PeopleSoft®

PeopleSoft EnterpriseOne Sales Order Management 8.11 SP1 PeopleBook

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About This PeopleBook Preface

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

This preface discusses:

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

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

PeopleSoft Application Prerequisites

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

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

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

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

PeopleSoft Application Fundamentals

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

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

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

The application fundamentals PeopleBook consists of important topics that apply to many or all PeopleSoft applications across one or more product lines. Whether you are implementing a single application, some combination of applications within the product line, or the entire product line, you should be familiar with the contents of the appropriate application fundamentals PeopleBooks. They provide the starting points for fundamental implementation tasks.

Documentation Updates and Printed Documentation

This section discusses how to:

- Obtain documentation updates.
- Order printed documentation.

Obtaining Documentation Updates

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

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

See Also

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

Ordering Printed Documentation

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

- Web
- Telephone
- Email

Web

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

Telephone

Contact MMA Partners at 877 588 2525.

Email

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

See Also

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

Additional Resources

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

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

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

Typographical Conventions and Visual Cues

This section discusses:

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

Typographical Conventions

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

Typographical Convention or Visual Cue	Description
Bold	Indicates PeopleCode function names, business function names, event names, system function names, method names, language constructs, and PeopleCode reserved words that must be included literally in the function call.
Italics	Indicates field values, emphasis, and PeopleSoft or other book-length publication titles. In PeopleCode syntax, italic items are placeholders for arguments that your program must supply. We also use italics when we refer to words as words or letters as letters, as in the following: Enter the letter *O*.
KEY+KEY	Indicates a key combination action. For example, a plus sign (+) between keys means that you must hold down the first key while you press the second key. For ALT+W, hold down the ALT key while you press the W key.
`Monospace font`	Indicates a PeopleCode program or other code example.

Typographical Convention or Visual Cue	Description
“ ” (quotation marks)	Indicate chapter titles in cross-references and words that are used differently from their intended meanings.
. . . (ellipses)	Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax.
{ } (curly braces)	Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe (|).
[ ] (square brackets)	Indicate optional items in PeopleCode syntax.
& (ampersand)	When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object. Ampersands also precede all PeopleCode variables.

Visual Cues

PeopleBooks contain the following visual cues.

Notes

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

Note. Example of a note.

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

Important! Example of an important note.

Warnings

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

Warning! Example of a warning.

Cross-References

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

Country, Region, and Industry Identifiers

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

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

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

Country Identifiers

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

Region Identifiers

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

- Asia Pacific
- Europe
- Latin America
- North America

Industry Identifiers

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

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

Currency Codes

Monetary amounts are identified by the ISO currency code.

Comments and Suggestions

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

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

Or send email comments to doc@peoplesoft.com.

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

Common Elements Used in PeopleBooks

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:

Blank: Batch is unposted and pending approval.

A: The batch is approved for posting, has no errors and is in balance, but it has not yet been posted.

D: The batch posted successfully.

E: The batch is in error. You must correct the batch before it can post.

P: 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.

U: 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 Sales Order Management Preface

This preface discusses:

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

PeopleSoft Products

This PeopleBook refers to the following PeopleSoft products:

- PeopleSoft EnterpriseOne Sales Order Entry.
- PeopleSoft EnterpriseOne Sales Order Processing.
- PeopleSoft EnterpriseOne Requirements Planning.
- PeopleSoft EnterpriseOne Warehouse Management.
- PeopleSoft EnterpriseOne Inventory Management.
- PeopleSoft EnterpriseOne Transportation Management.
- PeopleSoft EnterpriseOne Configurator.
- PeopleSoft EnterpriseOne Accounts Receivable.
- PeopleSoft EnterpriseOne General Ledger.
- PeopleSoft EnterpriseOne Foundation – Address Book.

PeopleSoft Application Fundamentals

Additional, essential information describing the set up and design of the system appears in a companion volume of documentation called*PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*.

See Also

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, “PeopleSoft EnterpriseOne Inventory Management Preface”

Common Elements Used in PeopleSoft Sales Order Management 8.11 SP 1 PeopleBook

Account Number — Enter the customer's account number with the credit card company or bank. This is one of three fields available to record credit card transactions.

Apply Freight — Select this option to specify that the system performs freight calculations during processing.

Approved — Review the code in this field to determine the active status of a price.

Authorization No. (Authorization Number) — Enter the number or code, which is issued by the credit card company or bank, that is used to identify the transaction.

Base — Enter a code that specifies the currency of the company for a transaction. For a foreign currency transaction, this is the currency code of the domestic side of the transaction. This can be any code defined for the system in the Designate Currency Codes program.

(BRA) Associated Substitute Amount — Review the value in this field to determine the amount of the total associated state tax ID in occurrences when the tax ID is from a substitute.

(BRA) City Code — Enter the city code associated with the state and city name. The code that you enter must exist in the GIA City Code table (F76B132). The code is required in the GIA extraction.

(BRA) CNAE(Classificacao Nacional de Atividades Ecomonicas - Fiscal) — Enter the CNAE (Classificacao Nacional de Atividades Ecomonicas - Fiscal) code for a fiscal company.

(BRA) Company Profile — Enter the name of the profile that you set up to identify the fiscal companies with data extracted for GIA reporting. The Company Profile and the GIA Keyword comprise the GIA identification. You set up Company Profiles using the Company Profile program (P76B129).

(BRA) DIPAM-B Code — Enter a code that indicates a grouping of transaction nature codes. The code that you enter must exist in the GIA Valid DIPAM-B Code table (F76B127A). If you enter a code that already exists in the GIA Valid DIPAM-B Code table (F76B127A), you add additional cross-references to the existing code. If you are not sure if a particular DIPAM-B code has been set up, click Search next to the DIPAM-B Code field, and then click Find on the Electronic GIA DIPAM-B Search & Select form to display existing codes.

(BRA) DIPAM-B Description — Displays the legal text associated with a DIPAM-B code.

(BRA) ICMS Basis (Imposto sobre Circulação de Mercadorias e Serviços Basis) — Displays the amount on which ICMS taxes are assessed.

(BRA) ICMS Code (Imposto sobre Circulação de Mercadorias e Serviços Code) — Review this value to determine how ICMS tax is applied. You set up the codes that you need in the ICMS Code - Fiscal Value user-defined code ((UDC) 76/II). The system uses the code when it calculates ICMS tax, and when printing fiscal books.

(BRA) ICMS Exempt (Imposto sobre Circulação de Mercadorias e Serviços Exempt)
Review the amount that is not subject to ICMS tax.

(BRA) ICMS Other (Imposto sobre Circulação de Mercadorias e Serviços Other)
Review the value of amounts that are classified as Other for ICMS taxing purposes.

(BRA) ICMS Rate (Imposto sobre Circulação de Mercadorias e Serviços Rate)
Enter the percentage of tax that should be assessed or paid to the corresponding tax authority, based on the tax area.

Enter the percentage as a whole number and not as the decimal equivalent. For example, to specify 7 percent, enter 7, not .07.

(BRA) ICMS Reduction Amount (Imposto sobre Circulação de Mercadorias e Serviços Reduction Amount)
Review the amount by which the ICMS taxable amount is reduced due to the sale of given products.

(BRA) ICMS Tax (Imposto sobre Circulação de Mercadorias e Serviços Tax)
Review the ICMS tax amount that is printed on the *nota fiscal.*

(BRA) ICMS Tax Amount (Imposto sobre Circulação de Mercadorias e Serviços Tax Amount)
Review the total of the ICMS tax amount in the GIA reporting period.

(BRA) ICMS Tax Situation (Imposto sobre Circulação de Mercadorias e Serviços Tax Situation)
Enter a code that indicates a product's ICMS tax eligibility. The value that you enter for the first character of the code specifies the origin of the product, based on the BORI edit rules. The values you enter for the second and third characters of the code specify how the product will be taxed by ICMS. Values are:

0: Domestic Goods.

1: Foreign product, direct import.

2: Foreign product, purchased in local market.

The values to specify the ICMS tax condition of a product are:

00: Pay full tax.

10: Pay ICMS and ICMS Sub. Markup.

20: Reduced base for tax calculation.

30: Exempt/Not ICMS; Pay ICMS Substitution.

40: Exempt.

50: Suspended.

51: Deferred.

70: With reduction of Base of Calculation and ICMS charged previously for substitution tax.

90: Others (Codigo de Situacao Tributaria).

(BRA) ICMS Tax Substitute Amount (Imposto sobre Circulação de Mercadorias e Serviços Tax Substitute Amount)	Review the total of the substitute ICMS tax amount.
(BRA) ICMS Tax Substituted Amount (Imposto sobre Circulação de Mercadorias e Serviços Tax Substituted Amount)	Review the total amount of the substituted ICMS tax.
(BRA) ICMS Tax Substitution Amount (Imposto sobre Circulação de Mercadorias e Serviços Tax Substitution Amount)	Review the total of the ICMS Tax Substitution amounts for the GIA reporting period.
(BRA) ICMS Taxable (Imposto sobre Circulação de Mercadorias e Serviços Taxable)	Review the amount on which ICMS taxes are assessed.
(BRA) IPI Basis(Imposto Sobre Produtos Industrializados Basis)	Review the amount on which IPI taxes are assessed.
(BRA) IPI Exempt(Imposto Sobre Produtos Industrializados Exempt)	Review the amount that is not subject to IPI tax.
(BRA) IPI Other(Imposto Sobre Produtos Industrializados Other)	Review the merchandise value amount that is classified as Other for IPI taxing purposes.
(BRA) IPI Recoverable(Imposto Sobre Produtos Industrializados Recoverable)	Review the IPI tax amount that is eligible for recovery.
(BRA) IPI Taxable(Imposto Sobre Produtos Industrializados Taxable)	Review the IPI tax amount that is printed on the *nota fiscal.*
(BRA) IR Tax	Review the IR tax amount that is printed on the *nota fiscal.*
(BRA) IR Taxable	Review the amount on which IR taxes are assessed.
(BRA) ISS Basis(Imposto sobre Servicio Basis)	Review the amount on which ISS taxes are assessed.
(BRA) ISS Tax(Imposto sobre Servicio Tax)	Review the ISS tax amount that is printed on the *nota fiscal.*
(BRA) ISS Taxable(Imposto sobre Servicio Taxable)	Review the amount on which ISS taxes are assessed.

(BRA) Keyword Enter text, that along with the company profile, identifies the GIA record. You associate a keyword with a company profile when you generate a GIA or manually create a GIA.

(BRA) Legal Arguments Review this field to determine why a sub-item code was used. You complete this field on the Electronic GIA Sub-Item Codes form.

The system completes the Legal Arguments and Occurrence Description fields on the Electronic GIA Occurrences form with the text from the GIA Sub-Item Code table (F76B128A).

(BRA) Legal Company Enter a code that identifies a specific organization, fund, or other reporting entity. The company code must already exist in the Company Constants table (F0010) and must identify a reporting entity that has a complete balance sheet. At this level, you can have intercompany transactions.

Note. You can use company 00000 for default values such as dates and automatic accounting instructions. You cannot use company 00000 for transaction entries.

(BRA) Legal Document Type Enter a UDC (H76/DT) that identifies the legal document type of the transaction. For example, an invoice or voucher.

(BRA) NF Expenses(*Nota Fiscal* Expenses) Enter the total amount of financial expenses that are printed on the *nota fiscal.*

(BRA) NF Freight(*Nota Fiscal* Freight) Displays a complementary expense to the customer. The system prorates this expense amount among each of the *notas fiscais* listed and adds the prorated amount to the ICMS taxable amount for each document.

(BRA) NF Insurance(*Nota Fiscal* Insurance) Enter the insurance amount that you charge the client as a complementary expense. This amount must be included on the *nota fiscal.*

(BRA) N.F. Number (*Nota Fiscal* Number) Review the number that identifies a *nota fiscal*. The number consists of the *nota fiscal* number and the *nota fiscal* series.

(BRA) NF Series(*Nota Fiscal* Series) Review the two-character number that, along with the *nota fiscal* number, identifies a *nota fiscal.* The Nota Fiscal Series field is the second key that the system uses to access a specific *nota fiscal.*

(BRA) NF Source(*Nota Fiscal* Source) Enter a code that identifies how a *nota fiscal* was generated in the system. You select a code from the Nota Fiscal Source UDC (76/NF). The codes are hard-coded. Values are:

1: Stand-alone Nota Fiscal - PO.

2: Complementary Nota Fiscal - PO.

3: 2-Way Match Nota Fiscal - PO.

4: 3-Way Match Nota Fiscal - PO.

5: Stand-along Nota Fiscal - SO.

6: Complementary Nota Fiscal - SO.

7: Nota Fiscal - SO.

(BRA) Nt Sf (Nature Suffix) Enter a value for this two-character field that, in conjunction with the Transaction Nature code, is used to identify the complementary implications of

a type of transaction. For example, the suffix might indicate that a certain type of transaction represents a inventory change, or that a transaction is eligible for a certain type of tax.

Values might include:

01: Bonus

02: Demo

03: Sample

04: Return merchandise

05: Back order

06: Donation

Examples of Transaction Nature codes with suffixes:

511 01: In-state sale, bonus.

511 05: In-state sale, back order.

(BRA) Occurrence Description

Review the information about an occurrence that is associated with a sub-item code.

The system completes the Occurrence Description field on the Electronic GIA Occurrences form with the text from the GIA Sub-Item Code table (F76B128A).

(BRA) Period Number

Enter a code that specifies the period of time for which the tax is reported. Values vary, based on the calendar year for which you report the tax.

Values for *notas fiscais* dated in 2003 are:

1: The *nota fiscal* date is between the 1st and 10th of the month.

2: The *nota fiscal* date is between the 11th and 20th of the month.

3: The *nota fiscal* date is between the 21st and 31st of the month.

Values for *notas fiscais* dated in 2004 are:

1: The *nota fiscal* date is between the 1st and 15th of the month.

2: The *nota fiscal* date is between the 16th and the 31st of the month.

Values for *notas fiscais* dated in 2005 are:

1: The *nota fiscal* date is between the 1st and the 31st of the month.

(BRA) Repasse Discount

Review this field to determine whether an additional discount is granted to the client on interstate sales. It is based on the tax rate difference among states.

(BRA) State Tax ID

Review this field to determine the system calculated state tax ID. This value is used on the Electronic GIA Occurrences with the ID number of the Fiscal Company.

(BRA) Sub-Item Code

Enter the code that applies to the occurrence. The code that you enter must exist in the GIA Sub-Item table (F76B128A).

(BRA) Substitute State Tax ID

Review the state tax ID number for the company.

(BRA) Substitute Tax Review the ICMS Substitute amount that the customer must remit in advance if they are subject to Tax Substitution Mark-up.

(BRA) Substitute Taxable Review the amount on which ICMS Substitute tax is assessed. Products that are eligible for ICMS Substitute tax are listed in ICMS government directive 14.

(BRA) Substitution Basis Review the amount on which ICMS Substitute tax is assessed. Products that are eligible for ICMS Substitute tax are listed in ICMS government directive 14.

(BRA) Substitution Tax Review the ICMS Substitute amount that the customer must remit in advance if they are subject to Tax Substitution Mark-up.

(BRA) Taxation Rules Enter a code that indicates the taxation rules for a fiscal company. The code that you enter must exist in the Taxation Rules UDC (76B/G1) table.

(BRA) Trn Nat (Transaction Nature) Enter this three-character code to indicate different types of transactions for tax purposes. You can associate a transaction nature code to only one DIPAM-B code. If you enter a transaction nature code that is already associated to a DIPAM-B code, the system displays an error message.

To enter values for the Transaction Nature code, use this convention: X.YY, where X and YY are defined as:

Values for X are:

1: Inbound, inside the state.

2: Inbound, other states.

3: Inbound, import.

5: Outbound, inside state.

6: Outbound, other states.

7: Outbound, export.

Use values for YY to define the transaction as a whole, such as a sales transaction. Examples of Transaction Nature codes:

511: In state sale.

611: Out of state sale.

Cancel Date Enter the date on which the order should be canceled if the goods have not been sent to the customer or the goods have not been received from the supplier. If a line on a sales order is canceled during sales order entry, this field is updated with the date the line was canceled. This is a memo-only field and does not cause the system to perform any type of automatic processing, except for when a cancel date is specified on a quote or blanket order. In this situation, the system issues an error if the quantity from that quote or blanket order is attempted to be released past the specified cancel date.

Carrier Number Enter the address number for the preferred carrier of the item. The customer might prefer a certain carrier due to route or special handling requirements.

Cross Reference Type Enter a UDC (41/DT) that identifies the type of cross-reference set up for this customer. Examples of cross-reference types include:

- Substitutes
- Replacements

	• Bar codes • Customer item numbers • Supplier item numbers • Promotional items
Cust Price Grp (Customer Price Group)	Enter a UDC (40/PC) to identify the pricing group associated with this customer or supplier. For sales orders, you assign a pricing group to a customer through the Customer Billing Instructions. Groups typically contain customers with common pricing characteristics, such as retailers, wholesalers, and so forth. For purchase orders, you assign a pricing group to a supplier through the Supplier Billing Instructions.
Customer PO (Customer Purchase Order)	Enter the number of the purchase order that you want to use as a cross-reference or secondary reference number.
Detail Branch/Plant	Enter an alphanumeric code to identify a separate entity within a business for which you want to track costs. The code you enter in this field might represent a warehouse location, job, project, work center, branch, or plant. You can assign this value 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.
Display VM (display volume)	(Optional) Enter a UDC (00/UM) that identifies the unit of measure that the system uses to display volume for this branch/plant. The system inputs a value in this field from Branch/Plant Constants - Page 2 (P41001). You can override this default value.
Display WT (display weight)	Enter a UDC (00/UM) that identifies which unit of measure the system uses to display the weight of individual order lines, and the order as a whole, for this customer when you use the order summary form.
Exchange Rate	Enter a number (exchange rate) that a foreign currency amount is multiplied by to calculate a domestic currency amount. The number in this field can have a maximum of seven decimal positions. If more are entered, the system adjusts to the nearest seven decimal positions.
Expiration Date	Enter the date a given credit card account number used by customers will no longer be valid. It is for information purposes only.
F/Invoice Report (flag/invoice report)	The date when the invoice was recorded in the Sales IVG Ledger.
F/Mag Invoice Report (flag magnetic invoice report)	Displays the date in which the invoice was recorded in the magnetic Sales IVG Ledger.
Foreign	Enter a code that specifies whether amounts are in the domestic currency of the company associated with the transaction, or in the foreign currency of the customer.

Values are:

D: Domestic

F: Foreign

Freight Code Enter a UDC (42/FR) to designate the method by which supplier shipments are delivered. For example, the supplier could deliver to the company's dock, or you could pick up the shipment at the supplier's dock. You can also use these codes to indicate who has responsibility for freight charges. For example, you can have a code indicating that the customer legally takes possession of goods as soon as they leave the supplier warehouse and is responsible for transportation charges to the destination.

Gross Weight Review this value to determine the weight of one unit of an item, expressed in the primary unit of measure.

Hold Code Enter a UDC (42/HC) that identifies why an order is one hold. The system populates this field during order processing if the hold checking for that type of hold code is specified in processing option set up of Sales Order Entry programs (P4210 and P42101) and if the corresponding criteria for hold is met.

Invoice Date Displays the date the invoice was printed. The system updates this date when you run the invoice print program in Sales Order Management.

Item Number Enter a number that identifies the item. The system provides three separate item numbers plus an extensive cross-reference capability to alternative item numbers. The three types of item numbers are:

Item Number (short)

An 8-digit, computer-assigned item number.

2nd Item Number

A 25-character, user defined, alphanumeric item number.

3rd Item Number

Another 25-character, user defined, alphanumeric item number.

In addition to these three basic item numbers, the system provides an extensive cross-reference search capability. You can define numerous cross-references to alternative part numbers. For example, you can define substitute item numbers, replacements, promotional items, bar codes, customer numbers, or supplier numbers.

Last Status Review the UDC (40/AT) to determine the last step in the processing cycle that has been successfully completed for this order line.

License Plate No Review the license plate number of a given truck in the truck assignment system.

Line Type Enter a code to control how the system processes lines on a transaction. This value controls transaction interfaces with General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management. It also specifies the conditions under which a line prints on reports, and it is included in calculations. Some common codes are:

S: Stock item.

J: Job cost.

N: Non-stock item.

F: Freight.

T: Text information.

M: Miscellaneous charges and credits.

W: Work order.

Mode of Trans (mode of transportation) — Enter a UDC (00/TM) that describes the nature of the carrier being used to transport goods to the customer. For example, by rail, by road, and so on.

Net Weight — Review the weight of the goods sold, less the weight of packaging.

Next Order Date — Enter the next date that a recurring order is to be processed.

Next Status — Review this UDC (40/AT) to determine the next step in the order flow of the line type.

O(optional) — Enter a code to specify whether a component of a kit is standard or optional. Codes are:

S: Standard. The item is always included in any transaction involving the bill of material. This is the default value.

O: Optional. In order entry, you can specify whether the item will be included in a particular sale.

F: Feature. The item has features that you must specify at order entry.

OP Allow Multi Source (order promising allow multiple source) — Review this code to determine whether the system enables order promising to source different detail lines from different branch/plants. A blank or *N* value indicate that all line items are sourced from one branch/plant.

OP Backorders Allowed (order promising backorders allowed) — During order promising, this code determines whether the system enables backorders. If this flag is set to allow OP Backorders and if Partial Line Shipments is set to *Y*, the system will ship the quantity that is available on the requested date and the remaining quantity will be shipped when it becomes available. If the Partial Line Shipments value is *N*, the entire quantity is shipped on the date that it becomes available. Clear this field to ship the available quantity on the requested date

OP Business Objective (order promising business objective) — Review this value to determine the default business objective sent to order promising before an order has been promised. A business objective is a grouping of business rules that fulfill a sales order. For sales order detail lines, this value specifies the business objective that is selected by order promising after an order has been promised.

OP Partial Order Shipments Allowed (order promising partial order shipments allowed) — Review this value to determine whether the system enables the line items to be delivered on different dates. Clear this option to specify that the delivery date is the date of the latest line items' availability.

OP Partial Shipments Allowed (order promising partial shipments allowed) — Review this code to determine whether the system can split the sales order line item in order promising, deliver part of the requested inventory one day, and deliver the rest on another day. Clear this field to specify that order promising cannot split the sales order line item. This option works with the Allow Backorders option.

OP Substitutes Allowed (order promising substitutes allowed)
Review this field to determine whether the system allows the product to be substituted if it is unavailable. Clear to specify the product cannot be substituted by order promising.

Order Company
Enter a number that, along with order number and order type, uniquely identifies an order document (such as a purchase order, a contract, a sales order, and so on).

If you use the Next Numbers by Company/Fiscal Year facility, the Automatic Next Numbers program (X0010) uses the order company to retrieve the correct next number for that company. If two or more order documents have the same order number and order type, the order company lets you locate the desired document.

If you use the regular Next Numbers facility, the order company is not used to assign a next number. In this case, you probably would not use the order company to locate the document.

Order Date
Review this field to determine the date that the order is entered into the system. This date determines which effective level the system uses for inventory pricing.

Order Frequency
Review this field to determine how often a recurring order is automatically generated.

Order Template
Enter a value for a list of items that you frequently order. The items are often grouped based on the product type, such as fuels, lubricants, and packaged goods.

Order Suffix
Review the suffix to identify multiple transactions for an original order in the system.

For sales orders this code is always 000.

Password
Enter a series of characters that you must enter before the system updates a table.

In Distribution, the password secures commissions setup and the release of held orders. Only users with access to the password can release an order. The system does not display the password on the form. You should not enter blanks anywhere in the password.

Payment Instrument
Enter a UDC (00/PY) that specifies how payments are made by the customer. For example, *C* for check or *T* for Electronic funds transfer.

Payment Terms
Enter a code that specifies the terms of payment, including the percentage of discount available if the invoice is paid by the discount due date. Leave this field blank to indicate the most frequently-used payment term. You define each type of payment term on the Payment Terms Revisions form. Examples of payment terms might include Net 15, due upon receipt, due on the 10th day of every month, or 1/10 net 3.

This code prints on customer invoices.

Price Effective
Review this field to determine the date the system uses to calculate the base price and all advanced price adjustments. The value is populated using the order date, requested date, promised ship date, original ship date, actual ship date, system date or invoice date based on the Sales Price Based on Date code specified in the F4009.

Promised Delivery	The date an item is planned to be delivered to the customer.
Quantity	Displays shippable or shipped quantity for an order line.
Qty Avail (quantity available)	Displays the number of on-hand units, less the number of units committed to prior orders.
Reason Code	Enter a UDC (42/RC) that explains the purpose for a transaction or a change. For example, you can indicate the reason that you are returning items.
Reference	Enter an alphanumeric value used as a cross-reference or secondary reference number. Typically, this is the customer number, supplier number, or job number.
Requested Time	Enter the time requested for delivery. Enter the time using the 24-hour time format (HHMMSS). For example, enter 6:00 a.m. as 060000, and enter 7:00 p.m. as 190000.
Revision Number	Review this field to determine the number of times this order has been modified. You can locate a specific change order number to review the fields that were modified. This field is used only if the audit logging feature is activated in the Sales Order Entry programs (P4210 and P42101) processing options and bypass audit logging is not activated in customer billing instructions for the customer on the sales order.
RMA Type (return material authorization type)	Enter a UDC (00/DT) that indicates the document type of the secondary or related order. For example, a purchase order might be document type OP and might have been created to fill a related work order with document type WO.
Route Code	Enter a UDC (42/RT) that represents the delivery route on which the customer resides. This field is one of several factors used by the freight summary facility to calculate potential freight charges for an order. For picking, use the route code with the stop and zone codes to group all of the items that are to be loaded onto a delivery vehicle for a specific route. You set up a default for each of these fields on the Customer Billing Instruction form.
Scheduled Pick	Enter the day that the item can be shipped from the warehouse. During sales order entry, the system back calculates this date from Order Prep Days and Delivery Date preference setup. The Supply and Demand Programs use this date to calculate available to promise information.
Ship From	Enter the address number of the supplier from which you want to ship this order. The system determines the address of the supplier, including street, city, state, zip code, and country based on the record that you enter for the supplier in the Address Book.
Ship To	Enter the address number of the location to which you want to ship this order. The address book provides default values for customer address, including street, city, state, zip code, and country.
Shipped Date	Displays the date on which you confirm that a specific order line was shipped.
Sold To	Enter a number that identifies an entry in the Address Book system, such as employee, applicant, participant, customer, supplier, tenant, or location. The sold to customer address identifies the customer entity to whom the goods are sold.

Stop Code

Enter a UDC (42/SP) that represents the stop on a delivery route. This field is one of several factors used by the freight summary facility to calculate potential freight charges for an order.

For picking, you can use the stop code with the route and zone codes to group all items that are to be loaded onto a delivery vehicle for a specific route.

You set up the default for each of these fields on the Customer Billing Instructions form.

Summarize Order

Click to display the Order Summary tab and recalculate the entire order.

Suspend Date

Enter the date when a recurring order is no longer to be processed.

Tax Area/Code

Enter a code that identifies a tax or geographic area that has common tax rates and tax authorities. The system validates the code you enter against the Tax Areas table (F4008). The system uses the tax rate area in conjunction with the tax explanation code and tax rules to calculate tax and general ledger distribution amounts when you create an invoice or voucher.

Tax Certificate No. (Tax Certificate Number)

Enter the number that tax authorities issue to tax-exempt individuals and companies to identify their tax-exempt status.

Trade Discount

Enter a percentage by which the system reduces the price of each item. This is the only discount that will be applied. You can override it if you enter a price.

Enter the percentage as a whole number. For example, to specify 5 percent, enter *5* in this field.

UoM (unit of measure)

Enter a UDC (00/UM) to specify the measurement used to define the quantity of an inventory item. For example, *CS* (case) or *BX* (box).

Unit Price

Review or enter the list or base price to be charged for one unit of an item. In sales order entry, all prices must be set up in the Item Base Price File table (F4106).

Zone Number

Enter a UDC (40/ZN) that represents the delivery area in which the customer resides. This field is one of several factors used by freight summary facility to calculate potential freight charges for an order.

For picking you can use the zone code with the route and stop codes to group all item that are to be loaded onto a delivery vehicle for a specific route.

You set up the default for each of these fields on the Customer Billing Instructions form.

CHAPTER 1

Getting Started with PeopleSoft EnterpriseOne Sales Order Management

This chapter discusses:

- Sales Order Management overview.
- Sales Order Management business processes.
- Sales Order Management integrations.
- (Rapid Start) Sales Order Management business processes.
- Sales Order Management implementation.

Sales Order Management Overview

Sales order management involves much more than taking an order and shipping it. To ensure that customers are satisfied, and that they return for additional business, the business and the system must be flexible. Today's sales order system requirements include the ability to:

- Process both simple and complex orders.
- Integrate closely with inventory systems, and allocate inventory at the time of an order.
- Create sales orders for kits and configured items.
- Set up and use promotional pricing.

Using the PeopleSoft EnterpriseOne Sales Order Entry and PeopleSoft EnterpriseOne Sales Order Processing systems, you can enhance customer service using system features like:

- Order templates.

  You can create order templates that include lists of items that are typically sold together. Using a template during order entry can significantly decrease data entry time and errors.

- Standing and blanket orders.

  You can create recurring orders for customers who order items on a regular basis. For example, a customer might want to order a large quantity of an item due to pricing discounts. However, they might want only portions of the total quantity to be delivered intermittently. You accomplish this using blanket orders.

- Quote orders.

  You can create quote orders, which enable you to give a customer or prospective customer a quote for the goods in which they are interested. You can then convert the quote to a sales order if the customer decides to purchase the items.

- Country-specific compliance.

Many countries, including Brazil, Chile, and Peru, have specific legislation that regulates how sales orders are processed and taxed. Using the Sales Order Management system, you can process the necessary information to ensure that sales orders in these countries are in compliance with local requirements.

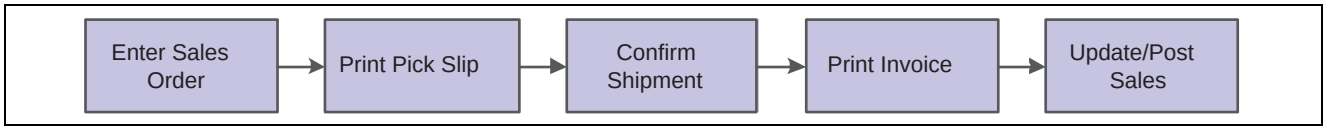
The Sales Order Management product suite provides additional customer service support through online displays that provide:

- Pertinent order, inventory, transportation, and financial information.
- Net profitability of a product line when promotions, discounts, and allowances are applied.

You must manage pricing efficiently, given the complexity of customer- and market-specific contracts, special promotions, allowances, and date effectiveness. The Sales Order Management product suite enables you to set up a flexible base pricing structure. You can then define price adjustments to revise and update prices when necessary.

Sales Order Management Business Processes

This process flow illustrates the Sales Order Management business processes:

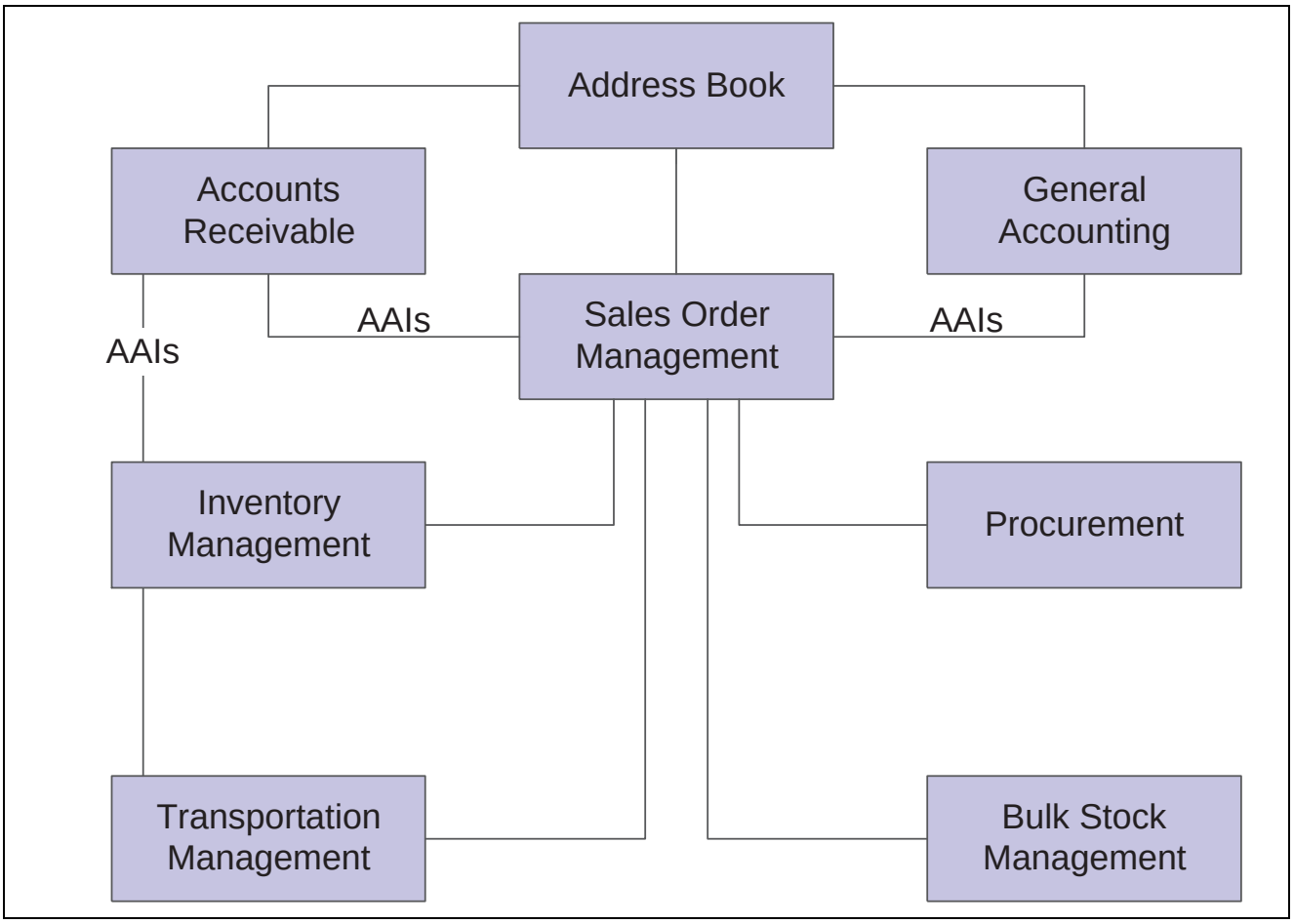


Sales Order Management Process Flow

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

Sales Order Management Integrations

Sales Order Management integrates with these PeopleSoft EnterpriseOne systems:



Systems that integrate with Sales Order Management

The PeopleSoft EnterpriseOne Sales Order Entry and PeopleSoft EnterpriseOne Sales Order Processing systems work with other financial, distribution, logistics, and manufacturing systems to ensure that customer demand is met. Supply and demand components must balance to ensure that demand is met. The key is integration and the proactive use of distribution and logistics information. We discuss integration consideration in the implementation chapters in this PeopleBook.

Address Book

The Address Book system stores up-to-date customer billing, shipping, and warehouse address information.

General Accounting

The central point of integration is the General Accounting system which tracks sales order accounting. All distribution systems interface with the General Accounting system through the use of automatic accounting instructions (AAIs).

Accounts Receivable

By integrating with the Accounts Receivable system, you can access information about customer accounts during the sales order process. For example, you can use the Credit Check program (P42050) to compare a customer's total accounts receivable and open orders with their credit limit. You update the sales information on a daily basis to keep accounts receivable records current.

Inventory Management

The Inventory Management system stores item information for the Sales Order Management, Procurement, and Manufacturing Management systems. It also stores sales and purchasing costs and quantities available by location and tracks holds for locations that should not be sold from. Any change in inventory valuation, count variances, or movement updates the general ledger.

Procurement

The Procurement system supports direct ship orders and transfer order processing. You can use the system to release receipts to backordered items.

Transportation Management

Sales Order Management can be closely integrated with the Transportation Management system to provide carrier, shipment, and advanced sales order bulk stock functionality.

If you set up the Sales Order Management system to interface with Transportation Management, you process sales orders to:

- Build trips.
- Load and deliver bulk and packaged items.
- Calculate freight charges.

At load and delivery confirmation, the system retrieves cost information and relieves inventory from the Inventory Management system. This retrieval information is based on any sales orders that are load and delivery confirmed as reported by the Sales Order Management system.

In addition, the system updates the general ledger based on these scenarios:

Scenario	Task performed
Load confirm only with an invoice date in the future.	• Creates in-transit entries. • Cycle Billing creates deferred costs of goods sold, revenue, and accounts receivable entries.
Load confirm only without a future invoice date.	Creates in-transit entries.
Load and delivery confirm with an invoice date in the future.	Cycle Billing creates inventory, deferred costs of goods sold, and Accounts Receivable entries.

Bulk Stock

You can integrate Sales Order Management with the Bulk Stock system. You can set up different document types to identify orders for bulk products. The system automatically creates a shipment for an order based on the order type and line type combination that you define. From there you can revise or add to the shipment or even create loads with the shipments on them.

(Rapid Start) Sales Order Management Business Processes

Rapid Start for Australia, Canada, France, Great Britain, New Zealand, and the United States includes all the functionality available in the PeopleSoft EnterpriseOne systems to perform business processes. For the Sales Order Management system, Rapid Start also includes preconfigured data that is specifically set up for these business processes:

- (Rapid Start) Process sales orders.
- (Rapid Start AUS and NZL) Process sales orders.
- (Rapid Start CAN and USA) Process sales orders.
- (Rapid Start CAN, FRA, GBR, and USA) Process sales orders.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "Getting Started with Rapid Start".

(Rapid Start) Process Sales Order

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to all Rapid Start countries:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Sell a direct ship item.	1. Enter and print sales quote for selling a direct ship item. 2. Release sales quote for selling a direct ship item. 3. Enter and print blanket order for selling a direct ship item. 4. Enter direct sales order for selling a direct ship item. 5. Release order hold for selling a direct ship item. 6. Print sales order acknowledgement for a direct ship item. 7. Print purchase order for selling a direct ship item. 8. Receive purchase order for selling a direct ship item. 9. Post purchase order receipts for selling a direct ship item. 10. Match purchase order receipts for selling a direct ship item. 11. Post procurement transactions for selling a direct ship item. 12. Print invoice for selling a direct ship item. 13. Run sales update for selling a direct ship item. 14. Post sales transactions for selling a direct ship item.	See Chapter 10, "Entering Additional Orders," Entering and Printing a Sales Quote for Selling a Direct Ship Item, page 00. See Chapter 11, "Holding, Releasing, and Reviewing Orders," (Rapid Start) Releasing Sales Quote for Selling a Direct Ship Item, page 00. See Chapter 10, "Entering Additional Orders," Entering and Printing Blanket Order for Selling a Direct Ship Item, page 00. See Chapter 8, "Entering Sales Orders," (Rapid Start) Entering Direct Sales Order for Selling a Direct Ship Item, page 00. See Chapter 11, "Holding, Releasing, and Reviewing Orders," (Rapid Start) Releasing Order Hold for Selling a Direct Ship Item, page 00. See Chapter 17, "Invoicing," (Rapid Start) Printing Sales Order Acknowledgement for Selling a Direct Ship Item, page 00. See *PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook*, "Working with Purchase Orders," (Rapid Start) Printing Purchase Order for Selling a Direct Ship Item. See *PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook*, "Using Receipt Processing," (Rapid Start) Receiving Purchase Order for Selling a Direct Ship Item. See *PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook*, "Using Receipt Processing," (Rapid Start) Posting Purchase Order Receipts for Selling a Direct Ship Item. See *PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook*, "Creating Vouchers," (Rapid Start) Matching Purchase Order Receipts for Selling a Direct Ship Item. See *PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook*, "Using Receipt Processing," (Rapid Start) Posting Procurement Transactions for Selling a Direct Ship Item. See Chapter 17, "Invoicing," Printing an Invoice for Selling a Direct Ship Item, page 00. See Chapter 20, "Running the End of Day Processes," Running Sales Update for Selling a Direct Ship Item, page 00. See Chapter 20, "Running the End of Day Processes," Posting Sales Transactions for Selling a Direct Ship Item, page 00.

(AUS and NZL) Process Sales Orders

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Australia and New Zealand:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Process customer credit without return.	1. Enter credit order from history for customer credit without return. 2. Print and reprint order acknowledgement for customer credit without return. 3. Print and reprint credit memo for customer credit with and without return. 4. Update customer sales for customer credit with and without return. 5. Post journal entries for customer credit without return.	See Chapter 10, "Entering Additional Orders," Entering a Credit Order from History for Customer Credit Without Return, page 00. See Chapter 17, "Invoicing," Printing and Reprinting Credit Memo for Customer Credit With and Without Return, page 00. See Chapter 20, "Running the End of Day Processes," Updating Customer Sales for Customer Credit With and Without Return, page 00. See Chapter 20, "Running the End of Day Processes," Posting Journal Entries for Customer Credit Without Return, page 00.

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Australia and New Zealand:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Process customer credit with return.	1. Enter credit order from history for customer credit with return.	See Chapter 10, "Entering Additional Orders," Entering a Credit Order from History for Customer Credit with Return, page 00.
		2. Print and reprint credit order acknowledgement for customer credit with return.	See Chapter 17, "Invoicing," Printing and Reprinting Credit Order Acknowledgement for Customer Credit With and Without Return, page 00.
		3. Confirm shipment for customer credit with return.	See Chapter 13, "Processing Sales Orders," (Rapid Start) Confirming Shipment for Customer Credit With Return, page 00.
		4. Print and reprint credit memo for customer credit with and without return.	See Chapter 17, "Invoicing," Printing and Reprinting Credit Memo for Customer Credit With and Without Return, page 00.
		5. Update customer sales for customer credit with and without return.	See Chapter 20, "Running the End of Day Processes," (Rapid Start AUS and NZL) Updating Customer Sales, page 00.
		6. Post journal entries for customer credit with return.	See Chapter 20, "Running the End of Day Processes," Posting Journal Entries for Customer Credit with Return, page 00.

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Australia and New Zealand:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Sell from inventory.	1. Enter and print sales quote for selling from inventory. 2. Print and reprint sales order acknowledgement. 3. Print and reprint pick slips. 4. Confirm shipment for selling from inventory. 5. Print invoice automatically from ship confirm. 6. Print and reprint invoices in batch. 7. Update customer sales for selling from inventory. 8. Post invoices for selling from inventory.	See Chapter 10, "Entering Additional Orders," Entering and Printing a Sales Quote for Selling from Inventory, page 00. See Chapter 17, "Invoicing," Printing and Reprinting Sales Order Acknowledgements, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start AUS and NZL) Printing and Reprinting Pick Slips, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start AUS and NZL) Confirming Shipment for Selling from Inventory, page 00. See Chapter 17, "Invoicing," Printing Invoice Automatically from Ship Confirm, page 00. See Chapter 17, "Invoicing," Printing Invoices in Batch, page 00. See Chapter 20, "Running the End of Day Processes," Updating Customer Sales for Selling from Inventory, page 00. See Chapter 20, "Running the End of Day Processes," Posting an Invoice for Selling from Inventory, page 00.

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Australia and New Zealand:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Process an intercompany sales order.	1. Enter order detail. 2. Print and reprint sales order acknowledgement. 3. Print and reprint pick slips. 4. Confirm shipment for intercompany sales order and print invoice automatically from ship 5. Perform customer service inquiry. 6. Print and reprint invoices in batch. 7. Update customer sales for intercompany sales orders. 8. Post invoices for intercompany sales orders.	See Chapter 8, "Entering Sales Orders," (Rapid Start AUS and NZL) Entering Order Detail, page 00. See Chapter 17, "Invoicing," Printing and Reprinting Sales Order Acknowledgements, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start AUS and NZL) Printing and Reprinting Pick Slips, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start AUS and NZL) Confirming Shipment for Intercompany Sales Order, page 00. See Chapter 8, "Entering Sales Orders," (Rapid Start AUS and NZL) Performing Customer Service Inquiry, page 00. See Chapter 17, "Invoicing," Printing Invoices in Batch, page 00. See Chapter 20, "Running the End of Day Processes," Updating Customer Sales for Intercompany Sales Order, page 00. See Chapter 20, "Running the End of Day Processes," Posting Invoices for Intercompany Sales Order, page 00.

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Australia and New Zealand:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Process transfer order without receipt routing.	1. Enter order detail. 2. Print and reprint pick slips. 3. Confirm shipment for transfer order without receipt routing. 4. Print invoice automatically from ship confirm. 5. Print and reprint invoices in batch. 6. Update customer sales for transfer order without receipt routing. 7. Post invoices for transfer order without receipt routing.	See Chapter 8, "Entering Sales Orders," (Rapid Start AUS and NZL) Entering Order Detail, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start AUS and NZL) Printing and Reprinting Pick Slips, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start AUS and NZL) Confirming Shipment for Transfer Order Without Receipt Routing, page 00. See Chapter 17, "Invoicing," (Rapid Start AUS and NZL) Printing Invoices Automatically from Ship Confirm, page 00. See Chapter 17, "Invoicing," Printing Invoices in Batch, page 00. See Chapter 20, "Running the End of Day Processes," Updating Customer Sales for Transfer Order Without Receipt Routing, page 00. See Chapter 20, "Running the End of Day Processes," Posting Invoices for Transfer Order Without Receipt Routing, page 00.

(CAN and USA) Process Sales Order

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Canada and the United States:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Process transfer order with receipt routing.	1. Enter transfer order with receipt routing. 2. Confirm shipment for transfer order with receipt routing. 3. Move and disposition transfer order with receipt routing. 4. Match purchase order receipts transfer order with receipt routing. 5. Print invoice for transfer order with receipt routing. 6. Run sales update for transfer order with receipt routing. 7. Post procurement transactions for transfer order with receipt routing. 8. Post sales transactions for transfer order with receipt routing.	See Chapter 10, "Entering Additional Orders," (Rapid Start CAN and USA) Entering Transfer Orders with Receipt Routing, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start CAN and USA) Confirming Shipment for Transfer Order with Receipt Routing, page 00. See *PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook*, "Routing Receipts," (Rapid Start CAN and USA) Moving and Dispositioning Transfer Order with Receipt Routing. See *PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook*, "Creating Vouchers," (Rapid Start CAN and USA) Matching Purchase Order Receipts for Transfer Order with Receipt Routing. See Chapter 17, "Invoicing," (Rapid Start CAN and USA) Printing Invoices for Transfer Order with Receipt Routing, page 00. See Chapter 20, "Running the End of Day Processes," Running Sales Update for Transfer Order with Receipt Routing, page 00. See *PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook*, "Using Receipt Processing," (Rapid Start CAN and USA) Posting Procurement Transactions for Transfer Order with Receipt Routing. See Chapter 20, "Running the End of Day Processes," Posting Sales Transactions for Transfer Orders with Receipt Routing, page 00.

(CAN, FRA, GBR, and USA) Process Sales Orders

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Canada, France, Great Britain, and the United States:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Process customer credit without return.	1. Enter credit order from history for customer credit without return. 2. Print credit memo for customer credit without return. 3. Run sales update for customer credit without return. 4. Post journal entries for customer credit without return.	See Chapter 10, "Entering Additional Orders," Entering a Credit Order from History for Customer Credit Without Return, page 00. See Chapter 17, "Invoicing," Printing Credit Memo for Customer Credit Without Return, page 00. See Chapter 20, "Running the End of Day Processes," Running Sales Update for Customer Credit Without Return, page 00. See Chapter 20, "Running the End of Day Processes," Posting Journal Entries for Customer Credit Without Return, page 00.

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Canada, France, Great Britain, and the United States:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Process customer credit with return.	1. Enter credit order from history for customer credit with return. 2. Print return authorization for customer credit with return. 3. Confirm shipment for customer credit with return. 4. Transfer inventory for customer credit with return. 5. Issue inventory for customer credit with return. 6. Transfer inventory for customer credit with return. 7. Print credit memo for customer credit with return. 8. Run sales update for customer credit with return. 9. Post journal entries for customer credit with return.	See Chapter 10, "Entering Additional Orders," Entering a Credit Order from History for Customer Credit with Return, page 00. See Chapter 17, "Invoicing," (Rapid Start CAN, FRA, GBR, and USA) Printing Return Authorizations for Customer Credit With Return, page 00. See *PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*, "Using Inventory Transactions," (Rapid Start AUS, CAN, FRA, GBR, NZL, and USA) Transferring Inventory for Customer Credit With Return. See *PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*, "Using Inventory Transactions," (Rapid Start AUS, CAN, FRA, GBR, NZL, and USA) Issuing Inventory for Customer Credit With Return. See *PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*, "Using Inventory Transactions," (Rapid Start AUS, CAN, FRA, GBR, NZL, and USA) Transferring Inventory for Customer Credit With Return. See Chapter 17, "Invoicing," Printing Credit Memo for Customer Credit With Return, page 00. See Chapter 20, "Running the End of Day Processes," Running Sales Update for Customer Credit With Return, page 00. See Chapter 20, "Running the End of Day Processes," Posting Journal Entries for Customer Credit with Return, page 00.

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Canada, France, Great Britain, and the United States:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Sell a make-to-order item.	1. Enter sales quote for selling a make-to-order item. 2. Release sales quote for selling a make-to-order item. 3. Enter blanket order for selling a make-to-order item. 4. Enter, change, and cancel direct sales order for selling a make-to-order item. 5. Release order hold for selling a make-to-order item. 6. Print sales order acknowledgement for selling a make-to-order item. 7. Review work order created from sales order for selling a make-to-order item. 8. Attach parts list and routing by batch for selling a make-to-order item. 9. Review work orders for print for selling a make-to-order item. 10. Print work orders for selling a make-to-order item. 11. Issue components and scrap a component manually for selling a make-to-order item.	See Chapter 10, "Entering Additional Orders," (Rapid Start CAN, FRA, GBR, and USA) Entering Sales Quote for Selling a Make-To-Order Item, page 00. See Chapter 11, "Holding, Releasing, and Reviewing Orders," (Rapid Start CAN, FRA, GBR, and USA) Releasing Sales Quote for Selling a Make-To-Order Item, page 00. See Chapter 10, "Entering Additional Orders," (Rapid Start CAN, FRA, GBR, and USA) Entering Blanket Orders for Selling a Make-To-Order Item, page 00. See Chapter 8, "Entering Sales Orders," (Rapid Start CAN, FRA, GBR, and USA) Entering, Changing, and Canceling Direct Sales Order for Selling a Make-To-Order Item, page 00. See Chapter 11, "Holding, Releasing, and Reviewing Orders," (Rapid Start CAN, FRA, GBR, and USA) Releasing Order Hold for Selling a Make-To-Order Item, page 00. See Chapter 17, "Invoicing," Printing Sales Order Acknowledgements for Selling a Make-To-Order Item, page 00. See *PeopleSoft EnterpriseOne Shop Floor Management 8.11 SP1 PeopleBook*, "Using Work Order Scheduling and Rate Schedules," (Rapid Start CAN, FRA, GBR, and USA) Reviewing Work Order Created from Sales Order for Selling a Make-To-Order Item. See *PeopleSoft EnterpriseOne Shop Floor Management 8.11 SP1 PeopleBook*, "Working with Work Orders and Rate Schedules," (Rapid Start CAN, FRA, GBR, and USA) Attaching Parts List and Routing for Selling a Make-To-Order Item. See *PeopleSoft EnterpriseOne Shop Floor Management 8.11 SP1 PeopleBook*, "Working with Work Orders and Rate Schedules," (Rapid Start CAN, FRA, GBR, and USA) Printing Work Orders for Selling a Make-To-Order Item. See *PeopleSoft EnterpriseOne Shop Floor Management 8.11 SP1 PeopleBook*, "Working with Issues, Material Movement, and Kanbans," (Rapid Start CAN, FRA, GBR, and USA) Issuing Components and Recording Component Scrap Manually for Selling a Make-To-Order Item.

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Sell a make-to-order item.	12. Record actual manufacturing hours and quantities for selling a make-to-order item. 13. Complete work orders for selling a make-to-order item. 14. Print standard pick slip for selling a make-to-order item. 15. Confirm shipment online for selling a make-to-order item. 16. Print invoice automatically from ship confirm for selling a make-to-order item. 17. Run sales update for selling a make-to-order item. 18. Post sales transactions for selling a make-to-order item.	See *PeopleSoft EnterpriseOne Shop Floor Management 8.11 SP1 PeopleBook*, "Working with Hours and Quantities," (Rapid Start CAN, FRA, GBR, and USA) Recording Actual Manufacturing Hours and Quantities for Selling a Make-To-Order Item. See *PeopleSoft EnterpriseOne Shop Floor Management 8.11 SP1 PeopleBook*, "Working with Completions," (Rapid Start CAN, FRA, GBR, and USA) Completing Work Orders for Selling a Make-To-Order Item. See Chapter 13, "Processing Sales Orders," (Rapid Start CAN, FRA, GBR, and USA) Printing Standard Pick Slip for Selling a Make-To-Order Item, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start CAN, FRA, GBR, and USA) Confirming Shipment Online for Selling a Make-To-Order Item, page 00. See Chapter 17, "Invoicing," Printing Invoices Automatically from Ship Confirm for Selling a Make-To-Order Item, page 00. See Chapter 20, "Running the End of Day Processes," Running Sales Update for Selling a Make-To-Order Item, page 00. See Chapter 20, "Running the End of Day Processes," (Rapid Start CAN, FRA, GBR, and USA) Posting Sales Transactions for Selling a Make-To-Order Item, page 00.

This table lists the business processes, scenarios, and process steps for Sales Order Management and refers you to the detailed information for each business process. The information in this table applies to Canada, France, Great Britain, and the United States:

Business Process	Scenario	Process Steps	Reference
Process sales orders.	Sell from inventory.	1. Enter and print sales quote for selling from inventory. 2. Release sales quote for selling from inventory. 3. Enter blanket orders for selling from inventory. 4. Enter, change, and cancel direct sales order for selling from inventory. 5. Release order hold for selling from inventory. 6. Print sales order acknowledgement for selling from inventory. 7. Release backorders online for selling from inventory. 8. Print standard pick slip for selling from inventory. 9. Confirm Shipment for selling from inventory. 10. Print invoice automatically from ship confirm for selling from inventory. 11. Print invoices if not printed from ship confirm. 12. Run sales update for selling from inventory. 13. Post invoices for selling from inventory.	See Chapter 10, "Entering Additional Orders," Entering and Printing a Sales Quote for Selling from Inventory, page 00. See Chapter 11, "Holding, Releasing, and Reviewing Orders," (Rapid Start CAN, FRA, GBR, and USA) Releasing Sales Quote for Selling from Inventory, page 00. See Chapter 10, "Entering Additional Orders," (Rapid Start CAN, FRA, GBR, and USA) Entering Blanket Order for Selling from Inventory, page 00. See Chapter 8, "Entering Sales Orders," (Rapid Start CAN, FRA, GBR, and USA) Entering, Changing, and Canceling Direct Sales Order for Selling from Inventory, page 00. See Chapter 11, "Holding, Releasing, and Reviewing Orders," (Rapid Start CAN, FRA, GBR, and USA) Releasing Order Hold for Selling from Inventory, page 00. See Chapter 17, "Invoicing," Printing Sales Order Acknowledgements for Selling from Inventory, page 00. See Chapter 11, "Holding, Releasing, and Reviewing Orders," (Rapid Start CAN, FRA, GBR and USA) Releasing Backorders Online for Selling from Inventory, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start CAN, FRA, GBR, and USA) Printing Standard Pick Slip for Selling from Inventory, page 00. See Chapter 13, "Processing Sales Orders," (Rapid Start CAN, FRA, GBR, and USA) Confirming Shipment Online for Selling from Inventory, page 00. See Chapter 17, "Invoicing," Printing Invoices Automatically from Ship Confirm for Selling from Inventory, page 00. See Chapter 17, "Invoicing," (Rapid Start CAN, FRA, GBR, and USA) Printing Invoices for Selling from Inventory, page 00. See Chapter 20, "Running the End of Day Processes," Running Sales Update for Selling from Inventory, page 00. See Chapter 20, "Running the End of Day Processes," (Rapid Start) Posting Invoices for Selling from Inventory, page 00.

Sales Order Management Implementation

This section provides an overview of the steps that are required to implement Sales Order Management.

In the planning phase of an 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 suggested global implementation steps for PeopleSoft EnterpriseOne products:

Step	Reference
1. Set up global user defined codes.	*PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Foundation*
2. Set up companies, fiscal date patterns, and business units.	*PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 SP1 PeopleBook*, "Setting Up Organizations"
3. Set up next numbers.	*PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Foundation*
4. Set up accounts and the chart of accounts.	*PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 SP1 PeopleBook*, "Creating the Chart of Accounts"
5. Set up the General Accounting constants.	*PeopleSoft EnterpriseOne General Accounting 8.11 SP1 PeopleBook*, "Setting Up the General Accounting System," Setting Up Constants for General Accounting
6. Set up multicurrency processing, including currency codes and exchange rates.	• *PeopleSoft EnterpriseOne Multicurrency Processing 8.11 SP1 PeopleBook*, "Setting Up General Accounting for Multicurrency Processing" • *PeopleSoft EnterpriseOne Multicurrency Processing 8.11 SP1 PeopleBook*, "Setting Up Exchange Rates"
7. Set up ledger type rules.	*PeopleSoft EnterpriseOne General Accounting 8.11 SP1 PeopleBook*, "Setting Up the General Accounting System," Setting Up Ledger Type Rules for General Accounting
8. Set up inventory information such as branch/plant constants, default locations and printers, manufacturing and distribution AAIs, and document types.	*PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*, "Setting Up the Inventory Management System"
9. Set up shop floor calendars.	*PeopleSoft EnterpriseOne Shop Floor Management 8.11 SP1 PeopleBook*, "Setting Up Shop Floor Management"
10. Set up customers in the Address Book.	*PeopleSoft EnterpriseOne Address Book 8.11 SP1 PeopleBook*, "Entering Address Book Records," Entering Address Book Records

Step	Reference
11. Set up branch/plants.	• *PeopleSoft EnterpriseOne Address Book 8.11 SP1 PeopleBook*, "Entering Address Book Records," Entering Address Book Records • *PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 SP1 PeopleBook*, "Setting Up Organizations," Setting Up Business Units
12. Set up the customer in the Customer Master by Line of Business.	*PeopleSoft EnterpriseOne Accounts Receivable 8.11 SP1 PeopleBook*, "Setting Up Customer Master Information"

Sales Order Management Implementation Steps

This table lists the suggested implementation steps for Sales Order Management:

Step	Reference
1. Complete these tasks to configure the Sales Order Management System: Set up user defined codes (UDCs) for the Sales Order Management system. Set up constants. Set up order line types. Set up order activity rules. Set up AAIs.	Chapter 2, "Configuring the Sales Order Management System," Setting Up UDCs, page 00
2. Complete these tasks to set up order processing information: Set up order templates. Set up order hold information. Set up commission information. Set up branch sales markups. Set up record reservation. (Optional) Define flexible account numbers. (Optional) Set up self-service information.	Chapter 3, "Setting Up Order Processing Information," page 00
3. Complete these tasks to set up customer-related information: Set up related addresses. Set up customer billing instructions. Set up date-sensitive customer sets.	Chapter 4, "Setting Up Customer-Related Information," page 00
4. Set up UCC 128 compliance information.	Chapter 5, "Setting Up UCC 128 Compliance," page 00
5. Set up base prices, base pricing structures, complex price groups, standard price adjustments	Chapter 6, "Setting Up Base and Standard Pricing," page 00

Step	Reference
6. If an organization processes sales order information in Brazil, Chile, or Peru, then set up country-specific information to ensure that sales orders are processed correctly in each country: Set up country-specific UDCs and next numbers for fiscal books. Set up opening and closing terms for fiscal books. Set up cross reference information for transaction nature codes. Set up versions for sales returns.	Chapter 7, "(BRA, CHL, PER) Setting Up the System for Brazil, Chile, and Peru," page 00
7. Set up return material authorization defaults and return material authorizations.	Chapter 21, "Setting Up Returned Material Authorization," page 00

CHAPTER 2

Configuring the Sales Order Management System

This chapter provides an overview of the system configuration for Sales Order Management and discusses how to:

- Set up UDCs.
- Set up constants.
- Set up automatic accounting instructions (AAIs).
- Set up order line types.
- Set up order activity rules.

Understanding System Configuration for Sales Order Management

Before you use Sales Order Management, you need to define certain information that the system uses during processing. You use this information to configure the system to meet the company's business needs.

This table describes the information that you must set up for this system:

Setup Information	Description
UDCs	You can set up user-defined codes (UDCs) to customize the system for order processing.
Constants	You set up constants to provide the system with these types of default information: • System constants determine which functions to perform. • Batch control constants determine whether an application requires management approval and batch control. • Branch/plant constants control day-to-day transactions within a branch/plant. • Location format determines how you identify item storage locations in a branch/plant. • Item availability defines how the system calculates the number of items that each branch/plant contains.
Order line types	You can define codes that determine how the system processes a detail line in an order.

Setup Information	Description
Order activity rules	You can establish the sequence of steps to process an order.
AAIs	You set up AAIs to provide PeopleSoft EnterpriseOne Sales Order Management with accounting information and general ledger relationships that are necessary to interact with PeopleSoft EnterpriseOne General Accounting.

Setting Up UDCs

This section provides an overview of each UDC that you should set up for Sales Order Management.

UDCs enable you to customize the way the system operates. You must add these code types in the UDC tables.

Auto TP Rollback Level - (00/AT)

Enter a value of *1* in the Special Handling field of this UDC to temporarily place data in the Transaction Workfile table (F41021WF). The system updates the data into the Item Location File table (F41021) and deletes data from the Transaction Workfile table after the commitment is successful.

See Chapter 13, "Processing Sales Orders," Understanding Transaction Processing, page 00.

Status Codes for Prepayments (00/SP)

You use status codes to determine the status of a prepayment. These statuses, which are hard-coded, have been predefined for you:

- Blank: Pre-authorization
- *01:* Sent for Authorization
- *02:* Authorized
- *03:* Ready to Settle
- *04:* Sent for Settlement
- *05:* Settled
- *06:* Authorization Declined/Error
- *07:* Settlement Declined/Error

Payment Instruments (00/PY)

To identify transactions for prepayment processing, you must use payment instruments that are assigned special handling codes. These payment terms are listed according to whether they are hard-coded. It is recommended that you do not change hard-coded codes.

Hard-coded codes:

- *X:* Use electronic data interchange (EDI) Remote Draft (AR & AP).
- *Y:* Use EDI Remote Wire (AR & AP).
- *Z:* Use EDI Remote Check (AR & AP).

- *?:* Use credit card payment.

Soft-coded codes:

- *C:* Check - 8 3/4 (AR & AP).
- *D:* Draft by invoice (AR & AP).
- *N:* Print Check – Brazil.
- *T:* Electronic funds transfer (EFT) (AR & AP).
- *W:* Check - 8 1/2 (AR & AP).

Prepayment Special Handling Codes for 00/PY

Prepayment processing is driven by values in the special handling code column for the payment instrument type. That is, if you set up a handling code for a payment type, the system processes the transaction through the authorization and settlement cycle. PeopleSoft EnterpriseOne has predefined payment types with these special handling codes:

- *11:* Cash payment
- *12:* Check payment
- *13:* Credit card payment

Blanket/Quote Order Types (40/BT)

You use this UDC table to specify which order types are used to designate blanket orders and quote orders.

On Hand Quantity Relief (40/IU)

You use this UDC table to specify whether on hand inventory for an order type is relieved during Shipment Confirmation (P4205). If no code is set up in this table, on hand inventory is relieved during Sales Update (R42800).

Order Templates (40/OT)

Before you can create an order template, you must add the template name to this UDC table. If you do not add the template to this table, you cannot set up the template using the Customer Template Revisions form (P4015).

Cross Reference Type Code (41/DT)

You use this UDC table to specify different cross-reference types, such as substitutes, complementary items, and replacement items. These codes are also used to reference customer or supplier part numbers. To leverage these codes, you must enter cross reference codes for items using the Item Cross Reference program (P4104).

Hold Codes (42/HC)

PeopleSoft EnterpriseOne provides you with a default code *AH* (Approval Hold), which is set up in UDC (42/HC), to use for approval processing. You can add other approval hold codes provided that you specify a special handling code of 1.

Setting Up Constants

This section provides an overview of constants for Sales Order Management and discusses how to:

- Set up branch/plant constants.
- Set up item availability.
- Set up system constants.
- Set up batch control constants.
- Set up location formats.
- Set up locations in branch/plants.

Understanding Constants for Sales Order Management

A constant is a piece of information that you set up to define how the system processes information. The system uses constants as default information in many PeopleSoft EnterpriseOne systems. After you determine the information to use throughout the system, you can enter the appropriate values or change any predefined values.

Branch/plant constants enable you to customize the processing of daily transactions for each branch/plant in the distribution and manufacturing systems.

Note. If you use Warehouse Management, you must define the warehouse information on the Branch Location Definition form of the Branch/Plant Constants program (P41001). Otherwise, you should at least define location length information.

Item Availability

You must define how to calculate item availability for each branch/plant. Item availability affects how the system calculates back orders, cancellations, and customer delivery times.

Note. If you use PeopleSoft EnterpriseOne Configuration Management, you must set the Check Availability field in Configurator Constants (P3209) to check availability during sales order entry. If the system finds the exact item and string match, a window displays all locations containing the specific configuration.

System Constants

You define system constants to determine which functions to perform. For example, assume that you have several branch/plants and you use different units of measure for the items in each branch/plant. You can set a system constant to automatically convert units of measure by branch.

System constants apply to all branch/plants. You cannot customize the settings for each branch/plant.

Batch Control Constants

You define batch control constants to prevent the system from applying changes that unauthorized personnel make to the general ledger. Also, you can define a constant that requires you to enter batch control information before the system runs a batch-processing job. You might enter batch control information to compare the anticipated size of the job to the end result.

You must define management approval and batch control separately for each distribution and manufacturing system that you use.

Location Control

You can designate location information that is specific to each branch/plant. In each branch/plant, you can set up unique information about specific item locations.

Location control is a PeopleSoft EnterpriseOne feature that you activate through the branch/plant constants. Location control is required for Warehouse Management, but optional for all other distribution systems.

Location Format

Defining the location format enables you to determine how to set up item locations. You can define elements that contain more specific information about the actual location. For example, an element can represent an aisle, bin, shelf, or any other location that you use in a branch/plant.

You can define a location format using up to 10 different elements, such as aisle, shelf, and bin. For each element, you can define:

- Length

  The total length of all elements, including separators, cannot exceed 20 characters. The system does not store separators in the tables, but uses separators to edit a location on a form or report. If you do not want to use separators, leave the separator field blank. The system displays the location as one string of characters.
- Justification
- Separator character

If you are using PeopleSoft EnterpriseOne Warehouse Management, you must also define default units of measure for volumes, dimensions, and weights.

Locations in Branch/Plants

After you have defined the format for the locations, you must define all of the locations in a warehouse. To locate items more easily, you can create a hierarchy of locations within the warehouse and enter information about zones.

