billing amount for the period, the system adds the sales overage amounts for both breakpoints, subtracts the prior gross billings, and then subtracts the recapture amount.

$$630.00 + 600.00 + 585.00 - 675.00 - 645.00 - 100.00 = 395.00$$

Understanding the Natural Breakpoint Calculation

As an alternative to specifying the breakpoint amounts and corresponding percentages, you can have the system derive the breakpoint amount for you. To do this, you set up the sales overage rule to use a natural breakpoint. When you specify to use a natural breakpoint, the system does not display the fields for the computation method or the breakpoint amount, because it determines the breakpoint for you based on the annual revenue amounts that it locates and the breakpoint percentage that is specified on the sales overage rule. Because the system calculates one breakpoint amount, you can specify only one breakpoint percentage. The system retrieves the revenue amounts that it uses from different sources depending on whether or not the unit is leased:

- If the unit is leased, the system retrieves the revenue amounts from the recurring billing information that is set up.

The system uses the recurring bill code rule that is assigned to the unit (or the building constants) to identify the rent (revenue bill codes). The system sums the recurring billing amounts for all bill codes identified as rent. If the system cannot locate a recurring bill code rule or recurring billing information, it uses the market rate assigned to the assumption rule to calculate the revenue amount (based on the unit's area and the growth pattern).

- If the unit is vacant, the system uses the market rate from the assumption rule to calculate the revenue amount by multiplying it by the area of the unit and adding the growth pattern.

Note. If the sales overage information exists in PeopleSoft EnterpriseOne Real Estate Management, the system uses it and does not use the sales overage rule from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

To determine the natural breakpoint, the system uses the formula:

annual revenue amount / breakpoint percentage

For example, if the annual rent amount is 96,000 and the breakpoint percentage is 25, the system calculates the natural breakpoint as 384,000 (96,000 / .25). After the system calculates the natural breakpoint, it compares it against the accumulated sales for the period, to which it applies the growth pattern assigned to the sales overage rule to determine whether to compute a sales overage amount:

- If the natural breakpoint amount is greater than the accumulated period sales plus the growth pattern, the system does not calculate a sales overage amount.
- If the natural breakpoint is less than the accumulated period sales plus the growth pattern, it calculates the sales overage (gross billing) amount:

$$[(\text{accumulated period sales}) + (\text{growth pattern}) - (\text{natural breakpoint}) \times (\text{breakpoint percent})] - (\text{prior gross billings}) - (\text{period recapture amount})$$

Setup Information

Growth Pattern: PERCENT

Growth Pattern Percentage for Year 01: 10 percent

Sales Breakpoint Percentage: 40 percent

Period 01 Sales Amount: 50,000

Period 02 Sales Amount: 60,000

Period 03 Sales Amount: 70,000

Period 04 Sales Amount: 80,000

Annual Revenue Amount: 72,000

Recapture Amount for Year 1 = 1,200

Calculation for Natural Breakpoint

Based on the setup information, the system calculates the natural breakpoint:

$$72,000 / .40 = 180,000$$

Using the natural breakpoint, the system calculates the sales overage amounts for each period:

Period 01: 0

The equation is:

$$(\text{accumulated period sales}) \times (\text{growth pattern})$$

For example:

$$50,000 \times 1.10 = 55,000$$

Because 55,000 is less than the natural breakpoint (180,000), the system does not calculate a sales overage amount. The system uses a growth pattern of 1.10 to represent ten percent because the period sales should include the calculated growth pattern amount.

Period 02: 0

The equation is:

$$(\text{accumulated period sales}) \times (\text{growth pattern})$$

For example:

$$110,000 \times 1.10 = 115,500$$

Because 115,500 is less than the natural breakpoint (180,000), the system does not calculate a sales overage amount.

Period 03: 7,100

The equation is:

$$(\text{accumulated period sales}) \times (\text{growth pattern})$$

For example:

$$180,000 \times 1.10 = 198,000$$

Because 198,000 is greater than the natural breakpoint (180,000), the system calculates the sales overage amount:

$$[(198,000 - 180,000) \times .40 (\text{breakpoint})] - 100 (\text{recapture} / 12) = 7,100$$

Period 04: 35,200

The equation is:

$$(\text{accumulated period sales}) \times (\text{growth pattern})$$

For example:

$$260,000 \times 1.10 = 286,000$$

$$[(286,000 - 180,000) \times .40 \text{ (breakpoint)}] - 7,100 \text{ (prior gross billings)} - 100 \text{ (recapture)} = 35,200$$

Form Used to Set Up Sales Overage Rules

Form Name	Form ID	Navigation	Usage
AREF Sales Overage Revisions	W15L103C	AREF Setup (G15L412), AREF Sales Overage Rules. Click Add on the Work with Sales Overage Rules form.	Set up sales overage rules for the building and revision number.

Setting Processing Options for the AREF Sales Overage Rules Program (P15L103)

Use these processing options to specify default values and versions.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Retain Values After Add** Specify whether the system retains values in certain fields from the previously added record.

The fields that the system retains include:

- Budget Revision
- Assumption Rule
- E.P. Rule
- Sales Overage Rule
- Growth Pattern

Values are:

Blank: Do not retain previous values

1: Retain previous values.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

- 1. AAI (P0012)** Specify the version of the Automatic Accounting Instructions program (P0012) that the system uses when you choose AAI from the Form menu.

Blank: ZJDE0015

- 2. Bill Code (P1512)** Specify the version of the Bill Codes/Adjustment Reasons program (P1512) that the system uses when you choose Bill Codes from the Form menu.

Blank: ZJDE0001

3. Unit Assumptions (P15L102)

Specify the version of the AREF Unit Assumptions program (P15L102) that the system uses when you choose Assumption Revisions from the Form menu.

Blank: ZJDE0001

4. Sales History (P1541B)

Specify the version of the Sales History Inquiry program (P1541B) that the system uses when you choose Sales History from the Form menu.

Blank: ZJDE0001

Setting Up Sales Overage Rules

Access the AREF Sales Overage Revisions form:

AREF Sales Overage Rules - AREF Sales Overage Revisions

OK Delete Cancel Form Row Tools

Sales Overage Rule Info Report Codes

Building 15020 Atrium Mall

Overage Rule/Revision RETAIL 1

Description 2% 20,000 1% 25,000 .5% 30,0

Overage Bill Code SLSO

Growth Pattern FIX

Natural Break Point Y/N N

Computation Method 1 Each Period

Records 1 - 4 Customize Grid

	Breakpoint Sales Percent	Breakpoint Amount	Seq Number
☐	0.50	30,000.00	3
☐	1.00	25,000.00	2
☒	2.00	20,000.00	1
☐			

AREF Sales Overage Revisions form

Overage Rule/Revision

Enter a user-defined, 10-character (maximum) value that specifies the sales overage rule.

This code is a key to the F15L103 and the F15L113 tables.

Natural Break Point Y/N

Enter a code that specifies whether the sales overage rule uses a breakpoint sales percent and breakpoint amount or a fixed breakpoint percentage (natural breakpoint) of sales to determine the amount of rent due.

You set up rent billing by determining sales breakpoints and percentages associated with those breakpoints. If you specify a natural breakpoint, the system multiplies sales by the breakpoint percentage to calculate the rent to be billed. If you do not specify a natural breakpoint, then the rent is calculated based on a breakpoint amount and a breakpoint percentage.

An example of how the breakpoint works is as follows:

Sales for Month = 27,000

Breakpoint Amount = 25,000 with a breakpoint percentage of 6 percent

Breakpoint Amount = 30,000 with a breakpoint percentage of 5 percent

In this case, 27,000 is greater than 25,000, but less than 30,000. Since sales have not reached 30,000, the system uses 25,000 as the natural breakpoint or a percentage of sales. Values are:

Y: Use a natural breakpoint.

The system calculates the natural breakpoint by dividing the annual rent revenue by the breakpoint sales percentage.

N: Do not use a natural breakpoint.

You must specify the computation method and breakpoint amounts that the system uses to calculate sales overage.

Growth Pattern

Enter a code that specifies the growth pattern to apply to sales amounts that the system forecasts.

Computation Method

Enter the user-defined code that specifies the method to use to calculate sales overage (percent rent).

The system does not display this field when you enter *Y* in the Natural Break Point (Y/N) field. Values are:

1: Each Period

The system separately calculates the sales overage amount for each period. The system annualizes (multiplies by 12) the sales amount for the period, processes the sales overage amount (adds the growth pattern, subtracts the breakpoint amount, and multiplies the result by the sales breakpoint percentage), and divides the result by 12.

2: Cumulative

The system calculates the sales overage amount using cumulative period balances. To determine the sales overage amount, the system adds the growth pattern to the cumulative period balance, subtracts the breakpoint amount, multiplies the result by the sales breakpoint percentage, and subtracts the sales overage amounts that the system calculated for the previous periods.

3: Cumulative Pro Rata

The system calculates the sales overage amount using annualized cumulative period balances. To determine the sales overage amount, the system divides the annualized amount by the period number to provide a prorated amount. Then, the system adds the growth pattern, subtracts the breakpoint amount, multiplies the result by the sales breakpoint percentage, divides the result by 12, and subtracts the sales overage amounts that the system calculated for the previous periods.

4: Modified Cumulative

This method is similar to method 2, (Cumulative), except that, when the system reaches a higher breakpoint, it applies the rate that is associated with the higher breakpoint to all sales that exceed the first breakpoint.

Note. If you have recapture amounts, the system divides the annual amount by 12 and subtracts the result at the end of the calculation, as described in all of the calculation methods listed previously.

Break Point Sales Percent

Specify the percentage to apply to the sales amount when it exceeds the breakpoint amount that you specified.

For example, if the breakpoint sales percentage is 5.0, and the breakpoint amount is 10,000, the system multiplies the sales amount by 5 only when the sales equal or exceed 10,000.

Enter the percentage as a whole number. For example, enter 3.0 to specify three percent.

Note. If you specify to use a natural breakpoint, the system calculates it by dividing the annual rent revenue by the breakpoint sales percentage that you specify.

Dollar Breakpoint

Specify the amount that tenant sales must exceed before the system applies the sales breakpoint percentage.

Depending on the computation method, the system compares the period, cumulative period, cumulative period annualized, or annual sales amounts to the breakpoint. If you set up multiple breakpoint amounts, the system applies the sales breakpoint percentage to the difference between the breakpoint amounts.

The system does not display this field when you enter *Y* in the Natural Break Point (Y/N) field.

Report Code 01 – Report Code 05

Enter a user-defined code (15/U1) to use for reporting purposes.

CHAPTER 4

Setting Up Unit Assumptions

This chapter provides an overview of unit assumptions and discusses how to:

- Set up assumption header information.
- Set up assumption detail information.

Understanding Unit Assumption Information

You set up unit assumptions to provide the rules to forecast revenue amounts and revenue-based expense amounts that are associated with a unit that is not leased or for which no recurring billing amounts exist. When the unit is leased, the system uses the recurring bill code rules in conjunction with the amounts from recurring billing (from PeopleSoft EnterpriseOne Real Estate Management) to forecast revenue amounts.

You can specify both new and renewal assumption information, as well as the number of years or months that the assumption is effective. As the term of one assumption expires, the system can use a different assumption. You can assign up to three different unit assumptions to each unit in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting using either the AREF Unit Maintenance program (P15L101) or the AREF Unit Assumption Assignment program (P15L1011), as well as specify whether to use new or renewal information.

The effective begin date of the first assumption is always the budget start date. However, based on the value for the Assumption Term processing option, the assumption end date is different. The assumption end date can be based on the budget start date or the real estate lease end date. When no real estate lease exists, the assumption is calculated from the budget start date.

You set up and maintain assumption information on two forms: header and detail.

Prerequisites

Before you complete the tasks in this section:

- Load unit master information into PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.
- Set up growth patterns.

See Also

[Chapter 2, “Uploading Unit Master Information from PeopleSoft EnterpriseOne Real Estate Management,” page 5](#)

Setting Up Assumption Header Information

This section provides an overview of assumption header information and discusses how to:

- Set the processing options for AREF Unit Assumptions.
- Set up assumption header information.

Understanding Assumption Header Information

You set up assumption header information to provide the rules to forecast rent revenue amounts under the circumstances:

- When the unit is not set up in PeopleSoft EnterpriseOne Real Estate Management.
- When the unit is not leased.
- When the unit is leased, but the system cannot locate any recurring billing information to retrieve.

Assumption header information that you set up includes new and renewal market rates, new and renewal consumer price index (CPI) rates, rent step rates, growth pattern codes, and the bill codes to which you want the forecasted amounts posted. You can also set up miscellaneous information that includes the months of free rent and the associated bill code to use to post the amount, the renewal probability, and downtime (the expected duration of unit vacancy).

Although you can specify the term of the assumption (both new and renewal), the effective dates for the assumption depend on the values that you enter in the Start Budget Period and Start Budget Year processing options of the AREF Budget Calculation program (R15L1091). For example, if you enter a Budget Start Period of 01 and a Budget Start Year of 05, and you set up the assumption for a term (new or renewal) of four years, the effective dates for the assumption are 01/01/05 through 12/31/09. If you do not specify a term (new or renewal) on the assumption, it is effective throughout the years in which the budget is forecast.

When the assumption is in effect, the system calculates the forecasted rent amount for the unit by multiplying the area of the unit by one of the rates specified (market or CPI), which represents an amount per square foot, and then applying the growth pattern. The system updates the result to the account represented by the associated bill code.

Note. The system provides a bill code field when you use either the market or CPI rates. If you specify a rent step rate, the system uses the market rate bill code. The system uses the bill code to retrieve the corresponding account from the AAIs to use to post the forecasted amount.

Form Used to Set Up Assumption Header Information

Form Name	Form ID	Navigation	Usage
AREF Assumption Header Revisions	W15L102B	AREF Setup (G15L412), AREF Unit Assumptions. Click Add on the Work With Unit Assumptions form.	Set up the unit assumption header information for the building and revision number.

Setting Processing Options for the AREF Unit Assumptions Program (P15L102)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Use these processing options to specify the default bill codes to assign to the retrieval bill code fields.

- 1. Retrieval Bill Code 01** Specify the default bill code to assign to the Retrieval Bill Code 01 field on the AREF Assumption Detail Revisions form.

When forecasting rent-based expenses, such as commissions and tenant improvements, the system uses the bill codes specified to retrieve the rent revenue amounts from the recurring billing records.
- 2. Retrieval Bill Code 02** Specify the default bill code to assign to the Retrieval Bill Code 02 field on the AREF Assumption Detail Revisions form.

When forecasting rent-based expenses, such as commissions and tenant improvements, the system uses the bill codes specified to retrieve the rent revenue amounts from the recurring billing records.
- 3. Retrieval Bill Code 03** Specify the default bill code to assign to the Retrieval Bill Code 03 field on the AREF Assumption Detail Revisions form.

When forecasting rent-based expenses, such as commissions and tenant improvements, the system uses the bill codes specified to retrieve the rent revenue amounts from the recurring billing records.

Process

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Retain Data After Add** Specify whether the system retains the data entered on the Assumptions Header Revision form after you add a new assumption record. Values are:

Blank: Do not retain the data.

I: Retain the data.
- 2. Disable Growth Patterns** Specify whether to disable the Growth Pattern, Rent Step Growth, and CPI Pattern fields after you add the unit assumption record. Values are:

Blank: Do not disable the growth pattern fields.

The system allows revisions to the growth pattern fields.

I: Disable growth pattern fields.

The system does not allow revisions to the growth pattern fields.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

- 1. Bill Codes/Adjustment Reason (P1512)** Specify the version of the Bill Codes/Adjustments Reasons program (P1512) to use when the program is accessed the Form menu.

- Blank: ZJDE0001
- 2. AAI (P0012)** Specify the version of the Automatic Accounting Instructions program (P0012) to use when the program is accessed from the Form menu.
Blank: ZJDE0015
- 3. Assumption Assignment (P15L1011)** Specify the version of the Unit Assumption Assignment program (P15L1011) to use when the program is accessed from the Form menu.
Blank: ZJDE0001
- 4. E.P. Rules Revisions (P15L104)** Specify the version of the AREF E.P. Rules program (P15L104) to use when the program is accessed from the Form menu.
Blank: ZJDE0001
- 5. Sales Overage Rules Revisions (P15L103)** Specify the version of the AREF Sales Overage Rules program (P15L103) to use when the program is accessed from the Form menu.
Blank: ZJDE0001
- 6. Growth Pattern Revisions (P15L105)** Specify the version of the AREF Growth Patterns program (P15L105) to use when the program is accessed from the Form menu.
Blank: ZJDE0001
- 7. Lease Information (P1501)** Specify the version of the Lease Master Maintenance program (P1501) to use when the program is accessed from the Form menu.
Blank: ZJDE0001
- 8. Legal Clauses (P1570)** Specify the version of the Legal Clause Information program (P1570) to use when the program is accessed from the Form menu.
Blank: ZJDE0001
- 9. Recurring Bill Code Rules Revisions (P15L106)** Specify the version of the AREF Recurring Bill Code Rules program (P15L106) to use when the program is accessed from the Form menu.
Blank: ZJDE0001

Setting Up Assumption Header Information

Access the AREF Assumption Header Revisions form:

AREF Unit Assumptions - AREF Assumption Header Revisions			
OK Cancel Form Tools 			
Building	15020	Atrium Mall	
Assumption ID	MARKET		
Revision Number	1		
Market Rate Info		CPI Info	
Market Rate New	12.00	CPI Pattern	
Market Rate Renewal	10.00	CPI Bill Code	
Market Rate Bill Code	RRTL		
Growth Pattern	FIX		
Misc Info		New Assumption Info	
Renewal Prob Percent	☐	New Term	
Rent Step Growth		New Term Type	
Down Time			
Free Rent Bill Code	MISC		
Free Rent No. Months	2		
AREF Report Codes		Renewal Assumption Info	
AREF Report Code 01	☐	AREF Report Code 04	☐
AREF Report Code 02	☐	AREF Report Code 05	☐
AREF Report Code 03	☐		

AREF Assumption Header Revisions form

Assumption ID

Enter a code that specifies the name of the base assumption rule.

The maximum length for the code is 10 characters.

Market Rate New

Enter the amount per square foot that the system uses in conjunction with the area of the unit to forecast revenue amounts.

The system multiplies the amount that you enter by the area of the unit to forecast the rent amounts on leased units when the lease expires or on vacant units. The assumption action that you assign to the unit determines whether the system uses the new or renewal rate, or a blend of the two.

Market Rate Renewal

Enter the amount per square foot that the system uses in conjunction with the area of the unit to forecast revenue amounts.

The system multiplies the amount that you enter by the area of the unit to forecast the rent amounts on leased units when the lease expires or on vacant units. The assumption action that you assign to the unit determines whether the system uses the new or renewal rate, or a blend of the two.

Market Rate Bill Code	Enter the bill code to use to retrieve the account from the corresponding AAI to which the system updates forecasted revenue amounts after applying the market rate or rent-step growth pattern. The system assigns the rent revenue amounts to the account that you is up in the AAIs that corresponds to the bill code that you assign.
Growth Pattern	Enter a code that specifies the growth pattern to apply to rent (revenue) amounts that are forecasted.
Renewal Prob Percent	Enter the whole number that represents the percentage of likelihood that a tenant renews the lease. The system uses this value to calculate forecasted revenue amounts when the assumption action that is assigned to the assumption rule for the unit is B (market blend). When the assumption action is market blend, the system uses the percentage in this formula: $[(100 - \text{probability percent} / 100) \times \text{market rate new}] + [(\text{probability percent} / 100) \times \text{market rate renewal}]$
Down Time	Specify the duration, in months, of the anticipated vacancy of a unit. The system defers forecasting revenue for the amount of time specified. Note. The system uses the 15th of the month to determine the duration of the downtime. For example, if you enter 2 in this field, specify a budget start period of 01, and indicate that the effective date of the assumption is on or before the 15th of January, the system does not forecast rent revenue until March. If, however, the effective date of the assumption were the 20th of January, the system would not forecast rent revenue until April.
Free Rent Bill Code	Enter the bill code that the system uses to retrieve the account from the corresponding AAI to which the system updates the amount of free rent.
Free Rent No. Months	Enter the number of months that the landlord (lessor) does not collect rent for the unit.
CPI Pattern	Enter a code that specifies the percentage growth pattern, based on the Consumer Price Index (CPI), to apply to rent (revenue) amounts that are forecasted. You can complete this field only when the Rent Step Growth (RSGP) field is blank.
CPI Bill Code	Enter the bill code that the system uses to retrieve the account from the corresponding AAI to which the system updates forecasted revenue amounts after applying the CPI growth pattern.
New Term Type	Enter a user-defined code (15L/LT) that specifies whether the number entered in the New Term (PMTTC) field represents months or years. The system uses this field only when the value in the Assumption Action field is <i>N</i> (new) or <i>B</i> (blend). Values are: <i>MO</i>: Months <i>AN</i>: Years

Rent Step Growth	Enter the code that specifies the growth pattern to apply to rent (revenue) amounts that are forecasted. You can complete this field only when the CPI Pattern (CPIP) field is blank.
Renewal Term Type	Enter the user-defined code (15L/LT) that specifies whether the number entered in the Renewal Term (TOLA) field represents months or years. The system uses this field only when the value in the Assumption Action field is <i>R</i> (renewal). Values are: <i>MO</i>: Months <i>AN</i>: Years
AREF Report Code 01–AREF Report Code 05	Enter the user-defined code (15L/01) that you use to specify and organize information for reporting purposes.

Setting Up Assumption Detail Information

This section provides an overview of assumption detail information and the calculation methods, and discusses how to set up assumption detail information.

Understanding Assumption Detail Information

You set up assumption detail information to provide the rules to forecast amounts for rent-based or revenue-based expenses, such as commissions and tenant improvements. The system uses the assumption detail information for units that are leased, as well as for units that are vacant. Assumption detail information that you set up includes the type of assumption, the calculation method, retrieval bill codes, posting accounts, new and renewal rates, and growth patterns.

Detail assumptions enable you to specify a different growth pattern and different market rate values than those that you might set up for the assumption header. For example, you might want to forecast revenue amounts based on a market rate value of 50 per square foot, except for tenant improvements, for which you want to use a rate of 30 per square foot. Similarly, you might want to apply a growth pattern to increase amounts incrementally by a specific percent for each year for all revenue accounts except those on which you pay commissions. You can also set up information to forecast amounts for other assumptions that are not specifically for commissions or tenant improvements.

When the real estate lease is effective, and depending on the calculation method, the system uses the amounts from recurring billing (from PeopleSoft EnterpriseOne Real Estate Management), based on the retrieval bill codes that you specify, as the basis for calculating the commission or tenant improvement amounts. When the assumption is effective, the system multiplies the rate from the assumption header by the area of the unit to derive the base amount to which the calculation applies.

The calculation method determines whether the system uses a growth pattern, a rate, or both to forecast the amounts. The calculation method also determines when the system updates the forecasted amounts to the account specified:

- For calculation methods 1, 2, 3, 4, and 7, the system updates the forecasted amounts to the first period of the first year for which the assumption or real estate lease is effective.

For example if the assumption is in effect at 1/01/04 for a term of three years (through 12/31/07), the system updates the forecasted amounts for all four years to the first period of year 04.

- For calculation method 5, the system updates the forecasted amounts for each period for which the assumption or real estate lease is effective.
- For calculation method 6 and other assumptions (assumption type OT), the system updates the forecasted amount to the first period of each year for which the assumption or real estate lease is effective.

Note. The system uses the fiscal date pattern assigned to the company that is assigned to the building to determine the period to update. For example, if the company that is assigned to the building is set up to use a fiscal date pattern that begins 6/01 and ends 5/31, and the assumption or real estate lease begins in period 01, the system updates the forecasted amount to June.

You can set up multiple detail assumptions for a single header assumption. Except where noted, each detail assumption specified must have an assumption type to identify it and a calculation method to determine how the system computes the forecasted amount.

Note. Assumption type OT (Other Assumptions) does not require a calculation method. The system applies the growth pattern to the result, multiplying the market rate by the area of the unit to derive the base forecasted amount.

There are seven different calculation methods that you can use. Based on the assumption type and the calculation method that you select, the system requires that you complete specific fields. This table outlines the fields that you must complete with the corresponding values, if applicable, when you use the calculation method specified:

Calculation Method	Post Bill Code or Object Account	Retrieval Bill Codes*	New Rate	Renewal Rate	Amount Type	Growth Pattern
1	Required	Optional	Required	Required	PC (Percent)	Not Available
2	Required	Optional	Required	Required	PC (Percent)	Percentage
3	Required	Not Available	Required	Required	SF (Square Foot)	Not Available
4	Required	Optional	Required	Required	FX (Fixed)	Fixed
5	Required	Not Available	Required	Required	SF (Square Foot)	Not Available
6	Required	Not Available	Required	Required	FX (Fixed)	Not Available
7	Required	Optional	Not Available	Not Available	Not Available	Any Type

*If you do not specify a retrieval bill code, the system uses only the value from the rate specified in the assumption header.