You can define a primary location to store basic information about items in a warehouse. A primary location is not an actual physical location. For example, you could designate a primary location as Location A and then assign every item in the warehouse to a location that begins with A.

You can also define a blank location as the primary location for inventory items. How the system displays the primary location depends on the location format specifications that you define for the branch/plant.

Prerequisites

Before you complete the tasks in this section:

- Create an address book record for the branch/plant.
- Set up a branch/plant named ALL.
- Set up the branch/plant as a business unit.

See Also

PeopleSoft EnterpriseOne Advanced Pricing 8.11 SP1 PeopleBook, "Setting Up PeopleSoft EnterpriseOne Advanced Pricing," Setting Up System Constants

PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook, "Managing Suppliers," Managing Supplier Performance Information

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Reviewing Item and Quantity Information," Reviewing Performance Information

PeopleSoft EnterpriseOne Configurator 8.11 SP1 PeopleBook, "Setting Up Configurator," Setting Up Configurator Constants

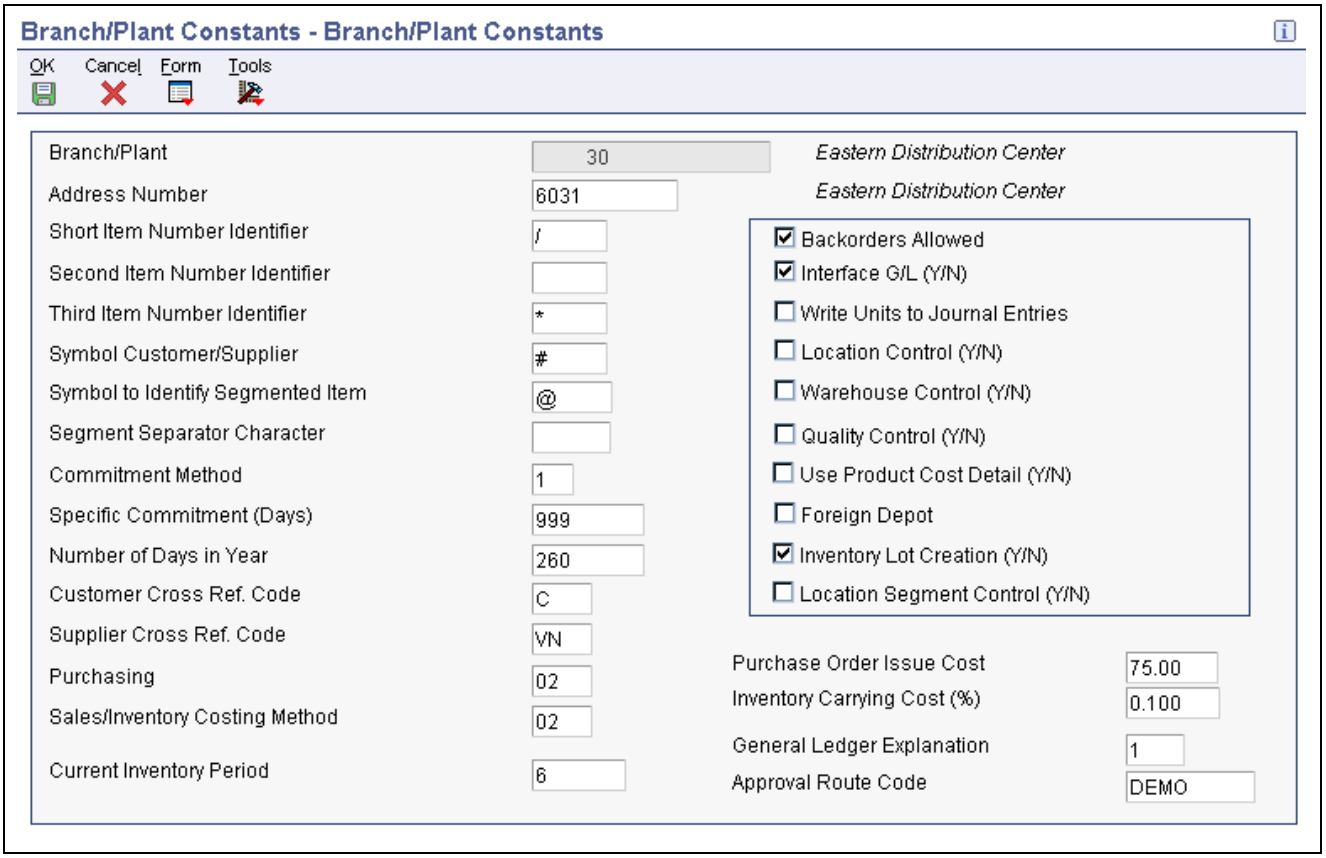
PeopleSoft EnterpriseOne Address Book 8.11 SP1 PeopleBook, "Entering Address Book Records"

Forms Used to Set Up Constants

Form Name	FormID	Navigation	Usage
Work With Branch/Plant Constants	W41001B	Sales Order Management Setup (G4241), Branch/Plant Constants	Review and select branch/plant constant records.
Branch/Plant Constants	W41001H	Click Add on the Work With Branch/Plant Constants form.	Add and revise branch/plant constant records.
Item Availability Definition	W41001G	Select the branch/plant constant record, and then select Availability from the Row menu on the Work With Branch/Plant Constants form.	Add and revise item availability definitions.
System Constants	W41001F	Select Sys. Constants (system constants) from the Form menu on the Work With Branch/Plant Constants form.	Add and revise system constants.
Application Constants	W41001E	Select Application Constants from the Form menu on the Work With Branch/Plant Constants form.	Add and revise batch control constants.
Branch Location Definition	W41001A	Select the branch/plant constant record, and then select Location Definition from the Row menu on the Work With Branch/Plant Constants form.	Add and revise location definitions.
Enter Location Information	W4100B	Select the branch/plant constant record, and then select Locations from the Row menu on the Work With Branch/Plant Constants form.	Add and revise location information for branch/plant.

Setting Up Branch/Plant Constants

Access the Branch/Plant Constants form.



Branch/Plant Constants form

Short Item Number Identifier

Enter a symbol to identify the eight-character short item number when you do not want to use it as the primary number.

A blank in this field indicates that you want to use this item number as the primary number. That is, you use it most often to enter or review information.

If this is not the primary number, you must enter a special symbol to identify it. Use a symbol that is not significant for any other purposes of entry such as /, *, or &. Do not use a period or a comma as a symbol. When you enter this item number on any other form, you must include this symbol as the first character.

Note. Only one of the fields for item number symbols (SYM1, SYM2, SYM3, or SYM6) can be blank to identify it as the primary number. All others must include a unique symbol.

Symbol Customer/Supplier

Enter a character that identifies the customer's or supplier's number in the system. When you enter a number preceded by this character, the system recognizes the number as the customer's or supplier's number. The system then use the cross-reference table to match the number to the item number. You must complete this field if you want the system to perform cross-referencing.

Commitment Method

Specify the method that the system uses to commit lot items from inventory. Values are:

1: Normal commit method. The system commits inventory from the primary location and then from secondary locations.

2: Commit method by lot number. The system commits inventory by lot number, starting with the lowest lot number and committing orders to available lots.

3: Commit method by lot expiration date. The system commits inventory from the locations with the earliest expiration date first. The system considers only locations with expiration dates greater than or equal to the sales order or parts list requested date.

Number of Days in Year Enter the number of days in a year that the company is open for business. This field is required. You must specify a number from 252 to 365. The PeopleSoft EnterpriseOne Procurement system uses this number to calculate the Economic Order Quantity (EOQ).

Purchasing Enter a UDC (40/CM) that indicates the cost method that the system uses to determine the cost of the item for purchase orders. Cost methods 01-19 are reserved.

Sales/Inventory Costing Method Enter a UDC (40/CM) that indicates the cost method that the system uses to calculate the cost of goods sold for the item. Cost methods 01-19 are reserved.

Interface G/L (Y/N) (Interface General Ledger (Yes/No)) Select to indicate inventory transactions that are processed through this branch/plant create general ledger entries.

Write Units to Journal Entries (Y/N) (Write Units to Journal Entries (Yes/No)) Specify whether the system moves units to the general ledger after the system records a journal entry from these programs:

P31111 (Work Order Inventory Issues)

P31112 (Work Order Completions)

P31802 (Work Order Journal Entries)

P4112 (Inventory Issues)

P4113 (Inventory Transfers)

P4114 (Inventory Adjustments)

P4116 (Item Re-Classification)

P41413 (Cycle Count Update)

P41610 (Tag Update)

R42800 (Sales Update)

P4312 (Receipts)

P4314 (Voucher Match)

P415021 (Update Operational Reconciliation)

P415101 (General Stock Movements)

P41514 (Bulk Manufacturing Gains/Losses

R49700 (Cycle Billing)

P49510 (Bulk Load Confirmation - XT49799)

P49515 (Bulk Load Confirm Batch - XT49799)

P49530 (Package Load Confirm - XT49799)

P49572 (Upload Gantry Data - XT49799)

P49710 (Bulk Delivery Confirm - XT49799)

P49711 (Bulk Delivery Confirm Milk Run - XT49799)

P49715 (Bulk Disposition - XT49799)

P49720 (Package Delivery Confirm - XT49799)

P49731 (Mass Confirm Batch - XT49799)

Location Control (Y/N) (Location Control (Yes/No)) Select to indicate that the system uses only locations in the Location Master table (F4100). You use location control to use only locations that are in the F4100 table. When the Warehouse Control option is selected, the Location Control option must also be selected. Clear the option and the system does not restrict locations to those in the F4100 table. The system uses all locations that conform to the location format that are defined on the Branch/Plant Constants - Page 2 form.

Warehouse Control (Y/N) (Warehouse Control (Yes/No)) Specify whether the system creates warehouse transactions for the branch/plant.

Quality Control (Y/N) (Quality Control (Yes/No)) Specify whether to activate the Quality Management system (system 37) for the branch/plant.

Use Product Cost Detail (Y/N) (Use Product Cost Detail (Yes/No)) Specify whether distribution programs use total cost or detailed product costs.

Foreign Depot Specify whether another company owns the branch/plant. The Bulk and Packed Load Confirmation programs use this code to determine if the depot from which product is being loaded is a foreign depot. If it is a foreign depot, you must enter a valid borrow agreement during load confirmation.

Inventory Lot Creation (Y/N) (Inventory Lot Creation (Yes/No)) Specify whether the inventory transaction programs can create new lot or serial numbers in the system. If you leave this option blank, the system will not allow the inventory transaction programs to create new lot numbers in the system. If you select this option, the system allows the inventory transaction programs to create new lot numbers in the system.

Current Inventory Period Enter *1* to *14* to identify the current accounting period. The system uses this number to generate error messages, such as PBCO (posted before cut off) and PACO (posted after cut off).

Purchase Order Issue Cost Enter the amount that PeopleSoft EnterpriseOne Procurement uses to calculate the Economic Order Quantity (EOQ). This cost should be the estimate of the cost of materials, labor, and overhead that you incur when you issue a single purchase order. The default value is 00.

This example shows how EOQ is determined using the Purchase Order Issue Cost method:

S: Purchase Order Issue Cost = 15.0

I: Inventory Carrying Cost = .09 (9 percent)

Y: Annual Sales in Units = 3,000

C: Unit cost of Item = 10.0

EOQ = the square root of ((2S/I) x (Y/C))

The square root of [(2)(15) ÷ 0.09] × 3,000 ÷ 10.0 = 316.23

Inventory Carrying Cost (%) Enter the percentage of inventory investment that Procurement uses to calculate EOQ. The default is .00. Enter the percentage as a decimal value.

This example shows how EOQ is determined using the Inventory Carrying Cost Percentage:

S: Purchase Order Issue Cost = 15.0

I: Inventory Carrying Cost = .09 (9 percent)

Y: Annual Sales in Units = 3,000

C: Unit Cost of Item = 10.0

EOQ = Square root of ((2S/I) × (Y/C)) = the square root of (2(15) ÷ .09)) × (3000 ÷ 10) = 316.23

Note. Access field help for the Economic Order Quantity field for more information about the EOQ formula.

General Ledger Explanation Enter a code that the Inventory Management system uses to select the default description that appears on the second line of a journal entry in the general ledger. Values are:

1: Item master description (default).

2: Primary item number.

Setting Up Item Availability

Access the Item Availability Definition form.

To specify items to exclude from the item availability calculation, click any of the options under the Subtract heading. To specify items to include in the item availability calculation, click any of the options under the Add heading.

Quantity Soft Committed to SO & WO (quantity soft committed to sales order and work order) Select to indicate that the number of units that are soft-committed to sales orders or work orders are to be included in the item availability calculation.

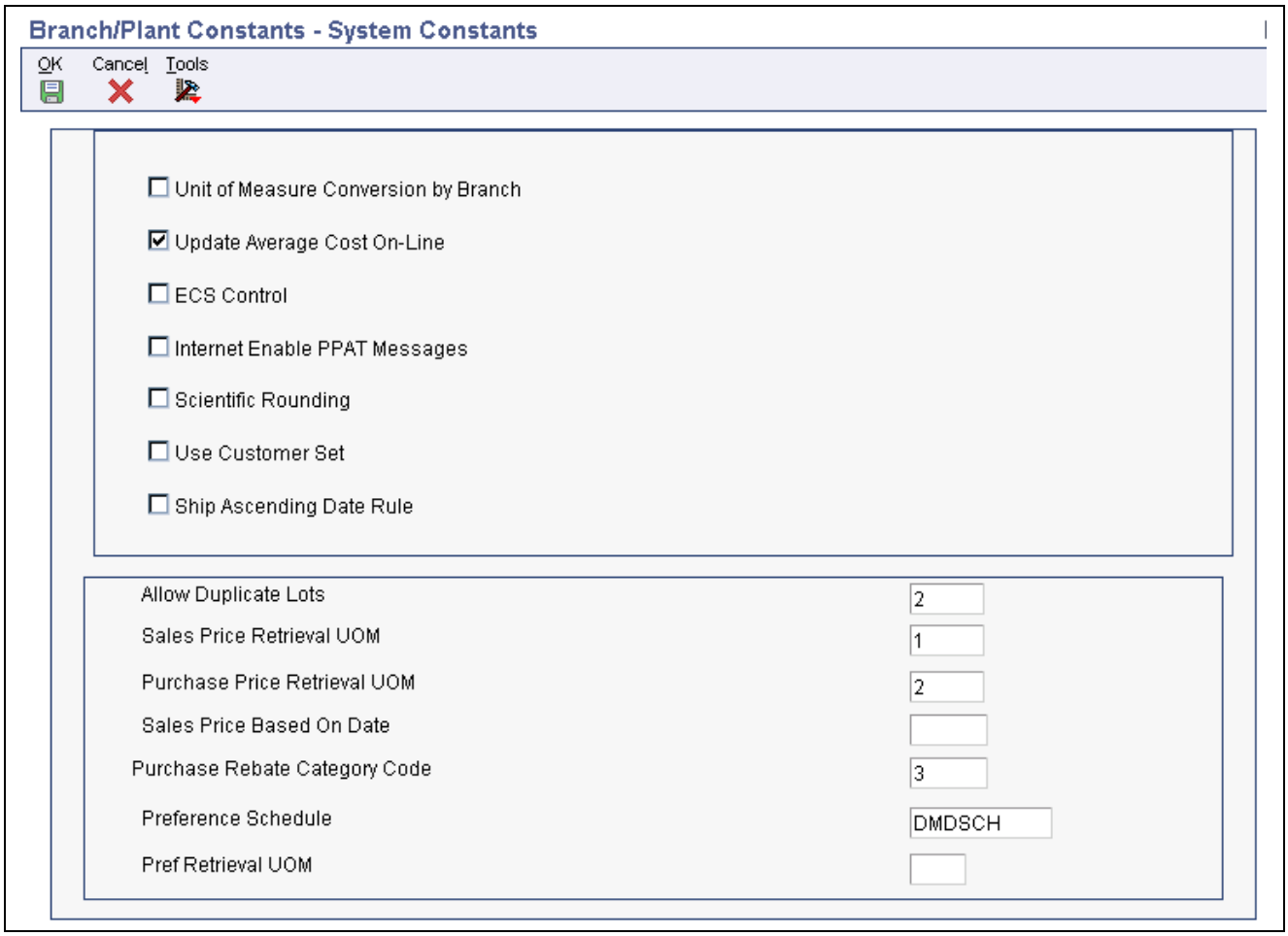
Quantity Hard Committed to SO (quantity hard committed to sales order) Select to indicate that the number of units that are hard-committed to a specific location and the lot for sales orders are to be included in the item availability calculation.

Quantity Future Committed to SO (quantity future committed to sales order) Select to include the quantity on any sales order in which the requested shipment date is beyond the specific commitment days.

Quantity Hard Committed to WO (quantity hard committed to work order)	Select to indicate that the number of units that are hard-committed to a specific location and the lot for work orders are to be included in the item availability calculation.
Other Quantity 1 SO (other quantity 1 sales order)	Select to include the quantity specified as an additional reduction in the item availability calculation.
Other Quantity 2 SO (other quantity 2 sales order)	Select to include this quantity as an additional reduction in the item availability calculation.
Quantity on Hold	Select to include the number of units on hold in the item availability calculation.
Safety Stock	Select to include the number of units that are reserved as safety stock in the item availability calculation.
Quantity on Purchase Order Receipts	Select to include the number of units on purchase orders in the item availability calculation.
Quantity on PO - Other 1 (quantity on purchase order - other 1)	Select to indicate that the number of units on other purchase orders are to be included in the item availability calculation.
Quantity on Work Order Receipts	Select to include the number of units on work orders in the item availability calculation.
Quantity in Transit	Select to include the number of units in transit in the item availability calculation.
Quantity in Inspection	Select to include the number of units in inspection in the item availability calculation.
Quantity in Operation 1	Select to include the number of units in one operation of the receipt routing process in the item availability calculation. You define which operation from receipt routing corresponds to this field.
Quantity in Operation 2	Select to include the number of units in one operation of the receipt routing process in the item availability calculation. You define which operation from receipt routing corresponds to this field.

Setting Up System Constants

Access the System Constants form.



System Constants form

Unit of Measure Conversion by Branch

Select to display the item-specific conversion table when you add an item to a specific branch/plant. Clear this option and the system displays the item-specific conversion table for all branch/plants from the Item Master table.

Update Average Cost On-Line

Select to calculate a new average cost immediately after any transaction occurs that affects the average cost of an item.

Clear to indicate all processes that affect average cost create transactions to the Average Cost Work File table (F41051). The system calculates a new average cost when you run the Average Cost Update program (R41811).

ECS Control (energy and chemical system control)

Select to use Bulk Stock Inventory.

Internet Enable PPAT Messages (internet enable people places and things messages)

Select to send any email messages that are generated by distribution programs.

Scientific Rounding

Select to perform scientific rounding.

Currently this feature is only enabled for Quality Management Test Results.

Use Customer Set

Select to use the customer set feature.

Ship Ascending Date Rule Select to apply the ship ascending date rule by customer and by item during the sales order entry, pick slip/commitment processing, and ship confirmation processes. When the system applies the Ship Ascending Date rule, the system sorts shipping customers' lots in ascending order by expiration date, sell by date, or best before date.

Allow Duplicate Lots Enter a value to determine whether the system assigns the same lot to multiple items. Values are:

1: Do not allow duplicate lots. The lot is restricted to one item and one branch/plant.

2: Allow duplicate lots. You can create a lot that contains multiple items and branch/plants.

3: Do not allow duplicate lots. The lot is restricted to one item, but can contain quantities in multiple branch/plants.

Sales Price Retrieval UOM (sales price retrieval unit of measure) Enter a code that specifies the unit of measure for retrieving base prices and price adjustments for sales order processing, service and warranty management, and ship and debit processing. The system enables users to define base prices in the Item Base Price File table (F4106) and price adjustments in the Price Adjustment Detail table (F4072) in various units of measure.

If the base price or price adjustments are not found in the specified unit of measure, the system uses the primary unit of measure for the item.

Purchase Price Retrieval UOM (purchase price retrieval unit of measure) Enter a code that represents the unit of measure for the purchase base price during purchase order processing.

If you specify the unit of measure for transaction or pricing and the system does not find a record in that unit of measure, the system repeats the process using the primary unit of measure of the item.

Sales Price Based On Date Enter a code that determines how the system updates the price effective date in the Sales Order Header File table (F4201) and Sales Order Detail File table (F4211). In Sales Order Management, the system uses the price effective date to retrieve the base price from the F4106 table and price adjustments from the F4072 table.

Purchase Rebate Category Code Enter a number that determines which category code the system uses in the criteria for inclusion comparison.

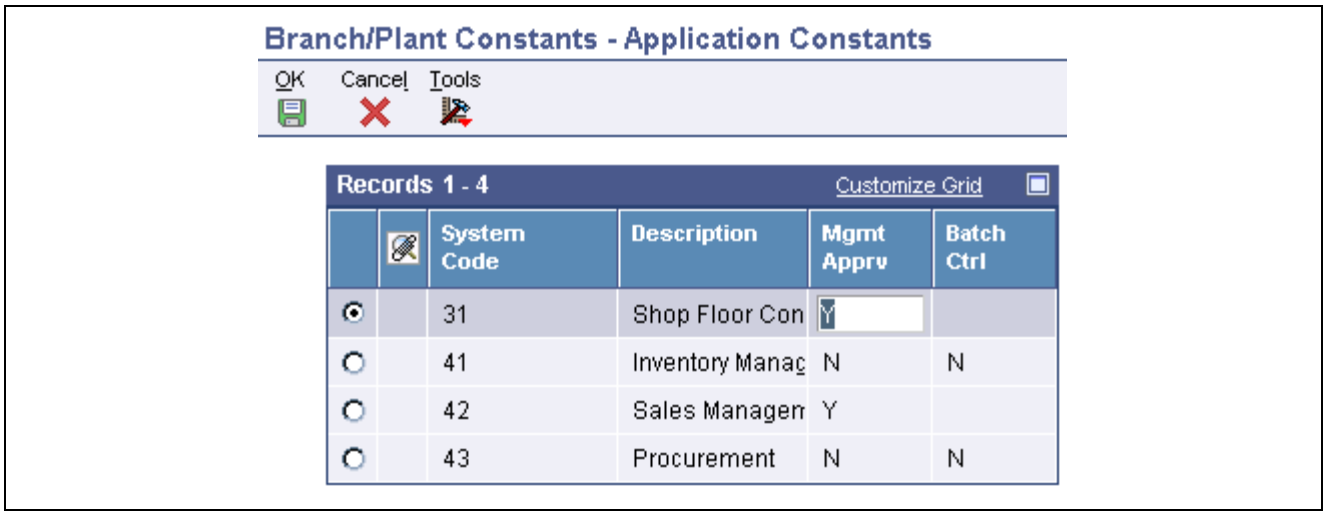
Preference Schedule Enter a UDC (40/AS) that identifies the advanced preference schedule that the system uses when resolving preferences. The advanced preference schedule determines which preferences the system resolves when using the advanced preference functionality. You cannot maintain preference schedules directly through UDCs, but you can maintain preference schedules by using the Price Adjustment Schedule program (P4070).

Pref Retrieval UOM (preference retrieval unit of measure) Enter a code that specifies the unit of measure that the system uses for retrieving advanced preference adjustments during sales order processing. The system enables you to define the advanced preference adjustments in the F4072 table in various unit of measures.

If you specify the unit of measure for transaction or pricing and the system does not locate a record in that unit of measure, the system repeats the process using the primary unit of measure of the item.

Setting Up Batch Control Constants

Access the Application Constants form.



Application Constants form

System Code Enter a UDC (98/SY) that identifies a system. Values are:

01: Address Book

03B: Accounts Receivable

04: Accounts Payable

09: General Accounting

11: Multicurrency

Mgmt Apprv (management approval) Enter a code that indicates whether you require approval of batches before they can be posted to the general ledger. Values are:

Y: Yes, assign a status of Pending to each batch that you create within the listed systems.

N: No, assign a status of Approved to each batch.

Batch Ctrl (batch control) Enter a code that indicates whether to require entry of batch control information.

For each batch, the system displays a batch control form on which you must enter information about the number of documents and the total amount of the transactions that you expect in the batch. The system uses these totals to edit and display differences from the actual transactions you entered. This field applies only to PeopleSoft EnterpriseOne Inventory Management and Purchase Order Management. In Inventory Management, *Y* indicates that the system displays a batch control form before you issue, adjust, or transfer inventory.

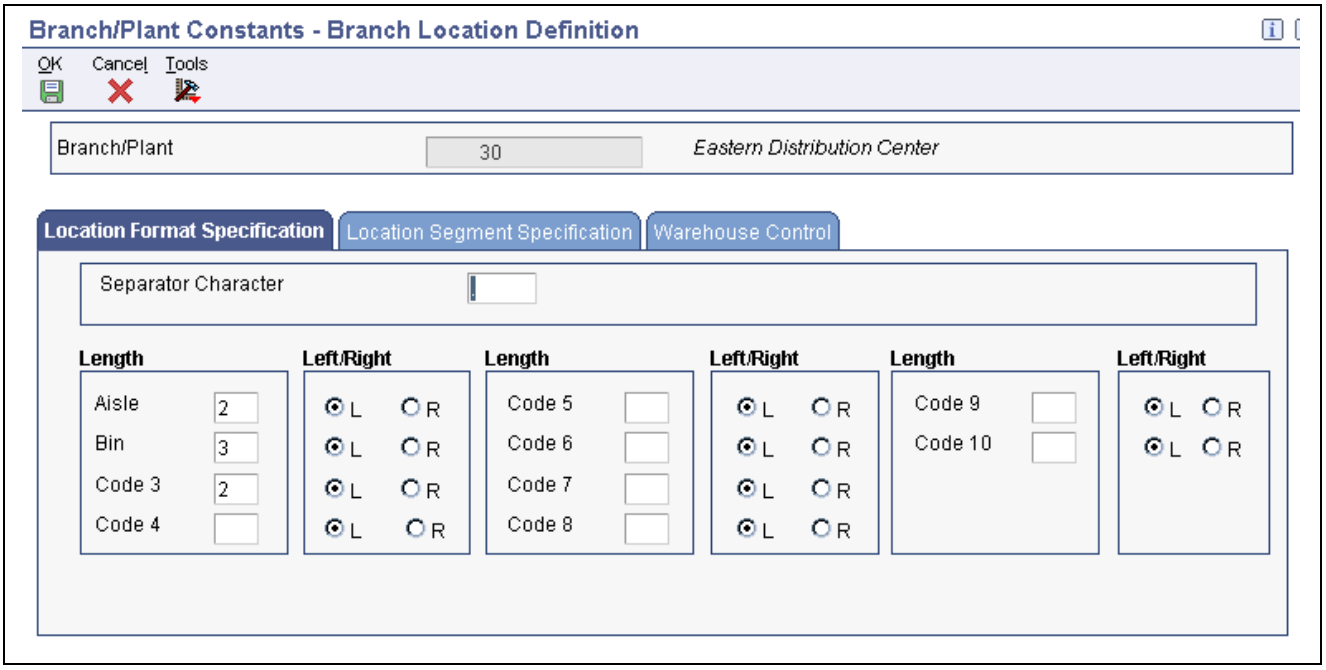
In Purchase Order Management, *Y* indicates that the system displays a batch control form before you enter receipts. Values are:

Y: Yes, require entry of batch control information.

N: No, do not require entry of batch control information.

Setting Up Location Formats

Access the Branch Location Definition form.



Branch Location Definition form

Location Format Specification

Select the Location Format Specification tab.

Location Separator Character

Enter a character that divides the elements of the location when you display them on forms or reports. For example, you might use a / as a separator character to divide elements such as aisle, bin, and shelf in a location code.

The location code can contain up to 20 characters, including separators.

Separators are not stored in the tables, but are used to edit a location on a form or report. If you do not want to use separators, leave this field blank.

However, you must enter characters and spaces to equal the correct length of each element in the location code. The system then displays the location as one string of characters.

The system uses the character you enter in this field to separate the combination of tank/owner and aisle/bin as it appears on forms or reports.

Companies commonly use a . (period) as the separator character.

Aisle

Enter a number that identifies the number of characters to represent the tank (or aisle for packaged stock). Values are numbers *1* through *8*.

Bin

Enter a number that identifies the number of characters to represent the owner for commingled bulk stock (or bin for packaged stock). Values are numbers *1* through *8*.

Code 3 through **Code 10**

Enter the number of characters to represent Codes 3 through 10, respectively, in the location format specification.

Warehouse Control

Select the Warehouse Control tab.

If you do not use Warehouse Management, do not complete the fields on the Warehouse Control tab.

Request Inclusion Version Enter a code (UDC 40/RV) that identifies an inclusion rule to use for this branch/plant. Manufacturing and Warehouse Management use inclusion rules as follows:

- For Manufacturing, enables multiple versions of resource rules for running Material Requirements Planning (MRP), Master Production Schedule (MPS), or Distribution Requirements Planning (DRP).
- For Warehouse Management, enables multiple versions of inclusion rules for running putaway and picking. The system processes only those order lines that match the inclusion rule for a specified branch/plant.

Dimension Unit of Measure Enter a UDC (00/UM) that identifies the unit of measure to display dimensions for the warehouse. The system provides the ability to establish inches, centimeters, meters, and so forth, as a measuring standard.

Receiving Location Enter the area in the warehouse where you receive inventory. The format of the location is user defined and you enter the location format for each branch/plant.

Shipping Location Enter the location that the system uses as the default value when you pick inventory and move the inventory for shipping. The format of the location is user defined by Branch/Plant Constants.

Setting Up Locations in Branch/Plants

Access the Enter Location Information form.

You can set up locations for branch/plants after you have defined the location format for the branch/plant.

Location Enter the area in the warehouse where you receive inventory. The format of the location is user defined and you enter the location format for each branch/plant.

A location format comprises elements and, optionally, a separator character.

Elements represent more specific locations in a branch/plant. If the tank contains commingled stock, include the separator character defined on the Branch/Plant Constants - Page 2 form and identify the owner.

The total length of all elements in this field, including separators, cannot exceed 20 characters. The location for a single tank can contain up to the number of characters identified in the Length of Tank/Aisle field on Branch/Plant Constants - Page 2.

The owner ID can contain up to the number of characters identified in the Length of Owner/Bin field on Branch/Plant Constants - Page 2.

If you leave this field blank and do not use a separator character, the system displays the location as an asterisk. If you use a separator character, the system displays the location with the correct number of spaces for each element, followed by the separator character.

Pick Zone Enter a UDC (46/ZN) that identifies an area from which items are picked for shipment.

Put Zone (putaway zone)	Enter a UDC (46/ZN) that identifies areas in the warehouse where goods are put away or stored.
Replen Zone (replenishment zone)	Enter a UDC (46/ZN) that identifies replenishment zones, which are areas in the warehouse from which items are retrieved to replenish or refill picking locations. You assign zones to locations using Location Master.
LOD (level of detail)	Enter a code that summarizes or classifies locations and provides a hierarchy of locations for review purposes. For example, you can assign aisles to level 2, and individual bins within the aisle as level 3. Use the Detail Level field to specify the beginning level of detail that you want the system to display for the location.
Aisle	Enter a code that identifies a location in a warehouse. This code is used in conjunction with a bin and lot identifier, to indicate a specific, tangible storage area within a warehouse or yard.
Bin	Enter a specific storage location within a warehouse or store. The system uses the bin with an aisle location to identify a storage area whose width, depth, and height can be readily measured.
Loc 03 (location 03)	Enter a code that the system uses for one of two purposes: • To identify a specific location within a Branch/Plant as part of the location identifier. • To use as a general reporting code for location information.

Setting Up AAIs

This section provides an overview of AAIs and discusses how to set up AAIs for Sales Order Management.

Understanding AAIs for Sales Order Management

AAIs are the links between the day-to-day functions, chart of accounts, and financial reports. The system uses AAIs to determine how to distribute amounts associated with general ledger (GL) entries that the system generates. For example, in Sales Order Management, AAIs specify how to record the journal entries that are associated with transactions such as selling a stock item to a customer.

For distribution systems, you must create AAIs for each unique combination of company, transaction, document type, and GL class that you anticipate using. Each AAI is associated to a specific GL account that consists of a business unit, an object, and optionally, a subsidiary.

If you are required to collect taxes on customer invoices, you must distribute the tax amounts to the correct GL accounts. When you set up AAIs for a specific type of tax, such as VAT or use tax, you designate which accounts you want to debit and credit for an invoice tax amount.

The system stores AAIs in the Distribution/Manufacturing – AAI Values table (F4095).

Search Sequence for AAIs

You set up AAI tables so that the system can assign account numbers to sales order transactions, and account for the amounts associated with those transactions in the general ledger. Most organizations set up separate account numbers for each company within their organization. However, some use the same account numbers for each company. If you do not want to set up separate accounts for each company, you can set up account information for the default company, company 00000. The system searches for account numbers in this order:

1. The system first searches for a match on Order Company, Order Type, and G/L Category Code.
2. If no match is found, the system searches for a match on Order Company, Order Type, and G/L Category Code of **** (wildcard).
3. If no match is found, the system searches for a match on Company 00000, Order Type, and G/L Category Code.
4. If no match is found, the system searches for a match on Company 00000, Order Type, and G/L Category Code of **** (wildcard).
5. If no match is found, the system produces an error notifying the user that the AAI is not set up.

If an organization uses product detailed costing, in addition to the above fields (Order Company, Order Type, and the G/L Category Code), then the system also includes Cost Type in the search for an account. This applies to the sales AAIs 4220 and 4240.

In addition, the Flexible Sales Accounting Setup (Menu G4241) allows users further flexibility in defining Business Unit, Subsidiary, and Subledger fields based on other driver fields in the F4211 table.

AAIs for Sales Order Management

This table describes the AAIs to set up for Sales Order Management:

AAI	Description
Cost of Goods (COGS) Sold (4220)	Provides the expense or cost amount to the cost of goods sold account.
Deferred Cost of Goods Sold (4221)	This AAI is used when Cycle Billing/Periodic Invoicing is being used.
Cost of Goods Sold - Accommodations (4222)	This AAI is used when loan agreement is in effect for bulk items on the transaction and Cycle Billing is not used.
Deferred Cost of Goods Sold - Accommodations (4223)	This AAI is used when loan agreement is in effect for bulk item on the transaction and Cycle Billing/Periodic Invoicing is being used.
Revenue (4230)	Provides the actual sales price of inventory in the sales revenue account.
Deferred Revenue (4231)	This AAI is used when Cycle Billing/Periodic Invoicing is being used.
Unbilled A/R Credit (4232)	This AAI is used when Cycle Billing/Periodic Invoicing is being used.

AAI	Description
Allocated Revenue (4233)	Used to write additional allocated revenue entry when "Freight Allocations by Item" is set up from Transportation system (determined at the time of Transportation Freight Update) and some or all of the total freight charge for a shipment is distributed to the existing sales order line items.
Inventory (4240)	Credits the cost amount to an inventory account.
Inventory In Transit (4241)	This AAI is used for load confirmed lines in place of 4240 AAI.
Accommodations (4242)	This AAI is used for bulk item transactions which have borrow agreements set up for Accommodations (B/P constants - select the Foreign Depot and Interface G/L check boxes.
A/R Trade (4245)	Debits the sales amount to an accounts receivable account. The system writes the accounts receivable offset entries to the general ledger only if the accounts receivable update option is turned off.
Tax Liability (4250)	Provides journal entries to tax liability accounts that were created during a sales update.
Price Adjustments (4270)	Provides the journal entries for individual price adjustments that were created during a sales update.
Rebates Payable (4280)	Provides the offset entries of accrued accounts.
Ship and Debit (4234)	Adjusts the profit margins affected by ship and debit agreements.

The Account Revisions form of the Distribution AAIs program (P40950) shows each predefined AAI item and information about the document type, GL class, and accounts that are affected by transactions.

See Also

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Setting Up the Inventory Management System," Setting Up AAIs in Distribution Systems

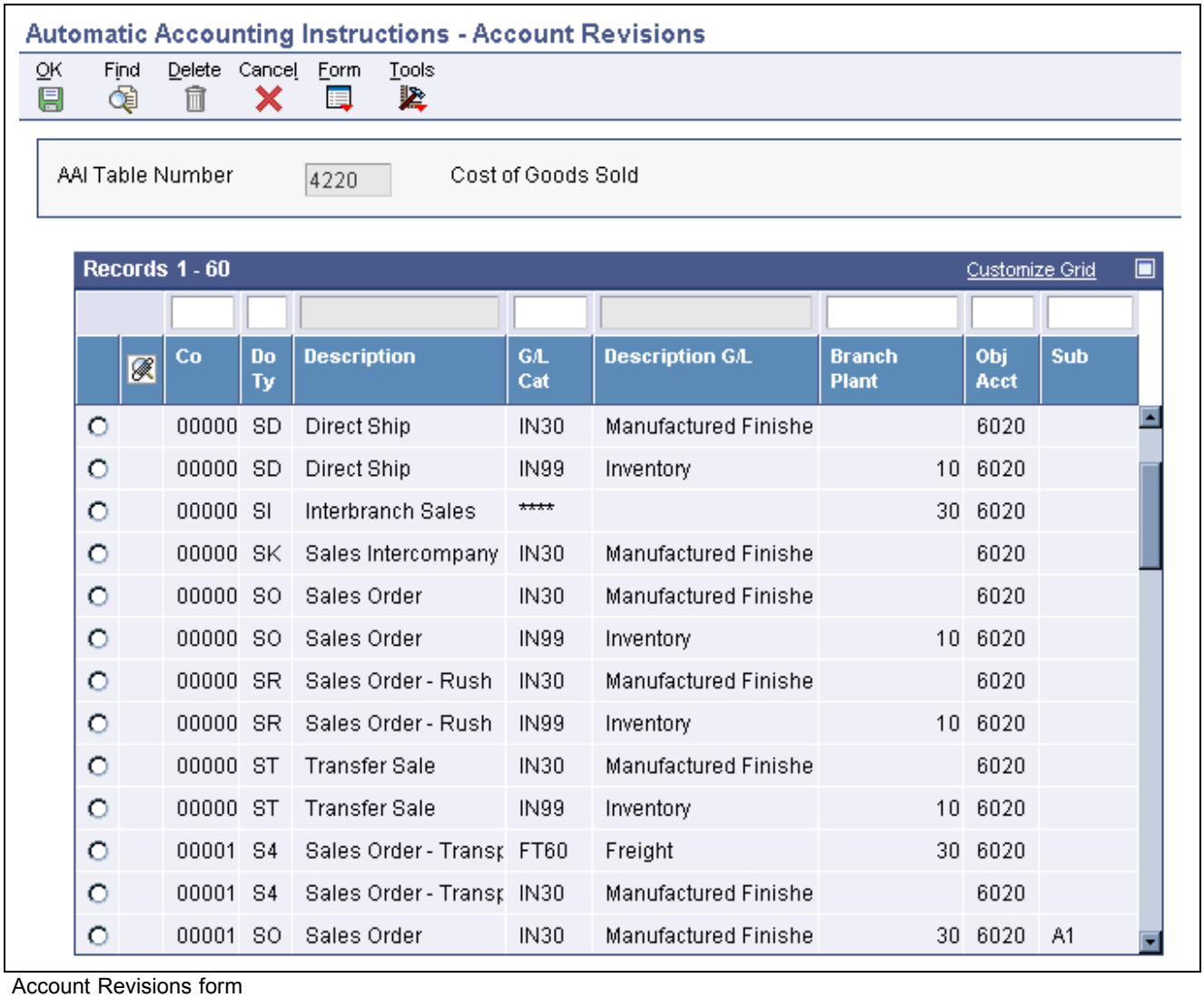
PeopleSoft EnterpriseOne Tax Processing 8.11 SP1 PeopleBook, "Setting Up Tax Information," Setting Up AAIs for Taxes

Forms Used to Set Up AAIs for Sales Order Management

Form Name	FormID	Navigation	Usage
Work With AAIs	W40950B	Sales Order Management Setup (G4241), Automatic Accounting Instr	Review and select AAI tables.
Account Revisions	W40950D	Select an AAI table and then select Details from the Row menu on the Work With AAIs form.	Add and revise account information for the selected AAI table.

Setting Up AAIs for Sales Order Management

Access the Account Revisions form.



Account Revisions form

Setting Up Order Line Types

This section provides an overview of order line types and discusses how to set up order line types.

Understanding Order Line Types

When you enter detail information for a sales or purchase order, you enter the quantity, price, and cost for each item or service. You can also enter a credit item, a nonstock item, and text information in the same sales or purchase order.

Each entry is a line. A line is the information for an item or service that you are ordering as it pertains to the order. The system processes each line based on a line type.

A line type is a code that the system uses to process each detail line that you enter for a specific order type. For example, you can specify line type *S* for stock items. The system determines whether it should increase or decrease the quantity of the item in inventory. You can specify line type *F* for freight charges. The system determines from the definition of the line type that this item is not an inventory item.

You can specify how the system uses line types in the general ledger and within Inventory Management. For example, when you purchase or sell an inventory item, you might assign a line type for stock items. The system records the transaction according to the information that you specified for the line type. In this case, the system reflects the cost or price of the item in the general ledger. The transaction line also affects item availability in Inventory Management.

The line types that you define are applicable throughout distribution systems. For example, the system processes line types in the same way for Sales Order Management as it processes line types for Procurement.

Adding a Message Using a Text Line Type

During order entry, you can enter a message on an order detail line by using a text line type. For example, you can enter an order detail line for a stock item, such as a bike, and then enter an order detail line for text, such as *Some Assembly Required*. This order detail line functions like a message. Based on the line type definition, the information in an order detail line with a line type that is denoted by the text feature is a memo-only line. The system does not verify the information in the item field, which is the message, against information in the Item Branch File table (F4102) and the transaction does not interface with any other PeopleSoft EnterpriseOne systems, such as Accounts Receivable and Accounts Payable.

Assigning a Line Type for Nonstock Items

You can set up the line type for nonstock items so that the system retrieves information from the Item Master but does not commit quantities. The Edit Item Master for Non-Stock Items option controls whether the system validates the sales order line's item against the Item Master table (F4101). This option is used only with nonstock inventory interfaces.

During order entry, the system verifies the item number in the F4102 table and the cost and price information in the Item Cost File table (F4105) and Item Base Price File table (F4106). However, the system does not create commitments or perform availability checks.

Forms Used to Set Up Order Line Types

Form Name	FormID	Navigation	Usage
Work With Line Types	W40205A	Sales Order Management Setup (G4241), Order Line Types	Review and select order line type records.
Line Type Constants Revisions	W40205B	Click Add on the Work With Line Types form.	Add and revise order line type records.

Setting Up Order Line Types

Access the Line Type Constants Revisions form.

Inv. Interface (inventory interface)

Enter a code that specifies how the system interfaces with the Inventory Management system for order lines with the specified line type. Values are:

Y: The dollar or unit value of any activity containing this line type is reflected in inventory. The system also edits the item that you enter to ensure that it is a valid item. This is the default.

A: The system recognizes the number that you enter as a GL account number. The system uses this code in purchasing only.

B: The system performs edits when using format 4 in purchase order entry.

The system retrieves price data from the inventory tables, but does not update the quantity on the purchase order. This code is valid only when you have set the G/L Interface field to *Y* (yes). Budget checking is fully functional when you use this interface code.

D: The item in this line is an inventory item that does not affect availability or quantities.

N: The item is not an inventory item.

To verify whether the item exists in the F4101, use Inventory Interface N in conjunction with the flag, Edit the Item Master for Non-Stock Items.

G/L Offset (general ledger offset)

Enter a UDC (41/9) that identifies the GL offset for the account to which the system posts the transaction. If you do not want to specify a class code, enter **** (four asterisks) in this field.

You can use AAIs to predefine classes of automatic offset accounts for Inventory Management, Procurement, and Sales Order Management. You might assign GL class codes as follows:

- IN20 Direct Ship Orders.
- IN60 Transfer Orders.
- IN80 Stock Sales.

The system can generate accounting entries based on a single transaction. For example, a single sale of a stock item can trigger the generation of accounting entries similar to this:

- Sales-Stock (Debit) xxxxx.xx.
- A/R Stock Sales (Credit) xxxxx.xx.

- Posting Category: IN80.
- Stock Inventory (Debit) xxxxx.xx.
- Stock COGS (Credit) xxxxx.xx.

The system uses the class code and the document type to find the AAI.

Include in Tax 1

Enter a code that indicates whether the monetary value of this order line is subject to applicable taxes and which taxes to apply. Values are:

Y: The line is subject to applicable taxes.

N: The line is not subject to applicable taxes.

3-8: Yes, the line is subject to applicable taxes at the rate indicated by the group number (3-8). The system uses group numbers for value-added tax.

Sales Journal Col (sales journal column)

Enter a value to indicate which of the four columns on this line receives the sales value.

Values are:

1: Column 1 receives the sales value (if any).

2: Column 2 receives the sales value (if any).

3: Column 3 receives the sales value (if any).

4: Column 4 receives the sales value (if any).

G/L Interface (general ledger interface)

Select this option to reflect the monetary amount or unit value of any activity that contains this order line type in the general ledger.

A/R Interface (accounts receivable interface)

Select this option to reflect the monetary amount or unit value of any activity that contains this order line type in Accounts Receivable.

A/P Interface (accounts payable interface)

Select this option to reflect the monetary amount or unit value of any activity that contains this order line type in Accounts Payable.

S/WM Interface (sales/warehouse management interface)

Select this option to display this order line on the second document in a series of four documents that relate to this order. For example, it might be necessary to include receiving information in a purchase order that provides instructions about the desired disposition of goods. Although this information is vital to the proper handling of the order, it should not appear on the purchase order that is delivered to the supplier.

Text Line

Select this option to indicate that the information with this order line type contains only text information.

Reverse Sign

Select this option to reverse the sign of the quantity in the line. Use this code to enable easy entry of credit memos.

Apply Freight

Select this option to perform freight calculations during processing.

If you do not select this option, the system does not perform freight calculations during processing.

Apply Retainage

Select this option to include the item's values in the calculation of an accounts payable retainage. Use this field only if the interface between PeopleSoft EnterpriseOne Procurement and Accounts Payable is active.

Generate Workorder Select this option to generate an internal work order automatically for this order detail line.

Include in Cash Discount Select this option to include the extended monetary amount of the transaction in the cash discount or payment terms discount calculation.

Include Sales/COGS for Gross Profit (include sales/cost of goods sold for gross profit) Select this option to include sales and cost of goods sold in gross profit calculations.

Voucher Match Variance Account Select this option to indicate that a variance that is generated during voucher match should be booked to the account. Clear to book any variance to the expense account for the order detail line.

Note. This field is used in conjunction with an inventory interface of A or B in Procurement only.

Edit Item Master for Non-Stock Item Select this option to validate the sales order line item against the Item Master table. Use this in conjunction with the nonstock inventory interface only.

Protect Price on Sales Order Select this option to indicate that this order line appears on the first document in a series of four documents that relate to this order.

Generate Purchase Order Select this option to generate a purchase order. Use this with the D and N Inventory Interface

Call Materials Issue Select this option to activate the materials issue function when performing the receipts into stock function.

You use this option only for Procurement and when you are using Engineering Project Management.

Procurement Receipt Required Select this option to require receipts for purchase orders lines. If you select this option, the purchase order line must be received before the voucher match process. If you clear this option, you can match purchase order lines without requiring a receipt.

Setting Up Order Activity Rules

This section provides an overview of order activity rules and discusses how to set up order activity rules.

Understanding Order Activity Rules

To advance an order line through the order process, you must create order activity rules. The system uses order activity rules to determine the sequence of steps for processing order information.

The system processes an order line based on the order activity rules that you set up for the order type and line type combination. For example, you could set up the order activity rules for stock line types in sales orders as:

- Enter order
- Print pick slip
- Confirm shipment

For stock line types on purchase orders, you could set up the order activity rules as:

- Enter order
- Approve order
- Print

You must assign a status code for every step in the order process. A status code is a number that the system uses to identify the current status of an order line. You must also identify next status codes that determine the next step to which the system advances the order. You must arrange status codes in ascending numerical order for the system to establish the sequence of steps.

You can change the progression of steps or include alternate steps in the order activity rules. For example, you can set up order activity rules for nonstock items in sales orders so that the system bypasses the step to print pick slips and advances the order line to shipment confirmation.

You can specify at which point in the order process the system writes records to the general ledger for sales and purchasing.

In order processing, you can use the order activity rules to:

- Locate the status of an order.
- Select orders for batch processing.
- Prepare reports that are based on the current status of an order.

Prerequisites

Before you complete the tasks in this section:

- Verify that you have set up status codes in UDC table 40/AT.
- Verify that you have set up order types in UDC table 00/DT.
- Verify that you have set up order line types.

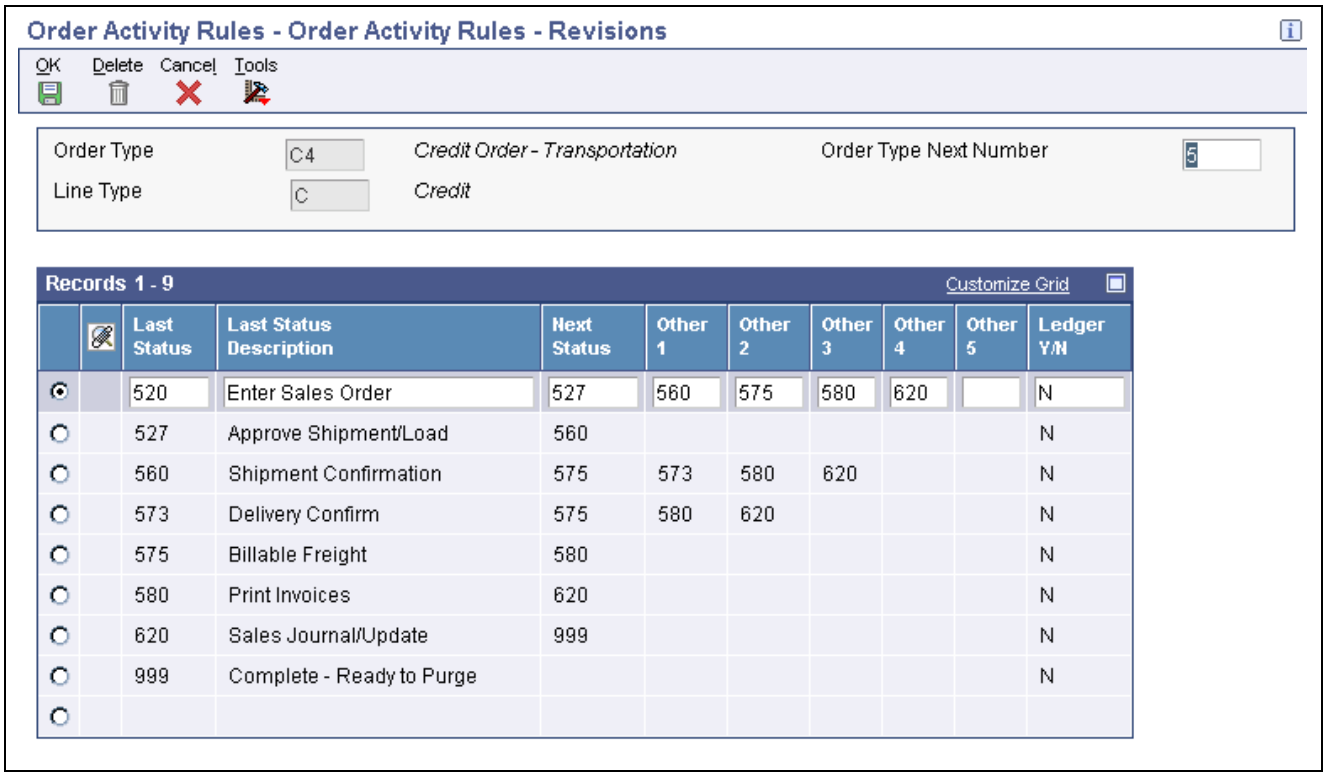
  See Chapter 2, "Configuring the Sales Order Management System," Setting Up Order Line Types, page 00.

Forms Used to Set Up Order Activity Rules

Form Name	FormID	Navigation	Usage
Work With Order Activity Rules	W40204B	Sales Order Management Setup (G4241), Order Activity Rules	Review and select order activity rule records.
Order Activities Rules - Revisions	W40204A	Click Add on the Work With Order Activity Rules form.	Add and revise order activity rule records.

Setting Up Order Activity Rule

Access the Order Activity Rules - Revisions form.



Order Activity Rules - Revisions form

Order Type

Enter a UDC (00/DT) to identify the type of document. This code also indicates the origin of the transaction. There are reserved document type codes for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program. (These entries are not self-balancing when you originally enter them.)

These are defined document types and should not be changed:

P: Accounts Payable documents.

R: Accounts Receivable documents.

T: Payroll documents.

I: Inventory documents.

O: Purchase Order Processing documents.

J: General Accounting/Joint Interest Billing documents.

S: Sales Order Processing documents.

Order Type Next Number

Enter a code to indicate which next number series to use when creating order numbers for this order type. There are ten available Next Number series.

This field addresses:

- Purchase requisitions that carry order numbers that are different from bid requests and purchase orders.
- Blanket sales orders that are numbered in a different number range from standard sales orders.

Other 1 (Optional) Enter a number to indicate a status that can be performed as the next step in the order process. Although this is not the preferred or expected next step, this field is an allowable override. The system does not allow you to initiate an order line step or status that is not defined as either the expected next status or an allowed status. Other allowed status codes let you bypass processing steps. These codes are often referred to in processing options as override next status codes.

Ledger Y/N (ledger yes/no) Enter a value to write a record to the S.O Ledger Detail File table (F42199). Values are:

Y: Write a record for selected fields to the history table

N: Do not write a record to the history table

CHAPTER 3

Setting Up Order Processing Information

This chapter provides an overview of order processing information and discusses how to:

- Set up commission information.
- Set up branch sales markups.
- Define flexible account numbers.
- Set up record reservations.
- Set up order templates.
- Set up order hold information.
- Set up self-service information for Sales Order Management.

Understanding Order Processing Information

Before you can process order information, you must define the methods and data that the system uses to process orders. Order information that you should set up before you begin processing data includes:

- Commission information

  Using commission constants, you can specify the rates, basis, and criteria that the system uses to calculate commission amounts on different order types. You can set up commission information to conform to the needs of an organization.

  Additionally, you can set up a sales group to distribute commission amounts to a group of salespeople who contribute to a customers sale. You can define commission information for each member of the group.

- Branch sales markups

  You use branch sales markups to set up the additional costs that are associated with an interbranch sales order. For example, if the company sells from one location but fills and ships orders from another location, such as a central supply warehouse, you can ship the order from the central supply warehouse directly to the customer.

- Flexible account numbers

  Flexible account numbers enable you to customize each segment of the account number according to the needs of the organization. For example, you might use a format that includes information such as, salesperson, branch, sales territory, and other address book category codes. Or, you can set up the structure of the flexible account number based on how you track the performance of items and customers through sales detail and the general ledger.

- Record reservations

Record reservation capability enables only one user at a time to update a detail line on a sales order that is contained in the Sales Order Detail File table. After one user finishes updating a detail line, another user is able to access the line to continue updating information. Record reservation helps ensure the integrity of the data.

- Order templates

  You create and assign order templates to speed up the order entry process. A template contains information about frequently ordered items. You can create standard templates, which are used for all customers, or you can create customer-specific templates. You can create order templates based on sales history, or you can update existing templates based on sales trends.

- Order hold information

  You can define the conditions that the system uses to place orders on hold and attach those conditions to a hold code. For example, you can define minimum and maximum order values. If the total order amount is not within this range, the system assigns the hold code to the order to place the order on hold and stop further processing. You can also define sales margin and credit holds. Based on this information, the system places an order on hold if the order or order line does not meet the sales margin or exceeds the customer's credit limit.

- Self-service information

  You set up information to enable the customers and suppliers to review and update information on their own. You can set up customer and supplier profiles to limit access to only those programs you want customers and suppliers to be able to use.

  You can also set up product hierarchies, which allows customers to view products by group and hierarchy. By assigning items to product groups and hierarchies, you relieve the customers from having to scroll through a complete list of the inventory.

Understanding Record Reservations

If the business receives a large number of sales orders every day and you work with various programs to efficiently manage the sales orders, you might want to limit user access to the programs after the sales orders have been entered to preserve data integrity. Having multiple users who update data at the same time can result in inaccuracies.

PeopleSoft EnterpriseOne provides you with record reservation capability, which—when activated—enables only one user at a time to update individual records contained in the F4211 table. After one user finishes updating a record, another user is able to access the appropriate program to continue updating information.

By accessing the UDC table (00/RR) for record reservations, you can activate record reservation for a particular program by entering *1* in the Special Handling field.

You can activate record reservations for these Sales Order Management programs:

- Sales Order Entry (P4210 and P42101).
- Shipment Confirmation (P4205).
- Backorder Release (P42117).
- Backorder Release and Report (R42118).
- Print Pick Slips (R42520).
- Inventory Commitment (R42997).

- Packaged Pick Slip (R42521).
- Control Pick Slips (R42522).

Setting Up Commission Information

This section provides overviews of commission constants, information, and assignments, lists prerequisites, and discusses how to:

- Set up commission constants.
- Set up sales groups.

Understanding Commission Constants

You use commission constants to define the information that the system uses, in addition to employee-specific commission information, to calculate commission amounts. You can include additional information before calculating the commission amount for a salesperson, a sales group, or salespeople within a group. The system compares the additional commission information such as order type, fixed costs, and effective dates against the order information before calculating the commission percentage. You can designate different commission percentages for order types. For example, you can designate that a salesperson earns five percent commission on a sales order, two percent on a direct ship order, and seven percent on a blanket order.

You can also designate commission percentages for a limited period of time with variables that apply during the effective dates. For example, you might specify that a sales trainee earns a seven percent commission on sales order totals during the training period. During that time, the order must meet a minimum gross margin amount or the system does not calculate commissions. If the order qualifies for a commission, then you must deduct fixed costs before calculating the commission percentage. After the training period, the salesperson earns a five percent commission on the gross margin of all orders after the system deducts the fixed costs. You can enter multiple commission percentages at one time when you anticipate changes in the future.

As an alternative to entering a commission percentage, you can enter a commission amount for an invoice, cost, or gross amount.

You can assign additional information to a sales group or salespeople within a group. To specify additional commission information for the group, you must assign the additional information to the group code. For example, you can specify that the group must meet the assigned minimum gross margin before the system calculates the commission. To calculate additional commission information for salespeople within the group, you can assign additional information to each salesperson's number.

After you have set up a commission constant, you cannot delete it. However, you can change the expiration date.

You must use the Sales Order Constants (P42460) to set up the Sold To Ship To Default. This determines whether the salesperson receives a commission based on the whether the customer number is in the Sold To, Ship To, or both fields on the order entry form.

Understanding Commission Information

To define commission information in the Sales Order Management system, you must associate one or more salespersons or sales groups, a commission percentage, a customer, and an order type.

You can set up the commission information to reflect the company's sales environment. You can assign one or more salespeople or sales groups to each customer. You can have the salesperson receive a commission based on the whether the customer number is in the Sold To, Ship To, or both fields on the order entry form. After you enter an order and update customer sales, the system applies a calculated commission amount to the salesperson's address book number or the address book number of each salesperson in the sales group. After the sales update, you can review commission information to ensure that the salespeople receive the correct amount.

Note. If you set the Sales Order Constants to base the commission on the customer in both the Sold To and Ship To fields and enter the same customer number in the Sold To and Ship To fields, the salesperson receives a double commission.

You can set up a sales group to distribute commissions to a group of two or more salespeople who contribute to a customer's sale. For example, if the sales group consists of a sales manager, account representative, and sales assistant, you assign a group code that represents the three salespeople. Sales groups are useful for identifying salespeople who are responsible for a customer's orders and maintaining multiple commission percentages.

You can set up commission percentages according to the company's commission payment policies. You can distribute commissions by entering a fixed commission percentage or variable commission percentages. When you set a fixed commission percentage, the system applies the same percentage for any order type that generates a commission.

You can also set variable commission percentages for an individual salesperson. The system includes variables, such as effective dates, order types, fixed costs and minimum amounts, before calculating commissions. For example, you might have a different commission percentage for sales orders than you have for blanket orders. Or, you might need to deduct fixed costs from an order before you calculate commissions.

If you assign one or more sales groups to a customer, you can distribute commissions on a fixed commission percentage. You can set a fixed percentage that distributes the same commission percentage to each salesperson within a group.

You can also set a fixed commission percentage for the group or variable commission percentages for salespeople within the sales group. If commission percentages differ within a group, you can set up different commission percentages for each salesperson. For example, a manager might have a higher rate of commission than a sales assistant.

Understanding Commission Assignments

You can set up the commission information to reflect the company's sales environment. You can assign one or more salespeople or sales groups to each customer. You can have the salesperson receive a commission based on the whether the customer number is in the Sold To, Ship To, or both fields on the order entry form. After you enter an order and update customer sales, the system applies a calculated commission amount to each salesperson's address book number or the address book number of each salesperson in the sales group.

When you are entering a sales order, the system processes the commission information based on whether you are using preferences. If you are not using preferences, then the system retrieves commission information from the Sales Order Detail Commission table (F42160), which uses the information from the Sales Order Header Commission Information (F42150) and Customer Master Commission Information (F42140) tables, respectively. You can also enter commission information into the sales order header.

If you use basic preferences, the system retrieves commission information from the F42160 table, which displays the information from the Preference Profile — Sales Commission table (F40344). If there is no commission information in the F40344 table, the system retrieves default commission information from the F42150 table. Note that you can also use advanced preferences to retrieve commission information.

You can set up commission percentages according to the company's commission payment policies. You can distribute commissions by entering a fixed commission percentage or variable commission percentages.

When you set a fixed commission percentage, the system applies the same percentage rate for any order. If you assign a group of salespeople to a customer, you can distribute commissions on a fixed commission percentage. However, when you assign a fixed commission percentage in the customer billing instructions for a group, the system distributes the commission amount to the group number. You can use this option if you distribute commissions to an entity, such as a branch office. The system does not automatically divide the fixed commission percentage between the salespeople within the group.

When you assign a fixed commission percentage on the customer master record, the system calculates the commission amount based on the order total.

You cannot assign commission percentages for a salesperson on the customer master record if you want to calculate variable commission percentages or set up additional commission information. To distribute the same commission percentage to the salespeople within a group, you must specify the commission percentage for each salesperson.

See Also

Chapter 4, "Setting Up Customer-Related Information," Setting Up Customer Billing Instructions, page 00

Prerequisites

Before you complete the tasks in this section:

- Verify that you set up a code for the salesperson group in the UDC table (42/RS).
- Verify that the commission rate codes are blank for each customer in the Customer Master.
- Set up UDC 42B/CD to determine if the system bases commissions on the customer number in theSold To, Ship To, or both fields when entering the order.
- Set up Sold To Ship To Default in the Sales Order Constants.

  Enter *P42460* in the fast path to access the Sales Order Constants.
- Verify that address book numbers exist for all salespeople.
- Verify that you have set the processing options for the Sales Update program (R42800) to update the commission information.

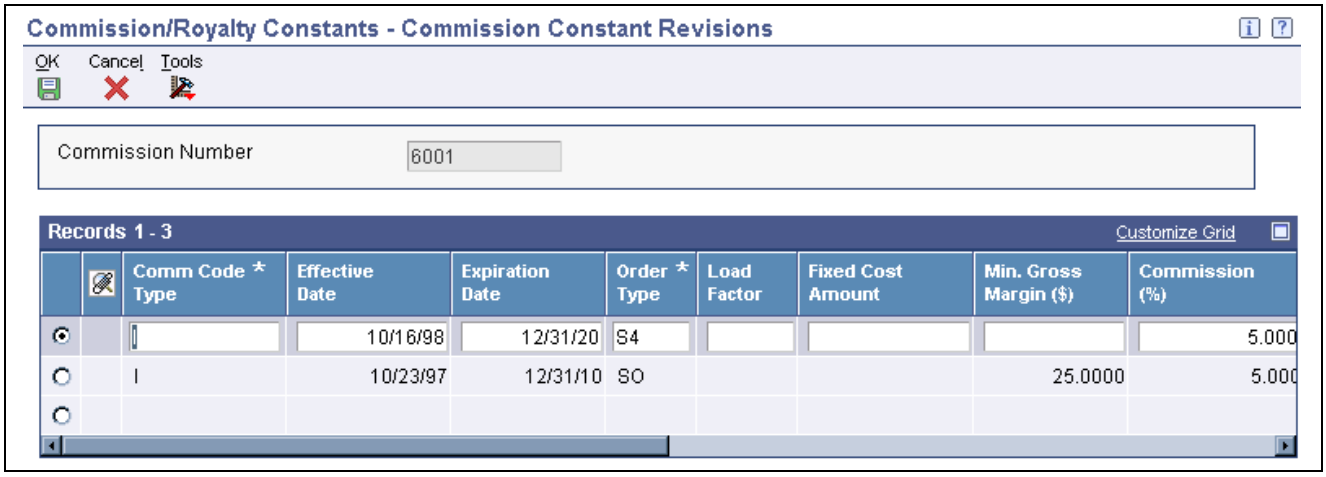
  See Chapter 20, "Running the End of Day Processes," Updating Customer Sales, page 00.

Forms Used to Set Up Commission Information

Form Name	FormID	Navigation	Usage
Work With Commission Constants	W42110E	Commission/Royalty Management (G4223), Commission/Royalty Constants	Review and select commission constant records.
Commission Constant Revisions	W42110D	Click Add on Work With Commission Constants.	Add and revise commission constant records.
Work with Related Salesperson	W42100F	Commission/Royalty Management (G4223), Commission/Royalty Related Salesperson	Review and select related salesperson records.
Related Salesperson Revisions	W42100E	Click Add on Work with Related Salesperson.	Add and revise related salesperson records.

Setting Up Commission Constants

Access the Commission Constant Revisions form.



Commission Constant Revisions form

Commission Number Enter the address book number of the person for whom you are setting up the commission constant.

Comm Code Type (commission code type) Enter a code to designate whether the system calculates commission using the invoice amount or gross margin. No matter which item the system uses, you should consider an amount as the starting point in the commission calculation and apply loading factors, fixed costs, minimum margins, and so on

Load Factor Enter the factor that the system uses as a multiplier of product cost.

Fixed Cost Amount Enter the dollar amount of processing overhead per order.

Min. Gross Margin ($) (minimum gross margin ($)) Enter the order-based minimum gross margin. If the gross margin is not equal to at least this amount, then the order does not qualify for a commission.

Commission (%) Enter the percentage of an order sales amount that is payable to the salesperson.

Flat Commission Amount Enter a value to specify a commission amount. Enter a flat commission amount instead of a commission percentage. You must enter the per-unit amount to calculate commission amounts against the invoice, gross margin, or cost.

Per Unit Amount Enter the dollar amount per unit of the item.