Budgeted amounts based on the assumption details can be posted to either the account represented by the bill code entered in the Posting Bill Code field or the account entered in the Object Account field.

Note. If you enter an object account, the system uses this hierarchy to validate that the account is set up in the Account Master table (F0901):

The system concatenates the object account entered with the building number. For example, if you enter object account 5360, and the building number is 17101, the system searches for account 17101.5360.

If the system cannot locate the account, it concatenates the object account with the property number.

If the system cannot locate the account, it concatenates the account with the building's company number. For example, if building 17101 is set up for company 150, the system searches for account 150.5360.

If the system cannot locate the account, it displays an error.

The system stores assumption information in these tables:

- AREF Unit Assumptions Master Header (F15L102)
- AREF Unit Assumptions Master Detail (F15L112)

Understanding Calculation Methods for Detailed Assumptions

You set up detailed assumptions so that you can forecast amounts that are rent (revenue) based, such as commissions, tenant improvements, and other assumptions.

When the real estate lease is effective, the system uses the recurring billing information, which is actual amounts, to determine the base rent (revenue) amount to which the rate (from the assumption detail) is applied to forecast the expense amount of the commission or tenant improvements. If the system cannot locate recurring billing information to use (either because it is not set up or has expired prior to the lease end date), the system uses the rate from the assumption header to calculate rent revenue for the duration of the lease.

When the assumption is effective, the system multiplies the area of the unit by the market rate from the assumption header. It then applies the growth pattern (from the assumption header) to derive the base rent (revenue) amount to which the rate, or growth pattern, or both (from the assumption detail) are applied to forecast the expense amount of the commission or tenant improvements.

With the exception of other assumptions (assumption type OT), detailed assumptions require a calculation method. These calculation methods are available:

- Calculation Method 1 - Percentage of Base Rent.
- Calculation Method 2 - Percentage of Base Rent Compounded.
- Calculation Method 3 - Square Foot Market Rate.
- Calculation Method 4 - Fixed Base Rent Compounded.
- Calculation Method 5 - Monthly Fixed Market Rate.
- Calculation Method 6 - Fixed Market Rate.
- Calculation Method 7 - Custom Schedule.

The calculation method dictates whether the system uses retrieval bill codes, rates, or growth patterns, and the type of growth pattern (percent, fixed, or square foot).

Setup Information for Calculation Examples

These examples for each calculation method use the setup information from the programs listed. The requirements vary by calculation method, but the examples have been designed to use the same information so that you can easily compare the different results. We recommend that you print this page so that you can reference it as you review the calculation formulas and examples.

AREF Unit Maintenance (P15L101)

The assumption information set up for the unit is:

- Assumption Rule 01: BASE
- Action: N (new)

The action determines whether the system uses the new or renewal market rates from the assumption header and assumption detail. Because the action specified is N (new), the renewal rates are not listed.

- Useable Area: 10,000 square feet

AREF Unit Assumptions (P15L102)

Only the information used in the examples is included in the setup.

Assumption Header Information:

- Assumption ID: Base.
- Market Rate New: 10.00.
- Growth Pattern: Fixed.
- New Term: 10.
- New Term Type: AN (annual).

This table provides Assumption Detail Information:

Assumption Type	Calculation Method	Retrieval Bill Code 01	Retrieval Bill Code 02	New Rate	Amount Type	Growth Pattern
TI	1	RRTL	RPKG	3.0	PC	Not Used
TI	2	RRTL	RPKG	3.0	PC	PCT01
TI	3	Not Used	Not Used	3.0	SF	Not Used
TI	4	RRTL	RPKG	3.0	FX	FIXED01
TI	5	Not Used	Not Used	3.0	SF	Not Used
TI	6	RRTL	RPKG	Not Used	Not Used	Not Used
TI	7	Not Used	Not Used	3.0	Not Used	PCT02 FIX01 SF
OT	Not Used	Not Used	Not Used	3.0	Not Used	PCT01 FIX01 SF

With the exception of the OT (Other Assumption), the assumption type that you use does not affect the calculation. Not every calculation method requires all of the setup information.

Recurring Billing Information (P1502)

RRTL Gross Amount = 20,000 monthly.

RPKG Gross Amount = 5,000 monthly.

Term of Real Estate Lease = 72 months (6 years).

Real Estate Lease Start and End Dates = 1/01/02 through 12/31/07.

AREF Growth Patterns (P15L105)

This table shows different growth patterns and the amounts or rates for each year:

Year	FIXED	PCT01	FIXED01	PCT02	SF
1	1,000.00	1.00	50.00	5.00	10.00
2	2,000.00	2.00	100.00	7.00	12.00
3	3,000.00	3.00	125.00	10.00	15.00
4	4,000.00	4.00	150.00	12.00	18.00
5	5,000.00	5.00	200.00	15.00	20.00
6	6,000.00	6.00	250.00	17.00	25.00
7	7,000.00	7.00	300.00	18.00	30.00
8	8,000.00	8.00	400.00	20.00	40.00
9	9,000.00	9.00	500.00	22.00	50.00
10	10,000.00	10.00	700.00	25.00	60.00

AREF Budget Calculation (R15L1091)

Processing Option Settings

Years To Forecast: 10 (from 2002 through 2011)

Unit Area for Budget Calculation: Rentable (which is the usable area for the unit)

Note. Because the unit is leased for the first six years of the 10-year forecast, the system might perform a different calculation to forecast amounts for the years in which the unit is leased from the years in which the unit is vacant.

Key to the Abbreviations Used in Formulas

The examples that follow provide the formulas that the system uses for each calculation method. The formulas that are entered in tables use these abbreviations:

- AU - Area of unit.
- CR - Compounded rate.
- FA - Forecasted amount

- GPH - Growth pattern from assumption header.
- GPF - Growth pattern from assumption detail (fixed).
- GPP - Growth pattern from assumption detail (percentage).
- GPS - Growth pattern from assumption detail (square foot).
- TRB - Total recurring billing amounts for the term of the lease.
- RTH - Rate from assumption header.
- RTD - Rate from assumption detail.
- YR - Year.

Calculation Method 1 - Percentage of Base Rent

These examples illustrate how the system forecasts amounts using calculation method 1 during the years that the unit is leased and after the lease expires.

Calculation Method 1 for Years Leased (Forecasted Amount for Years 1 through 6)

The system uses this setup information for this calculation:

- Retrieval Bill Codes: RRTL and RPKG.
- Recurring Billing Amounts: 20,000 (RRTL) and 5,000 (RPKG).
- Real Estate Lease Start and End Dates = 1/01/02 through 12/031/07.
- Term of Real Estate Lease: 72 months (6 years.)
- New Rate (from assumption detail): 3.00.

The system calculates the revenue amounts for the term of the real estate lease based on the recurring billing amounts that are set up for the retrieval bill codes that you specify. The system does use the effective dates of the recurring billing information that is set up to determine which recurring billing amounts to sum. The system adds the recurring billing amounts for the term of the lease and multiplies that result by the new rate that is set up in the assumption detail using this formula:

$$(\text{Total Recurring Billing Amounts for Lease Term}) \times (\text{New Rate}) = (\text{Total Forecasted Amount for Years Leased})$$

Note. The system converts the percentage specified for the new rate to the decimal equivalent when it performs the calculation.

Using the setup information, the system calculates the forecasted revenue amount for the term of the lease as follows:

$$20,000 + 5,000 = 25,000 \text{ (monthly rent amount from recurring billing)}$$

$$25,000 \times 72 = 1,800,000 \text{ (rent for lease term)}$$

$$1,800,000 \times .03 \text{ (rate)} = 54,000 \text{ (forecasted amount years 1 through 6)}$$

The system updates the total forecasted amount to the first period of the first year that the real estate lease is effective in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2002.

Calculation Method 1 for Years Vacant (Forecasted Amount for Years 7 through 10)

The system uses this setup information for this calculation:

- Area of Unit: 10,000.
- Market Rate New (from assumption header): 10.00.
- Growth Pattern (from assumption header): FIXED.
- New Rate (from assumption detail): 3.00.
- Term of Assumption: 4 years.

After the real estate lease expires, the system uses the assumption that is assigned to the unit to forecast the rent, which is in effect for 4 years (2008 through 2011). The system multiplies the area of the unit by the new market rate from the assumption header, which is an amount per square foot, to determine the base amount to which to apply the growth pattern.

The equation is:

$$(\text{area of unit}) \times (\text{new market rate}) = (\text{base amount})$$

For example:

$$10,000 \times 10.00 = 100,000$$

Next, the system compounds (accumulates) the amounts from the growth pattern entered in the assumption header for the first seven years before adding the result to the base amount. The system uses the resulting new base amounts in place of the recurring billing amounts that the system uses when the unit is leased.

This table shows how the system compounds the amounts that it uses in the calculation:

Year	Growth Pattern FIXED Compounded	Calculation for New Base Amount
7	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 = 28,000	100,000 + 28,000 = 128,000
8	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 = 36,000	100,000 + 36,000 + 136,000
9	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 + 9,000 = 45,000	100,000 + 45,000 + 145,000
10	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 + 9,000 + 10,000 = 55,000	100,000 + 55,000 + 155,000

After the system calculates the new base amount for each year, it sums the amounts and multiplies the result by the new rate from the assumption detail to derive the total forecasted amount for years 7 through 10:

$$128,000 + 136,000 + 145,000 + 155,000 = 564,000$$

$$564,000 \times .03 = 16,920 \text{ (forecasted rent amount for years 7 through 10)}$$

The system updates the total forecasted amount to the first period of the first year that the assumption is effective in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2008.

Calculation Method 2 - Percentage of Base Rent Compounded

This example shows how the system forecasts amounts using calculation method 2 during the years that the unit is leased and after the lease expires.

Calculation Method 2 for Years Leased (Forecasted Amount for Years 1 through 6)

The system uses this setup information for this calculation:

- Retrieval Bill Codes: RRTL and RPKG.
- Monthly Recurring Billing Amounts: 20,000 (RRTL) and 5,000 (RPKG).
- Term of Real Estate Lease: 72 months (6 years).
- New Rate (from assumption detail): 3.00.
- Growth Pattern (from assumption detail): PCT01.

The system calculates the revenue amounts for the term of the real estate lease (72 months) based on the recurring billing amounts that are set up for the retrieval bill codes that you specify. Because this calculation method multiplies a compounded rate by the recurring bill code amounts, the new rate that it uses changes for each year. The system uses the new rate from the assumption detail to calculate the compounded new rate that the system uses in the subsequent year. The system continues compounding the rate for each year for which the unit is leased.

This table provides the compounding formula and the calculation formula that the system uses to derive the forecasted amount for each year:

Year	Formula for Compounding	Formula for Calculation
1	$(RTD \times GPP) + (RTD) = (CR\ YR\ 1)$	$(TRB) \times (CR\ YR\ 1) = (FA\ YR\ 1)$
2	$[(CR\ YR\ 1) \times (GPP)] + (CR\ YR\ 1) = (CR\ YR\ 2)$	$(TRB) \times (CR\ YR\ 2) = (FA\ YR\ 2)$
3	$[(CR\ YR\ 2) \times (GPP)] + (CR\ YR\ 2) = (CR\ YR\ 3)$	$(TRB) \times (CR\ YR\ 3) = (FA\ YR\ 3)$
4	$[(CR\ YR\ 3) \times (GPP)] + (CR\ YR\ 3) = (CR\ YR\ 4)$	$(TRB) \times (CR\ YR\ 4) = (FA\ YR\ 4)$
5	$[(CR\ YR\ 4) \times (GPP)] + (CR\ YR\ 4) = (CR\ YR\ 5)$	$(TRB) \times (CR\ YR\ 5) = (FA\ YR\ 5)$
6	$[(CR\ YR\ 5) \times (GPP)] + (CR\ YR\ 5) = (CR\ YR\ 6)$	$(TRB) \times (CR\ YR\ 6) = (FA\ YR\ 6)$

Note. The system converts percentages to the decimal equivalent when it performs the calculation.

This table shows the calculations using the setup information to forecast revenue amount for each year that the unit is leased:

Year	Compounded Rate for Calculation	Forecasted Amount
1	$(.03 \times .01) + .03 = .0303$	$1,800,000 \times .0303 = 54,540.00$
2	$(.0303 \times .02) + .0303 = .030906$	$1,800,000 \times .030906 = 55,630.80$
3	$(.030906 \times .03) + .030906 = .03183318$	$1,800,000 \times .03183318 = 57,299.72$
4	$(.03183318 \times .04) + .03183318 = .03310651$	$1,800,000 \times .03310651 = 59,591.72$
5	$(.03310651 \times .05) + .03310651 = .03476184$	$1,800,000 \times .03476184 = 62,571.31$
6	$(.03476184 \times .06) + .03476184 = .03684755$	$1,800,000 \times .03684755 = 66,325.59$

Total Forecasted Amounts for Years 1 through 6:

$$54,540.00 + 55,630.80 + 57,299.72 + 59,591.72 + 62,571.31 + 66,325.59 = 355,959.14$$

The system updates the total forecasted amounts for the years that the unit is leased to the first period of the first year of the real estate lease in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2002.

Calculation Method 2 for Years Vacant (Forecasted Amount for Years 7 through 10)

The system uses this setup information for this calculation:

- Area of Unit: 10,000.
- Market Rate New (from assumption header): 10.00.
- Growth Pattern (from assumption header): FIXED.
- Term of Assumption: 4 years.

After the term of the real estate lease expires, the system uses the area of the unit and the new market rate from the assumption header, which is an amount per square foot, to determine the base amount to which to apply the growth pattern.

The equation is:

$$(\text{area of unit}) \times (\text{market rate}) = (\text{base amount})$$

For example:

$$10,000 \times 10.00 = 100,000$$

Next, the system compounds (accumulates) the amounts from the growth pattern entered in the assumption header for the first seven years before adding the result to the base amount. The system uses the resulting base amount in place of the recurring billing amounts that the system uses when the unit is leased.

This table shows how the system compounds the amounts that it uses in the calculation:

Year	Growth Pattern FIXED Compounded	Calculation
7	$1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 = 28,000$	$100,000 + 28,000 = 128,000$
8	$1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 = 36,000$	$100,000 + 36,000 = 136,000$
9	$1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 + 9,000 = 45,000$	$100,000 + 45,000 = 145,000$
10	$1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 + 9,000 + 10,000 = 55,000$	$100,000 + 55,000 = 155,000$

Total Amount Used Instead of Recurring Billing Amounts:

$$128,000 + 136,000 + 145,000 + 155,000 = 564,000$$

After the system calculates the compounded base amount for each year, it sums the amounts and multiplies the result by the compounded rate to derive the forecasted amount for each year. The system starts compounding based on the first year of the growth pattern (not the seventh). In other words, the growth rates start over when an assumption becomes effective.

This table shows how the system derives the forecasted amount for years 7 through 10:

Year	Compounded Rate for Calculation	Forecasted Amount
7	$(.03 \times .01) + .03 = .0303$	$564,000 \times .0303 = 17,089.20$
8	$(.0303 \times .02) + .0303 = .030906$	$564,000 \times .030906 = 17,430.98$
9	$(.030906 \times .03) + .030906 = .03183318$	$564,000 \times .03183318 = 17,953.91$
10	$(.03183318 \times .04) + .03183318 = .03310651$	$564,000 \times .03310651 = 18,672.07$

Total Forecasting Amounts for Years 7 through 10:

$$17,089.20 + 17,430.98 + 17,953.91 + 18,672.07 = 71,146.16$$

The system updates the total forecasted amount to the first period of the first year that the assumption is effective in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2008.

Calculation Method 3 - Sq. Ft. Market Rate

These examples illustrate how the system forecasts amounts using calculation method 3 during the years that the unit is leased and after the lease expires.

Calculation Method 3 for Years Leased (Forecasted Amount for Years 1 through 6)

The system uses this setup information for this calculation:

- Area of Unit: 10,000.
- Term of Real Estate Lease: 72 months (6 years).
- New Rate (from assumption detail) 3.00.

The system multiplies the area of the unit by the new rate from the detail assumption, and then multiplies that result by the number of years in the lease term. Using the setup information, the system calculates the forecasted amount for the term of the real estate lease as follows:

$$[(\text{area of unit}) \times (\text{new rate})] \times (\text{lease term}) = (\text{forecasted amount})$$

For example:

$$(10,000 \times 3.00) \times 6 = 180,000$$

The system updates the total forecasted amounts for the years that the unit is leased to the first period of the first year of the real estate lease in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2002.

Calculation Method 3 for Years Vacant (Forecasted Amount for Years 7 through 10)

The system uses this setup information for this calculation:

- Area of Unit: 10,000.
- Term of Forecast: 48 months (4 years).
- New Rate (from assumption detail) 3.00.
- Term of Assumption: 4 years.

When the term of the real estate lease expires, the system uses the same formula to forecast the term of the assumption (four years):

$$[(\text{area of unit}) \times (\text{new rate})] \times (\text{lease term}) = (\text{forecasted amount})$$

For example:

$$(10,000 \times 3.00) \times 4 = 120,000$$

The system updates the total forecasted amount to the first period of the first year that the assumption is effective in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2008.

Calculation Method 4 - Fixed Base Rent Compounded

This calculation method differs from the others because it forecasts amounts for three years only, regardless of the lease term or the number of years to forecast specified in the processing option of the AREF Budget Calculation program (R15L1091). These examples illustrate how the system forecasts amounts using calculation method 4 during the years that the unit is leased and after the lease expires.

Calculation Method 4 for Years Leased (Forecasted Amount for Years 1 through 6)

The system uses this setup information for this calculation:

- Retrieval Bill Codes: RRTL and RPKG.
- Monthly Recurring Billing Amounts: 20,000 (RRTL) and 5,000 (RPKG).

- Term of Real Estate Lease: 72 months (6 years).
- New Rate (from assumption detail): 3.00.
- Growth Pattern (from assumption detail): FIXED01.

The system calculates the revenue amounts for the term of the real estate lease based on the recurring billing amounts that are set up for the retrieval bill codes that you specify. Then, the system multiplies the result by the sum of the new rate and the amount from the fixed growth pattern for the corresponding year from the assumption detail. The system compounds the fixed growth pattern as illustrated in this table to derive the forecasted amount:

Year	Calculation: $TRB \times (RTD + GPF) = FA$
1	$25,000 \times 72 \times (3.00 + 50.00) = 95,400,000$
2	$25,000 \times 72 \times (3.00 + 50.00 + 100.00) = 275,400,000$
3	$564,000 \times (3.00 + 50.00 + 100.00 + 125.00) = 500,400,000$

Total Forecasted Amount for Three Years:

$$95,400,000 + 275,400,000 + 500,400,000 = 871,200,000$$

The system updates the total forecasted amount to the first period of the first year that the real estate lease is effective in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2002.

Calculation Method 4 for Years Vacant (Forecasted Amount for Years 7 through 10)

The system uses this setup information for this calculation:

- Growth Pattern (from assumption header): FIXED.
- New Rate (from assumption detail): 3.00.
- Growth Pattern (from assumption detail): FIXED01.
- Term of Assumption: 4 years.

After the term of the real estate lease expires, the system uses the same formula to forecast the term of the assumption (four years), but derives the base amount by adding the first seven years of the growth pattern from the assumption header in place of the recurring billing amounts.

This table shows how the system compounds the amounts that it uses in the calculation:

Year	Growth Pattern FIXED Compounded	Calculation for Base Amount
7	$1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 = 28,000$	$100,000 + 28,000 = 128,000$
8	$1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 = 36,000$	$100,000 + 36,000 + 136,000$

Year	Growth Pattern FIXED Compounded	Calculation for Base Amount
9	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 + 9,000 = 45,000	100,000 + 45,000 + 145,000
10	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 + 9,000 + 10,000 = 55,000	100,000 + 55,000 + 155,000

Total Base Amount:

$$128,000 + 136,000 + 145,000 + 155,000 = 564,000$$

The system multiplies the total base amount by the sum of the rate from the assumption detail and the growth pattern amount (compounded) from the assumption detail to derive the forecasted amount:

Year	Calculation: Total Base Amount x (RTD + GPF) = FA
1	$564,000 \times (3.00 + 50.00) = 29,892,000$
2	$564,000 \times (3.00 + 50.00 + 100.00) = 86,292,000$
3	$564,000 \times (3.00 + 50.00 + 100.00 + 125.00) = 156,972,000$

Total Forecasted Amount for Three Years:

$$29,892,000 + 86,292,000 + 156,972,000 = 272,976,000$$

The system updates the total forecasted amount to the first period of the first year that the real estate lease is effective in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2008.

Calculation Method 5 - Monthly Fixed Market Rate

The system uses this setup information for this calculation:

- Area of Unit: 10,000.
- New Rate (from assumption detail): 3.00.

The system uses the same calculation, which is an amount per square foot, for all of the years forecasted, regardless of whether the unit is leased. The system multiplies the area of the unit by the new rate from the detail assumption, and then divides that result by 12. Using the setup information, the system calculates the forecast amounts as follows:

$$(\text{New Rate} \times \text{Area of Unit}) / 12$$

$$3 \times 10,000 = 30,000 \text{ (forecasted yearly amount)}$$

$$30,000 / 12 = 2,500 \text{ (forecasted monthly amount)}$$

Unlike the other calculation methods, the system updates the forecasted amount to each period in the F15L109 table.

Calculation Method 6 - Fixed Market Rate

The system uses this setup information for this calculation:

New Rate (from assumption detail): 3.00.

The system uses the new rate from the detail assumption as the annual forecasted amount for all of the years for which the budget is forecast regardless of whether the unit is leased. Using the setup information, the system calculates the forecasted amount as follows:

New Rate = 3.00

The system updates the forecasted amount to the first period of each year for which the lease or assumption is effective in the F15L109 table.

Calculation Method 7 - Custom Schedule

These examples illustrate how the system forecasts amounts using calculation method 7 during the years that the unit is leased and after the lease expires.

Calculation Method 7 for Years Leased (Forecasted Amount for Years 1 through 6)

The system uses this setup information for this calculation:

- Retrieval Bill Codes: RRTL and RPKG.
- Monthly Recurring Billing Amounts: 20,000 (RRTL) and 5,000 (RPKG).
- Area of Unit: 10,000.
- Growth Patterns (from assumption detail): PCT02, FIXED01, SF.

Unlike the other calculation methods, the system does not use the new rate from the detail assumption to calculate the forecasted amounts. The system uses only the growth pattern that you assign. Also, the system does not compound the growth pattern. Another difference between this calculation method and the other calculation methods is that it uses a rolling 12-period span to calculate recurring billing amounts and to apply the appropriate growth pattern. For example, if the real estate lease were from 6/02 through 5/05, the system would apply the growth pattern that is set up for the first year to only those periods between 06/02 and 5/03. Beginning with period 01 for 2003, the system would apply the growth pattern from the second year. Typically, you use calculation method 7 to forecast commissions based on a specific schedule that might not be used for other calculation methods.

Depending on the growth pattern type, the system calculates the forecasted amount differently. These tables illustrate the formula that the system uses for each growth pattern type and the forecasted amounts that the system calculates based on the setup information:

Growth Pattern Type	Formula
Percentage	(Recurring Billing Amount for 12-period Span) x (Growth Pattern Percentage)
Fixed	Amount from Growth Pattern
Square Foot	(Area of Unit) x (Growth Pattern Square Foot Rate)

Year	PCT02 (percentage)	FIXED01 (fixed)	SF (square foot)
1	$300,000 \times .05 = 15,000$	50.00	$10,000 \times 10.00 = 100,000$
2	$300,000 \times .07 = 21,000$	100.00	$10,000 \times 12.00 = 120,000$
3	$300,000 \times .10 = 30,000$	125.00	$10,000 \times 15.00 = 150,000$
4	$300,000 \times .12 = 36,000$	150.00	$10,000 \times 18.00 = 180,000$
5	$300,000 \times .15 = 45,000$	200.00	$10,000 \times 20.00 = 200,000$
6	$300,000 \times .17 = 51,000$	250.00	$10,000 \times 25.00 = 250,000$
Total	198,000	875.00	1,000,000

Note. The system converts the percentages to the decimal equivalent when it performs the calculation.

The system updates the total forecasted amount to the first period of the first year that the real estate lease is effective in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2002.