Category Code Enter one of 30 reporting codes that you can assign to an address in the address book. Use these codes to group address book records for reports, mailings, and so on. Category codes are user defined (system 01, types 01 through 30). Examples include:

- Category code 01
- Location or Branch
- Category code 02
- Salesperson
- Category code 03
- Product
- Category code 04
- Credit officer

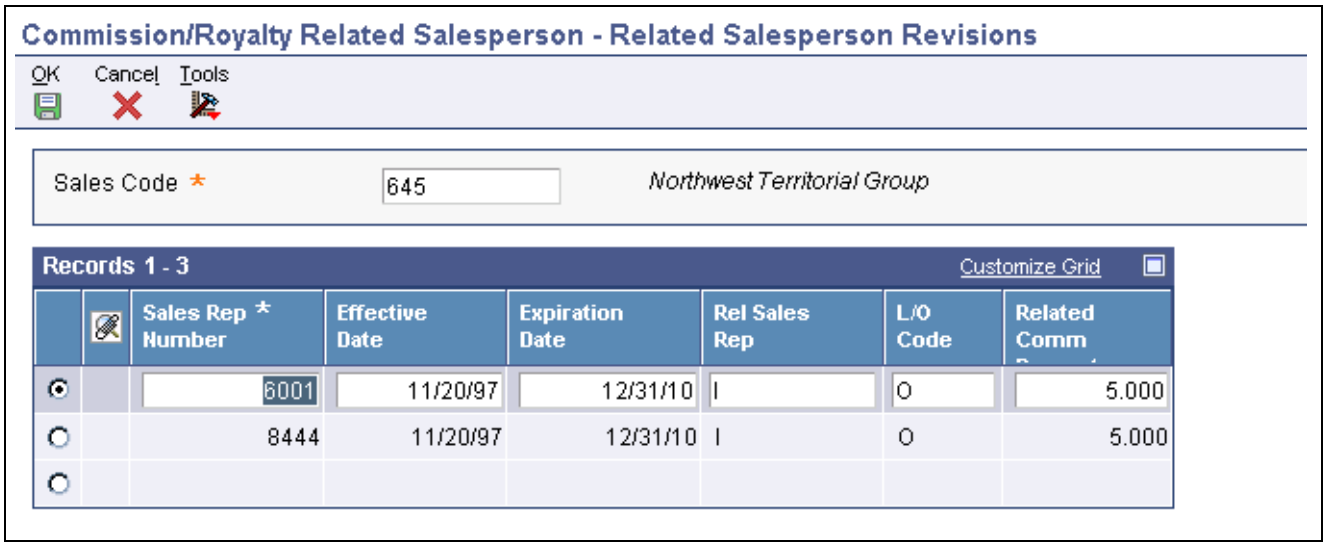
Geographic Region Enter one of 30 reporting codes that you can assign to an address in the address book. Use these codes to identify addresses for reports, mailings, and so on. Category codes are user-defined (system 01, types 01 through 30). Examples include:

- Category code 01 - Location or Branch.
- Category code 02 - Salesperson.
- Category code 03 - New tenant.
- Category code 04 - Credit officer.

Freight Handling Code Enter a UDC (42/FR) designating the method by which supplier shipments are delivered. For example, the supplier could deliver to the company's dock, or you could pick up the shipment at the supplier's dock. You can also use these codes to indicate who has responsibility for freight charges. For example, you can have a code indicating that the customer legally takes possession of goods as soon as they leave the supplier warehouse and is responsible for transportation charges to the destination.

Setting Up Sales Groups

Access the Related Salesperson Revisions form.



Related Salesperson Revisions form

Sales Group Enter a code that you use in place of the salesperson number when more than two salespersons are responsible for an order.

Sales Rep Number (sales representative number) Enter an address book number for the sales representative.

To create a commission liability for more than two salespersons, you can relate individuals or entities (for royalties) to a single order line. To do so, set up a sales/commission/salesperson code that represents not one but many salespersons in the related salesperson file. The system inserts this code in the billing instructions record for any customer or during sales order entry to create multiple commission records at the appropriate point in the order processing cycle (one record for each related salesperson). The system allows multiple percentages to a single salesperson.

Effective Date Enter the date on which the commission rate takes effect.

Rel Sales Rep (related sales representative) Enter a code to designate whether the system calculates commissions using invoice amount or gross margin.

L/O Code (line/order code) Enter *O* to base commissions on order totals or *L* to base commissions on line amounts.

Related Comm Percent (related commission percent) Enter the percent of the sale for which a related salesperson is responsible. A related salesperson is any salesperson in a designated (related) sales group.

For a given group, the percent of the sale does not have to equal 100 percent.

Setting Up Branch Sales Markups

This section provides an overview of branch sales markups and discusses how to set up branch sales markups.

Understanding Branch Sales Markups

You use branch sales markups to set up the additional costs that are associated with an interbranch sales order. You enter an interbranch sales order to fill a sales order from a different branch/plant than where you placed the order. For example, if the company sells from one location but fills and ships orders from another location, such as a central supply warehouse, you can ship the order from the central supply warehouse directly to the customer.

Companies can apply additional costs to interbranch sales. The additional costs that you set in the Branch Transfer Markup program (P3403) are the amounts that the branch/plant charges in addition to the base price.

You can use the Branch Transfer Markup program to set the markup amount for any interbranch sales order. You can also define the relationship between the selling branch/plant and the supplying branch/plant. For example, if you are setting up the branch sales markup table from the perspective of a central supply warehouse, you can define the amount that you charge every location that places an order.

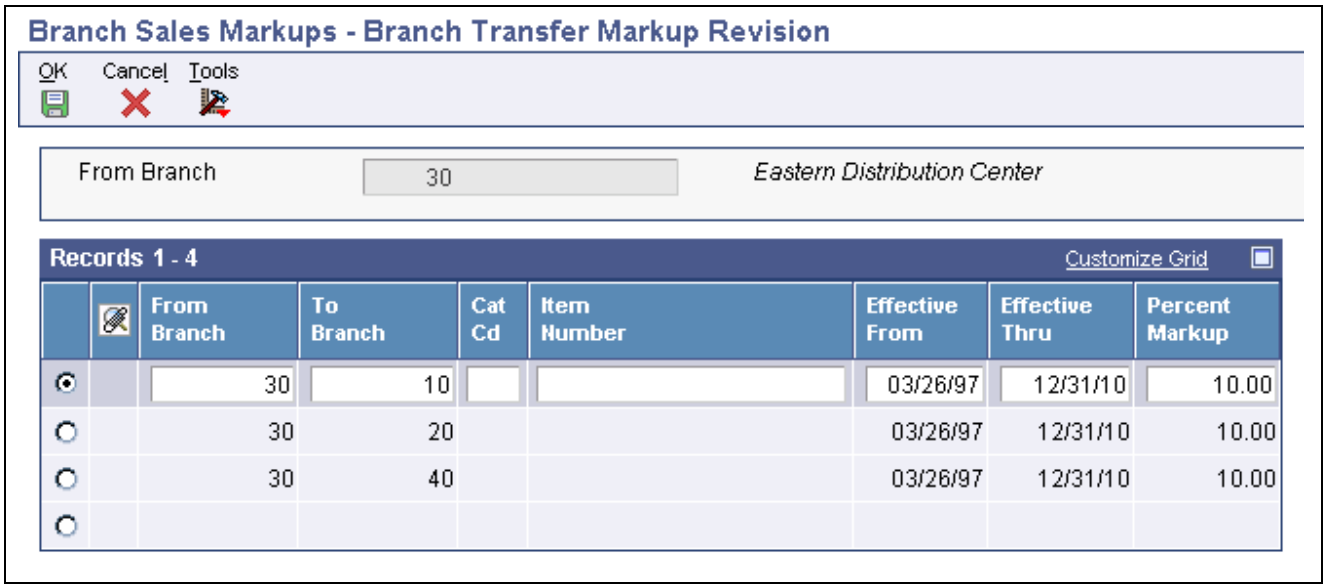
You can also set markup amounts that are specific to either an item or an item group. For example, any time you fill an order that contains an item with an additional markup amount, the system adds the markup amount for that item to the order total. Or, any time that you fill an order that contains an item from a specific group, the system adds the markup amount for the group. You cannot set a markup for both an item and a markup for a group that includes the item.

Forms Used to Set Up Branch Sales Markups

Form Name	FormID	Navigation	Usage
Work With Branch Transfer Markup	W3403C	Sales Order Management Setup (G4241), Branch Sales Markups	Review and select branch transfer markup records.
Branch Transfer Markup Revision	W3403A	Select a branch to revise and click OK on Branch Transfer Markup Revision.	Add and revise branch transfer markup records.

Setting Up Branch Sales Markups

Access the Branch Transfer Markup Revision form.



Branch Transfer Markup Revision form

From Branch Enter 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.

To Branch Enter an accounting entity, such as a profit center, department, warehouse location, job, project, work center, and so on, required for management reporting.

Effective From Enter a date that indicates when a branch transfer markup goes into effect. The default date is the current system date. You can enter future effective dates to plan for upcoming changes.

Effective Thru (effective through) Enter a date that indicates when a branch transfer markup is no longer in effect. The default date is December 31 of the default year that is defined in the data dictionary for the Century Change Year field. You can enter future effective dates to plan for upcoming changes.

Percent Markup Enter the percent the cost is to be marked up when the item is transferred from one branch to another.

Defining Flexible Account Numbers

This section provides an overview of flexible account numbers, lists prerequisites, and discusses how to define flexible account numbers.

Understanding Flexible Account Numbers

You use flexible sales accounting to create a flexible format for account numbers in the chart of accounts. Flexible account numbers use the standard PeopleSoft EnterpriseOne format, which has three segments:

- Business unit
- Object
- Subsidiary

The account number is displayed as *Business Unit.Object.Subsidiary*. The flexible format lets you customize each segment of the account number.

For example, you might use a format that includes more information, such as, salesperson, branch, sales territory, and other address book category codes. Or, you can set up the structure of the flexible account number based on how you track the performance of items and customers through sales detail and the general ledger.

The standard account structure is formatted with these segments:

- Business unit
- Object account
- Subsidiary account
- Subledger

Flexible format accounts have the same segments. The length of all segments cannot exceed 34 characters. Each segment of the flexible format account has a character limit:

- Business unit: 12 characters.
- Object account: 6 characters.
- Subsidiary account: 8 characters.
- Subledger: 8 characters.

To create a flexible account number, you define one or more of these segments. Each of these fields is hard-coded in UDC table 40/DI. You can view valid fields on Flexible Sales Accounting. To do this, you associate one or more pieces of information with each segment. Each piece of information is associated with a field and is stored in a table. The tables are different for each application.

To associate information with a segment, you must know the data item name, or alias, that is associated with the corresponding field in the table.

Note. To use a field that is not included in these tables, you must develop custom programming.

You cannot define an object segment. You must define the object account through automatic accounting instructions (AAIs).

The subledger account is not visible online, but is stored in the Account Ledger table (F0911).

You activate flexible sales accounting through the processing options for the Sales Update program.

Before you create a flexible account number, consider these points:

- Use a consistent account structure.

  You must use the same account structure for all companies and all business units in the organization. This is necessary for multicompany consolidations and automated intercompany settlements.

If you use flexible accounting in PeopleSoft EnterpriseOne Financial Management, the business unit and subsidiary account that you define through distribution flexible sales accounting must have the same number of characters as the business unit and subsidiary account that you define through financial flexible accounting.

- Define one subledger per account.

  You can define only one subledger type for each account. It is important that you review the account structure before you set up flexible accounts to determine how you will use subledgers.

Example: Flexible Account Number

A pharmaceutical company sells its products nationwide to hospitals and pharmacies. It also sells nonprescription products to retail outlets.

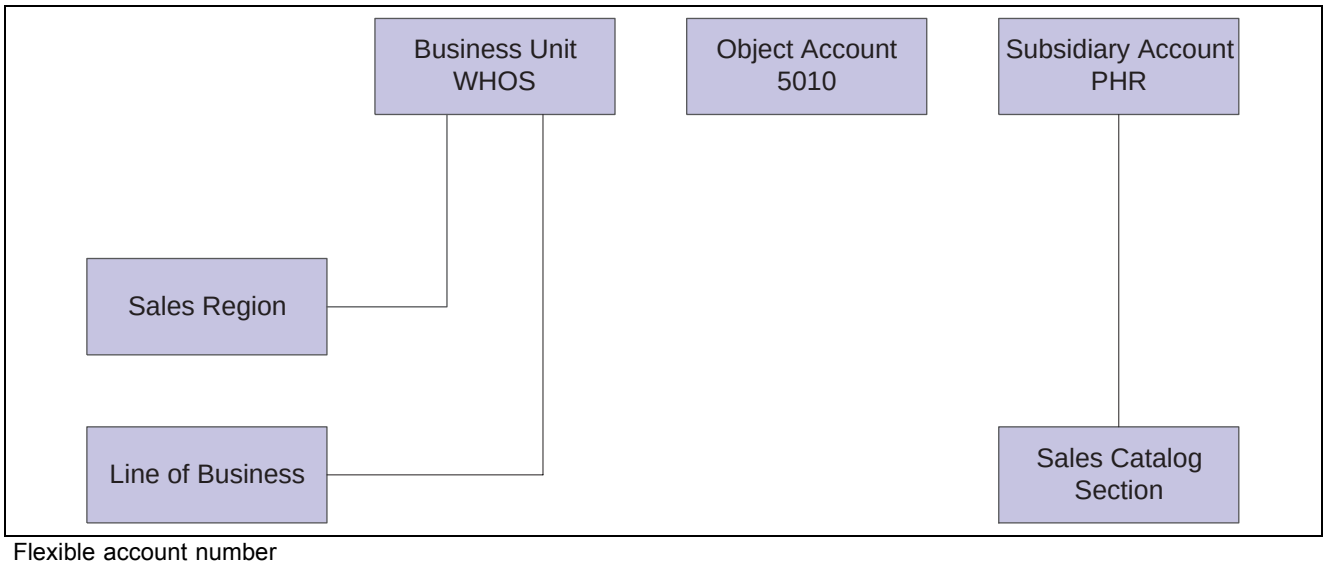
The company tracks sales by region of the country, hospital versus retail pharmacies, and pharmacy (prescription) versus over-the-counter (nonprescription) sales. The company can direct the sales, cost of goods sold, and inventory charges to accounts that are made up of different combinations of these three categories to track their sales information.

The company could define the flexible account number as:

- Business unit, in two segments:
  - Address book category code, such as sales region (for example, *W* for *West*).
  - Address book category code, such as line of business (for example, *HOS* for *hospital* or *RET* for *retail*).
- General ledger object account from the AAI, such as *5010*.
- Subsidiary account, in one segment (optional).

  Item master reporting code, such as sales catalog section (for example, *PHR* for *pharmacy* or *OTC* for *over the counter*).

This diagram illustrates that the revenue when a hospital buys a prescription drug for its pharmacy goes to the WHOS.5010.PHR account:



Flexible account number

Base Sales Order Management AAIs

You can define a flexible account number only for these base sales order management AAI tables:

- 4220 (Cost of Goods Sold).

- 4230 (Sales).
- 4240 (Inventory).
- 4250 (Sales Tax Payable).

When the system searches for an account for these AAIs, it searches the Sales Flex Accounting table (F4096) in this order:

1. The system checks for a flexible account number that has been defined for a specific AAI and a specific company.
2. If no account has been defined for a specific AAI and a specific company, the system checks for an account that has been defined for a specific AAI and company 00000.

Advanced Pricing AAIs

You can define a flexible account number for only these advanced pricing AAI tables:

- 4270 (Adjustments)
- 4280 (Accruals)

When the system searches for an account for these AAIs, it searches the F4096 table in this order:

1. The system checks for a flexible account number that has been defined for a specific AAI, a specific company, and an adjustment name.
2. If no account has been defined for a specific AAI, a specific company, and an adjustment name, the system checks for a flexible account number that has been defined for a specific AAI and a specific company.
3. If no account has been defined for a specific AAI and a specific company, the system checks for a flexible account number that has been defined for a specific AAI, company 00000, and an adjustment name.
4. If no account has been defined for a specific AAI, company 00000, and an adjustment name, the system checks for a flexible account number that has been defined for a specific AAI and company 00000.

Locating Account Information from the AAI

When you process a transaction that requires the system to record information to the general ledger, it searches for each part of the flexible account number. This table describes the search hierarchies:

Account Segment	Search Hierarchy
Business Unit	To locate the business unit, the system: • Searches for the business unit in the AAI. • If no business unit has been defined in the AAI, the system uses the flexible format business unit you define. • If no flexible format business unit exists, the system uses the business unit that you specify through the processing options of the sales update program.

Account Segment	Search Hierarchy
Subsidiary Account	To locate the subsidiary account, the system: • Searches for a subsidiary account that has been defined in the AAI. • If no subsidiary account has been defined in the AAI, the system uses the flexible format subsidiary account that you define.
Subledger	To locate the subledger, the system: • Searches for the subledger account that you specified in sales order detail. • If no subledger account has been specified in sales order detail, the system uses the flexible format subledger account that you define. • If no flexible format subledger account exists, the system uses the subledger that you specify through the processing options of the sales update program.

If you have set up the appropriate processing options in the Sales Update program, the system searches for flexible account information.

Prerequisites

Before you complete the tasks in this section:

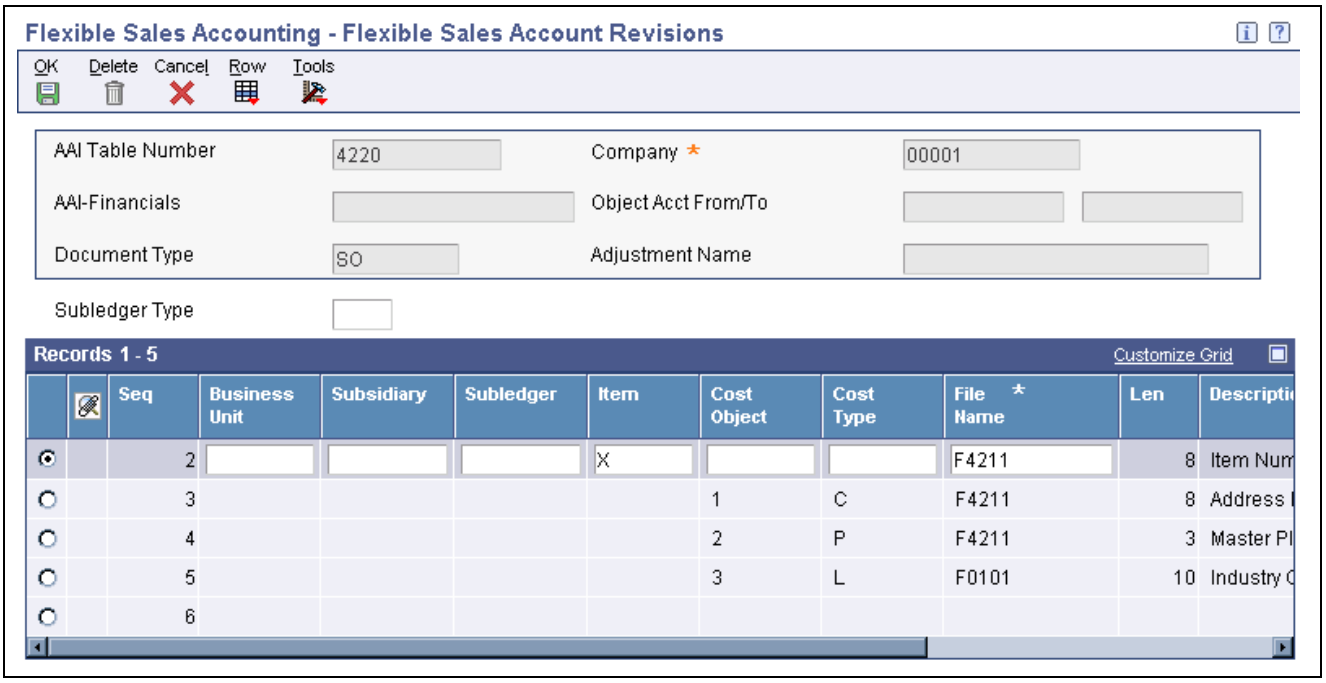
- Determine the information that you want to associate with each segment of the account number.
- Define AAIs with object account information only.

Forms Used to Define Flexible Account Numbers

Form Name	FormID	Navigation	Usage
Work With Flexible Sales Accounts	W40296A	Sales Order Management Setup (G4241), Flexible Sales Accounting	Review and select flexible account number records.
Flexible Sales Account Revisions	W40296C	Click Add on Work With Flexible Sales Accounts.	Add and revise flexible account number records.

Setting Up a Flexible Account Number

Access the Flexible Sales Account Revisions form.



Flexible Sales Account Revisions form

Item Enter an *X* in the item column to associate a flex rule with the item subledger.

Setting Up Order Templates

This section provides an overview of order templates, lists prerequisites, and discusses how to:

- Create a standard template.
- Create a system-generated template.
- Set processing options for the Customer Template Revisions program (P4015).
- Set processing options for the Customer History Template Rebuild program (R42815).

Understanding Order Templates

You create and assign order templates to speed up the order entry process. A template contains information about frequently ordered items.

A standard template applies to all customers. For example, you might want to create an *Office* template that lists the most frequently ordered office supplies. Or, you could identify a standard template that lists all of the most frequently ordered items, regardless of their classification.

You should regularly update existing order templates to ensure that the order entry process remains accurate and efficient. For example, you might need to change the quantities or sequences on an existing template.

After a customer has an established ordering history, you can automatically create order templates. The Customer History Template Rebuild program is a standard PeopleSoft EnterpriseOne batch program. After you have entered orders for a customer and run the Sales Update program, the system creates a record of the customer's ordering history in the Sales Order History file (F42119). You can identify the appropriate data selection criteria and run the Customer History Template Rebuild program to:

- Create a standard template based on sales history.
- Update a template based on current sales patterns.

Standard Templates

You create a template for frequently ordered items to speed the order entry process. You can create a standard template that applies to all customers and assign it to display every time you enter an order. You can create as many standard templates as you need. If you enter a template name in the processing options for Sales Order Entry, the system displays the template that is specified in the processing options each time you enter an order.

You assign one standard template to a customer through Customer Master. This template appears each time you enter an order for the customer. A customer-specific template contains the customer's address book number and includes only that customers most frequently ordered items and quantities. You can create multiple templates for a customer, or you can use the same template for more than one customer.

You can access any templates during sales order entry and select one that is appropriate to the customers needs.

Maintaining Templates

To ensure the accuracy and efficiency of the order entry process, you should maintain current templates. You can change the items, quantities, or sequences on any existing template at any time.

Prerequisites

Before you complete the tasks in this section:

- Create a UDC (40/OT) name for all templates.
- Verify that orders exist for the customer in the F42119 table.

Forms Used to Create Order Templates

Form Name	FormID	Navigation	Usage
Work With Available Order Templates	W4015A	Sales Order Advanced & Technical Ops (operations) (G4231), Customer Template Revisions	Review and select order templates.
Order Template Revisions	W4015B	Click Add on Work With Available Order Templates.	Add and revise order templates.
Work With Sales Order History	W40215E	Select Order History from the Form menu on Order Template Revisions.	Copy the details from a sales order to use on the template by selecting the sales order. **Note.** The order format processing option must be set to 1 (Sold To) or 2 (Ship To) or the system displays the Work With Purchase Order History form.

Creating a Standard Template

Access the Order Template Revisions form.

Usual Quantity Enter the quantity that is usually ordered.

Seq No. (sequence number) Enter the sequence by which individual lines are displayed on the template.

Creating a System-Generated Template

Select Sales Order Advanced & Technical Ops menu (G4231), Customer Template Rebuild.

You can use the Customer History Template Rebuild program to automate the process of creating templates. Customer History Template Rebuild is a batch program that creates a template from a customer's established ordering history.

Setting Processing Options for the Customer History Template Rebuild Program (R42815)

Use these processing options to define how the system processes data.

Process 1

These processing options specify the order template, sequencing, number of lines, and effectivity dates used when running the Customer Template Rebuild program.

1. Enter Order Template to be created. Specify a UDC (40/OT) that identifies a list of items that you frequently order. The item groups are often based on the product type, such as fuels, lubricants, and packaged goods.

2. Enter template sequence selection. Enter *1* for version sequence or *2* for most frequently ordered.

3. Enter maximum number of lines. Specify a maximum number of lines to include. If you leave this option blank, the system includes all lines.

4. Enter minimum number of lines. Specify the minimum number of lines to include. If you leave this option blank, the system includes all lines.

5. Effective From Date. (Optional) Specify the date from which the template is active or effective. If you leave this option blank, the system date is used.

6. Effective Thru Date. (Optional) Specify the date through which the template is active, or effective. If you leave this option blank, the system does not populate it.

Process 2

These processing options specify whether the Sold To or Ship To address number is used on the order template.

1. Order Template Address Selection for Sold To and Ship To Enter *1* for Sold To or *2* for Ship To.

2. Average Quantity in Usual Quantity Enter *1* to use the value in the Average Quantity in the Usual Quantity field.

Setting Processing Options for Customer Template Revisions Program (P4015)

Use these processing options to display default values and specify versions.

Display

These processing options specify the default order template and the customer self-service mode.

1. Desired format for order templates

Specify whether the system displays the address book field for the sold to, ship to, supplier, or user in the header. Values are:

1: Sold To

2: Ship To

3: Supplier

4: User

2. Customer Self-Service Mode

Specify whether the system uses the standard processing or the customer self-service mode. Values are:

Blank: Standard processing.

1: Customer self-service mode for Java/HTML.

2: Customer self-service mode for Windows.

Versions

These processing options control which version the system uses when you call the programs from the Order Template Revisions program.

1. Customer Service Inquiry (P4210)

Specify the version for Customer Service Inquiry (P4210). If you leave this processing option blank, the system uses ZJDE0001.

2. Open Purchase Orders (P4310)

Specify the version for Open Purchase Orders (P4310). If you leave this processing option blank, the system uses ZJDE0001.

Setting Up Order Hold Information

This section provides overviews of order hold information, assigning hold codes to orders, and assigning hold codes to customer billing instructions and discusses how to set up order hold codes.

Understanding Order Hold Information

You can put an order on hold to prevent the order from being processed. You might want to do this because the order:

- Does not meet the minimum order amount.
- Exceeds the customer's credit limit.
- Does not meet or exceeds the sales margin.
- Is for an inactive customer.

You can define the conditions that the system uses to place orders on hold and attach those conditions to a hold code. For example, you can define minimum and maximum order values. If the total order amount is not within this range, the system assigns the hold code to the order to place the order on hold and stop further processing.

You can also define sales margin and credit holds. Based on this information, the system places an order on hold if the order or order line does not meet the sales margin. The system also places an order on hold if the order exceeds the customer's credit limit.

See Chapter 11, "Holding, Releasing, and Reviewing Orders," Releasing Held Orders, page 00.

Order Hold Codes

You can set up order hold information that the system uses to place orders on hold. The system applies this information if you set the appropriate processing options for the Sales Order Entry program.

Additionally, you can use hold codes in conjunction with the Product Allocation preference. This way, you can restrict the amount of an item or item group that a customer or customer group can purchase.

You must set up the Product Allocation preference in the Preference Master program (P40070), and activate the preference through the Preference Processing Options program (R40400). In the Order Hold Constants program (P42090), you set up the hold code (UDC 42/HC) and define the hold information. In the processing options for Sales Order Entry you must enter the product allocation hold code to activate order hold processing at the line level and then activate preference profile processing.

See Chapter 22, "Setting Up Preferences," Product Allocation Preference, page 00.

Order Hold Codes for Minimum and Maximum Order Amounts

You can set minimum and maximum order amounts that the customer must order before the system advances the order through the processing cycle. For example, you might offer the customer a trade discount if the customer orders a minimum amount.

You define a range between the minimum and maximum order amounts in the billing instructions for the customer master record or you can define a minimum or maximum amount. Then, you set up hold codes for the system to compare the order or line amount against the values that you defined on the customer master record.

To set up order checking for a range of amounts, enter the hold code in the Order Minimum Value Check and Order Maximum Value Check processing options, on the Order Holds tab of the sales order entry program. This amount is compared to the Order Total. If the order amount is not within the range defined, the system displays an error message and does not process the order.

Order Hold Codes for Credit Checking

You can set up a credit hold code to automatically compare the credit limit that you set up on the customer master record against the order and any outstanding balances in accounts receivable. For example, you can set a customer's credit limit to 1,000 USD. If the customer has an accounts receivable balance of 100 USD, the order must be 900 USD or less or the system will place the order on hold.

You can also specify a hold based on the percentage of the outstanding balance in accounts receivables. You must specify aging periods, such as 0 to 30 days or 31 to 60 days, to verify balance information. If you specify 31 to 60 days, the system does not include balance information from the first period in its comparison.

For example, a customer has a total accounts receivable balance of 6,000 USD; 5,000 USD in the 0- to 30-day period and 1,000 USD in the 31- to 60-day period. You set up a hold based on the percentage of the outstanding balance to be 20 percent of the total accounts receivable balance. You specify the 31- to 60-day aging period for the system to compare against the allowable percentage. Based on this information, the maximum allowable outstanding balance for the 31- to 60-day period is 1,200 USD. With an outstanding balance of 1,000 USD in the 31- to 60-day aging period, this customer would pass a credit check.

You set up the order code for credit checking by entering the hold code in the Customer Credit Check processing option, located on the Order Holds tab, for the Sales Order Entry program.

Order Hold Codes for Inactive Customers

You can set up a hold code for inactive customers (for example, customers to whom you no longer sell to, who have filed bankruptcy, or to whom you sell to infrequently). You can set up an inactive hold code to automatically prevent the order from being processed for inactive customers. You can also set up an inactive hold code to display an error message for orders for infrequent customers.

Note. This type of order hold applies to the entire order. The system does not place order detail lines on hold, but rather places the entire order on hold.

After you set up the hold code (42/HC) for inactive customers, you must set the Search Type field to a user defined inactive customer type on the Address Book tab in the Address Book Revisions program. Additionally, you must set the Inactive Customer Hold processing option and enter the search type in the Inactive Customer Search Type processing option on the Order Holds tab in Sales Orders Entry.

If you select the option Use Customer Set in the branch plant constants and you enter an inactive customer on an order, the system displays a warning but does not place the order on hold.

See *PeopleSoft EnterpriseOne Address Book 8.11 SP1 PeopleBook*, "Entering Address Book Records".

After you set up the hold codes 42/HC and 00/CM for infrequent customers, you must enter these values in the Inactive Customer processing options on the Order Holds tab in PeopleSoft EnterpriseOne Sales Orders Entry. When you enter an order for an infrequent customer and the system places the order on hold, you can process the order with the appropriate approvals.

Order Hold Codes for Margin Checking

You can set up a hold code to verify that all sales orders or sales order detail lines meet any margin that you specify.

The system uses this equation to calculate margin:

(Price – Cost) ÷ Price = Margin

For example, if you purchase an item for .42 USD and sell it for 1.00 USD, the calculation is:

(1 – .42) ÷ 1 = .58 or 58 percent

You can set up a hold code that verifies the sales margin percentage of a detail line or an entire order. If you set up a hold code that compares the sales margin to detail lines in the sales order, the system verifies that each detail line is between the minimum and maximum margins that you specify. For example, if the sales margin is between 25 percent and 27 percent, but the margin for one item is 28 percent, the system places the order on hold.

You can set up hold code information that verifies the sales margin of the order total. The system verifies that the order total meets the minimum and maximum margins that you specify. For example, if the sales margin is between 25 percent and 27 percent, and the margin for one item is 28 percent, but the margin for the order total is 25 percent, the system does not place the order on hold.

You set up the order code for margin checking by entering the hold code in the Order Margin Check or Order Line Margin Check processing option, located on the Order Holds tab, for the Sales Order Entry program (P4210 or P42101).

Order Hold Codes for Partial Order Holds

You can set up a hold code so that if quantity is not available to complete an order detail line, the system places the entire order on hold until the quantity is available. Use this order hold when backorders and partial shipments are allowed. You must set the activate availability checking processing option in the Sales Order Entry program.

If the system does not have the quantity available to fill an order detail line, the system backorders or cancels available quantities based on backorder information in the Customer Billing program (P03013).

If the customer does not allow backorders, the system cancels the order detail line. With a partial order hold, the system holds the order detail line until quantity is available. If the customer does not allow backorders, but does allow partial orders or line shipments, you can set up a partial order hold so that the system does not cancel the order detail line.

A partial order hold is a hold in which there is not enough quantity to fill an order detail line, but the customer does allow partial orders. A partial order hold is not a backorder, you can release a partial order hold at any time, whereas you can only release a backorder when quantity for an order detail line is available.

You set up the order code for partial order hold by entering the hold code in the Partial Order Hold processing option, located on the Order Holds tab, for the Sales Order Entry program.

Order Hold Codes for Prepayments

You can set up order hold information that the system uses to place orders on hold. The system applies this information if you set the appropriate processing options for the Sales Order Entry program. It is recommended that you define these hold codes for prepayment transactions:

- Settlement holds, identified by hold code CS.
- Authorization holds, identified by hold code CA.

See Chapter 16, “Processing Prepayments,” page 00.

See Also

Chapter 4, “Setting Up Customer-Related Information,” Setting Up Customer Billing Instructions, page 00

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

Understanding the Assignment of Hold Codes to Orders

You must specify hold codes in the sales order entry processing options to activate hold codes. The system automatically compares the information in the order, such as accounts receivable information, order and line margin percentages, and partial orders, against every order. To exempt specific customers from credit checking, you must activate the Exempt from Credit Hold option in the Customer Billing Instructions program. If the system places an order on hold, you must release all orders in the Held Order Release program (P43070).

Additionally, you can manually enter a hold code in the order heading information. A value in the hold code field prevents the system from processing that specific order.

If you have activated the workflow process, JDESOENTRY, the system processes the order through order hold checking. After you click OK to accept the order, the system checks the processing options for hold codes and compares the order against the order hold information.

If the system puts the order on hold, an action message is sent to the address book number that is defined in the hold code as the *person responsible*. This message indicates that the order is on hold. The person responsible for releasing the orders can review messages that were sent during the workflow process and access orders-to-release by way of the work center.

See Chapter 8, "Entering Sales Orders," Understanding Sales Order Header Information, page 00.

Understanding the Assignment of Hold Codes to the Customer Billing Instructions

You can specify a hold code in customer billing instructions. The system does not process the customer's orders until the person responsible for reviewing that customer's orders releases the order into the processing cycle.

You can use the Batch Order Holds program (R42642) to update a customer's existing order with the hold code that was entered in customer billing instructions. For example, if you entered an order before you reconciled administrative issues with a customer, you can withdraw the order from the processing cycle by placing the order on hold.

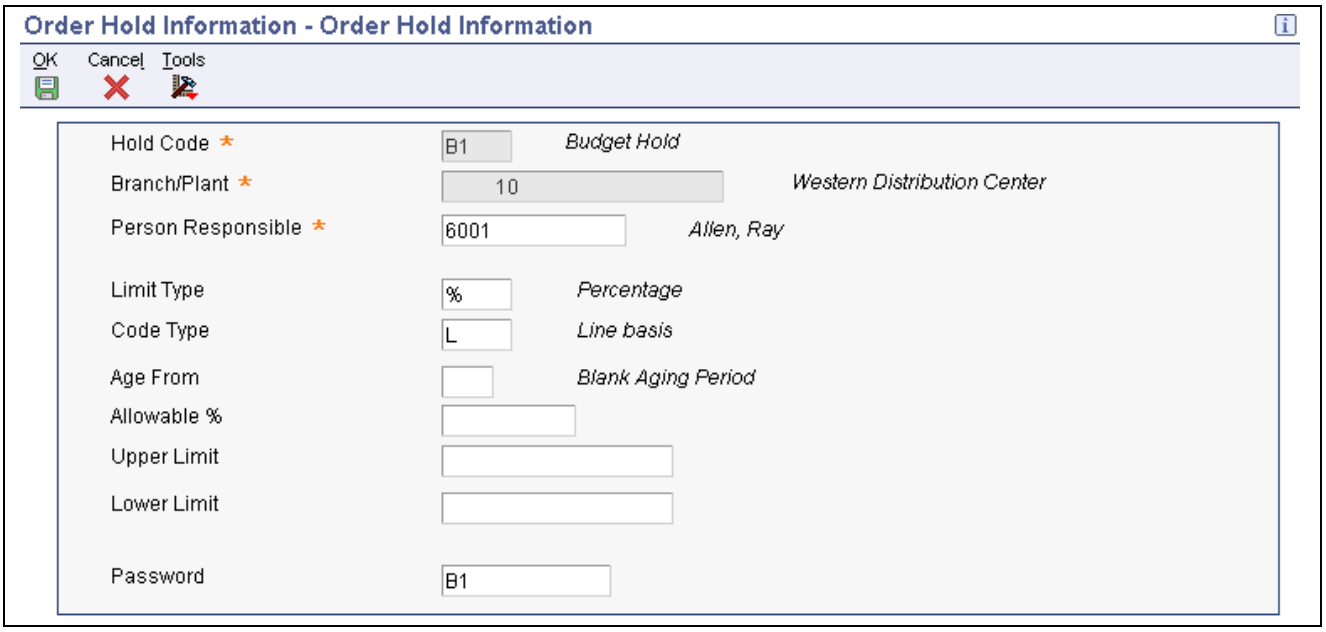
After you set up the hold code in customer billing instructions, you can run the Batch Order Holds program to update a customer's open sales orders. You can run this batch program on an individual customer or all customers with hold code fields that are not blank.

Forms Used to Set Up Order Hold Codes

Form Name	FormID	Navigation	Usage
Work With Hold Order Constants	W42090A	Sales Order Management Setup (G4241), Order Hold Information	Review and select hold order codes.
Order Hold Information	W42090B	Click Add on Work With Hold Order Constants.	Add and revise hold order codes.
Customer Billing Instructions - Work With Customer Master	W03013A	Sales Order Management Setup (G4241), Customer Billing Instructions	Select and review customers.
Customer Billing Instructions - Customer Master Revision	W03013B	On the Customer Billing Instructions - Customer Master Revision form, Credit tab, enter a value in the Temporary Credit Message field and click OK.	Add and revise customer information.

Setting Up Order Hold Codes

Access the Order Hold Information form.



Order Hold Information form

Person Responsible Specify the address book number of the person who is responsible for reviewing and releasing orders placed on hold.

Limit Type Specify whether the limit type is based on an amount or a percentage. Limit type typically applies only on order or line gross margin limits. Values are:

A: Limit is based on an amount

%: Limit is based on a percentage for the order.

Code Type Specify a code to hold an individual line within an order or to hold the entire order. For credit holds, the hold code applies to the whole order. For margin holds, you can apply the hold code to a line or the whole order.

L: Apply a hold to an individual line within an order.

O: Apply a hold to the order as a whole.

Age From Specify a number that designates the aging period the system should use when you specify a credit check based on the aging of the customer's accounts receivable. This is based on the accounts receivable payment setup.

Allowable %(allowable percent) Specify a number to indicate what percentage of total receivables to accept in the column specified in the Age From field. When aging credit checking is used, the Allowable % field is a required entry.

For example, the customer has a total AR balance of 10,000 and 2,500 of that is in the 31- to 60-day column. The Age From value is *3* (31 to 60 days) and the Acceptable % value is *10* (10 percent). Therefore, this customer could have as much as 1,000 (10,000 × 10 percent) in columns 3 through 6 and still pass this credit check.

Upper Limit Specify a number that indicates the upper limit of acceptable margin percentages or amounts. Use this code to establish a maximum gross margin percentage or amount for an order or an individual order line.

Lower Limit Specify a number that indicates the lower limit of acceptable margin percentages or amounts. You can establish a minimum gross margin percentage or amount for an order or for an individual order line.

Setting Up Self-Service Information for Sales Order Management

This section provides overviews of self-service setup, security issues, processing option setup, and product hierarchy for self-service and discusses how to:

- Set up product hierarchies.
- Set processing options for the Item Hierarchy program (P4101H).

Understanding Self-Service Setup for Customers and Suppliers

Before customers and suppliers can use self-service to access information, you must provide a method for them to:

- Access item information.
- Review account information.
- Review existing orders and shipments.
- Access product and warranty information.
- Review information about existing calls.
- Review service orders.

When you set up user profiles for customers and suppliers, you can limit their access to only the self-service menus, based on their user IDs. Customers and suppliers cannot use self-service to add or modify address book, customer master, or supplier master information.

Understanding Security Issues

After you set up address book and master records for customers and suppliers, you must set up user profiles to limit customers' and suppliers' access to the system. Customers and suppliers must have profiles before they can log on to any self-service applications.

In the user profile, enter this information for a customer or supplier:

- User ID.
- Password.
- Preferences, such as language and localization information.

You must also specify the menu that you want the supplier or customer to be able to access. Suppliers and customers can access only the programs that are on the menu that you specify in the user profiles. Specify one of these menus, depending on the type of user:

- Daily Customer Self-Service Processing (G1715), for customers who need access to self-service programs in Service Management.

- Customer Self-Service (G42314), for customers who need access to self-service programs in Sales Order Management.
- Supplier Self-Service (G43S11), for suppliers who need access to self-service programs in Procurement.

When a customer or supplier enters information using self-service programs, the system stores product selections and other information in a memory cache file. The customer or supplier can move between programs and the cache file retains the current contents of the order or quote.

See Also

PeopleSoft EnterpriseOne Tools 8.94 System Administration PeopleBook

Understanding Processing Options for Customer Self-Service

To enable customers to use self-service to enter and review orders and account information, you must activate the customer self-service processing options for these programs:

- Sales Order Entry (P4210 and P42101)
- Customer Ledger Inquiry (P03B2002)
- Item Availability (P41202)

If you use Transportation Management, activate the customer self-service processing options for these programs:

- Shipment Tracking (P4947)
- Work with Shipments (P4915)
- Work With Loads (P4960)

The system displays only those fields that are useful to customers. It hides fields that are confidential.

Understanding Product Hierarchy Setup for Self-Service Order Entry

When customers access the system using self-service, you can allow them to view products by group and hierarchy. By assigning items to product groups and hierarchies, you relieve the customers from having to scroll through a complete list of the inventory.

You define a product group by selecting a category code from either the F4101 table or the F4102 table. Items that have the same assigned category code belong to a group. For example, a bicycle manufacturer might create a group called *Bikes* that contains subgroups for mountain bikes, road bikes, and so on. The system assigns hierarchies based on the sequence number and the parent directory that you specify. For example, the group *Bikes* would have a higher sequence number than the group *Mountain Bikes*. The resulting tree-like structure can have any number of levels.

If you have defined item restrictions for a customer in the Customer Master program, that customer is not able to view the restricted items, although the items remain part of the product groups and hierarchies that you assign.

Prerequisites

Before you complete the tasks in this section:

- Verify that you have set up customers in the address book.

- Verify that you have set up customer master records for customers.
- Assign a branch/plant and default location to each customer.

  When customers inquire on products, pricing, and availability, the system retrieves the information based on the branch/plant that you assign to the customer's user ID.

  See *PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*, "Setting Up the Inventory Management System," Setting Up Default Location Information.
- If you are using Transportation Management, set up routing entries to include self-service routing options.

  See *PeopleSoft EnterpriseOne Transportation Management 8.11 SP1 PeopleBook*, "Setting Up Routes," Setting Up Routing Entries.

Forms Used to Set Up Product Hierarchies

Form Name	FormID	Navigation	Usage
Product Hierarchy Maintenance	W4101HD	Sales Order Management Setup (G4241), Item Hierarchy Manager	Review and select product hierarchy groups.
Product Hierarchy Revisions	W4101HE	Click Add on Product Hierarchy Maintenance.	Add and revise product hierarchies.
Directory Search	W4101HF	Select Parent Directory from the Form menu on Product Hierarchy Revisions.	Locate and select a parent hierarchy.

Setting Up Product Hierarchies

Access the Product Hierarchy Revisions form.

Structure Type Specify the structure type that the system uses when creating the product hierarchy. Structure Type is a UDC (01/TS) that identifies a type of organizational structure that has its own hierarchy in the Address Book system.

Sequence Number Specify a sequence number to identify the sequential order within a group.

Category Code Specify a field from either the F4101 or the F4102 table from which the system retrieves values and creates groups. This is the lowest level in the product hierarchy that contains actual items. For example, you can point to the fourth sales category code field on the item master by entering *SRP4* in this field.

User Defined Code Specify a value in the UDC table referenced in the category code field. For example, if you enter category code SRP4, the system retrieves values from UDC 41/S4.

Parent Directory Select a value using the Form menu to access the Directory Search form.

Setting Processing Options for the Item Hierarchy Program (P4101H)

Use these processing options to set default values and define how the system processes data.

Defaults

These processing options specify the default value that the system used for the structure type and the version of sales order entry called from this program.

Structure Type Enter a code (UDC 01/TS) that identifies a type of organizational structure that has its own hierarchy in the Address Book system (for example, email). When you create a parent/child relationship for Accounts Receivable, the structure type must be blank.

SO Entry Version (P4210)sales order entry version (P4210) Enter a version of the sales order entry program that the system uses.

Process

These processing options control whether the system performs item restriction checking, availability checking, and which table to use when referencing category codes.

1. Item Restrictions (1/0) Specify whether the system performs item restriction checking to determine if an item can be sold to the customer. Values are:

Blank: Do not perform item restriction checking.

1: Check for item restrictions.

2. Check Availability (1/0) Specify whether the system performs availability checking for each ordered item.

Blank: Do not perform availability checking.

1: Perform availability checking.

3. Item File Specify whether the system uses the item master or item branch table when referencing category codes.

Blank: Use the F4101 table.

1: Use the F4102 table.

See Also

PeopleSoft EnterpriseOne Customer Self Service 8.11 SP1 PeopleBook, "Working with Orders"

CHAPTER 4

Setting Up Customer-Related Information

This chapter provides an overview of customer-related information and discusses how to:

- Set up related addresses.
- Set up customer billing instructions.
- Convert customer limit amounts.
- Set up date-sensitive customer sets.

Understanding Customer-Related Information

Because each customer has different needs, you can define information to ensure that transactions are processed correctly, according to the needs and specifications of each customer. The Sales Order Management system uses these types of customer-related information:

- Related address information.

  Many organizations have multiple addresses. When you enter sales orders, you must specify the address to which the invoice is sent, as well as the address to which the products are sent. You use related addresses to track all of a customer's address information.

- Customer billing instructions.

  Before you process sales orders, you must set up default customer billing information. Customer billing information includes bill-to and ship-to address information, freight and delivery information, item restrictions, commission information, and credit information.

  For example, if a customer wants you to bill the parent company for items that are shipped to several branch offices, you can specify this information in the customer billing instructions. The system retrieves this default information every time that you enter an order for this customer.

- Customer limit amounts.

  You can convert customer limit amounts from one currency to another, and round the values to a specified amount, using the Euro Address Book Conversion program (R8903012E). This program converts customer currency codes and address book amounts from one currency to another in the Customer Master Line of Business table (F03012). In Sales Order Management, the address book amounts are the customer minimum and maximum order values and credit limits.

- Date-sensitive customer sets.

Customer sets are collections of entities who are assigned to roles that are associated with sales order processing. When you are entering a sales order and specify the entity for whom the order is created (Sold-To Address) and the entity to whom the order is shipped (Ship-To Address), the system searches for customer sets that contain those same two entities. The system then automatically populates the remaining entities from the customer set (for example, Paid By, Delivered To, Invoiced To, Forwarded To), provided that the date when you are placing the order falls within the effective date and expiration date for the customer set.

Setting Up Related Addresses

This section provides an overview of related addresses and discusses how to:

- Set up related addresses.
- Define the invoicing address.
- Define default address types.

Understanding Related Addresses

When you create a sales order, you must specify the address to which you send the invoice (sold-to address) and the address to which you send the shipment (ship-to address). These two addresses can be different.

You can simplify the process of entering more than one address for a sales order by defining default addresses for each customer. For a given ship-to address, you can define a related sold-to address. For a sold-to address, you can define a related ship-to address. When you enter either address in a sales order, the system automatically fills in the other.

You can also designate other related addresses or a parent address for a customer. For example, a customer might have a parent address to which you send all invoices or at which level you may optionally do credit limit checking, and multiple subsidiary addresses to which you send shipments.

The Address Book Master table (F0101) enables you to maintain information about all the companies and people with whom you do business. For each customer, you define each of these related addresses using the Address Book Revisions program (P01012):

- Ship-To
- Sold-To
- Parent

Note. Sold-to and bill-to are used interchangeably in the Sales Order Management system, and both refer to the customer address to which the invoice is sent.

A related address must have an assigned number from the address book before it can be included on the Address Book Revision form. If no related addresses exist, these fields contain the same address book number that is assigned to the customer.

Defining the Invoicing Address

After you enter related addresses in the address book, you must define the address to which you will send all invoices. You must also enter the parent address here, if you have not entered it in the address book.

Defining Default Address Types

You can simplify the process of entering more than one address for a sales order by defining default address information. You can define which of these address types the system uses as the default value for a customer:

- Bill-to address only (Billing Address Type B).
- Ship-to address only (Billing Address Type S).
- Bill-to and ship-to address (Billing Address Type X).

  The bill-to address is synonymous with the sold-to address.

You can also define a related address in the customer billing instructions. This is the same as the related address in the address book.

Prerequisites

Before you complete the tasks in this section:

- Verify that the customer address and all related addresses have been entered in the F0101 table.

  See *PeopleSoft EnterpriseOne Address Book 8.11 SP1 PeopleBook*, "Entering Address Book Records," Entering Address Book Records.

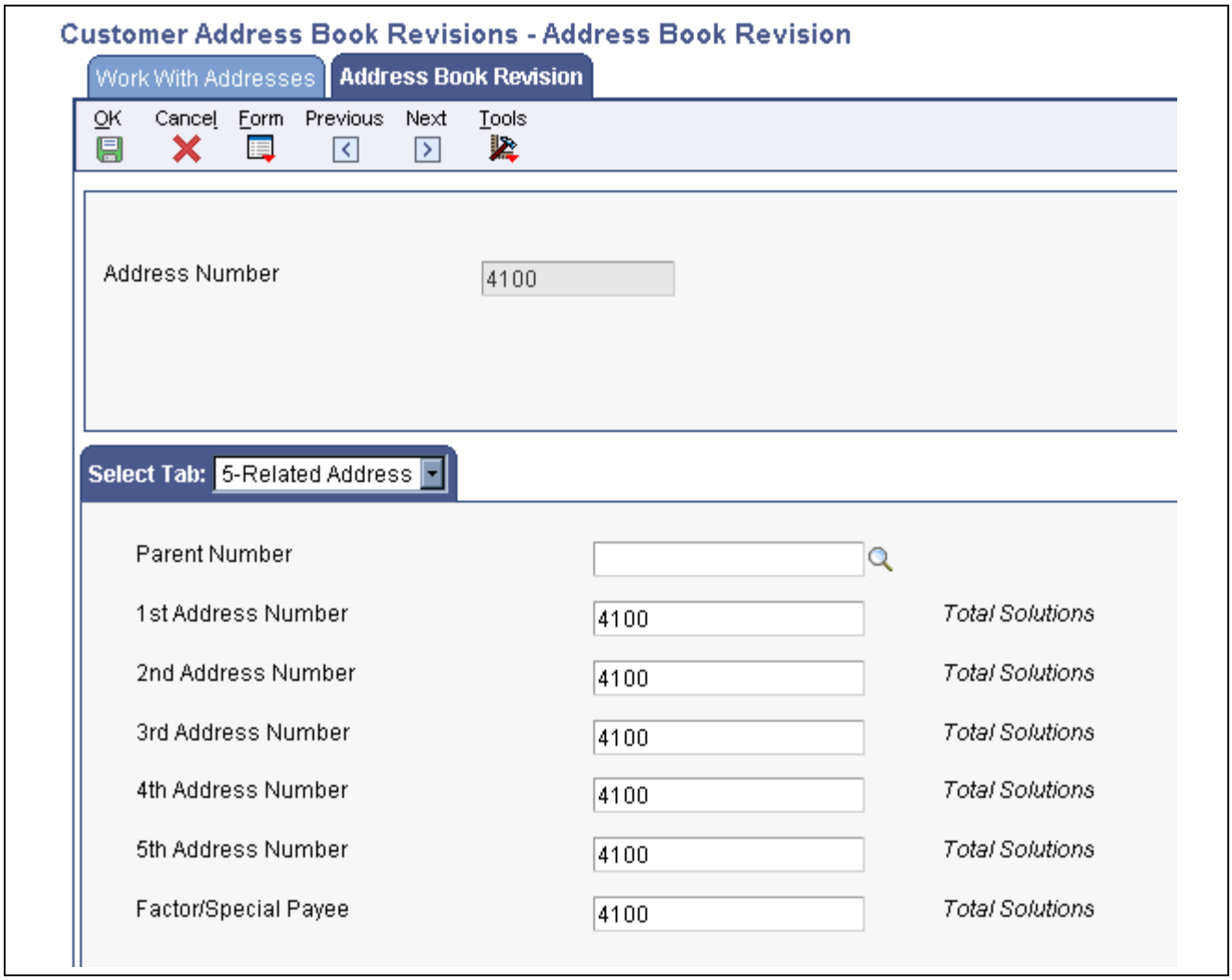
- Verify that the customer has been set up in the F03012 table.

Forms Used to Set Up Related Addresses

Form Name	FormID	Navigation	Usage
Work With Addresses	W01012B	Customer Revisions (G4221), Customer Address Book Revisions	Review and select address book records.
Address Book Revision	W01012A	Select an address book record on Work With Addresses.	Add and revise address book information, specifically the related addresses.
Work With Customer Master	W03013A	Customer Revisions (G4221), Customer Master Information	Review and select customer master records.
Customer Master Revision	W03013B	Select a customer master record on Work With Customer Master.	Add and revise customer master information, specifically the parent number, and complete the Send Invoice To field.
Billing Information	W03013E	Select Billing Information from the Form menu on Customer Master Revision.	Add and revise billing information for the customer.

Setting Up Related Addresses

Access the Address Book Revision form and select the Related Address tab.



Address Book Revision form

Parent Number

Enter the address book number of the parent company. The system uses this number to associate a particular address with a parent company or location. Any value that you enter in this field updates the Address Organization Structure Master table (F0150) for the blank structure type. This address number must exist in the F0101 table for validation purposes. Examples of address book records that would have a parent number include:

- Subsidiaries with parent companies.
- Branches with a home office.
- Job sites with a general contractor.

1st Address Number

Enter an alternate address number in the address book. You can use this field for any secondary business address that relates to the primary address. For example:

- Salesperson
- Law firm
- Accountant

- Securities agent
- Bonding agent

If you leave this field blank on an entry form, the system supplies the primary address from the Address Number field.

Factor/Special Payee Enter a number in the address book that identifies a special payment address for accounts payable.

This number must exist in the F0101 table for validation purposes. If you leave this field blank on an entry form, the system supplies the primary address from the Address Number field.

Defining the Invoicing Address

Access the Customer Master Revision form.

Send Invoice to Enter a code that identifies the billing name and address to print on the invoice. Values are:

C: Customer (AN8)

N: Do not print

PeopleSoft EnterpriseOne Real Estate Management ignores this value; it uses the value of the Print Invoice field from the billing record or lease.

P: Parent (PA8).

R: Payor (PYR).

1: 1st Address Number (AN81).

2: 2nd Address Number (AN82).

3: 3rd Address Number (AN83).

4: 4th Address Number (AN84).

5: Factor Special/Payee (AN85).

6: 5th Address Number (AN86).

Note. With the exception of Payor, which you set up in the customer record in the Alternate Payee field (AYPR), all of these codes correspond to related address information that you set up in the address book record.

If Date Sensitive Customer sets is active and is set up using the Sold-To Address and Ship-To Address combination on a sales order, the value in the Invoiced To field from the customer set setup replaces the value in the Send Invoiced To field from customer billing instructions.

When the system constant for Use Customer Set is on, the Print Invoices program (R42565) reads the Invoiced To, Forwarded To,and Paid By fields from the Sales Order Header table (F4201) for the specified sales order. If no data exists in these fields, the system assumes that no customer sets exist, and the Invoice Print program reads the Send Invoice To field as specified in the billing instructions. The value in the Invoiced To customer replaces the value in the Send Invoice To field the Customer Billing Instructions.

Note. If you have a Who's Who entry that is set up with type code B (for billing), the system overrides the billing name with the entry from the Who's Who record.

Defining Default Address Types

Access the Billing Information form.

Billing Address Type Enter a code to use this address as a sold-to address, a ship-to address, or both. Codes are:

X: Indicates a bill-to and a ship-to address

S: Indicates a ship-to address only.

B: Indicates a bill-to address only.

Related Address Num (related address number) Enter a related address number. Use this in instances where the customer asks us to ship-to a variety of locations across the country, but wants to send all invoices to a single address. In that case, you have an address for each shipping destination. Each address is coded with an S (for ship-to only). The billing instruction record for each of these addresses would, in turn, point to a common related address number. Values 1 through 5 point to one of the five related addresses.

Credit Check Level Enter a code that controls the way the system conducts credit checking. Values are:

P: The credit check is based on the customer's parent number. The system compares the open accounts receivable and open sales orders for the sum of the children and the parent against the credit limit for the parent number. Use this option when a customer with multiple offices or branches wants all credit checking to be reflected in a single account. When performing parent/child credit check, the open order amount in the F03012 table needs to be rolled up for each parent/child and all lines of business, including company 00000.

C or *S:* Check credit against the customer number only. If the user has set up the credit limit at the customer level, and the customer has a line of business, if sales orders are placed against different lines of business, the credit check considers them as one unit.

L: Check credit by line of business. Users should set up the credit limit for each customer and company combination and the credit check process performs against both the Sold-To and Order Company.

Note. Even though credit checking can be conducted at the parent or customer number level, all accounts receivable are posted to the Sold-To customer number (SDAN8 in Sales Order Detail table – F4211) when you run Update Customer Sales program (R42800).

Setting Up Customer Billing Instructions

This section provides an overview of customer billing instructions, lists prerequisites, and discusses how to:

- Set up customer billing information.

- Enter freight and delivery information.
- Enter item restrictions.
- Enter commission information.
- Enter credit information.

Understanding Customer Billing Instructions

Before you process sales orders, you must set up default customer billing information.

Customer billing information includes bill-to and ship-to address information, freight and delivery information, item restrictions, and commission information.

For example, if a customer wants you to bill the parent company for items that are shipped to several branch offices, you can specify this information in the customer billing instructions. The system retrieves this default information every time that you enter an order for this customer.

Credit Information

The pieces of credit information that the Sales Order Management system uses are the ABC rating fields. All other fields on the Credit tab of the Customer Master Revision form are documented in the *PeopleSoft EnterpriseOne Accounts Receivable PeopleBook*.

See *PeopleSoft EnterpriseOne Accounts Receivable 8.11 SP1 PeopleBook*, "Setting Up Credit and Collections Management".

Prerequisites

Before you complete the tasks in this section:

- Verify that address book records exist for customers.
- Verify that you have specified default and related addresses for each customer.

  You must specify the address to which you send the invoice and the address to which you send the shipment.

See Also

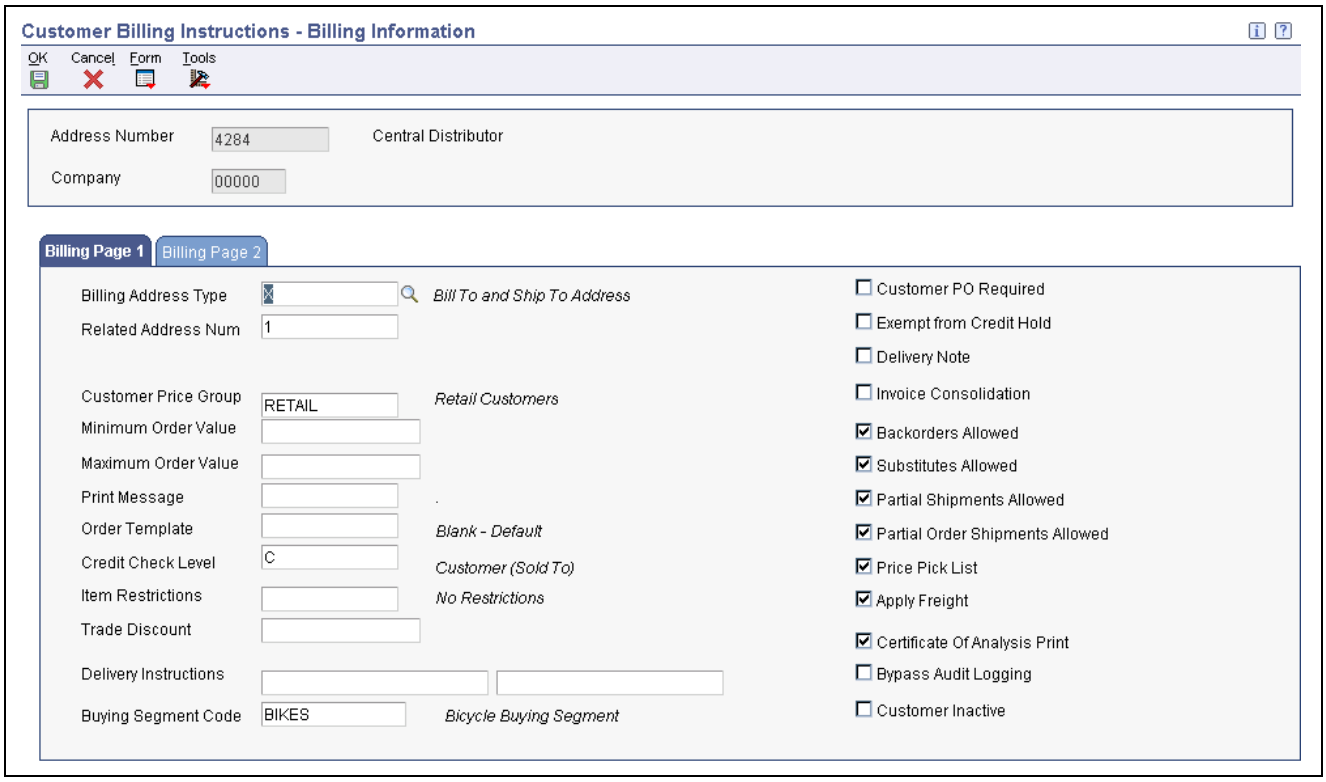
PeopleSoft EnterpriseOne Accounts Receivable 8.11 SP1 PeopleBook, "Setting Up Customer Master Information"

Forms Used to Set Up Customer Billing Instructions

Form Name	FormID	Navigation	Usage
Work With Customer Master	W03013A	Customer Revisions (G4221), Customer Billing Instructions	Review and select customer master records.
Billing Information	W03013E	Select Billing Information from the Form menu on Customer Master Revision.	Add and revise billing information for the customer, and set up freight and delivery information.
Item Restriction Revisions	W40131B	Select Item Restriction from the Form menu on Customer Master Revision.	Add and revise item restrictions. Depending on the value of the Item Restrictions field on the Billing Information form, the system either excludes or includes only the items listed on the Item Restriction Revisions form.
Customer Master Commission Lookup	W42140A	Select Commission Codes from the Form menu on Billing Information.	Add or revise commission information for the sales representative or group.

Setting Up Customer Billing Information

Access the Billing Information form.



Billing Information form

Billing Page 1

Select the Billing Page 1 tab.

Trade Discount Enter a percentage by which the system reduces the price of each item. This is the only discount that is applied. You can override it if you enter a price.

Enter the percentage as a whole number (that is, *5* for five percent).

Maximum Order Value Enter the value above which an order is placed on hold. If you enter an order whose total is more than the maximum order value, the system displays an error message.

This field is maintained as an integer without decimals.

Minimum Order Value Enter the value below which an order is placed on hold. If you enter an order whose total is less than the minimum order value, the system displays an error message.

This field is maintained as an integer without decimals.

Item Restrictions Enter a code that designates whether restrictions have been placed on the sale of items to this customer. Values are:

Blank: There are no restrictions.

I: Specify that the customer can be sold only those items that are set up on the Item Restrictions form.

E: Specify that the customer cannot be sold the items that are set up on the Item Restrictions form.

Customer PO Required (customer purchase order required) Select to indicate that the customer requires that the Customer Purchase Order Number field be completed during sales order entry.

Exempt from Credit Hold Select to indicate if the customer is exempt from credit checking in the Sales Order Processing cycle.

Invoice Consolidation Select to consolidate invoices for a customer.

Backorders Allowed Select to allow backorders for this item. You can allow backorders by item using the Item Master (P4101) or Item Branch/Plant (P41026) programs, by customer using the Customer Billing Instructions program (P03013), or by branch/plant using the Branch/Plant Constants program (P41001).

Substitutes Allowed Select to specify that the customer accepts substitute items.

Price Pick List Select to indicate the price information on the customer's pick list, purchase order, or sales order.

Billing Page 2

Select the Billing Page 2 tab.

Invoice Copies Enter the number of invoice copies that are required by the customer. The system prints the number of invoices specified in this field. The system always prints at least one invoice.

Hold Orders Code Enter the UDC (42/HC) to identify why an order is on hold.

Priority Processing Code Enter a code to handle this customer's orders on a priority basis. Use this value to set up print pick slips so you can print them on a priority basis. This code is assigned from the Customer Billing Instructions.

In addition, the Backorder Print report and automatic batch release program can be sequenced by this code to release those orders with the highest priority first.

Entering Freight and Delivery Information

Access the Billing Information form.

Billing Page 1

Select the Billing Page 1 tab.

Delivery Note Select to specify that the system prints delivery notes for this customer on the invoice.

Partial Shipments Allowed Select to indicate that the customer accepts partial line shipments.

Partial Order Shipments Allowed Select to indicate that the customer accepts multiple partial shipments.

Note. This feature is activated only when adding orders in sales order entry with availability checking on, because sales order entry is the only time that all lines can be grouped together as an order. Availability checking that is performed on pick slips or at shipment confirmation does not guarantee that all lines are together for the order.

Apply Freight Select to specify that the system performs freight calculations during processing.

Delivery Instructions Enter delivery instructions.

Billing Page 2

Select the Billing Page 2 tab.

Freight Handling Code Enter a UDC (42/FR) to designate the method by which supplier shipments are delivered. For example, the supplier could deliver to the company's dock, or you could pick up the shipment at the supplier's dock. You can also use these codes to indicate who has responsibility for freight charges. For example, you can have a code indicating that the customer legally takes possession of goods as soon as they leave the supplier warehouse and is responsible for transportation charges to the destination.

Route Code Enter a UDC (42/RT) that represents the delivery route on which the customer resides. This field is one of several factors that is used by the freight summary facility to calculate potential freight charges for an order.

For picking, enter the route code with the stop and zone codes to group all of the items that are loaded onto a delivery vehicle for a specific route.

Set up a default code for each of these fields on the Customer Billing Instruction form.

Stop Code Enter a UDC (42/SP) that represents the stop on a delivery route. This field is one of several factors that is used by the freight summary facility to calculate potential freight charges for an order.

For picking, enter the stop code with the route and zone codes to group all items that are loaded onto a delivery vehicle for a specific route.

Set up the default code for each of these fields on the Customer Billing Instructions form.

Zone Number Enter a UDC (40/ZN) that represents the delivery area in which the customer resides. This field is one of several factors that is used by freight summary facility to calculate potential freight charges for an order.

For picking, enter the zone code with the route and stop codes to group all item that loaded onto a delivery vehicle for a specific route.

Set up the default code for each of these fields on the Customer Billing Instructions form.

Carrier Number Enter the address number for the preferred carrier of the item. The customer might prefer a certain carrier due to route or special handling requirements.