Calculation Method 7 for Years Vacant (Forecasted Amount for Years 7 through 10)

The system uses this setup information for this calculation:

- Area of Unit: 10,000.
- New Market Rate (from assumption header): 10.00.
- Growth Pattern (from assumption header): FIXED.
- Growth Patterns (from assumption detail): PCT02, FIXED01, SF.
- Term of Assumption: 4 years.

Depending on the growth pattern type, the system calculates the forecasted amount differently. This table shows the formula that the system uses for each growth pattern type:

Growth Pattern Type	Formula
Percentage	(Recurring Billing Amount for 12-period Span) $\times$ (Growth Pattern Percentage)
Fixed	Amount from Growth Pattern
Square Foot	(Area of Unit) $\times$ (Growth Pattern Square Foot Rate)

For the percentage growth pattern type, the system uses the area of the unit and the new market rate from the assumption header, which is an amount per square foot, to determine the base amount to which to apply the growth pattern:

$$(\text{area of unit}) \times (\text{market rate}) = (\text{base amount})$$

For example:

$$10,000 \times 10.00 = 100,000$$

Note. The system applies the appropriate growth pattern (amount, percentage, or amount per square foot) to the base amount, based on the budget year, not the calendar year. For example, if the assumption were effective 2/01/08 instead of 1/01/08, the system would apply the growth pattern that is set up for year 1 to only 11 of the 12 months in year 08. The system would apply the growth pattern set up for year 2 to the remaining period (1/01/09 – 1/31/09).

Next, the system compounds (accumulates) the amounts from the growth pattern entered in the assumption header for the first seven years before adding the result to the base amount. The system uses the resulting base amount in place of the recurring billing amounts that the system uses when the unit is leased.

This table shows how the system compounds the amounts that it uses in the calculation when the growth pattern is a percentage:

Year	Growth Pattern FIXED Compounded	Calculation
7	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 = 28,000	100,000 + 28,000 = 128,000
8	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 = 36,000	100,000 + 36,000 = 136,000
9	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 + 9,000 = 45,000	100,000 + 45,000 = 145,000
10	1,000 + 2,000 + 3,000 + 4,000 + 5,000 + 6,000 + 7,000 + 8,000 + 9,000 + 10,000 = 55,000	100,000 + 55,000 = 155,000

Amount Used Instead of Recurring Billing Amounts:

$$128,000 + 136,000 + 145,000 + 155,000 = 564,000$$

After the system calculates the total base amount for the years for which the assumption is effective, it multiplies the result by the growth pattern percentage from the detail assumption.

Although the calculations apply to the term of the assumption, the system does not use the corresponding values from the growth pattern assigned to the assumption detail. Instead, it starts over and uses the value from first year of the growth pattern and continues through the last year for which the forecast is generated.

This table shows how the system calculates the forecasted amount for years 7 through 10 for each growth pattern type based on the formulas:

Year	PCT02 (percentage)	FIXED01 (fixed)	SF (square foot)
7	128,000 x .05 = 6,400	50	10,000 x .10 = 100,000
8	136,000 x .07 = 9,520	100	10,000 x .12 = 120,000
9	145,000 x .10 = 14,500	125	10,000 x .15 = 150,000

Year	PCT02 (percentage)	FIXED01 (fixed)	SF (square foot)
10	$155,000 \times .12 = 18,600$	150	$10,000 \times .18 = 180,000$
Total	49,020	425	550,000

Note. The system converts percentages to the decimal equivalent when it performs the calculation.

The system updates the total forecasted amount to the first period of the first year that the assumption is effective in the F15L109 table. In this example, the system updates the total forecasted amount to period 01 of 2008.

Other Assumptions (Assumption Type OT)

These examples illustrate how the system forecasts amounts using other assumptions during the years that the unit is leased and after the lease expires.

Calculation for Other Assumptions for Years Leased (Forecasted Amount for Years 1 through 6)

The system uses this setup information for this calculation:

- New Rate (from assumption detail): 3.00.
- Growth Pattern (from assumption detail): PCT01, FIXED01, SF.

When you use the assumption type of OT (Other Assumptions), the system does not require a calculation method, nor does it retrieve amounts based on bill codes. Instead, the system uses the rate and growth pattern from the assumption detail. You can assign any type of growth pattern to use. The system calculates the forecasted amounts differently according to the growth pattern type.

These tables illustrate the formula that the system uses to calculate forecasted amounts for each growth type, as well as provide an example using the setup information. The system uses the growth pattern percentage that corresponds to each year:

Growth Pattern Type	Year	Formula
Percentage	1	$[(RTD) \times (GPP)] + (RTD) = (FA\ YR\ 1)$
Percentage	2	$[(FA\ YR\ 1) \times (GPP)] + (FA\ YR\ 1) = (FA\ YR\ 2)$
Percentage	3	$[(FA\ YR\ 2) \times (GPP)] + (FA\ YR\ 2) = (FA\ YR\ 3)$
Percentage	4	$[(FA\ YR\ 3) \times (GPP)] + (FA\ YR\ 3) = (FA\ YR\ 4)$
Percentage	5	$[(FA\ YR\ 4) \times (GPP)] + (FA\ YR\ 4) = (FA\ YR\ 5)$
Percentage	6	$[(FA\ YR\ 5) \times (GPP)] + (FA\ YR\ 5) = (FA\ YR\ 6)$

Growth Pattern Type	Year	Formula
Fixed*	1–6	$[(GPF) + (RTD)] = (FA)$
Square Foot*	1–6	$[(AU) \times (GPS)] + (RTD) = (FA)$

*The system accumulates the fixed amounts and amounts per square foot for each year from the growth pattern, as illustrated in this table:

YR	Calculation for Growth Pattern: PCT01 (percentage)	Forecasted Amount
1	$(3.0 \times .01) + 3.0 = 3.03$	3.03
2	$(3.03 \times .02) + 3.03 = 3.0906$	3.09

CHAPTER 5

Setting Up Unit Master Information

This chapter provides an overview of unit master information and discusses how to:

- Add a unit manually
- Assign assumption rules
- Revise a unit

Understanding Unit Master Information

Unit information must exist for each unit for which you want to generate a forecasted budget. The system uses unit information to retrieve the area values and assumption rules that you assign. Existing units in PeopleSoft EnterpriseOne Real Estate Management can be uploaded to PeopleSoft EnterpriseOne Advanced Real Estate Forecasting by running the AREF Load Unit Master program (R15L1012). This enables you to forecast budgets based on actual information. However, if you want to do "as if" analyses or compare budget information among several units, you might need to set them up manually.

When you add a new unit, you must assign it to an existing building and floor, specify the budget revision number and unit type, and enter the area of the unit (rentable and usable). You can also assign unit-effective dates, if desired. If you want to forecast budgets based on estimated sales, you can also specify annual recapture amounts and sales amounts for each period. The system uses the sales information only if you enter a sales overage rule.

Note. The system does not update PeopleSoft EnterpriseOne Real Estate Management with unit information that you enter using the AREF Unit Maintenance program.

The system stores information from the unit master record in the F15L101 table.

Adding a Unit Manually

This section describes how to:

- Set processing options for AREF Unit Maintenance (P15L101).
- Add a unit.

Form Used to Add a Unit Manually

Form Name	Form ID	Navigation	Usage
Unit Revisions	W15L101B	AREF Setup (G15L412), AREF Unit Maintenance. Click Add on the Work With Units form.	Add units manually for the building and revision number.

Setting Processing Options for the AREF Unit Maintenance Program (P15L101)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Unit Type**

Specify the default unit type to assign to the Unit Type (UTTY) field when you add a unit.

You can override the default unit type, if necessary, when you add the unit.

The unit type that you enter must exist in UDC 15/UT.

Blank: You must assign the unit type when you add the new unit, or the system returns an error.
- 2. E.P. Unit Type**

Specify the default unit type to assign to the E.P. Unit Type field (EPTY) when you add a unit.

You can override the default unit type, if necessary, when you add the unit.

The unit type that you enter must exist in UDC 15/EU.
- 3. Lock Unit**

Specify the default value to assign to the Locked Flag field (BELK) when you add a unit

You can override the default value, if necessary, when you add the unit.

Values are:

Blank: The unit is not locked.

1: The unit is locked.
- 4. Assumption Action**

Specify the default value to assign to the Action field (AACT), which the system completes when you enter an assumption rule.

The value that you assign must exist in UDC 15L/UA.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

1. Unit Assumption Revisions (P15L102)	Specify the version of the AREF Unit Assumptions program (P15L102) to use when the program is accessed from the Form menu. Blank: ZJDE0001
2. E.P. Rules Revisions (P15L104)	Specify the version of the E.P. Rules program (P15L104) to use when the program is accessed from the Form menu. Blank: ZJDE0001
3. Sales Overage Revisions (P15L103)	Specify the version of the AREF Sales Overage Rules program (P15L103) to use when the program is accessed the program from the Form menu. Blank: ZJDE0001
4. Growth Pattern Revisions (P15L105)	Specify the version of the AREF Growth Pattern program (P15L105) to use when the program is accessed from the Form menu. Blank: ZJDE0001
5. Legal Clauses Revisions (P1570)	Specify the version of the Legal Clause Information program (P1570) to use when the program is accessed from the Form menu. Blank: ZJDE0001
6. Lease Information (P1501)	Specify the version of the Lease Information program (P1501) to use when the program is accessed from the Form menu. Blank: ZJDE0001
7. Unit Information (P15217)	Specify the version of the Unit Information program (P15217) to use when the program is accessed from the Form menu. Blank: ZJDE0001
8. Recurring Bill Code Revisions (P15L106)	Specify the version of the AREF Recurring Bill Code Rules program (P15L106) to use when the program is accessed from the Form menu. Blank: ZJDE0001

Adding a Unit Manually

Access the Unit Revisions form. Select the Unit Info tab.

AREF Unit Maintenance - Unit Revisions

OK Cancel Form Tools

No Active Lease

Unit Info Assumption Rules Sales Amounts Report Codes Recapture

Building	15020	Atrium Mall	Useable Area	
Revision Number	1		Sales Area	
Unit	101		Lock Flag	N
Description	Space 101		E.P. Unit Type	ANC
Original Unit			Unit Begin Date	
Unit Type	RSale		Unit End Date	
Unit of Measure	SF		Lease Start Date	
Floor			Lease End Date	

Unit Revisions form

Unit Info

Original Unit

Enter the number that identifies the original unit in the F15L101 table prior to reabsorbing it.

Unit Type

Enter the user-defined code (15/UT) that identifies the type of unit for billing and reporting purposes. Examples include:

- OFFCE - Office space
- RSale - Retail space
- RESTR - Restaurant
- CONDO - Condominium

Unit of Measure

Enter the user-defined code (00/UM) that identifies the unit of measurement for an amount or quantity.

For example, it can represent a barrel, box, cubic meter, liter, hour, and so on.

Floor

Enter the user-defined code (15/FL) that identifies a floor in a building in which the unit exists.

Useable Area

Enter the user-defined area that corresponds to the rentable area in other advanced real estate management forecasting programs and in PeopleSoft EnterpriseOne Real Estate Management.

Sales Area

Enter the user-defined area that corresponds to the usable area in other advanced real estate management forecasting programs and in PeopleSoft EnterpriseOne Real Estate Management.

Lock Flag

Specify whether the system generates a budget record or updates the F15L109 table for the unit when you run the AREF Budget Calculation program (R15L1091). Values are:

Y: The unit is locked.

The system neither generates a new record, nor updates an existing record in the F15L109 table.

N: The unit is not locked.

The system updates the budget results record when you run program R15L1091.

The system automatically updates this field to *N*. If you enter *Y*, the system locks the unit, which protects it from future updates. You can reabsorb a locked unit.

Note. If you change the Lock Flag from *Y* to *N*, you must press the Tab key to exit the field to enable the OK button on the tool bar.

E.P. Unit Type

Enter the user-defined code (15/EU) that identifies the unit for expense participation exclusions.

If you set up expense participation rules that use a tenant exclusion rule or share factor denominator, you must complete this field.

Unit Begin Date

Enter the date on which the unit is active.

Unit End Date

Enter the date on which the unit becomes inactive.

Assigning Assumption Rules

This section provides overviews of assumption rules and global assumption rule assignments and discusses how to:

- Set processing options for AREF Unit Assumption Assignment (15L1011).
- Assign assumption rules to units manually.
- Assign assumption rules to units globally.

Understanding Assumption Rules

You assign assumption, expense participation, sales overage, and recurring bill code rules only to units that might require a different rule from the default rules that are set up in the building constants. You can assign rules to each unit individually using the AREF Unit Maintenance program, or you can globally assign rules to multiple units, using the AREF Unit Assumption Assignment program (P15L1011).

When you assign more than one assumption, expense participation, sales overage, and recurring bill code rule, the system uses the term of the first assumption rule (from the assumption header) as the term for the corresponding rules (expense participation, sales overage, and recurring bill code). For example:

- When Assumption Rule 01 is effective, the corresponding 01 rules for expense participation, sales overage, and recurring bill codes are also effective.

- When Assumption Rule 02 is effective, the corresponding 02 rules for expense participation, sales overage, and recurring bill codes are also effective.
- When Assumption Rule 03 is effective, the corresponding 03 rules for expense participation, sales overage, and recurring bill codes are also effective.

If you do not have the same number of corresponding expense participation, sales overage, or recurring bill code rules assigned as you have assumption rules, the system uses the term from the last assumption rule specified, as illustrated in this example:

Example: Multiple Assumption Rules and Effective Dates

Using the setup information provided, the example shows how the system determines which assumption rule to use when more than one assumption rule is entered for the unit.

AREF Budget Calculation Processing Option Settings

The system uses the Budget Start Period, Budget Start Year, Number of Years Forecast, and Assumption 1 Term Calculation processing options from the AREF Budget Calculation program to determine the effective dates of the assumption, based on the assumption term that is specified:

- Budget Start Period: 01.
- Budget Start Year: 03.
- Number of Years Forecast: 10.
- Assumption 1 Term Calculation: Budget Start Date.

Unit Assumption Information

This table shows the unit assumption setup information:

Assumption ID	New Term	New Term Type	Effective Dates*
ARA	2	AN	01/01/03–12/31/04
ARB	5	AN	01/01/05–12/31/09
ARC	36	MO	01/01/10–12/31/12
ARD	Blank	Blank	01/01/03–12/31/12

*Based on the AREF Budget Calculation processing option settings.

This table shows the effective date of the expense participation, sales overage, and recurring bill code rules based on the effective date of the assumption rule:

Rule Type	Rule Name	Rule Effective Dates
Assumption Rule 01	ARA	01/01/03–12/31/04
Assumption Rule 02	ARB	01/01/05–12/31/09
Assumption Rule 03	ARC	01/01/10–12/31/12
E.P. Rules ID 01	EPA	01/01/03–12/31/04

Rule Type	Rule Name	Rule Effective Dates
E.P. Rules ID 02	EPB	01/01/05–12/31/12*
E.P. Rules ID 03	NA	NA
Sales Overage Rule 01	SOA	01/01/03–12/31/12*
Sales Overage Rule 02	NA	NA
Sales Overage Rule 03	NA	NA
Recurring Bill Code Rule 01	RBA	01/01/03–12/31/04
Recurring Bill Code Rule 02	RBB	01/01/05–12/31/12*
Recurring Bill Code Rule 03	NA	NA

Note. When fewer corresponding rules (expense participation, sales overage, or recurring bill code) are set up than assumption rules, the system uses the effective date of the last assumption rule as the effective date for the corresponding rule.

*The system uses the through effective date of Assumption Rule 03 as the through effective date of the corresponding rule.

Similarly, if the first assumption rule entered does not have a term specified, the assumption is effective for the duration of the budget and the system never uses the second and subsequent assumption, expense participation, sales overage, or recurring bill code rules.

Understanding Global Assumption Assignations

As an alternative to manually assigning rules to each unit using the AREF Unit Maintenance program (P15L101), you can globally assign or revise the rules on multiple units simultaneously using the AREF Unit Assumption Assignment program (P15L1011). The program provides multiple search fields to use to locate the units that you want to update, including unit information, report codes, and rules. For example, you might want to assign all of the units in a specific building or for a particular revision number the same rules, or you might want to globally update the rule assigned to units to a new rule.

After you locate the units that you want to update, you enter the assumption, expense participation, sales overage, and recurring bill code rules that you want to assign. If the rules do not apply to all of the units that you located, you can select the units to update and select Copy to Select Record from the Row menu. To assign the rules to all units displayed, select Copy All Records from the Form menu.

Note. If you inadvertently copy rules to the wrong units, you cannot use this program to update them to a blank value; you must use the AREF Unit Maintenance program, which you can access from a Row or Form menu.

Prerequisites

Before you complete the tasks in this section:

- Upload units from PeopleSoft EnterpriseOne Real Estate Management.
- Add units manually, if necessary.

- Set up the assumption rules, expense participation rules, sales overage rules, and recurring bill code rules that you want to assign.

See Also

Chapter 11, “Revising Building Constants Using Models,” page 125

Forms Used to Assign Unit Assumptions

Form Name	Form ID	Navigation	Usage
Unit Revisions	W15L101B	AREF Setup (G15L412), AREF Unit Maintenance. Select a unit on the Work with Units form.	Add assumption information to the unit on the Assumption Rules tab.
Unit Assumption Assignment	W15L1011A	AREF Setup (G15L412), AREF Unit Assumption Assignment.	Locate the units to which you want to apply the assumption rules, specify the assumption rules, and update the assumption rules to the units. If the rules do not apply to all of the units that you located, select the units to update and select Copy to Select Record from the Row menu. To assign the rules to all units displayed, select Copy All Records from the Form menu.

Setting Processing Options for the AREF Unit Assumption Assignment Program (P15L1011)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. E.P. Unit Type Default** Specify the default value for the E.P. Unit Type field.
The value that you specify must exist in UDC 15/11.
- 2. Unit Type Default** Specify the default value for the Unit Type field.
The value that you specify must exist in UDC 15/UT.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

- | | |
|---|---|
| 1. Unit Assumption (P15L102) | Specify the version of the AREF Unit Assumptions program (P15L102) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |
| 2. E.P. Rules (P15L104) | Specify the version of the AREF E.P. Rules program (P15L104) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |
| 3. Sales Overage Rules (P15L103) | Specify the version of the AREF Sales Overage Rules program (P15L103) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |
| 4. Unit Maintenance (P15L101) | Specify the version of the AREF Unit Maintenance program (P15L101) to use when the program is accessed from the Form or Row menu.
Blank: ZJDE0001 |
| 5. Growth Patterns (P15L105) | Specify the version of the AREF Growth Patterns program (P15L105) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |
| 6. Bill Code (P1512) | Specify the version of the Bill Codes/Adjustments Reasons program (P1512) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |
| 7. AAI (P0012) | Specify the version of the Automatic Accounting Instructions program (P0012) to use when the program is accessed from the Form menu.
Blank: ZJDE0015 |
| 8. Recurring Bill Code Rules (P15L106) | Specify the version of the AREF Recurring Bill Code Rules program (P15L106) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |

Assigning Assumption Rules to Units Manually

Access the Unit Revisions form. Select the Assumption Rules tab.

AREF Unit Maintenance - Unit Revisions

OK Cancel Form Tools

No Active Lease

Unit Info **Assumption Rules** Sales Amounts Report Codes Recapture

New Rule	Assumption Rule 01	BASE	base	Action	N
New Rule	Assumption Rule 02			Action	
New Rule	Assumption Rule 03			Action	
New Rule	E.P. Rules ID 01				
New Rule	E.P. Rules ID 02				
New Rule	E.P. Rules ID 03				
New Rule	Sales Overage Rule 01	RULE			
New Rule	Sales Overage Rule 02				
New Rule	Sales Overage Rule 03				
New Rule	Recurring Bill Code Rule 01	RB01	RB Rule 1		
New Rule	Recurring Bill Code Rule 02				
New Rule	Recurring Bill Code Rule 03				

Unit Revisions form

Assumption Rules

Assumption Rule 1

Enter the code that specifies the first assumption rule to use for forecasting revenue amounts.

An action must be associated with each assumption rule that you specify.

Assumption Rule 2

Enter the code that specifies the second assumption rule to use for forecasting revenue amounts.

If you complete this field, you must enter a value in the Assumption Rule 01 (ASP1) field. An action must be associated with each assumption rule that you specify.

Assumption Rule 3

Enter the code that specifies the third assumption rule to use for forecasting revenue amounts.

If you complete this field, you must enter a value in the Assumption Rule 01 (ASP1) and Assumption Rule 02 (ASP2) fields. An action must be associated with each assumption rule that you specify.

Action

Enter the user-defined code (15L/UA) that specifies whether the assumption rule applies to the new or renewal market rate, or a blend of the two, when used by the system to forecast the budget amounts. Values are:

N: New

R: Renewal

B: Market blend

The system uses the values from the Market Rate New (NWMK), Market Rate Renewal (RNMK), and Renewal Probability Percent (RPPC) fields on the unit assumption in this formula to determine the value for the market blend:

$$\{[100 - (\text{prob percent}) \div 100] \times (\text{new})\} + [(\text{prob percent}) \div 100] \times (\text{renew})$$

For example, if the new market rate is 10, the renewal market rate is 8, and the renewal probability percent is 60, the system calculates the blend rate as 8.8:

$$\{[(100 - 60) \div 100] \times 10\} + (60 \div 100) \times 8 = 8.8$$

E.P. Rule 1

Enter the code that specifies the first expense participation rule.

E.P. Rule 2

Enter the code that specifies the second expense participation rule to use for forecasting expense amounts.

If you complete this field, you must enter a value in the E.P. Rules ID 01 (EPRD) field.

E.P. Rule 3

Enter the code that specifies the third expense participation rule to use for forecasting expense amounts.

If you complete this field, you must enter a value in the E.P. Rules ID 01 (EPRD) and E.P. Rules ID 02 (EPRE) fields.

S.O. Rule 1

Enter the code that specifies the first sales overage rule.

S.O. Rule 2

Enter the code that specifies the second sales overage rule to use for forecasting revenue amounts.

If you complete this field, you must enter a value in the Sales Overage Rule 01 (SOID) field.

S.O. Rule 3

Enter the code that specifies the third sales overage rule to use for forecasting revenue amounts.

If you complete this field, you must enter a value in the Sales Overage Rule 01 (SOID) and Sales Overage Rule 02 (SOIE) fields.

Assigning Assumption Rules to Units Globally

Access the Unit Assumption Assignment form.

AREF Unit Assumption Assignment - Unit Assumption Assignment

OK Find Cancel Row Form Tools

Unit Info Report Codes Rules

Property * Floor No *

Building 15020 Atrium Mall E.P. Unit Type *

Revision Number 1 Lock Flag *

Unit Type R SALE Retail Sales

Copy From Header

Assumption Rule 1 BASE Action N E.P. Rule 1 S.O. Rule 1 B.C. Rule 1

Assumption Rule 2 Action E.P. Rule 2 S.O. Rule 2 B.C. Rule 2

Assumption Rule 3 Action E.P. Rule 3 S.O. Rule 3 B.C. Rule 3

Records 1 - 28 Customize Grid

	Property	Building	Revision Number	Unit Number	Description	Unit Type	E.P. Unit Type	Floor No.	Useable Area	Sales Area
☐	15010	15020	1	101	Space 101	R SALE		1	5,000.00	
☐	15010	15020	1	102	Space 102	R SALE		1	5,000.00	
☐	15010	15020	1	202	Space 202	R SALE		2	3,000.00	
☐	15010	15020	1	203	Space 203	R SALE		2	5,000.00	
☐	15010	15020	1	300	Unit 300	R SALE		3	1,950.00	
☐	15010	15020	1	301	Unit 301	R SALE		3	1,750.00	
☐	15010	15020	1	302	Unit 302	R SALE		3	1,500.00	
☐	15010	15020	1	303	Unit 303	R SALE		3	1,775.25	

Unit Assumption Assignment form

Revising Units

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

- Revise unit information
- Reabsorb units (divide one unit into multiple units)

Understanding Unit Maintenance

As long as the unit is not locked, you can revise unit information at any time. However, if you have generated budget calculations for the revision number specified on the unit, you must regenerate the calculations to include the revisions that you make.

If the area of a unit changes, or if a landlord plans to reallocate unit space at a future date, you can divide existing units into multiple units by reabsorbing them. When you reabsorb a unit, for audit purposes, the system assigns the original unit number to the new units that result. The system also automatically updates the unit end date of the original unit with a date that is one day prior to the begin date of the first reabsorbed unit, if entered.

You can create as many new units as necessary using the reabsorb process as long as the area of the new units equals the area of the original unit.

Forms Used to Revise Unit Information and Reabsorb Units

Form Name	Form ID	Navigation	Usage
Work With Units	W15L101A	AREF Setup (G15L412), AREF Unit Maintenance.	Display unit information.
Unit Revisions	W15L101B	Select a unit on the Work With Units form.	Revise unit information.
Reabsorb Units	W15L101C	Select the unit on the Work With Units form, and then select Reabsorb Unit from the Row menu.	Divide a unit into multiple units.

Reabsorbing Units

Access the Reabsorb Units form.

AREF Unit Maintenance - Reabsorb Units

OK Delete Cancel Row Tools

Property

Building *Commercial Office*

Original Unit No.

Revision Number

Unit Type

Original Unit Size

Records 1 - 3 [Customize Grid](#)

☐		Unit	Original Unit	Description	Revision Number	Floor	Quantity	Unit of Measure
☐		104	120	Unit 104		2		SF
☐		103	120	Unit 103		2		SF
☒			120			2		SF

Reabsorb Units form

Quantity

Enter the rentable area of the unit in this field.

This field corresponds to the Useable Area field on the Unit Revisions form. If the sum of the areas that you enter for each new unit exceeds the usable area entered on the reabsorbed (original) unit, the system returns an error.

Unit Start Date

Enter a start date. If you leave this field blank, the system updates it with the current date.

Lock Flag

If you enter *Y* in this field, the system locks the reabsorbed unit and the original unit.

CHAPTER 6

Setting Up Base Account Definition Information

This chapter provides an overview of base account definitions and discusses how to:

- Create budget pattern codes.
- Retrieve accounts manually for the account definition.
- Retrieve accounts globally for the account definition.
- Work with account definition records.

Understanding Base Account Definitions

If you want to calculate a budget for expenses, such as capital expenditures, or any other account for which a bill code is not defined, you must have the accounts set up with the period balances to use in the AREF Base Account Definition table (F15L108). PeopleSoft EnterpriseOne Advanced Real Estate Forecasting provides two methods for updating this table with existing information from the F0901 and the F0902 tables:

1. Use the AREF Account Definition program (P15L108) to retrieve and save account information based on parameters that you define.

The advantage of using this online method is that you can see the accounts retrieved so that you can modify amounts, delete accounts, and retrieve new accounts before you save them to the F15L108 table.

2. Run the AREF Global Account Retrieval program (R15L1095) to automatically update the F15L108 table based on the data selection and processing option information that you provide.

Depending on the number of accounts and buildings for which you generate budgets and forecast amounts, running the AREF Global Account Retrieval program might be more efficient than manually retrieving account information.

Processing options enable you to automatically assign a growth pattern to the expense and balance sheet accounts. If you leave the processing options blank, the system assigns the growth pattern that is set up for the building constant. The system does not assign a growth pattern to revenue accounts (accounts associated with bill codes), but you can assign one manually, if desired.

The system uses the GLG AAI to determine the account type (expense, revenue, or balance sheet) for assigning the default growth pattern. To be considered as part of the account range, the object account must be equal to or greater than the object account defined by the beginning GLG AAI and less than the object account defined by the ending GLG AAI. Because GLG13 is the last AAI of this type, the system considers all object accounts equal to or greater than GLG13 as expense accounts.

This table shows the relationship between the account type, the AAI range, and the fields that the system updates in the F15L108 table:

Account Type	Beginning GLG AAI	Ending GLG AAI	Field Updated in F15L108 - Revenue/Expense Flag (FLRE)	Field Updated in F15L108 - Growth Pattern (GRPA)
Balance Sheet	GLG1	GLG6	Blank	Value in Balance Sheet Account Growth Pattern processing option.
Revenue	GLG6 GLG11	GLG7 GLG13	R	Blank
Expense	GLG8 GLG13	GLG11	E	Value in Expense Account Growth Pattern processing option

In addition to a growth pattern, you can also specify a budget pattern code to use to allocate the account balance amounts to the appropriate period. For example, if the company generates a budget for the months between May and September, you can create a budget pattern code to allocate amounts to those periods only based on a percentage.

The system stores account definition information in these tables:

- F15L108.
- AREF Base Account Definition Detail (F15L118).

Creating Budget Pattern Codes

This section provides an overview of budget pattern codes and discusses how to add budget pattern codes.

Understanding Budget Pattern Codes

You can specify the percentage of the annual budget to be spread to each period with budget pattern codes. For each business year, you can use the Revise Seasonal Patterns program (P09001) to:

- Create an unlimited number of seasonal pattern codes.
- Spread amounts equally across the number of periods.
- Bypass spreading amounts.

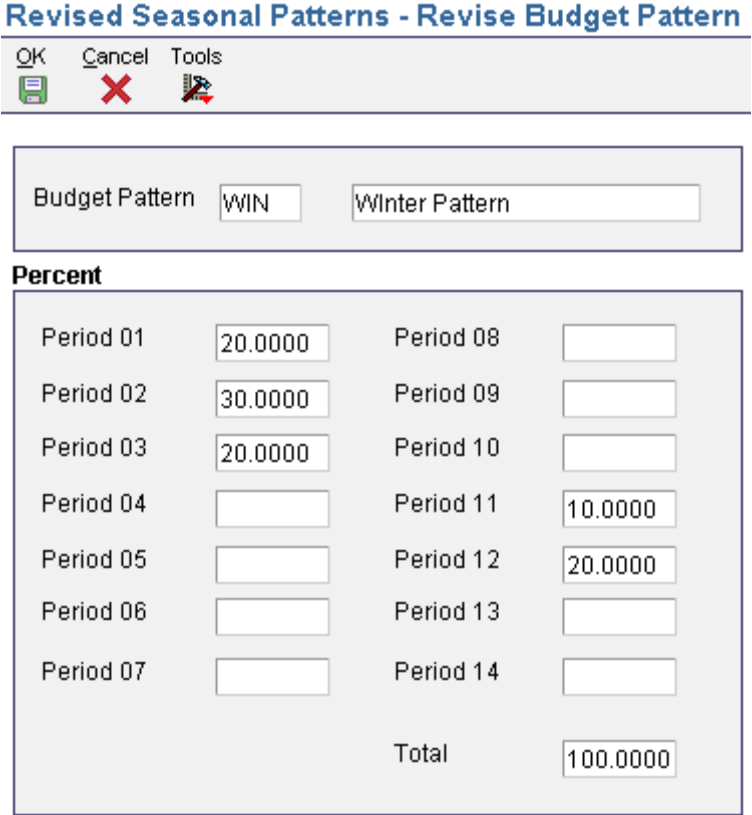
If the company rarely needs to spread an annual budget equally among the months, you can use the blank code to identify a seasonal pattern code that you frequently use, which speeds data entry of that code.

Form Used to Create Budget Pattern Codes

Form Name	Form ID	Navigation	Usage
Revise Budget Pattern	W09001A	Budgeting (G1412), Revised Seasonal Patterns. Click Add on the Work with Budget Patterns form.	Create seasonal budget pattern codes with associated allocation percentages for each appropriate period.

Adding Budget Pattern Codes

Access the Revise Budget Pattern form:



Revised Seasonal Patterns - Revise Budget Pattern

OK Cancel Tools

Budget Pattern WIN Winter Pattern

Percent

Period 01	20.0000	Period 08	
Period 02	30.0000	Period 09	
Period 03	20.0000	Period 10	
Period 04		Period 11	10.0000
Period 05		Period 12	20.0000
Period 06		Period 13	
Period 07		Period 14	
Total			100.0000

Revise Budget Pattern form

Budget Pattern

Enter the three-character code that identifies a seasonal pattern.

The system uses this code to calculate budget amounts for an accounting period.

Period 01–Period 14

Enter the number that identifies the percentage of the total annual budget assigned to the period.

The total of all percentages for each budget pattern code must be 100 percent.

Retrieving Accounts Manually for the Account Definition

This chapter provides an overview of the AREF Account Definition program and discusses how to:

- Set the processing options for the AREF Account Definition program (P15L108).
- Retrieve accounts for the account definition.

Understanding the AREF Account Definition Program (P15L108)

To add base account definition information, you define the parameters, such as the range of accounts, revision number, ledger type, fiscal year, and range of periods, to retrieve the desired accounts, and then save them. You can save all of the accounts that you retrieved by selecting Save All from the Form menu or can choose and save selected accounts by using the Save feature from the Row menu.

You can retrieve account balances for up to 12 consecutive periods using two fiscal years and two ledger types. For example, you could specify to retrieve balances from periods 01 through 06 for fiscal year 02 and ledger type AA, and periods 07 through 12 for fiscal year 03 and ledger type BA. The system copies accounts and account balances from the F0901 and the F0902 tables, respectively, and generates records in the F15L108 table with the growth pattern entered in the processing options.

Note. The system does not apply the growth patterns entered in the corresponding processing options to accounts assigned with a posting edit code that is set up in UDC 15L/PC.

After you retrieve accounts, you can enter period amounts and allocate period amounts based on a budget pattern code before you click Cancel. The process to do this is the same as the process to add and revise period amounts that is described in the section, Working With Account Definition Records, except that you perform the task on the AREF Account Retrieval form instead of the AREF Account Definition Revisions form.

Prerequisites

Before you complete the tasks in this section:

- Run the AREF Unit Load program for the building and revision number for which you want to define accounts.
- Set up growth patterns.
- Set up budget patterns codes.

Form Used to Retrieve Accounts for the Account Definition

Form Name	Form ID	Navigation	Usage
AREF Account Retrieval	W15L108E	AREF Occupancy and Account Setup (G15L414), AREF Account Definition. Click Add on the Work With AREF Account Definition form.	To retrieve the accounts and account balances for the account definition, which is by revision number and building, assign period amounts, if necessary, and save the desired accounts.

Setting Processing Options for the AREF Account Definition Program (P15L108)

Processing options enable you to specify the default processing for programs and reports.

For programs, you can specify options such as the default values for specific transactions, whether fields appear on a form, and the version of the program that you want to run.

For reports, processing options enable you to specify the information that appears on reports. For example, you set a processing option to include the fiscal year or the number of aging days on a report.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Expense Account Growth Pattern

Specify the default growth pattern to assign to the expense accounts that the system retrieves.

The system identifies expense accounts by the range of accounts entered for the AAI items GLG8 through GLG11 and accounts equal to or greater than the account entered for GLG13.

If you leave this processing option blank, the system uses the growth pattern from the F15L100 table for the building and revision number entered for the account definition. If the system cannot locate a building constant, it does not assign a growth pattern.

2. Balance Sheet Growth Pattern

Specify the default growth pattern to assign to the balance sheet accounts that the system retrieves.

The system identifies balance sheet accounts by the range of accounts entered for the AAI items GLG1 through GLG6.

If you leave this processing option blank, the system uses the growth pattern from the F15L100 table for the building and revision number entered for the account definition. If the system cannot locate a building constant, it does not assign a growth pattern.

3. Account Range From

Specify a default value for the beginning object account for the range of accounts that the system retrieves.

4. Account Range To

Specify a default value for the ending object account for the range of accounts that the system retrieves.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

1. Account Balance by Month (P0902P1)

Specify the version of the Account Balances by Month program (P0902P1) to use when the program is accessed from the Row menu.

Blank: ZJDE0001

- | | |
|---|--|
| 2. Trial Balance/Ledger Comparison (P09210A) | Specify the version of the Trial Balance/Ledger Comparison program (P09210A) to use when the program is accessed from the Row menu.
Blank: ZJDE0001 |
| 3. Trial Balance by Object (P09214) | Specify the version of the Trial Balance by Object program (P09214) to use when the program is accessed from the Form menu. If you leave this processing option blank, the system uses version ZJDE0001. |
| 4. Trial Balance by Company (P09216) | Specify the version of the Trial Balance by Company program (P09216) to use when the program is accessed from the Form menu.
Blank: ZJDE0001 |

Retrieving Accounts Manually for the Account Definition

Access the AREF Account Retrieval form:

AREF Account Definition - AREF Account Retrieval

Find  Cancel  Form  Row  Tools 

Company Building Revision Number

Account Range From To

Fiscal Year Ledger Type From Period To Period

Fiscal Year Ledger Type From Period To Period

Records 1 - 22

☐		Co	Building	Obj Acct	Sub	Description	Account ID	P E
☐		00150	15020	5000		Revenues	00152813	N
☐		00150	15020	5305		FASB 13 Rent Adjustments	00152821	
☐		00150	15020	5310		Regular Rent - Office	00152830	
☐		00150	15020	5320		Regular Rent - Retail	00152848	
☐		00150	15020	5330		Regular Rent - Residential	00152856	
☐		00150	15020	5340		Regular Rent - Parking	00152864	
☐		00150	15020	5350		EP Revenue (CAM)	00152872	
☐		00150	15020	5360		Sales Overage Revenue	00152881	
☐		00150	15020	5370		Escalation Revenue	00152899	
☐		00150	15020	5380		Management Fee Revenue	00152901	
☐		00150	15020	5390		Miscellaneous Revenue	00152910	L
☐		00150	15020	6400		Operating Expenses - Billable	00152928	N
☐		00150	15020	6410		Tenant Improvements	00152936	

AREF Account Retrieval form

Company

Complete this field to retrieve accounts for more than one building or enter * to retrieve accounts for all companies and buildings based on the revision number.

From

Enter the beginning object account for the range of accounts that you want to retrieve.

To

Enter the ending object account for the range of accounts that you want to retrieve.

Fiscal Year

Enter a number that identifies the fiscal year.

Generally, you can either enter a number in this field or leave it blank to indicate the current fiscal year (as defined on the Company Setup form).

Specify the year at the end of the first period rather than the year at the end of the fiscal period. For example, a fiscal year begins October 1, 1998 and

	ends September 30, 1999. The end of the first period is October 31, 1998. Specify the year 98 rather than 99.
Ledger Type	Enter the user-defined code (09/LT) that specifies the type of ledger, such as <i>AA</i> (Actual Amounts), <i>BA</i> (Budget Amount), or <i>AU</i> (Actual Units). You can set up multiple, concurrent accounting ledgers within the general ledger to establish an audit trail for all transactions.
From Period	Enter the number of the beginning period that the system uses to retrieve amounts for the cost assignment calculation. This period must correspond to the fiscal date pattern for the view that you use to process this assignment.
To Period	Enter the number of the ending period that the system uses to retrieve amounts for the cost assignment calculation. This period must correspond to the fiscal date pattern for the view that you use to process this assignment.

Retrieving Accounts Globally for the Account Definition

This section provides an overview the AREF Global Account Retrieval program and discusses how to:

- Run the Global Account Retrieval program.
- Set the processing options for the AREF Global Account Retrieval program.

Understanding the AREF Global Account Retrieval Program

As an alternative to retrieving accounts manually and saving them to the F15L108 table, you can run the AREF Global Account Retrieval program (R15L1095). When you run the AREF Global Account Retrieval program, the system uses processing options and data selection to determine which accounts to retrieve, and automatically updates the records to the F15L108 table.

You can run the program in proof or final mode. In proof mode, the system prints a report of the records retrieved and the growth pattern assigned so that you can verify the information before you update the F15L108 table. The system also prints the accounts that were not retrieved and provides an explanation.

If base account definition records already exist for the building and revision number that you specify, the system overwrites them with the information retrieved unless the accounts are locked. If the account is assigned a posting edit code that exists in UDC 15L/PC, the system locks the record when it is updated to the F15L108 table and does not apply the default growth pattern from the processing options.

After you retrieve the base definition accounts, you can modify period amounts, delete accounts, and add account definition details using the AREF Account Definition program (P15L108).

Running the Global Account Retrieval Program

Select AREF Global Updates (G15L311), AREF Global Account Retrieval.

Setting Processing Options for the AREF Global Account Retrieval Program (R15L1095)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|--|--|
| 1. Expense Account Growth Pattern | <p>Specify the growth pattern to assign to the accounts that the system identifies as expense accounts.</p> <p>The system defines expense accounts as the range of accounts specified by the AAI items GLG8 through GLG11 and GLG13. If you leave this processing option blank, the system uses the growth pattern that is assigned to the building constant record. If the system cannot locate a growth pattern, it does not apply one to the expense accounts that it retrieves.</p> |
| 2. Balance Sheet Account Growth Pattern | <p>Specify the growth pattern to assign to the accounts the system identifies as balance sheet accounts.</p> <p>The system defines balance sheet accounts as the range of accounts specified by the AAI items GLG1 through GLG06. If you leave this processing option blank, the system uses the growth pattern that is assigned to the building constant record. If the system cannot locate a growth pattern, it does not apply one to the balance sheet accounts that it retrieves.</p> |

Process

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|---------------------------|---|
| 1. Revision Number | <p>Specify the revision number to assign to the records that the system retrieves and updates to the F15L108 table.</p> <p>Blank: The system assigns revision number 0.</p> |
| 2. Fiscal Year (1) | <p>Specify the fiscal year to use to retrieve account balances from the F0902 table.</p> <p>If you leave both fiscal year processing options blank, the system does not retrieve any account balances.</p> |
| 3. Ledger Type (1) | <p>Specify the ledger type to use to retrieve account balances from the F0902 table.</p> <p>You must specify a value in one of the ledger type processing options, or the system does not retrieve any account balances.</p> |
| 4. From Period (1) | <p>Specify the beginning period to use to retrieve amounts from the F0902 table.</p> <p>The system uses this processing option in conjunction with the To Period (1) processing option to determine the range of account balances to retrieve for the first fiscal year and ledger type that you specified.</p> |

- 5. To Period (1)** Specify the ending period to use to retrieve amounts from the F0902 table.
The system uses this processing option in conjunction with the From Period (1) processing option to determine the range of account balances to retrieve for the first fiscal year and ledger type that you specified.
- 6. Fiscal Year (2)** Specify the fiscal year to use to retrieve account balances from the F0902 table.
You must specify a value in one of the fiscal year processing options, or the system does not retrieve any account balances.
- 7. Ledger Type (2)** Specify the ledger type to use to retrieve account balances from the F0902 table.
You must specify a value in one of the ledger type processing options, or the system does not retrieve any account balances.
- 8. From Period (2)** Specify the beginning period to use to retrieve amounts from the F0902 table.
The system uses this processing option in conjunction with the To Period (2) processing option to determine the range of account balances to retrieve for the second fiscal year and ledger type that you specified.
- 9. To Period (2)** Specify the ending period to use to retrieve amounts from the F0902 table.
The system uses this processing option in conjunction with the From Period (2) processing option to determine the range of account balances to retrieve for the second fiscal year and ledger type that you specified.
- 10. Proof or Final** Specify whether to run the program in proof or final mode.
In proof mode, the system only generates a report of the accounts retrieved.
In final mode, the system updates the F15L108 table and prints a report.
Values are:
Blank: Proof mode
/ : Final mode

Working with Account Definition Records

This section provides an overview of the tasks that you can perform to the account definition records and discusses how to:

- Revise account definition records
- Assign account definition details

Understanding Account Definition Records

After you retrieve and save the accounts for which you want to generate budget and forecast amounts, you can manipulate the accounts by:

- Adding and revising period amounts.

Account definition records can be revised by period before you calculate the budget as long as the posting edit code assigned to the account does not exist in UDC 15L/PC (No Growth Posting Edit Codes). If the posting edit code assigned to the account is set up in the UDC table, you can retrieve, save, and delete the account only; you cannot revise it.

Note. If account detail records exist for the account that you select, the system displays the lock button to the left of the Rev. No. field and does not allow revisions to any of the fields. The system does not change the value of the Lock Flag field. If necessary, you can delete the account detail records, and then revise the period amounts.

- Deleting accounts.
- Adding budget pattern codes and calculate the period amounts.

If you have budget pattern codes set up, you can assign the code and have the system spread the amount total to the amount period fields according to the percentages defined by the budget pattern code.

Note. If you add a budget pattern code, you must select Calculate Budget from the Row menu to apply it to the amount total before you run the AREF Budget Calculation program (R15L1091). If you neglect to apply the budget pattern code, the system ignores it when you generate the budget.

- Locking accounts.

After you have the beginning period balances set up for the account, you can lock it to prevent changes. You can lock account records individually or globally.

Note. To unlock records, you must change the value of the Lock Flag field on the desired account. The system does not provide a mechanism to unlock multiple records.

- Assigning detail information.

If the account balance represents amounts from different sources, you can add a description of the source and enter the period amounts. You can add as many detail lines as necessary, and even assign budget pattern codes for which you can calculate period amounts based on a total amount. When you click OK to save the details, the system totals the detail line amounts by period and updates the base account definition record accordingly. For example, if you have three detail lines and you enter amounts of 1,000, 2,000, and 3,000 in the Amount Period 1 fields, respectively, the system sums the amounts and updates the Amount Period 1 field on the base account definition to 6,000.

The system overwrites existing period amounts on the base account definition record with the sum of the account definition detail records for each period. You cannot revise period amounts on base account definition records if account definition detail records exist; you must delete the detail records first.

The system also automatically locks the base account definition record to protect it from future updates. If you delete the account definition detail records, the system unlocks the base account definition record.

The detail information that you assign is for audit purposes only; the system uses only the information from the base account definition record when it calculates the budget and forecast amounts.

Forms Used to Work with Account Definition Records

Form Name	Form ID	Navigation	Usage
Work With AREF Account Definition	W15L108D	AREF Occupancy and Account Setup (G15L414), AREF Account Definition.	To locate the account definition records by building and revision number.
AREF Account Definition Revisions	W15L108A	Select an account definition record for the building and revision number on the Work With AREF Account Definition form.	Add and revise period amounts for the account. Delete header accounts or other accounts that you do not require.
AREF Account Definition Detail	W15L108B	Select an account on the AREF Account Definition Revisions form, and then select Detail from the Row menu.	Assign details to the account definition record.

Revising Account Definition Records

Access the AREF Account Definition Revisions form:

AREF Account Definition - AREF Account Definition Revisions

OK Find Delete Cancel Detail Form Row Tools

Building 15020 Atrium Mall

Revision Number 1

☒ 12 Month Display
☐ Annual Total Only

Records 1 - 21

Building	Obj Acct	Sub	Description	Account ID	P E	Budg Patt	Lock Flag	Amount Period 1	Amount Period 2	Amount Period 3
15020	5350		EP Revenue (CAM)	00152872			N			
15020	5360		Sales Overage Revenue	00152881			N			
15020	5365		Sales Revenue - Accruals	00185691			N			
15020	5370		Escalation Revenue	00152899			N			
15020	5380		Management Fee Revenue	00152901			N			
15020	5390		Miscellaneous Revenue	00152910			N			
15020	6410		Tenant Improvements	00152936			N			
15020	6420		Utilities	00152944		EQL	N	26,931.56	26,931.56	26,931.56
15020	6430		Janitorial	00152952		EQL	N	29,999.88	29,999.88	29,999.88
15020	6440		Advertising	00152961			N	425.00	425.00	425.00
15020	6445		Promotions	00152979			N	575.00	4,000.00	

AREF Account Definition Revisions form

Budg Patt (budget pattern) Enter the code that specifies the percentages by which to multiply the account balance to derive the period budget for the account.

The percentages entered for the budget pattern code must equal 100 percent.

The system uses this code in conjunction with the override total amount to update period amounts for the account when you select Calc Budget Spread from the Row menu.

Note. PeopleSoft EnterpriseOne Advanced Real Estate Forecasting does not use the hard-coded values of *Blank* and *DNS* that PeopleSoft EnterpriseOne General Ledger uses.

Amount Period 01 through Amount Period 12

Enter the net amount posted during the accounting period.

The system uses the accounting periods from the Company Constants table (F0010). The net amount posted is the total of all debits and credits, beginning with the first day of the period through the last day of the period.

Override Total

The account balance that the system retrieves during the account definition process, or the override amount that you manually assign.

The system uses this amount in conjunction with a budget pattern code to update period amounts for the account when you select Calc Budget Spread from the Row menu.

Lock Flag

Specify whether the account is available for deletion or update. Values are:

Y: The record is locked.

The system does not update the account when it is included in the retrieval process, and the account is not available for manual revisions or deletion.

N: The record is not locked.

The system updates the account when it is included in the retrieval process, and the account is available for manual revisions or deletion.

You can lock records by selecting the desired accounts and selecting Lock from the Row menu, or by changing the value of the Lock Flag field to *Y*.

Assigning Account Definition Detail Records

Access the AREF Account Definition Detail form:

AREF Account Definition - AREF Account Definition Detail

OK Delete Cancel Row Tools

Building: 15020 Revision Number: 1 Lock Flag: N

Object Account: 6420 Subsidiary: Utilities

Records 1 - 4		Customize Grid							
	Description	Budg Patt	Amount Period 1	Amount Period 2	Amount Period 3	Amount Period 4	Amount Period 5	Amount Period 6	Amount Period 7
☐	Gas		1,600.00	1,600.00	1,600.00	1,600.00	900.00	800.00	700.00
☐	Water		250.00	250.00	250.00	250.00	250.00	250.00	250.00
☐	Electric		725.00	725.00	725.00	725.00	725.00	725.00	725.00

AREF Account Definition Detail form

CHAPTER 7

Forecasting for Sales Overage

This chapter provides an overview of sales overage and discusses how to:

- Upload sales amounts from PeopleSoft EnterpriseOne Real Estate Management.
- Revise forecasted sales amounts.
- Enter sales and recapture information.