Volume Display U/M (volume display unit of measure) Enter a UDC (00/UM) that identifies the unit of measure that the system uses to display volume for this branch/plant. The system inputs a value in this field from Branch/Plant Constants - Page 2 (P410012). You can override this default value.

Weight Display U/M (weight display unit of measure) Enter a UDC (00/UM) that identifies which unit of measure the system uses to display the weight of individual order lines and the order as a whole for this customer when you use the order summary form.

Entering Item Restrictions

Access the Item Restriction Revisions form.

Item Number Enter the number that the system assigns to an item. It can be in short, long, or third item number format. You then define whether the item can or cannot be sold to the customer.

Entering Commission Information

Access the Customer Master Commission Lookup form.

Sales Rep or Group (sales representative or group) Enter the first of two salespeople who have responsibility for or can receive a commission on sales to this customer.

You create this code by using the address book or the Related Salesperson form.

Commission Percentage Enter the percentage commission rate that the system uses in computing commission liability on sales made by a specific salesperson or group.

Flat Commission Amount Enter a value that specifies a commission amount. Enter the per-unit amount to calculate commission amounts against the invoice, gross margin, or cost.

Per Unit Amount Enter the amount per unit of the item.

Commission Code Type Enter a code that designates whether the system calculates commission using Invoice Amount or Gross Margin. No matter which item the system uses, you should consider an amount as the starting point in the commission calculation and apply loading factors, fixed costs, minimum margins and so on.

Entering Credit Information

Access the Customer Master Revision form.

Credit

Select the Credit tab.

Credit Limit Enter the total amount that you allow the customer to spend on purchases before the system sends a workflow message. This value is used throughout the credit management programs. The system maintains the credit limit at the customer (child) level, not the parent level. The system sends workflow messages for each customer who is over their credit limit. When you set up or change the credit limit, the system sends a workflow message to the credit manager that the change is pending approval. The change to the credit limit is not reflected in the customer record until it is approved by the credit manager.

ABC Code Sales Enter a grade that indicates the level of sales activity for a customer or inventory item. This grade documents the 80/20 principle (80 percent of the significant results are attributable to 20 percent of the business effort). The possible grades are *A* (best) to *F* (worst).

ABC Code Margin Enter a code that represents an item's ranking by average investment. You can assign a code or let the system assign it. Values are:

A: Assign this item to the first amount ranking.

B: Assign this item to the second amount ranking.

C: Assign this item to the third amount ranking.

D: Skip this item in the ABC Analysis.

If you leave this field blank, the system assigns the code when you run the ABC Analysis program (R4164) based on an item's value as follows:

- Total Item Average Investment divided by Business Unit Average.
- Investment equals the Item's Calculated Value Total.

ABC Code Average Days Enter a grade that indicates the average number of days a customer takes to pay a bill. This code documents the 80/20 principle. The possible grades are *A* (best) to *F* (worst).

Converting Customer Limit Amounts

This section provides an overview of converting customer limit amounts and discusses how to:

- Run the Address Book Conversion - F03012 program (R8903012E).
- Set processing options for Address Book Conversion.

Understanding Currency Conversion for Customer Limit Amounts

To convert limit amounts for multiple customers from one currency to another, you can run the Address Book Conversion - F03012 program. This program converts customer currency codes and address book amounts in the F03012 table. In Sales Order Management, the address book amounts are the customer minimum and maximum order values and credit limits.

Note. This program was originally created to assist organizations in their conversion from their domestic currency to the euro as their countries joined the European Union.

When you enter minimum and maximum order values and credit limits for a customer, you typically enter them as rounded numbers, which are stored without decimals in the Customer Master table. When you convert these amounts to a different currency, you can specify a rounding factor in the processing options. For example, to round converted minimum and maximum order amounts to the nearest 50, you specify a rounding factor of 50.

Example: Rounding Converted Limit Amounts

Limit amounts are credit limit amounts and minimum and maximum order amounts that you assign to a customer or supplier master record. Limit amounts are usually rounded numbers and are stored without decimals.

This example describes how the Address Book Conversion - F03012 and Address Book Conversion - F0401 (R890401E) programs round converted limit amounts when converting from Canadian dollars (CAD) to U.S. dollars (USD), if you enter a rounding factor in the processing options.

In this example, the exchange rate is 1 CAD = 0.63492 USD and the rounding factor is 50. The conversion programs round converted limit amounts up or down.

This table describes the converted limit amounts:

Converted Limit Amounts	Description
Round Up	The conversion program converts 8,000 CAD to 5,079.36 USD. It rounds 5,079.36 USD up to 5,100 based on this calculation: Converted Amount ÷ Rounding Factor = Q with a remainder of R. If R is greater than or equal to one-half of the rounding factor, then subtract R from the rounding factor and add that amount to the converted amount. In this example, 5,079 USD ÷ 50 = 101 with a remainder of 29, which is greater than one-half of 50. Subtract 29 from 50 (50 − 29 = 21) and add 21 to 5,079 to get a rounded value of 5,100.
Round Down	The conversion program converts 12,000 CAD to 7,619.05 USD. It rounds 7,619.05 down to 7,600 based on this calculation: Converted Amount ÷ Rounding Factor = Q with a remainder of R. If R is less than one-half of the rounding factor, then subtract R from the converted amount. In this example, 7,619 USD ÷ 50 = 152 with a remainder of 19, which is less than one-half of 50. Subtract 19 from 7,619 to get a rounded value of 7,600.

See Also

PeopleSoft EnterpriseOne Multicurrency Processing 8.11 SP1 PeopleBook, "Setting Up Accounts Receivable for Multicurrency Processing," Understanding Customer Currency Conversions

Running the Address Book Conversion - F03012 Program (R8903102E)

Enter *BV* in the Fast Path, and access the Work with Batch Versions - Available Versions form. Enter R8903012E in the Batch Application field.

Setting Processing Options for Address Book Conversion - F03012 (R8903012E)

Use these processing options to control system updates, determine if the system updates currency codes and amounts, and specify how the system rounds the converted amounts.

Update

These processing options define whether the system updates customer master balances and date used as the exchange rate date.

1. Update Customer Master balances

Specify whether the system updates the customer master balances. Value are:

Blank: Do not update customer master balances.

1: Update customer master balances.

2. Exchange Rate Date Specify the date the system uses as the exchange rate date. If you leave this processing option blank, the system uses the current date as the default date.

Currency

These processing options specify whether the system updates the address book currency code and the currency code customer master in the F03012 table.

3. Update address book currency code Enter a currency to update the address book currency code and amounts in the F03012 table. If you leave this processing option blank, the system does not update address book currency code and amounts.

4. Updated Currency Code Customer Master Enter a currency to update the currency code in the F03012 table. If you leave this processing option blank, the system does not update currency code.

Rounding

These processing options specify the minimum and maximum rounding values.

Amount - Credit Limit Enter the desired rounding factor for the credit limit amount. For example, a value of 100 rounds the converted amount to the nearest hundred, 50 to the nearest 50, and so forth. If you leave this processing option blank, the system does not round values.

Minimum Order Value Enter the desired rounding factor for the minimum order value. For example, a value of 100 rounds the converted amount to the nearest hundred, 50 to the nearest 50, and so forth. If you leave this processing option blank, the system does not round values.

Maximum Order Value Enter the desired rounding factor for the maximum order value. For example, a value of 100 rounds the converted amount to the nearest hundred, 50 to the nearest 50, and so forth. If you leave this processing option blank, the system does not round values.

Setting Up Date-Sensitive Customer Sets

This section provides an overview of date-sensitive customer sets and describes how to set up date-sensitive customer sets.

Understanding Date-Sensitive Customer Sets

Customer sets are collections of entities who are assigned to roles that are associated with sales order processing. Typically, a customer set consists of these entities:

- Who placed the order.
- To whom the order is shipped.
- To whom the order is delivered.
- Who receives the invoice.
- Who pays for the order.
- Who receives invoice copies (usually, the same entity who pays for the order).

Setting up date-sensitive customer sets is useful when you are entering sales orders that frequently involve the same entities.

You can assign effective dates and expiration dates to each customer set. By assigning effective dates, you can set up customer sets that contain various combinations of the same entities, provided that the effective dates and expiration dates do not overlap. When you are entering a sales order and specify the entity for whom the order is placed (Sold-To Address) and the entity to whom the order is shipped (Ship-To Address), the system searches for customer sets that contain those same two entities. The system then automatically populates the remaining entities from the customer set, provided that the date when you are placing the order falls within the effective date and expiration date for the customer set.

After you have set up the date-sensitive customer sets, you must activate the customer set functionality by setting the appropriate system constant in the Branch/Plant Constants program.

Prerequisites

Before you complete the tasks in this section:

- Ensure that address book records exist for each entity in the customer set.
- Ensure that you have set up customer billing instructions for each entity in the customer set.

Forms Used to Set Up Date-Sensitive Customer Sets

Form Name	FormID	Navigation	Usage
Work with Customer Sets	W42430A	Sales Order Management Setup (G4241), Customer Sets	Review and select customer set records.
Customer Set Revision	W42430B	Click Add on the Work with Customer Sets form.	Add and revise customer sets.

Setting Up Date-Sensitive Customer Sets

Access the Customer Set Revision form.

Delivered To Enter a name or number that identifies an address book record. This address book record represents the entity to which orders are delivered. You can use this number to locate and enter information about the address book record. If you enter a value other than the address book number, such as the long address or tax ID, you must precede it with the special character that is defined in the Address Book constants. When the system locates the record, it returns the address book number to the field.

For example, if address book number 4100 (Total Solutions) has a long address TOTAL and an * distinguishes it from other entries (as defined in the Address Book constants), then you could type **TOTAL* into the field and the system would return 4100.

Invoiced To Enter a name or number that identifies an address book record. This address book record represents the entity to which the invoice is sent. You can use this number to locate and enter information about the address book record. If you enter a value other than the address book number, such as the long address or tax ID, you must precede it with the special character that is defined in the

Address Book constants. When the system locates the record, it returns the address book number to the field.

For example, if address book number 4100 (Total Solutions) has a long address TOTAL and an * distinguishes it from other entries (as defined in the Address Book constants), then you could type **TOTAL* into the field and the system would return 4100.

Paid By

Enter a name or number that identifies an address book record. This address book record represents the entity that pays the invoice. You can use this number to locate and enter information about the address book record. If you enter a value other than the address book number, such as the long address or tax ID, you must precede it with the special character that is defined in the Address Book constants. When the system locates the record, it returns the address book number to the field.

For example, if address book number 4100 (Total Solutions) has a long address TOTAL and an * distinguishes it from other entries (as defined in the Address Book constants), then you could type **TOTAL* into the field and the system would return 4100.

Forwarded To

Enter a name or number that identifies an address book record. This address book record represents the entity to which an order is forwarded. You can use this number to locate and enter information about the address book record. If you enter a value other than the address book number, such as the long address or tax ID, you must precede it with the special character that is defined in the Address Book constants. When the system locates the record, it returns the address book number to the field.

For example, if address book number 4100 (Total Solutions) has a long address TOTAL and an * distinguishes it from other entries (as defined in the Address Book constants), then you could type **TOTAL* into the field and the system would return 4100.

Address for Tax

Enter a code to specify which address book number the system uses when calculating taxes. Values are:

1: Use the ship-to address number for tax purposes.

2: Use the deliver to address number for tax purposes.

Address for Transport/Intrastat

Enter a code to specify which address book number the system uses for transportation and intrastate purposes. Values are:

1: Use the ship-to address number for transportation and intrastate purposes.

2: Use the deliver to address number for transportation and intrastate purposes.

CHAPTER 5

Setting Up UCC 128 Compliance

This chapter provides overviews of UCC 128 compliance, UCC identification codes, and bar code labels and discusses how to:

- Set up hierarchical configurations.
- Set up shipping information.
- Set up item information for UCC 128.

See Also

PeopleSoft EnterpriseOne Transportation Management 8.11 SP1 PeopleBook, "Planning Transportation," Planning Transportation Shipments

Understanding UCC 128 Compliance

To reduce cycle times, limit inventory, and increase profitability, most large retailers require that their suppliers receive electronic purchase orders and send electronic invoices.

The Uniform Code Council (UCC) in the U.S., the Electronic Commerce Council of Canada (ECCC), and the International Article Numbering Association (EAN) have established standard identification and information transmission procedures. These standards, known as UCC 128 Compliance, facilitate uniform product identification and the exchange of shipment information between suppliers and customers (retailers).

To adopt UCC 128 Compliance practices, suppliers and retailers adopt these standards:

- Identification codes.

  A defined structure for each code.

- Bar code labels.

  Fixed or variable codes that encode information for a single product unit, a consumer pack, or a collection or packages for shipment.

- Shipping labels.

  Labels that follow the specific standard of the UCC Common Label. This standard sets up specific label segments and the information that is contained in each segment.

- Electronic Data Interchange (EDI)

  The electronic exchange of structured machine-readable information.

For large retailers, the benefits of being UCC 128 compliant are:

- Improved sales

By reducing warehouse cycle time, retailers can get their products on the shelf more quickly. A retailer can increase the sell-through revenue by moving the product to the customer faster.

- Reduced safety stock

  By receiving information about shipments before their arrival, companies can react more quickly to shortages and maintain less safety stock in inventory.

- Increased forecasting accuracy

  Retailers are able to more accurately measure lead time of shipments. This can reduce safety stock.

- Reduced receiving costs

  By scanning shipping labels, the retailer can collect bar-coded data faster than by manually entering data. Scanning shipping labels is less labor-intensive and results in fewer errors and omissions of data.

- Improved warehouse management

  Retailers can gather better shipping statistics, reduce warehouse cycle time, and more efficiently plan floor space and labor schedules.

For suppliers, the benefits of being UCC 128 compliant are:

- Improved cash flow

  By reducing the payment cycle times with retailers, suppliers can reduce borrowing requirements and improve cash flow.

- Improved sales

  Retailers penalize suppliers that cannot adopt UCC 128 Compliance procedures. Typically, this penalty is per transaction. If the supplier cannot adopt UCC 128 Compliance practices within a given time frame, the supplier can lose business with the retailer.

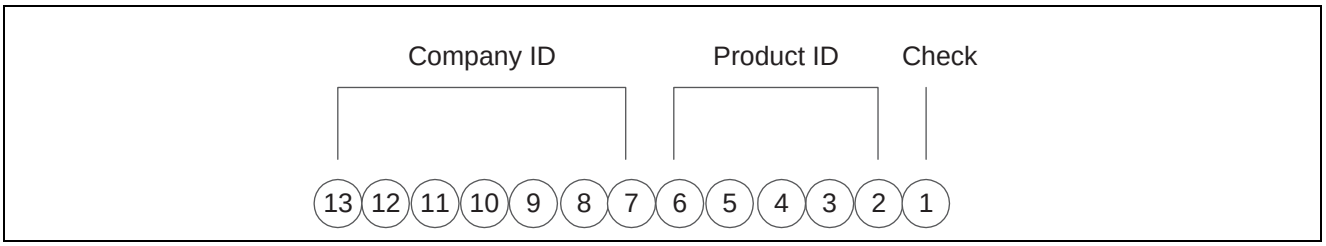
Understanding UCC Identification Codes

Each company can assign product identification codes. The Uniform Code Council, the ECCC, and the EAN (outside of Canada and the U.S.) assign member companies the company identification. In the company identification codes, the first digit is the region code. For North America, the region code is 0. Therefore, the company identification can be seven digits if the first digit as zero (0). Because each UCC code contains the company number, all numbers are unique.

Universal Product Code

Each company can assign the Universal Product Code (identified as UPC in North America and EAN-13 outside of North America) to both a consumer unit and the lowest saleable unit for a specific product. For example, a can of soda would have the UPC identification on the can because it can be sold individually. The UPC code is a fixed code that identifies one unit of a specific product.

This example shows the structure of a UPC code:



UPC / EAN-13 code structure

The UPC code consists of a:

- Seven-digit company (or manufacturer) ID that is assigned by the Uniform Code Council or the EAN.

  For North American companies, the company ID is represented by only six characters, since the leading seventh digit is always zero (0) and can be left off the code.
- Five-digit product ID that is assigned by the company.
- Single-digit check character.

Typically, a company maintains its own product identification codes for internal use but cross-references the internal product identification codes to the UPC code.

Shipping Container Code

Companies assign the Shipping Container Code (identified as the SCC-14 in North America and EAN-14 outside of North America) to an intermediate pack for a specific product. For example, cans of soda are sold in various configurations. One possible configuration is four six-packs in each case. Therefore, the case would have an intermediate pack identifier (SCC-14) on it.

The Shipping Container Code (SCC), like the UPC, is a fixed code that identifies the specific number of consumer packs of a specific product. The SCC code on the case of soda represents four consumer packs, each with six sodas or a total of 24 sodas.

The SCC-14 code consists of:

- A single-digit packaging indicator that identifies the packaging.

  This identifier is assigned by the company and may vary from product to product. This identifier is fixed and has these values:

  - Zero (0) indicates that the product ID on the SCC is not the same as the product identification on the UPC codes that are contained within the package.
  - Codes 1 - 8 indicate company-defined packaging. For example, a 1 might mean a case containing six packs and a 2 might mean a case containing 12-pack boxes.
  - Code 9 indicates that the amount of product inside the package varies from package to package even though there is the same product identification in the UPC codes of the consumer pack that is contained within the package.
- A seven-digit company (or manufacturer) ID that is assigned by the Uniform Code Council or the EAN.
- A five-digit product ID that is assigned by the company.
- A single-digit check character.

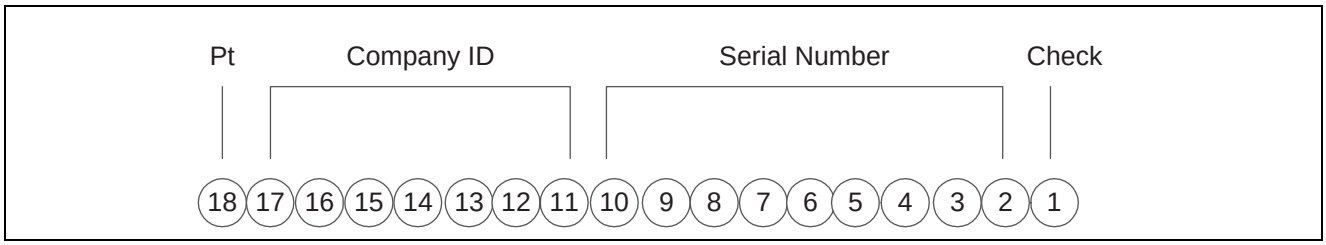
In the system, an SCC code is equivalent to an item code for a specific unit of measure. For any item, there is one UPC code but several SCC codes.

Serial Shipping Container Code

Serial Shipping Container Code (SSCC-18) is a unique serial number that is assigned to cartons or shipping containers, including entire truckloads or shipments.

The Serial Shipping Container Code (SSCC) is a variable code that can be a hierarchical structure of SCCs and UPCs. The code is a key to a database record. For example, an SSCC can be put on a pallet that has 10 cases of soda and 10 cases of juice.

This example shows the structure of an SSCC-18 code:



SSCC - 18 code structure

The SSCC-18 code consists of:

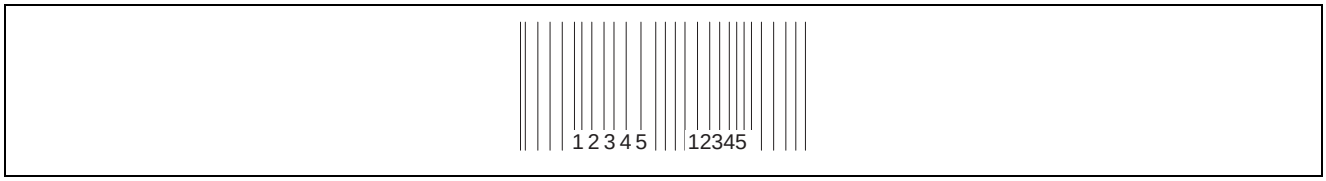
- A single-digit packaging type. This identifier is fixed and has these values:
  - Zero (0) indicates that the shipping container is a case or carton.
  - Code 2 indicates that shipping container is a pallet (larger than a case).
  - Code 3 indicates that the shipping container is undefined.
  - Code 4 indicates the shipping container that is used internally for intracompany use.
  - Codes 5 - 9 are reserved for future use.
- A seven-digit company (or manufacturer) ID that is assigned by Uniform Code Council or the EAN.
- A nine-digit serial number that identifies the shipping method that is assigned by the company.
- A single-digit check character.

Understanding Bar Code Labels

Bar codes are machine-readable symbols that encode information on physical product, intermediate packages, and collections of packages for shipment.

Bar Code Labels for UPC/EAN-13

This example shows the structure of a UPC label:



UPC Code Example

The UPC symbology has different formats, depending on business needs:

- UPC-A: A format that displays all 12 or 13 digits.
- UPC-E: A format that compresses the 12 or 13 digit numbers to eight by removing zeroes from the number.

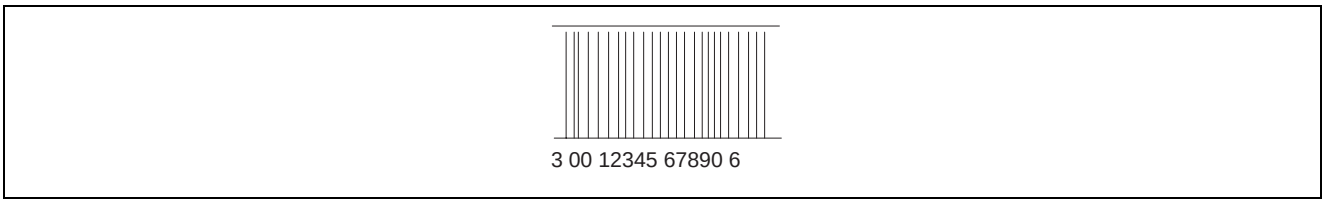
  Although the UPC-E version displays only eight digits, when the code is scanned and decoded by the bar reader, the transmission includes all digits to the computer.

Bar Code Labels for SCC-14/EAN-14

The Shipping Container Code has different formats, depending on where you print the label and the information that you want to include. For example, you can use the Interleaved 2-of-5 (ITF) format if you print the bar codes on corrugated cartons. You might want to use the UPC/EAN-128 if you encode an Application Identifier (AI) prefix. An AI prefix is important when scanning multiple bar codes on a shipping label as they enable the scanner to identify what the encoded number represents.

The Interleaved 2-of-5 (ITF) format encodes the 14 digits and is often used on corrugated cartons because it can be printed more reliably than UPC/EAN-128.

This example shows the structure of an SCC14/EAN-14 label:



Bar code label SSC-14/EAN-14

The UPC/EAN 128 format encodes the 14 digits of the SCC and an AI prefix.

This example shows the structure of a UPC/EAN 128 label:



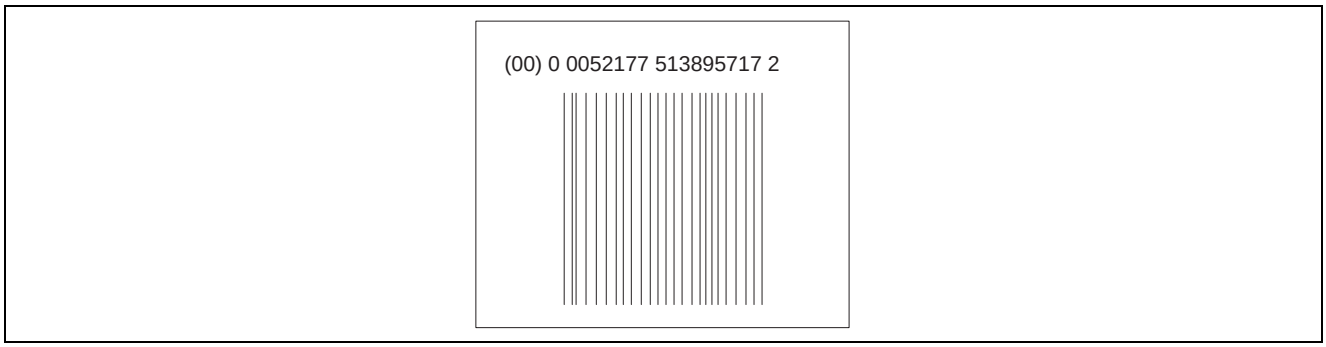
Bar code label UPC/EAN128

Bar Code Labels for Serial Shipping Container Code (SSCC-18)

The Serial Shipping Container Code is encoded with the UPC/EAN-128 standard. This standard encodes both the 18 digits of SSCC-18 code and an AI prefix. The AI identifies the type of information that is encoded. An AI of 00 identifies the bar code as an SSCC-18.

The SSCC is the label that is affixed to the shipment, the pallet, or a container. It might be applied as the shipment is being assembled or at the dock as the shipment is being loaded for transport to the customer.

This example shows the structure of a SSCC-18 label:



Bar code label SSCC - 18

Setting Up Hierarchical Configurations

This section provides an overview of hierarchical configurations and discusses how to set up hierarchical configurations.

Understanding Hierarchical Configurations

When you transmit order information, you can establish a format that relays the information about the shipment, the orders within the shipment, and the items within the order. You define hierarchical configurations to transmit information that meets the customers' needs.

You can set up any structure based on the business needs. This tables shows examples of hierarchical structures:

Structure	Description
Pick and Pack	This is the most flexible configuration because you can combine products at the tare and pack levels.
Standard Carton Pack	Within this configuration, there can only be one UPC present in subordinate tare and pack levels.

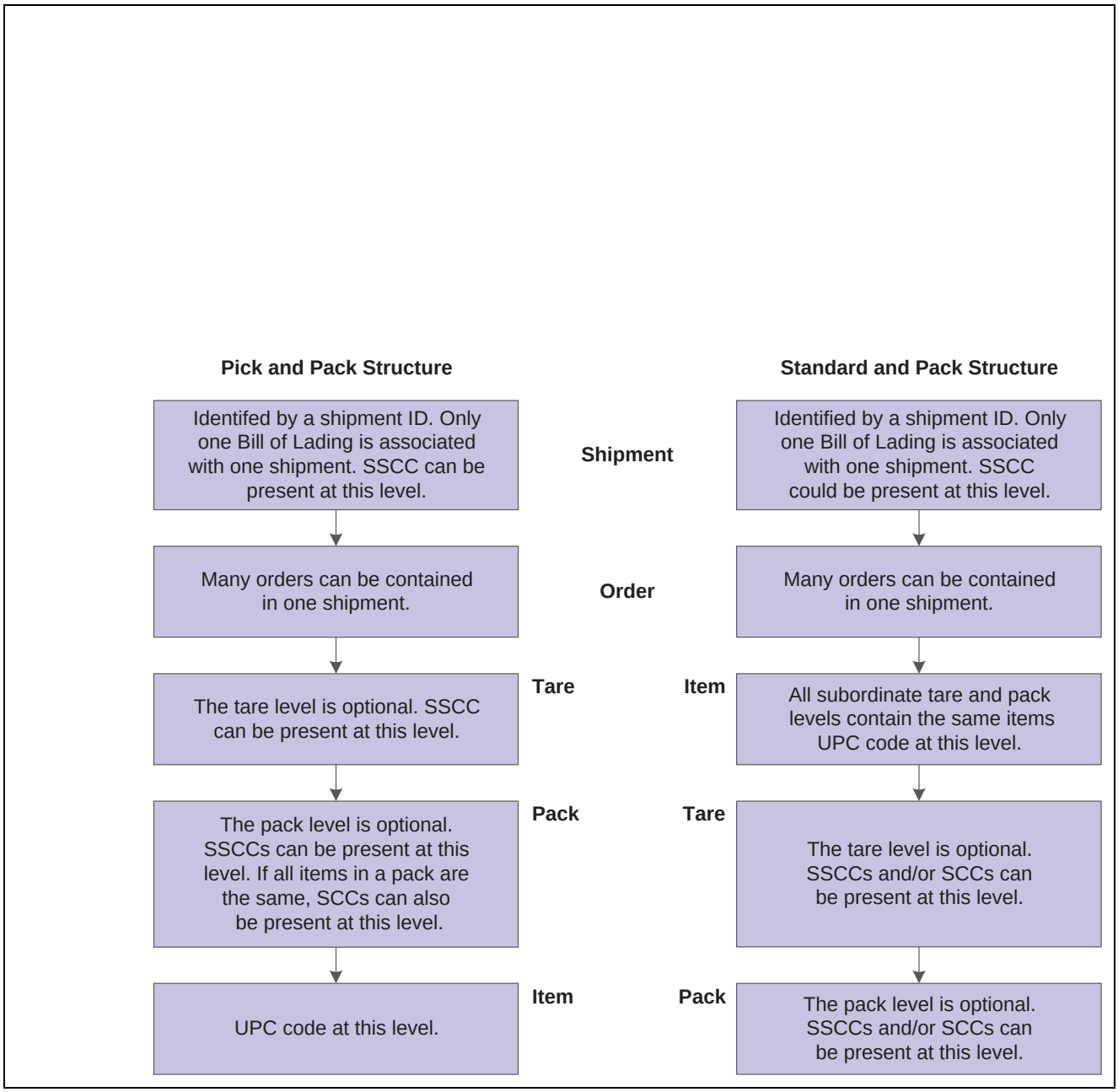
Within the configurations, you can define hierarchies based on the customer preferences. This table shows examples of configuration levels:

Configuration Level	Description
Shipment (S)	There can only be one Shipment level in each transaction set that is transmitted. This contains information such as the bill of lading number, ship to, and sold from information.
Order (O)	The order level contains information that is related to the supplier's sales order and the customer's purchase order.
Tare (T)	The optional tare level contains information that is related to pallets and other large product collections.

Configuration Level	Description
Pack (P)	The optional pack level contains information that is related to intermediate packs.
Item (I)	The item level contains information about the product that is shipped, such as UPC number and quantity.

One customer might need shipment, order, and item information in their orders, while another might prefer shipment, order, tare, pack, and item information, in that order. You define hierarchical configurations to transmit information that meet the customer's needs for their advanced shipment notice (ASN).

This diagram shows hierarchical configurations:



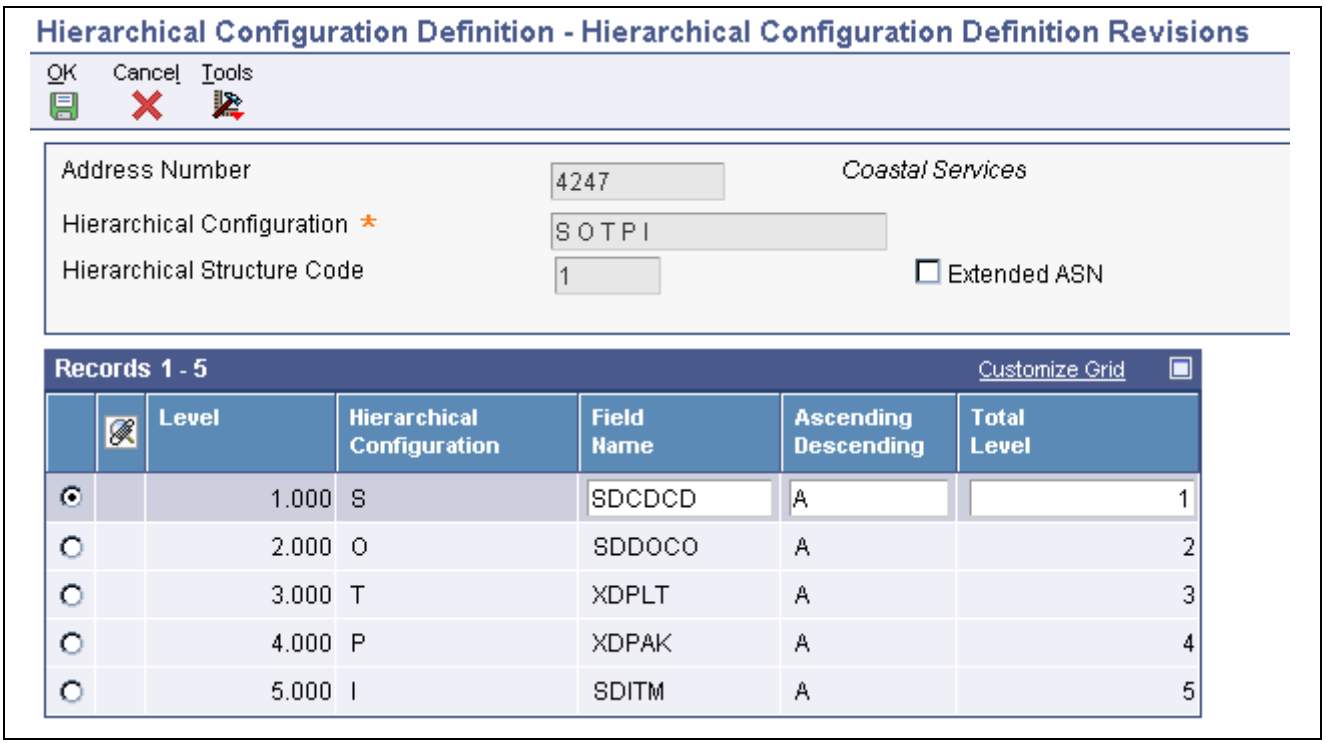
Hierarchical configurations

Form Used to Set Up Hierarchical Configurations

Form Name	FormID	Navigation	Usage
Hierarchical Configuration Definition Revisions	W47HLD	Shipping Notice (G47215), Hierarchical Configuration Definition Click Add on Work With Hierarchical Configuration Definition.	Define hierarchical configurations to transmit information that meets the customers' needs.

Setting Up Hierarchical Configurations

Access the Hierarchical Configuration Definition Revisions form.



Hierarchical Configuration Definition Revisions form

Address Number Enter a number that identifies an entry in address book, such as employee, applicant, participant, customer, supplier, tenant, or location.

Hierarchical Configuration Enter the EDI 856 transaction set hierarchy configuration codes that specify the levels present in the Ship Notice/Manifest. This field is made up of a combination of two character hierarchical level codes (values from the X12 specification for data element 735 - Hierarchical Level Code). There can be up to nine combinations of HLC codes in this field.

Hierarchical Structure Code Enter a code indicating the hierarchical application structure of an EDI transaction set that utilizes the HL segment to define the structure of the transaction set.

Level Enter a number to organize the table into a logical group for online viewing and reporting.

Field Name Enter a data dictionary item name. Examples include F#MMCO or F#CO for company; F#MMCU or F#MCU for business unit; and F#RP01-30 for business unit category codes 01 through 30.

With the exception of #, @, and $, special characters are not allowed as part of the data item name.

To create protected data names that software updates will not overwrite, use $xxx and @xxx, where *xxx* is user defined.

Note. For report writer: On the Processing Options Setup form, the field name is used during data entry to edit the field size and other field attributes.

Ascending Descending Enter a code to designate sorting sequence as ascending or descending. Values are:

A: Ascending

D: Descending

Note. For use within OPNQRYF command to designate the UNIQUEKEY parameter. The number of key sequence fields specified with these codes represent the number assigned to the UNIQUEKEY parameter. This parameter eliminates duplicate records for the specified keys.

U: Ascending

V: Descending

Total Level Enter a level break. (Do *not* confuse this with account master or business unit master level of detail concept (see LDA and LDM, respectively). You might specify the level of totaling to place on this field. Up to nine levels of totals are permissible. If levels of totals are not specified in an order that is consistent with the sequence parameters, unpredictable results will occur.

For example:

Level 01 - Department Totals - Sort Sequence 03 Level 02 - Branch Totals - Sort Sequence 02 Level 03 - Division Totals - Sort Sequence 01 Level 10 - Grand Totals If you specify the same totaling level on more than one data field, you must enter a *1* in the first position of total level for all secondary fields.

For example:

Level 01 - Business Unit (description comes from here).

Level 11 - Object (description ignored).

Level 11 - Subsidiary (description ignored).

Setting Up Shipping Information

This section provides an overview of shipping labels and discusses how to set up shipping information.

Understanding Shipping Labels

Although they can vary in size, shape, and content, shipping labels follow a specific standard, the UCC Common Label. This standard specifies label segments and defines the type of information that is contained in each segment.

This example illustrates a shipping label:



Example of a shipping label

This table lists the segments within the previous example and the information contained in each:

Zone	Contents	Characteristics
Zone A - Ship From	The Ship From name and address.	Conditional for full trailer shipments, mandatory for other shipments.
Zone B - Ship To	Ship To name and address.	Conditional for full trailer shipments, mandatory for other shipments.
Zone C - Carrier Routing Bar Code	Ship To postal code or PRO Number bar code.	Conditional.
Zone D - Carrier	Carrier Name, SCAC Bill of Lading Number, PRO Number Carrier Assigned Packaged ID, Carrier Assigned Shipper ID.	Conditional.
Zone E - Trading Partner Data	The agreed-upon data for the trading partners. Both bar code and text data can appear in this zone. For example, you can enter purchase order numbers, serial numbers, and product numbers.	Optional.

Zone	Contents	Characteristics
Zone F - Trading Partner Data	This is the agreed-upon data for the trading partners. This data is supplemental to the data that is in Zone E.	Optional.
Zone G - Final Destination Code	Can be large human-readable location number or bar code. For example, you can use this zone for the Mark-For number.	Conditional.
Zone H - Final Destination Code	The Final Destination ID, Mark-For name and address.	Conditional.
Zone I - SSCC-18 Bar Code	The Serial Shipping Container Code	Mandatory.

Form Used to Set Up Shipping Information

Form Name	FormID	Navigation	Usage
Customer Master Revision	W03013B	Sales Order Management Setup (G4241), Customer Billing Instructions Select a customer, and then click Select on Work With Customer Master.	Set up customer specifications for UCC 128 Compliance. These specifications might include the customer-specific format for transmitted information and additional UCC 128 processing information, such as transportation equipment, routing, and reference numbers

Setting Up Shipping Information

Access the Customer Master Revision form and select the Customer Ship Notice tab.

Shipping Label Program Enter the name of the program that is used to print shipping labels for a customer.

Pick & Pack Config (pick and pack configuration) Enter the default pick and pack configuration required by a customer.

Standard Carton Pack Config (standard carton pack configuration) Enter the default standard carton pack configuration that is required by a customer.

None, Pick & Pack, Standard Carton Enter the default configuration that is required by a customer. Values are:

Blank: Processing is not be performed for this customer

1: Pick and pack configuration is the default value.

2: Standard carton configuration is the default value.

Packaging Code Select to indicate a packaging code is required for this customer.

Transportation Method Select to indicate a transportation method is required for this customer.

Requires Equipment	Select to indicate an equipment code is required for this customer.
Identification Code 1	Select to indicate an ID code 1 is required for this customer.
Weight	Select to indicate a weight code is required for this customer.
Reference Number 1	Select to indicate a reference number 1 is required for this customer.

Setting Up Item Information for UCC 128

This section provides an overview of item information for UCC 128, lists prerequisites, and discusses how to set up item information for UCC 128.

Understanding Item Information for UCC 128

You must provide the system with information about the items that you stock. When you enter item master information, you provide the system with details such as:

- Item identifiers
- Item descriptions

For UCC 128 processing, the item identifiers can be the UPC or SCC codes that you assign to the product unit and intermediate packs.

Package Indicators

If you are setting up the SCC, use these Packaging Indicators to identify the type of packaging:

- Zero (0) indicates that the Product ID on the SCC is not the same as the product identification on the UPC contained within the package.

  You can use this product identifier for kits.

- Codes 1-8 indicate company-defined packaging.

  For example, a 1 might mean a case containing six packs and a 2 might mean a case containing 12-pack boxes.

- Code 9 indicates that the amount of product inside the package varies from package to package, even though there is the same product identification in the UPC of the consumer pack contained within the package.

  The system does not support variable unit of measures.

Aggregate SCCs

You can set up aggregate SCCs to represent kits with non-inventory components. A kit is a collection of inventory items, called components, that are associated with a description name, called a parent item. The aggregate SCC represents the parent item. You can access the Item Cross-Reference Revisions form to assign component UPCs to the aggregate SCC for the kit. You only enter cross-reference information for non-inventory items. For example, you do not stock bandages, an item for which you do not record inventory or UPCs. You do sell first aid kits, which include bandages. Depending on the customer requirements, you can enter the aggregate SCC for the first aid kit and item cross-reference information for the components, such as bandages, that make up the first aid kit.

If the components are inventory items, you do not have to enter cross-references. When you enter an order for a kit, the system retrieves the kit information, which includes the component UPCs, from the Item Master table.

To set up identification for kits with non-inventory items, you can set up an SCC with a product identifier equal to 0 (zero), which indicates that the SCC is not the same as the product identification on the UPC it contains. To assign the UPC to the aggregate, you can enter information in the Item Cross-Reference field.

On Item Cross Reference, you must enter the cross-reference type, UP, to indicate UPC. The cross-reference item number is the UPC code and the cross-reference description is the unit of measure.

Prerequisites

Before you complete the tasks in this section:

- Set up the Uniform Code Council-assigned vendor number in UDC (41/UC).
- Verify that you have set up the shipping document types in UDC (49/SD).

Forms Used to Set Up Item Information for UCC 128

Form Name	FormID	Navigation	Usage
Storage/Shipping	W4101D	Inventory Master/Transactions (G4111), Item Master Select an item and then select Storage/Shipping from the Row menu on Work With Item Master Browse.	Assign UPC or SCC codes to product unit and intermediate packs as item identifiers.
Item Cross Reference Revisions By Item	W4104C	Select Item Cross Ref. from the Form menu on Storage/Shipping.	Assign UPCs for non-inventory components to the aggregate SCC.

Setting Up Item Information for UCC 128

Access the Storage/Shipping form and select the UCC 128 tab.

UPC/UOM (universal product code/unit of measure) Enter the UOM at the UPC level.

UPC/UCC Code (universal product code/uniform commercial code) Enter the universal product code number that must conform to the UCC structure for UPC numbers.

SCC(PI=1) (shipping container code/packaging indicator equals 1) Enter the unit of measure that is associated with an SCC pack that has a packaging indicator of 1.

Default Aggregate UPC UOM (default aggregate universal product code unit of measure) Enter the unit of measure code to use for each universal product code quantity that is contained in the aggregate service class code pack.

SCC(PI=0) (shipping container code/packaging indicator equals zero (0)) Enter the unit of measure that is associated with an SCC pack that has a packaging indicator of zero (0).

Note. In the system, an SCC is equivalent to an item code at a specific unit of measure. For any item, there is one UPC, but several SCCs.

You can enter UPCs and SCCs with product identifiers 1-8.

To set up item information for a kit, complete only the Default Aggregate UPC UOM and SCC (PI=0) fields.

CHAPTER 6

Setting Up Base and Standard Pricing

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

- Set up a base pricing structure.
- Set up bases prices.
- Set up complex price groups.
- Set up standard price adjustments.

Understanding Pricing

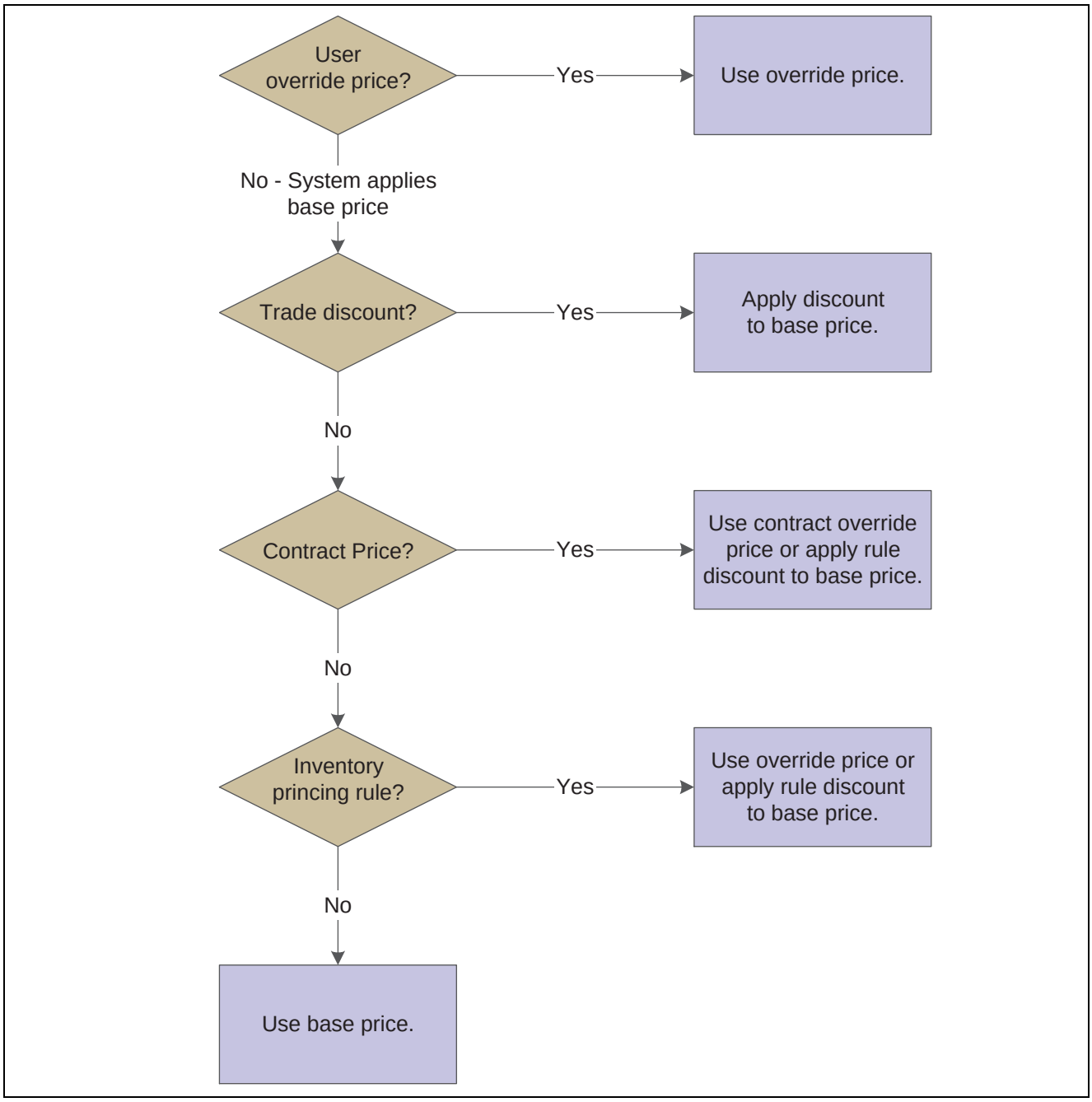
For each item that you want to sell, you must define the price at which you want to sell it. You use Sales Order Management pricing to define the base prices that the system retrieves when you enter items on a sales order.

You can set up a pricing structure before you define base prices. The system uses this pricing structure to retrieve base prices. The base price structure must be flexible enough to accommodate the pricing schemes that you set up for various combinations of items and customers. You can set up customer groups and item groups and assign prices to any combination of items, item groups, customers, or customer groups. You define a hierarchy to determine how the system searches for prices.

After you establish a base price, you can set up additional types of price calculations:

- Price adjustments for groups of items.
- Contract pricing, which applies special pricing for an item to a single customer or customer group.
- Trade discount pricing, which is a discount percentage on all items for a specific customer.

This process flow illustrates how the system calculates prices:



Calculating prices

Pricing can be based on the Parent, Ship To, or Sold To address. You can define base prices with effective dates, so that you can define prices for future use or for limited time promotions and specials. You can also define credit prices to use when items are returned.

To provide greater flexibility in the pricing structure, you can define complex customer and item groups. Within each customer or item group, you can create subgroups based on specific address book category codes and item category codes.

After you define base prices, you can update them as needed (for example, to change a price or create a price that will be effective on a future date). You can use the Base Price Revisions program (P4106) to update base prices individually. Or, you can run the Base/Price Maintenance - Batch program (R41830) to update multiple prices at one time.

You use the Sales Order Batch Price/Cost Update program (R42950) to update prices for a customer. You can also use this process to update the unit and extended costs of items on sales orders with the most current costs. If multicurrency processing is activated in the system, the system also updates the Foreign Unit and Extended Costs fields.

Setting Up a Base Pricing Structure

This section provides an overview of base pricing structure, lists prerequisites, and discusses how to:

- Assign a customer pricing group to a customer.
- Assign an item pricing group to an item.
- Set up the pricing hierarchy.

Understanding Base Pricing Structure

For each item that you sell, you can define the base price at which you want to sell it. The system retrieves this price when you enter an item on a sales order.

You can define the base price for an item or any combination of items, item groups, customers, or customer groups. To simplify the process of defining and maintaining base prices, you can set up price groups for customers and items with similar characteristics.

When the system retrieves prices, it uses the hierarchy for the Base Price Preference (51) to determine the order in which the system searches for base price records. If you create item and customer groups, you can define the search sequence of the Base Price Preference Hierarchy so that the system searches item and customer group combinations as well as item and customer combinations.

Note. 51 is the actual hierarchy value. You must use this hierarchy for base pricing.

Customer Price Groups

You set up customer price groups to apply pricing schemes to specific groups of customers. Price groups are an optional way of organizing pricing schemes. You can set up customer price groups to enter and update price information for multiple customers at once rather than individually.

For example, you can create a customer price group for preferred customers, named PREFER, who can purchase a bike for 420.00 USD, while other customers buy the bike at 450.00 USD.

A simple price group is a group of customers that are assigned to the same group name in the customer billing instructions. In Base Pricing, a customer can belong to only one customer price group.

To allow for greater pricing flexibility, you can set up complex customer price groups. Complex price groups are groups of customers that are assigned to a group name, but might be part of a different subgroup. You can define subgroups in a complex price group with values that you assign to category codes such as customer geographic location, line of business, or sales volume.

With complex price groups, customers can belong to the same group but have different prices based on category codes, such as geographic location.

In Advanced Pricing, a customer can belong to a customer group without being attached to that group in customer billing instructions. A customer can belong to numerous groups, depending on the customer's category codes.

Item Price Groups

Item price groups are similar to customer price groups. You set up item price groups so that you can define base price information for a group of items rather than for many items on an individual basis.

You can set up item price groups to enter and update price information for multiple items rather than updating items individually. For example, you can group similar bikes of different colors, named BIKES, and define one price for this group.

A simple price group is a group of items that are assigned to the same group name in the Item Master (P4101) or Item Branch (P41026). In Base Pricing, an item can belong to only one item price group.

To allow for greater pricing flexibility, you can set up complex item price groups. Complex price groups are groups of items that are assigned to a group name, but might be part of a different subgroup. You can define subgroups in a complex price group with values that you assign to category codes, such as commodity class or item pool code.

With complex price groups, items can belong to the same group but have different prices based on category codes, such as commodity class.

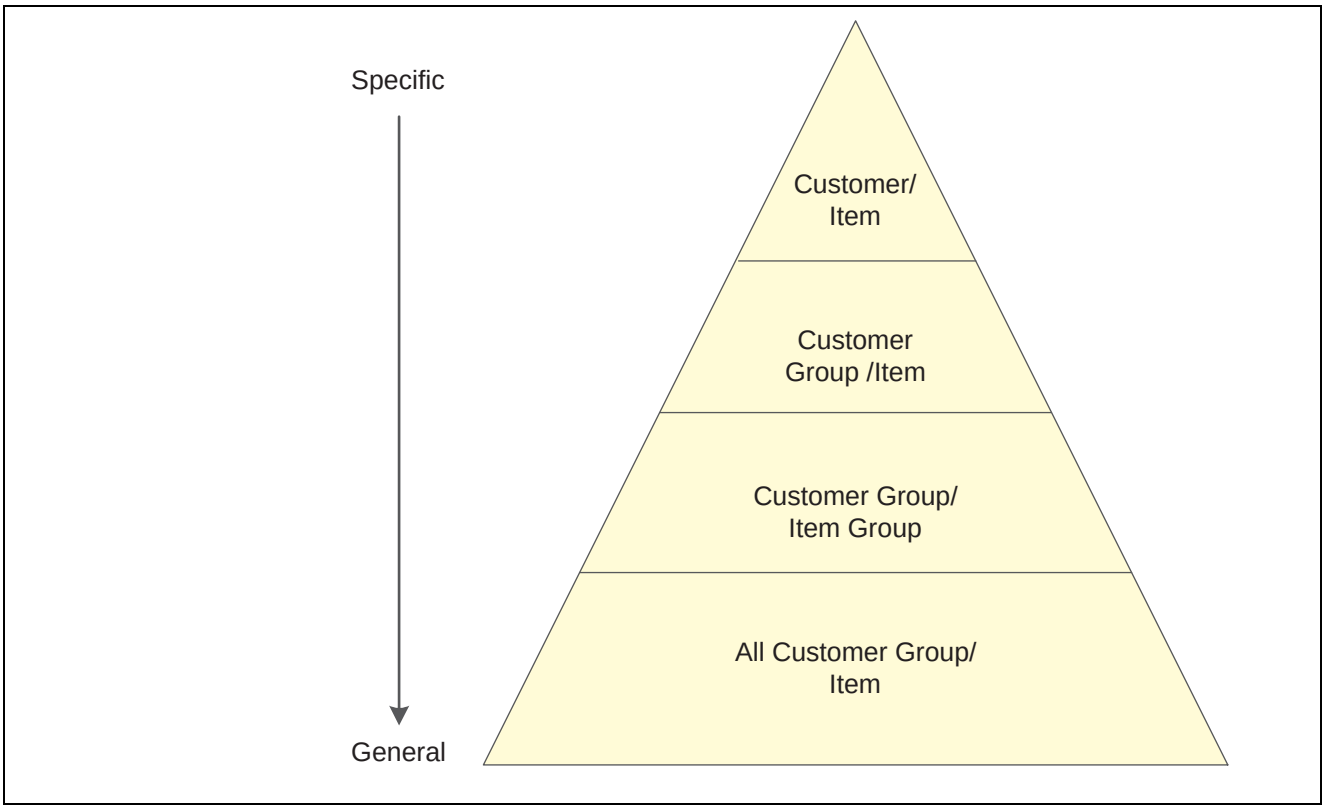
In Advanced Pricing, an item can belong to a detail group without being attached to that group in Item Branch. An item can belong to numerous groups, depending on the category codes.

Pricing Hierarchy

When the system retrieves the base price, it uses the hierarchy that you set up for the Base Price Preference (51) to determine the sequence that it searches base price records. The base price hierarchy is a matrix comprised of combinations of customers and items and customer and item price groups. You use the intersection of the rows and columns to determine the sequence with which the system retrieves the base price.

It is recommended that you set up the pricing hierarchy from most specific pricing to most general pricing.

This example illustrates a most specific item/customer pricing hierarchy:



Example of a preference hierarchy

Important! It is possible to enter up to 14 numbers in the preference hierarchy. However, we recommend that you limit hierarchy to as few numbers as necessary. Each number represents a search by the system through the Item Base Price File table (F4106). Therefore, each number that you add to the hierarchy increases the system processing time.

Prerequisites

Before you complete the tasks in this section:

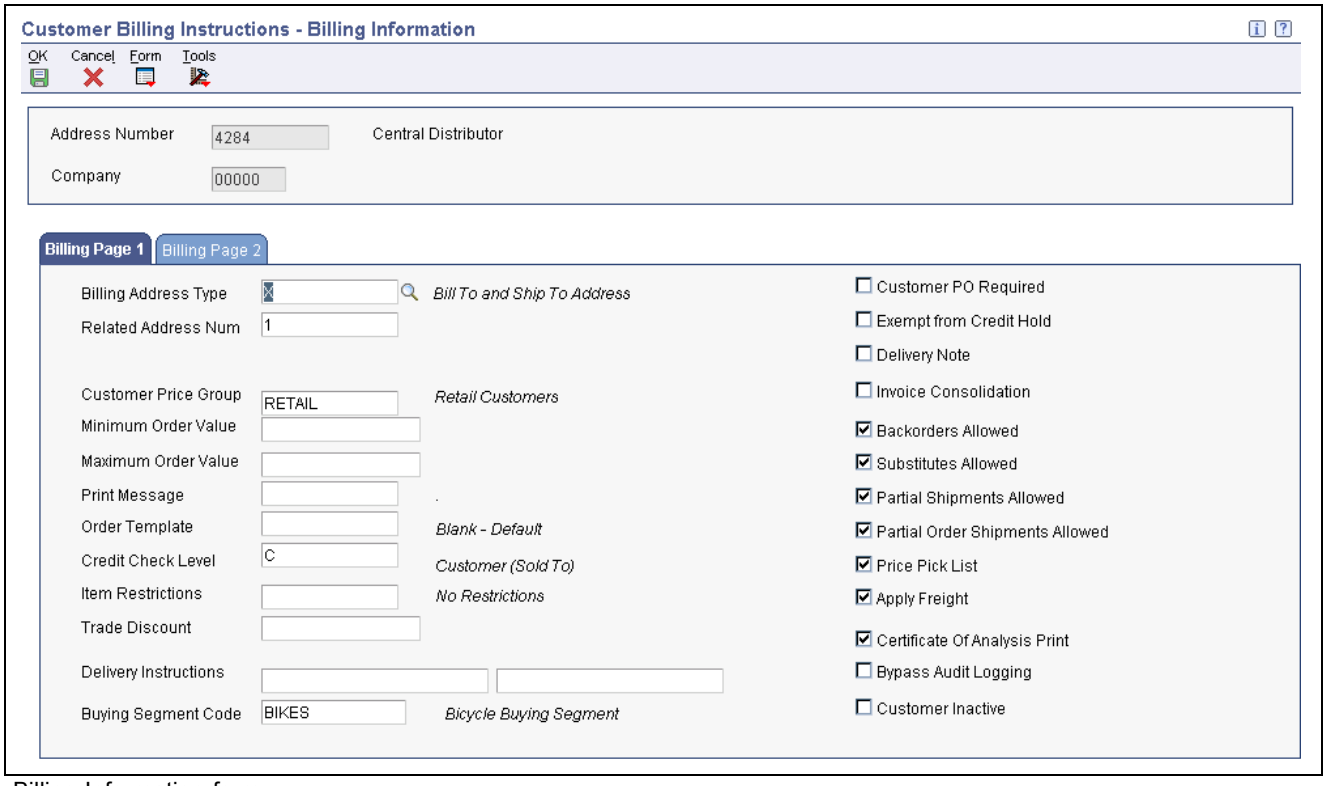
- Verify that you have set up Customer Price Groups in UDC (40/PC).
- Verify that you have set up Item Price Groups in UDC (40/PI).

Forms Used to Set Up a Base Pricing Structure Group

Form Name	FormID	Navigation	Usage
Billing Information	W03013E	Sales Order Management Setup menu (G4241), Customer Billing Instructions Select Billing Information from the Form menu on Customer Master Revision.	Assign a customer pricing group to a customer.
Item Branch/Plant Info	W41026A	Inventory Master/Transactions menu (G4111), Item Branch/PlantSelect Item/Branch Info from the Row menu on Work with Item Branch.	Assign an item pricing group to an item.
Work With Preference Hierarchy	W40073B	Price Management (G4222), Preference Hierarchy	Select the base price hierarchy.
Preference Hierarchy Revisions	W40073D	On Work With Preference Hierarchy, select Preference Type 51 (Base Price).	Define a pricing hierarchy.

Assigning a Customer Pricing Group to a Customer

Access the Billing Information form.



Billing Information form

Customer Price Group Enter the name of the customer group to which you want to add this customer.

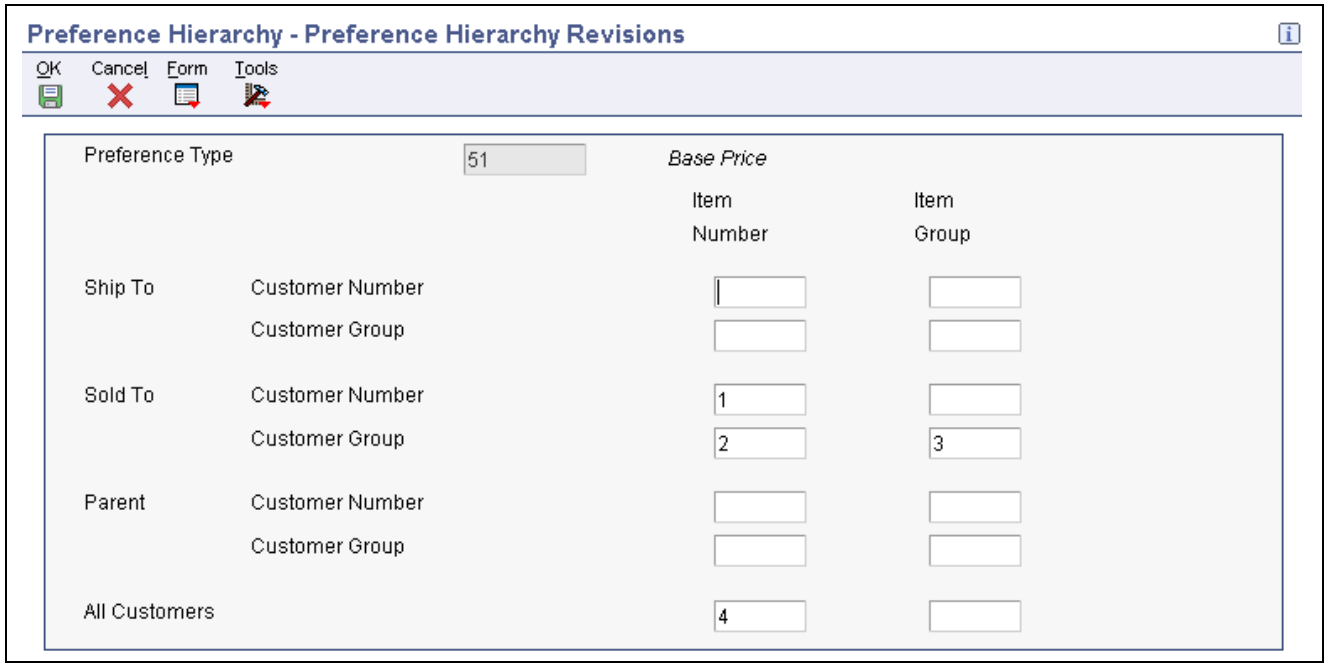
Assigning an Item Pricing Group to an Item

Access the Additional Info tab on the Item Branch/Plant Info form.

Item Price Group Enter the name of the item pricing group to which you want to add this item.

Setting Up the Pricing Hierarchy

Access the Preference Hierarchy Revisions form.



Preference Hierarchy Revisions form

Enter consecutive numbers at the intersections of rows and columns to define the base pricing hierarchy (51).

It is possible to enter up to 14 numbers in the preference hierarchy. However, we recommend that you limit hierarchy to as few numbers as necessary. Each number represents a search by the system through F4106. Therefore, each number that you add to the hierarchy increases the system processing time.

For example, if you want the system to first search for pricing information for an item number based on the customer's sold-to address, enter *1* in the Item Number column next to the Sold To Customer Number field. If no price has been set up at this level, the system performs another search using the parameters that are associated with the value *2*.

Setting Up Base Prices

This section provides an overview of base prices, lists prerequisites, and discusses how to set up base prices.

Understanding Base Prices

When you enter an item on a sales order, the system retrieves the base price information for that item. You can define base prices for any combination of items, item groups, customers, or customer groups.

When you enter an item in the F4101 table, you should enter the sales price level. The sales price level determines how you define the base price for an item. This table describes the levels at which you can define prices:

Level	Description
Item	Define one overall price for an item. You cannot include branch/plant, lot, or location information.
Item/Branch	Define different prices for each item/branch combination. You cannot include location and lot information.
Item/Branch/Location	If you define pricing by location and lot, you can also define branch/plant information.

When you define any special pricing or discounts for an item or customer, the system bases the calculation of the discounted price on the base price.

You can assign effective dates when you define the base price for an item. If you do not assign effective dates, the system will assign them. You also specify the sales price based-on date in the system constants to determine which date on the sales order to compare to the effective dates. The sales price based-on date can be the promised date, the order date, or the date that you define in the system constants. The system retrieves the price whose effective date range includes this sales price based-on date.

You can also use effective dates to enter a new price while an old price is still in effect. For example, you can overlap the dates for the base price and the dates for a discount price that you are offering for a limited period. When you set up date ranges that overlap, the system retrieves the price that expires first.

For every price, you can also define a credit price to use for negative quantities.

You can use Sales Order Management pricing to add prices for items in the domestic currency and as many other currencies as necessary. For example, you can set up base prices for one item in U.S. dollars and the euro. Currency code and unit of measure are both keys to the F4106 table. If you are using multicurrency, the system searches for a price in this sequence:

- Customer’s currency and the user-specified unit of measure.
- Customer’s currency and the item’s primary unit of measure.
- Domestic currency and the user-specified unit of measure.
- Domestic currency and the item’s primary unit of measure.

If the system does not find a match, it moves to the next level in the pricing hierarchy structure and searches in the same sequence.

You can copy base price information for an item that belongs to an item group. The system duplicates pricing information but does not duplicate the item group information.

Prerequisite

Verify that the pricing hierarchy has been defined.

See *PeopleSoft EnterpriseOne Advanced Pricing 8.11 SP1 PeopleBook*, "Working with Schedules and Adjustments," Defining a Pricing Hierarchy.

See Also

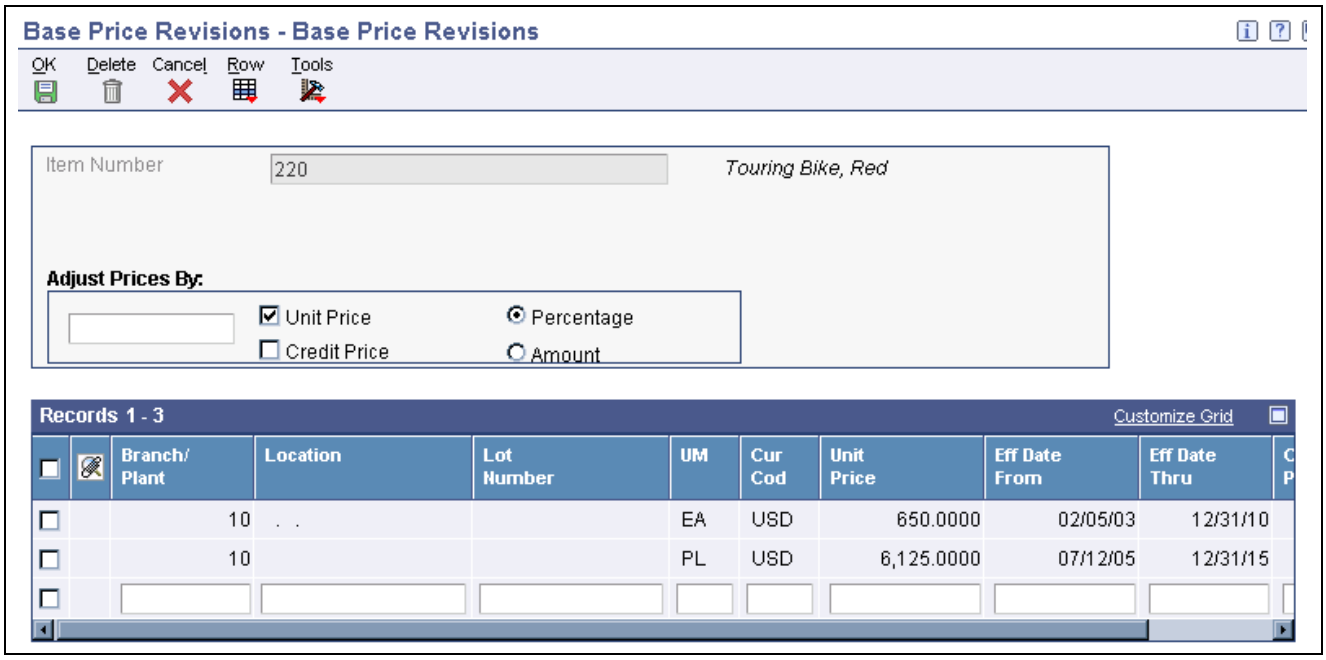
Chapter 18, "Updating Prices," Generating New Base Prices in a Different Currency, page 00

Forms Used to Set Up Base Prices

Form Name	FormID	Navigation	Usage
Work With Preference Base Price	W4106J	Price Management menu (G4222), Base Price Revisions	Access forms to set up base prices.
Preference Hierarchy Selection	W40073F	Click Add on the Work With Preference Base Price form.	Select a hierarchy to use when setting up base prices.
Base Price Revisions	W4106K	On the Preference Hierarchy Selection form, select a hierarchy and then click Select. Alternatively, search for and select an item on the Work With Preference Base Price form, and then click Select. Select Copy Row from the Row menu to copy a base price. Select Adjust Price from the Row menu to adjust the base price based on the values entered in the Adjust Price By section of the form.	Set up base prices. Prices can be adjusted by a dollar amount or a percentage. A price can also be modified by changing individual prices in the Base Price Revisions grid. The fields on the Base Price Revisions form are based on the preference hierarchy selection. For example, if you define a price for a customer group and item group, the system prompts you for the group information.