Note. If you generate forecasts for retail properties using sales overage, the system must locate sales amounts.

Upload Sales Amounts from PeopleSoft EnterpriseOne Real Estate Management

This section provides an overview of uploading sales information from PeopleSoft EnterpriseOne Real Estate Management and describes how to:

- Run the AREF Load Forecasted Sales program.
- Set processing options for the AREF Load Forecasted Sales (R15L3011).

Understanding the Process to Upload Sales Amounts from PeopleSoft EnterpriseOne Real Estate Management

If you have sales overage information that is set up in PeopleSoft EnterpriseOne Real Estate Management for computation method 0, a processing option in the AREF Budget Calculation program (R15L1091) enables you to process sales overage using the sales overage rules from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. In this case, you might want to use sales amounts in the Projected Sales table (F1542) from PeopleSoft EnterpriseOne Real Estate Management, instead of the period sales amounts that are set up in the F15L101 table. To do this, you must run the AREF Load Forecasted Sales program (R15L3011) to upload the projected sales amounts to the F15L301 table.

When you run the AREF Load Forecasted Sales program, the system copies sales amounts from the F1542 table to the F15L301 table. A processing option enables you to specify the revision number to assign to the sales records uploaded. To process sales overage, the revision number that you specify must be the same as the revision number assigned to the sales overage rule. If you do not want to upload all sales amounts for all years, buildings, and leases, you must use data selection to specify the records to retrieve.

After you load forecasted sales into the F15L301 table, you can revise the information as necessary using the AREF Forecasted Sales program (P15L301).

Running the AREF Load Forecasted Sales Program

Select AREF Retail Setup (G15L413), AREF Load Forecasted Sales.

Setting Processing Options for the AREF Load Forecasted Sales Program (R15L3011)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Revision Number** Specify the revision number to assign to the projected sales records that the system copies from the F1542 table to the F15L301 table.
- Blank: The system assigns revision number 0.

Revising Uploaded Sales Information

This section describes how to revise uploaded sales amounts.

Forms Used to Revise Uploaded Sales Information

Form Name	Form ID	Navigation	Usage
AREF Work with Forecasted Sales	W15L301A	AREF Retail Setup (G15L413), AREF Forecasted Sales.	Review forecasted sales that were uploaded from PeopleSoft EnterpriseOne Real Estate Management.
AREF Forecasted Sales Revisions	W15L301B	Select a sales record on the AREF Work with Forecasted Sales form.	Revise period sales amounts.

Revising Uploaded Sales Amounts

Access the AREF Forecasted Sales Revisions form.

- Lease Number** Enter a number that identifies an original document.
- This document can be a voucher, a sales order, an invoice, unapplied cash, a journal entry, and so on.
- Unit No (unit number)** Enter the number that identifies the actual space within a building that is or can be leased, such as an apartment, office, retail space, parking space, and so on.
- Estimated Sales Period 1 through Period 12** Enter the forecasted sales amount for each period in the year.

Entering Sales Amounts for Sales Overage

This chapter provides an overview of entering sales amounts for sales overage and discusses how to:

- Enter sales amounts for the unit.
- Enter recapture amounts for the unit.

Note. If you do not have forecasted sales amounts in PeopleSoft EnterpriseOne Real Estate Management to upload, you can enter sales amounts for the unit in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. The system uses the sales amounts that you enter only when there are no sales amounts in the F15L301 table. You enter sales amounts by building, revision number, and unit using the AREF Unit Maintenance program. Additionally, you can specify a recapture amount, which guarantees the tenant a specific amount, that is subtracted from the sales amount when the system calculates the budget.

Form Used to Add Sales and Recapture Amounts

Form Name	Form ID	Navigation	Usage
Unit Revisions	W15L101A	AREF Setup (G15L412), AREF Unit Maintenance. Select a unit on the Work With Units form.	Add period sales amounts and add yearly recapture amounts.

Adding Sales Amounts

Access the Unit Revisions form. Select the Sales Amounts tab.

Amount - Period 1 through Amount - Period 12 Enter the estimated sales amount for the period.

The AREF Budget Calculation program (R15L1091) uses this amount to forecast sales when no estimated sales exist in the F15L301 table.

Adding Recapture Amounts

Access the Unit Revisions form. Select the Recapture tab.

Amount - Year 1 through Year 15 Enter the annual sales amount that is guaranteed to the lessee (tenant) of the unit.

When the system calculates the budget, the system divides the amount entered by 12 and then subtracts the result from the sales overage amount for the period. The system ignores this field if sales overage rules are not assigned to the unit.

CHAPTER 8

Forecasting Expense Participation

This section provides an overview of generating occupancy data for forecasting expense participation and discusses how to:

- Run the AREF Occupancy Refresh program.
- Set processing options for the AREF Occupancy Refresh program.
- Revise occupancy data for forecasting.

Note. If you use exclusion or denominator rules when you set up the expense participation information, you must run the AREF Occupancy Refresh program (R15L1092) so that the system has building or property occupancy data to use in the expense participation calculations.

Understanding Occupancy Data for Forecasting Expense Participation

If you use exclusion or denominator rules when you set up the expense participation information in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, you must run the AREF Occupancy Refresh program (R15L1092) so that the system has building or property occupancy data to use in the expense participation calculations. You can run the AREF Occupancy Refresh program from menu G15L414, as indicated, or you can set a processing option in the AREF Budget Calculation program (R15L1091) to run the program prior to its running the AREF E.P. Budget Calculations program (R15L1096).

See [Chapter 9, “Generating the Budget and Forecast Amounts,” Setting Processing Options for the AREF Budget Calculation Program \(R15L1091\), page 112.](#)

Regardless of which method you select to run program R15L1092, the system generates or updates records in the AREF Gross Lease Occupied Area table (F15L141) using either the rentable or usable area value for the area type that you specify in the processing options. For example, you might want to use the rentable area value, which is specified in the Useable Area (USEA) field in the F15L101 table, to update the area type for GOV. The system always uses the area value from the F15L101 table; it does not retrieve area values from the F1514 table in PeopleSoft EnterpriseOne Real Estate Management.

Because the system uses the occupancy data in the F15L141 table only for tenant exclusion and share factor denominator rules, you must verify that the area type for the rule you want to use matches the area type that was used to generate the occupancy records. For example, if you set up a tenant exclusion rule for area type REN, but generate occupancy data for area type GOV, the system ignores the tenant exclusion rule because it cannot locate occupancy values for the specified area type.

After you generate records in the F15L141 table, you can modify information as necessary, as well as protect the information from future updates using the AREF Forecasted Occupancy program (P15L141).

Prerequisite

Before you complete the tasks in this section verify that the area type for which tenant exclusion or share factor denominator rule is set up in PeopleSoft EnterpriseOne Real Estate Management is the same as the area type that is specified in the processing options of the AREF Occupancy Refresh program (R15L1092).

Running the AREF Occupancy Refresh Program

Select AREF Occupancy and Account Setup (G15L414), AREF Occupancy Refresh.

Setting Processing Options for the AREF Occupancy Refresh Program (R15L1092)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|--|---|
| 1. Revision Number | Specify the revision number to assign to the records that it generates or updates in the F15L141 table. |
| 2. Generation Start Period | <p>Use this processing option, in conjunction with the Generation Start Fiscal Year processing option, to specify the starting date to use to generate occupancy data.</p> <p>The system uses the first day of the period that you specify.</p> <p>Blank: The system uses 1 as the starting period.</p> |
| 3. Generation Start Fiscal Year | <p>Use this processing option, in conjunction with the Generation Start Period processing option, to specify the starting date to use to generate occupancy data.</p> <p>Blank: The system uses the current fiscal year of the company that is assigned to the building.</p> |
| 4. Years To Forecast | Specify the number of years for which you want the system to forecast occupancy. |
| 5. Area Type | Specify the area type to assign to the records that the system generates or updates in the F15L141 table. |

Blank: The system uses the value entered in the Rentable Area Type (RNAT) field from the constants record that is set up for company 00000 in PeopleSoft EnterpriseOne Real Estate Management.

If the system cannot locate a constants record in PeopleSoft EnterpriseOne Real Estate Management, it does not assign an area type.

Process

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Table Option

Specify how the system updates the F15L141 table. Values are:

Blank: Generate or update unlocked records. The system updates existing records only when the Gross Occupied Change Flag (GOCF) and the Gross Leaseable Change Flag (GLCF) fields equal 0.

1: Remove records from the table based on the data selection and processing options specified.

2: Remove all records from the table.

2. Unit Area for Calculation

Specify the area that the system retrieves from the F15L101 table. Values are:

1: Retrieve the rentable area, which is specified in the Useable Area (USEA) field.

2: Retrieve the usable area, which is specified in the Sales Area (SUSA) field.

Print

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Print edit report

Specify whether the system generates a report and, if so, whether it prints all of the records that it updates or only error and warning messages. Values are:

Blank: Do not generate a report.

1: Generate a report of all of the records that the system updates.

2: Generate a report of the error and warning messages only.

Revising Occupancy Data for Forecasting

This section provides an overview of revising occupancy data and discusses how to revise occupancy data.

Understanding Occupancy Data Revisions

After you generate occupancy data by running the AREF Occupancy Refresh program (R15L1092), you can use the AREF Forecasted Occupancy program (P15L141) to review it. You can select records to display using the Start Date, Area Type, or EP Unit Type fields, and then select to summarize the displayed records by property, building, or unit. By selecting on one or more options, you can choose to display GLOA (gross lease occupied area), GLA (gross leasable area), and occupancy percentages. You can also choose the totals to display. The system displays 12 months of occupancy information for the start date specified.

If you summarize records by unit, you can revise the GLA or GLOA amounts as necessary, and then lock the values to prevent them from being updated in the future. The system provides two lock fields so that you can lock either GLA or GLOA, or both values. When you change any information, including lock flags, the system updates the F15L141 table.

Forms Used to Revise Forecasted Occupancy Information

Form Name	Form ID	Navigation	Usage
Work With AREF Gross Lease Occupied Area	W15L141A	AREF Occupancy and Account Setup (G15L414), AREF Forecasted Occupancy.	Review the occupancy data that is used in the forecast by Start Date and Area Type, and optionally EP Unit Type.
AREF Gross Lease Occupied Area Revisions	W15L141B	Select the <i>Unit</i> option on the Work With AREF Gross Lease Occupied Area form, and then select a unit.	Revise occupancy data and update the corresponding flag to protect it from future updates and revisions, if necessary.

Revising Occupancy Data

Access the AREF Gross Lease Occupied Area Revisions form:

AREF Forecasted Occupancy - AREF Gross Lease Occupied Area Revisions

OK Cancel Tools

Property: 15010 Corporate Center Area Type: REN

Building: 15020 Atrium Mall Start Period: 6 2005

Revision Number: 1 End Period: 5 2006

Floor: 1 Test

Unit: 101

Records 1 - 10 ☒ Customize Grid ☐

	Month	Year	Gross Lease Occupied Area	O F	Gross Leaseable Area	L F	EP Unit Type
☒	6	2005	5,000.00	0	5,000.00	0	
☐	7	2005	5,000.00	0	5,000.00	0	
☐	8	2005	5,000.00	0	5,000.00	0	
☐	9	2005	5,000.00	0	5,000.00	0	
☐	10	2005	5,000.00	0	5,000.00	0	
☐	11	2005	5,000.00	0	5,000.00	0	
☐	12	2005	5,000.00	0	5,000.00	0	
☐	1	2006	5,000.00	0	5,000.00	0	
☐	2	2006	5,000.00	0	5,000.00	0	
☐	3	2006	5,000.00	0	5,000.00	0	

AREF Gross Lease Occupied Area Revisions form

Gross Lease Occupied Area Enter the value of the gross leasable occupied area, which is a portion of the gross leasable area that is not occupied, such as a hallway.

O F (gross occupancy change flag)

Enter a code that indicates whether the value in the Gross Lease Occupancy field is modified the next time that the Gross Lease Occupancy Refresh program (R15141) or the AREF Occupancy Refresh (R15L141) program is run. Values are:

1: The refresh program does not modify this value.

0: The refresh program modifies this value.

Gross Leaseable Area

Enter the value of the gross leasable area, which is the space that is actually available to lease.

L F (gross leasable change flag)

Enter a code that indicates whether the gross leasable area is modified the next time that the Gross Lease Occupancy Refresh program (R15141) or the AREF Occupancy Refresh program (R15L141) is run. Values are:

1: The refresh program cannot modify this value.

0: The refresh program can modify this value.

CHAPTER 9

Generating the Budget and Forecast Amounts

This chapter provides an overview of the budget generation program discusses how to:

- Run the AREF Budget Calculation program.
- Set processing options for the AREF Budget Calculation program.

Understanding the AREF Budget Calculation Program

After you set up PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, you run the AREF Budget Calculation program (R15L1091) to generate the budget and forecast amounts in the F15L109 table. You can forecast amounts up to fifteen years into the future. Processing options enable you to specify the fiscal year and period to use to begin the budget calculations.

Note. The system uses the fiscal date pattern that is assigned to the company that is assigned to the building to determine the period number. For example, if the fiscal year is defined as 5/01/05 through 4/30/06, and you specify period 1, the system generates the budget beginning with May 1, 2005 (not January).

The process that the system uses to retrieve information and calculate the budget amounts is based on the type of account for which you generate the budget. This table shows the accounts for which you can generate a budget, the source of the information that the system uses, and the tables that the system updates:

Account Type	Process to Calculate Budget
Revenue	If the unit is leased, the system uses the recurring bill code rule assigned to the unit or the building constants record, in conjunction with the information that is set up in the Recurring Billings Master table (F1502B) in PeopleSoft EnterpriseOne Real Estate Management, to forecast the revenue amounts until the lease expires. If the unit is vacant, or if recurring billing information is not set up for the lease, the system uses the effective assumption rule from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting that is assigned to the unit or to the building constants record to forecast revenue. If the unit is vacant, or no recurring billing information is set up for the lease, the system uses the assumption rules assigned to the unit or the building constants record to locate the market rate, growth pattern, and any other information necessary to derive the budget, including detail assumptions. The system multiplies the market rate by the area of the unit, applies the growth pattern, divides the amount by 12, and updates the results to the F15L109 table.
Expense, capital expenditure, balance sheet	The system uses the account balances that were retrieved and updated to the F15L108 table and applies the corresponding growth pattern to the amounts. If the account has a zero balance, and the growth pattern is for a fixed amount, the system divides the growth pattern by 12 to derive a balance for each period. If the growth pattern is a percentage, because the system cannot multiply by zero, it does not generate any period budget amounts. Note. The system does not use the budget pattern code assigned to the base account definition record when it calculates the budget. You must manually calculate the amounts based on the budget pattern code prior to running program R15L1091.
Management fee	A processing option enables you to generate a budget for management fees, if desired. The system uses the setting of the Use Existing RE Rules option from the building constants to determine whether to retrieve the management fee setup information from the F1505B table in PeopleSoft EnterpriseOne Real Estate Management or from the information that is set up in the F15L100 table.

Account Type	Process to Calculate Budget
Sales overage	A processing option enables you to generate a budget for revenue that is based on sales overage amounts (percent rent). When you set the processing option, the system runs the AREF Sales Overage Budget Calculation program (R15L1097) and updates the results to the F15L109 table and the F15L302 tables. If the unit is leased, the system uses the sales overage information that is set up in PeopleSoft EnterpriseOne Real Estate Management. If the unit is not leased, or if sales overage information is not set up in PeopleSoft EnterpriseOne Real Estate Management, the system uses the sales overage rule that is set up in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. Although program R15L1097 has associated processing options, the system uses them only as the recipient for values that are passed from the processing options of the AREF Budget Calculation program (R15L1091); therefore, you do not need to update them.
Expense participation	A processing option enables you to generate a budget for revenue that is based on expense participation. When you set the processing option, the system runs the AREF E.P. Budget Calculations program (R15L1096) and updates the results to the F15L109 table and the AREF EP Billing Register table (F15L38). If the unit is leased, the system uses the expense participation information that is set up in PeopleSoft EnterpriseOne Real Estate Management. If the unit is not leased, or if expense participation information is not set up in PeopleSoft EnterpriseOne Real Estate Management, the system uses the expense participation rule that is set up in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. Although program R15L1096 has associated processing options, the system uses them only as the recipient for values that are passed from the processing options of the AREF Budget Calculation program (R15L1091); therefore, you do not need to update them.

After you run the AREF Budget Calculation program, you can review the budget results forecasted using the AREF Edit Budget program (P15L109) or by generating the AREF Budget Calculation Audit Report (R15L1098).

Prerequisites

Before you complete the tasks in this section:

- Verify that the date pattern assigned to the company is set up for the number of years for which you want to produce a forecasted budget.

For example, if you want to forecast a budget for 10 years, starting with 2004, the date pattern must be set up through 2014.

See *PeopleSoft EnterpriseOne General Accounting 8.11 PeopleBook*, “Setting Up 52 Period Accounting,” Setting Up 52 Period Fiscal Date Patterns.

- Assign assumptions, expense participation rules, sales overage rules, and recurring bill code rules to each unit for which you want to calculate a budget or for the corresponding building constant record.
- Add base account definition records, if desired, to create budgets for non-revenue accounts, such as capital expenditure.
- Run the Gross Lease Occupancy Refresh program (R15141) prior to generating the expense participation calculations if the expense participation information that is set up for the lease in PeopleSoft EnterpriseOne Real Estate Management uses a share factor denominator or tenant exclusion rule.
- Run the AREF Occupancy Refresh program (R15L1092) prior to generating the budget calculations if the expense participation rule in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting uses a share factor denominator or tenant exclusion rule.

A processing option for the AREF Budget Calculation program (R15L1091) enables you to submit the AREF Occupancy Refresh prior to generating the expense participation calculations.

Running the AREF Budget Calculation Program

Select AREF Budget Processing (G15L21), AREF Budget Calculation.

Setting Processing Options for the AREF Budget Calculation Program (R15L1091)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|------------------------------------|--|
| 1. Revision Number | Specify the revision number to assign to the budget calculation records that the system generates. |
| 2. Budget Start Period | Specify the number of the first period for which the system calculates a budget.
Blank: The system uses period 01. |
| 3. Budget Start Fiscal Year | Specify the fiscal year that the system uses to begin the budget calculations.
Blank: The system uses current year of the company that is assigned to the building that is processed. |

- 4. Years to Forecast** Specify the number of years (between 1 and 15) to forecast the budget.
The system calculates budget amounts for the number of years specified.

Process

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Management Fee Calculations** Specify whether to calculate management fees. Values are:
Blank: Do not calculate management fees.
1: Calculate management fees.
- 5. Unit Area for Budget Calculations** Specify the unit area to use as the basis for calculating budget amounts. Values are:
1: Use the rentable area.
2: Use the sales usable area.

Sales Overage

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Sales Overage Calculations** Specify whether to calculate sales overage. Values are:
Blank: Do not calculate sales overage.
1: Calculate sales overage.
- 2. Sales Overage Prior Gross Billings** Specify whether the system calculates prior gross billings at the unit or detail level when it calculates sales overage using the information from PeopleSoft EnterpriseOne Real Estate Management.
The system always calculates prior gross billings at the unit level when it calculates sales overage using the information from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. Values are:
Blank: Calculate prior gross billings at the unit level.
1: Calculate prior gross billings at the detail level (building, unit, and product code).
- 3. REM Computation Method 0 Default** Specify whether the system bypasses calculating sales overage when the computation method is 0 (weekly) in PeopleSoft EnterpriseOne Real Estate Management or whether it calculates sales overage using the sales overage rule that is set up in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. Values are:
Blank: Do not calculation sales overage.
1: Calculate sales overage using the sales overage rule from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

Expense Participation

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Expense Participation Calculations

Specify whether to calculate expense participation. Values are:

Blank: Do not calculate expense participation.

I: Calculate expense participation.

2. Occupancy Refresh

Use this processing option, in conjunction with the Expense Participation Calculations processing option, to specify whether to run the AREF Occupancy Refresh program (R15L1092) prior to calculating budgets for expense participation.

If the Expense Participation Calculations processing option is *blank*, the system ignores this processing option. Values are:

Blank: Do not run the Occupancy Refresh program.

I: Run the Occupancy Refresh program prior to calculating the budgets for expense participation.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

1. Occupancy Refresh (R15L1092)

Specify the version of the AREF Occupancy Refresh program (R15L1092) to use when the Occupancy Refresh processing option on the Expense Participation tab is set to *I*.

Blank: XJDE0001

CHAPTER 10

Working with Budget Forecasts

This chapter provides an overview of budget forecasts and discusses how to:

- Set up account associations.
- Revise forecasted budget amounts.
- Generate a new budget revision.
- Copy budget results to the general ledger.
- Purge budget results.

Setting Up Account Association Information

This section provides an overview of account association information and discusses how to add account association information.

Understanding Account Association Information

After you generate budget calculations and update the F15L109 table, you might want to set up account association codes to group similar accounts to use for reporting purposes. For example, you might want to summarize all of the accounts associated with rent revenue into the account association code RENT. Other examples of account association codes include common area maintenance, management fees, taxes and insurance, and so forth.

The system uses account association codes for reporting purposes only. These reports in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting generate account balances based on the account association codes that you specify in the report processing options:

- AREF Input Assumptions.
- AREF Unit Plan Roster.
- AREF Lease Revenue by Type.
- AREF Schedule of Base Rental Revenue.

The system stores account association information in the AREF Account Association table (F15L120).

Form Used to Add Account Association Information

Form Name	Form ID	Navigation	Usage
AREF Account Association Revisions	W15L120B	AREF Occupancy and Account Setup (G15L414), AREF Account Association. Click Add on the Work With AREF Account Association form.	Add account association codes and their respective accounts.

Adding Account Association Information

Access the AREF Account Association Revisions form:

AREF Account Association - AREF Account Association Revisions

OK Delete Cancel Form Tools

Building Atrium Mall

Revision Number

Account Association Code

Records 1 - 4 [Customize Grid](#)

☐	☐	Account ID	Business Unit	Object Account	Subsidiary	Account Description
☐		00152830	15020	5310		Regular Rent - Office
☒		00152848	15020	5320		Regular Rent - Retail
☐		00152856	15020	5330		Regular Rent - Residential
☐						

AREF Account Association Revisions form

Account Association Code Enter a four-character code that identifies a group of account numbers for reporting purposes.

Account ID Enter a number that the system assigns to each general ledger account in the F0901 table to uniquely identify it.

Object Account Enter the portion of a general ledger account that refers to the division of the Cost Code (for example, labor, materials, and equipment) into subcategories. For example, you can divide the Cost Code for labor into regular time, premium time, and burden.

Note. If you use a flexible chart of accounts and the object account is set to 6 digits, we recommend that you use all 6 digits. For example, entering 000456 is not the same as entering 456 because if you enter 456 the system enters three blank spaces to fill a 6-digit object.

Subsidiary

Enter a subset of an object account. Subsidiary accounts include detailed records of the accounting activity for an object account.

Note. If you are using a flexible chart of accounts and the object account is set to six digits, you must use all six digits. For example, entering 000456 is not the same as entering 456 because, if you enter 456, the system enters three blank spaces to fill a six-digit object.

Revising Forecasted Budget Amounts

This section provides an overview of budget forecast revisions and discusses how to revise budget amounts.

Understanding Budget Forecast Revisions

After you generate the budget calculations, you can review and revise the results, using the AREF Edit Budget program (P15L109). When you select the program, the system displays the Calculated Budget Results form, which you use to define the search criteria and display the forecasted annual amounts. You can display the budgets for each building and revision number, or enter search criteria to limit the number of records that are displayed to a specific unit (by using the Subledger field) or account.

You cannot revise any of the information on the Calculated Budget Results form; however, you can lock records from future updates or revisions, as well as delete the records for which no budget amounts were forecast. To revise an annual budget amount, you must revise the period amounts. To access, click the annual amount for the desired budget year. You can revise the period amounts using these methods:

- Change the amount in the desired period.

The system automatically updates the annual amount.

- Enter an override annual amount and a budget pattern code, and select Calc Budget Spread from the Row menu.

The system spreads the annual amount to the appropriate periods based on the budget pattern code.