Setting Up Base Prices

Access the Base Price Revisions form.



Base Price Revisions form

Customer Price Group Enter a UDC (40/PC) that identifies a customer group. You can group customers with similar characteristics, such as comparable pricing.

Item Price Group Enter a UDC (40/PI) that identifies an inventory price group for an item.

Inventory price groups have unique pricing structures that direct the system to incorporate discounts or markups on items on sales and purchase orders. The discounts or markups are based on the quantity, dollar amount, or weight of the item ordered. When you assign a price group to an item, the item takes on the same pricing structure that is defined for the inventory price group.

You must assign an inventory price group to the supplier or customer, as well as to the item, for the system to interactively calculate discounts and markups on sales orders and purchase orders.

Adjust Prices By: Enter the amount by which you want to adjust a price. You must also select any of these options to indicate which prices to update, and which method to use:

Unit Price

Credit Price

Percentage

Amount

Unit Price Select to update the unit price columns. Clear the Unit Price check box to prevent the unit price from being updated.

Credit Price Select to update the credit price column. Clear the Credit Price check box to prevent the credit price from being updated.

Percentage Select to indicate that the factor value is a multiplier (percent) when applied to an order's price. For example, if you want to adjust a price by five percent, enter *5* in the Adjust Prices By: field, and select this option.

Amount Select to indicate that the value by which you are adjusting a price is an amount, rather than a percentage. For example, if you want to adjust a price by 5 USD, enter *5* in the Adjust Prices By: field, and select this option.

Setting Up Complex Price Groups

This section provides an overview of complex price groups and discusses how to:

- Set up complex price groups.
- Assign a customer to a price group.
- Set up complex item groups.
- Assign an item to an item group.
- Generate price group relationships.

Understanding Complex Price Groups

To allow for greater flexibility in the pricing structure, you can define complex customer and item groups. Within each customer or item group, you can create subgroups based on attached category codes, such as specific item type, customer geographic location, line of business, or sales volume.

Customer Groups

You can set up complex customer groups to provide greater flexibility in the pricing structures. You can use up to 10 category codes to set up complex customer groups.

The category code sequence you enter determines how the system displays the category code fields on the related forms. The order in which you select category codes does not affect how the system searches for prices.

You can make changes to the category codes for a price group that has already been assigned to customers; however, if you change the customer price group definition, you must run the Generate Customer Price Groups program (R40932) to update the price group relationships in the F4093 table.

Item Groups

You can also set up complex item groups to provide greater flexibility in the pricing structures. You can use up to 10 category codes to define complex item groups.

For example, if you have two types of pens (marker and ballpoint) within the group PENS, you can specify a different price for each type of pen. When you enter an order for pens, the system checks the category codes that are assigned to the item to determine if the pen is a marker or a ballpoint and then retrieves the appropriate price.

The category code sequence that you enter determines how the system displays the category code fields on the related forms. The order in which you select category codes does not affect how the system searches for prices.

If you make changes to the category codes for a price group that has been assigned to an item, you run the Generate Item Price Groups (R40931) program to update the price group relationships in the F4093 table.

Note. You can define up to 10 category codes for each group definition.

After you create complex price groups and attach the group name to the customer, you can generate price group relationships.

Price Group Relationship Generation

After you set up price groups and assign the group names to customers and items, you can also generate customer and item price group relationships. You generate price group relationships to define the possible combinations of customer and item groups to use for pricing.

You use two batch programs to generate price group relationships:

- Generate Customer Price Groups (R40932).
- Generate Item Price Groups (R40931).

These programs generate records in the F4093 table, which contains the allowable combinations for customer or item groups and category codes.

After you generate price group combinations, the system produces a report indicating any errors. A blank report indicates that no errors occurred during the generation process.

Prerequisite

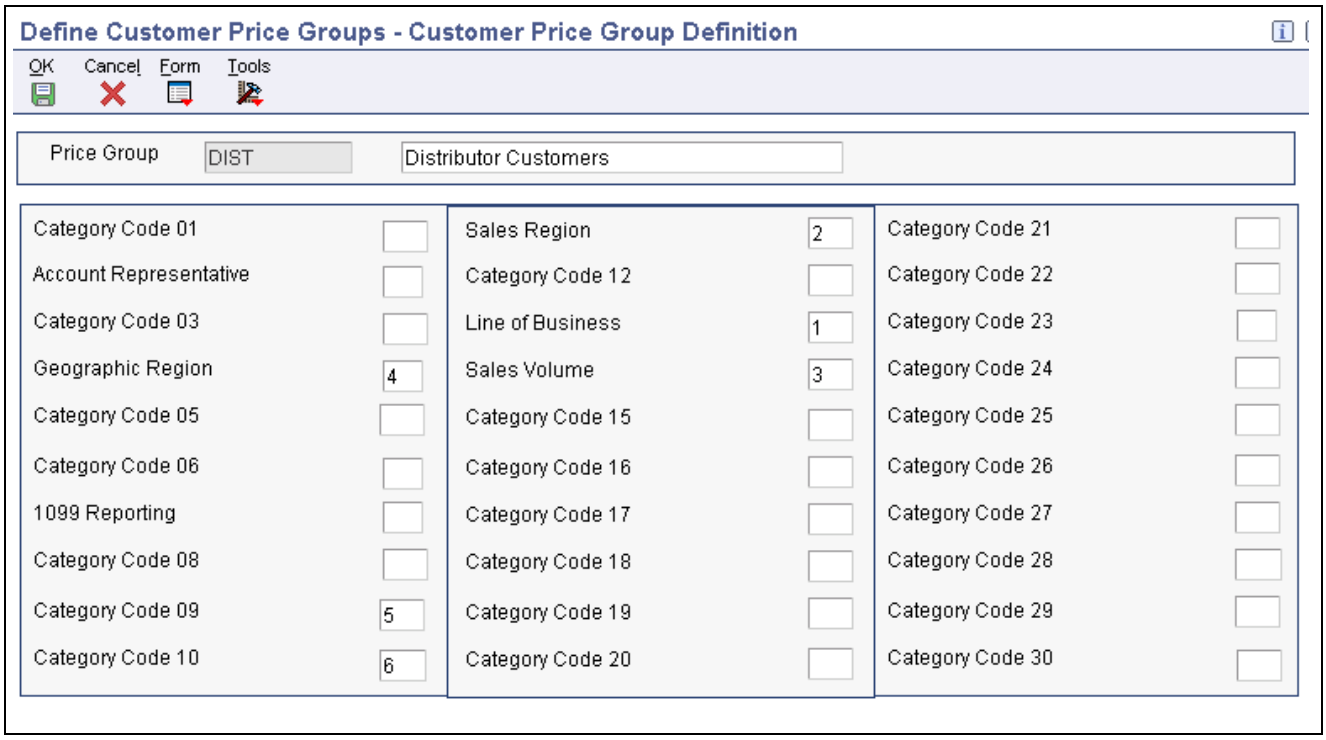
Verify that you have set up Customer Price Groups in UDC (40/PC).

Forms Used to Set Up Complex Price Groups

Form Name	FormID	Navigation	Usage
Work With Price Group Definition	W4092E	Price Management menu (G4222), Define Customer Price Groups or Define Item Price Groups	Access forms to set up complex customer groups.
Customer Price Group Definition	W4092G	On the Work With Price Group Definition form, click Add.	Set up complex customer groups.
Work With Customer Master	W03013A	Sales Order Management Setup menu (G4241), Customer Billing Instructions	Select a customer.
Customer Master Revision	W03013B	On Work With Customer Master, select a customer and then click Select.	Access Customer Billing Information.
Billing Information	W03013E	Select Billing Information from the Form menu on Customer Master Revision.	Assign a customer to a price group.
Item Price Group Definition	W4092C	On the Work With Price Group Definition form, click Add. Select up to 10 category codes in numerical order.	Set up complex item groups.
Work With Item Branch	W41026E	Inventory Master/Transactions menu (G4111), Item Branch/Plant	Access forms to assign items to item groups.
Item/Branch Plant Info.	W41026A	Select a branch/plant and then select Item/Branch Info from the Row menu on Work With Item Branch.	Assign an item to an item group.

Setting Up Complex Price Groups

Access the Customer Price Group Definition form.



Customer Price Group Definition form

Price Group Enter a code (40/PC) that identifies a customer group. You can group customers with similar characteristics, such as comparable pricing.

Assigning a Customer to a Price Group

Access the Billing Information form.

Customer Price Group Enter a code (40/PC) that identifies a customer group. You can group customers with similar characteristics, such as comparable pricing.

Setting Up Complex Item Groups

Access the Item Price Group Definition form.

Assigning an Item to an Item Group

Select the Additional Info. tab.

Item Price Group Enter a UDC (40/PI) that identifies an inventory price group for an item. Inventory price groups have unique pricing structures that direct the system to incorporate discounts or markups on items on sales and purchase orders. The discounts or markups are based on the quantity, dollar amount, or weight of the item ordered. When you assign a price group to an item, the item takes on the same pricing structure defined for the inventory price group. You must assign an inventory price group to the supplier or customer, as well as to the item, for the system to interactively calculate discounts and markups on sales orders and purchase orders.

Generating Price Group Relationships

Access the Generate Price Group programs from the Price Management menu (G4222).

1. To generate customer price group relationships, select Generate Customer Price Groups (R40932).
2. To generate item price group relationships, select Generate Item Price Groups (R40931).

Setting Up Standard Price Adjustments

This section provides an overview of standard price adjustments, lists prerequisites, and describes how to:

- Set up standard price adjustments.
- Set up inventory pricing rules.
- Assign pricing rules to customers and customer groups.
- Set up trade discounts.

Understanding Standard Price Adjustments

After you define base prices, you can set up these types of price adjustments:

- Price adjustments for groups of items.
- Contract pricing, which applies special pricing for an item to a single customer or customer group.

The system prices an order in this sequence:

1. Any item price that you enter in the order overrides the base price that the system retrieves.

   You can set processing options in Sales Order Entry (P4210 or P42101) to protect the sales order detail price fields as well as price related fields.
2. A trade discount that you define through customer billing instructions overrides all other pricing or repricing.
3. A contract price for a specific customer takes precedence over a contract price for a group of customers.

   It also overrides other inventory pricing rules. If a contract price for a specific customer does not exist, the system searches for a contract price for a customer group.
4. The system retrieves inventory pricing rules for a specific customer, if you have defined them, before it retrieves rules defined for a group of customers.
5. If you do not define trade discounts, contract prices, or inventory pricing rules, the system retrieves the base price.

Inventory Pricing Rules

You define pricing rules to set up a pricing scheme for an item or a group of items. An inventory pricing rule is a pricing rule that defines a price and quantity for a customer or customer group. For each item or item group, you define levels of pricing. You can determine price breaks by quantity. You can indicate whether the price adjustment is a markup or discount. You can set up contract prices to guarantee a price for a particular customer. You can also enter a price to override the base price for a specified period.

The system does not adjust prices until you assign a customer or customer group to an inventory pricing rule.

When you define inventory pricing rules, you enter the user defined codes that you previously set up for item price groups. To create new user defined codes for item price groups, you can select Setup Inventory Pricing Groups from the Price Management menu (G4222).

Trade Discounts

A trade discount is the simplest way to offer a discount to a customer. The system applies the discount to all items sold to the customer. The trade discount overrides all other pricing. If a trade discount exists for a customer, the system does not apply any other discounts. You set up trade discount pricing through the customer billing instructions. You enter a flat percentage that the system applies to the order total.

Note. Trade discounts do not function with configured items that are entered on a sales order.

Contract Pricing

You can set up contract prices to guarantee a price for a particular customer. When you enter an order for a contract item, the system checks the remaining quantity to be sold at the contract price.

If the quantity on the order exceeds the remaining quantity allowed, the system writes two lines on the order:

- One line for the quantity at the contract price.
- One line for the quantity at the regular price.

You set up contract pricing by defining an inventory pricing rule and assigning the rule to a customer.

Note. You must use the item's short ID number in the UDC table (40/PI) to identify the pricing rule.

Prerequisites

Before you complete the tasks in this section:

- Verify that item price groups have been set up.
- Verify that customer price groups have been set up.
- Verify that you have set up item price group pricing rules in UDC (40/PI).

See Also

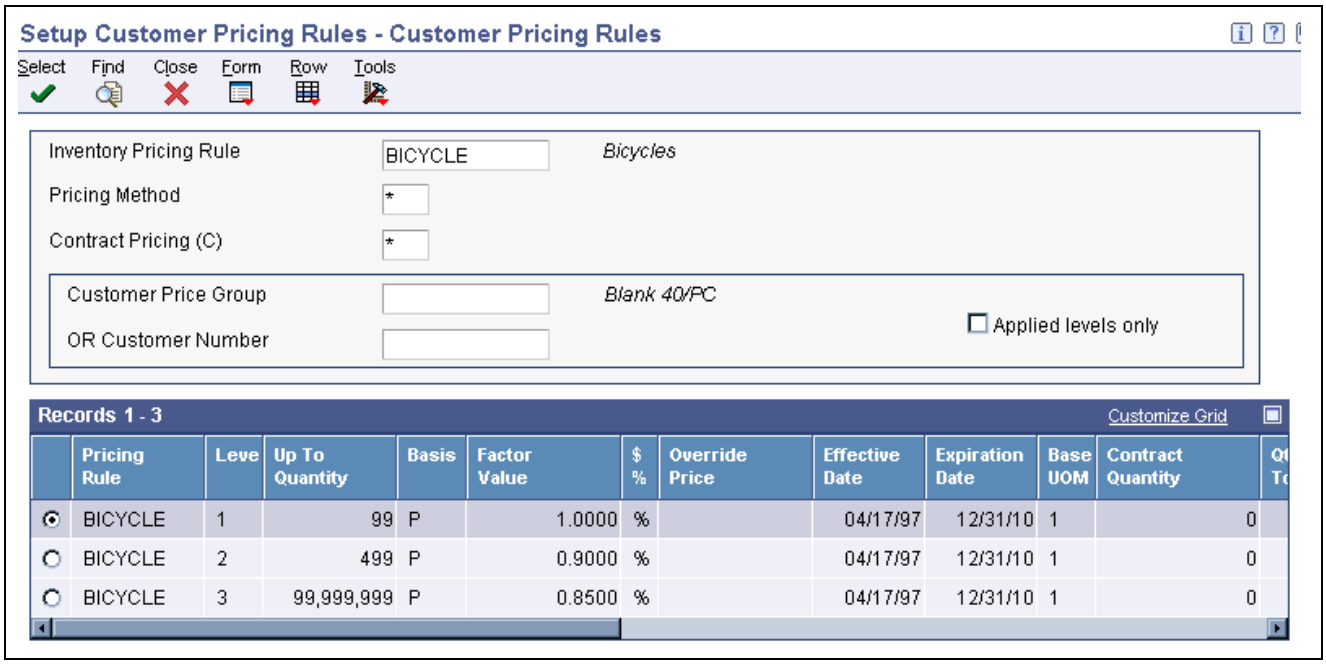
Chapter 6, "Setting Up Base and Standard Pricing," Understanding Base Pricing Structure, page 00

Forms Used to Set Up Standard Price Adjustments

Form Name	FormID	Navigation	Usage
Work With Pricing Rules	W4271D	Price Management menu (G4222), Setup Inventory Pricing Rules or Setup Customer Pricing Rules	Access forms to set up standard price adjustments.
Customer Pricing Rules	W4271B	On the Work With Pricing Rules form (when accessed from the Setup Customer Pricing Rules menu option), select Customer Rules from the Form menu.	Set up customer pricing rules.
Inventory Pricing Rules	W4271A	On the Work With Pricing Rules form (when accessed from the Setup Inventory Pricing Rules menu option), select Customer Rules from the From menu.	Set up inventory pricing rules.
Work With Customer Master	W03013A	Sales Order Management Setup menu (G4241), Customer Billing Instructions	Select a customer.
Customer Master Revisions	W03013B	Select a customer on Work With Customer Master, and click Select.	Access forms to set up trade discounts.
Billing Information	W03013E	Select Billing Information from the Form menu on Customer Master Revision.	Set up trade discounts.

Setting Up Standard Pricing Adjustments

Access the Customer Pricing Rules form.



Customer Pricing Rules form

Level

Enter an alphanumeric code that determines the sequence in which the system displays the rules within the pricing group. You define levels when you set up the pricing groups.

Up To Quantity

Enter the volume or quantity breaks that are commonly used in pricing tables. If the quantity on the first level of a rule is 5, then the pricing logic on this level applies only to sales of five or fewer items. If the quantity in the next level is 10, then the pricing logic applies to sales of 6 through 10 items. 99,999,999 indicates all quantities.

Basis

Enter a costing method on which the system bases the net price of the order.

For pricing and repricing, values are:

1: Last-In Cost

5: Future Cost

P: Unit Price

2: Average Cost

6: Lot Cost

3: Memo Cost 1

7: Standard Cost

4: Current Cost

The system uses the method that you enter here to determine the order's net price.

Otherwise, specify a value between *1* to *8* to use the unit cost in the sales detail as the base on value for all reprice calculations.

Factor Value

The discount that the system uses when it calculates the price of an item that is attached to this inventory pricing rule. Discounts can be expressed

as multipliers, additional amounts, or deductible amounts. For example, a 10 percent discount would be expressed as .90. You can use the same factor for markups over cost. For example, a 10 percent markup would be expressed as 1.10.

Type Select a value that indicates whether the factor value is a multiplier (percent) or an additional/deductible cash amount ($) when applied to an order's price.

Override Price Enter a price. Any price you enter here overrides all other rules or prices.

Base UOM (base unit of measure) Enter a code that indicates that the quantity limit is based on a special unit of measure. The default value is *1* (primary unit of measure). Values are:

1: Primary unit of measure.

2: Secondary unit of measure.

3: Purchasing unit of measure.

4: Pricing unit of measure.

5: Shipping unit of measure.

#: Weight.

$: Monetary (not quantity) limit.

Contract Quantity This quantity is established in the inventory pricing rules as the number of items that the customer may purchase at this contract price.

Quantity Taken The number of units that have passed through the Sales Update process. In Work Order Processing, this field identifies the total quantity completed or consumed on a work order to date basis.

Contract Reference Enter the number or identifier of the document on which this contract is based.

Complete this field only if you are creating a contract price between you and a specific customer.

Setting Up Inventory Pricing Rules

Access the Work With Pricing Rules form.

1. Click Add.
2. Complete the required fields, along with any of the optional fields that are necessary to the business, on the Inventory Pricing Rules form:
   - Pricing Rule
   - Price Method
   - Level
   - Basis
3. To review item information, select Detail from the Row menu.

   Click Close when you are finished reviewing item information to return to the Inventory Pricing Rules form.
4. Click OK to save the information and exit the program.

Assigning Pricing Rules to Customers and Customer Groups

Access the Work With Pricing Rules form.

1. Click Add.
2. On Inventory Pricing Rules, complete the these fields to identify the pricing rule that you want to apply to a customer or customer groups:
   - Pricing Rule
   - Price Method
3. Select Customer Rules from the Form menu.
4. On Customer Pricing Rules, specify the customer or the customer group in one of these fields:
   - Customer Price Group
   - Customer Group/Number
5. Select the pricing level, and then select Apply Level from the Row menu.

Setting Up Trade Discounts

Access the Billing Information form.

Trade Discount Enter the percentage by which the system reduces the price of each item. If you enter a value in this field, this is the only discount that will be applied. You can override it if you enter a price. Enter the percentage as a whole number (that is, 5 for 5percent).

CHAPTER 7

(BRA, CHL, PER) Setting Up the System for Brazil, Chile, and Peru

This chapter provides an overview of sales returns for Brazil and discusses how to:

- (BRA) Set up user-defined codes (UDCs) for sales orders in Brazil.
- (BRA) Set up next numbers for Brazil.
- (BRA) Set up opening and closing terms for fiscal books.
- (BRA) Set up a cross-reference for transaction nature codes.
- (CHL) Set up the system for Chile.
- (PER) Void legal numbers.

See Also

PeopleSoft EnterpriseOne Global Options and Reports 8.11 SP1 PeopleBook, "(CHL and PER) Setting Up the System for Chile and Peru Legal Requirements"

(BRA) Understanding Sales Returns for Brazil

To process sales returns in Brazil, you must set up these versions:

- Ship-to return versions.
- Ship-from return versions.

Setting Up Ship-To Return Versions

Set up the Sales Ledger Inquiry program (P42025) with a version that matches the version of Sales Order Entry program (P4210) that you use to process the return. For example, version ZJDE7003 of the Sales Order Entry program in the base Sales Order Management software is set up for processing sales order returns when the buyer receives and then returns merchandise. If you use this version for processing the return, you must set up a version ZJDE7003 in the Sales Ledger Inquiry program.

Set up the Sales/Purchase Returns - Brazil program (P76B805) with a version that matches the version of the Sales Order Entry program that you use to process the return. For example, version ZJDE7003 of the Sales Order Entry program in the base Sales Order Management software is set up for processing sales order returns when the buyer receives and then returns merchandise. If you use this version for processing the return, you must set up a version ZJDE7003 in the Sales/Purchase Returns - Brazil program.

Setting Up Ship-From Return Versions

Set up the Sales Ledger Inquiry program with a version that matches the version of the Sales Order Entry program that you use to process the return. For example, version ZJDE7004 of the Sales Order Entry program in the base Sales Order Management software is set up for processing sales order returns when the buyer did not receive the merchandise. If you use this version for processing the return, you must set up a version ZJDE7004 in the Sales Ledger Inquiry program.

Set up the Sales/Purchase Returns - Brazil program with a version that matches the version of the Sales Order Entry program that you use to process the return. For example, version ZJDE7004 of the Sales Order Entry program in the base Sales Order Management software is set up for processing sales order returns when the buyer did not receive the merchandise. If you use this version for processing the return, you must set up a version ZJDE7004 in the Sales/Purchase Returns - Brazil program.

(BRA) Setting Up UDCs for Sales Orders in Brazil

This section discusses how to set up UDCs for sales orders in Brazil.

The PeopleSoft EnterpriseOne system provides several UDCs that are specifically for fiscal books and electronic GIAs (Guia de Informação Apuração de ICMS). You must set up these UDCs for the system to produce accurate fiscal books.

Fiscal Book Code (76/FB)

The system uses the Fiscal Book Code UDC to identify types of fiscal books. It also includes a code that you use to identify text for a correction request to a nota fiscal.

These codes are hard-coded:

Codes	Description 01
CC	Correction Letter.
DG	Transaction Journal.
IS	ISS (Imposto sobre Serviços) Outbound Registry.
L3	Production and Stock Control.
RC	ICMS (Imposto sobre Circulação de Mercadorias e Serviços Substituto) Verification.
RE	Inbound Registry.
RI	Inventory Registry.
RP	IPI (Imposto sobre Productos Industrializados) Verification.
RS	Outbound Registry.

Flag - Free Port Zone (76/FR)

Set up free port zone codes to indicate whether a company is located in a free port zone. For example, you can set up these free port zone codes:

Codes	Description 01
0	Non-Free Port
1	Free Port Zone
2	Free Commerce Zone

Sales Reverse - Brazil (76/RD)

Set up receive document types for sales reverse to indicate which line types you use to reverse a sale. For example, you can set up document type: VC - Sales Reverse - Brazil

Sales Return - Brazil (76/SR)

Set up return document types for sales return to indicate which line types you use for sales returns. For example, you can set up these document types:

Codes	Description 01
VR	Sales Return - Brazil
VS	Purchase Return - Brazil

DIPI Annual Movements Report (76B/DA)

The system uses the DIPI Annual Movements Report UDC table (76B/DA) to determine how to write data to the DIPI Annual Movements report (R76B4011). The DIPI Annual Movements report lists the customers who comprise the top 80 percent of the sales that are generated for a company.

The value in the Codes field in the UDC table is the transaction nature code (data item BRNOP). The values in the Description 01 and the Description 02 fields are the Ficha numbers (section numbers within the DIPI Annual Movements report) to which the system writes the customer information.

The system reads the value in field BRNOP in the F76111B table and compares it to the values in the 76B/DA UDC table. It then determines the Ficha section where data about the customer is included.

This table lists examples of codes:

Codes	Description 01	Description 02
111	25	26
211	25	26
521	27	28
699	27	28
717	27	28

Decendio (76B/DE)

Use these codes to group IPI taxes for a 10-day period. Several fiscal book programs use these codes.

DIPI Inbound Report Line Definitions (76B/DI)

The system uses the DIPI Inbound Report Line Definitions UDC table (76B/DI) to determine how to write data to the FICHA 23 - Entradas e Crédititos report that is produced by the DIPI Resumes and Statements program (R76B4006).

The value in the Codes field in the UDC table is the transaction nature code (data item BRNOP). The value in the Description 01 field is the Ficha (report), and the value in the Description 02 field is the line number of the report.

When you run the DIPI Summaries and Statements program, the system reads the value in the Transaction Nature Code field from the F76111B table and compares it to the values in the 76B/DI UDC table. It then determines the report and line for which to print the data.

This table lists examples of codes:

Codes	Description 01	Description 02
111	23	01
114	23	05
211	23	01
235	23	04
312	23	08
394	23	10

DECLAN Codes (76B/DM)

Use these codes to group tax amounts for the DECLAN Annual Report (R76B4015). In the Codes field, enter a code that is a concatenation of each transaction nature, plus a suffix. You must enter the demonstrative code, by which the tax amounts are summed, in the Description 01 field. To sum the tax amounts by more than one demonstrative code, enter all of the codes in the Description 01 field and separate them with spaces.

This table shows an example of DECLAN codes:

Codes	Description 01
11100	001 006
21100	002 008

DIPI Outbound Report Line Definitions (76B/DO)

The system uses the DIPI Outbound Report Line Definitions UDC table (76B/DO) to determine how to write data to the FICHA 24 - Saidas e Débitos report that is produced by the DIPI Summaries and Statements program.

The value in the Codes field in the UDC table is the transaction nature code (data item BRNOP). The value in the Description 01 field is the Ficha (report), and the value in the Description 02 field is the line number of the report.

The system reads the value in the Transaction Nature Code field from the F76111B table and compares it to the values in the 76B/DO UDC table. It then determines the report and line for which to print the data.

This table lists examples of codes:

Codes	Description 01	Description 02
511	24	01
517	24	02
688	24	05
711	24	07
712	24	08
799	24	10

Invoice Type (76B/IT)

You use the Invoice Type codes to specify whether a transaction was completed as a cash or an installment transaction. The values are hard-coded:

Code	Description
1	Cash Transactions
2	Installment Transactions

Related to Energy and Petroil (76B/NS)

The system uses the codes in the Related to Energy and Petroil UDC table to accumulate amounts on notas fiscais that are related to energy and petrol. The Codes field contains a code that is a concatenation of a transaction nature code plus a suffix. The system uses these codes in the Inbound Interstate Operation form (R76B4009) and the Outbound Interstate Operation form (R76B4010) programs.

These values are hard coded for Brazilian localization:

Codes	Description 01
11100	Procurement Transaction
11101	Procurement Transaction
51105	Sales Transaction
51108	Sales Transaction

Resumes and Demonstratives (76B/RD)

Use these codes to group tax amounts for the DIPI - Resumes and Demonstratives program. In the Code field, enter a code that is a concatenation of each transaction nature plus a suffix. You must enter the demonstrative code by which the tax amounts are summed in the Description 1 field. If you need to sum the tax amounts by more than one demonstrative Code, enter all of the codes in the Description 1 field and separate them with spaces.

This table shows examples of resumes and demonstratives codes:

Code	Description 01
11100	101
12100	102
21100	103

Demonstration Codes - Verification (76B/TD)

Use demonstration codes to identify debit and credits for the Verification of IPI report (R76B4002) and the Verification of ICMS report (R76B4003). For example, you could set up these codes as indicated in the table:

Codes	Description 01
001	Inbound from national market
002	Inbound from external market
003	Outbound to external market

Fiscal Tax Type (76B/TI)

Use this code to specify the type of fiscal book information that the system processes when you add information in the inbound or outbound Nota Fiscal Maintenance program (P76B1001).

Activity/Status Codes (40/AT)

To advance an order line through the order process, you must create order activity rules to establish a sequence of processing steps.

Note. You must set up codes 997 for canceled notas fiscais.

The system processes an order line based on the order activity rules that you set up for the order type and line type combination. For example, you can set up these order activity rules for Brazil:

Codes	Description 01	Description 02
425	Freight, Insurance & Expenses	Brazil Purchasing
430	Close Nota Fiscal	
595	Generate Nota Fiscal	

Codes	Description 01	Description 02
597	Freight, Insurance & Expenses	Brazil Sales
598	Print Nota Fiscal	
617	Generate Tax Lines	
998	Reversed Nota Fiscal	

Documents Using Text Messages (40/OR)

Set up codes to identify programs that use text messages. The system uses these codes when you use the Preference Profiles Inquiry by Customer/Item program (P40300).

Sintegra (Systema Integrado de Informacoes) CFOP Cross-Reference (76B/TN)

Use these codes to associate a transaction nature/suffix combination with a nota fiscal model. The Generating ICMS Magnetic Files - Sintegra program (R76B201) uses the codes that you set up, or the program uses 01 if the transaction nature/suffix combination is not in this UDC table.

The system calculates the ICMS Tax Situation code by displaying a one-digit value from the Item Origin UDC (76/IO) along with a calculated two-digit value that is based on the ICMS tax criterion of the item. The three-digit value is the ICMS Tax Situation Code.

The algorithm for calculating the ICMS Tax Situation code uses the special handling code in the Transaction Nature UDC (76/TN) to determine the ICMS Tax Situation code when an item is not taxed or has deferred tax. The algorithm then populates the Tax Situation field (data item BST1) with a three-digit tax situation code.

The system uses the ICMS Tax Situation code for the accounting of deferred ICMS taxes in the fiscal books.

For example, you could set up these codes:

Codes	Description 01	Description 02
11199	22	NF Telecommunication
51199	07	NF Freight
99999	01	NF Normal

State & Province Codes (00/S)

You set up the State & Province Codes (00/S) UDC so that system associates a two-digit code to the state or province. When you use the Print GIA program (R76B131) and the Send GIA program (R76B132) to create the flat file to send for ICMS tax reporting, the State & Province Codes UDC table must also include a special handling code so that the system can provide numeric characters for the state.

For example, you can set up these state and province codes for Brazil:

Codes	Description 01	Special Handling Code
AM	Amazonas	04

Codes	Description 01	Special Handling Code
RJ	Rio de Janeiro	22
SP	São Paulo	26

GIA Taxation Rules (76B/G1)

You associate taxation rules to the companies that you include in company profiles that you create for ICMS tax reporting. You set up values in the GIA Taxation Rules UDC (76B/G1) to specify how a company is taxed. For example, you might set up these codes:

Codes	Description 01
01	RPA - Released from Assessment
02	RES - Assessment by Estimate

GIA Type (76B/G2)

You use the GIA Type UDC (76B/G2) to specify whether a GIA is a substitute submission. For example, you might set up these codes:

Codes	Description 01
01	Normal
02	GIA Substitute

GIA CFOP for Oil & Energy (76B/G3)

Set up this UDC with the transaction nature codes that you use for the oil and energy industries. The system uses the codes that you set up when it processes ICMS Tax Substitution amounts for transactions involving oil and energy. For example, you might set up these codes:

Codes	Description 01
1111	In-state purchase

GIA Occurrence Type (76B/G4)

You use the GIA Occurrence Type UDC (76B/G4) to specify whether a transaction is assessed by tax substitution. For example, you might set up these codes:

Codes	Description 01
0	Assessment on own transaction
1	Assessment by tax substitution

GIA Record Type (76B/G6)

The electronic GIA must be sent in a government-required layout that contains specified record types. The data for each record type is sent to the government in a flat file. The record types for the electronic GIA are:

Record Type	Description
01	Master Record
05	Fiscal Document Header
10	CFOP Detail
14	Interstate Detail
18	ZFM/ALC
20	Occurrences
25	Ship from State Tax ID
26	Substitute Tax ID
27	Substituted Tax ID
30	DIPAM-B
31	Exportation Record

(BRA) Setting Up Next Numbers for Brazil

This section provides an overview of next numbers for Brazil and discusses how to:

- Set up next numbers for *Notas fiscais*.
- Set up next numbers for electronic GIAs.
- Set up next numbers for Fiscal Books.

Understanding Next Numbers for Brazil

You must set up next numbers for notas fiscais, electronic GIAs, and Fiscal Books to correctly process sales information for Brazil.

Next Numbers for*Notas Fiscais*

You set up temporary next numbers for notas fiscais. These numbers are assigned to you by the government. The system uses the temporary next numbers when you run the Generate Nota Fiscal program (R76558B). After you review the temporary numbers for notas fiscais and make any necessary corrections, you run the Print Nota Fiscal program (R76560B) to generate the nota fiscal that accompanies merchandise or services. The Print Nota Fiscal program prints on the nota fiscal a next number from the block of nota fiscal numbers that are assigned to a company by the government.

Next Numbers for Electronic GIAs

You set up next numbers for electronic GIAs by completing the tenth next numbering position. The system uses the next number as part of the String Key field data item GISTR) when you run the Extract GIA program (R76B130) or when you manually create a new GIA.

Next Numbers for Fiscal Books

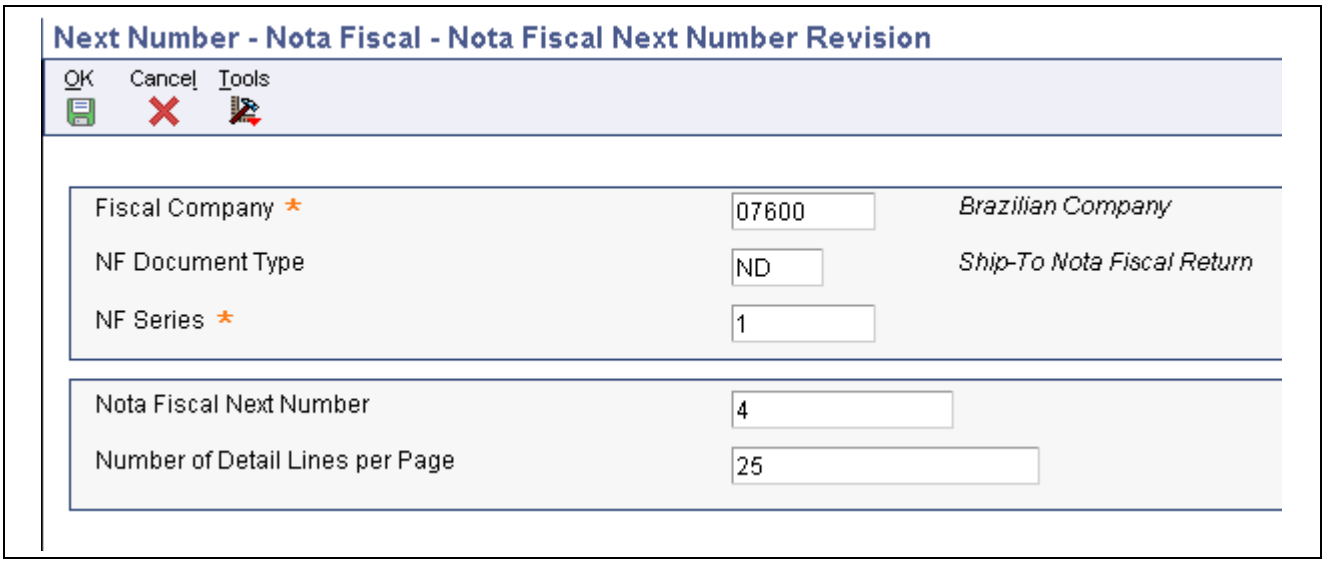
Each type of fiscal book that you generate must be sequentially numbered and can contain no more than 500 pages. You use the Fiscal Books Next Number program (P7602B) to specify the book number, the starting page number, and the maximum number of pages for each book.

Forms Used to Set Up Next Numbers for Brazil

Form Name	FormID	Navigation	Usage
Nota Fiscal Next Number Revision	W7600BE	Brazilian Localization Setup (G76B41B), Next Number - Nota Fiscal On the Work With Nota Fiscal Next Numbers form, click Add.	Set up next numbers for nota fiscal numbers, which are assigned by the government.
Set Up Next Numbers by System	W0002C	Fast path, nn On the Work With Next Numbers form, select system 76B.	Set up next numbers for electronic GIAs.
Fiscal Books Next Number Revision	W7602BB	Brazilian Localization Setup (G76B41B), Next Number - Fiscal Books Click Add on Work With Fiscal Books Next Number.	Specify the book number, the starting page number, and the maximum number of pages.

Setting Up Next Numbers for Notas Fiscais

Access the Nota Fiscal Next Number Revision form.



Nota Fiscal - Notal Fiscal Next Number Revision form

Fiscal Company Enter the company in which to set up next numbers for notas fiscais.

NF Document Type (notas fiscal document type) Enter a value from UDC table 00/DT that identifies the origin and purpose of a transaction. The prefix for sales order documents is *S*.

NF Series (nota fiscal series) Enter a two-character number that along with the nota fiscal next number identifies a nota fiscal. This field is the second key that the system uses to access a specific nota fiscal.

Nota Fiscal Next Number Enter a six-character number that identifies a nota fiscal. This number consists of the nota fiscal next number and the nota fiscal series.

Number of Detail Lines per Page Enter the maximum number of lines that can be printed in the detail section of the nota fiscal.

Setting Up Next Numbers for Electronic GIAs

Access the Set Up Next Numbers by System form.

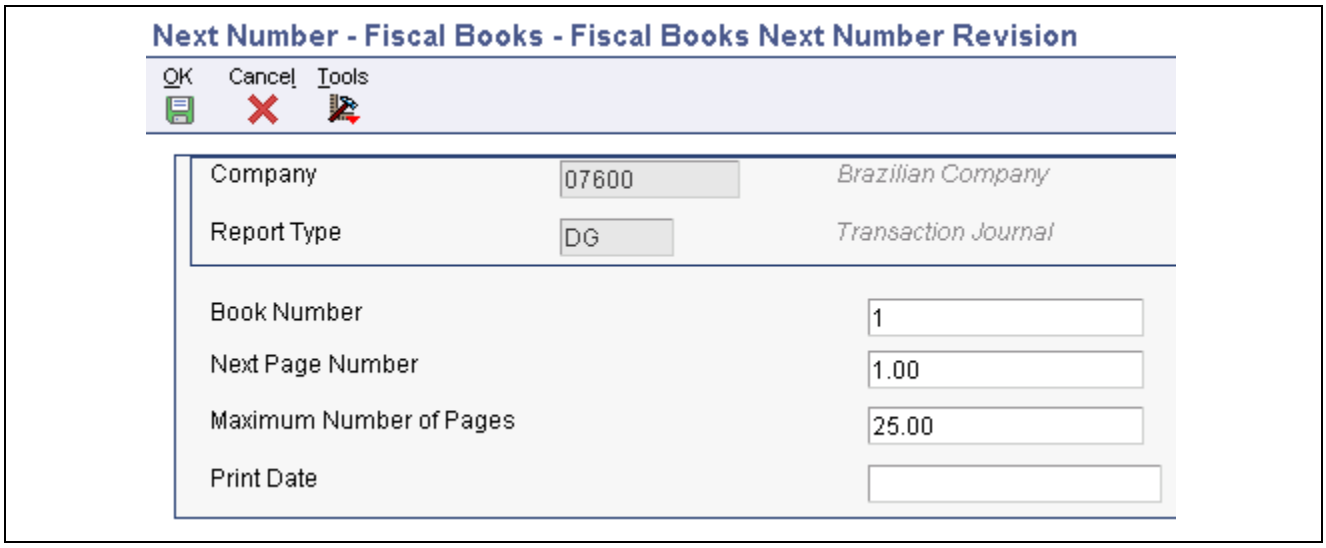
Next Number For the tenth position (GIA Sequence) under the Use column, enter a next number in the corresponding Next Number field.

The system uses this next number as part of the String Key field (data item GISTR) when you create a new GIA manually or by running the Extract GIA program (R76B130).

Check Digit Used Do not select this check box for electronic GIAs.

(BRA) Setting up Next Numbers for Fiscal Books

Access the Fiscal Books Next Number Revision form.



Fiscal Books - Fiscal Books Next Number Revision form

Report Type Enter a UDC (76/FB) from the Fiscal Book Code table that identifies the type of fiscal book.

Book Number Enter the next number that the system uses to automatically assign numbers. Next numbers can be used for many types of documents; they include voucher numbers, invoice numbers, journal entry numbers, employee numbers, address numbers, and so on. You must adhere to the next numbers that have been preestablished unless custom programming is provided.

Next Page Number Enter the number of the page that follows the opening statement. The system automatically inserts the opening statement beginning on page one.

Maximum Number of Pages Enter the maximum number of pages in the fiscal book. Brazilian government regulations limit the size of a fiscal book to 500 pages.

Print Date Review the date the fiscal book is printed. This value is system-assigned.

(BRA) Setting Up Opening and Closing Terms for Fiscal Books

This section provides and overview of opening and closing terms and discusses how to add opening or closing terms for fiscal books.

Understanding Opening and Closing Terms

Before writing any fiscal book, you must include the opening term and the closing term for the book on the first and last pages of the book, respectively.

The opening term of the book should include this information:

- Purpose of the book.
- Number of the book.
- Number of pages.

- Business to which the book pertains.
- Business address.
- Number assigned to the book by the *Junta Comercial* and the date when the number was assigned.
- CGC tax ID number.

These examples of an opening term and a closing term were taken from Departmento Fiscal Modelo (Ribeiro, Wanderlei Ban, São Paulo: Informações Objetivas Publicações Jurídicas Ltda., 1994, pp.1-2 in the section titled IV-Dos Livros Fiscais). This model is an opening term:

Termo de Abertura

Este livro que servirá como Diário Geral, n° 3, contém 200 folhas, numeradas tipograficamente, da São José Ltda., sita na Rua São Joaquim, 33, na Cidade de Cruz Torta-SP, registrada na Junta Comercial sob o n° 456378957, na seção de 23.12.66, inscrita no Cadastro Geral de Contribuintes sob o n° 56.678.978/0001-90 e na Fazenda Estadual sob o n° 122.345.234.111.

The closing term contains the:

- Purpose of the book.
- Number of the book.
- Number of pages.
- Name of the company.

This model is a closing term:

Termo de Encerramento

O presente livro serviu como Diário Geral, n° 3, com 200 folhas, numeradas tipograficamente, da São José Ltda.

Both the opening and closing terms should contain the date and signature of the business owner and the business' accountant.

Use these variables if you want the system to enter default values into the opening or closing terms:

- ###### (six # signs) - Use a default book number when you run the Transaction Journal report.
- @@@@@@ (six @ symbols) - Add the page number of the closing term to the statement.
- $$$$$$ (six $ signs) - Add either the issue date or the current date to the term.

You enter the opening and closing terms in the Media Object form.

Form Used to Set Up Opening and Closing Terms

Form Name	FormID	Navigation	Usage
Fiscal Books - Work With Fiscal Books Next Number	W7602BA	Brazilian Localization Setup (G76B41B), Next Number - Fiscal Books Select a record, click either Opening Statement or Closing Statement, and then select Opening Statement or Closing Statement from the Row menu.	Add an opening or closing statement.

Adding an Opening or Closing Statement

Access the Fiscal Books - Work With Fiscal Books Next Number form.

1. Click Find to view available records, and then select a record.
2. To add an opening or closing statement to the fiscal book, select Opening Statement or Closing Statement from the Row menu.
3. On Fiscal Books - Opening Statement or Fiscal Books - Closing Statement, click OK.
4. On Media Object Viewer, click Text, enter the opening or closing statement, and then click Save.

(BRA) Setting Up a Cross-Reference for Transaction Nature Codes

This section provides an overview of cross-references for transaction nature codes and discusses how to set up a cross-reference.

Understanding Cross-References for Transaction Nature Codes

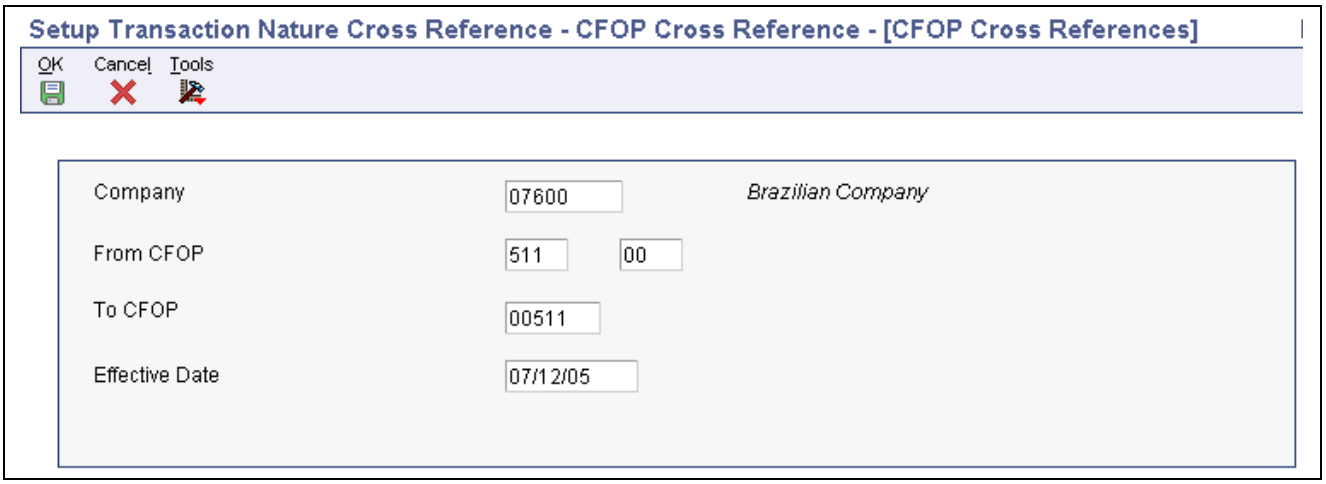
PeopleSoft EnterpriseOne uses three digits for transaction nature codes. Some states in Brazil require a five-digit code. You can use the Setup Transaction Nature Cross Reference program (P76B2001) to create a cross-reference between the standard three-digit codes in PeopleSoft EnterpriseOne and the five-digit codes that are required for Brazil. You set up the cross-references by company.

Forms Used to Set Up a Cross-Reference

Form Name	FormID	Navigation	Usage
CFOP Cross Reference - [Work With CFOP Cross References]	W76B2001A	Fiscal Reports - Brazil (G76B111), Setup Transaction Nature Cross Reference	Access forms to set up cross-references.
CFOP Cross Reference - [CFOP Cross References]	W76B2001B	Click Add on Work With CFOP Cross References.	Add a cross-reference between a three-digit and a five-digit transaction nature code.

Setting Up a Cross-Reference for Transaction Nature Codes

Access the CFOP Cross References form.



CFOP Cross References form

From CFOP Enter a three-character code that for tax purposes, identifies a type of transaction. To enter values for the transaction nature code, use this convention: X.YY where X defines the origin of the transaction (inbound or outbound), and YY defines the transaction as a whole, such as a sales transaction. Values for X are:

1: Inbound, inside the state.

2: Inbound, other states.

3: Inbound, import.

5: Outbound, inside state.

6: Outbound, other states.

7: Outbound, export.

Examples of transaction nature codes:

511: In-state sale.

611: Out-of-state sale.

Suffix Complete this two-character field in conjunction with the transaction nature code to identify the complementary implications of a type of transaction. For

example, the suffix might indicate that a certain type of transaction represents a inventory change, or that a transaction is eligible for a certain type of tax.

Values might include:

01: Bonus

02: Demo

03: Sample

04: Return merchandise

05: Back order

06: Donation

Examples of transaction nature codes with suffixes:

511 01: In-state sale, bonus.

511 05: In-state sale, back order.

To CFOP Use this three-character code to indicate different types of transactions for tax purposes. To enter values for the transaction nature code, use the convention: X.YY where X defines the origin of the transaction (inbound or outbound) and YY defines the transaction as a whole, such as a sales transaction.

Values for X are:

*1:*Inbound, inside the state.

*2:*Inbound, other states.

*3:*Inbound, import.

*5:*Outbound, inside state.

*6:*Outbound, other states.

*7:*Outbound, export.

Examples of transaction nature codes (values for YY) include:

511: In state sale.

611: Out of state sale.

Effective Date Enter the date on which you confirm that a specific order line was shipped.

(CHL) Setting Up the System for Chile

This section includes an overview of system setup for Chile voiding legal numbers and discusses how to:

- Void legal numbers.
- Set up line of business.

Understanding System Setup for Chile Voiding Legal Numbers

Using the Next Legal Numbers Setup program, you can void a sequence of legal numbers. You specify the reason for voiding legal numbers using a UDC each time you void legal numbers.

The system stores records for voided legal numbers in these files:

- Legal Document Next Numbers - CHI - 03B (F76H001).
- Invoices Not Printed - CHI - 03B (F76H3B20).

Line of Business

You must set up the system to ensure the customer's activity or line of business appears on the legal vouchers.

See Also

Chapter 12, "Working with Sales Order Information," page 00

Forms Used to Set Up the System for Chile

Form Name	FormID	Navigation	Usage
Legal Numbers Set Up - Work with Next Number	W76H001A	Sales menu (G76H42), Legal Numbers Set Up Select a sequence of legal numbers and click OK.	Locate a sequence of legal numbers to void.
Legal Numbers Set Up - Edit Next Number	W76H001B	Enter a number in the Next Legal Number - From field and click OK.	Edit the legal number.
Legal Numbers Set Up - Generate Invoice Not Printed	W76H001D	Enter a reason code in the Cancellation Code field and click OK.	Enter the reason for voiding the legal number.
Legal Numbers Set Up - Work with Next Number	W76H001A	Sales menu (G76H42), Legal Numbers Set Up	Locate a sequence of legal numbers to void.
Legal Numbers Set Up - Change Status	W76H001C	Select a sequence of legal numbers and click Status Change from the Row menu on Legal Numbers Set Up - Work with Next Number.	Change the status of legal numbers to Closed (voided).
Legal Numbers Set Up - Generate Invoice Not Printed	W76H001D	Enter a reason code in the Cancellation Code field and click OK.	Enter the reason for voiding the legal number.
Legal Company Constants - Work With Legal Company Constants	W76P002A	General Configuration G76P00, Legal Company Constants	Add and revise company constants.
Legal Company Constants - Enter Legal Company Constants	W76P002B	Enter a value in the Activity Category Code Nr (number) and click OK on Legal Company Constants - Work With Legal Company Constants.	Add a line of business to a company.

Voiding Legal Numbers

Access the Legal Numbers Set Up - Work with Next Number form.

Cancellation Date Enter the date on which the legal document is canceled.

Cancellation Code Enter a UDC (76H/CC) to specify the legal reason that the next number is voided.

Set Up Line of Business

Access the Legal Company Constants - Work With Legal Company Constants form.

See *PeopleSoft EnterpriseOne Address Book 8.11 SP1 PeopleBook*, “Entering Address Book Records”.

Activity Category Code Nr. Enter the code that specifies the Address Book category code that is used to store the company’s activity code, or line of business. The category code value is included in legal reports. Activity must be defined as an address book category code value. This field is used to indicate the category code number where the company’s activity has been defined.

After you have specified which category code an organization uses to store line of business information, you can then enter the appropriate line of business code in the appropriate Cat Code tab on the Address Book Revisions form for the company.

(PER) Voiding Legal Numbers

This section discusses how to void legal numbers for Peru.

Using the Next Legal Numbers Setup program, you can void a sequence of legal numbers. You specify the reason for voiding legal numbers using a UDC each time you void legal numbers.

The system stores records voided legal numbers in these files:

- F76H001
- F76H3B20

See Also

Chapter 12, “Working with Sales Order Information,” (CHL, PER, POL and RUS) Inquiring on Sales Orders, page 00

Forms Used to Void Legal Numbers

Form Name	FormID	Navigation	Usage
Legal Numbers Set Up - Work with Next Number	W76H001A	Sales menu (G76H42), Legal Numbers Set Up Select a sequence of legal numbers and click OK.	Locate a sequence of legal numbers to void.
Legal Numbers Set Up - Edit Next Number	W76H001B	Enter a number in the Next Legal Number - From field and click OK.	Edit the legal number.
Legal Numbers Set Up - Generate Invoice Not Printed	W76H001D	Enter a reason code in the Cancellation Code field and click OK.	Enter the reason for voiding the legal number.
Legal Numbers Set Up - Work with Next Number	W76H001A	Sales menu (G76H42), Legal Numbers Set Up	Locate a sequence of legal numbers to void.
Legal Numbers Set Up - Change Status	W76H001C	Select a sequence of legal numbers and click Status Change from the Row menu on Legal Numbers Set Up - Work with Next Number.	Change the status of legal numbers to Closed (voided).
Legal Numbers Set Up - Generate Invoice Not Printed	W76H001D	Enter a reason code in the Cancellation Code field and click OK.	Enter the reason for voiding the legal number.

Voiding Legal Numbers

Access the Legal Numbers Set Up - Generate Invoice Not Printed form.

Cancellation Date Enter the date on which the legal document is canceled.

Cancellation Code Enter a UDC (76H/CC) to specify the legal reason that the next number is voided.

CHAPTER 8

Entering Sales Orders

This chapter provides an overview of sales order entry, lists prerequisites, and discusses how to:

- Enter sales order header and detail information.
- Update and copy sales order information.
- Enter sales orders with templates.
- Enter substitute, associated, and promotional items.
- Activate notifications for volume-based upselling.
- Promise orders in sales order entry.
- Generate the audit log and approval processing.
- Enter orders for kits and configured items.
- (Rapid Start AUS and NZL) Enter order detail.
- (Rapid Start AUS and NZL) Perform customer service inquiry.
- (Rapid Start CAN and USA) Enter sales orders for equipment.
- (Rapid Start) Enter direct sales order for selling a direct ship item.
- (Rapid Start CAN, FRA, GBR, and USA) Enter, change, and cancel direct sales order for selling a make-to-order item.
- (Rapid Start CAN, FRA, GBR, and USA) Enter, change, and cancel direct sales order for selling from inventory.
- Process recurring sales orders.
- Enter orders for matrix items.
- (BRA) Enter additional sales order information for Brazil.
- (ARG) Enter sales orders for Argentina.
- (RUS) Enter sales orders for Russia.

Understanding Sales Order Entry

When a customer wants to purchase items from an organization, you must record the items, quantities, prices, and any additional customer-specific information that is related to that sale. Using the Sales Order Entry program (P4210), you create sales orders to track all of the information related to each sale.

The sales order entry forms include required and optional fields. Depending on the complexity of the sale, you can determine which fields you complete. If you complete only the required field, the system retrieves default customer, item, and preference information from a set of tables. The system also retrieves the base price information when you enter the item on a sales order. If necessary, you can override the default information on the sales order. When you override the default information, only the sales order reflects the overrides. The master tables are not changed.

The system retrieves default sales order information from these tables:

- Address Book Master (F0101).
- Customer Master by Line of Business (F03012).
- Item Master (F4101).
- Item Location (F41021).
- Preference Master (F40070).

The system also retrieves base price information for the item that is entered.

After you create a sales order, you can generate a sales proposal. When you generate a proposal, you select the predefined templates and template parts that you want to include in the proposal. When you create the templates, you define the pieces of data that the system automatically retrieves from PeopleSoft EnterpriseOne tables, which enable you to quickly create customized documents for the customers. You can also resequence the templates and template parts to create a proposal that meets the company's needs.

Many organizations rely heavily on proposals during contract negotiation. You can also use proposals to expedite order entry.

See *PeopleSoft EnterpriseOne Customer Relationship Management Sales Applications 8.11 SP1 PeopleBook*, "Generating Proposals".

You can enter international sales orders using the same procedures as domestic sales orders if you activate the multicurrency conversion option.

During order entry, the system can determine whether to process or hold the order. When you enable order hold processing, the system determines whether the order should be on hold and, if necessary, issues an order hold warning to the user before processing the order.

A sales order includes two types of information:

- Header information

  This information relates to an entire order. The system maintains this information in the Sales Order Header File table (F4201). The system also retrieves information from the Address Book Master table (F0101) and the billing instructions from the F03012 table to complete the order.

- Detail information

  This information primarily relates to individual lines and items included in a sales order. The system maintains this information in the Sales Order Detail File table (F4211). The system also retrieves information from the F4201, F4101, F41021, and F03012 tables to complete the order.

You can enter header information and detail information separately. You can enter sales orders in two ways, depending on the volume of orders that you process and the amount of header information that you enter:

- Enter header information first, followed by detail information.
- Enter detail information and a subset of header information.

  The system then enters the remaining header information based on default values.

If you create sales orders using the Sales Force Automation system, you maintain and process those sales orders from the PeopleSoft EnterpriseOne Sales Order Management system, just as you would any sales orders that you create using the Sales Order Management system.

See Also

PeopleSoft EnterpriseOne Customer Relationship Management 8.11 SP1 Sales Applications PeopleBook, "Managing Sales Opportunities," Creating Quotes and Sales Orders for Opportunities

Prerequisites

Before you complete the tasks in this section:

- For Energy and Chemical System (ECS) processing, select ECS Control in the System Constants of the Branch/Plant Constants program (P41001).
- Enter address information for each customer in the F0101 table.
- Enter billing instructions for each customer in the F03012 table.

  See Chapter 4, "Setting Up Customer-Related Information," Setting Up Customer Billing Instructions, page 00.
- Enter item Information in the F4101 and F41011 tables.

  See *PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*, "Entering Item Inventory Information," Entering Item Master Information.
- Enter branch/plant information for each of the branch/plants in the F41001 table.

  See Chapter 2, "Configuring the Sales Order Management System," Setting Up Constants, page 00.
- Enter item and branch/plant information in the Item Branch File table (F4102), the F41021 table, and the F4101 table for each item that you stock.
- Enter preferences for customer and item combinations.

  See Chapter 22, "Setting Up Preferences," Understanding Custom Preference Types, page 00.
- Set up default location and printers for the terminal or user profile in the Default Locations/Printers table (F40095).
- Set up multicurrency processing if you are processing orders using different currencies.

  See *PeopleSoft EnterpriseOne Multicurrency Processing 8.11 SP1 PeopleBook*, "Understanding Multicurrency Processing".

Entering Sales Order Header and Detail Information

This section provides overviews of sales order header information, sales order detail information, workflow processes, and subsystem processing, and discusses how to:

- Set processing options for Enter Sales Order (P4210).
- Enter sales order header information.

- Enter sales order item information.
- Enter default line information.
- Enter cross-docking information.

Understanding Sales Order Header Information

When you create a sales order, you must enter header and detail information. The header information pertains to the entire order, and includes:

- Billing address.
- Currency code and exchange rate.
- Payment terms and payment instrument.
- Order hold codes.
- Order dates.

The sales order header also contains information about how the system processes a sales order, such as billing instructions and delivery dates.

Most of the remaining header information, such as tax code and area, shipping address, and freight information, consists of default values from the F0101 table, and the customer master billing instructions stored in the F03012 table. During order header entry, you can review and change the values that apply to a specific order. However, to change the information that the system retrieves for future orders, you must update the information in the master tables. The only header information that you cannot change are the order keys, which include the order number, order type, and order company. This information uniquely identifies the order record.

In addition to the header information that you enter, you can create a message and attach it to a sales order so that it appears on the sales order header when you print it.

Before you enter sales order header or detail information, you must first set the processing options for the Sales Order Entry program (P4210).

Related Addresses

When you set up customer billing instructions and other customer master information, you define the address to which you send the invoice as the sold-to address and the address to which you send the shipment as the ship-to address. You can define related addresses for a customer if the order information, such as the shipping requirements, differs from the billing information, such as invoice copies and payment terms. The system completes the sold-to address whenever you enter the ship-to address.

During order entry, the system retrieves accounts receivable information, such as tax explanation codes and rate areas, from the F03012 table. For direct ship, transfer orders, or sales orders with differing sold-to and ship-to addresses, the system retrieves the tax explanation code from the sold-to address and the tax rate/area from the ship-to address depending on the system setup. The system also retrieves other accounts receivable information, such as billing address type (sold-to, ship-to, or both), credit information, and invoice copies, based on how you have set up customer billing instructions.

Reviewing Credit Information

When you enter an order, you can verify the accounts receivable and aging balances for the sold-to address. You can use this information to assist the customer on the current order.

You access the Credit Check program (P42050) to review information about a customer's account and credit status. You can compare the customer's total accounts receivable and open orders to the customer's current credit limit assigned in the customer master record table to determine if the credit limit has been exceeded.

Using the Credit Check program, you can access:

- Accounts receivable information, such as any balances that are currently due.
- Account history such as customer ranking, invoice, and payment information.
- Open sales orders, which allow you to review order dates and amounts.

Entering Commission Information

The system enters default header commission information from the Customer Master Commission Information (F42140) and Commission Constants (F42004) tables. During order entry, you can access the header commission information and make modifications.

Note. After you enter order information using the Enter Orders Header - Work With Sales Order Headers form, the system prompts you to review header information before accepting the order header. This is only a reminder. After you accept the order header information, the system displays the Sales Order Detail Revisions form.

Understanding Sales Order Detail Information

After you add header information to a sales order, you add detail information about the items on the order, such as item identifiers, quantities, prices, and costs. You can specify information that prints on the customer's invoice, such as backordered and shipped quantities. You can also add messages to individual detail lines.

Because the system retrieves most of the detail information from other tables, you need to enter only a minimum of information. Using the data that you enter, the system completes the remaining fields with default information. You can review and change the values as necessary.

You can enter the required customer and order information on either the header or detail information form. You might choose to access header information before accessing detail information to review the default values before you enter the order. To locate and review orders, you might want to directly access the detail information.

Based on the processing option selection, you can enter header information before you enter detail information.

When you enter sales order detail information, the system retrieves default information from various tables including:

- Sales Order Header File (F4201).
- Item Master (F4101).
- Customer Master by Line of Business (F03012).
- Item Branch File (F4102).
- Item Location File (F42021).
- Item Cost File (F4105).
- Item Base Price File (F4106).

The information in the sales order detail is specific to the item and customer combination. Changes in the detail form affect only the order detail line to which you have made the change.

Because the system retrieves most of the information from the sales order header and other tables, you need to enter only the item number for stock items.

Enter Item and Quantity Information

If you do not know the item number, you can click the visual assist in the Item Number field to access the Item Search form to find it. The system can retrieve item information using any of the product identifiers, and the replacement, substitute, or cross-reference numbers, such as supplier's or customer's part number. The cross-reference information must be set up in the Item Cross Reference program (P4104).

Retrieve a Base Price

When you enter an item in the F4101 table, you specify the level at which the system maintains a standard price for an item, or whether that price differs between branch/plants or locations and lots within the branch/plant. If you use multicurrency, you must set the pricing level so that the system maintains prices for the item based on the branch/plant or the location and lots within each branch/plant.

The unit price that you enter during sales order entry overrides pricing that you have set up in the Base Price Revisions form. If you do not enter a unit price during sales order entry, the system retrieves a price based on pricing hierarchy.

The hierarchy that you set up for the Base Price Preference (51) determines the sequence that it searches the Item Base Price File table. The base price hierarchy is a matrix comprised of combinations of customers and items and customer and item price groups. You use the intersection of the rows and columns to determine the hierarchy sequence.

The system retrieves price information based on entries in the Customer Billing Instructions program and the F4106 table in this manner:

- If you have entered a trade discount in the Customer Master, which is a flat percentage that is calculated against the order total, the system calculates the percentage against the price for the item based on the branch/plant from which it is sold, and no other discount or pricing agreement applies.

  If you have not entered a trade discount, the system then searches for a contract price based on the base price preference hierarchy.
- If you have entered a contract price, which is an agreed-upon price between you and the customer for a specific item, the system applies the price that you have defined for the item and customer combination.

  The order date must be within the effective dates of the contract price. The system retrieves the contract price based on the base price preference hierarchy and uses the price with the earliest expiration date. If you have not set up a contract price, the system searches for an inventory pricing rule.
- If you have set up an inventory pricing rule, which is an agreed-upon price between you and the customer for discounts based on quantities of items purchased, the system applies the price that you have defined for the item or item group and customer or customer group combination.

  The order date and quantities must be within the effective dates and levels of the inventory pricing rule.
- The system then searches item or item group and customer or customer group combinations based on the base price preference hierarchy, and uses the price with the earliest expiration date and corresponding currency code.

  The system searches for the item price based on the pricing level that you define in the Item Master table.
- If the price adjustments do not apply to the order, the system retrieves the price that you define for an item within a branch/plant or a location within a branch/plant.
- If the system does not find a price for the item within a branch/plant or location (depending on the pricing level), you receive an error message indicating that no base price is in effect.

During order entry, you can check the price and availability of an item before selecting a price for an item.

See *PeopleSoft EnterpriseOne Advanced Pricing 8.11 SP1 PeopleBook*, "Using Base Pricing".

Change Tax Information

During order entry, the system retrieves the tax explanation code and rate areas from the F03012 table. For direct ship, transfer orders, or sales orders with alternate sold-to and ship-to addresses, the system retrieves the tax explanation code from the sold-to address and the tax rate and area from the ship-to address, but you can override this rate.

If the system retrieves the tax explanation code and tax rate and area from the header information, but the Sales Taxable option in Item Branch/Plant Information for the item in the detail line is set to N, the system does not calculate tax for this detail line.

See *PeopleSoft EnterpriseOne Tax Processing 8.11 SP1 PeopleBook*, "Mapping Fields from Vertex Sales Tax Q Series System to PeopleSoft EnterpriseOne Software".

Process Serial Number Requirements

Based on the serial number requirements that you have defined for an item in Item Branch (P41026), these rules apply if a serial number is required during sales order entry:

- The transaction unit of measure must be the same as the primary unit of measure for the serialized item.
- The quantity must be equal to 1 when you enter a location and serial number combination.
- You must enter a valid and available location and serial number combination.

You might receive an error because a location or serial number, and item combination that you enter is not available or because the quantity on hand is zero. Serial numbers are unavailable if the quantity for the item/location/serial number combination is:

- In Inspection
- In Operation 1
- In Operation 2
- In Transit

See Chapter 13, "Processing Sales Orders," Processing Serial Number Information, page 00.

Enter Commission Information

The system applies commission information from the header to the detail. To apply salespeople or sales groups and commission information to a single line within an order, you can select Detail Commissions from the Row menu and revise the commission information.

If you have activated the JDESOENTRY Workflow process, an action message is sent to the salesperson responsible for the hold code if the current order is placed on hold. The message is sent following the system's completion of hold code processing. If the system does not put the order on hold, an action message is sent to the salesperson, as defined in Commission Maintenance (P42120), with the sold-to number indicating that the order is being processed. You can view messages sent during the workflow process in the Work Center (P012501).

Enter Default Line Information

Default line information is useful when you need to specify pick, ship, and requested dates and times, as well a branch/plant other than the branch/plant in the header information. This is very useful if you do not enter header information before you enter detail information or if you have an alternate branch/plant for many detail lines. You can use this feature only when you add sales orders.

After you enter default line information, complete the steps to enter item information.

Note. Although you can override the information as you enter each detail line, the system will not update the information for each order detail line if you inquire and change the sales detail line default values.

Assign Agreements to a Sales Order

Agreements are legal documents that include all terms and stipulations of a contract. The agreement system allows the user to setup different types of agreements to track transactions and assure that the contract is being honored. When entering a sales order you can associate these agreements:

- Loan product and ship it to a partner.
- Loan product and ship it to a partner's customer.
- Borrow product and ship it from a partner's foreign depot shipping it to the customer.

The system selects agreements using this criteria:

- The agreement must be active.
- The items on the sales order detail line and the agreement must be the same.

  Note. Agreements are designed for use with stock items only.

- The Due To on the agreement must be a *P*.
- Either the Sold To or Ship To on the sales order must be the same as the Destination on the agreement.
- The Branch Plant on the sales order detail line must be the source on the agreement.
- The sales order's order date must be within the active date range for the agreement.
- The sales order quantity must not exceed the quantity remaining to be fulfilled before the system selects the agreement.

  This applies to agreements that have quantity control activated.

Zero Cost and Zero Price

The system allows you to change the price or cost of a detail line to zero.

Order Address Overrides

The system allows you to override the address associated with the Sold To or Ship To customer number.

Understanding Workflow Processing During Sales Order Entry

The system processes the order through order hold checking. After you click OK to accept the order, the system checks the processing options for hold codes and compares the order against the order hold information.

If you have activated the JDESOENTRY Workflow process, after the system puts the order on hold, an action message is sent to the person responsible for the hold code notifying them that the current order is on hold. If the system does not put the order on hold, an action message is sent to the salesperson, as defined in Commission Maintenance, with the sold-to number indicating that the order is being processed. You can view messages sent during the workflow process in the Work Center.

Note. The JDESOENTRY process can affect performance. You cannot enter another order until the system has processed the previous order and terminated the workflow process.

Understanding Activating Subsystem Processing

If you need a pick slip or invoice when you finish the order entry process, you can set up and activate the subsystem. You might want this instant print capability if you:

- Operate in an environment that has a high volume of same-day-delivery orders, and you want to create the pick slip as soon as you enter the order.
- Have many counter sales, where the customer expects to leave the premises with both the merchandise and the invoice for that merchandise.

To end subsystem processing, you must locate and select the appropriate server on which the subsystem is running. Select Subsystem Jobs from the Row menu, select the appropriate job, and then select End Subsystem Job from the Row menu.

Important! You must stop the subsystem processing before performing end of day processing. You can also stop one or more jobs in the subsystem at any time.

You activate subsystem processing by creating a new version of the Sales Order Entry program, specifically for subsystem processing, and entering a value in the Subsystem Processing processing option on the Process tab of Sales Order Entry program for one of these programs:

- Print Pick Slips (R42520)
- Print Invoices (R42565)
- Inventory Commitment (R42997)
- Batch Edit and Creation (R4210Z)

You must identify the corresponding subsystem version of the program to run in the corresponding processing option on the Versions tab.

For example, to activate subsystem processing to print pick slips immediately after order entry, you would set the value in the processing options to print pick slips and then identify the version of the Print Pick Slips program.

Prerequisites

Before you complete the tasks in this section:

- Verify that the processing options in the Sales Order Entry program are set up to display header information before the detail information.
- Verify that you have selected the workflow process, JDESOENTRY.

See Also

Appendix A, “Delivered Workflow for PeopleSoft EnterpriseOne Sales Order Management,” page 00

Forms Used to Enter Sales Order Information

Form Name	FormID	Navigation	Usage
Work With Sales Order Headers	W4210H	Sales Order Processing (G4211), Enter Orders Header	Review and select sales order header records, or access forms to add a new sales order.
Sales Order Header	W4210G	To add a new sales order, click Add on the Work With Sales Order Headers form. To revise an existing sales order, select a record on the Work With Sales Order Headers form, and click Select.	Add and revise sales order header information.
Sales Order Detail Revisions	W4210A	Click OK on the Sales Order Header form.	Add and revise item information in the detail portion of the form. Enter line default information in addition to item information when you do not enter sales order headers. Review secondary unit of measure and quantity information for the appropriate items. Override the default price and cost, or change the values to zero.
Order Acceptance	W42232A	Click OK on the Sales Order Detail Revisions form.	Click the appropriate button to place or revise the order.
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Sales Order Detail	Review and select sales order detail records.
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Sales Order Detail Select the Extend Back Order Quantity check box.	View the extended back order quantity information.

Page Name	Object Name	Navigation	Usage
Order Address Information	W4006B	Sales Order Processing (G4211), Enter Orders Header. On Work With Sales Order Headers, find an order and click Select. On Sales Order Header, select Order Address from the Form menu. On Work With Sales Order Headers, find an order and select Order Address from the Row menu. Sales Order Processing (G4211), Sales Order Detail. On Customer Service Inquiry, find an order and click Select. On Sales Order Detail Revisions, select Order Address from the Form menu. On Customer Service Inquiry, find an order and check the line. Select Order and then Order Address from the Row menu.	Override the Sold-To or Ship-To customer number for an order or a line item.
SOE - Additional Information	W4120B	Sales Order Processing (G4211), Sales Order Detail On the Customer Service Inquiry form, search and select an order. On the Sales Order Detail Revisions form, select a detail line and then select SOE - Additional from the Row menu.	Indicate that this is a cross-docked sales order.

Setting Processing Options for Sales Order Entry (P4210)

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 PeopleSoft 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

These processing options specify default values, such as the document type, that the Sales Order Entry program uses when other values are not entered for the transaction.

Except for the required order type, these defaults apply during order entry only. If you are inquiring on written records, the system retrieves orders based on the order information in the form header first, and then it uses the parameters that you define in Inquiry processing options.

You can override information that appears on the header and detail forms. If information is hidden, the system processes orders based on the default information that is set up in the processing options or the master tables.

1. Order Type (Required)

Enter the type of document. Certain document type codes are reserved for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program.

You must enter a value that has been set up in User Defined Code (UDC) 00/DT.

If you use this version of the Sales Order Entry program in other programs, the default values for the program in which the original order is created override the default values for the sales order. For example, if you use this version of the Sales Order Entry program in the Blanket Order Release program (P42216), the order line type in the blanket order overrides the default line type in the sales order.

2. Line Type

Enter a code that controls how the system processes lines on a transaction. Line types control the systems with which the transaction interfaces (such as General Accounting, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). Values are defined on the Line Type Constants Revisions form and include:

S: For stock item.

J: For job cost.

N: For nonstock item.

D: For direct ship item.

F: For freight.

T: For text information.

M: For miscellaneous charges and credits.

W: For work order.

On the Line Type Constants Revisions form, you can set up a line type for nonstock items that retrieves information from the Lot Master table (F4108) but does not commit quantities. The Edit the Item Master for Non-Stock Items option is used when the Inventory Interface is set for a nonstock item, such as *D* or *N*.

When you enter a direct ship item line type, the system uses a version of the Purchase Order Entry program (P4310) to create the purchase order that is related to this sales order. Specify the version in the Purchase Order Entry processing option on the Version tab of the processing options for the Sales Order Entry program.

When you enter a work order line type, the system creates the work order using the version of the Work Order Entry program (P48013) that you specify in the Work Order Entry processing option on the Versions tab of the processing options for the Sales Order Entry program.

If you use this version of the Sales Order Entry program in other programs, the default values for the program in which the original order is created override the default values for the sales order. For example, if you use this version of the Sales Order Entry program in the Blanket Order Release program, the order line type in the blanket order overrides the default line type in the sales order.

3. Beginning Status

Enter a UDC (40/AT) to indicate the current point in the order process.

You must specify a code that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the beginning status and the next status must be a valid last status/next status combination in the Order Activity Rules table (F40203).

4. Override Next Status

Enter a UDC (40/AT) to indicate the next step in the order process. You must specify a code that has been set up in the order activity rules based on the order type and the line type that you are using.

The override status is another enabled step in the process. The combination of the beginning status and the override next status must be a valid last status and next status combination in the F40203 table.

5. Line Number Increment

Enter the increment the system uses to automatically number the order lines. You should select a whole number because other processes, such as kit entry, create decimal increments.

6. Reason Code

Enter a value that has been set up in UDC (42/RC). This is a memo-only field for reporting purposes.

Note. Reason Code 6 is reserved.

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7. Override Transaction Unit of Measure

Enter the unit of measure for an item in an order. Values are defined in UDC (00/UM).

If you do not enter a value for this processing option, the system retrieves the primary unit of measure that is defined in the Item Master table (F4101).

8. Default Transaction Unit of Measure

Specify which unit of measure the system uses. The system retrieves the transaction unit of measure when the override transaction unit measure is blank. Values are:

Blank: Use the primary unit of measure.

1: Use the pricing unit of measure.

9. Address Book Revisions

Specify whether the system prompts users to add new customers to the Address Book system during sales order entry. If you enter a customer address book number in the Sold To or the Ship To field that the system does not recognize, the system does not enable you to enter an order. Values are:

Blank: You must manually access Address Book Revisions and add customer information before entering an order.

1: The system automatically displays Address Book Revisions.

Whether you access Address Book Revisions from a Form menu option or select the option to automatically add customers, the system uses the Address Book Revisions, version ZJDEC003.

10. Update Header to Detail

Specify whether the system updates corresponding information in the detail information form if you change the header information. Use the Define Header Columns to Detail (P40HDR) application to identify the fields that the system uses to update the detail form. Values are:

Blank: Do not update information in Sales Order Detail Revisions unless you select the Populate option from the Header to Detail form menu.

1: The system automatically updates the detail lines to reflect changes that you make to header information.

11. Header Branch/Plant

Specify the value with which the system selects the default branch/plant for tracking costs. You can set up a default header branch/plant based on the user ID or terminal, or based on the business unit for the ship to address in Address Book Revisions (P0101). Values are:

Blank: Use the default location based on the user ID or terminal ID and displays the branch/plant in the order header form.

You set up the default branch/plant based on the user or terminal ID in Default Location and Printers (P400951).

1: Use the business unit that you specify on the Address Book Revisions form for the customer to which you are shipping the goods.

12. Default Branch/Plant

Specify the default branch/plant that appears in the order header.

13. Order Template

Enter a standard template that applies to all customers. You can create a standard template that lists frequently ordered items. Although the system displays this template for every order, you do not have to apply any or all of the items during order entry.

14. Customer Self Service Structure Type

Enter the UDC (01/TS) for the organizational structure type that you want to use. In the application, you can select an address book number from a list of addresses associated with another address book number. You specify this address book number either as a related address in the address book record or you associate it with you through the organizational structure type. The system uses the organizational structure type to recognize the relationship between one address book number and the other address book numbers that belong to the organization.

Leave blank and the system enables you to select a value from the list of related address numbers specified in the address number record.

15. User ID default (Customer Self Service (CSS) only)

Specify whether the system displays the user ID in the Ship To or Sold To field in the sales order header. Values are:

Blank: Display the user ID in the Sold To header.

1: Display the user ID in the Ship To header.

16. Override Sold To and Ship To Header (CSS only)

Specify whether the system enables the Ship To and Sold To fields to be overridden. Values are:

Blank: Do not enable override.

1: Enable users to override the Sold To and Ship To fields in customer self-service mode at the header level.

17. Override Carrier Number (CSS only)

Specify whether the system overrides the carrier in the header information in the customer self-service mode. Values are:

Blank: Do not override the carrier.

1: Override the carrier number.

18. Sold To Contact Record Type Specify the *Sold to* contact that should appear by default in the header at time of order entry via P42101. Values are stored in UDC (01/WO).

19. Ship To Contact Record Type Specify the *Ship to* contact that should appear by default in the header at time of order entry via P42101. Values are stored in UDC (01/WO).

Note. CSS-only designated processing options do not apply to non-customer self-service order entry.

Duplication

These processing options specify values, such as the document type, that the Sales Order Entry program uses when you duplicate a sales order. If you click Copy on the tool bar in the Customer Service Inquiry form, the system duplicates information based on the processing option selection.

1. Order Type Enter a UDC (00/DT) to specify the order type of a duplicated document.

When you click Copy on the tool bar in the Browse/Inquiry form, the system creates a duplicate order with this order type. Certain document type codes are reserved for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program.

You must enter a value that has been set up in UDC 00/DT.

If you leave this processing option blank, the system uses values in this version that are from the Order Type processing option on the Defaults tab of the processing options for the Sales Order Entry program.

2. Beginning Status Enter a UDC (40/AT) to indicate the current status for the duplicated line. When you click Copy on the tool bar in the Browse/Inquiry form, the system creates a duplicate order at this status. You must use a UDC (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using. The combination of the beginning status and the next status must be a valid last status/next status combination in the F40203 table.

3. Next Status Enter a UDC (40/AT) to indicate the next step in the order process for the duplicate order. You specify a UDC (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using. The override status is another enabled step in the process. The combination of the beginning status and the override next status must be a valid last status/next status combination in the F40203 table.

4. Copy Associated Text Specify which messages and associated text are copied when you duplicate orders. Values are:

Blank: Do not copy associated text or messages.

1: Copy messages and text that are attached to an order detail line.

2: Copy messages or text attached to the header, as well as messages attached to the order detail line.

3: Copy messages or text attached to the header, but not a particular order detail line.

Order Holds

These processing options activate order hold processing. You must specify the hold code in any of these processing options to activate order hold processing. You set up hold parameters in Hold Order Constants (P42090). Multiple hold codes might result in multiple holds for a single order. You must release the sales order from all holds before the system can process the order.

1. Customer Credit Check

Enter a credit hold code the system uses to automatically compare the credit limit that you set up for the customer in Customer Master Information against the order and any outstanding balances in accounts receivable.

You define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that has been set up in UDC (42/HC).

2. Order Margin Check

Enter a UDC (42/HC) to identify an order margin check the system uses to verify that all sales orders meet a specific margin.

The system uses this equation to calculate margin:

(Price − Cost) ÷ Price × 100 = Margin

You can define the conditions that the system uses to place orders on hold in Order Hold Information and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate the order hold processing.

You must enter a value that has been set up in UDC (42/HC).

3. Order Line Margin Check

Enter a UDC (42/HC) to identify an order line margin check the system uses to verify that all order detail lines meet a specific margin.

The system uses this equation to calculate margin:

(Price − Cost) ÷ Price × 100 = Margin

You can define the conditions that the system uses to place orders on hold in Order Hold information and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate the order hold processing.

You must enter a value that has been set up in UDC (42/HC).

4. Order Minimum Value Check

Enter a UDC (42/HC) to identify a code the system uses to automatically compare the order minimum that you set up for the customer in Customer Billing Instructions against the order total.

You can define the conditions that the system uses to place orders on hold in Order Hold Information and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that has been set up in UDC (42/HC).

5. Order Maximum Value Check

Enter a UDC (42/HC) to identify a code the system uses to automatically compare the order maximum that you set up for the customer in Customer Billing Instructions against the order total.

You can define the conditions that the system uses to place orders on hold and attach those conditions to a hold code. You must specify the hold code in this processing option to activate the hold code.

You must enter a value that has been set up in UDC (42/HC).

6. Partial Order Hold

Enter a UDC (42/HC) to identify a code the system uses to hold an entire order if quantity is not available to fill an order detail line. You can release a partial order hold at any time. The system can then backorder, cancel, or ship available quantities based on backorder information in the Customer Billing Instructions, Item Master Information, Item Branch/Plant Information, and Branch/Plant Constants programs.

You must enter a value that has been set up in UDC (42/HC).

7. Product Allocation Hold

Enter a code (UDC 42/HC) to specify a hold code the system uses to restrict the amount of an item or item group that a customer or customer group can purchase.

You must set up the product allocation preference in the Preference Master (P40070), activate the preference through the Preference Selection (R40400), set up the hold code information in Order Hold Information, and then activate preference profile processing in the Sales Order Entry program, Versions, Preference Profile processing option.

You must enter a value that has been set up in UDC (42/HC).

8. Authorization Hold for Prepayment Processing

Enter the default value hold code for the authorization code in Prepayment Processing.

9. Settlement Hold for Prepayment Processing

Enter the default hold code for Settlement Prepayment Processing.

10. Order Process Hold

Enter a hold code that the system uses to prevent the order from going through various stages of sales order processing.

This hold code does not have any special processing associated with it, such as Credit Check, Minimum/Maximum Margin Check, and so forth. It can be used to create an additional approval step for sales orders.

You must enter a value that has been set up in UDC (42/HC).

11. Approval Hold

Enter a code that the system uses to place the sales order on hold when revisions to an order require approval. The code that you enter can be *AH* or other values that have characteristics similar to *AH.* Regardless of the hold code that you specify, it must be set up in the Hold Order Constants program. The Hold Order Constants setup must be completed with a code type of *L* (line) and a limit type of *A* (amount).

12. Exclusive Adjustment Hold

Enter a UDC (42/HC) to specify whether the system places a sales order on hold when mutually exclusive price adjustments have been applied to a sales detail line and the conflict is not resolved. The system issues a warning if mutually exclusive adjustments exist. You can resolve conflicts by canceling or modifying exclusive adjustments using the Price History row exit. If

conflicts exist when the order is accepted, the order will be placed on hold if this processing option is populated.

The code that you enter can be *AH* or other values that have characteristics similar to *AH*. Regardless of the hold code that you specify, this code must be set up in the Hold Order Constants program. The Hold Order Constants setup must be completed with a code type of *L* (line) and a limit type of *A* (amount).

You can define the conditions that the system uses to place orders on hold in Order Hold Information and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that is already set up in UDC (42/HC).

13. Inactive Customer Hold

Enter the order-level hold code that the sales order should be placed on when a customer has a search type specified in the Inactive Customer search type processing option.

Note. This processing option will only work if the next one is also filled in. You will need both processing options to be able to put an inactive customer on a hold status. The code that you specify must be set up in the Hold Order Constants program.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that is already set up in UDC (42/HC).

14. Inactive Customer Search Type

Specify the search type that will be used in F0101 table to specify an Inactive customer.

Note. When entering a sales order if a customer is of the search type that the user specifies in this processing option the sales order will go on hold only if the previous processing option is also populated.

Display

These processing options control whether the system displays certain types of sales order information, such as cost and price fields, closed lines and kits, and whether you can change the information.

Note. The processing options on this tab apply only to the Sales Order Entry program. If you use the Customer Service Representative Sales Order Entry program (P42101), the Display Options tab in the Sales Order Entry program will be overridden by the Service Representative Sales Order Entry program, Display tab options.

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1. Display or Hide Cost Fields

Specify whether the system protects or hides cost fields. Values are:

Blank: Cost fields appear on the form and the information can be overridden.

1: Cost fields are protected from change. If you protect the cost fields from changes, the costs are visible on the form but cannot be changed.

2: Cost fields are hidden. If you hide the cost fields, the cost fields do not appear on the form. However, the system still writes cost information from the Item Cost Ledger (F4105) to the Sales Order Detail table.

The system retrieves default cost information from the F4205 table.

2. Display or Hide Price Fields

Specify whether the system protects or hides price fields. Values are:

Blank: Price fields remain visible and entry-enabled. You can override the information for this order only.

1: Protect prices from change. The unit and extended price will be visible on the form, but you will not be able to override the information.

2: Do not display price information. If you hide the price fields, the system still writes the price information to the Sales Order Detail table.

3. Disable Pricing Related Fields

Specify whether the system disables pricing related fields that affect the calculated price. Values are:

Blank: Pricing related fields remain visible and entry-enabled.

1: Pricing related fields appear, but you cannot override the information.

4. Disable or Hide Status Codes

Specify whether the system protects or hides status codes. Values are:

Blank: Override the information for this order only. If you enter status codes, they must be set up as another allowed status code in the Order Activity Rules for the document type and line type combination. Additionally, combination of the beginning status and the next status must be a valid last status/next status combination in the Order Activity Rules table.

1: Protect the status codes from change. If you protect the status codes from being changed, the current and next status will be visible on the form, but you will not be able to override the information.

2: Hide the status codes. If you hide the status codes, the last and next status codes do not display. The system processes orders based on the current and next status that is set up in the Order Activity Rules.

5. Hide Closed Detail Lines

Specify whether the system displays active, closed, or canceled detail lines. During inquiry, you might choose to review active order detail lines only. Values are:

Blank: Display all order detail lines on the detail form.

1: Do not display lines with a status of 999. However, the record for the line still remains in the F4211 table or Sales Order Detail - History table (F42119).

6. Hide Credit Card Information

Specify whether a user can access customer credit card information. Values are:

Blank: Enable access to credit card information during order entry.

1: Do not enable access to credit card information during order entry.

7. Hide Freight and Carrier Information

Specify whether the system displays freight and carrier information fields. You can standardize the freight and carrier information fields so that freight rate calculations are accurately calculated for the appropriate route, stop, and zone or that a preferred carrier is always responsible for delivering the item to a customer. Values are:

Blank: Freight and carrier information fields on the order detail form appear and can be overridden.

1: Do not display freight and carrier information fields on the order detail form. The system processes orders based on the default information that is set up in the Customer Billing Instructions or the Item Master Information.

8. Hide Commission Information

Specify whether the system displays commission information. Values are:

Blank: Display commission information and override default information that affects the current order only.

1: Do not display commission information. Orders are processed based on the default information that is set up in Commissions Table (F42005) and cannot be accessed or modified.

9. Hide Kit Components

Specify whether kit components appear on the Sales Order Detail Revisions form either after you select features and options in the kit or when you reinquire on the order.

Blank: Display the parent item, as well as selected features and options, when you reinquire on the order.

1: Display only the parent line after you select the features and options during order entry or when you reinquire on the order. However, the parent line and all component lines are written to the Sales Order Detail table.

Commitment

Use these processing options to activate availability checking and commitments to generic buckets. Based on the item availability calculations for each branch/plant, commitment calculation affects how the system calculates backorders, cancellations, and customer delivery time.

To determine how the system calculates item availability, you define the factors that subtract from or add to the available quantity of an item. Factors that subtract from an item's availability include sales orders and work orders. Factors that add to an item's availability include purchase orders that are in transit. You define the various factors on the Availability Calculations form, which you can access from Branch/Plant Revisions.

1. Activate Availability Checking

Specify whether the system verifies the available quantity for requested items. Values are:

Blank: Do not perform availability checking. You might use this option for blanket or quote order entry.

1: Perform availability checking. If quantity is unavailable, the system issues a warning that the quantity for this item exceeds the available quantity. The system automatically backorders or cancels any quantity that is unavailable, based on backorder information that is set up in Item Master, Item Branch/Plant, Branch/Plant Constants, and Customer Billing Instructions.

2: Perform availability checking. If quantity is unavailable, the system issues a warning that the quantity for this item exceeds the available quantity. However, the system does not backorder or cancel any quantity. The quantity remains shippable.

You can enable backorders by item or by customer, and you can specify whether the backorders are enabled for a specific branch/plant. To backorder an item, you must set the Backorders Allowed option in Item Master, Item Branch/Plant, Branch/Plant Constants, and Customer Billing Instructions. If you enable backorders, the system holds the order detail line until quantity is available. If you do not enable backorders, the system cancels the order detail line.

After the system processes an order detail line, you can review backordered, canceled, and shipped information in the appropriate fields in the order detail lines.

2. Commit to Quantity 1 or Quantity 2

Specify the generic buckets to which the system commits quantities. Commonly used for orders that do not affect the item availability, you can use these buckets to anticipate demand or forecast future sales. For example, you can set up a version of Sales Order Entry for quote orders and commit quantities to bucket, Quantity 1. For blanket orders, you can set up another version of Sales Order Entry and commit quantities to bucket, Quantity 2. You can review availability information on the Summary Availability form. Values are:

Blank: Commit the quantity based on the factors that you define for sales orders in the Availability Calculations form in the Branch/Plant Constants.

1: Commit quantities to bucket Quantity 1.

2: Commit quantities to bucket Quantity 2.

You determine how the system calculates item availability by defining the factors that subtract from the available quantities (such as sales or work orders), add to the available quantities (such as purchase orders that are in transit), or do not affect available quantities (such as blanket and quote orders) in Branch/Plant Constants.

If the system neither adds nor subtracts quantities from these orders from available inventory, clear the Sales Order Entry, Commitment tab, Activate Availability Checking processing option so that the system does not perform availability checking.

3. Display Supply and Demand Inquiry Form

Specify whether the system automatically displays the Supply/Demand Inquiry form when quantity for an item is not available. Values are:

Blank: Do not display the Supply and Demand Inquiry form, and backorder or cancel the order detail line when quantity is not available. However, you can manually access this information from the Sales Order Detail Revisions form to monitor information about how many items are on demand, available in supply, and available to be promised.

1: Display the Supply and Demand Inquiry form when quantity is not available. The system uses the version of the Supply and Demand Inquiry form that you enter in the corresponding processing option on the Versions tab.

4. Enter Allowed Lot Status Group to Validate

Enter the allowed lot status group to validate. During sales order processing, the system validates the nonblank lot status codes against the user defined status code values. If the nonblank lot status codes exist in the Allowed Lot Status table (F41081), then the system treats the user defined lot status codes as blank and the on-hold item shall continue through the print pick slip, shipment confirmation, and warehouse location selection processes.

Currency

These processing options enable you to specify information about the tolerance percentage, currency code for as-if amounts, and the as-of date for processing the exchange rate for as-if amounts.

1. Tolerance Limit

Specify a tolerance limit for multicurrency orders. Use this to ensure that the currency amount does not fluctuate greater than the tolerance percentage as compared with the Currency Exchange Rates table (F0015). If you enter an option in the F00151 table to allow spot rates, you can manually enter or override an exchange rate during order entry. If the currency rate that you enter is outside this tolerance limit, the system issues a warning.

2. Currency Code Enter the currency code in which the system displays transactions.

This enables you to view domestic or foreign amounts in a currency other than the currency in which the amounts were originally entered. Values are:

Blank: Display as-if amounts in the currency in which they were originally entered. As-if currency amounts are stored in temporary memory, and are not written to a table.

1: Display as-if currency rates.

3. As-Of Date Specify an as-of date for the as-if Currency Code processing option. The system uses this date to retrieve the exchange rate from the F0015 table. If you specify a currency code in the Currency Code processing option and leave this processing option blank, the system uses the system date. A valid exchange rate between the domestic or foreign currency and the as-if currency must exist in the F0015 table, based on the as-of date.

Process

These processing options control whether the Sales Order Entry program performs as follows:

- Enables changes to orders that are past a certain point in the process.
- Activates subsystem processing.
- Displays the Sales Order Header Revisions form before the Sales Order Detail Revisions form.
- Prompts you to review order information before the system creates an order.
- Enables automatic order repricing to recalculate order totals.
- Activates order template processing based on the sold to or ship to address.
- Enables orders to be processed against existing agreements, blanket, and quote orders.
- Indicates whether the system applies the specified markup to the unit cost or price.

1. Status Code Limit for Changes Enter a status at which you can not make changes to an order detail line. If you enter an order in a version of Sales Order Entry in which there is a defined status code limit, you cannot reinquire and make changes to the line if the line is past this status.

If you enter an order in a version of Sales Order Entry that does not have a defined status code limit, but reinquire on another version in which this processing option is not activated, you can make changes to the order regardless of the status.

You must specify a UDC (00/AT) that has been set up in the Order Activity Rules based on the order type and the line type combination.

2. Subsystem Processing Specify whether the system activates subsystem processing. Subsystem processing enables you to bypass standard system processing. For example, you can use subsystem processing if you want to print a pick slip or invoice immediately after the order entry process. Values are:

1: Perform subsystem processing to print pick slips. On the Version tab of the P4210 processing options, you must also specify the corresponding version in the processing option for Pick Slip Print Subsystem (R42520).

2: Perform subsystem processing to print invoices. On the Version tab of the P4210 processing options, you must also specify the corresponding version in the processing option for Print Invoice (P42565).

3: Perform subsystem commitment processing and do not commit inventory until you complete the order. After you accept the order, the system processes the order through the subsystem batch program while you enter another order.

4: Perform online commitment processing. The system does not process order detail lines asynchronously. After you enter the order, the system processes commitments for the complete order before you can enter another order, which enables you to review commitments online (R42997) as the system processes availability for each order detail line in the order.

5: Perform subsystem processing for entering and processing orders in store-and-forward mode. You must also identify the appropriate version of the program, Sales Order Batch Transaction Editor (R4210Z), in the P4210 processing options, Versions tab, Sales Order Batch Transaction Editor processing option.

3. Display Header or Detail

Specify whether the system first displays the Sales Order Header Revisions form or the Sales Order Detail Revisions when you add an order. You can enter header information before detail information and edit default information that affects the order. Values are:

Blank: Display the Sales Order Detail Revisions form first. It creates an order header record based on the branch/plant and customer information that you set up for the sold to and ship to address entered in the detail information form. You can access Sales Order Header Revisions to override default information, as necessary.

1: Display Sales Order Header Revisions form first. You review or override the default order information the system enters for the sold to and ship to addresses, such as billing instructions, delivery dates, and payment terms.

4. Auto Order Repricing

Specify whether the system uses auto order repricing to recalculate order totals. The system evaluates the items and quantities and makes adjustment based on the entire order. Values are:

Blank: Do not use auto-order repricing.

1: Use auto-order repricing to recalculate order totals. The system uses the version of Advanced Order/Reprice (R42750) that you specify in Sales Order Entry, on the Versions tab, the Basket/Order Reprice processing option. If you use Advanced Pricing, you must enter a version of Advanced Order/Reprice.

5. Display Before Accept Prompt

Specify whether the system prompts you to review the order before creating a record in the Sales Order Detail table. Review is a good way to ensure accuracy when you enter or change orders. Values are:

Blank: Do not prompt you to review the order, but creates a record in the Sales Order Detail table when you click OK.

1: Display the order, order total, taxes and applicable discounts for you to review the order before creating a record in the Sales Order Detail table. You can return to Sales Order Detail Revisions to make changes. The system

does not create a record in the Sales Order Detail table until you select the option from the Form menu to accept the order.

Note. The Display Before applies only to the Sales Order Entry application (P4210), the Customer Service Sales Order Entry application (P42101) contains an online order summary and does not utilize the Display Before Accept (P42232) application.

6. Order Template Processing

Specify which template the system uses during order entry. A template contains information about frequently ordered items. You create and assign order templates to speed up the order entry process. Values are:

Blank: Do not use order template processing.

1: Display the order template that you have assigned to the sold to address in the Customer Billing Instructions.

2: Display the order template that you have assigned to the ship to address in the Customer Billing Instructions.

You can set up a customer template based on order history in Customer Template Rebuild (R42815) or you can create a template for the customer in Customer Template Revisions (P4015). Assign an order template to the sold to address and the ship to address in the Customer Billing Instructions.

7. Blanket/Quote Order Processing

Specify whether the system processes sales orders against blanket or quote orders. Use a quote order when a customer requests pricing information but is not ready to commit to a sales order. Use a blanket order when a customer agrees to purchase a quantity of an item over a specified period of time. When you use blanket or quote order processing, the system locates applicable blanket or quote orders from which you can create either multiple sales orders for partial quantities or a single sales order when you release the complete quantity. Values are:

Blank: Do not use blankets or quote order processing.

1: Process blanket/quote orders based on the ship to address.

2: Process blanket/quote orders based on the sold to address.

3: Process blanket/quote orders based on the sold to address and customer PO.

4: Process blanket/quote orders based on the ship to address and customer PO.

5: Process blanket/quote orders based on the deliver to address.

6: Process blanket/quote orders based on the deliver to address and customer PO.

You can have multiple blanket or quote orders for the sold to address or the ship to address. After you enter a detail line, the system displays a check mark in the row header and column to indicate a blanket or quote order exists.

You can view the blanket or quote order on the Blanket Release form and select the appropriate order from which the system can create a related sales order.

8. Agreement Processing

Specify whether the system processes sales orders against agreements in the Agreement Management System. Values are:

Blank: Do not use agreement processing.

1: Search all available agreements and automatically assign the sales order to an agreement.

2: Search all available agreements and display a check mark in the row header and column to indicate multiple agreements exist. On the Agreement Selection window, the system displays agreements that meet the criteria.

3: Search all available agreements and automatically assign the sales order to the agreement with the earliest expiration date.

When you enter a sales order, the system selects agreements that meet this criteria:

- The item on the sales order and agreement must be the same.
- The due to value on the agreement must be *P* (partner), which indicates that the product is due to the partner for this product and agreement.
- The sold to or ship to values on the sales order must be the same as the destination on the agreement.
- The detail branch/plant or its owner on the sales order must be the source on the agreement.
- The date on the sales order is within the active date range for the agreement.
- For agreements that have quantity control activated, the quantity on the sales order does not exceed the quantity remaining to be fulfilled before the system selects the agreement.

9. Customer Self-Service Functionality

Specify whether you are creating an order in standard order entry mode or Shopping Cart mode. If you select Shopping Cart mode, you can select items from multiple applications before using Sales Order Entry to create an order. You might use this feature if you are entering orders in a Customer Self-Service environment. Values are:

Blank: Do not use shopping cart functionality.

1: Use shopping cart functionality.

10. Cost or Base Price Markup

Specify whether the system applies a markup based on cost or price. You use branch sales markups to set up the additional costs that are associated with an interbranch or transfer sales order. The transfer price is the amount the supplying branch/plant is selling the item to the receiving branch/plant. Values are:

Blank: Do not apply an additional cost, but retrieve the cost defined in the F4105 table.

1: Retrieve the markup from the Configurator Branch Markup program (P3403) and recalculate the transfer price with the included markup. This markup is applied to the inventory cost.

2: Apply the base price that is set by the supplying branch/plant, defined in the F4106 table.

11. Ship and Debit Processing

Specify whether the system will use subsystem or batch processing (R45100) to identify and adjust ship and debit agreements. Values are:

Blank: Do not use subsystem or batch processing.

1: Use subsystem processing.

2: Use batch processing.

12. Issue Warning for Default Free Good

Specify whether the system issues a warning when the user selects a good that is, by default, the free good that is already being awarded. Values are:

Blank: Do not issue a warning.

1: Issue a warning.

13. Adjust Accumulated Values in the Volume Transaction

Specify whether the system readjusts the accumulated values in the Volume Transaction Summary table (F4078) and the Volume Transaction Detail table (F4079) when entering Credit Orders. Values are:

Blank: Do not adjust.

1: Readjust the accumulated values.

14. Prompt for Customer Segment Items

Specify whether the system displays the Customer Segment Items form. Values are:

Blank: Do not display the Customer Segment Items form.

1: Display the Customer Segment Items form.

15. Display Warning/Error for Ascending Date Rule Check

Specify whether the system issues a warning or an error when the ascending ship-date rule check fails during sales order entry. Values are:

Blank: Display a warning.

1: Display an error.

During sales order entry, if a lot and location are specified, the Ascending Ship Date Rule check is performed if the customer or item is defined with an ascending rule.

16. Default Selection for Multiple Blanket Orders

Specify whether the system will manually or automatically release a selected blanket order if more than one blanket order is available. Values are:

Blank: Do not release a blanket order when more than one blanket order is available. You will need to manually select and release blanket orders.

1: Select and release the blanket order with the earliest cancel date. If more than one blanket order has the same cancel date, the system will process releases based on the earliest requested date.

17. Default Selection for Single Blanket Orders

Specify whether the system will manually or automatically release a selected blanket order if only one matching blanket order exists. Values are:

Blank: Release a blanket order if only one matching blanket order exists.

1: Do not release a blanket order if only one matching blanket order exists. You will need to manually select and release blanket orders.

Cross Reference

These processing options specify the cross-reference types for substitute, replacement, complementary, and associated items. You create the cross-reference information in Item Cross Reference program. Cross-references associate the internal item numbers with other internal item numbers or those from other entities. Use this processing option to identify the code with which the system searches cross-reference information for substitute items. Substitute items are goods that are sold in place of the original item when you do not have the quantity on hand for the original item.

1. Substitute Items

Enter a UDC (41/DT) with which the system searches cross-reference information for substitute items. Substitute items are goods which are sold in place of the original item when you do not have the quantity on hand for the original item. This code is typically *S* in the Item Cross Reference Revisions program. You can only use substitutions for customers who, in the Customer Billing Instructions, allow substitutes.

If you have a substitute item, the system displays a check mark in the row header and column. Optionally, you can access the Substitute/Complementary Items form to sell the substitute item in place of the original item. If you enter a quantity for the substitute item, the system creates a second order detail line with the substitute item information.

You must enter a value that has been set up in UDC table (41/DT).

2. Complementary Items

Enter a UDC (41/DT) with which the system searches cross-reference information for complementary items. Complementary items are recommended items as part of the sale. Complementary items are not free goods, but are sold in addition to the original item. This code is typically *C* in the Item Cross Reference Revisions program.

If you have a complementary item, the system displays a check mark in the row header and column. Optionally, you can access Substitute/Complementary Items form to sell the complementary item with the original item. If you enter a quantity for the complementary item, the system creates a second order detail line with the complementary item information.

3. Replacement Items

Enter a UDC (41/DT) with which the system searches cross-reference information for replacement items. Replacement items are goods which are sold in place of the original item when you or the supplier discontinues an item. The replacement code is typically *R* in Item Cross Reference Revisions program. You can only create replacement cross-references for those items whose stocking type in the Item Master or Item Branch Plant is *O* (obsolete) or *U* (use up).

4. Pricing for Substitute Items

Specify which price the system retrieves when you sell substitute items. Substitute items are goods which are sold in place of the original item when you do not have the quantity available for the original item. If you substitute an item, you can charge the customer the price for the item that was originally ordered or you can use the price that you set up for the substitute item. Values are:

Blank: Use the price of the original item, defined in the F4106 table.

1: Retrieve the price of the substitute item defined in the Item Base Price File table (F4106).

5. Promotional Items

Enter a UDC (41/DT) with which the system searches cross-reference information for promotional items. Promotional items are goods which are awarded in place of the original item. This code is typically *P* in the Item Cross Reference Revisions program.

Versions

These processing options specify the version that the system uses when you select the associated option from the Row or Form menu on Sales Order Header or Detail forms.

Versions control how programs display and process information. Therefore, for a version to meet the company's needs, you might need to indicate specific versions in the processing options.

1. Pick Slip Print Subsystem (R42520)

Enter the version of Print Pick Slip program (R42520) that the system uses to process pick slips through the subsystem after order entry. Ensure that you specify the version that is set up for subsystem processing. If you leave this processing option blank, the system uses version ZJDE0001.

2. Supply and Demand Inquiry (P4021)

Enter the version of Supply and Demand Inquiry (P4021) that the system uses to verify commitments and availability.

The system calls this version whether you automatically display this form when quantity is not available or manually access Supply and Demand Inquiry form from the Sales Order Detail Revisions form. If you leave this processing option blank, the system uses version ZJDE0001.

To automatically display the Supply and Demand Inquiry form when quantity is not available, select the appropriate option in the Sales Order Entry, Commitment tab, Display Supply and Demand Inquiry processing option.

3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry

Enter the version of the Print Pick Slip On Demand program (R42520) is available to you from the Customer Service Inquiry form. If you leave this processing option blank, the system uses version ZJDE0003.

4. Adv Order/Basket Reprice (R42750) (advanced order/basket reprice (R42750))

Enter the version of Advanced Order/Basket Reprice (R42750) that the system uses to calculate order totals.

If you use Advanced Pricing, you must enter a version of Advanced Order/Basket Reprice (R42750). If you leave this processing option blank and you have set the Sales Order Entry, Process tab, Auto order repricing processing option to auto order reprice, the system uses version ZJDE0001.

5. Online Invoice Inquiry (P42230)

Enter the version of Online Invoice Inquiry program (P42230) that the system uses to display billing information. If you leave this processing option blank, the system uses version ZJDE0001.

If you inquire by sales order number, the system displays open lines that have not gone through sales update. If you inquire by invoice number, the system displays only those lines that have been assigned the invoice number, either through the Print Invoices (R42565) or Sales Update (R42800) programs.

6. Preference Profile (R40400)

Enter the version of the Preference Profiles program (R40400) the system uses to process orders based on preferences that are activated on the Preference Selection form. If you leave this processing option blank, the system uses version ZJDE0001.

7. Check Price and Availability (P41261)

Enter the version of Check Price and Availability that the system uses to retrieve price adjustment information. If you do not use the Advanced Pricing system to set up price adjustments, you must enter a version of Standard Check Price and Availability (P41261). If you set up advanced price adjustments in the Advanced Pricing system, you must enter a version of Advanced Check Price and Availability (P4074).

If you leave this processing option blank, the system uses version ZJDE0001 of the program.

8. Purchase Order Entry (P4310)

Enter the version of Purchase Order Entry (P4310) that the system uses to create related direct ship and transfer orders. The system does not use all

default information that is set up in the processing options for Purchase Order Entry. For example, when the system creates the related purchase order, the sales order line type overrides the default purchase order line type when the order is an interbranch order and the line stocking type is nonstock.

If you leave this processing option blank, the system uses version ZJDE0001.

9. Sales Ledger Inquiry (P42025)

Enter the version of Sales Ledger Inquiry (P42025) that the system uses to create a credit order from a previous order.

The system retrieves order information from the F42199 table.

If you leave this processing option blank, the system uses version ZJDE0001.

10. Bill of Material Inquiry (P30200)

Enter the version of Bill of Material Inquiry (P30200) that the system uses to retrieve information all features and options that are related to the kit. In the distribution systems, a bill of material is used to locate and assemble a group of items.

If you leave this processing option blank, the system uses version ZJDE0001.

11. Work Order Entry (P48013)

Enter the version of Work Order Entry (P4801) that the system uses to create work orders. When you enter a sales order with a line type *W*, the system automatically generates a work order in the Manufacturing system.

If you leave this processing option blank, the system uses version ZJDE0001.

12. Print Invoice (R42565)

Enter the subsystem version of the Print Invoice program (R42565) for printing invoices through the subsystem. You must activate the processing option in the Process tab, Subsystem Processing to print invoices and specify the version of the Print Invoice program (R42565).

13. Online/Subsystem Commitment (R42997)

Enter the version of the Commitments program the system uses for either online or subsystem commitments. You must activate the appropriate processing option in the Process tab, Subsystem processing for either online or subsystem commitments and specify the version of the corresponding Commitments program.

If you leave this processing option blank, the system uses version ZJDE0001.

14. Configured Items (P32942)

Enter the version of Configured Items (P32942) that the system uses when you enter an order for a configured item.

If you leave this processing option blank, the system uses version ZJDE0001.

15. Sales Order Batch Transaction Editor (R4210Z)

Enter the version of Sales Order Batch Transaction Editor (R4210Z) that the system uses when you are enter sales orders in a store and forward environment.

If you leave this processing option blank, the system uses version ZJDE0001.

16. Credit Check (P42050)

Enter a version of the Credit Check program. When this processing option is left blank, the system uses the default ZJDE0001 version.

17. Work with Shipments (P4915)

Enter a version of the Work with Shipments program (P4915). If you leave this option blank, the system uses ZJDE0001.

18. Customer Master (P03013)

Enter the version that the system uses for Customer Master Information when you select Receivables from the Form menu. If you leave this option blank, the system uses ZJDE0001.

19. Ship and Debit (R45100) Enter the version of subsystem or batch processing (R45100) that the system uses to identify and adjust ship and debit agreements.

20. Apply Volume Level Adjustment (R45900) Enter the version of the Re-Apply Volume Level Pricing program (R45900) that the system uses.

21. Automatic Document Generation (P90CA24) Enter the version of the Generated Document Revisions program (P90CA24) that the system uses during automatic document generation. If you leave this option blank, the system uses version ZJDE0001.

22. Customer Segment Items (P42440) Enter the version of Customer Segment Items (P42440) that the system uses to display customer segment items in the Sales Order Entry program. If you leave this processing option blank, the system uses version ZJDE0001.

The system displays this form only if you set the Prompt for Customer Segment Items processing option on the Process tab.

23. Product Variants (P41902) Enter a version of the Matrix Order Entry program (P41902) that is available to you from the Sales Order application or leave blank and the system uses version ZJDE0001.

24. Order Processing (R31410) Enter the version of Order Processing (R31410) the system uses. If you leave this option blank, the system uses version XJDE0007.

25. Product Catalog (P90CA106) Enter the version of Product Catalog (P90CA106) the system uses. If you leave this option blank, the system uses version ZJDE0001.

Preference

These processing options determine whether preference profile processing is activated for this version of Sales Order Entry. A preference is a piece of information that you define for a customer, an item, or any combination of customer (sold to, ship to, or parent addresses), customer group, item, and item group. The system uses preferences to override normal customer and item setup information when you enter orders.

To work with preferences, you must set two separate processing options in Sales Order Entry. Under the Preferences tab, activate the Preference Profile Processing option. Under the Versions tab, specify the version of the Preference Processing Options application (R40400) that you have set up to select the preferences that you want to run.

1. Preference Profile Processing Specify whether you want to use preference profile processing. If you use preference profile processing, you must use preference profile processing in all of the versions of order entry programs. Values are:

Blank: Do not use preference profile processing.

1: Use preference profile processing After you activate the Preference Profile Processing option, specify the version of Preferences Selection (R40400) in Sales Order Entry, Versions tab, Preferences processing option. In that version of Preferences Selection, select the preferences in the processing options that you want to run.

Preference Selection does not include Inventory Commitment or Print Message preferences.

2. Inventory Commitment Preference Specify whether you want the inventory commitment preference to operate independently of other preference processing. You use inventory commitment to specify that each order line be filled from one or more branch/plants, based on the customer or customer group, or item or item group. You can specify

the branch/plants from which you want products shipped, determine the percentage of the order that must exist at a branch/plant before the quantity is filled at that branch/plant, or specify the mode of transportation and carrier information in the sales detail line. Values are:

Blank: Do not use the inventory commitment preference.

1: Use inventory commitment preference processing only for current orders. The system performs inventory commitment preference only for those orders that are inside the commitment window of the header branch/plant. Orders that are outside the window of the header branch/plant are future committed to the header branch/plant.

2: Use inventory commitment preference processing for all orders (current and future). The system performs inventory commitment preference for all orders, regardless of the commitment window of the header branch/plant.

3. Override Schedule For Advanced Preferences

Enter the override schedule for advanced preferences. Use this processing option if you are using the Advanced Preferences function and want to specify an override preference schedule for the system to use instead of the default preference schedule that is defined in the system Distribution Constants. If you are using Advanced Preferences, this schedule controls preference processing.

Note. Preference schedules can only be modified with the Advanced Preferences Schedule Revisions program (P4070) on the Advanced Preferences menu (G40311).

Transfers

These processing options determine whether transfer order processing is activated for this version of Sales Order Entry. You enter a transfer order to ship inventory between branch/plants within the company and to maintain an accurate on-hand inventory amount. When you create a transfer order, the system:

- Creates a purchase order for the shipping location that represents the supplier.
- Creates a sales order for the receiving location that represents the customer.

1. Activate Transfer Order Entry

Specify whether transfer order entry is activated. When you enter transfer orders, you must enter a from branch/plant and a to branch/plant, as well as information for the related purchase order. Values are:

Blank: Do not process transfer order information.

1: Display a transfer order entry form on which you enter the origination and destination branch/plants, as well as purchase order information, such as a purchase order number, landed cost rule, and exchange rates for the sales and purchase orders. The system automatically creates a purchase order based on the version that you specify in Sales Order Entry, Versions, Purchase Order Entry processing option.

2. Sales and Purchase Order Taxable

Specify whether the system applies taxes to sales and purchase orders. Values are:

Blank: Retrieve tax explanation codes and rate areas from the Customer Master Information. For direct ship, transfer orders, or sales orders with alternate sold to and ship to addresses, the system retrieves the tax explanation code from the sold to address and the tax rate/area from the ship to or deliver to address based on system setup, but this rate can be overridden.

1: Do not reference the sales taxable or purchase taxable flags that you set up in the Item Branch Plant Information.

3. Mandatory Landed Cost Specify whether a landed cost for a related purchase order is required. Values are:

Blank: Do not require landed costs.

1: Require a landed cost before entering the order. If you do not enter a landed cost, the system issues an error.

Order Inquiry

These processing options specify how you want the system to search for orders on the Customer Service Inquiry form.

Note. The processing options on this tab apply only to the Sales Order Entry program (P4210). If you use the Sales Order Entry program (P42101), you must set the processing options on the Order Inquiry tab in the Sales Order Entry program (P42101).

---

1. From Status Enter a UDC (40/AT) to indicate the current point in the order process.

You must specify a code that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the from status and to status must be a valid last status/next status combination in the Order Activity Rules table.

During order inquiry, the system does not display orders that are not within the from and to status range.

2. To Status Enter a UDC (40/AT) to indicate the next step in the order process. You must specify a code that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the from status and to status must be a valid last status/next status combination in the F40203 table.

During order inquiry, the system does not display orders that are not within the from and to status range.

3. Search on Last or Next Status Specify which status codes the system uses to select information to display on this screen. Values are:

Blank: Display all orders with a Last status that falls within this range.

1: Display all orders with a Next status that fall within this range.

4. Date Range Specify the date value with which the system searches orders. Values are:

1: Retrieve orders based on the order entry date.

2: Retrieve orders based on the promised ship date that is populated during order entry.

3: Retrieve orders based on the original promised date that is populated during order entry.

4: Retrieve orders based on the date that the order was confirmed for shipment. The system retrieves only those orders that have been processed through the Shipment Confirmation (P4205) program.

5: Retrieve orders based on the date that the invoice was printed for the customer. The system retrieves only those orders that have been processed through the Print Invoice or Sales Update program (R42800) and have an invoice number assigned.

6: Retrieve orders based on the date that you enter in the memo-only, cancel field during order entry.

7: Retrieve orders based on the GL date. The system retrieves only those orders that have been processed through the Sales Update program.

8: Retrieve orders based on the date that is entered as the promised deliver date during order entry.

5. Display Text Lines

Specify whether the system displays text lines.

Text lines are order detail lines with a line type *T*, characterized by the code in the Order Line Type Revisions that contains memo-only information.

When you inquire on an order, it might or might not be necessary to view text line information. Values are:

Blank: Do not display text lines. If you created text lines during order entry, the text lines remain in the Sales Order Detail table.

1: Display text lines.

6. Display Backordered/Canceled lines

Specify whether the system displays backordered or canceled lines when you inquire on an order. Values are:

1: Display backordered lines.

2: Display canceled lines.

3: Display both backordered and canceled lines.

Blank or *4:* Do not display either backordered or canceled lines.

7. Customer Cross Reference Type

Enter a UDC (41/DT) to indicate the code with which the system searches cross-reference information using a customer item number. Cross-references associate the internal item numbers with the customer's item numbers. You set up items in Item Master Information and create the cross-reference information in the Item Cross Reference Revisions program.

You must enter a value that has been set up in UDC 41/DT.

Warehouse

These processing options are used in conjunction with the Warehouse Management system. If you use Warehouse Management, you can specify the mode for pick request processing and the version of the Location Selection Driver program (R46171).

1. Request Processing Mode

Specify whether the system creates a pick request in the Warehouse Management system. If you use Warehouse Management, the system can generate a pick request, and then process the request through the subsystem. A pick request is used to process a suggestion to pick the inventory for an order from a particular location. Values are:

Blank: Do not generate pick requests.

1: Generate requests only.

2: Generate requests and create the pick request through the subsystem.

2. Subsystem Print Pick Request Specify whether the system generates warehouse management pick requests through the subsystem. Specify the version of Print Pick Request (P46171) that is set up for subsystem processing.

3. Override Next Status Enter a UDC (40/AT) to identify an alternative step in the order process. You must specify a code that has been set up in the Order Activity Rules based on the order type and the line type that you are using. The combination of the beginning status and the override status must be a valid last status/next status combination in the F40203 table.

Store & Fwd (forward)

Use this processing option to identify the mode in which you enter orders. You can select one of these four modes to process orders:

- Sales order entry mode.

  The system performs inventory commitments, preference processing, and verifies order information against the master tables.

- Partial edit store and forward mode.

  The system does not perform preference processing or inventory commitments, and only performs necessary sales order processing.

- Full edit store and forward mode.

  The system does not perform preference processing or inventory commitments, but performs order processing.

- Price only store and forward mode.

  The system only processes information that is necessary for pricing.

Note. The processing option on this tab applies only to the Sales Order Entry program (P4210).

If UDC 42/PO has a Special Handing code of *1,* preference processing is executed regardless of editing mode.

---

1. Mode Specify whether you are entering orders in a store and forward environment. Values are:

Blank: Use the sales order entry mode.

1: Use the partial edit store and forward mode.

2: Use the full edit store and forward mode.

3: Use the price only store and forward mode.

Workflow

Use these processing options to determine how the system processes workflow.

1. Email Work Order Planner Specify whether the system sends an email message to the work order planner. Values are:

Blank: Do not send email.

1: Send an email.

2. Sales Order Entry Workflow Specify whether to activate the Sales Order Entry workflow process (JDESOENTRY) for this version of the Sales Order Entry program. The specific version of JDESOENTRY must be activated through the Process Master program (P98800). Values are:

Blank: Do not activate workflow.

1: Activate workflow.

Multiples

Use this processing option to determine how the system processes multiple schedules.

Note. The processing options on this tab apply only to the Sales Order Entry program (P4210).

1. Multiple Schedule Specify whether to activate multiple schedules. Values are:

Blank: Bypass multiple schedules.

1: Activate multiple schedules.

2. Schedule Line (Future) Enter a line type search code.

Interbranch

These processing options identify the order types for interbranch orders. You can use an interbranch order to fill an order for a customer from a branch/plant other than the selling branch/plant. This is helpful if the company sells from one location but fills and ships orders from another location, such as a central supply warehouse. An intercompany order is an order that tracks the transactions between the supplying and selling branch/plant.

1. Intercompany Invoice Specify whether the system creates an intercompany invoice. An intercompany order is an order that keeps track of the transactions between the supplying and selling branch/plant. While the interbranch order is the sales order to the customer, the intercompany order is the purchase order to the supplying branch/plant to fill the customer's sales order. Values are:

Blank: Do not create an intercompany invoice.

1: Create an intercompany invoice.

2. Interbranch Order Types Enter the order types for interbranch orders.

Use an interbranch order to fill a sales order from a branch/plant other than the selling branch/plant. This is helpful if the company sells from one location but fills and ships orders from another location, such as a central supply warehouse.

You must enter a code (UDC 00/DT) that identifies the type of document. Enter multiple codes without punctuation or spaces. To accurately update all interbranch orders, you should also enter all order types for interbranch orders in Sales Update (R42800), Interbranch tab, Order Type for Interbranch Orders processing options.

Interop (Interoperability)

These processing options control whether the system captures transaction information before a transaction is changed and whether the system performs export processing.

1. Transaction Type Enter a valid transaction type defined in UDC (00/TT).

2. Before/After Image Processing Specify whether the system writes before and after records or only after images for interoperability consumption. Values are:

Blank: Write only after image records of data for interoperability consumption.

1: Write before and after records of data for interoperability consumption.

Prepayment

These processing options control whether you can record payment information for orders.

Prepayment of an order takes place when a seller receives a form of payment from the customer at the time of order entry. There are many types of prepayments that a customer can use, such as cash, check, and credit card. When you make any type of prepayment, the system records transaction information for each order detail line, and indicates the payment on the invoice.

During order entry, you can validate credit information when you accept a credit card as a means of payment. By way of the middleware solution, the system retrieves authorization and updates the prepayment transaction in the system. If the authorization is unsuccessful, then the order is put on authorization hold and the system does not enable further order processing.

When a settlement is performed, the middleware solution releases funds from a customer's account to the merchant account. If the settlement transactions contain errors, the order is put on settlement hold and the system does not enable further order processing.

For either hold to be removed, the authorization or settlement process must be successfully run in batch mode of the appropriate prepayment transaction version.

1. Prepayment Processing Specify whether the system updates the prepayment processing files and enables the user to access the prepayment window. Values are:

Blank: Do not update prepayment processing files and do not enable access to the prepayment window from the row exit.

1: Enable updates to the prepayment processing files and enable access to the prepayment window.

2. Process Authorization Specify the method of processing. Values are:

Blank: Do not process the authorization.

1: Process the authorization interactively.

2: Process the authorization in batch or subsystem mode, based on the version.

3. Process Settlement Specify the settlement processing method. Values are:

Blank: Do not process the settlement.

1: Process the settlement interactively.

Enter *2:* Process the settlement in batch or subsystem mode, based on the version.

4. Authorize Prepayment Transaction version Enter the version of authorize prepayment transaction.

5. Settle Prepayment Transaction version Enter the version of settle prepayment transaction.

6. Authorized lines Enter the override Next Status Code for order lines that have been successfully authorized during the credit card process.

7. Settled lines Enter the override Next Status Code for order lines that have been successfully settled in the credit card process.

Audit Log

These processing options determine whether the system creates an audit log for changes that you make to sales orders and how the system processes the changes.

1. Use Audit Log for Sales Order Changes Specify whether to activate the audit logging process for sales order changes. Values are:

Blank: Do not activate audit logging.

1: Activate audit logging.

Note. You can override this processing option by using the Bypass Audit Logging field defined in the Customer Billing Instructions. For example, if you set this processing option to *1* but Bypass Audit Logging was set for the customer specified in the sales order, then the system performs no audit logging for that order or any order for which that customer is specified.

---

2. Reason Code required for Sales Order Changes Specify whether a revision reason code is required for sales order changes. Values are:

Blank: Do not require a revision reason code.

1: Require a revision reason code.

3. Approval process required for Sales Order changes Specify whether the approval process is required on the changes made to the sales order. The Use Audit Log for Sales Order Changes processing option on the Audit Log tab must be set to *1* to enable the approval process. However, you can enable audit logging without setting the Approval Process Required for Sales Order Changes processing option. When approval process is required, the system does not record changes to the order. Instead, the system retains the original values and places the order on hold. The new values are pending in the Audit Log table until an approval or rejection decision has been made. The new values are recorded for the order only if the order is approved. Values are:

Blank: Approval process is not required.

1: Approval process is required.

Volume Upsell

This processing option determines whether you receive an alert based on the tolerance percentage that you specify.

1. Alert for Volume Based Up-Sell within Tolerance Enter a percentage of tolerance for the system to suggest an upsell. This percentage is based on the increase in quantity that the customer would have to order to meet the next level-break.

Profit Margin

These processing options determine:

- Whether the system performs gross profit margin pricing.
- Which adjustment reason code to use for overrides to pricing information.

- Whether to resolve and test the gross profit percentage.

1. Enable Gross Profit Margin Pricing

Specify whether to enable the percent profit margin column. Enabling this column enables you to enter the gross profit margin percentage. Values are:

Blank: Do not enable entry of the gross profit margin percentage.

1: Enable entry of the gross profit margin percentage.

2. Adjustment Reason Code for Overrides

Enter a UDC (40/AR) to identify the reason an adjustment was changed. The system updates this value to the Gross Profit Margin price adjustment when the system calculates and updates the price adjustment with the amount necessary to achieve the specified profit margin percentage. This calculation occurs when the profit margin percentage has been changed manually in Sales Order Entry.

You must enter a value that has been set up in UDC (40/AR).

3. Resolve and Test Target Gross Profit Percentage

Specify whether the system generates a warning if the gross profit margin percentage is outside of the range that you specified in the Target Gross Profit Preference processing option. Also, if the gross profit margin percentage is not within the defined margins, and the Line Level Margin Hold Code processing option is set, the system places the order on hold using the line level margin hold code that you specified in the processing option. Values are:

Blank: Do not generate a warning.

1: Generate a warning.

Promotion ID

This processing option determines whether the system assigns a promotion identification number.

1. Default Promotion ID

Specify whether the system assigns a promotion ID number to a sales order line item to which a promotion ID number has not been manually assigned. Values are:

Blank: Do not assign a promotion ID.

1: Assign a promotion ID.

Note. If you set this option to *1,* the system assigns a promotion ID from the Promotion Deal Detail table (F40P011). If the system locates multiple promotion IDs, it assigns a promotion ID based on the value from the Promotion ID Resolution Constant in the F4009 table. The system might require more processing time to assign this ID automatically.

Order Promising

This processing option controls whether the system enables the order promising process and determines the mode of processing.

1. Order Promising

Specify the mode of order promising that the system uses to promise a delivery date for an order. Values are:

Blank: Do not use order promising.

1: Use the auto promising mode of order promising.

Matrix

This processing option controls whether the system displays the matrix window during the matrix order entry process.

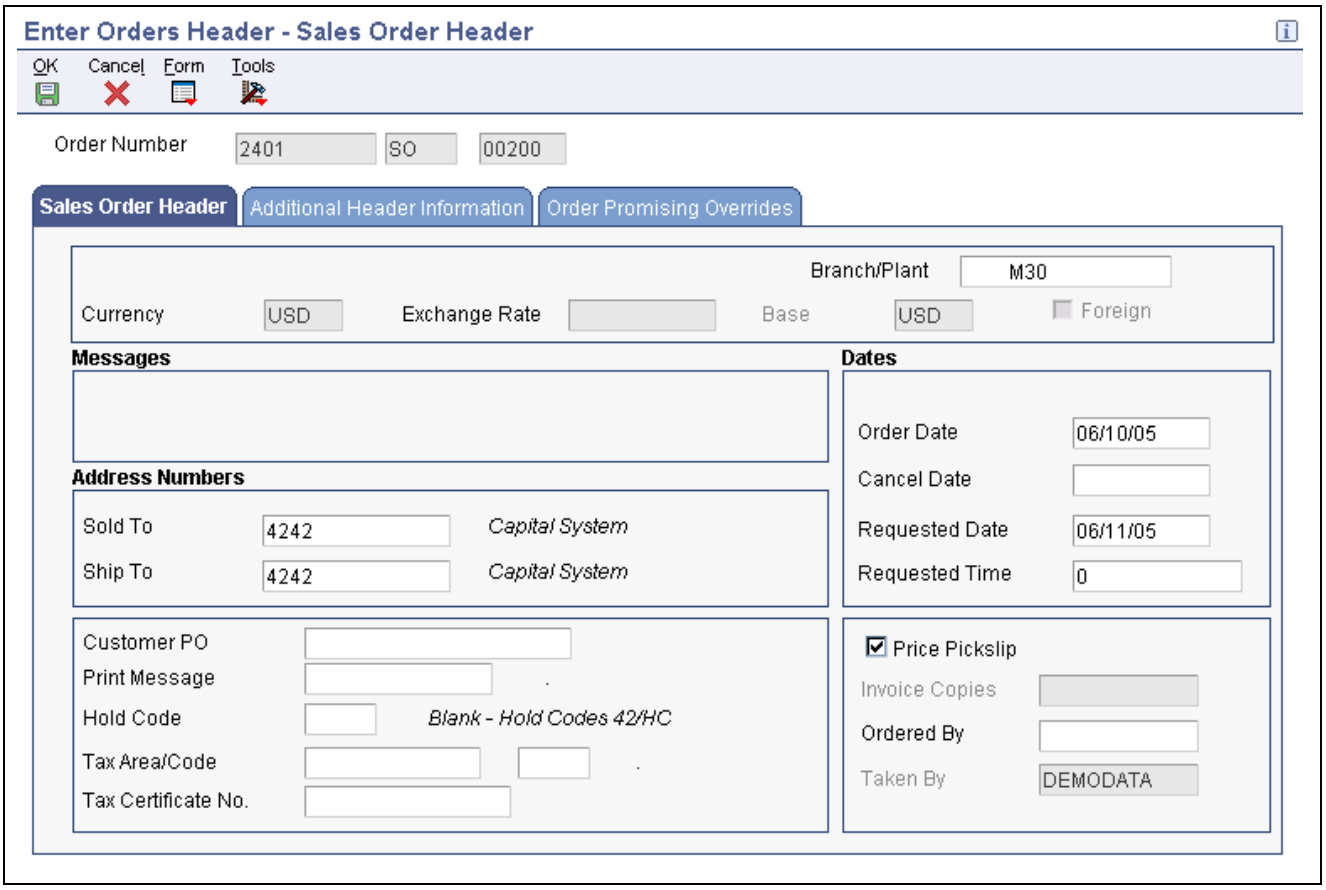
1. Inventory Parent Specify whether the system displays the Matrix Order form when you are working with a matrix parent item. Values are:

Blank: Display the Matrix Order form.

1: Do not display the Matrix Order form.

Entering Sales Order Header Information

Access the Sales Order Header form.



Sales Order Header form: Sales Order Header tab

Branch/Plant(Required) Enter the Branch/Plant code from which you want to fulfill the sales order. The value that you enter in this field must be set up in the Branch/Plant constants.

Currency Enter a code that identifies the currency of the transaction. If you do not complete this field, the system populates the field using the currency that is associated with the Sold To address. If no value is found, the system then uses the currency code from the branch/plant. If no currency code is found there, the system uses the currency code associated with company 00000.

Exchange Rate Enter a number (exchange rate) that a foreign currency amount is multiplied by to calculate a domestic currency amount. The number in this field can have

a maximum of seven decimal positions. If more are entered, the system adjusts to the nearest seven decimal positions. If you have set up exchange rates for the associated currency code, the system automatically populates this field.

Base Enter the currency code associated with the domestic currency. For example, if an organization is in France and you transact business using the euro, enter the currency code for euro here.

Foreign Select this option to display amounts in the foreign currency of the transaction. If you clear the option, the system displays amounts in the domestic currency of the transaction.

Messages Review this section of the form to view any system-generated messages about the order.

Sold To (Required) Enter the address book number that corresponds with the client address to which the invoice for this order should be sent. The sold-to customer is responsible for payment of the order.

Ship To Enter the address book number that corresponds with the client address to which the items associated with this order should be sent. The ship-to customer receives the order.

Order Date Enter the date that an order was entered into the system. If you leave this field blank, the system date is used. This date determines which effective level the system uses for inventory pricing.

Cancel Date Enter the date that the order should be canceled if the goods have not been sent to the customer or the goods have not been received from the supplier. This is a memo-only field and does not cause the system to perform any type of automatic processing. If a line on a sales order in canceled in Sales Order Entry, this field is updated with the date that the line was canceled.

Requested Date Enter the date by which the customer wants to receive the order.

Requested Time Enter the time by which the customer wants to receive the order on the requested date.