Alternatively, you can change the setup information and rerun the AREF Budget Calculation program (R15L1091). You can rerun the budget calculation program as often as you need. The system recalculates and overwrites the information in the F15L109 table unless the account record is locked for the selected building and revision.

To maintain an audit trail of the changes that you make to a budget, use the AREF Copy Revisions program (R15L1094) to generate a new revision number of the budget, and then make the changes to that revision.

To review the sources that the system used to generate the calculation, including the formulas that were used, run the AREF Budget Calculation Audit Report program (R15L1098) for the building.

See Also

Chapter 10, “Working with Budget Forecasts,” Generating a New Budget Revision, page 119

Forms Used to Revise Forecast Amounts

Form Name	Form ID	Navigation	Usage
Calculated Budget Results	W15L109A	AREF Budget Processing (G15L21), AREF Edit Budget.	Locate the forecasted budget results for the revision number and building. Lock and unlock the budget results for all years for a specific account or accounts. Delete an account.
Edit AREF Year Period Details	W15L109B	Select the budget that you want to revise on the Calculated Budget Results form using the link or by selecting Edit Year Detail from the Row menu.	Revise period amounts for a specific year. Recalculate the period amounts based the values of the Override Annual Amount and Budget Pattern Code fields. Lock an account for a specific budget year.

Revising Forecast Amounts

Access the Edit AREF Year Period Details form:

AREF Edit Budget - Edit AREF Year Period Details

OK Cancel Row Tools

Account Description: Regular Rent - Retail Century/Fiscal Year: 2005

Building: 15020 Atrium Mall Lock Flag:

Revision Number: 1

Account BU: 15020

Object Account: 5320 Original Annual Amount: 51,500.00-

Subsidiary: Override Annual Amount: 51,500.00-

Subledger: 101 Budget Pattern Code:

Records 1 - 2 [Customize](#)

	Period End 01/31	Period End 02/28	Period End 03/31	Period End 04/30	Period End 05/31	Period End 06/30	Period End 07/31	Period End 08/31	Period End 09/30
☐			5,150.00-	5,150.00-	5,150.00-	5,150.00-	5,150.00-	5,150.00-	5,150.00-
☐									

Edit AREF Year Period Details form

Lock Flag

Enter a code that specifies whether the system generates a budget record or updates the F15L109 table for the unit when you run the AREF Budget Calculation program (R15L1091). Values are:

Y: The unit is locked.

The system neither generates a new record, nor updates an existing record in the F15L109 table.

N: The unit is not locked.

The system updates the budget results record when you run program R15L1091.

Period End Amounts

Enter the period end amount.

When you revise a period amount, the system automatically updates the Override Annual Amount field when you tab out of the field.

Generating a New Budget Revision

This section provides an overview of budget revisions and discusses how to:

- Run the AREF Copy Revisions program.
- Set the processing options for the AREF Copy Revisions program.

Understanding Budget Revisions

You can track the changes that you make to the budget by generating a new budget revision number. When you run the AREF Copy Revisions program (R15L1094), the system copies all of the records for the revision number that you specify to a new revision number that you specify. The revision numbers that you specify do not need to be sequential. For example, you can copy revision number 1 to revision number 101. Using revision numbers enables you to make changes to the setup information or to the budget amounts while still retaining the original information.

If you have the same revision numbers assigned to budgets for multiple buildings or properties, you can use data selection to specify the applicable buildings. If you do not set up data selection, the system generates records for a new revision number for all buildings and properties.

If you do not want to copy the records from the F15L109 table, you can set a processing option to bypass this table. If you bypass copying budget results records, the system also bypasses copying the supporting records in the F15L38 and the F15L302 tables.

If the system finds that a record exists for the new revision number, a processing option enables you to choose whether to replace the existing record. The information that defines the record must be exactly the same; otherwise, the system generates a new record. If an extraneous record exists for the new revision number that is not a duplicate record, the system does not delete it.

Note. The system does not provide a method to remove all the records generated for a revision number. If you generate records for the wrong revision number, you must manually delete them.

Running the AREF Copy Revisions Program

Select AREF Global Updates (G15L311), AREF Copy Revisions.

Setting Processing Options for the AREF Copy Revisions Program (R15L1094)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|-------------------------------------|--|
| 1. Copy From Revision Number | Specify the revision number from which the system copies records. |
| 2. Copy To Revision Number | Specify the revision number to which the system copies records.
The program copies the assumption records in each table based on the revision number in the From processing option. |

Process

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|------------------------------------|--|
| 1. Budget Results | Specify whether the system copies records in the F15L109 table. Values are:
Blank: Do not copy budget result records.
1: Copy budget result records. |
| 2. Replace Existing Records | Specify whether to replace records for the target revision number. Tables that are affected include: <ul style="list-style-type: none"> • F15L102 • F15L101 • F15L104 • F15L114 • F15L103 • F15L113 • F15L108 • F15L118 • F15L105 • F15L100 • F15L109 • F15L120 Values are:
Blank: Do not replace existing records. |

I: Replace existing records.

Copying Budget Results to the General Ledger

This chapter provides an overview of the process to update the general ledger with the budget results and discusses how to:

- Run the AREF Copy Results to Ledger program.
- Set processing options for the AREF Copy Results to Ledger program.

Understanding the Process to Update the General Ledger with Budget Results

When you are satisfied with the budget results for a specific revision number, you can run the AREF Copy Results to Ledger program (R15L1093) to copy the amounts from the F15L109 table to the F0902 table, where they can be incorporated with budgets from other systems for reporting purposes.

You copy budget results by revision number, which you specify in the processing options. If you want to update the budget for specific properties only, you must use data selection to specify the property (or building). You can copy the budget results to any of the ledger types *except* AA, AU, AZ, CA, and CU, which represent actual amounts and units for domestic, foreign, and cash basis transactions. The ledger type that you assign to the budget amounts must be set up in User-Defined Codes (UDCs) 15L/TL and 09/LT and the Ledger Type Master File table (F0025) or the system does not update any records in the F0902 table.

If records for the ledger type that you specify exist in the F0902 table, you can choose to either add the amounts from the F15L109 table to the existing amounts or overwrite the amounts in the F0902 table. The system does not remove any account balance records. In addition to the period amounts that the system updates in the F0902 table, you can also update one of the annual budget amount fields (Requested, Approved, or Final). Processing options enable you to specify which field.

To prevent the budget results records in the F15L109 table from being revised or updated, you can set a processing option to lock the records after the system updates the F0902 table. Locking the records ensures the integrity between the two tables; however, if you need to make a revision, you can unlock the record using the AREF Edit Budget program (P15L109), and then update the change to the F0902 table by rerunning the AREF Copy Results to Ledger program.

To verify that program R15L1093 successfully copied the budget records to the F0902 table, review the report that the system generates. The report provides the parameters that were used to copy the records, such as the revision number and ledger type, as well as provides the total number of records copied and a message to confirm that the process finished successfully.

Prerequisite

Before you complete the tasks in this section verify that the ledger type to which you want budget results copied is set up in User-Defined Code (UDC) tables 15L/TL and 09/LT and in the F0025 table.

See *PeopleSoft EnterpriseOne General Accounting 8.11 PeopleBook*, “Setting Up the General Accounting System,” Setting Up Ledger Types for General Accounting.

Running the AREF Copy Results to Ledger Program

Select AREF Global Updates (G15L311), AREF Copy Results to Ledger.

Setting Processing Options for the AREF Copy Results to Ledger Program (R15L1093)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Specify Target Ledger** Specify the ledger type to which the system copies the estimated budget. Ledger types must be defined in UDC 09/LT and UDC 15L/TL.
- 2. Revision Number** Specify the budget revision number that the system records in the F15L109 table.

Process

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Source Budget Record Lock** Specify whether the system locks the source record in the F15L109 table when the record is posted to the F0902 table. Values are:
Blank: Do not lock the record.
1: Lock the record.
- 2. Target Budget Field** Specify the target ledger that the system uploads to the F0902 table. Values are:
1: Requested Budget
2: Approved Budget
3: Final Budget
- 3. Add or Replace Amounts** Specify whether to add the period and annual budget amounts to any existing balances in the F0902 table or whether to replace existing balances with the budget amounts that the system copies. Values are:
Blank: Add the budget amounts from the F15L109 table to the existing balances in the F0902 table for accounts that have the same account ID, ledger type, and fiscal year.
1: Replace any existing balances in the F0902 table with the budget amounts from the F15L109 table for accounts that have the same account ID, ledger type, and fiscal year.

Purging the Budget Results

This section provides an overview of the process to purge budget results and discusses how to:

- Run the AREF Purge Budget Results program.
- Set processing options for the AREF Purge Budget Results program.

Understanding the Process to Purge Budget Results

Because you can create multiple revisions of the same budget for numerous buildings, you might want to manage the size of the F15L109 table by purging some of the records. The system purges the records by revision number; therefore, if you do not want to purge all of the records for a specific revision number, use data selection to specify a property or building. When you run the AREF Purge Budget Results program (R15L109P), the system removes records from these tables only:

- F15L109
- F15L302
- F15L38

The system does not remove any of the setup records that exist for the revision specified.

You can run the purge program in proof or final mode. In proof mode, the system generates only a report of the records retrieved to purge. In final mode, the system removes the records from the F15L109 table and generates a report. You can generate either a summary report, which lists the number of records purged, or a detail report, which identifies each record that the system removed.

Note. You do not need to run the purge program to rerun the AREF Budget Calculation program (R15L1091) for the same revision. The system automatically removes the budget results records prior to generating new records.

Although you cannot retrieve the records that you purge, you can recreate them by rerunning program R15L1091, as long as the parameters in the setup information have not been altered.

Prerequisite

Before you complete the tasks in this section verify that you have a backup of the F15L109 table, or run the program in proof mode first to review the results because you cannot recover the information that the system purges.

Running the AREF Purge Budget Results Program

Select AREF Purges (G15L312), AREF Purge Budget Results.

Setting Processing Options for the AREF Purge Budget Results Program (R15L109P)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Revision Number** Specify the revising number to use to select the records to purge.
Blank: The system uses revision number 0.

Process

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Proof Or Final Mode** Specify whether to run the program in proof or final mode.
In proof mode the system generates only a report of the records to purge. In final mode, the system removes the records from the table and generates a report. Values are:
Blank: Proof mode
1: Final mode

Print

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Summary Or Detail** Specify the type of report to generate. Values are:
Blank: Generate a summary report. The system prints only the total number of records purged.
1: Generate a detail report. The system prints each record that it purges.

CHAPTER 11

Revising Building Constants Using Models

This chapter provides an overview of building constants models and discusses how to update building constant records using a model.

Understanding Building Constants Models

After you create the building constant records to use for the budget revisions, you might need to revise them. For example, you might need to change the fee percentage that you assigned or the growth pattern. Instead of modifying each building constant record manually, you can set up a model building constant record and then copy the changes to selected building constant records.

You use the AREF Building Constants Models program (P15L1001) to set up model building constant records, and then you use the AREF Building Constants program (P15L100) to locate the model and the building constant records that you want to update, and to copy the changes from the model to the selected records.

You follow the same steps to add a model building constant that you do to enter an actual building constant record. With the exception of the Initial Purchase Price and Year for Stabilized NOI fields, which are specific to a building, the forms and fields that you use to enter the building constants model record are the same as those that you use to enter the building constant record.

See Chapter 3, “Setting Up PeopleSoft EnterpriseOne Advanced Real Estate Forecasting,” Setting Up Building Constants, page 18.

When you copy the model to the selected building constant records, a processing option setting for the AREF Building Constants program determines whether the system copies only information from the model to blank fields on the building constant records or whether the system replaces the information on the building constant record with information from the model. If you choose to replace information, the system copies the values from all of the fields on the model, including blank, to the corresponding fields on the building constant record.

Prerequisites

Before you complete the tasks in this section:

- Follow the steps that are used to set up a building constant record to set up a model building constant record.
- Verify that the processing option Replace Data When Copying Models for the AREF Building Constants program (P15L100) is set appropriately for the information that you want to update.

Updating Building Constant Records Using a Model

This section describes how to:

- Set processing options for AREF Building Constants Models (P15L1001).
- Update building constant records using a model.

Forms Used to Revise Building Constant Records

Form Name	Form ID	Navigation	Usage
AREF Building Constants Model Revisions	W15L1001B	AREF Setup (G15L412), AREF Building Constants Models. Click Add on the Work With AREF Building Constants Models form.	Add building constants models.
Work With AREF Building Constants	W15L100A	AREF Setup (G15L412), AREF Building Constants.	Revise building constant records using a model.

Setting Processing Options for the AREF Building Constants Models Program (P15L1001)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Retain Values After Add Specify whether the system retains the values entered in these fields when you add more than one building constant record:

- Revision Number
- Assumption Rule
- E.P. Rule
- Sales Overage Rule
- Recurring Bill Code Rule
- Growth Pattern
- Assumption Action

Values are:

Blank: Do not retain values.

/: Retain values.

2. Assumption Action Specify the default value to assign to the Assumption Action (AACT) field when you add a model record for building constants.

Versions

Use these processing options to specify the version of the program to use when the program is accessed from a Row or Form menu.

1. AREF Building Constants (P15L100)

Specify the version of the AREF Building Constants program (P15L100) to use when you select Copy Model from the Form menu.

Blank: ZJDE0001

Updating Building Constant Records Using a Model

Access the Work With AREF Building Constants form:

AREF Building Constants - Work With AREF Building Constants

Select Find Add Copy Delete Close Form Row Tools

Building 15020 Atrium Mall

Revision Number 1

Building Constants Model SO RULE [Copy Model to Row\(s\)](#)

Records 1 - 1 [Customize](#)

	Building	Building Description	Revision Number	Assumption Rule	Assumption Rule Description	E. P. Rule	E. P. Rule Description
☐	15020	Atrium Mall	1	MARKET	Market Rate		

Work With AREF Building Constants form

Building Constants Model

Enter the alphanumeric code that specifies the name or identifies the building constants model.

APPENDIX A

Tables Used in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting

This appendix provides a list of the tables that are used in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

Tables Used in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting

This table lists the tables used by PeopleSoft EnterpriseOne Advanced Real Estate Forecasting in alphanumeric order:

Table Number	Table Name	Description
F15L100	AREF Building Constants	Stores default rules for assumptions, expense participation, sales overage, rent and nonrent bill codes, and growth patterns. The building constants also include management fee information needed for budget calculations as well as the initial purchase price and cap rate, discount rate, and selling cost percentages.
F15L1001	AREF Building Constants Model	Stores the same information as the F15L100 table, but also includes the model ID and description.
F15L101	AREF Unit Master	Stores unit and lease information that is manually added or downloaded from PeopleSoft EnterpriseOne Real Estate Management. This information includes square footage, unit type, unit description, tenant, lease number, and lease begin and end dates.
F15L102	AREF Unit Assumptions Master Header	Stores information for budget calculations including market rates, growth patterns, downtime, free rent number of months, and assumption terms.

Table Number	Table Name	Description
F15L112	AREF Unit Assumptions Master Detail	Stores information for detailed budget calculations of commission, tenant improvements, and other assumptions including assumption type, calculation method, posting bill code or object account, and retrieval bill codes.
F15L105	AREF Growth Pattern File	Stores a total of 15 yearly amounts of growth rates to be used in the budget calculations.
F15L108	AREF Base Account Definition	Stores account information to set up beginning balances pertaining to a building for budget calculations including object account, subsidiary, account ID, growth pattern, budget pattern code, and net posting periods 1 through 12.
F15L106	AREF Recurring Bill Code Rules Header	Stores the recurring bill code rule information such as the building and revision numbers, the name of the rule, and report codes.
F15L116	AREF Recurring Bill Code Rules Detail	Stores the same information that is in the AREF Recurring Bill Code Rules Header table, but also includes the bill codes that make up the recurring bill code rule, as well as the value for the rent flag, and growth pattern, if applicable.
F15L103	AREF Sales Overage Rule Header	Stores the sales overage rule information, such as the sales overage rule, the growth pattern, an option to calculate and use a natural breakpoint, and the computation method.
F15L113	AREF Sales Overage Detail	Stores the breakpoint sales amount and breakpoint sales percent for forecasting sales overage amounts.
F15L301	AREF Projected Sales	Stores information from the F1542 table from PeopleSoft EnterpriseOne Real Estate Management, including lease number, unit, revision number, and estimated sales amounts for periods 1 through 12.
F15L302	AREF Prior Gross Billings	Stores the sales overage billing amounts that the system calculates for each period.

Table Number	Table Name	Description
F15L104	AREF E.P. Rules Header	Stores expense participation information for budget calculations including E.P. rule, rule type, and recovery type.
F15L114	AREF E.P. Rules Detail	Stores E.P. class, E.P. code, computation method, expense stop per square foot, amount per square foot, growth pattern, denominator, and exclusion rules for expense participation budget calculations.
F15L141	AREF Gross Lease Occupied Area	Stores occupancy information including building, revision number, unit, GLOA, GLA, and area type that the system uses for expense participation if you specify to use a share factor denominator or tenant exclusion rule.
F15L38	EP Billing Register	Stores the calculated amounts for expense participation.
F15L118	AREF Base Account Definition Detail	Stores detailed account information to further define amounts that are summarized in the F15L108 table.
F15L109	AREF Budget Results	Stores the calculated budget results including revision number, object account, subledger and subledger type, account ID, and net posting amounts 1 through 12.
F15L109W	AREF Grown Amounts Work File	Stores growth values for the business unit, assumption ID, assumption type and revision number that is used in the calculation to grow amounts for the budget calculations.
F15L120	AREF Account Association	Stores information to define account setup for association codes, including building, revision number, account ID, object account, and subsidiary.
F15L001W	Work File for R15L001	Accumulates records by tenant when you generate the AREF Lease Revenue by Type report (R15L001). The table is subsequently cleared after each generation of the report.

APPENDIX B

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting Reports

This appendix provides an overview of PeopleSoft EnterpriseOne Advanced Real Estate Forecasting reports and discusses how to:

- View summary tables of all reports.
- View details for selected reports.

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting Reports

After you generate budget and forecast amounts, you can use the information to generate a number of budget reports. Many of the reports in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting use account association codes that enable you to group account balances into the categories that you most often use for reporting purposes. For example, you might want to group all the bill codes that you use for rent into one association code, RENT.

Each report provides processing options and data selection that you can use to generate different reports for comparison purposes.

Prerequisites

Before you complete the tasks in this section:

- Run the AREF Budget Calculation program (R15L1091) to update the F15L109 table.
- Complete the information on the NPV and IRR tabs of the building constant records for which you want to generate financial information if you run the AREF Valuation Report.
- Set up association codes for reporting, as necessary.

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting Reports: A to Z

This table lists PeopleSoft EnterpriseOne Advanced Real Estate Forecasting reports, sorted alphanumerically by report ID:

Report ID and Report Name	Description	Navigation
R15L001 AREF Lease Revenue by Type	Use this report to review the forecasted budget amounts for specific accounts based on the account association codes that you enter in the processing options.	AREF Budget Reports (G15L22), AREF Lease Revenue by Type
R15L002 AREF Schedule of Base Rental Revenue	Use this report to review the revenue amounts for the rent accounts for each unit.	AREF Budget Reports (G15L22), AREF Schedule of Base Rental Revenue
R15L003 AREF Schedule of Prospective Cash Flow	Use this report to review the results of the budget forecast as it affects the chart of accounts.	AREF Budget Reports (G15L22), AREF Schedule of Prospective Cash Flow
R15L004 AREF Account Detail by Month	Use this report to review a statement of account balances so that you can review the results of the budget forecast for each period for the specified year.	AREF Budget Reports (G15L22), AREF Account Detail by Month
R15L005 AREF Input Assumptions	Use this report to review assumption and other rules assigned to each unit that the system used to derive the budget amounts for each unit	AREF Budget Reports (G15L22), AREF Input Assumptions
R15L006 AREF Unit Plan Roster	Use this report to review amounts by account association code.	AREF Budget Reports (G15L22), AREF Unit Plan Roster
R15L111 AREF Valuation Report	Use this report to review the financial information, such as the net present value (NPV) or internal rate of return (IRR) based on the information set up in the building constants.	AREF Budget Reports (G15L22), AREF Valuation Report
R15L1098 AREF Budget Calculation Audit Report	Use this report to print the source of each amount, including the source system, the setup information, and the formulas that the system used in the calculations, for all budget types including sales overage, expense participation, and management fees.	AREF Budget Reports (G15L22), AREF Budget Calculation Audit Report

PeopleSoft EnterpriseOne Advanced Real Estate Forecasting Reports: Selected Reports

Some reports include a more detailed description, as well as processing options. These reports are listed alphanumerically by report ID.

R15L001 - AREF Lease Revenue by Type

You run the AREF Lease Revenue by Type report to review the forecasted budget amounts for the accounts based on the account association codes that you enter in the processing options:

- Minimum Rent.
- Percentage in Lieu of Minimum.
- Overage Rent.
- Expense Participation.
- Real Estate Taxes.
- Marketing.
- Utilities.
- Miscellaneous.

The system provides two versions of the report: one that sequences by unit, and therefore provides account totals by unit, and one that sequences on tenant, which summarizes the account totals for multiple units that are leased by the same tenant.

Processing options enable you to specify the year and revision number to use to retrieve the account information from the F15L109 table, but you can also limit the report to specific properties or leases using data selection.

Processing Options for AREF Lease Revenue by Type (R15L001)

Processing options enable you to specify the information that appears on reports. For example, you set a processing option to include the fiscal year or the number of aging days on a report.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|-------------------------------------|--|
| 1. Fiscal Year | Specify the fiscal year to use to retrieve the information from the F15L109 table). |
| | Blank: The system uses the current year (based on today's date). |
| 2. Account Association Codes | Minimum Rent |
| | Specify the account association code to use to retrieve the minimum rent amount that appears on the report. |
| | Percent in Lieu of Minimum |
| | Specify the account association code to use to retrieve the percent-in-lieu-of-minimum rent amount that appears on the report. |
| | Overage Rent |
| | Specify the account association code to use to retrieve the sales overage amount that appears on the report. |
| | Expense Participation |

Specify the account association code to use to retrieve the expense participation amount that appears on the report.

Real Estate Taxes

Specify the account association code to use to retrieve the real estate tax amount that appears on the report.

Marketing

Specify the account association code to use to retrieve the marketing amount that appears on the report.

Utilities

Specify the account association code to use to retrieve the utilities amount that appears on the report.

Miscellaneous

Specify the account association code to use to retrieve the miscellaneous amount that appears on the report.

3. Revision Number

Specify the budget revision number to use to retrieve information from the F15L109 table.

Blank: The system uses revision number 0.

4. Print Amounts By

Specify whether to print amounts on the report by unit or by tenant. Values are:

Blank: Print amounts by unit.

/: Print amounts by tenant.

R15L1002 - AREF Schedule of Base Rental Revenue Report

As an alternative to reviewing the revenue amounts for the rent accounts for each unit online, you can run the AREF Schedule of Base Rental Revenue report. Processing options enable you to specify the account association code to use for the rent revenue amounts that you want to review. The system prints the rent amounts for each unit for up to 15 years, and provides a total for each building. The report also provides an average amount per square foot for both the usable and sales areas.

Processing Options for AREF Base Rental Revenue Report (R15L002)

Processing options enable you to specify the information that appears on reports. For example, you set a processing option to include the fiscal year or the number of aging days on a report.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Fiscal Year

Specify the beginning fiscal year to use to retrieve information from the F15L109 table.

The system retrieves budget information for 15 years, beginning with the year that you enter in this processing option.

Blank: The system uses the current year (based on today's date).

**2. Base Rental Revenue
Account Association Code**

Specify the account association code to use to retrieve the base rental revenue amount that appears on the report.

3. Revision Number

Specify the budget revision number to use to retrieve information from the F15L109 table.

Blank: The system uses revision number 0.

R15L003 - AREF Schedule of Prospective Cash Flow

To review the results of the budget forecast as it affects the chart of accounts, you can run the AREF Schedule of Prospective Cash Flow report (R15L003). The system prints a statement of the account balances from the F15L109 table so that you can review projected revenue, expenses, and cash flow trends for each building.

Data selection enables you to specify which buildings to include on the report, as well as the range of accounts for which the report should be generated. If you do not set up any data selection, the system prints the forecasted budget for 15 years for all buildings and all accounts.

Processing options enable you to specify the budget revision number, the beginning fiscal year to use, and the account level of detail (1 through 9). To generate a report with less detail, choose a level of detail that is less than 9; the system summarizes the accounts with a higher level of detail into the accounts at the level of detail that you specify.

Processing Options for AREF Schedule of Prospective Cash Flow (R15L003)

Processing options enable you to specify the information that appears on reports. For example, you set a processing option to include the fiscal year or the number of aging days on a report.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Fiscal Year

Specify the beginning fiscal year to use to retrieve information from the F15L109 table.

The system retrieves budget information for 15 years, beginning with the year that you enter in this processing option.

Blank: The system uses the current year (based on today's date).

2. Account Level of Detail

Specify the level of detail (1 through 9) for which you want account information to appear.

Blank: The system uses account level of detail 9.

3. Revision Number

Specify the budget revision number to use to retrieve information from the F15L109 table.

Blank: The system uses revision number 0.

R15L004 - AREF Account Detail by Month Report

To review the results of the budget forecast as it affects the chart of accounts by period, you can run the AREF Account Detail by Month report (R15L004). The system prints a statement of the account balances from the F15L109 table so that you can review projected revenue, expenses, and cash flow trends for each period in the fiscal year specified.

Data selection enables you to specify which buildings to include on the report, as well as the range of accounts for which the report should be generated. If you do not set up any data selection, the system prints the forecasted budget for all buildings and all accounts.

Processing options enable you to specify the budget revision number, the fiscal year to use, and the account level of detail (1 through 9). To generate a report with less detail, choose a level of detail that is less than 9; the system summarizes the accounts with a higher level of detail into the accounts at the level of detail that you specify.

Processing Options for AREF Account Detail by Month (R15L004)

Processing options enable you to specify the information that appears on reports. For example, you set a processing option to include the fiscal year or the number of aging days on a report.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|-----------------------------------|---|
| 1. Fiscal Year | Specify the fiscal year to use to retrieve period information from the F15L109 table.

Blank: The system uses the current year (based on today's date). |
| 2. Account Level of Detail | Specify the level of detail (1 through 9) for which you want account information to appear.

Blank: The system uses account level of detail 9. |
| 3. Revision Number | Specify the budget revision number to use to retrieve information from the F15L109 table.

Blank: The system uses revision number 0. |

R15L005 - AREF Input Assumptions

As an alternative to reviewing the assumption and other rules assigned to each unit online, you can run the AREF Input Assumptions report (R15L005) to print the information that the system used to derive the budget amounts for each unit. The system prints the rules associated with the building constants, unit assumptions, expense participation, sales overage, and recurring bill codes, as well as the growth pattern assigned to the unit assumption, that the system used to calculate the budget amounts for each unit.

The system does not print budget amounts for each account; however, it does provide processing options to enable you to specify account association codes to print summarized amounts for specialty leasing and other income accounts, if desired. The system prints the amount and the growth rate for each year for which the budget information exists in the F15L109 table.

Processing Options for AREF Input Assumptions (R15L005)

Processing options enable you to specify the information that appears on reports. For example, you set a processing option to include the fiscal year or the number of aging days on a report.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|--|--|
| 1. Fiscal Year | Specify the beginning fiscal year to use to retrieve the forecasted amounts from the F15L109 table.

Blank: The system uses the current year (based on today's date). |
| 2. Revision Number | Specify the revision number to use to retrieve the corresponding assumption information and rules.

Blank: The system uses revision number 0. |
| 3. Specialty Leasing Account Association Code | Specify the account association code to use to retrieve the account balances for specialty leasing.

Blank: The system does not report on specialty leasing. |
| 4. Other Income Account Association Code | Specify the account association code to use to retrieve the account balances for other income.

Blank: The system does not report on other income. |
| 5. End of Year Occupancy Percentage Area Type | Specify the area type to use to retrieve the information from the F15L141 table to calculate the end-of-year occupancy percentage.

Blank: The system uses the value in the Rentable Area Type (RNAT) field in the F1510B table. |

Print

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|---------------------------------------|--|
| 1. Unit Assumptions | Specify whether to print unit assumption information on the report. Values are:

Blank: Print unit assumption information.
<i>1</i> : Do not print unit assumption information. |
| 2. Expense Participation Rules | Specify whether to print the expense participation rule on the report. Values are:

Blank: Print the expense participation rule. |

- I*: Do not print the expense participation rule.
- 3. Sales Overage Rules** Specify whether to print the sales overage rule on the report. Values are:
Blank: Print the sales overage rule.
I: Do not print the sales overage rule.
- 4. Growth Patterns** Specify whether to print the growth pattern on the report. Values are:
Blank: Print the growth pattern.
I: Do not print the growth pattern.
- 5. Recurring Bill Code Rules** Specify whether to print the recurring bill code rules on the report. Values are:
Blank: Print the recurring bill code rules.
I: Do not print the recurring bill code rules.

R15L006 - AREF Unit Plan Roster

You generate the unit plan roster to review amounts by account association code. Processing options enable you to specify up to nine account association codes to print on the report. By using association codes, you can easily review amounts by a common group, such as rent, instead of amounts by individual bill code.

When a unit is leased, the system prints the tenant and lease information and the corresponding lease-effective dates. When the unit is vacant, the system prints New Lease and uses the dates for which the budget was calculated as the effective dates.

Processing options enable you to print amounts by square foot, if desired, for easier comparison.

The system retrieves information from these tables to generate the report:

- F15L101
- F15L102
- F15L120
- F15L109

Setting Processing Options for the AREF Unit Plan Roster Program (R15L006)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Print

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Account Association Code** Association Code 1
Specify the account association code to use to retrieve the billing amounts to print on the report.

For each account association code processing option that you complete, you must create labels for the columns that appear on the report by completing the corresponding processing option on the Display tab.

Association Code 2

Specify the account association code to use to retrieve the billing amounts to print on the report.

For each account association code processing option that you complete, you must create labels for the columns that appear on the report by completing the corresponding processing option on the Display tab.

Association Code 3

Specify the account association code to use to retrieve the billing amounts to print on the report.

For each account association code processing option that you complete, you must create labels for the columns that appear on the report by completing the corresponding processing option on the Display tab.

Association Code 4

Specify the account association code to use to retrieve the billing amounts to print on the report.

For each account association code processing option that you complete, you must create labels for the columns that appear on the report by completing the corresponding processing option on the Display tab.

Association Code 5

Specify the account association code to use to retrieve the billing amounts to print on the report.

For each account association code processing option that you complete, you must create labels for the columns that appear on the report by completing the corresponding processing option on the Display tab.

Association Code 6

Specify the account association code that the system uses for bill code 6 when you run the AREF Leasing Plan Roster program (R15L006).

Association Code 7

Specify the account association code to use to retrieve the billing amounts to print on the report.

For each account association code processing option that you complete, you must create labels for the columns that appear on the report by completing the corresponding processing option on the Display tab.

Association Code 8

Specify the account association code to use to retrieve the billing amounts to print on the report.

For each account association code processing option that you complete, you must create labels for the columns that appear on the report by completing the corresponding processing option on the Display tab.

Association Code 9

Specify the account association code to use to retrieve the billing amounts to print on the report.

For each account association code processing option that you complete, you must create labels for the columns that appear on the report by completing the corresponding processing option on the Display tab.

2. Revision Number

Specify the revision number to use to retrieve the information that appears on the report.

Blank: The system uses revision number 0.

3. Area Type

Specify the area type to use to retrieve the area value that appears on the report. Values are:

Blank: Billable area

The system uses the value in the Useable Area (USEA) field in the F1507 table.

1: Sales area

The system uses the value in the Sales Area (SUSA) field in the F15L101 table.

4. Print Amounts Per Square Foot

Specify whether to print the amounts that correspond to the association codes as an amount per square foot. Values are:

Blank: Do not print the amounts as an amount per square foot.

1: Print the amounts as an amount per square foot. The system divides the amount retrieved for the association code by the area specified in the Area Type processing option to derive the amount per square foot that appears on the report.

Display

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

1. Association Code 1, Column Heading 1

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

The system prints the description that you enter as the upper column heading for the association code. If the description is short enough to use one column heading only, you can leave this processing option blank and complete only the corresponding Association Code Column Heading 2 processing option.

Association Code 1, Column Heading 2

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

The system prints the description that you enter as the lower column heading for the association code. If the description requires two stacked column headings, use the corresponding Association Code Column Heading 1 processing option to specify the description that the system prints in the upper column heading.

2. Association Code 2, Column Heading 1

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

The system prints the description that you enter as the upper column heading for the association code. If the description is short enough to use one column

	heading only, you can leave this processing option blank and complete only the corresponding Association Code Column Heading 2 processing option.
Association Code 2, Column Heading 2	Specify the description of the account association code that you entered in the corresponding processing option on the Print tab. The system prints the description that you enter as the lower column heading for the association code. If the description requires two stacked column headings, use the corresponding Association Code Column Heading 1 processing option to specify the description that the system prints in the upper column heading.
3. Association Code 3, Column Heading 1	Specify the description of the account association code that you entered in the corresponding processing option on the Print tab. The system prints the description that you enter as the upper column heading for the association code. If the description is short enough to use one column heading only, you can leave this processing option blank and complete only the corresponding Association Code Column Heading 2 processing option.
Association Code 3, Column Heading 2	Specify the description of the account association code that you entered in the corresponding processing option on the Print tab. The system prints the description that you enter as the lower column heading for the association code. If the description requires two stacked column headings, use the corresponding Association Code Column Heading 1 processing option to specify the description that the system prints in the upper column heading.
4. Association Code 4, Column Heading 1	Specify the description of the account association code that you entered in the corresponding processing option on the Print tab. The system prints the description that you enter as the upper column heading for the association code. If the description is short enough to use one column heading only, you can leave this processing option blank and complete only the corresponding Association Code Column Heading 2 processing option.
Association Code 4, Column Heading 2	Specify the description of the account association code that you entered in the corresponding processing option on the Print tab. The system prints the description that you enter as the lower column heading for the association code. If the description requires two stacked column headings, use the corresponding Association Code Column Heading 1 processing option to specify the description that the system prints in the upper column heading.
5. Association Code 5, Column Heading 1	Specify the description of the account association code that you entered in the corresponding processing option on the Print tab. The system prints the description that you enter as the upper column heading for the association code. If the description is short enough to use one column heading only, you can leave this processing option blank and complete only the corresponding Association Code Column Heading 2 processing option.
Association Code 5, Column Heading 2	Specify the description of the account association code that you entered in the corresponding processing option on the Print tab The system prints the description that you enter as the lower column heading for the association code. If the description requires two stacked column

headings, use the corresponding Association Code Column Heading 1 processing option to specify the description that the system prints in the upper column heading.

**6. Association Code 6,
Column Heading 1**

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab

The system prints the description that you enter as the upper column heading for the association code. If the description is short enough to use one column heading only, you can leave this processing option blank and complete only the corresponding Association Code Column Heading 2 processing option.

**Association Code 6,
Column Heading 2**

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

The system prints the description that you enter as the lower column heading for the association code. If the description requires two stacked column headings, use the corresponding Association Code Column Heading 1 processing option to specify the description that the system prints in the upper column heading.

**7. Association Code 7,
Column Heading 1**

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

The system prints the description that you enter as the upper column heading for the association code. If the description is short enough to use one column heading only, you can leave this processing option blank and complete only the corresponding Association Code Column Heading 2 processing option.

**Association Code 7,
Column Heading 2**

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

The system prints the description that you enter as the lower column heading for the association code. If the description requires two stacked column headings, use the corresponding Association Code Column Heading 1 processing option to specify the description that the system prints in the upper column heading.

**8. Association Code 8,
Column Heading 1**

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

The system prints the description that you enter as the upper column heading for the association code. If the description is short enough to use one column heading only, you can leave this processing option blank and complete only the corresponding Association Code Column Heading 2 processing option.

**Association Code 8,
Column Heading 2**

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

The system prints the description that you enter as the lower column heading for the association code. If the description requires two stacked column headings, use the corresponding Association Code Column Heading 1 processing option to specify the description that the system prints in the upper column heading.

**9. Association Code 9,
Column Heading 1**

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

**Association Code 9,
Column Heading 2**

The system prints the description that you enter as the upper column heading for the association code. If the description is short enough to use one column heading only, you can leave this processing option blank and complete only the corresponding Association Code Column Heading 2 processing option.

Specify the description of the account association code that you entered in the corresponding processing option on the Print tab.

The system prints the description that you enter as the lower column heading for the association code. If the description requires two stacked column headings, use the corresponding Association Code Column Heading 1 processing option to specify the description that the system prints in the upper column heading.

R15L111 - AREF Valuation Report

If you want to generate financial information, such as the net present value (NPV) or internal rate of return (IRR), you must complete the information on the NPV and IRR tabs of the building constants record and run the AREF Valuation Report (R15L111).

You use processing options to specify the revision number to use to retrieve the information from the building constant record, the beginning fiscal year to use, and the number of years to generate cash flow information.

This table outlines the type of financial information that the report generates, as well as the formula that the system uses:

Financial Information	Formula Used
Cash flow	(Revenue) – (expenses, including capital expenditures)
Stabilized NOI amount	(The year for stabilized NOI cash flow amount) – (any capital expenditure amounts)
Selling price	(Stabilized NOI Amount) / (Cap Rate Percent)
Selling cost amount	(Selling price) × (selling cost percent)
Net proceeds from sale	(Selling price) × [1 – (selling cost percent)]

Financial Information	Formula Used
NPV (net present value)	$NPV = \sum [CF_{t/(t+k)^t}] - IPP$ CF = cash flow k = discount rate t = time period IPP = initial purchase price
IRR (internal rate of return)	$\sum [CF_{t/(t+r)^t}] - IPP = 0$ CF = cash flow r = internal rate of return t = time period IPP = initial purchase price

Setting Processing Options for the AREF Valuation Report Program (R15L111)

Processing options enable you to specify the default processing for programs and reports.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- 1. Revision Number** Specify the revision number to use to select records from the F15L100 table to print on the report.
Blank: The system uses revision number 0.
- 2. Start Fiscal Year** Specify the fiscal year to use to retrieve budget information from the F15L109 table.
The system uses the fiscal year that you specify and the value from the Number of Years processing option to determine the range of years on which to retrieve cash flow information and calculate the net present value and internal rate of return.
Blank: The system uses the current year (based on today's date).
- 3. Number of Years** Specify the number of years that the system uses to calculate the net present value (NPV) and internal rate of return (IRR).
The system uses the value in the Start Fiscal Year processing option to determine the starting fiscal year to use.

Blank: The system uses the number of years for which cash flow information exists in the F15L109 table.

R15L1098 - AREF Budget Calculation Audit Report

Because the system retrieves information from the both PeopleSoft EnterpriseOne Real Estate Management and PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, determining how the system derived specific amounts can be challenging. The AREF Budget Calculation Audit Report prints the source of each amount, including the source system, the setup information, and the formulas that it uses in the calculations, for all budget types including sales overage, expense participation, and management fees.

You can generate the audit report before you run the AREF Budget Calculation program (R15L1091) to test how the system uses the information that is set up. Processing options enable you to mimic the processing that occurs when you run program R15L1091 so that you can use the audit report as a proof copy.

Processing options also enable you to retrieve existing budget calculations from the F15L109 table. If you do not select this option, the program calculates the budget amounts that appear on the report. The system performs the same calculations regardless of whether you run this program or the AREF Budget Calculation program.

Note. The AREF Budget Calculation Audit Report cannot calculate management fees, expense participation, or sales overage amounts; you must run the AREF Budget Calculation program for these budget types. The audit report can, however, print the source of the calculations that the AREF Budget Calculation program uses, including whether the information was retrieved from PeopleSoft EnterpriseOne Real Estate Management, and the parameters that the system uses to perform the calculations.

Depending on the number of years that you forecast the budget, the unit might use the lease information from PeopleSoft EnterpriseOne Real Estate Management and the assumption rules from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting more than once. Regardless of which system it uses to retrieve the information, each time the system uses different information, it reports it as a different lease. For example, if the budget is forecast for 10 years (2003 through 2013) and the unit is leased between 2004 and 2006, the system prints information for three leases:

1. For year 2003, the system prints information based on the effective assumption rule, and the report references it as the AREF Estimated Lease.
2. For years 2004 through 2006, the system prints information based on the real estate lease, and references the actual lease number.
3. For years 2007 through 2013, the system prints information based on the effective assumption rule, and the report references it as the AREF Estimated Lease.

The report can, therefore, generate numerous pages of information for one unit.

When you run the AREF Budget Calculation Audit Report, the system first generates information for the property, then the building, and then each unit, as follows:

Property and Building Information

The system prints the same type of information for the business units that are set up as a property and building on a separate page:

- Property and Building Header Information.

The system prints information to identify the property or building, such as the business unit number, name, and area values (rentable and sales usable). The system also indicates which area value was used for the calculations.

The system determines the value of each building by adding the area values of the units in the building. The system determines the value of each property by adding the area values of the buildings.

- Account Definition Information.

The system prints the account definition records that were generated for the property and the business unit for each year the budget is forecast. The report includes the budget pattern code that was used to allocate amounts to specific periods, the lock flag, the period amounts for the year forecast, the total amount, and the growth pattern code that was applied.

The report also includes the growth pattern information, including the growth pattern type (FX, PC, or SF) and the corresponding compounded growth amount (or percentage or amount per square foot).

- Management Fee Information.

The system prints the source information for calculating management fees, if specified, or prints the message *No Management Fees to Process*.

If you have management fee information set up, the report indicates the system from which it retrieved the information to use. If it retrieves the rules from PeopleSoft EnterpriseOne Real Estate Management, it prints REM Rules, and then prints the information that was set up, such as the bill codes, accounts, effective dates, fee rate and basis, and minimum and maximum amounts. If it retrieves the rules from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, it prints AREF Rules, and then prints the information that was set up in the building constant record.

Note. The management fee type must be business-unit based (as opposed to lease based) or the system does not retrieve any management fee information from PeopleSoft EnterpriseOne Real Estate Management.

If you set the processing option to retrieve the calculations from the F15L109 table, the report includes the period amounts of the fee. Otherwise, the system prints only the setup information that it retrieves.

Unit Information

The information that prints on the report is grouped into these sections:

- Unit Header Information

The system prints information to identify the unit, including the unit type, area values, effective dates, expense unit type, floor number, and lock flag.

- Lease Information

If the unit is leased, it prints the lease information it located, including the lease number, tenant, lease effective dates, lease version, lease status, and lessee flag. Otherwise, the system prints AREF Estimated Lease to indicate that it uses the information only from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting (AREF).

- Lease Revenue

The system prints the assumption rule that it retrieves from either the F15L101 table or the F15L100 table. It then prints the information that is set up for the assumption, including the effective dates, the rate (market or CPI) that it uses, the action (new, renewal, or blend), the annual base rent that it calculates based on the area of the unit and the market rate, and the growth pattern code.

After the assumption rule, the system prints the growth pattern information, based on the code that was assigned in the assumption, and also includes a calculation to represent the growth pattern amount or percent as amount per square foot.

If the unit is leased, the assumption information includes a recurring bill code rule, and the bill codes specified have corresponding recurring billing information, the system prints the applicable bill codes, the growth pattern assigned (for nonrent bill codes), and their respective effective dates, amounts, and billing frequency. If the system cannot retrieve any recurring billing information, it does not print the associated bill codes from the bill code rule.

If the unit is vacant, the system calculates rent information based on the assumption rule, and the system does not include recurring bill code rules.

Finally, the report prints lease revenue usage codes for each period that it locates rent and nonrent revenue. If the system retrieves rent revenue for the period, it prints one of two codes:

- *R*, to indicate that the rent was retrieved from recurring billing information in PeopleSoft EnterpriseOne Real Estate Management
- *A*, to indicate that the system calculated the rent revenue from the assumption rule that was set up in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting

If the system retrieves nonrent revenue for the period, it prints the letter *N*. If the system does not retrieve either rent or nonrent revenue, it does not print a code in the period column.

- Detailed Assumptions

The system prints the information that is set up for each detailed assumption, including the computation method, formula used in the calculation, rent bill codes, detail rate, growth pattern, posting account, a message that indicates when the post occurs, and the amount that the system calculated.

- Sales Overage Information

If you have sales overage information set up in both PeopleSoft EnterpriseOne Real Estate Management and PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, the report includes the setup information for both systems for comparison.

- The sales overage information for PeopleSoft EnterpriseOne Advanced Real Estate Forecasting includes all of the information that is set up for the sales overage rule, and the sales and recapture amounts entered for the unit.
- The sales overage information for PeopleSoft EnterpriseOne Real Estate Management includes the setup information for sales overage, product scales, and minimum and maximum rent and recoveries. The system also includes the sales amounts from the Tenant Sales History (F1541B) and the F1542 tables.

After the setup information, the system prints the sales overage usage code for each period to indicate whether the amounts that follow were calculated based on the setup information from PeopleSoft EnterpriseOne Real Estate Management (*R*) or the setup information from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting (*A*).

Finally, the system prints the sales overage amounts that it retrieves from the F15L302 table. The system prints amounts only when you set the processing option to use the budget results.

- Expense Participation Information

If you have expense participation information set up in both PeopleSoft EnterpriseOne Real Estate Management and PeopleSoft EnterpriseOne Advanced Real Estate Forecasting, the report includes the setup information for both systems for comparison.

After it prints the expense participation setup information for both systems, the system continues to print the setup information for each expense class, including class adjustments, and then prints the share factor denominator and tenant exclusion rule, if specified.

After the setup information, the system prints the expense participation usage code for each period to indicate whether the amounts that follow were calculated based on the setup information from PeopleSoft EnterpriseOne Real Estate Management (R) or the setup information from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting (A).

Finally, the system prints the expense participation calculations and the amounts that it retrieves from the F15L38 table. The system prints amounts only when you set the processing option to use the budget results.

Processing Options for AREF Budget Calculation Audit Report (R15L1098)

Processing options enable you to specify the information that appears on reports. For example, you set a processing option to include the fiscal year or the number of aging days on a report.

Do not modify EnterpriseOne demo versions, which are identified by ZJDE or XJDE prefixes. Copy these versions or create new versions to change any values, including the version number, version title, prompting options, security, and processing options.

Defaults

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|------------------------------------|--|
| 1. Revision Number | Specify the budget revision number to use to retrieve the information to process.

Blank: The system uses revision number 0. |
| 2. Budget Start Period | Specify the number of the first period for which the system retrieves or calculates a budget.

Blank: The system uses period 01. |
| 3. Budget Start Fiscal Year | Specify the fiscal year that the system uses to retrieve or begin the budget calculations.

Blank: The system uses the current year of the company that is assigned to the building that is processed. |
| 4. Years to Forecast | Specify the number of years (between 1 and 15) to retrieve or forecast the budget.

Blank: The system does not generate information for the report. |

Process

Although processing options are set up during EnterpriseOne implementation, you can change processing options each time you run a program.

- | | |
|-------------------------------------|---|
| 1. Sales Overage Information | Specify whether to print sales overage information on the report. Values are:

Blank: Do not print the sales overage information.

1: Print the sales overage information. Unless you enter 1 in the Use Budget Results processing options, the system does not include the budget amounts for the sales overage accounts; it prints only the sales overage information that it uses when you run the AREF Budget Calculation program (R15L1091). |
|-------------------------------------|---|

2. REM Computation Method 0 Default

Specify whether to bypass printing sales overage information from PeopleSoft EnterpriseOne Real Estate Management when the computation method is 0 (weekly) or whether to print the sales overage information from PeopleSoft EnterpriseOne Advanced Real Estate Forecasting. Values are:

Blank: Do not print sales overage information.

1: Print the sales overage information that is set up in PeopleSoft EnterpriseOne Advanced Real Estate Forecasting.

3. Expense Participation Information

Specify whether to print expense participation information on the report. Values are:

Blank: Do not print expense participation information.

1: Print expense participation information.

Unless you enter *1* in the Use Budget Results processing options, the system does not include the budget amounts for the expense participation accounts; it prints only the expense participation information that it uses when you run the AREF Budget Calculation program (R15L1091).

4. Management Fee Information

Specify whether to print management fee information. Values are:

Blank: Do not print management fee information.

1: Print management fee information.

Unless you enter *1* in the Use Budget Results processing options, the system does not include the budget amounts for the management fee accounts; it prints only the management fee information that it uses when you run the AREF Budget Calculation program (R15L1091).

5. Budget Unit Area

Specify the unit area to use as the basis for calculating budget amounts. Values are:

Blank: Use the rentable area

The system uses the value in the Useable Area (USEA) field in the F15L101 table.

1: Use the sales usable area.

The system uses the value in the Sales Area (SUSA) field in the F15L101 table.

Note. If you set the processing option to use the budget results, and you specify an area in this processing option that is different from the area used to generate the budget results, or if the area on the unit was changed, the calculations on the report does not match the budget result that appears on the report.

6. Budget Results

Specify whether the system retrieves information that it previously generated in the F15L109 table or generates new calculations. Values are:

Blank: Do not use the budget results.