Customer PO(customer purchase order) Enter the purchase order number, which is typically supplied by the customer placing the order. This is an alphanumeric value that can be used as a cross-reference or secondary reference number.

Print Message Enter a code (UDC 40/PM) that specifies a message that is printed on the customer's sales order. Examples of text used in messages are engineering specifications, hours of operation during holiday periods, and special delivery instructions.

Hold Code Enter a code (UDC 42/HC) that identifies why an order is on hold.

Tax Area/Code In the first field, enter a tax area code that identifies a tax or geographic area that has common tax rates and tax authorities. The system validates the code you enter against the Tax Areas table (F4008). The system uses the tax rate area in conjunction with the tax explanation code and tax rules to calculate tax and general ledger distribution amounts when you create an invoice or voucher.

In the second field, enter a hard-coded tax code (UDC 00/EX) that controls the algorithm that the system uses to calculate tax and general ledger distribution amounts. The system uses the tax explanation code in conjunction with the tax

rate area and tax rules to determine how the tax is calculated. Each transaction pay item can be defined with a different tax explanation code.

Tax Certificate No. Enter the number, as supplied by the customer, that tax authorities issue to tax-exempt individuals and companies to identify their tax-exempt status.

Price Pickslip Select this option to print price information on the customer's pick list, purchase order, or sales order. If you do not select this option, price information does not appear.

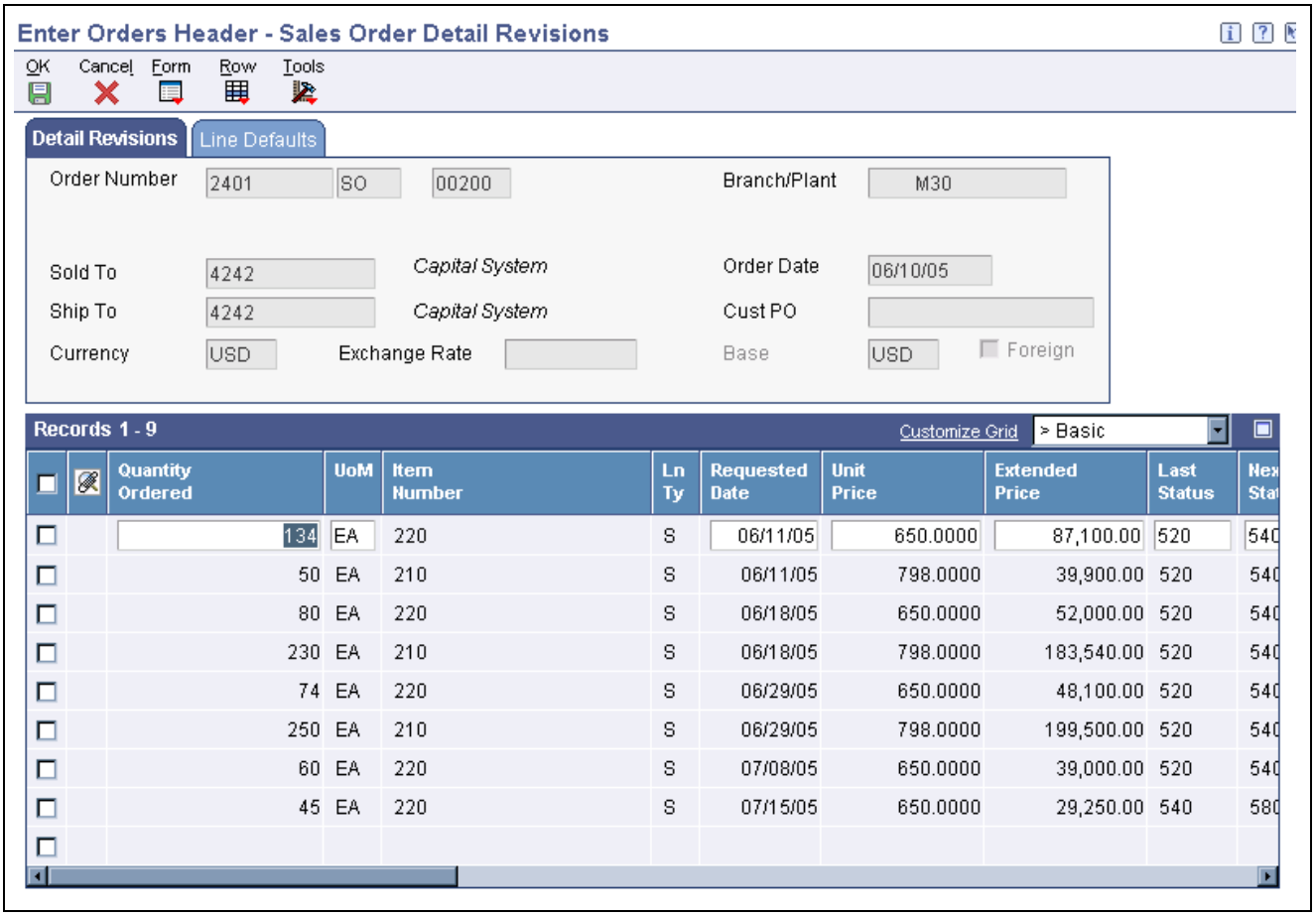
Ordered By Enter the name of the person from the customer company who is placing the order. This field is optional.

Taken By Review this field to determine who entered the sales order into the system.

Entering Sales Order Item Information

After you enter header information on the sales order, you enter the detail information (items) to the sales order. Because the system retrieves most of the detail information from other tables, you need to enter only minimal information. You can review and change the values as necessary.

Access the Sales Order Detail Revisions form.



Sales Order Detail Revisions form

Quantity Ordered Enter the number of pieces of an item the customer wants to order.

UoM(unit of measure) Enter a UDC (00/UM) that indicates the transaction quantity in which to express an inventory item, for example, CS (case) or BX (box). If you leave this field blank, the system populates the field using the value entered in the Item Master table.

Item Number Enter the alphanumeric identification number of the item the customer wants to order. The system populates many of the fields on each item line based on the information stored in the Item Master table for the item you enter. The value that you enter can be in short, long, or third item number format.

Ln Ty(line type) Enter a code that controls how the system processes lines on a transaction. It controls the systems with which the transaction interfaces, such as General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management. It also specifies the conditions under which a line prints on reports, and it is included in calculations. Codes include:

S: Stock item.

J: Job cost.

N: Nonstock item.

F: Freight.

T: Text information.

M: Miscellaneous charges and credits.

W: Work order.

Requested Date Enter the date by which the customer has requested to receive the item.

Unit Price Review the list or base price to be charged for one unit of this item. In Sales Order Entry, all prices must be set up in the Item Base Price File table (F4106). You can override this value.

Extended Price Review the system-calculated extended price. This price is the number of units multiplied by the unit price. The extended price does not include backordered items.

Last Status Review this field to determine the last step in the processing cycle that this order line has successfully completed. Values are stored in UDC (40/AT).

Next Status Review this field to determine the next step in the order flow of the line type. Values are stored in UDC (40/AT).

Branch/Plant Enter the Branch/Plant code from which the item should be retrieved to fulfill the sales order. This is 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.

Location Enter the storage location from which goods will be moved. The primary location of an item is represented as ". ." if the item location and branch plant information are set up correctly.

Lot Number Enter a number that identifies a lot or a serial number, which is used in determining the location of the specified item.

Line Number Review the system-assigned number that identifies multiple occurrences, such as line numbers on a purchase order or other document. Generally, the system assigns this number, but in some cases you can override it.

PR UoM(pricing unit of measure) Enter a UDC (00/UM) that indicates the unit of measure in which you usually price the item.

Quantity Shipped Enter the number of units committed for shipment in Sales Order Entry, using either the entered or the primary unit of measure defined for this item.

Quantity Backordered Review the number of units backordered in Sales Order Management or in Work Order Processing, using either the entered or the primary unit of measure defined for this item.

Quantity Canceled Review the number of units canceled in Sales Order or Work Order Processing, using either the entered or the primary unit of measure defined for this item.

Unit Cost Review the amount per unit, which is derived by dividing the total cost by the unit quantity.

Extended Cost Review the system-calculated extended cost amount. For sales orders and purchase orders, this amount is calculated as the unit cost multiplied by the number of units. The extended cost does not include backordered items.

% Profit Margin Review this value to determine the profit margin percentage for the order detail line. This is calculated as: ((Price − Cost) ÷ Price) × 100

Mod Trn(mode of transportation) Enter a UDC (00/TM) that describes the nature of the carrier being used to transport goods to the customer. For example, by rail, by road, and so on.

Carrier Number Enter the address number for the preferred carrier of the item. The customer or the organization might prefer a certain carrier due to route or special handling requirements.

Show all columns to access these fields:

Secondary Quantity The system calculates a secondary quantity based on the quantity ordered and unit of measure entered for items that have duals units of measure set up.

Transactions are entered using either the secondary quantity and unit of measure or the transaction quantity and unit of measure.

Secondary UoM (secondary unit of measure) Enter a secondary unit of measure for the transaction. Use this option to specify whether the system must maintain inventory balances and record transactions for an item in a secondary unit of measure that does not have a fixed conversion to the primary unit of measure. Typically, you select this option when the item is ordered or sold by a packaged quantity and priced by weight or volume.

See Also

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Entering Item Inventory Information," Specifying a Dual Unit of Measure for an Item

Entering Default Line Information

Access the Sales Order Detail Revisions form.

Line Default

Select the Line Default tab.

The values that you enter in these fields are automatically entered on each line of the sales order. You can override the values for each line if necessary.

Detail Branch/Plant Enter the branch/plant code that you want to use for all of the lines in the order.

Requested Enter the date that an item is scheduled to arrive or that an action is scheduled for completion.

Price Effective Enter the date that the system should use to determine the base price and all advanced price adjustments for the line.

Scheduled Pick Enter the promised shipment date for the sales order. The Supply and Demand programs use this date to calculate Available to Promise information. This value can be automatically calculated during sales order entry. This date represents the day that the item can be shipped from the warehouse.

Promised Delivery Date Enter the date that the order was promised to be delivered to the customer.

Cancel Date Enter the date that the order should be canceled if the goods have not been sent to the customer or the goods have not been received from the supplier. This is a memo-only field and does not cause the system to perform any type of automatic processing. If a line on a sales order in canceled in Sales Order Entry, this field will be updated with the date the line has been canceled.

Entering Cross-docking Information

Access the SOE - Additional Information form.

Cross Dock Order

Cross-docking enables the system to directly allocate inbound inventory to a sales order. Inbound inventory is allocated on a date and priority basis.

Flag Specify whether the system associates items or order lines with cross-dock processing. This code might indicate whether an item or an order line is eligible for cross-docking, whether it was cross-docked, or whether it needs to be cross-docked. When it is assigned to an item or item-branch, this code indicates that the item or the item in the branch/plant is eligible for cross-docking. When it is assigned to an order line, this code indicates that the order line needs to be cross docked. Values are:

Blank or *0:* Cross-docking is off.

1: Cross-docking is on.

Priority Specify the priority that the cross-docking system follows when assigning supply quantity to the sales orders. This priority indicates the sequence in which cross-docked sales orders are fulfilled for a given date. Sales order lines with a lower value receive a higher priority than lines with a higher value. The system performs only numeric edits on this value. If you do not specify a

	priority, or if the same priority is given to more than one order line, the orders will be fulfilled in the sequence of order number and order type.
Number	Enter the order number that identifies the supply order.
Type	Enter the type of the supply order. Supply orders may include purchase orders, manufacturing orders, transfer orders, and so forth.
Company	Enter the company associated with the cross-dock order.
Line Number	Enter the line number associated with the cross-dock order.

See Also

PeopleSoft EnterpriseOne Warehouse Management 8.11 SP1 PeopleBook, "Working with Putaway Requests," Creating Putaway Requests

Updating and Copying Sales Order Information

This section provides overviews of the methods available to update the header information to the sales order detail and copying sales order information, and discusses how to:

- Update header information.
- Copy sales orders.

Understanding the Process to Update Header Information to the Detail Form

After you enter the initial information on a sales order, you might find it necessary to update the header information. Most of the header information consists of default values from the customer master record, and the address book master record, such as tax code and area, shipping address, and freight information. You can override this information when you enter an order or when you revise an order. If you change header information after you locate an order, you can ensure that changes to the header information are reflected in the detail information by updating the header information to the sales order detail.

Note. If you have set the Status Code Limit for Changes processing option on the Process tab in Sales Order Entry, the system will only propagate header changes to detail lines that are not at the defined status.

To automatically load header changes to detail lines, you must set the Update Header to Detail processing option on the Defaults tab in Sales Order Entry to the auto update setting. If this processing option is set for manual update, you must use the Populate form exit on the Sales Order Header form to manually initiate the update to the detail lines. If the processing option is set to manual update and you do not select the Populate form exit, the changes to the header fields will not be updated in the order's lines.

Use the Define form exit on the Sales Order Header form to review and revise selected header fields on the sales order and to update the detail lines when you make header changes. The selected header fields are updated whether you are in auto or manual update mode. Because the list of selected header fields are stored in a UDC table, you only need to use this form exit when you want to change those header fields that are selected for update.

Note. Changes to the header fields Sold To and Customer PO are always propagated to the detail lines no matter how the processing option is set.

Understanding Copying Sales Orders

Many times a customer might order the same or similar items and quantities on a repeated basis. To avoid having to reenter all of the details each time the customer places a similar order, you can streamline sales order entry by copying both header and detail information and adding it to a new sales order. Or, to send the same order to another ship-to address or invoice another sold-to address, you can copy only the detail information and change the ship-to or sold-to information.

Depending on how the processing options are set, this information might differ between the original and the duplicate sales order:

- Document type
- Beginning status code

The order number for the duplicate sales order is always different from the original order.

You can copy item information to sales orders from any sales order entry program. For example, you can set up the duplication processing options for the Blanket Order version of Sales Order Entry so that when you copy order and line information from a blanket order, the system creates a new sales order.

Prerequisite

Verify that you have activated the duplication processing options for Sales Order Entry for new document types or statuses.

Forms Used to Update and Copy Sales Orders

Form Name	FormID	Navigation	Usage
Work With Sales Order Headers	W4210H	Sales Order Processing (G4211), Enter Orders Header	Select sales order header records for review, copy, or maintenance.

Updating Header Information

Access the Work With Sales Order form.

1. Select an order and then click Select.
2. On the Sales Order Header form, click Header to Detail and then Defineto review and or or revise which header fields are selected for update.
3. On the Define Header Columns to Detail form, select the fields that you want to update to the detail form and click OK.
4. On the Sales Order Header form, if the Sales Order Entry processing option is set for automatic header to detail update, click OK. If the processing option is set for manual update, click Populate to manually update the detail lines with the header changes.

Copying Sales Orders

Access the Work With Sales Order Headers form.

1. Select the sales order that you want to copy and click Copy.
2. On Sales Order Detail Revisions, review the fields that are automatically populated and make any necessary changes.
3. Enter any additional information for the order, and then click OK.

   The system does not save the new order until you click OK.

Entering Sales Orders with Templates

This section provides an overview of using templates with order processing and discusses how to enter a sales order using a template.

Understanding the Use of Templates with Order Processing

You can use templates to speed order processing by displaying a customer's most frequently ordered items. A template is a system-generated prediction about what a customer will order. Using templates also reduces errors and redundant data entry.

You can set up a default template that can be used for any customer, customer-specific templates, or you can select from any available template that is set up on the system. The processing options for Sales Order Entry enable you to specify a default template to use or whether to retrieve the template based on the sold-to or ship-to address from the customer's billing instructions. The system displays the order template form when you enter the sales order using the Sales Order Detail entry program. If the customer has a template set up, the system retrieves and displays that template during order entry. If the customer does not have a template, the system displays the default template.

You can complete order information using templates in this way:

- Copy all items and quantities on the template.
- Change item and quantity information on a line-by-line basis.
- Leave quantity information blank for those items that you do not want to add to the sales order.

Prerequisites

Before you complete the tasks in this section:

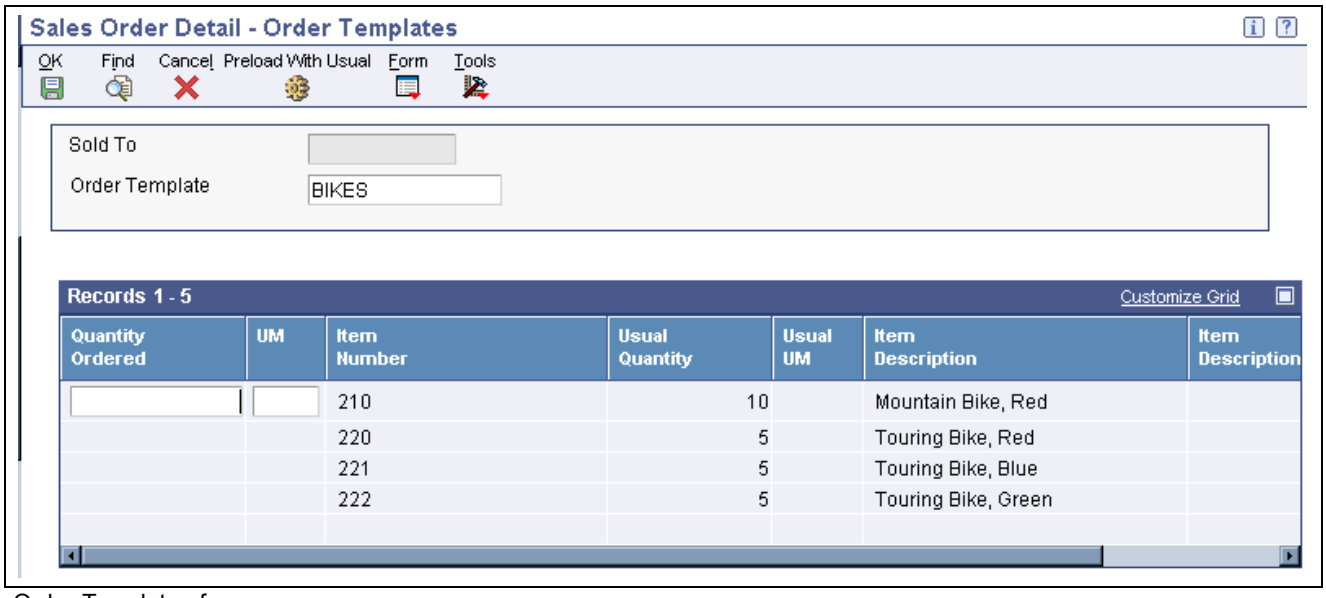
- Verify that the processing options for the Sales Order Entry program are set to permit order template processing.
- Verify that standard and customer templates are set up for the system.

Forms Used to Enter a Sales Order Using a Template

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Sales Order Detail	Review and select sales order detail records.
Sales Order Detail Revisions	W4210A	Click Add on Customer Service Inquiry.	Enter the sales order.
Order Templates	W40215A	Enter the sales order and click OK on Sales Order Detail Revisions.	Enter quantities for the items on the template, or select a different template.
Work With Available Order Templates	W4015A	Select Available Template from the Form menu on Order Templates.	Select an order template.

Entering a Sales Orders Using a Template

Access the Order Templates form.



Order Templates form

Entering Substitute, Associated, and Promotional Items

This section provides an overview of substitute, associated, and promotional items and discusses how to enter substitute, associated, or promotional items.

Understanding Substitute, Associated, and Promotional Items

If only part of the quantity for an item is available, you can use a substitute item to provide the quantity that you need to complete an order. For example, a customer orders a standard bike chain, but you find that they are backordered. You can specify a substitute item, such as an equivalent bike chain from another manufacturer, to fill the order.

Substituting an item on a sales order cancels any quantities for the original item that are backordered. After you add a substitute item, the original order line displays a *Canceled by Substitution* status, and the new order line displays a *Sold as a Substitute* status. Order lines show the split between the original and the substituted items. Use substitutions to replace obsolete items on a sales order if the item and a replacement for it are set up with Item Cross Reference.

If the company sells items in association with each other, you can set up the system to prompt you before adding the associated items to the order. For example, you can associate a tire pump with a tire repair kit. When you enter the item number for tire pump on a sales order, the system displays a check mark in the row header and column to indicate that associated items exist. If you choose to add the associated item, such as the tire repair kit, the system adds the order detail line to the sales order.

For promotional items, the system automatically replaces the original item with the promotional item and cancels the original item order line.

You activate the system to check for substitutions, associated, replacement, and promotional items in the cross-reference processing options for the Sales Order Entry program.

You can set up substitute or complementary items during sales order entry by choosing Item XRef from the Form menu in the Substitute/Complementary Items program (P42260). You can specify that the system should offer the best or lowest price. This price is the lowest price after applicable promotions or discounts. It also can be the original item's price or the substitute item's price.

After you enter a detail line, the system indicates additional information processing. For substitute and complementary items, the system displays a check mark in the row header and column and displays a warning. For promotional items, the replacement is automatic.

Prerequisites

Before you complete the tasks in this section:

- Verify that cross-reference processing options are set in the Sales Order Entry program to display item cross-reference information for substitute, associated, replacement, and promotional items.
- Verify that you have activated availability checking in the Sales Order Entry processing options.
- Verify that the customer accepts substitute items in the Customer Billing Instructions.

Forms Used to Enter Substitute, Associated, or Promotional Items

Form Name	FormID	Navigation	Usage
Work With Sales Order Headers	W4210H	Sales Order Processing (G4211), Enter Orders Header	Review and select sales order header records.
Sales Order Header	W4210G	Click Add on Work With Sales Order Headers.	Add and revise sales order header information.
Sales Order Detail Revisions	W4210A	Click OK on Sales Order Header.	Add and revise item information in the detail portion of the form.
Substitute/Complimentary Items	W42260A	On the Sales Order Detail Revision form, select an item and select Subst/Compl Items (Substitute/Complimentary Items) from the Row menu.	Select the item that you want to use as a substitute, complimentary, or promotional item.

Entering Substitute, Associated, or Promotional Items

Access the Substitute/Complimentary Items form.

Search for the substitute, associated, or promotional item, select the item, and then click OK to add the item to the sales order.

Cross Reference Type Enter a code (UDC 41/DT) that identifies the type of cross-reference set up for this customer. Examples of cross-reference types include:

A: Associated products

S: Substitutes

R: Replacements

SP: Sales promotional items

Use Backordered Quantity Select this option to specify the backordered quantity for a substitute item. For example, if a customer orders 50 red bikes but only 25 are available, 25 red bikes are then backordered. If the customer chooses to order 50 blue bikes instead of the 50 red bikes, do not select this option. Instead, select the Use Original Quantity option. However, if the customer chooses to order 25 red bikes and 25 blue bikes, select this option. The backordered quantity of 25 would be used on the order line for the blue bikes.

Use Original Quantity Select this option to specify that the original quantity should be used for a substitute item. For example, if a customer orders 50 red bikes but only 25 are available, 25 red bikes are then backordered. If the customer chooses to order 50 blue bikes instead of the 50 red bikes, select this option. The original quantity of 50 is used on the blue bikes order line.

However, if the customer chooses to order 25 red bikes and 25 blue bikes, select the Use Backordered Quantity option.

Activating Notifications for Volume-Based Upselling

This section provides an overview of volume-based upselling and discusses how to create volume-based upselling prices.

Understanding Volume-Based Upselling

If you want to recommend that customers purchase a larger quantity to receive a lower price, you can specify adjustments and a percentage tolerance that determine when the system issues a notification that an order line qualifies for an upsell notification.

To activate upselling notifications, you must enter a tolerance percentage in the Alert for Volume Based Up-Sell within Tolerance processing option on the Volume UpSell tab in the Sales Order Entry program. This tolerance percentage specifies how sensitive the system is when issuing the notification. The system checks for upsell opportunities by increasing the quantity ordered on the sales order line by the upsell percent you specify, and then determines whether another quantity break is achieved using the increased quantity.

For example, assume an upsell adjustment has a quantity break specified for 10 EA (each) with the tolerance percentage set to 15 percent. If you enter a qualifying order for 9 EA, the system displays the upsell alert because 9 EA increased by 15 percent equals 10.35 EA, which qualifies for the next level break on the adjustment. In this case, if you set the tolerance percentage to 10 percent, the system does not display the upsell alert, because 9 EA increased by 10 percent equals 9.9 EA. In this example, you use this calculation:

(Quantity Ordered × Tolerance percent) + Quantity Ordered

(9 × 15 percent) + 9 = 10.35

The system uses the Price Adjustment Type table (F4071) to process volume-based upselling information.

Creating Volume-Based Upselling Prices

When the system issues the notification, you can view this information on the Adjustment Type Quantity Breaks form and create upselling prices for sales orders and price history. When you select a new level break, the system changes the quantity for that order line to the amount required for the new level break in sales order entry. Additionally, the system searches for new line-level price adjustments that were not applied during the initial order due to lack of quantity. If a sales order has several adjustments with opportunities for an upsell, the system displays a list of the adjustments, as well as the level breaks for the adjustment, if you select it.

Prerequisites

Before you complete the tasks in this section:

- Specify a percentage tolerance limit in the Alert for Volume Based Up-Sell within Tolerance processing option on the Volume UpSell tab in the Sales Order Entry program.
- Specify in Price Adjustment Definition program (P4071) whether the adjustment is included in the search for upselling opportunities during Sales Order Entry.

Forms Used to Create Volume-Based Upselling Prices

Form Name	FormID	Navigation	Usage
Work With Sales Order Headers	W4210H	Sales Order Processing (G4211), Enter Orders Header	Review and select sales order header records.
Sales Order Header	W4210G	Click Add on Work With Sales Order Headers.	Add and revise sales order header information.
Sales Order Detail Revisions	W4210A	Click OK on Sales Order Header.	Add and revise item information in the detail portion of the form.
Adjustment Type Quantity Breaks	W40722E	Select Volume Based Upsell from the Row menu on Sales Order Detail Revisions.	Enter the reason and select the level break to adjust the price of the quantity entered.
Work with Volume Upselling	W40722B	Select a row and then select Volume Based Upsell.	Create volume-based upselling prices.

Creating Volume-Based Upselling Prices

Access the Work With Volume Upselling form.

Enter the reason and select the level break to adjust the price of the quantity entered.

Promising Orders in Sales Order Entry

This section provides an overview of order promising and discusses how to select the promised delivery dates.

Understanding Order Promises

You activate order promising by completing the processing option on the Order Promise tab for the Sales Order Entry (P4210) program.

You use the order promising feature to track supply and demand history and to calculate either an available-to-promise (ATP) or capable-to-promise (CTP) delivery date when you enter a sales order. When determining the promise date for an order, the system performs an ATP or CTP calculation and enters the result into the Scheduled Pick Date field on the Display Before Accept form. The system also calculates the delivery leadtime, and adds the result to the Scheduled Pick Date, the Promised Ship Date, and the Promised Delivery fields. The promised delivery date is the date when the customer will receive their order.

Order promising calculates on an item-by-item basis for each detail line in the sales order. Any time the order changes the system updates tables immediately so that subsequent orders reflect actual supply and demand.

When entering sales orders that require an ATP or CTP date, remember that the steps to enter order header and order detail information are the same. Order promising is a feature in the Sales Order Management system and can be used with these processes and options:

- Partial orders
- Backorders

- Partial shipments
- Substitutes
- Multisourcing

Generating Delivery Proposals with Order Promising

Order Promising can generate several delivery proposals to meet a customer's requested date of delivery for an order. After you have entered header and detail information, you initiate Order Promising. Then you select the auto promise mode. The system uses XAPI (external application program interface) functions to initiate, update, and send the request to promise.

While the system is sending this information, you will be unable to modify the open sales order.

When you select the auto promise mode to promise a delivery date, the system generates several proposals, automatically selects the one with the earliest delivery date, and then supplies that date.

Customizing Order Promising Proposals

You can customize the options that Order Promising considers as it creates delivery date proposals. Proposals can be very restrictive or very flexible, depending upon how you have entered the customer's information and the sales order information.

Order Promising uses default information from existing system setup whenever possible.

This table outlines the codes, fields, and values that Order Promising uses for proposal data:

Code, Field, or Value	Indications
Business Objective	Which set of inclusion rules does the system use to promise the order? Order Promising uses the default information from the customer's billing instructions to associate a business objective to the customer.
Partial Order Shipments Allowed	Can line items be shipped on different dates? Order Promising uses the default information from the Billing Instructions in the Customer Master.
Backorders Allowed	Can line items be shipped later than the requested date? Order Promising uses the values from the Customer Billing Instructions and Branch/Plant Constants. Backorders Allowed must be enabled on both forms in order for backorders to be allowed.
Partial Line Shipment Allowed	Can line item shipments be split? Order Promising uses the default information from the Billing Instructions in the Customer Master.
Substitutes Allowed	Will the customer accept substitute items? Order Promising uses the default information from the Billing Instructions in the Customer Master.

Code, Field, or Value	Indications
Multi-Sourcing Allowed	Can items be shipped to a customer from different branch/plants? The system determines a customer's preference for single source branch/plant delivery through the setup of Order Promising. Otherwise, multisourcing is allowed.
Shipping Group	Is the item to be shipped as part of a group that must ship together on the same date? If the customer requests a shipping group, you can indicate that preference in the Order Promising Scenario Manager.
Planning Unit of Measure	What is the smallest possible planning unit of measure that can be shipped as part of an order? The system uses the unit of measure entered in the sales order. Order Promising never suggests a delivery proposal with a fraction of the unit of measure indicated on the sales order.

If you are using Order Promising to calculate ATP or CTP delivery dates, from the Form menu, select Order Promising and then select Auto Promise.

The system generates delivery proposals to meet the customer's requested delivery date.

See Also

Integrating PeopleSoft EnterpriseOne 8.11 with Supply Chain Planning PeopleBook

Forms Used to Select Promised Delivery Dates

Form Name	FormID	Navigation	Usage
Work With Sales Order Headers	W4210H	Sales Order Processing (G4211), Enter Orders Header	Review and select sales order header records.
Sales Order Header	W4210G	Click Add on Work With Sales Order Headers.	Add and revise sales order header information.
Sales Order Detail Revisions	W4210A	Click OK on Sales Order Header.	Add and revise item information in the detail portion of the form.
Order Acceptance	W42232A	Select Order Promising from the Form menu, and then select Auto Promise on Sales Order Detail Revisions.	Click the appropriate button to place the order or to revise the order.

Selecting the Promised Delivery Dates

Access the Order Acceptance form.

Review, and if necessary, revise the promised delivery dates. Then click OK to place the order.

Generating the Audit Log and Approval Processing

This section provides overviews of the audit log and approval processing, and discusses how to review the audit log.

Understanding the Audit Log

The Sales Order Management system provides you with a method of reviewing and tracking manual changes that have been made to an order. Provided that you have activated the appropriate processing options, the system creates a revision for every manual change that users make to sales order information and enables you to review information about the changes when you access the Order Revision History program (P42420). You can review the revision number during order entry. The system creates a new revision number each time a user changes an order. You can access the Order Revision History program when you are working with these programs:

- Sales Order Entry.
- Shipment Confirmation (P4205).
- Held Order Release (P43070).
- Backorder Release (P42117).
- Sales Order Speed Status Update (P42040).

The Order Revision History program provides you with these types of information about an order:

- Revision number.
- Whether approval processing is required, and if so, the order's status.
- Reason for the revision.
- Date and time when the revision was made.
- Who made the revision.
- Items that are on the order and associated item information.

The system also creates an audit log for the change. The system stores information about all changes in the Audit Log Transaction table (F42420). The audit log contains information such as the user ID of the person who made the change and a reason code, provided that you have set the processing option accordingly, that describes why the change was made.

Although you might want to track changes for most of the customers, you also can bypass the generation of the audit log for specific customers by setting the Bypass Audit Logging option in the Customer Billing Instructions.

Understanding Approval Processing

Approval processing is a workflow process (JDESOCHNG) that enables you to control whether manual changes to certain types of information require approval. PeopleSoft EnterpriseOne provides you with a default workflow process, which you can customize to meet the business requirements.

You can activate approval processing through the Approval process required for Sales Order changes processing option in the Sales Order Entry program. However, in order to use approval processing, you must also activate the audit log.

When a user changes information for an existing sales order detail line, the system alerts the user in the Sales Order Entry program that the change must be approved before the order can be processed. The system uses the workflow process (JDESOCHNG) to perform these steps:

1. Places the order on hold.
2. Sends the approval request through the system's work center to the person responsible defined in the Order Hold Information (P42090) program.
3. Writes a record of the order in the Held Orders table (F4209).
4. Processes the approval based on whether the change has been approved or rejected.
5. Records the approval processing information in the Audit Log Transaction table.

After the change has been accepted or rejected, the system continues using the workflow process to remove the order hold and notify the user who initiated the change with a message in the system's work center that indicates whether the change was accepted or rejected.

You can require approvals for manual changes to these types of information:

- Transaction quantity
- Price
- Requested date
- Promised delivery date
- Payment terms

PeopleSoft EnterpriseOne provides you with default code *AH* (Approval Hold), which is set up in UDC (42/HC), to use for approval processing. You can add other approval hold codes provided that you specify a special handling code of *1*. If you choose to use the default code, *AH,* verify these settings in the Order Hold Information program:

- The person responsible for approvals.
- Code type is L (line basis).
- Limit type is A (amount).

If you need to customize the workflow process, you must use the system's Solution Modeler tool.

Prerequisites

Before you complete the tasks in this section:

- Set the appropriate processing options on the Audit Log tab in the Sales Order Entry program.
- Set up UDC 42/HC for approval processing.
- Verify the Hold Order Constants if the approval code you use is AH.

See Also

Chapter 3, "Setting Up Order Processing Information," Setting Up Order Hold Information, page 00

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Workflow Tools

Forms Used to Review the Audit Log

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Sales Order Detail	Review and select sales order detail records.
Order Revision History	W42420B	Select an order, select Item from the Form menu, and then select Revision History on Customer Service Inquiry.	Review the audit log to see changes that were made to an order.

Entering Orders for Kits and Configured Items

This section provides overviews of kits and configured items, and kit order entry and discusses how to enter kit orders.

Understanding Kits and Configured Items

You can enter sales orders for kits and configured items. A kit is a collection of inventory items, called components, which are associated with a description name, called a parent item. For example, you might store several computer components, such as the monitor, hard drive, keyboard, and mouse. When you sell the items, you might sell them collectively as a computer system.

In a manufacturing environment, a manufacturer assembles a large variety of end products from relatively few components. A configured item is comprised of different features that are requested by a customer. For example, if you manufacture and sell automobiles, you might offer the same automobile type with a variety of features and options, such as engine size or transmission type. When you set up a configured item, you define segments (the features and options) to represent characteristics of a configured item, such as an optional paint color or power type. You can also set up a configured subassembly within a configured item. For example, the configured item, automobile, contains a configured subassembly of the transmission.

Configured Item Orders

You can manage the manufacturing and production process in conjunction with the sales to ensure that customer demand is being met. For example, if you manufacture and sell automobiles, you might offer the same automobile type with a variety of features and options.

You can use the Sales Configurator system in conjunction with the Sales Order Management system to sell items that:

- Are complex.
- Require routings that change based on features or options.
- Include features that are not compatible with other features.
- Require multiple work orders to define an assembly.

When you enter a sales order for a configured item, the Sales Configurator system automatically prompts you to enter values for the segments of that configured item. A segment is a feature of a configured item, such as color, size, fabric, or power type. The system verifies each segment value against user-defined information, such as rules and UDC tables of choices. If the configuration is valid, the system processes the order.

After you have entered a sales order and generated work orders for a configured item, use these programs in the Sales Order Management system to complete the sales order processing cycle:

- Print Pick Slips (R42050).
- Shipment Confirmation (P4205).
- Print Invoices (R42565).
- Sales Update (R42800).

Kit Components

This table describes inventory items that typically make up a kit:

Inventory Item	Description
Parent item	The assembled item. Generally, the system does not carry inventory for a parent item. You must set up a parent item in the Item Master and designate it with a stocking type of K (for kit). The Item Master determines how the system calculates the price.
Components	The actual inventory items that are contained in the kit. You set up components in the Item Master as regular stock items.
Features and options	Additional items for the kit. Feature items have a stocking type of F (feature). The system recognizes feature items as second-level parent items because the system does not carry inventory for the feature items. You set up the actual inventory items in the bill of material.

Assume that a kit consists of a stereo, which is the parent item, and these components and options:

- Stereo (first level parent item).
  - Wiring jacks (component).
  - Receiver (component).
  - Speakers (component).
  - Cassette deck (option).
- CD player (second-level parent item).
  - Five-platter CD player (option).
  - Single CD player (option).

Example: Feature

Assume that a compact disk (CD) player is a feature in the kit. With a feature, you can select one of these options:

- Five-platter CD player.
- Single CD player.

Understanding Kit Order Entry

When you enter a sales order for an item number that is a kit, the system displays the Kit Selection window automatically. You can review the preselected items and quantities that make up the kit. You can also select any optional items that you want to include on the sales order. You can only process fully configured kits. The system backorders the entire kit if any of the components are backordered.

You cannot enter kit information on a direct ship or transfer order. To enter an order for kits, use the regular sales order entry programs to process kits.

You can change quantity and price information for the parent item on kit orders. The system recalculates the price. Any price changes affect only the current order. You make permanent price changes in the base price records.

When you cancel a parent item, the system cancels all component lines that are associated with that kit item.

Kit Restrictions

These preferences do not function with kit items:

- Print Message
- Product Allocation
- Inventory Commitment

You cannot set up automatic freight calculations for the parent item. You must set up automatic freight calculations for each component for the system to calculate the appropriate charge.

You cannot perform item cross-reference checking for kit parent items or the associated components.

Work Orders for Kits

If you create a work order for a kit during sales order entry, the parent item can be built and stocked in inventory after you process and complete the work order. When you process and complete the work order, the system subtracts the components from the on-hand quantity, then adds the parent item into on-hand quantity in inventory. This is the only time that a parent item is stocked in inventory.

You must specify a T line type for all components in the processing options of the Work Order Processing program (R31410). This line type must be set up as a text line type to avoid writing journal entries for costs of goods sold and Inventory for the components at the time of sales update. This also ensures that the system does not subtract components again during shipment confirmation or sales update.

Prerequisites

Before you complete the tasks in this section:

- Verify that you have set or cleared the processing option that suppresses kit component lines in the Sales Order Entry program.
- Verify that kit items have been set up.

  See *PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*, “Using Kits,” Entering Kit Information.

See Also

PeopleSoft EnterpriseOne Shop Floor Management 8.11 SP1 PeopleBook, "Managing Work Order and Rate Schedule Information"

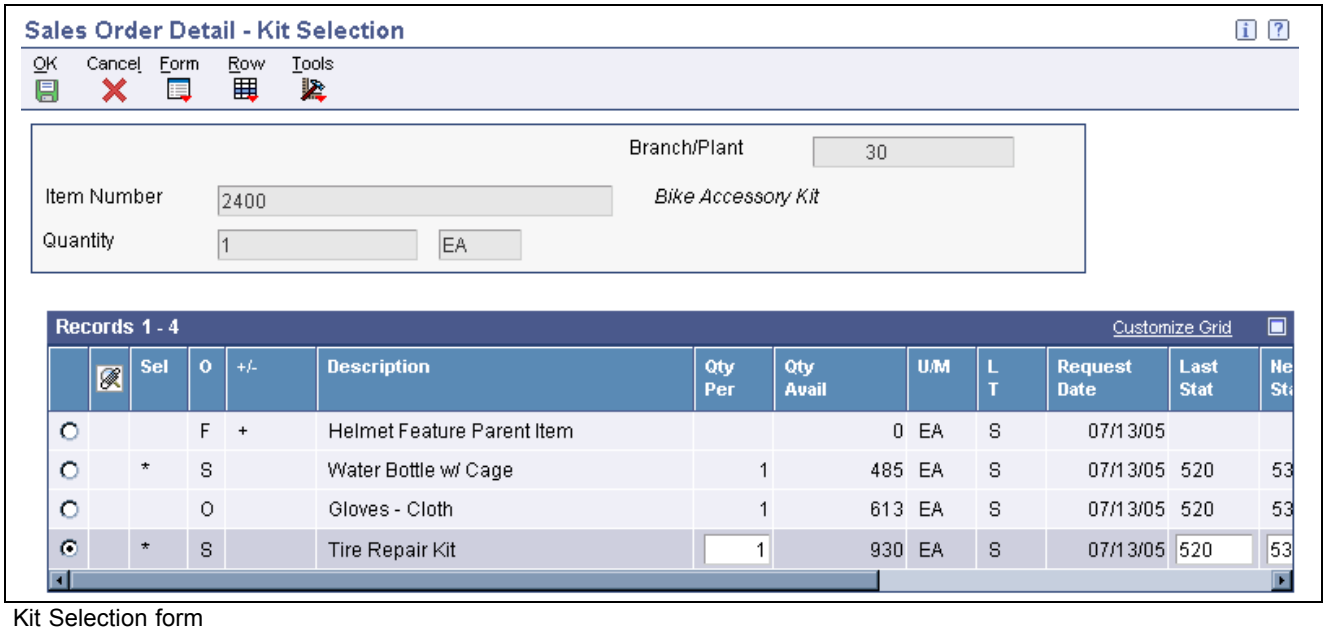
PeopleSoft EnterpriseOne Configurator 8.11 SP1 PeopleBook, "Working with Configured Item Revisions," Entering Orders for Configured Items

Forms Used to Enter Kit Orders

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Sales Order Detail	Review and select sales order detail records.
Sales Order Detail Revisions	W4210A	Select a record on the Customer Service Inquiry form, and click OK.	Add and revise item information in the detail portion of the form. Enter line default information in addition to item information when you do not enter sales order headers.
Kit Selection	W41351A	On Sales Order Detail Revisions, enter an order for an item that is a kit on Sales Order Detail Revisions.	Select the items in the kit to order.

Entering Kit Orders

Access the Kit Selection form.



Kit Selection form

(Rapid Start AUS and NZL) Entering Order Detail

This section discusses:

- How to enter order detail.
- Preconfigured processing options for Australia and New Zealand Sales Order Entry - ST Order Type (P4210).

Entering Order Detail

This table lists the tasks for entering order detail:

Task	Navigation	Program and Version
Enter order detail.	Sales Order Management, Create Sales Order	P4210/RIS3007

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Sales Order Entry - ST Order Type (P4210)

These processing options show the values that are preconfigured for version RIS3007.

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	ST
2. Line Type	S
3. Beginning Status	520
4. Override Next Status	blank
5. Line Number Increment	1
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	blank
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank

Processing Option Description	Value or Status
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	ST
2. Beginning Status	520
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	blank
2. Order Margin Check	blank
3. Order Line Margin Check	blank
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank

Processing Option Description	Value or Status
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	2
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	1
2. Commit to Quantity 1 or Quantity 2	blank
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank

Processing Option Description	Value or Status
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	540
2. Subsystem Processing 1	blank
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	blank
6. Order Template Processing	blank
7. Blanket/Quote Order Processing	blank
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	blank
2. Complementary Items	blank
3. Replacement Items	blank

Processing Option Description	Value or Status
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	RIS0003
2. Supply and Demand Inquiry (P4021)	RIS0001
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	RIS0002
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank
7. Check Price and Availability (P41261)	RIS0001
8. Purchase Order Entry (P4310)	RIS3008
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	RIS0006
13. Online/Subsystem Commitment (R42997)	RIS0001
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank

Processing Option Description	Value or Status
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	1
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	520
2. To Status	999
3. Search on Last or Next Status	blank
4. Date Range	blank
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank

Processing Option Description	Value or Status
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store & Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank

Processing Option Description	Value or Status
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, "Entering Sales Orders," Setting Processing Options for Sales Order Entry (P4210), page 00

(Rapid Start AUS and NZL) Performing Customer Service Inquiry

This section discusses:

- How to perform customer service inquiry.
- Preconfigured processing options for Australia and New Zealand Sales Order Entry - SO Order Type (P4210).

Performing Customer Service Inquiry

This table lists the tasks for performing customer service inquiry:

Task	Navigation	Program and Version
Perform customer service inquiry.	Sales Order Management, Create Sales Order	P4210/RIS0001

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Sales Order Entry - SO Order Type (P4210)

These processing options show the values that are preconfigured for version RIS0001.

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	SO
2. Line Type	blank
3. Beginning Status	520
4. Override Next Status	blank
5. Line Number Increment	1
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	1
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	SO
2. Beginning Status	520
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	C1
2. Order Margin Check	blank
3. Order Line Margin Check	blank
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	2
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	1
2. Commit to Quantity 1 or Quantity 2	blank
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	999
2. Subsystem Processing 1	blank
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	1
6. Order Template Processing	blank
7. Blanket/Quote Order Processing	1
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank

Processing Option Description	Value or Status
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	S
2. Complementary Items	A
3. Replacement Items	R
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	blank
2. Supply and Demand Inquiry (P4021)	RIS0004
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	blank
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank
7. Check Price and Availability (P41261)	blank
8. Purchase Order Entry (P4310)	RIS0001
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	blank
13. Online/Subsystem Commitment (R42997)	RIS0001

Processing Option Description	Value or Status
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	blank
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	500
2. To Status	999

Processing Option Description	Value or Status
3. Search on Last or Next Status	blank
4. Date Range	blank
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store && Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

(Rapid Start CAN and USA) Entering Sales Order for Equipment

You can create a sales order for an inventory item that you want to convert to an equipment master record. This section discusses:

- How to enter sales orders for equipment.
- Preconfigured processing options for Canada and United States Sales Order Entry - SO Order Type (P4210).

Entering Sales Order for Equipment

This table lists the tasks for entering sales order for equipment:

Task	Navigation	Program and Version
Create sales order with inventory item you wish to turn into an equipment master record.	Sales Order Processing, Create Routine Sales Order	P4210/RIS0001

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

Preconfigured Processing Options for Canada and United States Sales Order Entry - SO Order Type (P4210)

The following processing options are preconfigured for version RIS0001.

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	SO
2. Line Type	blank
3. Beginning Status	520
4. Override Next Status	blank
5. Line Number Increment	1
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	1
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank

Processing Option Description	Value or Status
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	SO
2. Beginning Status	520
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	C1
2. Order Margin Check	blank
3. Order Line Margin Check	blank
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	2
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	1
2. Commit to Quantity 1 or Quantity 2	blank
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	999
2. Subsystem Processing 1	blank

Processing Option Description	Value or Status
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	1
6. Order Template Processing	blank
7. Blanket/Quote Order Processing	1
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	S
2. Complementary Items	A
3. Replacement Items	R
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	blank
2. Supply and Demand Inquiry (P4021)	RIS0004

Processing Option Description	Value or Status
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	blank
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank
7. Check Price and Availability (P41261)	blank
8. Purchase Order Entry (P4310)	RIS0001
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	blank
13. Online/Subsystem Commitment (R42997)	RIS0001
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank

Processing Option Description	Value or Status
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	blank
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	500
2. To Status	999
3. Search on Last or Next Status	blank
4. Date Range	blank
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store & Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

(Rapid Start) Entering Direct Sales Order for Selling a Direct Ship Item

This section discusses:

- How to enter direct sales order for selling a direct ship item.
- Preconfigured processing options for Rapid Start Sales Order Entry - SO Order Type (P4210).
- Preconfigured processing options for Rapid Start Sales Order Entry - SD Order Type (P4210).

Entering Direct Sales Order for Selling a Direct Ship Item

This table lists the tasks for entering direct sales order for selling a direct ship item.

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter direct sales order for selling a direct ship item.	Sales Order processing Create Routing Sales Order Create Direct Ship Sales Order	P4210.RIS0001 P4210/RIS0005	• Document Type: SO or SD • Line Type: D = Direct Ship Item • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line type D. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Item: Item Sample3, Sample4 can be used for this process. Item Sample5 is setup for direct ship orders. Last Status = 520	• Determine if SO/OP or SD/OD will be used and perform additional setup as required. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Sales Order Entry - SO Order Type (P4210)

These processing options show the values that are preconfigured for version RIS0001.

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	SO
2. Line Type	blank
3. Beginning Status	520
4. Override Next Status	blank
5. Line Number Increment	1
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	1
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	SO
2. Beginning Status	520
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	C1
2. Order Margin Check	blank
3. Order Line Margin Check	blank
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	2
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank

Processing Option Description	Value or Status
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	1
2. Commit to Quantity 1 or Quantity 2	blank
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	999
2. Subsystem Processing 1	blank
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	1
6. Order Template Processing	blank

Processing Option Description	Value or Status
7. Blanket/Quote Order Processing	1
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	S
2. Complementary Items	A
3. Replacement Items	R
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	blank
2. Supply and Demand Inquiry (P4021)	RIS0004
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	blank
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank

Processing Option Description	Value or Status
7. Check Price and Availability (P41261)	blank
8. Purchase Order Entry (P4310)	RIS0001
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	blank
13. Online/Subsystem Commitment (R42997)	RIS0001
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	blank
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	500
2. To Status	999
3. Search on Last or Next Status	blank
4. Date Range	blank
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store && Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank

Processing Option Description	Value or Status
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

Preconfigured Processing Options for Rapid Start Sales Order Entry - SD Order Type (P4210)

These processing options show the values that are preconfigured for version RIS0005.

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	SD
2. Line Type	D
3. Beginning Status	520
4. Override Next Status	blank
5. Line Number Increment	1
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	1
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	SD
2. Beginning Status	520
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	C1
2. Order Margin Check	blank
3. Order Line Margin Check	blank
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	2
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	blank
2. Commit to Quantity 1 or Quantity 2	blank
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	999
2. Subsystem Processing 1	blank
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	1
6. Order Template Processing	blank
7. Blanket/Quote Order Processing	1
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank

Processing Option Description	Value or Status
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	S
2. Complementary Items	A
3. Replacement Items	R
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	blank
2. Supply and Demand Inquiry (P4021)	RIS0004
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	blank
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank
7. Check Price and Availability (P41261)	blank
8. Purchase Order Entry (P4310)	RIS0007
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	blank
13. Online/Subsystem Commitment (R42997)	RIS0001

Processing Option Description	Value or Status
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	blank
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	520
2. To Status	999

Processing Option Description	Value or Status
3. Search on Last or Next Status	blank
4. Date Range	blank
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store && Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

(Rapid Start CAN, FRA, GBR, and USA) Entering, Changing, and Canceling Direct Sales Order for Selling a Make-To-Order Item

This section discusses:

- How to enter, change, and cancel direct sales order for selling a make-to-order item.
- Preconfigured processing options for Rapid Start Sales Order Entry - SO Order Type (P4210).

Entering, Changing, and Canceling Direct Sales Order for Selling a Make-To-Order Item

This table lists the tasks for entering, changing, and canceling direct sales order for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter, change, and cancel direct sales order for selling a make-to-order item.	Sales Order Processing, Create Routine Sales Order	P4210/RIS0001	• Document Type: SO • Line Type: W = Make-to-Order item, F = Freight Line, and T =Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, W, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, 99 • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Sales Order Entry - SO Order Type (P4210)

These processing options show the values that are preconfigured for version RIS0001.

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	SO

Processing Option Description	Value or Status
2. Line Type	blank
3. Beginning Status	520
4. Override Next Status	blank
5. Line Number Increment	1
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	1
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	SO
2. Beginning Status	520
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	C1
2. Order Margin Check	blank
3. Order Line Margin Check	blank
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	2
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	1
2. Commit to Quantity 1 or Quantity 2	blank
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	999
2. Subsystem Processing 1	blank
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	1
6. Order Template Processing	blank
7. Blanket/Quote Order Processing	1
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank

Processing Option Description	Value or Status
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	S
2. Complementary Items	A
3. Replacement Items	R
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	blank
2. Supply and Demand Inquiry (P4021)	RIS0004
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	blank
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank
7. Check Price and Availability (P41261)	blank
8. Purchase Order Entry (P4310)	RIS0001
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	blank
13. Online/Subsystem Commitment (R42997)	RIS0001

Processing Option Description	Value or Status
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	blank
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	500
2. To Status	999

Processing Option Description	Value or Status
3. Search on Last or Next Status	blank
4. Date Range	blank
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store && Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

(Rapid Start CAN, FRA, GBR, and USA) Entering, Changing, and Canceling Direct Sales Order for Selling from Inventory

This section discusses how to enter, change, and cancel direct sales order for selling from inventory.

Entering, Changing, and Canceling Direct Sales Order for Selling from Inventory

This table lists the tasks for entering, changing, and canceling direct sales order for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configured Onsite
Enter, change, and cancel direct sales order for selling from inventory.	Sales Order Processing, Create Routing Sales Order	P4210/RIS0001	• Document Type: SO • Line Type: S = Stock Item, F = Freight Line, and T = Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup.
				• Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 8, "Entering Sales Orders," Preconfigured Processing Options for Rapid Start Sales Order Entry - SO Order Type (P4210), page 00.

Process Recurring Sales Orders

This section provides an overview of recurring sales orders and discusses how to:

- Set processing options for Recurring Orders (P4004Z).
- Enter a recurring sales order.
- Process recurring orders.
- Set processing options for Recurring Orders Edit and Creation (R40211Z).

Understanding Recurring Sales Orders

You streamline order entry by creating recurring orders using the Recurring Order Entry form. By creating recurring orders, you avoid manually reentering orders that are always the same. You can have the system automatically reenter an order on a weekly, monthly, or yearly basis.

You can define the frequency that the system uses to processes orders as follows:

- If you specify a daily frequency (D), you can indicate which day of the week the system should process the order.
- If you specify a weekly (W) or monthly (M) frequency, the system calculates the future dates to process orders based on the next order date that you enter.

After you enter a recurring sales order, you must process the order through the Recurring Orders Edit and Creation (R40211Z) program. The system edits the information that you entered and creates orders on the designated date. To ensure the integrity of the data, the system creates sales orders for recurring orders only after the editing process is complete.

Any of the orders that contain errors remain in the batch receiver tables as unprocessed. You must correct this information and then run the Recurring Orders Edit and Creation batch program again.

Forms Used to Enter a Recurring Sales Order

Form Name	FormID	Navigation	Usage
Work With Store and Forward Order	W4004ZC	Additional Order Processes (G4212), Recurring Order Entry	Review and select store-and-forward sales orders.
Store and Forward Order Revisions	W4004ZA	Click Add on Work With Store and Forward Order.	Add and revise store-and-forward sales orders, and access the recurring order application.
Recurring Order Information	W4004ZE	Select Recurring Order from the Form menu on Store and Forward Order Revisions.	Add and revise recurring information about the sales order.

Setting Processing Options for Recurring Orders (P4004Z)

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 PeopleSoft 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

1. Order Type Enter *S* for Sales Order Processing documents. This is a UDC (00/DT) that identifies the type of document. This code also indicates the origin of the transaction. There are reserved document type codes for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program. (These entries are not self-balancing when you originally enter them.)

2. Line Type Enter a code to specify how the system processes lines on a transaction. Line types control the systems with which the transaction interfaces (such as General Accounting, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). Values are defined on the Line Type Constants Revisions form (P40205) and include:

S: For stock item.

J: For job cost.

N: For nonstock item.

D: For direct ship item.

F: For freight.

T: For text information.

M: For miscellaneous charges and credits.

W: For work order.

3. Beginning Status Enter a code (UDC 40/AT) specifying the last step in the processing cycle that this order line has successfully completed.

4. Override Next Status Enter a code (UDC 40/AT) indicating the next step in the order flow of the line type.

5. Line Number Increment Enter a value to designate the incremental value to increment sales order detail lines.

Versions

1. Sales Order Entry Master Business Function Enter a Sales Order Entry (P4210) program version to control how application and report business logic is executed.

2. Batch Transaction Editor (R40211Z) Enter a sequence to identify a version of certain menu selections (for example, reports).

3. Order Templates (P4015W) Enter the version of the Order Templates program (P4015W) that the system uses when calling the Order Templates program from the Add Recurring Order form. If you leave this processing option blank, the system uses the ZJDE0001 version.

Process

1. Automatically submit the batch order to the Batch Transaction Editor

Enter *1* to automatically submit the R40211Z in subsystem mode or enter *2* to call the R40211Z in online mode.

2. Process in full or partial edit mode

Enter *1* to process the R40211Z in full edit mode or leave blank for partial editing.

Customer Self-Service

1. Customer Self-Service Functionality (CSS only)

Enter *1* to activate Customer Self-Service functionality or leave blank to bypass Customer Self-Service functionality.

2. Customer Self Service Address Structure Type (CSS only)

Leave blank and the system enables the user to select a value from the list of related address numbers specified in the user's address number record. Enter the UDC (01/TS) for the organizational structure type and the system enables the user to select from the list of addresses associated with the user's address number through the structure type. In the application, the user can select an address book number from a list of addresses associated with his own address book number. Such an address number is either defined as a related address in the user's address book record or associated with the user through the organizational structure type. The system uses the organizational structure type to recognize the relationship between the user's address book number and other address book numbers belonging to the user's organization.

3. User address default (CSS only)

Leave blank and the system enters the user ID in sold-to header or enter *1* and the system enters the user ID in the ship-to header.

4. Allow override of Sold To and Ship To address (CSS only)

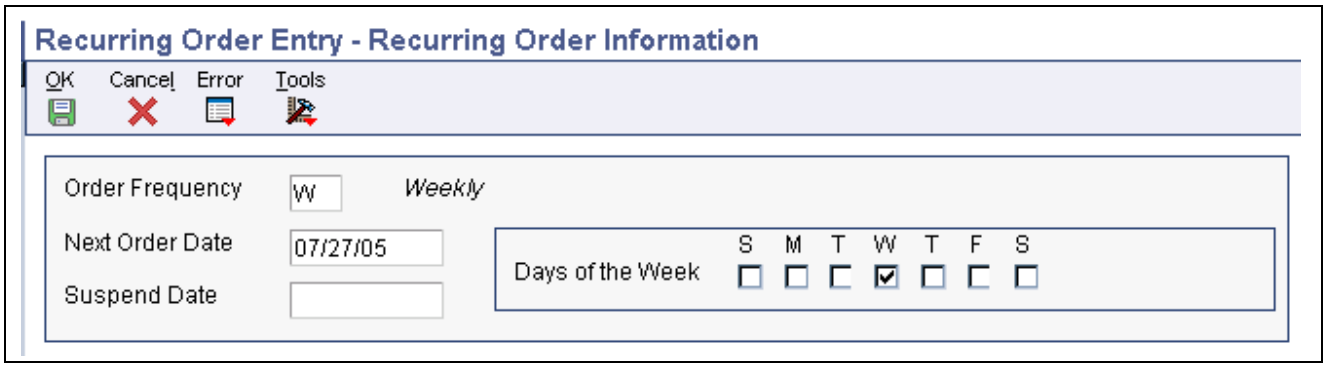
Leave blank and the system does not allow overrides. Enter *1* to override the Sold To and Ship To fields in customer self service mode at the header level.

5. Customer Item Cross Reference Type (CSS only)

Enter a value that has been set up in UDC 41/DT. Use this processing option to indicate the code with which the system searches cross-reference information using a customer item number. Cross-references associate the internal item numbers with the customer's item numbers. You set up items in Item Master Information (F4101) and create the cross-reference information in Item Cross Reference Revisions program (P4104).

Entering a Recurring Sales Order

Access the Recurring Order Information form.



Recurring Order Information form

Suspend Date Enter the date on or after which the system no longer creates recurring orders for this order.

Processing Recurring Orders

Select Additional Order Processes (G4212), Recurring Orders Edited and Creation.

Setting Processing Options for Recurring Orders Edit and Creation (R40211Z)

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 PeopleSoft 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.

Process

1. Perform Availability Check and Kit Balancing Specify whether the system performs availability checking and kit balancing. Values are:

Blank: Do not perform availability checking or kit balancing.

1: Perform availability check and kit balancing.

2. Override prices Specify whether the system allows prices to be overridden or uses the unit price in the F4106 table. Values are:

Blank: Use the unit prices in the F4106 table.

1: Allows prices to be overridden.

3. Orders to process Specify whether the system processes recurring order or processes pending sales orders in disconnected mode. Values are:

Blank: Process recurring orders.

1: Process pending sales orders in disconnected mode.

Versions

1. Version of Sales Order Entry Enter a Sales Order Entry (P4210) program version to control how application and report business logic is executed.

2. Quote Order Version Enter a version of quote orders or leave blank to use ZJDE0003.

Configurator

Configured Item Inventory Split. Specify the splitting options for configured items during the order creation process. Values are:

Blank: Disable splitting.

1: Enable a single split.

2: Enable multiple splits.

Entering Sales Orders for Matrix Items

This section provides an overview of entering sales orders for matrix items, lists prerequisites, and discusses how to enter a sales order for matrix items.

Understanding Entering Sales Orders for Matrix Items

In the Consumer Packaged Goods (CPG) industry, products often have a number of variations though they share the same basic properties. For example, inventory might include shirts and jackets. However, customers demand a number of variations in the attributes of these shirts, including style, size, sleeve length, and color. Each shirt may come in two different styles including button down and pullover. Additionally, each shirt is sized from small to extra large and comes in five different colors. However, the shirt remains the same in its basic properties, such as requirements for storage conditions, shipping, and pricing.

Prerequisites

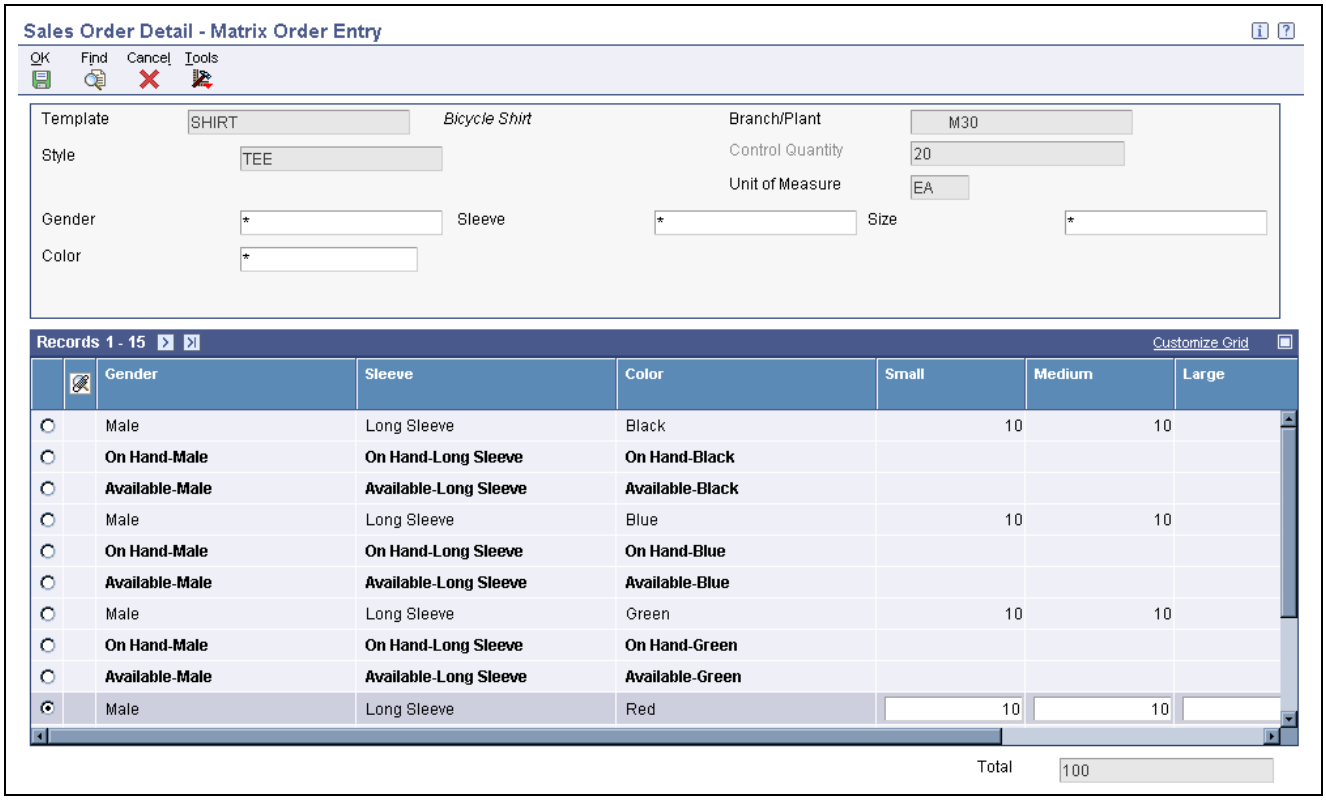
Before you complete this task section, verify that you have matrix items set up in inventory.

Forms Used to Enter Sales Orders for Matrix Items

Form Name	FormID	Navigation	Usage
Matrix Order Entry	W41902A	Sales Order Processing (G4211), Sales Order Detail On Customer Service Inquiry, click Add. On Sales Order Detail Revisions, add a line for the matrix item, click OK. On the Matrix Order Entry form, select the row for each item being ordered and specify the quantity for each product variation.	Use one form to enter an order for a product with numerous variations.
Matrix Order Entry	W41902A	Sales Order Processing (G4211), Sales Order Detail On Customer Service Inquiry, search and select an order. On Sales Order Detail Revisions, select a detail line and select Matrix Order from the Row menu.	Change an existing order or add more items to an order.

Entering a Sales Order for Matrix Items

Access the Matrix Order Entry form.



Matrix Order Entry form

Total	Displays the available items for the matrix item.

(BRA) Entering Additional Sales Order Information for Brazil

This section provides an overview of additional sales order information, lists prerequisites, and discusses how to:

- Set processing options for Sales Order Brazilian Additional Information - Brazil (P4210BR) program.
- Enter additional information for Brazilian sales orders.

Understanding Additional Sales Order Information

When you enter new sales orders and the country that is specified in the user display preferences is Brazil, the system automatically runs the S.O. Brazilian Information program and displays these additional information forms to complete:

- S.O. Brazilian Additional Information Header.
- S.O. Brazilian Information Detail.

The system automatically uses the version of P4210BR that matches the version of the Sales Entry program. If a matching version of P4210BR is not set up, the system uses version ZJDE0001.

Prerequisites

Before you complete the tasks in this section:

- Verify that you have selected Brazil (BR) in the user display preferences.
- Verify that the processing options in the Sales Order Entry program are set up to display header information before the detail information.
- To determine the transaction nature default, indicate whether the item was manufactured or purchased.

  For Brazil, this information can be stored in an item master category code. Use UDC 76/CN to determine which category code you can use by entering SRP6, SRP7, SRP8, SRP9, or SRP0 for the code NATUR. For example, one data dictionary option for NATUR is SRP6. Data dictionary item SRP6 has values in UDC 41/06, so it is ready for you to use when you enter sales orders.
- Verify that you have set up the processing options for the Sales Order Brazilian Additional Information program (P4210BR).

Forms Used to Enter Additional Information for Brazilian Sales Orders

Form Name	FormID	Navigation	Usage
Work With Sales Order Headers	W4210H	Sales Order Processing - Brazil (G76B4211), Enter Sales Orders Header	Review and select sales order header records.
Sales Order Header	W4210G	Click Add on Work With Sales Order Headers.	Add and revise sales order header information.
Sales Order Detail Revisions	W4210A	Click OK on Sales Order Header.	Add and revise item information in the detail portion of the form. Enter line default information in addition to item information when you do not enter sales order headers.
Order Acceptance	W42232A	Click OK on Sales Order Detail Revisions.	Click the appropriate button to place the order or to revise the order.
S.O. Brazilian Information Header	W4210BRL	Click Place Order on Order Acceptance.	Add and revise the transaction nature code and transaction nature suffix.
S.O. Brazilian Information Detail	W4210BRQ	Click OK on S.O. Brazilian Additional Information Header.	Add and revise additional detail information for the Brazilian sales order.