The system calculates the budget amounts based on the current setup information and the processing options settings. The system does not calculate sales overage, expense participation, or management fee amounts.

1: Use the budget results.

The system retrieves information from the F15L109 table. If you specify to print sales overage, expense participation, or management fees in the corresponding processing options, the system includes the calculations that it generated for these accounts.

Glossary of PeopleSoft Terms

activity	A scheduling entity in PeopleSoft EnterpriseOne Form Design Aid that represents a designated amount of time on a calendar.
activity rule	The criteria by which an object progresses from one given point to the next in a flow.
add mode	A condition of a form that enables users to input data.
Advanced Planning Agent (APAg)	A PeopleSoft EnterpriseOne tool that can be used to extract, transform, and load enterprise data. APAg supports access to data sources in the form of relational databases, flat file format, and other data or message encoding, such as XML.
application server	A server in a local area network that contains applications shared by network clients.
as if processing	A process that enables you to view currency amounts as if they were entered in a currency different from the domestic and foreign currency of the transaction.
alternate currency	A currency that is different from the domestic currency (when dealing with a domestic-only transaction) or the domestic and foreign currency of a transaction. In PeopleSoft EnterpriseOne Financial Management, alternate currency processing enables you to enter receipts and payments in a currency other than the one in which they were issued.
as of processing	A process that is run as of a specific point in time to summarize transactions up to that date. For example, you can run various PeopleSoft EnterpriseOne reports as of a specific date to determine balances and amounts of accounts, units, and so on as of that date.
back-to-back process	A process in PeopleSoft EnterpriseOne Workflow Management that contains the same keys that are used in another process.
batch processing	A process of transferring records from a third-party system to PeopleSoft EnterpriseOne. In PeopleSoft EnterpriseOne Financial Management, batch processing enables you to transfer invoices and vouchers that are entered in a system other than EnterpriseOne to PeopleSoft EnterpriseOne Accounts Receivable and PeopleSoft EnterpriseOne Accounts Payable, respectively. In addition, you can transfer address book information, including customer and supplier records, to PeopleSoft EnterpriseOne.
batch server	A server that is designated for running batch processing requests. A batch server typically does not contain a database nor does it run interactive applications.
batch-of-one immediate	A transaction method that enables a client application to perform work on a client workstation, then submit the work all at once to a server application for further processing. As a batch process is running on the server, the client application can continue performing other tasks. See also direct connect and store-and-forward.
business function	A named set of user-created, reusable business rules and logs that can be called through event rules. Business functions can run a transaction or a subset of a transaction (check inventory, issue work orders, and so on). Business functions also contain the application programming interfaces (APIs) that enable them to be called from a form, a database trigger, or a non-EnterpriseOne application. Business functions can be combined with other business functions, forms, event rules, and other components to make up an application. Business functions can be created through

	event rules or third-generation languages, such as C. Examples of business functions include Credit Check and Item Availability.
business function event rule	See named event rule (NER).
business view	A means for selecting specific columns from one or more PeopleSoft EnterpriseOne tables whose data is used in an application or report. A business view does not select specific rows, nor does it contain any actual data. It is strictly a view through which you can manipulate data.
central objects merge	A process that blends a customer's modifications to the objects in a current release with objects in a new release.
central server	A server that has been designated to contain the originally installed version of the software (central objects) for deployment to client computers. In a typical PeopleSoft EnterpriseOne installation, the software is loaded on to one machine—the central server. Then, copies of the software are pushed out or downloaded to various workstations attached to it. That way, if the software is altered or corrupted through its use on workstations, an original set of objects (central objects) is always available on the central server.
charts	Tables of information in PeopleSoft EnterpriseOne that appear on forms in the software.
connector	Component-based interoperability model that enables third-party applications and PeopleSoft EnterpriseOne to share logic and data. The PeopleSoft EnterpriseOne connector architecture includes Java and COM connectors.
contra/clearing account	A general ledger account in PeopleSoft EnterpriseOne Financial Management that is used by the system to offset (balance) journal entries. For example, you can use a contra/clearing account to balance the entries created by allocations in PeopleSoft EnterpriseOne General Accounting.
Control Table Workbench	An application that, during the installation Workbench processing, runs the batch applications for the planned merges that update the data dictionary, user-defined codes, menus, and user override tables.
control tables merge	A process that blends a customer's modifications to the control tables with the data that accompanies a new release.
cost assignment	The process in PeopleSoft EnterpriseOne Advanced Cost Accounting of tracing or allocating resources to activities or cost objects.
cost component	In PeopleSoft EnterpriseOne Manufacturing Management, an element of an item's cost (for example, material, labor, or overhead).
cross segment edit	A logic statement that establishes the relationship between configured item segments. Cross segment edits are used to prevent ordering of configurations that cannot be produced.
currency restatement	The process of converting amounts from one currency into another currency, generally for reporting purposes. You can use the currency restatement process, for example, when many currencies must be restated into a single currency for consolidated reporting.
database server	A server in a local area network that maintains a database and performs searches for client computers.
Data Source Workbench	An application that, during the Installation Workbench process, copies all data sources that are defined in the installation plan from the Data Source Master and Table and Data Source Sizing tables in the Planner data source to the System-release number data source. It also updates the Data Source Plan detail record to reflect completion.

date pattern	A calendar that represents the beginning date for the fiscal year and the ending date for each period in that year in standard and 52-period accounting.
denominated-in currency	The company currency in which financial reports are based.
deployment server	A server that is used to install, maintain, and distribute software to one or more enterprise servers and client workstations.
detail information	Information that relates to individual lines in PeopleSoft EnterpriseOne transactions (for example, voucher pay items and sales order detail lines).
direct connect	A transaction method in which a client application communicates interactively and directly with a server application. See also batch-of-one immediate and store-and-forward.
Do Not Translate (DNT)	A type of data source that must exist on the iSeries because of BLOB restrictions.
dual pricing	The process of providing prices for goods and services in two currencies.
edit code	A code that indicates how a specific value for a report or a form should appear or be formatted. The default edit codes that pertain to reporting require particular attention because they account for a substantial amount of information.
edit mode	A condition of a form that enables users to change data.
edit rule	A method used for formatting and validating user entries against a predefined rule or set of rules.
Electronic Data Interchange (EDI)	An interoperability model that enables paperless computer-to-computer exchange of business transactions between PeopleSoft EnterpriseOne and third-party systems. Companies that use EDI must have translator software to convert data from the EDI standard format to the formats of their computer systems.
embedded event rule	An event rule that is specific to a particular table or application. Examples include form-to-form calls, hiding a field based on a processing option value, and calling a business function. Contrast with the business function event rule.
Employee Work Center	A central location for sending and receiving all PeopleSoft EnterpriseOne messages (system and user generated), regardless of the originating application or user. Each user has a mailbox that contains workflow and other messages, including Active Messages.
enterprise server	A server that contains the database and the logic for PeopleSoft EnterpriseOne or PeopleSoft World.
EnterpriseOne object	A reusable piece of code that is used to build applications. Object types include tables, forms, business functions, data dictionary items, batch processes, business views, event rules, versions, data structures, and media objects.
EnterpriseOne process	A software process that enables PeopleSoft EnterpriseOne clients and servers to handle processing requests and run transactions. A client runs one process, and servers can have multiple instances of a process. PeopleSoft EnterpriseOne processes can also be dedicated to specific tasks (for example, workflow messages and data replication) to ensure that critical processes don't have to wait if the server is particularly busy.
Environment Workbench	An application that, during the Installation Workbench process, copies the environment information and Object Configuration Manager tables for each environment from the Planner data source to the System-release number data source. It also updates the Environment Plan detail record to reflect completion.
escalation monitor	A batch process that monitors pending requests or activities and restarts or forwards them to the next step or user after they have been inactive for a specified amount of time.

event rule	A logic statement that instructs the system to perform one or more operations based on an activity that can occur in a specific application, such as entering a form or exiting a field.
facility	An entity within a business for which you want to track costs. For example, a facility might be a warehouse location, job, project, work center, or branch/plant. A facility is sometimes referred to as a <i>business unit</i> .
fast path	A command prompt that enables the user to move quickly among menus and applications by using specific commands.
file server	A server that stores files to be accessed by other computers on the network. Unlike a disk server, which appears to the user as a remote disk drive, a file server is a sophisticated device that not only stores files, but also manages them and maintains order as network user request files and make changes to these files.
final mode	The report processing mode of a processing mode of a program that updates or creates data records.
FTP server	A server that responds to requests for files via file transfer protocol.
header information	Information at the beginning of a table or form. Header information is used to identify or provide control information for the group of records that follows.
interface table	See Z tables.
integration server	A server that facilitates interaction between diverse operating systems and applications across internal and external networked computer systems.
integrity test	A process used to supplement a company's internal balancing procedures by locating and reporting balancing problems and data inconsistencies.
interoperability model	A method for third-party systems to connect to or access PeopleSoft EnterpriseOne.
in-your-face-error	In PeopleSoft EnterpriseOne, a form-level property which, when enabled, causes the text of application errors to appear on the form.
IServer service	Developed by PeopleSoft, this internet server service resides on the web server and is used to speed up delivery of the Java class files from the database to the client.
jargon	An alternative data dictionary item description that PeopleSoft EnterpriseOne or People World displays based on the product code of the current object.
Java application server	A component-based server that resides in the middle-tier of a server-centric architecture. This server provides middleware services for security and state maintenance, along with data access and persistence.
JDBNET	A database driver that enables heterogeneous servers to access each other's data.
JDEBASE Database Middleware	A PeopleSoft proprietary database middleware package that provides platform-independent APIs, along with client-to-server access.
JDECallObject	An API used by business functions to invoke other business functions.
jde.ini	A PeopleSoft file (or member for iSeries) that provides the runtime settings required for EnterpriseOne initialization. Specific versions of the file or member must reside on every machine running PeopleSoft EnterpriseOne. This includes workstations and servers.
JDEIPC	Communications programming tools used by server code to regulate access to the same data in multiprocess environments, communicate and coordinate between processes, and create new processes.

jde.log	The main diagnostic log file of PeopleSoft EnterpriseOne. This file is always located in the root directory on the primary drive and contains status and error messages from the startup and operation of PeopleSoft EnterpriseOne.
JDENET	PeopleSoft proprietary communications middleware package. This package is a peer-to-peer, message-based, socket-based, multiprocess communications middleware solution. It handles client-to-server and server-to-server communications for all PeopleSoft EnterpriseOne supported platforms.
Location Workbench	An application that, during the Installation Workbench process, copies all locations that are defined in the installation plan from the Location Master table in the Planner data source to the System data source.
logic server	A server in a distributed network that provides the business logic for an application program. In a typical configuration, pristine objects are replicated on to the logic server from the central server. The logic server, in conjunction with workstations, actually performs the processing required when PeopleSoft EnterpriseOne and World software runs.
MailMerge Workbench	An application that merges Microsoft Word 6.0 (or higher) word-processing documents with PeopleSoft EnterpriseOne records to automatically print business documents. You can use MailMerge Workbench to print documents, such as form letters about verification of employment.
master business function (MBF)	An interactive master file that serves as a central location for adding, changing, and updating information in a database. Master business functions pass information between data entry forms and the appropriate tables. These master functions provide a common set of functions that contain all of the necessary default and editing rules for related programs. MBFs contain logic that ensures the integrity of adding, updating, and deleting information from databases.
master table	See published table.
matching document	A document associated with an original document to complete or change a transaction. For example, in PeopleSoft EnterpriseOne Financial Management, a receipt is the matching document of an invoice, and a payment is the matching document of a voucher.
media storage object	Files that use one of the following naming conventions that are not organized into table format: Gxxx, xxxGT, or GTxxx.
message center	A central location for sending and receiving all PeopleSoft EnterpriseOne messages (system and user generated), regardless of the originating application or user.
messaging adapter	An interoperability model that enables third-party systems to connect to PeopleSoft EnterpriseOne to exchange information through the use of messaging queues.
messaging server	A server that handles messages that are sent for use by other programs using a messaging API. Messaging servers typically employ a middleware program to perform their functions.
named event rule (NER)	Encapsulated, reusable business logic created using event rules, rather than C programming. NERs are also called business function event rules. NERs can be reused in multiple places by multiple programs. This modularity lends itself to streamlining, reusability of code, and less work.
<i>nota fiscal</i>	In Brazil, a legal document that must accompany all commercial transactions for tax purposes and that must contain information required by tax regulations.
<i>nota fiscal factura</i>	In Brazil, a <i>nota fiscal</i> with invoice information. See also <i>nota fiscal</i> .

Object Configuration Manager (OCM)	In PeopleSoft EnterpriseOne, the object request broker and control center for the runtime environment. OCM keeps track of the runtime locations for business functions, data, and batch applications. When one of these objects is called, OCM directs access to it using defaults and overrides for a given environment and user.
Object Librarian	A repository of all versions, applications, and business functions reusable in building applications. Object Librarian provides check-out and check-in capabilities for developers, and it controls the creation, modification, and use of PeopleSoft EnterpriseOne objects. Object Librarian supports multiple environments (such as production and development) and enables objects to be easily moved from one environment to another.
Object Librarian merge	A process that blends any modifications to the Object Librarian in a previous release into the Object Librarian in a new release.
Open Data Access (ODA)	An interoperability model that enables you to use SQL statements to extract PeopleSoft EnterpriseOne data for summarization and report generation.
Output Stream Access (OSA)	An interoperability model that enables you to set up an interface for PeopleSoft EnterpriseOne to pass data to another software package, such as Microsoft Excel, for processing.
package	EnterpriseOne objects are installed to workstations in packages from the deployment server. A package can be compared to a bill of material or kit that indicates the necessary objects for that workstation and where on the deployment server the installation program can find them. It is point-in-time snap shot of the central objects on the deployment server.
package build	A software application that facilitates the deployment of software changes and new applications to existing users. Additionally, in PeopleSoft EnterpriseOne, a package build can be a compiled version of the software. When you upgrade your version of the ERP software, for example, you are said to take a package build. Consider the following context: “Also, do not transfer business functions into the production path code until you are ready to deploy, because a global build of business functions done during a package build will automatically include the new functions.” The process of creating a package build is often referred to, as it is in this example, simply as “a package build.”
package location	The directory structure location for the package and its set of replicated objects. This is usually \\deployment server\release\path_code\package\package name. The subdirectories under this path are where the replicated objects for the package are placed. This is also referred to as where the package is built or stored.
Package Workbench	An application that, during the Installation Workbench process, transfers the package information tables from the Planner data source to the System-release number data source. It also updates the Package Plan detail record to reflect completion.
PeopleSoft Database	See JDEBASE Database Middleware.
planning family	A means of grouping end items whose similarity of design and manufacture facilitates being planned in aggregate.
preference profile	The ability to define default values for specified fields for a user-defined hierarchy of items, item groups, customers, and customer groups.
print server	The interface between a printer and a network that enables network clients to connect to the printer and send their print jobs to it. A print server can be a computer, separate hardware device, or even hardware that resides inside of the printer itself.
pristine environment	A PeopleSoft EnterpriseOne environment used to test unaltered objects with PeopleSoft demonstration data or for training classes. You must have this environment so that you can compare pristine objects that you modify.

processing option	A data structure that enables users to supply parameters that regulate the running of a batch program or report. For example, you can use processing options to specify default values for certain fields, to determine how information appears or is printed, to specify date ranges, to supply runtime values that regulate program execution, and so on.
production environment	A PeopleSoft EnterpriseOne environment in which users operate EnterpriseOne software.
production-grade file server	A file server that has been quality assurance tested and commercialized and that is usually provided in conjunction with user support services.
program temporary fix (PTF)	A representation of changes to PeopleSoft software that your organization receives on magnetic tapes or disks.
project	In PeopleSoft EnterpriseOne, a virtual container for objects being developed in Object Management Workbench.
promotion path	The designated path for advancing objects or projects in a workflow. The following is the normal promotion cycle (path): 11>21>26>28>38>01 In this path, 11 equals new project pending review, 21 equals programming, 26 equals QA test/review, 28 equals QA test/review complete, 38 equals in production, 01 equals complete. During the normal project promotion cycle, developers check objects out of and into the development path code and then promote them to the prototype path code. The objects are then moved to the productions path code before declaring them complete.
proxy server	A server that acts as a barrier between a workstation and the internet so that the enterprise can ensure security, administrative control, and caching service.
published table	Also called a master table, this is the central copy to be replicated to other machines. Residing on the publisher machine, the F98DRPUB table identifies all of the published tables and their associated publishers in the enterprise.
publisher	The server that is responsible for the published table. The F98DRPUB table identifies all of the published tables and their associated publishers in the enterprise.
pull replication	One of the PeopleSoft methods for replicating data to individual workstations. Such machines are set up as pull subscribers using PeopleSoft EnterpriseOne data replication tools. The only time that pull subscribers are notified of changes, updates, and deletions is when they request such information. The request is in the form of a message that is sent, usually at startup, from the pull subscriber to the server machine that stores the F98DRPCN table.
QBE	An abbreviation for query by example. In PeopleSoft EnterpriseOne, the QBE line is the top line on a detail area that is used for filtering data.
real-time event	A service that uses system calls to capture PeopleSoft EnterpriseOne transactions as they occur and to provide notification to third-party software, end users, and other PeopleSoft systems that have requested notification when certain transactions occur.
refresh	A function used to modify PeopleSoft EnterpriseOne software, or subset of it, such as a table or business data, so that it functions at a new release or cumulative update level, such as B73.2 or B73.2.1.
replication server	A server that is responsible for replicating central objects to client machines.
quote order	In PeopleSoft EnterpriseOne Procurement and Subcontract Management, a request from a supplier for item and price information from which you can create a purchase order.

	In PeopleSoft EnterpriseOne Sales Order Management, item and price information for a customer who has not yet committed to a sales order.
selection	Found on PeopleSoft menus, a selection represents functions that you can access from a menu. To make a selection, type the associated number in the Selection field and press Enter.
Server Workbench	An application that, during the Installation Workbench process, copies the server configuration files from the Planner data source to the System-release number data source. It also updates the Server Plan detail record to reflect completion.
spot rate	An exchange rate entered at the transaction level. This rate overrides the exchange rate that is set up between two currencies.
Specification merge	A merge that comprises three merges: Object Librarian merge, Versions List merge, and Central Objects merge. The merges blend customer modifications with data that accompanies a new release.
specification	A complete description of a PeopleSoft EnterpriseOne object. Each object has its own specification, or name, which is used to build applications.
Specification Table Merge Workbench	An application that, during the Installation Workbench process, runs the batch applications that update the specification tables.
store-and-forward	The mode of processing that enables users who are disconnected from a server to enter transactions and then later connect to the server to upload those transactions.
subscriber table	Table F98DRSUB, which is stored on the publisher server with the F98DRPUB table and identifies all of the subscriber machines for each published table.
supplemental data	Any type of information that is not maintained in a master file. Supplemental data is usually additional information about employees, applicants, requisitions, and jobs (such as an employee's job skills, degrees, or foreign languages spoken). You can track virtually any type of information that your organization needs. For example, in addition to the data in the standard master tables (the Address Book Master, Customer Master, and Supplier Master tables), you can maintain other kinds of data in separate, generic databases. These generic databases enable a standard approach to entering and maintaining supplemental data across PeopleSoft EnterpriseOne systems.
table access management (TAM)	The PeopleSoft EnterpriseOne component that handles the storage and retrieval of use-defined data. TAM stores information, such as data dictionary definitions; application and report specifications; event rules; table definitions; business function input parameters and library information; and data structure definitions for running applications, reports, and business functions.
Table Conversion Workbench	An interoperability model that enables the exchange of information between PeopleSoft EnterpriseOne and third-party systems using non-PeopleSoft EnterpriseOne tables.
table conversion	An interoperability model that enables the exchange of information between PeopleSoft EnterpriseOne and third-party systems using non-PeopleSoft EnterpriseOne tables.
table event rules	Logic that is attached to database triggers that runs whenever the action specified by the trigger occurs against the table. Although PeopleSoft EnterpriseOne enables event rules to be attached to application events, this functionality is application specific. Table event rules provide embedded logic at the table level.
terminal server	A server that enables terminals, microcomputers, and other devices to connect to a network or host computer or to devices attached to that particular computer.

three-tier processing	The task of entering, reviewing and approving, and posting batches of transactions in PeopleSoft EnterpriseOne.
three-way voucher match	In PeopleSoft EnterpriseOne Procurement and Subcontract Management, the process of comparing receipt information to supplier's invoices to create vouchers. In a three-way match, you use the receipt records to create vouchers.
transaction processing (TP) monitor	A monitor that controls data transfer between local and remote terminals and the applications that originated them. TP monitors also protect data integrity in the distributed environment and may include programs that validate data and format terminal screens.
transaction set	An electronic business transaction (electronic data interchange standard document) made up of segments.
trigger	One of several events specific to data dictionary items. You can attach logic to a data dictionary item that the system processes automatically when the event occurs.
triggering event	A specific workflow event that requires special action or has defined consequences or resulting actions.
two-way voucher match	In PeopleSoft EnterpriseOne Procurement and Subcontract Management, the process of comparing purchase order detail lines to the suppliers' invoices to create vouchers. You do not record receipt information.
User Overrides merge	Adds new user override records into a customer's user override table.
variance	In Capital Asset Management, the difference between revenue generated by a piece of equipment and costs incurred by the equipment. In EnterpriseOne Project Costing and EnterpriseOne Manufacturing Management, the difference between two methods of costing the same item (for example, the difference between the frozen standard cost and the current cost is an engineering variance). Frozen standard costs come from the Cost Components table, and the current costs are calculated using the current bill of material, routing, and overhead rates.
Version List merge	The Versions List merge preserves any non-XJDE and non-ZJDE version specifications for objects that are valid in the new release, as well as their processing options data.
visual assist	Forms that can be invoked from a control via a trigger to assist the user in determining what data belongs in the control.
vocabulary override	An alternate description for a data dictionary item that appears on a specific PeopleSoft EnterpriseOne or World form or report.
wchar_t	An internal type of a wide character. It is used for writing portable programs for international markets.
web application server	A web server that enables web applications to exchange data with the back-end systems and databases used in eBusiness transactions.
web server	A server that sends information as requested by a browser, using the TCP/IP set of protocols. A web server can do more than just coordination of requests from browsers; it can do anything a normal server can do, such as house applications or data. Any computer can be turned into a web server by installing server software and connecting the machine to the internet.
Windows terminal server	A multiuser server that enables terminals and minimally configured computers to display Windows applications even if they are not capable of running Windows software themselves. All client processing is performed centrally at the Windows terminal server and only display, keystroke, and mouse commands are transmitted over the network to the client terminal device.

work day calendar	In EnterpriseOne Manufacturing Management, a calendar that is used in planning functions that consecutively lists only working days so that component and work order scheduling can be done based on the actual number of work days available. A work day calendar is sometimes referred to as planning calendar, manufacturing calendar, or shop floor calendar.
workflow	The automation of a business process, in whole or in part, during which documents, information, or tasks are passed from one participant to another for action, according to a set of procedural rules.
workgroup server	A server that usually contains subsets of data replicated from a master network server. A workgroup server does not perform application or batch processing.
XAPI events	A service that uses system calls to capture PeopleSoft EnterpriseOne transactions as they occur and then calls third-party software, end users, and other PeopleSoft systems that have requested notification when the specified transactions occur to return a response.
XML CallObject	An interoperability capability that enables you to call business functions.
XML Dispatch	An interoperability capability that provides a single point of entry for all XML documents coming into PeopleSoft EnterpriseOne for responses.
XML List	An interoperability capability that enables you to request and receive PeopleSoft EnterpriseOne database information in chunks.
XML Service	An interoperability capability that enables you to request events from one PeopleSoft EnterpriseOne system and receive a response from another PeopleSoft EnterpriseOne system.
XML Transaction	An interoperability capability that enables you to use a predefined transaction type to send information to or request information from PeopleSoft EnterpriseOne. XML transaction uses interface table functionality.
XML Transaction Service (XTS)	Transforms an XML document that is not in the PeopleSoft EnterpriseOne format into an XML document that can be processed by PeopleSoft EnterpriseOne. XTS then transforms the response back to the request originator XML format.
Z event	A service that uses interface table functionality to capture PeopleSoft EnterpriseOne transactions and provide notification to third-party software, end users, and other PeopleSoft systems that have requested to be notified when certain transactions occur.
Z table	A working table where non-PeopleSoft EnterpriseOne information can be stored and then processed into PeopleSoft EnterpriseOne. Interface tables also can be used to retrieve PeopleSoft EnterpriseOne data. Interface tables are also known as interface tables.
Z transaction	Third-party data that is properly formatted in interface tables for updating to the PeopleSoft EnterpriseOne database.

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