Setting Processing Options for Sales Order Brazilian Additional Information - Brazil (P4210BR)

Access the processing options using interactive versions.

Defaults

This processing option controls the system displays the matrix window during the matrix order entry process.

1. Transaction Nature Code Enter the three-character code for the transaction nature. You set up transaction nature codes in the Transaction Nature program (P7615B). Enter the Transaction Nature code using this convention: XYY, where X defines the origin of the transaction (inbound or outbound) and YY defines the transaction as a whole, such as a sales transaction. Values for X are:

1: Inbound, inside the state.

2: Inbound, other states.

3: Inbound, import.

5: Outbound, inside state.

6: Outbound, other states.

7: Outbound, export.

Examples of transaction nature codes include: 511 (In-state sale) and 611 (Out-of-state sale). If you leave this processing option blank, the system uses *511* for the transaction nature.

2. Transaction Nature Suffix

Enter the default transaction nature suffix. Complete this two-character field in conjunction with the transaction nature code to identify the complementary implications of a type of transaction. For example, the suffix might indicate that a certain type of transaction represents an inventory change or that a transaction is assessed a certain type of tax. Transaction Nature suffixes are set up using the Transaction Nature - Brazil (P7615B) program. If you do not complete this field, the system uses a value of *00.* Values include:

01: Bonus

02: Demo

03: Sample

04: Return merchandise

05: Back order

06: Donation

These examples are Transaction Nature codes with suffixes: 511 01 is In state sale, bonus and 511 05 is In state sale, back order.

Edits

This processing option controls the system displays the matrix window during the matrix order entry process.

1. Branch A/B Number Validation (branch address book number validation)

Specify whether the system uses the Address Book number or the Inventory Constants file to validate the Branch Address Book number. Values are:

Blank: Use the Inventory Constants file (F41001) for validation.

1: Use the Address Book number to validate the Branch Address Book number.

Entering Additional Information for Brazilian Sales Orders

Access the S.O. Brazilian Additional Information Header form.

Add and revise the transaction nature code and transaction nature suffix. When you are finished, click OK to access the S.O. Brazilian Information Detail form. Complete any necessary information, and then click OK.

(ARG) Entering Sales Orders for Argentina

This section provides an overview of entering sales orders for Argentina, lists prerequisites, and discusses how to:

- Set processing options for PO Sales Order Entry (P76A4210).
- Enter sales orders for Argentina.

Understanding Sales Order Entry for Argentina

In some situations, you might need to enter a credit order or another sales order that corresponds to a previous sales order which has already been associated with an invoice. For example, you might need to create an invoice for something that was missing from the original sales order, or you might need to create an invoice for a larger amount. In this situation, you can enter a new sales order and associate it with an existing invoice by using either the internal number or the legal number of the invoice, which enables the system to consider the tax calculations from the previous invoice.

Note. Any changes made to the order affect the whole order. All documents that are associated with the order are affected by the change. You are responsible for any changes made.

Prerequisites

Before you complete the tasks in this section:

- Set up the user preferences with a Localization Country code of AR (Argentina).

  See *PeopleSoft EnterpriseOne Global Options and Reports 8.11 SP1 PeopleBook*, "Setting Up the System for Country-Specific Functionality," Setting Up User Display Preferences.

- Review the steps for entering a standard sales order.

  See Chapter 8, "Entering Sales Orders," Entering Sales Order Header Information, page 00.

- Complete the processing option on the PO Sales Order Entry program (P76A4210).
- Set up identically named versions of the Enter Orders Header program and the PO Sales Order Entry program.

Forms Used to Enter Sales Orders for Argentina

Form Name	FormID	Navigation	Usage
Work With Sales Order Headers	W4210H	Sales Order Processing - Brazil (G4211), Enter Orders Header	Review and select sales order header records.
Sales Order Header	W4210G	Click Add on Work With Sales Order Headers.	Add and revise sales order header information.
Sales Order Detail Revisions	W4210A	Click OK on Sales Order Header.	Add and revise item information in the detail portion of the form. Enter line default information in addition to item information when you do not enter sales order headers.
Order Acceptance	W42232A	Click OK on Sales Order Detail Revisions.	Click the appropriate button to place the order or to revise the order.
NC/ND Related to Invoice	W76A0180A	Click Place Order on Order Acceptance.	Assign the sales order to the original invoice by using either the internal number or the legal number of the invoice.

Setting Processing Options for PO Sales Order Entry (P76A4210)

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 PeopleSoft 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.

NC/ND Related

This processing option controls the system displays the matrix window during the matrix order entry process.

Invoice related to NC/ND (invoice related to note credit/note debit) Enter *1* to enter an invoice related to NC/ND; otherwise, leave blank.

Entering Sales Orders for Argentina

Access the NC/ND Related to Invoice form.

PeopleSoft Internal Number	Select to specify the type of processing for an event.
Legal Number	Enter the legal number of the document.

(RUS) Entering Sales Orders for Russia

This section provides an overview of sales order entry for Russia and discusses how to set processing options for Sales Order - PO (P7424210).

Understanding Sales Order Entry

You use the standard Sales Order Entry (P4210) program to generate sales orders. Before you generate sales orders, you set the processing options for the Sales Order - PO (P7424210) program. This program exists solely to contain processing options. The system uses the processing options you set for the Sales Order - PO program as additional parameters for the Sales Order Entry program.

Setting Processing Options for Sales Order - PO (P7424210)

The system uses the values from the Sales Order - PO program when you run the Sales Order Entry program (P4210).

Related Invoices

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

1. Related Invoices	Specify whether the system enables the entry of related invoices for a debit or credit note. Values are: Blank: Disallow the entry of related invoices. *1:* Enable the entry of related invoices for a debit or credit note.
2. Multiple Related Invoices	Specify whether the system enables the entry of multiple related invoices for a credit or debit note. Complete this processing option if you entered *1* in the Related Invoices processing option. Values are: Blank: Enable the entry of only one related invoice. *1:* Enable the entry of multiple related invoices for a credit or debit note.
3. Require Entry of Related Invoices	Specify whether the system displays an error or warning message when no related invoice is entered. Values are: Blank: Display a warning message when no related invoice is entered. The warning message enables the user to continue without entering a related invoice. *1:* Display an error message and do not allow the user to continue until a related invoice is entered.
4. Allow Different Address Number	Specify whether the system allows the entry of a related invoice that has a different address book number from the credit or debit note. Values are:

Blank: Display an error message if the user enters a related invoice with a different address book number.

1: Allow the entry of a related invoice that has a different address book number from the credit or debit note.

CHAPTER 9

Entering Sales Orders for Customer Service Representatives

This chapter provides an overview of sales order entry for customer service representatives, lists prerequisites, and discusses how to:

- Enter sales order header and detail information for customer service representatives.
- Copy sales orders for customer service representatives.
- Enter Sales Orders with Templates for customer service representatives.
- Enter substitute, associated, and promotional items for customer service representatives.
- Activate notifications for volume-based upselling for customer service representatives.
- Activate subsystem processing in sales order entry for customer service representatives.
- Promise orders in sales order entry for customer service representatives.
- Generate the audit log and approval processing for customer service representatives.
- Enter orders for kits and configured items for customer service representatives.

Understanding Sales Order Entry for Customer Service Representatives

As a Customer Service Representative (CSR), you might need to enter a high volume of sales orders quickly and efficiently. As an alternative to the standard order entry selections on the PeopleSoft EnterpriseOne Sales Order Management (G4211) menu, you can use menu selections for creating or updating several types of orders. These menu selections enable you to execute the Sales Order Entry program (P42101) to enter or update orders with more flexibility and ease of use.

The fields and buttons are arranged to help expedite order entry and modification. You can click links and select options on the drop-down menus to quickly locate additional types of information that relate to sales orders, such as:

- Order holds
- Free goods
- Item availability
- Order summary

The two Sales Order Entry programs (P4210 and P42101) work together to process sales order information. Both programs update the same tables in the system. Even if you do not use the P4210 entry program to create and modify sales orders, you must still create a version of that program that specifies processing information in the processing options. You then enter this version of the P4210 in the processing options of the P42101 program. When you create and modify sales orders using P42101, the system uses the information in the processing options of P42101, along with the information in the specified version of P4210, to process the sales order.

The tasks documented in this chapter can also be completed using the P42101 program:

- Enter and release quote orders.
- Cancel order lines.
- Check availability for order lines.
- Place a hold on an order line.
- Review order summary details
- Create direct ship orders.
- Use pricing hierarchies.
- Process commission information.
- Work with customer buying segments.
- Calculate profit margins on an order.
- Add media objects to an order.
- Interface with the Advanced Pricing, Transportation Management, and Warehousing system.
- Process customer set information.
- Assign agreements to an order.
- Change the price or cost of a detail line to zero.
- Override the address associated with the Sold To or Ship To customer number.
- Enter orders for matrix items.

If you create sales orders from the Daily Sales Force Automation Processing (G90CA01) menu, you can use the menu selections for creating or updating orders on the PeopleSoft EnterpriseOne Sales Order Management (G4211) menu to maintain and process those sales orders.

Prerequisites

Before you complete the tasks in this section, verify that the processing options for Enter Sales Order (P4210) are set up before you enter sales orders.

See Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00.

See Also

Chapter 8, “Entering Sales Orders,” page 00

Chapter 10, “Entering Additional Orders,” page 00

Chapter 11, “Holding, Releasing, and Reviewing Orders,” page 00

Chapter 12, “Working with Sales Order Information,” page 00

PeopleSoft EnterpriseOne Customer Relationship Management 8.11 SP1 Sales Applications PeopleBook, “Managing Sales Opportunities,” Creating Quotes and Sales Orders for Opportunities

Entering Sales Order Header and Detail Information for Customer Service Representatives

This section provides overviews of sales order header information, sales order detail information, and the workflow processes, and discusses how to:

- Set processing options for Sales Order Entry (P42101).
- Enter sales order header information.
- Enter sales order item information.
- Enter default line information.

Understanding Sales Order Header Information

You enter order header information on the Create Sales Order - Header First - Order Header Revisions form in the same way as on the Sales Order Header form. Types of information that you can enter on the sales order header include:

- Basic order information.
- Tax and currency information.
- Payment and freight information.
- Partner and customer information.
- Order promising overrides.

See Chapter 8, “Entering Sales Orders,” Entering Sales Order Header and Detail Information, page 00.

Edit Full Header

At anytime during order entry, you can change the information in the order header. If you change header information after you locate an order, you can ensure that changes to the header information are reflected in the detail information by updating the header information to the sales order detail. You can use the *Edit Full Header* button to change order information in the header.

Understanding Sales Order Detail Information

After you add header information to a sales order, you add detail information about the items on the order, such as item identifiers, quantities, prices, and costs. You enter order detail information on the Create Sales Order - Header First - Enter New Order form in the same way as on the Sales Order Detail Revisions form.

See Chapter 8, "Entering Sales Orders," Understanding Sales Order Detail Information, page 00.

Understanding Workflow Processing During Sales Order Entry

The system processes the order through order hold checking. After you click OK to accept the order, the system checks the processing options for hold codes and compares the order against the order hold information.

If you have activated the JDESOENTRY Workflow process, after the system puts an order on hold an action message is sent to the person responsible for the hold code, notifying them that the current order is on hold. If the system does not put the order on hold, an action message is sent to the salesperson, as defined in Commission Maintenance, with the sold-to number indicating that the order is being processed. You can view messages sent during the workflow process in the Work Center.

Note. The JDESOENTRY process can affect performance. You cannot enter another order until the system has processed the previous order and terminated the workflow process.

Forms Used to Enter Sales Order Information

Form Name	FormID	Navigation	Usage
Create Sales Order - Header First - Order Header Revisions	W42101E	Sales Order Processing (G4211), Create Sales Order - Header First	Add sales order header information.
Create Sales Order - Header First - Enter New Order	W42101D	Click Save and Continue on Create Sales Order - Header First - Order Header Revisions.	Add and revise sales order header and detail information.
Update Sales Orders - Header First - Manage Existing Order	W42101C	Sales Order Processing (G4211), Update Sales Orders - Header First	Revise order header and order detail records.
Create Sales Order - Detail First - Enter New Order	W42101D	Sales Order Processing (G4211), Create Sales Order - Detail First - Enter New Order	Add sales order header and detail information.
Update Sales Order - Detail First - Edit Sales Order	W42101D	Sales Order Processing (G4211), Update Sales Order - Detail First	Revise order detail records.
Update Sales Order - Header First - Enter New Order	W42101D	Click Copy or Convert on Update Sales Order - Header First - Manage Existing Order.	To copy an existing order.

Setting Processing Options for Sales Order Entry (P42101)

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 PeopleSoft 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.

Note. The system disregards all processing options on the Display, Order Inquiry, Transfers, and Multiples tabs in Sales Order Entry program (P4210) when you use the Sales Order Entry program (P42101). The system also disregards these processing options in the Sales Order Entry program (P4210): Defaults tab: 14. Customer Self Service Structure Type, 15. User ID Default (CSS only), 16. Override Sold To and Ship To Header (CSS only), and 17. Override Carrier Number (CSS only). Process tab: 3. Display Header or Detail, 5. Display Before Accept Prompt, and 9. Customer Self Service Functionality.

Display

These processing options specify how you want the system to search for orders on the Customer Service Inquiry form.

Note. The processing options on this tab apply only to the Sales Order Entry program (P42101).

---

1. Display or Hide Cost Fields

Specify whether the system displays, protects, or hides cost fields. Values are:

Blank: Cost fields appear on the form and the information can be overridden.

1: Cost fields are protected from change. If you protect the cost fields from changes, the costs are visible on the form but cannot be changed.

2: Cost fields are hidden. If you hide the cost fields, the cost fields do not appear on the form. However, the system still writes cost information from the Item Cost Ledger (F4105) to the Sales Order Detail table (F4211).

The system retrieves default cost information from the F4105 table.

2. Display or Hide Price Fields

Specify whether the system displays, protects, or hides price fields. Values are:

Blank: Price fields appear on the form and the information can be overridden. You can override the information for this order only.

1: Price fields are protected from change. The unit and extended price will be visible on the form, but you will not be able to override the information.

2: Price fields are hidden. If you hide the price fields, the system still writes the price information to the table.

3. Disable Pricing Related Fields

Specify whether the system disables pricing related fields that affect the calculated price. Values are:

Blank: Pricing related fields remain visible and entry-enabled.

1: Pricing related fields are visible, but you can not override the information.

4. Disable or Hide Status Codes

Specify whether the system protects or hides status codes. Values are:

Blank: Enable status codes to be overridden for this order only. If you enter status codes, they must be set up as another enabled status code in the Order Activity Rules (F40203) for the document type and line type combination.

Additionally, combination of the beginning status and the next status must be a valid last status/next status combination in the F40203 table.

1: Protect the status codes from change. If you protect the status codes from being changed, the current and next status will be visible on the form, but you will not be able to override the information.

2: Hide the status codes. If you hide the status codes, the last and next status codes do not display. The system processes orders based on the current and next status that is set up in the Order Activity Rules.

5. Hide Closed Detail Lines Specify whether the system displays active, closed, or canceled detail lines. During inquiry, you might choose to review active order detail lines only. Values are:

Blank: Display all order detail lines that will appear on the detail form.

1: Do not display lines with a status of 999 on the detail form. However, the record for the line still remains in the F4211 table or the Sales Order Detail - History (F42119) table.

6. Hide Credit Card Information Specify whether a user can access customer credit card information. Values are:

Blank: Access credit card information during order entry.

1: Prevent access to credit card information during order entry.

7. Hide Freight and Carrier Information Specify whether the system displays freight and carrier information fields. You can standardize the freight and carrier information fields so that freight rate calculations are accurately calculated for the appropriate route, stop, and zone or that a preferred carrier is always responsible for delivering the item to a customer. Values are:

Blank: Freight and carrier information fields appear on the order detail form and can be overridden.

1: Freight and carrier information fields do not appear on the order detail form. The system processes orders based on the default information that is set up in the Customer Billing Instructions or the Item Master Information.

8. Hide Commission Information Specify whether the system displays commission information. Values are:

Blank: Display commission information and override default information that affects the current order only.

1: Do not display commission information. Orders are processed based on the default information that is set up in Commissions table (F42005).

9. Hide Kit Components Specify whether kit components appear on the Sales Order Detail Revisions form either after you select features and options in the kit or when you re-inquire on the order. Values are:

Blank: Display the parent item, as well as selected features and options, when you re-inquire on the order.

1: Display only the parent line after you select the features and options during order entry or when you re-inquire on the order. However, the parent line and all component lines are written to the F4211 table.

Order Inquiry

These processing options specify how you want the system to search for orders on the Customer Service Inquiry form.

Note. The processing options on this tab apply only to the Sales Order Entry program (P42101).

1. From Status

Specify the current point in the order process.

You must specify a user defined UDC (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the beginning status and next status must be a valid last status/next status combination in the F40203 table.

During order inquiry, the system does not display orders that are not within the beginning and next status range.

2. To Status

Specify the next step in the order process. You must specify a UDC (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the beginning status and next status must be a valid last status/next status combination in the F40203 table.

During order inquiry, the system does not display orders that are not within the beginning and next status range.

3. Search on Last or Next Status

Specify which status codes the system uses to select information to display on this screen.

Blank: Display all orders with a Last status that falls within this range.

1: Display all orders with a Next status that falls within this range.

4. Date Range

Specify the date value with which the system searches on orders. Values are:

1: Retrieve orders based on the order entry date.

2: Retrieve orders based on the promised ship date that is populated during order entry.

3: Retrieve orders based on the original promised date that is populated during order entry.

4; Retrieve orders based on the date that the order was confirmed for shipment. The system retrieves only those orders that have been processed through the Shipment Confirmation (P4205) program.

5: Retrieve orders based on the date that the invoice was printed for the customer. The system retrieves only those orders that have been processed through the Print Invoice (R42565) program.

6: Retrieve orders based on the date that you enter in the memo-only, cancel field during order entry.

7: Retrieve orders based on the GL date. The system retrieves only those orders that have been processed through the Sales Update (R42800) program.

8: Retrieve orders based on the date that is entered as the promised deliver date during order entry.

5. Display Text Lines

Specify whether the system displays text lines.

Text lines are order detail lines with a line type T, characterized by the code in the Order Line Type Revisions that contains memo-only information.

When you inquire on an order, it might or might not be necessary to view text line information. Values are:

Blank: Do not display text lines. If you created text lines during order entry, the text lines remain in the F4211 table.

1: Display text lines.

6. Display Backordered/Canceled lines

Specify whether the system displays backordered or canceled lines when you inquire on an order.

1: Display backordered lines.

2: Display canceled lines.

3: Display both backordered and canceled lines.

4: Do not display either backordered or canceled lines.

7. Customer Cross Reference Type

Enter the UDC (41/DT) which the system uses to search cross-reference information using a customer item number. Cross-references associate the internal item numbers with the customer's item numbers. You set up items in Item Master Information and create the cross-reference information in Item Cross Reference Revisions program (P4101).

You must enter a value that has been set up in UDC (41/DT).

Versions

These processing options specify how you want the system to search for orders on the Customer Service Inquiry form.

1. Sales Order Model Version

Enter the Sales Order Model version, which is a version of Sales Order Entry (P4210), to control the business process logic execution in P42101.

Task Flow

These processing options specify how you want the system to search for orders on the Customer Service Inquiry form.

Display Header or Detail Blank

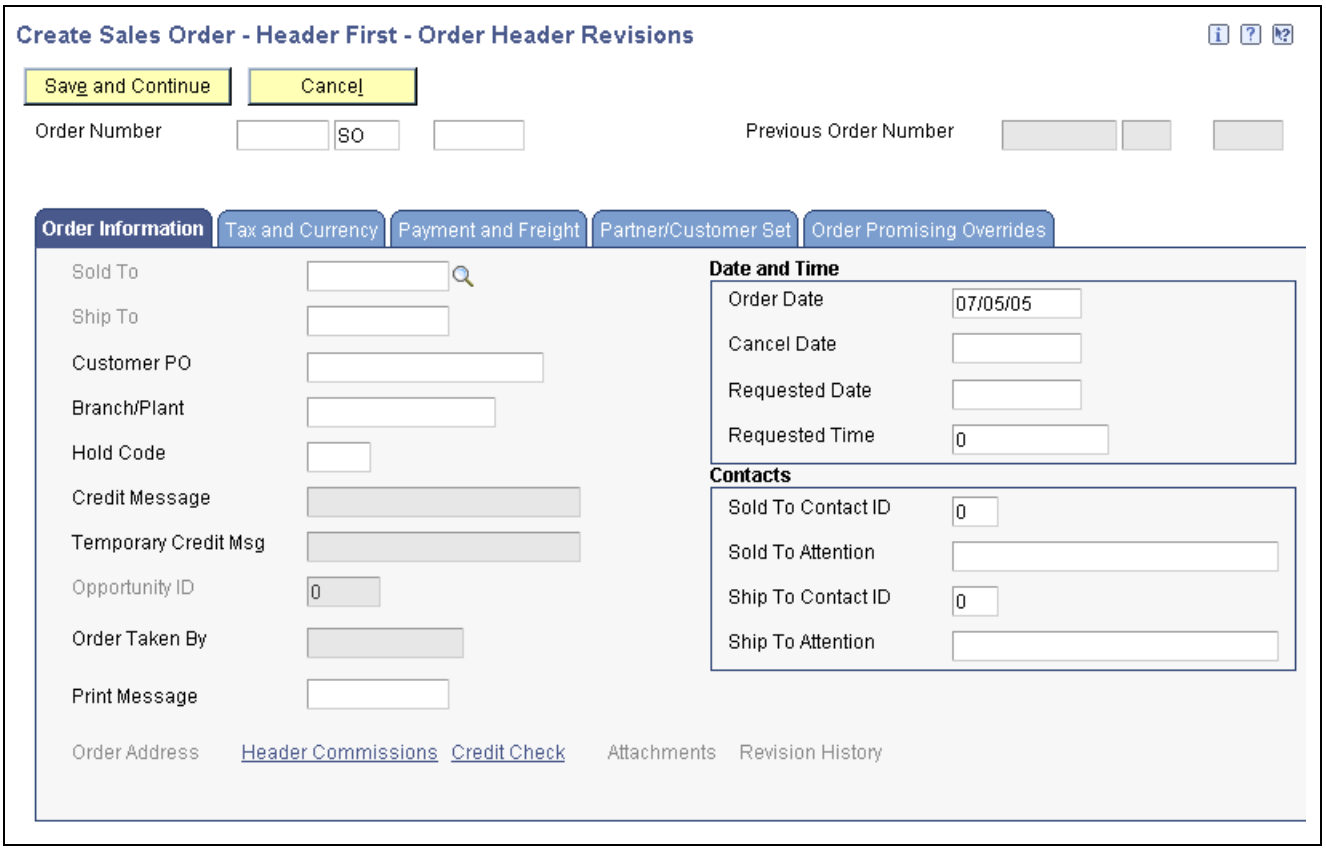
Specify whether the system displays the header or detail form first. Values are:

Blank: Display the detail first.

1: Display the header first.

Entering Sales Order Header Information

Access the Create Sales Order - Header First - Order Header Revisions form.

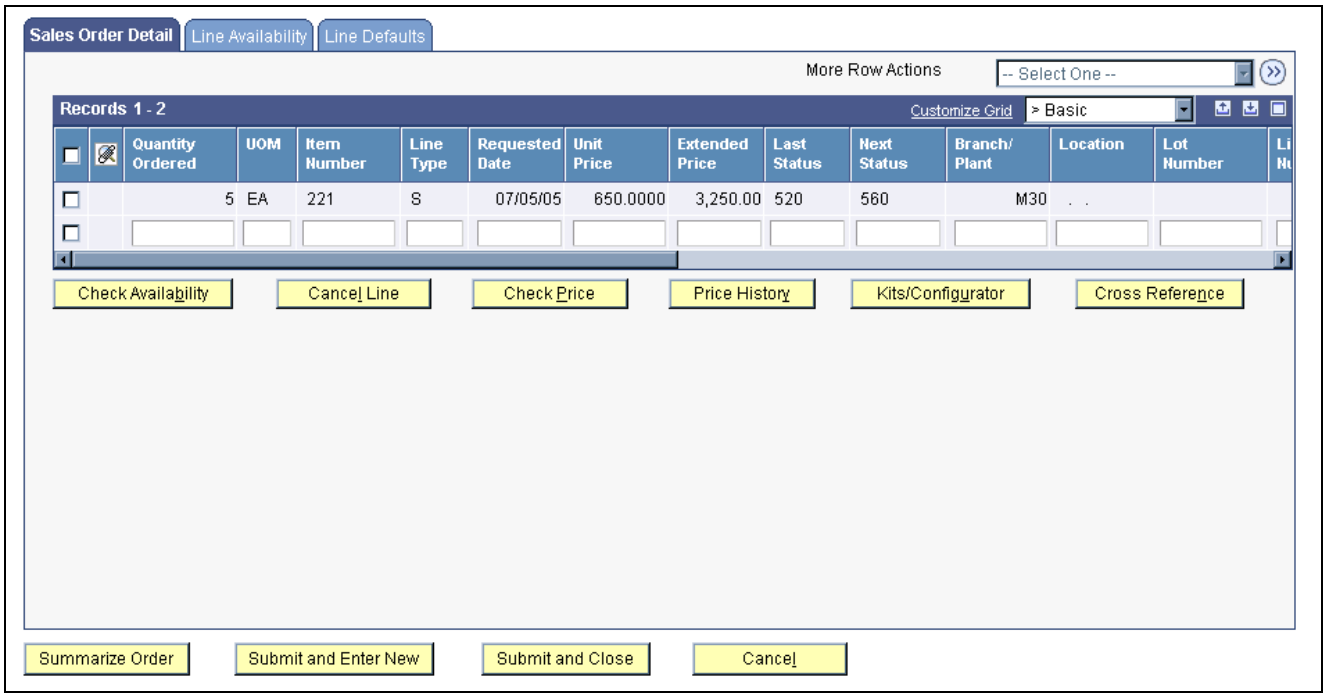


Create Sales Order - Header First - Order Header Revisions form

See Chapter 8, "Entering Sales Orders," Entering Sales Order Header Information, page 00.

Entering Default Line Information

Access the Create Sales Order - Header First - Enter New Order form.

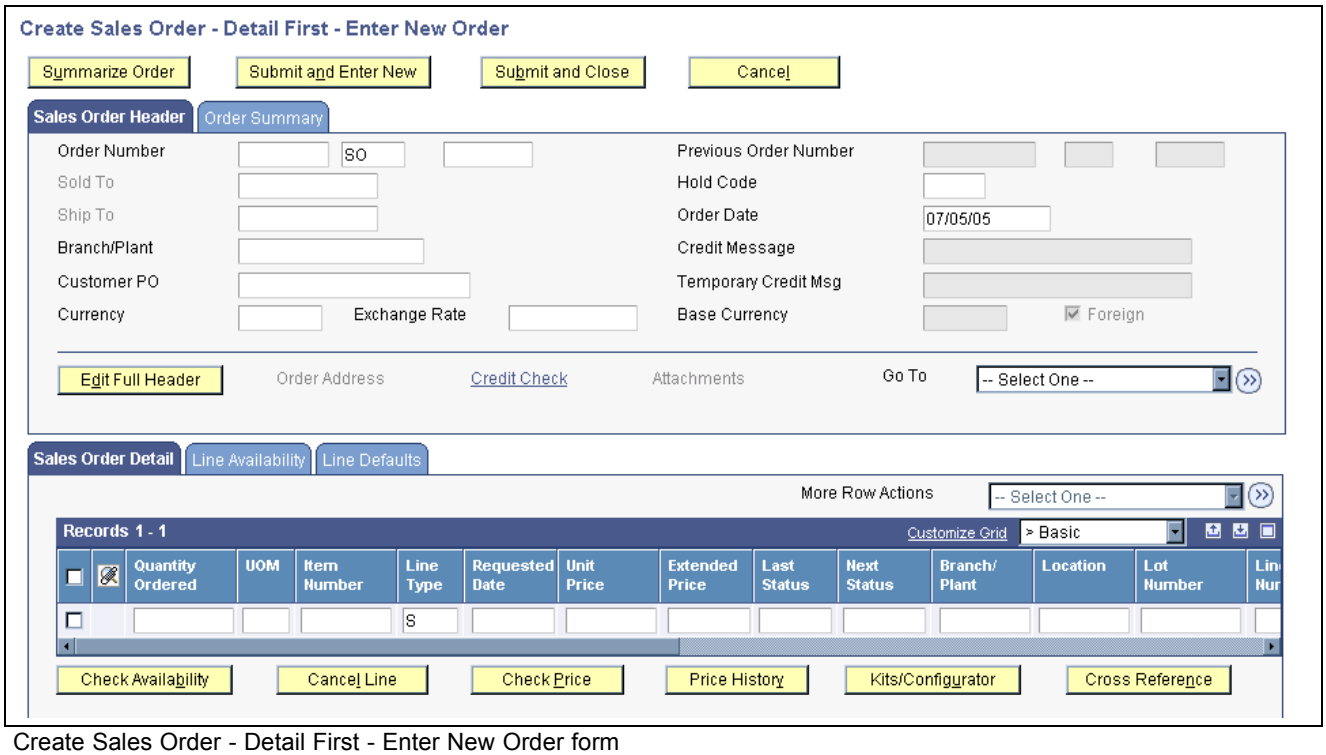


Create Sales Order - Header First - Enter New Order detail information form

See Chapter 8, "Entering Sales Orders," Entering Sales Order Header and Detail Information, page 00.

Entering Sales Order Item Information

Access the Create Sales Order - Detail First - Enter New Order form.



Create Sales Order - Detail First - Enter New Order form

See Chapter 8, "Entering Sales Orders," Entering Sales Order Item Information, page 00.

Copying Sales Orders for Customer Service Representatives

This section provides an overview of copying sales orders and discusses how to copy sales orders.

Understanding Copying Sales Orders

You can streamline sales order entry by copying both header and detail information and adding it to a new sales order. You copy sales orders on the Create Sales Order - Header First - Manage Existing Order form in the same way as on the Sales Order Header form.

See Chapter 8, “Entering Sales Orders,” Updating and Copying Sales Order Information, page 00.

Copying Sales Orders

Access the Update Sales Order - Header First - Manage Existing Order form.

Depending on the system setup, you might receive a warning when you attempt to copy sales orders. After you have copied the sales order, you can revise and maintain the new sales order in the same manner as you would with any other sales order.

Entering Sales Orders with Templates for Customer Service Representatives

This section provides an overview of using templates with order processing and describes how to enter a sales order using a template.

Understanding the Use of Templates with Order Processing

You can use templates to speed order processing by displaying the customer’s most frequently ordered items. You enter sales orders using templates on the Create Sales Order - Header First – Enter New Order in the same way as on the Sales Order Detail Revisions form.

See Chapter 8, “Entering Sales Orders,” Entering Sales Orders with Templates, page 00.

Forms Used to Enter a Sales Order Using a Template

Form Name	FormID	Navigation	Usage
Create Sales Order - Header First - Order Header Revisions	W42101E	Sales Order Processing (G4211), Create Sales Order - Header First	Add sales order header records.
Create Sales Order – Header First – Enter New Order	W42101D	Click Save and Continue on Create Sales Order – Header First – Order Header Revisions.	Add or revise sales order header information.
Order Template	W40215A	Click Save and Continue on Create Sales Order – Header First – Order Header Revisions.	Enter quantities for the items on the template, or select a different template.
Work With Available Order Templates	W4015A	Select Templates on Order Templates.	Select an order template.

Entering a Sales Orders Using a Template

Access the Create Sales Order - Header First - Order Header Revisions form.

Entering Substitute, Associated and Promotional Items for Customer Service Representatives

This section provides an overview of substitute, associated, and promotional items and discusses how to enter substitute, associated, or promotional items.

Understanding Substitute, Associated, and Promotional Items

If only part of the quantity for an item is available, you can use a substitute item to provide the quantity that you need to complete an order. You enter substitute items on the Create Sales Order - Header First – Enter New Order in the same way as on the Sales Order Detail Revisions form.

See Chapter 8, “Entering Sales Orders,” Entering Substitute, Associated, and Promotional Items, page 00.

Forms Used to Enter Substitute, Associated, or Promotional Items

Form Name	FormID	Navigation	Usage
Create Sales Order - Header First - Order Header Revisions	W42101E	Sales Order Processing (G4211), Create Sales Order - Header First	Add sales order header records.
Create Sales Order – Header First – Enter New Order	W42101D	Click Save and Continue on Create Sales Order – Header First – Enter New Order	Add or revise sales order header information.
Substitute/Complimentary Items	W42260A	Select a row and then click Cross Reference.	Select the item that you want to substitute, or use as a complimentary, or promotional item.

Entering Substitute, Associated, or Promotional Items

Access the Create Sales Order - Header First - Enter New Order form.

See Chapter 8, “Entering Sales Orders,” Forms Used to Enter Substitute, Associated, or Promotional Items, page 00.

Activating Notifications for Volume-Based Upselling for Customer Service Representatives

This section provides an overview of volume-based upselling and discusses how to create volume-based upselling prices.

Understanding Volume-Based Upselling

If you want to recommend that customers purchase a larger quantity to receive a lower price, you can specify adjustments and a percentage tolerance that determine when the system issues a notification that an order line qualifies for an upsell notification. You activate notifications for volume-based upselling on the Create Sales Order - Header First - Enter New Order in the same way as on the Sales Order Detail Revisions form.

See Chapter 8, “Entering Sales Orders,” Activating Notifications for Volume-Based Upselling, page 00.

Forms Used to Create Volume-Based Upselling Prices

Form Name	FormID	Navigation	Usage
Create Sales Order - Header First - Order Header Revisions	W42101E	Sales Order Processing (G4211), Create Sales Order - Header First	Add sales order header records.
Create Sales Order - Header First - Enter New Order	W42101E	Click Save and Continue.	Add or revise sales order header information.
Work with Volume Upselling	W40722B	Select a row and then select Volume Based Upsell..	Enter the reason and select the level-break to adjust the price of the quantity entered.

Creating Volume-Based Upselling Prices

Access the Create Sales Order - Header First - Order Header Revisions form.

Activating Subsystem Processing in Sales Order Entry for Customer Service Representatives

This section provides an overview of activating subsystem processing in Sales Order Entry for customer service representatives.

Understanding Activating Subsystem Processing in Sales Order Entry for Customer Service Representatives

If you need a pick slip or invoice when you finish the order entry process, you can set up and activate the subsystem. You activate the subsystem process for Sales Order Entry (P42101) in the same way as you do for Sales Order Entry (P4210).

See Chapter 8, “Entering Sales Orders,” Understanding Activating Subsystem Processing, page 00.

Promising Orders in Sales Order Entry for Customer Service Representatives

This section provides an overview of order promising and discusses how to select the promised delivery dates.

Understanding Order Promises

You activate order promising by completing the processing option on the Order Promise tab for the Sales Entry program.

You use the order promising feature on the Create Sales Order – Header First– Order Header Revisions form in the same way as on the Sales Order Detail Revisions form.

See Chapter 8, "Entering Sales Orders," Promising Orders in Sales Order Entry, page 00.

Forms Used to Select Promised Delivery Dates

Form Name	FormID	Navigation	Usage
Create Sales Order - Header First - Order Header Revisions	W42101E	Sales Order Processing (G4211), Create Sales Order - Header First	Add sales order header information.
Create Sales Order - Header First - Order Header Revisions	W42101E	On Order Header Revisions, click the Order Promising Overrides tab.	Add and revise order promising information.

Selecting the Promised Delivery Dates

Access the Create Sales Order - Header First - Order Header Revisions form.

Generating the Audit Log and Approval Processing for Customer Service Representatives

This section provides an overview of the audit log and discusses how to review the audit log.

Understanding the Audit Log

The Sales Order Management system provides you with a method of reviewing and tracking manual changes that have been made to an order. Provided that you have activated the appropriate processing options, the system creates a revision for every manual change that users make to sales order information and enables you to review information about the changes when you access the Order Revision History program (P42420). You can review the revision number during order entry.

You use the audit log feature on the Create Sales Order - Header First - Manage Existing Order form in the same way as on the Sales Order Detail Revisions form.

See Chapter 8, "Entering Sales Orders," Generating the Audit Log and Approval Processing, page 00.

Forms Used to Review the Audit Log

Form Name	FormID	Navigation	Usage
Update Sales Order - Header First - Manage Existing Order	W42101C	Sales Order Processing (G4211), Update Sales Order - Header First	Review or revise sales order information.
Order Revision History	W42420B	Select an order, and then select Item and then Revision History from the Row menu on Update Sales Order - Header First - Manage Existing Order.	Review changes that were made to an order.

Reviewing the Audit Log

Access the Update Sales Order - Header First - Manage Existing Order form.

Entering Orders for Kits and Configured Items for Customer Service Representatives

This section provides an overview of kits and configured items and discusses how to enter kit orders.

Understanding Kits and Configured Items

You can enter sales orders for kits and configured items. A kit is a collection of inventory items, called components, which are associated with a description name, called a parent item. A configured item is comprised of different features that are requested by a customer.

You select kits and configured items on the Create Sales Order - Header First - Enter New Order form in the same way as on the Sales Order Detail Revisions form.

See Chapter 8, “Entering Sales Orders,” Entering Orders for Kits and Configured Items, page 00.

Forms Used to Enter Kit Orders

Form Name	FormID	Navigation	Usage
Create Sales Order - Header First - Order Header Revisions	W42101E	Sales Order Processing (G4211), Create Sales Order - Header First	Add sales order header records.
Create Sales Order – Header First - Enter New Order	W42101D	Click Save and Continue.	Add or revise sales order information.
Kit Selection	W41351A	Select a row and then select Kits/Configurator.	Enter kit or configured items.

Entering Kit Orders

Access the Enter Orders Header - Kit Selection form.

CHAPTER 10

Entering Additional Orders

This chapter provides an overview of additional order entry and discusses how to:

- Enter credit orders.
- (Rapid Start) Enter credit orders from history.
- (PER) Process credit notes and debit notes related to documents.
- (CHL) Process credit notes and debit notes related to documents.
- Enter transfer orders.
- (Rapid Start CAN and USA) Enter transfer orders with receipt routing.
- Enter direct ship orders.
- Enter blanket orders.
- (Rapid Start CAN, FRA, GBR, and USA) Enter blanket order for selling a make-to-order item.
- (Rapid Start) Enter and print blanket orders.
- Enter quote orders.
- (Rapid Start CAN, FRA, GBR, and USA) Enter sales quotes for selling a make-to-order item.
- (Rapid Start) Enter and print sales quotes.
- Enter customer segment based selling.
- Enter interbranch and intercompany orders.

Understanding Additional Order Entry

The Sales Order Management system provides different order types to accommodate specific ordering situations. Although you enter these additional orders in the same way that you enter a basic sales order, the system processes each order type differently.

You use transfer orders to ship inventory between branch/plants within the company and to maintain an accurate on-hand inventory amount. When you create a transfer order in either Procurement and Subcontract Management or Sales Order Entry, you ship and receive goods. Transfer orders enable you to account for markups, freight costs, and transport time.

You use credit orders when a customer returns goods that you want to return to inventory. You can also use credit orders when a customer returns damaged goods that you cannot return to inventory. In both cases, you must issue the necessary credits and make adjustments for the returned merchandise.

You use direct ship orders to record the sale of an item that you purchased from another supplier. The supplier sends the item directly to the customer. Because the supplier ships the item directly to the customer, the system does not process the order quantities through inventory.

You use blanket orders when you have an agreement with a customer to release an item multiple times over a specified period. For example, you can place an order for 100 items that will be delivered over a period of four months in increments of 25 items per month. At the agreed-upon time, the quantity that you enter in an actual sales order is subtracted from the blanket order.

You use quote orders to record price quotes. You can:

- Access quote orders through the same review, maintenance, and inquiry form that you use to work with sales orders.
- Convert an entire or partial quote order to a sales order.
- Use quote orders to ensure effective controls over price guarantees.
- Use quote orders to avoid committing inventory until the customer authorizes the order.

You can use intercompany orders to fill a sales order from a branch/plant other than the selling branch/plant. Intercompany orders are helpful if the company places an order from one location but fills and ships the order from another location, such as a central supply warehouse.

Entering Credit Orders

This section provides an overview of credit orders and discusses how to:

- Set processing options for Sales Ledger Inquiry (P42025).
- Enter credit orders from history.

Understanding Credit Orders

You use credit orders when a customer returns goods that you might return to inventory, or when damaged goods are returned that you cannot return to inventory. In both cases, you need to issue the necessary credits and make adjustments for the returned merchandise.

You enter a credit order manually to record a returned item and credit the current price to the customer. If necessary, you can override the default pricing information. You enter credit orders in the same way that you enter sales orders.

When the system generates a credit order, it retrieves the credit information from the S.O Detail Ledger File table (F42199). The credit order amount is based on the unit price that the customer paid instead of the current price.

For credit orders, you can define the price that you refund the customer as well as the process you use to receive the returned goods into inventory.

You can set up a document type for credit orders, which enables you to track credits in specific general ledger accounts and to record a separate credit history. You can set up automatic accounting instructions (AAIs) to direct entries to special accounts that are based on the credit order document type. The general ledger entries for credits are created when you run the Sales Update program (R42800).

To set up a credit order line type, you must activate the reverse sign option in line type definitions. When you enter a sales order, the system subtracts the quantity from available inventory. When you enter a credit order, the system does not subtract the quantity from available inventory.

You can set up a document type that identifies credit orders, and then set up status codes for the credit order document type and line type combination. Status codes define the steps the system uses to process an order.

If you use price adjustments, you must set up negative quantity breaks to account for items in credit orders.

Create a Version for Credit Orders

Before you enter credit orders, you need to create a version of the Sales Order Entry program (P4210) that is set up to process credit orders. The credit order version should have the Line Type processing option on the Defaults tab set to the line type they set up for credit orders. Typically, this is line type *C*. You should also set the Order Type processing option on the Defaults tab to the order type that you want to use for credit orders. Typically, this is *CO*. You must then attach this version to the menu option that you use to create credit orders. Contact the system administrator for assistance with this task.

Entering System-Generated Credit Orders

When you create a credit order from history, you retrieve the original order information and issue the customer credit for the amount based on the unit price that the customer actually paid. This price might be different from the current price. The system retrieves the order information from the F42199 table.

Note. When you create a credit order from history, the system enables you to ship a quantity greater than or less than the quantity originally sold, picked, and shipped to the customer. The system does not check whether the total quantity credited matches the original quantity sold.

Prerequisite

Verify that you have set up a line type for credit orders.

See Chapter 2, “Configuring the Sales Order Management System,” Setting Up Order Line Types, page 00.

See Also

Chapter 8, “Entering Sales Orders,” page 00

Forms Used to Generate Credit Orders from History

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Additional Order Processes (G4212), Credit Orders From History	Review and select orders.
Sales Order Detail Revisions	W4210A	Click Add on Customer Service Inquiry.	Access the credit memo form menu.
Work With Sales Ledger Inquiry	W42025A	On Sales Order Detail Revisions, select Credit Memo from the Form menu	Add a credit memo.

Setting Processing Options for Sales Ledger Inquiry (P42025)

Use these processing options to set default values, specify credit memo values, and specify versions.

Defaults

These processing options define the default document type and specify the to and from status codes.

Order Type Enter a user-defined code (UDC 00/DT) that identifies the type of document. This code also indicates the origin of the transaction. These are reserved document type codes for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program. (These entries are not self-balancing when you originally enter them.)

Status Code - From Enter a UDC (40/AT) that specifies the beginning status code that is used to select orders. This code is used in conjunction with the Status Code - Thru processing option to define the search criteria range. All orders whose Last Status values in the F42199 table fall within this range are displayed when you click Find.

Status Code - Thru Enter a UDC (40/AT) that specifies the ending status code that is used to select orders. This code is used in conjunction with the Status Code - From processing option to define the search criteria range. All orders whose Last Status values in the F42199 table fall within this range are displayed when you click Find.

Credit Memo

These processing options are only in use if this application is called from Sales Order Entry (P4210) and the Select Order row exit is used to select all the order lines for processing.

1. Retrieving Credit Orders Enter the status code to select when retrieving credit orders. If you enter a value in this option, the system uses this value as default search criteria when searching for orders, and displays only those orders whose status code matches this value.

2. Based on Status Specify the status codes you want the system to use when it selects information to display on the screen. This processing option is used in conjunction with the Retrieving Credit Orders option. Values are:

Blank: Displays all orders whose next status matches the Retrieving Credit Orders value.

1: Displays all orders whose last status matches the Retrieving Credit Orders value.

For example, if you enter *100* in the Retrieving Credit Orders option, and *1* in this option, the system displays all orders whose Last Status value is *100*.

Versions

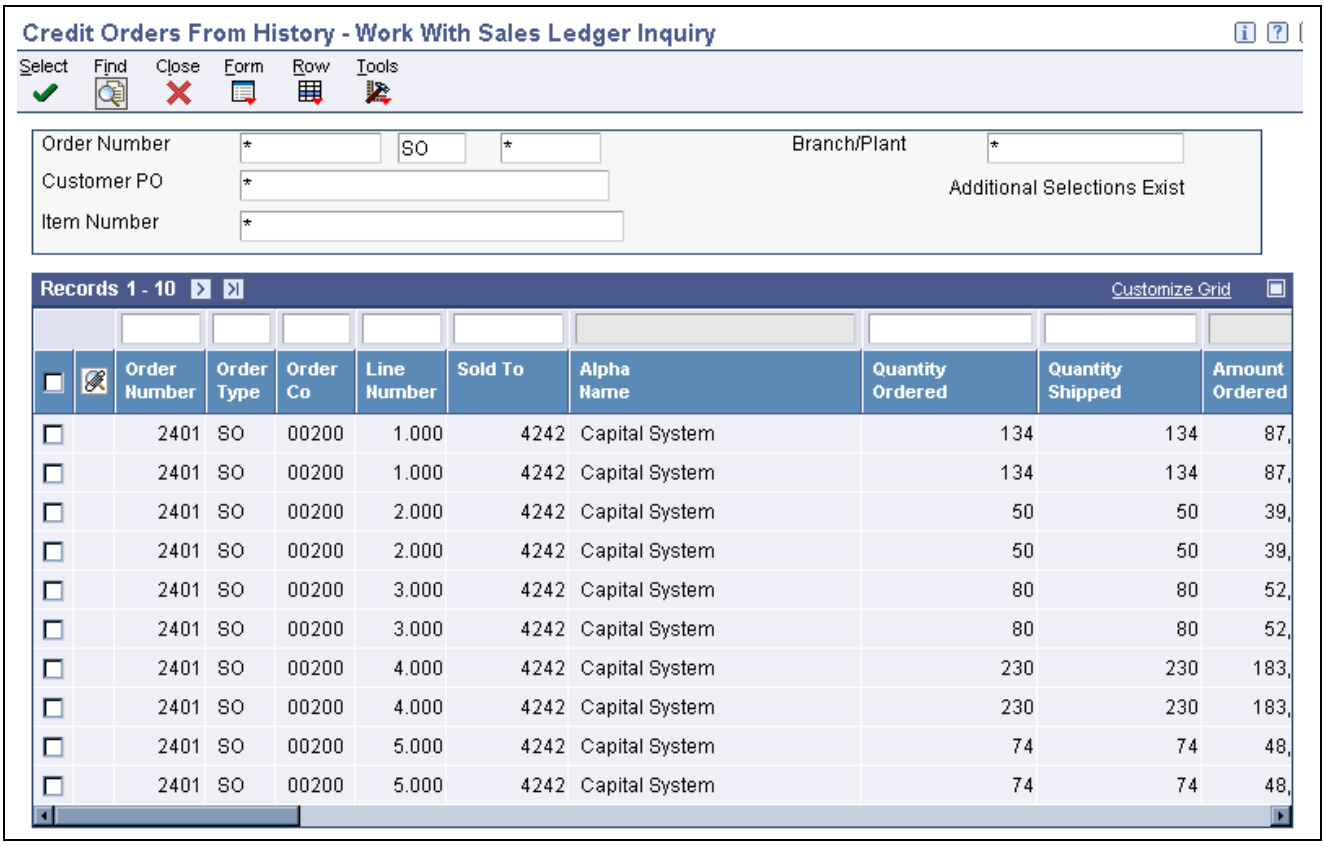
These options are in use only when this application is *not* called from Sales Order Entry (P4210).

Credit Order Entry Version Enter the version of the credit order entry program.

Sales Order Entry Version Enter the version of the sales order entry program that is used to create credit orders.

Entering Credit Orders from History

Access the Work With Sales Ledger Inquiry form.



Work With Sales Ledger Inquiry form

1. Enter selection criteria in the header area to search for the orders that you want to work with, and then click Find.
2. To create a credit memo for single lines within an order, select the order(s) that you want to work with, and then select Credit Memo, Select Line from the Row menu.

   On Sales Order Detail Revisions, search for, and select the lines that you want to include in the credit order, and then click Close. On Work With Sales Ledger Inquiry, click OK, and the system creates the credit order.
3. To create a credit order for all lines within a single order, select the order and then select Credit Memo, Select Order from the Row menu.

   The system adds all applicable lines in the order, based on the processing options for the Sales Ledger Inquiry, to the credit order. Click OK on the Sales Order Detail Revisions form to create the credit order.

(Rapid Start) Entering Credit Orders from History

This section discusses:

- How to enter credit orders from history for customer credit without return.
- How to enter credit orders from history for customer credit without return.
- Preconfigured processing options for Rapid Start Sales Order Entry - CO Order Type (P4210).

Entering a Credit Order from History for Customer Credit with Return

This table lists the tasks for entering credit order from history for customer credit with return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configured Onsite
Enter credit order from history for customer credit with return.	Credit Order Processing Create Credit Memo for Item Return	P4210/RIS0002	• Document Type: CO = Sales Order, II = Inventory Issue and IT = Inventory Transfer • Line Type: C = Credit Stock Item • Order Activity Rules: Order activity rules are provided for the combination of document type CO and line type C. • Hold Code: XX = Administrative Hold • AAIs: AAIs are provided for inventory issues and transfers using document types II and IT. • Item: Item Sample3, Sample4 can be used for this process. Status = 520	Create a location in the branch/plant for returned product. Place the location on hold and ensure the branch/plant constants exclude held quantities from the availability calculation.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 10, "Entering Additional Orders," Preconfigured Processing Options for Rapid Start Sales Order Entry - CO Order Type (P4210), page 00.

Entering a Credit Order from History for Customer Credit Without Return

This table lists the tasks for entering credit order from history for customer credit without return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter credit order from history for customer credit without return.	Credit Order Processing	P4210/RIS0002	• Document Type: CO = Credit Order • Line Type: CN = Miscellaneous Credit • Order Activity Rules: Order activity rules are provided for the combination of document type CO and line type CN. • Hold Code: XX = Administrative Hold • Item: Item Sample3, Sample4 can be used for this process. Beginning Status = 520	• Set up required AAIs. • Activate the Edit Item Master for Non-Stock Items option in the Line Type Constants. • Set up any required dummy item numbers. • Verify that the G/L class code on the Item Master is correct.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Sales Order Entry - CO Order Type (P4210)

These processing options show the values that are preconfigured for version RIS0002.

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	CO
2. Line Type	C
3. Beginning Status	520
4. Override Next Status	blank
5. Line Number Increment	1.000
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	1
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	CO
2. Beginning Status	520
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	blank
2. Order Margin Check	blank
3. Order Line Margin Check	blank
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	2
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	blank
2. Commit to Quantity 1 or Quantity 2	blank
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	999
2. Subsystem Processing 1	blank
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	1
6. Order Template Processing	blank
7. Blanket/Quote Order Processing	blank
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank

Processing Option Description	Value or Status
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	S
2. Complementary Items	A
3. Replacement Items	R
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	blank
2. Supply and Demand Inquiry (P4021)	RIS0004
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	blank
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank
7. Check Price and Availability (P41261)	blank
8. Purchase Order Entry (P4310)	RIS0001
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	blank
13. Online/Subsystem Commitment (R42997)	RIS0001

Processing Option Description	Value or Status
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	blank
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	520
2. To Status	999

Processing Option Description	Value or Status
3. Search on Last or Next Status	blank
4. Date Range	blank
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store && Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

(CHL) Processing Credit Notes and Debit Notes Related to Documents

This section provides an overview of credit notes and debit notes related to documents, lists prerequisites, and discusses how to:

- Set processing options for Enter Credit Notes and Debit Notes Related to Documents.
- Process credit notes and debit notes related to documents.

Understanding Credit and Debit Notes for Chile

You can locate legal document numbers and relate them to a sales order. For example, you can relate a credit note to one or more invoices or you can relate a debit note to one or more credit notes.

You must enter *1* in the processing options of PO — Sales Order Entry (P4210) — CHI — 42 (P76H4210) to relate sales orders to credit notes or to one or more invoices when you enter a sales order.

Note. Any changes that you make by using this program affect the entire order. When you relate one or more invoices to a credit order and legal numbers of related invoices, this information prints in the credit note. By law, invoices related to credit notes must belong to the same customer.

The system stores records for credit note or debit note related to invoices or credit notes in the F76H215 table.

If the tax rate changes when the program generates a credit or debit note related to an invoice; the credit note that the program creates must be the same tax rate in the related document. You must create and relate a credit note with a tax area with the same tax rate as the related invoice.

According to Chilean legislation (Decree-law 825), VAT generated by returned credit notes of invoices greater than three months must be posted to an expense account. Under these circumstances, VAT cannot be posted as a minor tax debit.

You can use PO – Sales Order Entry to verify a valid relationship between the return credit note and the invoice with an invoice issue date greater than three months of the return date (sales order issue date). The system modifies the tax explanation code to an *S* for all the sales order lines.

When the system posts a credit note with an *S* in the legal explanation code in the sales order lines, the system uses ICA 4250 (Tax Liability) to account the amount of the credit note, instead of using the ICA RTxxxx.

The system stores records for return credit notes in the Legal Company Constants SOP — CHI — 42 — 76H (F76H008) table.

Set up Sales 4250 (Tax Liability) for the company, return credit note type and tax area G/L Class, with the expenses account to allocate VAT of the credit memo.

If the program relates a credit memo to one or more invoices, the system verifies whether there is any voucher with an invoice date versus a credit memo date greater than the number of days and months of the company setup. If the date of any invoice exceeds the number of days and months, the system changes the tax explanation code in all lines of the credit memo to the code that is set up in the legal company constants.

Prerequisites

Verify that the processing option for PO - Sales Order Entry (P4210) — CHI — 42 is active.

Verify that Sales Order Entry and PO - Sales Order Entry (P4210) — CHI — 42 have the same version name.

Activate the functionality in the returns credit notes processing option PO - Sales Order Entry (P4210) — CHI — 42.

Set up the number of days or months to be considered when applying the legal explanation code to the credit in Legal Company Constants - CHI — 00 (P76H002). The legal explanation code must also be set up with an *S* when entering the credit note.

Forms Used to Process Credit Notes and Debit Notes Related to Documents

Form Name	FormID	Navigation	Usage
Enter Order Headers	W4210H	Sales Order Processing (G4210), Enter Order Headers	Review and select sales orders.
NC/ND Related to Sales Orders	W76H4210A	Select an order and click Document Inquiry from the form menu on NC/ND Related to Sales Orders.	Select an order to attach a credit note.
Select Related Order Document	W76H4210B	Select an order and click Close on Select Related Order Document.	Relate an order to a credit note. The system places a check mark on the row with order to indicate there is a related credit note.

Setting Processing Options for Enter Credit Notes and Debit Notes Related to Documents (P76H4210)

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 PeopleSoft 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.

General

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

1. Related Sales Order Enter *1* in order to enter SO related invoices.

2. VAT Reimbursement for Return Credit Notes Enter *1* to activate VAT Reimbursement for Return Credit Notes (Chilean functionality). Leave blank and VAT Reimbursement for Return Credit Notes is not active.

Process Credit Notes and Debit Notes Related to Documents

Select Sales Order Management (G76H42), PO – Sales Order Entry.

Before you process this program, complete the steps to relate a credit note to an order.

(PER) Processing Credit Notes and Debit Notes Related to Documents

This section provides an overview of credit and debit notes for Peru, lists prerequisites, and discusses how to:

- Set processing options for Process Credit Notes and Debit Notes Related to Documents.
- Process credit notes and debit notes related to documents.

Understanding Credit and Debit Notes for Peru

You can inquire on legal document numbers and relate them to a sales order. For example, you can relate a credit note to one or more invoices, or you can relate a debit note to one or more credit notes.

You must enter *1* in the processing options of PO – Sales Order Entry (P4210) – CHI – 42 (P76H4210) to relate sales orders to a credit note or to one or more invoices.

Note. Any changes that you make by using this program affect the entire order. When you relate one or more invoices to a credit order and legal numbers of related invoices, this information prints in the credit note. By law, invoices related to credit notes must belong to the same customer.

The system stores records for credit notes or debit notes related to invoices or credit notes in the NC/ND - Invoice Related - CHI - 42 - 76H table (F76H215).

If the tax rate changes when the program generates a credit or debit note related to an invoice; the credit note that the program creates must be the same tax rate in the related document. You must create and relate a credit note with a tax area with the same tax rate as the related invoice.

Prerequisites

Verify that the processing option for PO – Sales Order Entry (P4210) – CHI – 42 (P76H4210) is active.

Verify that Sales Order Entry and PO – Sales Order Entry (P4210) – CHI – 42 have the same version name.

Forms Used to Process Credit Notes and Debit Notes Related to Documents

Form Name	FormID	Navigation	Usage
Enter Order Headers	W4210H	Sales Order Processing (G4210), Enter Order Headers	Review and select sales orders.
NC/ND Related to Sales Orders	W76H4210A	Select an order and select Document Inquiry from the form menu on NC/ND Related to Sales Orders.	Select an order to attach a credit note.
Select Related Order Document	W76H4210B	Select an order and click Close on Select Related Order Document.	Relate an order to a credit note. The system places a check mark on the row with order to indicate there is a related credit note.

Setting Processing Options for Process Credit Notes and Debit Notes Related to Documents (P76H4210)

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 PeopleSoft 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.

General

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

1. Related Sales Order Enter *1* to enter SO related invoices.

Process Credit Notes and Debit Notes Related to Documents

Select Sales Order Management (G76H42), PO – Sales Order Entry.

Before you process this program, complete the steps to relate a credit note to an order.

Entering Transfer Orders

This section provides an overview of transfer orders, lists prerequisites, and discusses how to enter transfer orders.

Understanding Transfer Orders

You enter a transfer order to ship inventory between branch/plants within the company and to maintain an accurate on-hand inventory amount. When you create a transfer order, the system:

- Creates a purchase order for the supplier, which is the branch/plant that ships the items.
- Creates a sales order for the supplying branch/plant to the customer, which is the receiving branch/plant.
- Processes the inventory amounts on the transfer order as a formal purchase and sale of goods.
- Creates documents, such as pick slips or invoices, that are necessary to complete the transfer.

You can record a transfer transaction by using either the Inventory Transfers program (P4113) in Inventory Management or the Sales Order Entry program in either Procurement or Sales Order Management.

When you create an inventory transfer in Inventory Management, the system moves inventory from one location to another and records the transaction immediately. The system does not create sales or purchase order documents; therefore, you do not have a paper trail for tracking inventory. At the most, you might require management approval.

When you create a transfer order in either Procurement or Sales Order Management, you can ship and receive goods. In this way, you can account for markups, freight costs, and transport time. The system creates the paper trail by generating a sales order and a related purchase order. The system processes each order based on the order activity rules that you set up for the document type and line type combination.

When you create a transfer order, the Transfer Order Processing program creates records in these tables:

- Sales Order Header File table (F4201).
- Sales Order Detail File table (F4211).
- Purchase Order Header table (F4301).
- Purchase Order Detail File table (F4311).

Note. You cannot enter kit information on a transfer order. To enter an order for kits, use the regular sales or purchase order entry programs.

The system does not allow you to assign Commit to Other 1 or Commit to Other 2 to a sales transfer order. These commitment options are available only to quote and blanket orders.

Prerequisite

Create a version of the Sales Order Entry program (P4210) to use for transfer orders, and set up the processing options. Attach this version to the menu option that you use to create transfer orders. Contact the system administrator for assistance with this task.

See Also

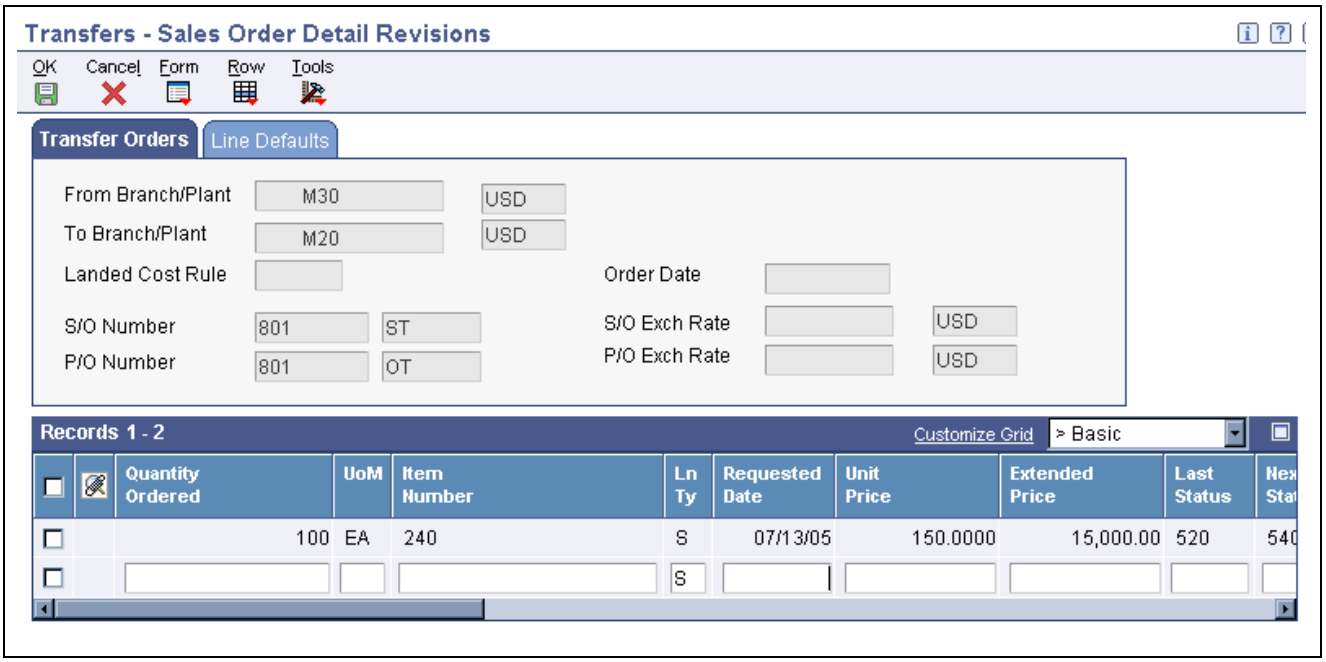
PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook, "Entering Purchase Orders," Entering Order Detail Information

Forms Used to Enter Transfer Orders

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Transfers	Review and select orders.
Transfers - Sales Order Detail Revisions	W4210A	Click Add on Customer Service Inquiry.	Add and revise transfer orders.

Entering Transfer Orders

Access the Sales Order Detail Revisions form.



Transfers - Sales Order Detail Revisions form

When you are entering transfer orders, be aware that the system does not allow you to enter header information prior to entering detail information, regardless of how you have set the “Display Header or Detail” processing option.

(Rapid Start CAN and USA) Entering Transfer Orders with Receipt Routing

This section discusses:

- How to enter atransfer order with receipt routing.
- Preconfigured processing options for Canada and United States Sales Order Entry - ST Order Type (P4210).

Entering a Transfer Order with Receipt Routing

this table lists the tasks for entering transfer order with receipt routing:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter transfer order with receipt routing.	Transfer Order Processing Create Transfer Order	P4210/RIS0007	• Document Type: ST and OT • Line Type: S = Stock Item • Order Activity Rules: Order activity rules are provided for the combination of document type ST, OT and line type S. • Purchased Item: Item Sample3 can be used for this process.	• Verify branch/plant B10 is set up in the preconfigured data. B10 is used to transfer goods from and B20 is the branch that is receiving the goods. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system. • verify the PINS process is setup in the routing. This is a two step process which takes the item to In-Transit and then Stock. Address book number 99999900 is setup and is associated with branch/plant B10 and B20.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

Preconfigured Processing Options for Canada and United States Sales Order Entry - ST Order Type (P4210)

These processing options show the values that are preconfigured for version RIS0007.

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	ST
2. Line Type	S
3. Beginning Status	520
4. Override Next Status	560

Processing Option Description	Value or Status
5. Line Number Increment	1
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	blank
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	ST
2. Beginning Status	520
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	blank
2. Order Margin Check	blank
3. Order Line Margin Check	blank

Processing Option Description	Value or Status
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	2
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	1
2. Commit to Quantity 1 or Quantity 2	blank

Processing Option Description	Value or Status
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	545
2. Subsystem Processing 1	blank
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	blank
6. Order Template Processing	blank
7. Blanket/Quote Order Processing	blank
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank

Processing Option Description	Value or Status
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	blank
2. Complementary Items	blank
3. Replacement Items	blank
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	RIS0003
2. Supply and Demand Inquiry (P4021)	RIS0001
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	RIS0002
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank
7. Check Price and Availability (P41261)	RIS0001
8. Purchase Order Entry (P4310)	RIS0018
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	RIS0006
13. Online/Subsystem Commitment (R42997)	RIS0001
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank

Processing Option Description	Value or Status
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	1
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	520
2. To Status	999
3. Search on Last or Next Status	blank
4. Date Range	blank

Processing Option Description	Value or Status
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store && Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank

Processing Option Description	Value or Status
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

Entering Direct Ship Orders

This section provides overviews of direct ship orders and maintaining integrity between related sales and purchase orders, lists prerequisites, and discusses how to enter direct ship orders.

Understanding Direct Ship Orders

A direct ship order is the sale of an item that you purchase from a supplier, who then sends the item directly to the customer. The quantity and item information of a direct ship order does not affect the inventory.

When you enter a direct ship order, the system simultaneously creates a sales order for the customer and a purchase order for the supplier. The purchase order specifies that you want the supplier to ship the item directly to the customer. If you activate the commitment processing option in the Sales Order Entry program to commit to Other Quantity 1 or Other Quantity 2, the system does not create a purchase order, even if you use the non-stock line type that you have set up for direct ship orders. When you release a sales order against the direct ship quote, the system creates a purchase order.

Note. You cannot enter a direct ship order for a kit. To enter an order for kits, use the regular sales or purchase order entry programs.

When you set up line types for direct ship orders, you must define the inventory interface for direct ship orders as *D* and select the Edit Item Master for Non-Stock Item. During direct ship order entry, the system verifies the item number in the Item Branch File table (F4102), and the cost and price information in the Item Cost File table (F4105) and Item Base Prices File table (F4106). However, the system does not create inventory commitments or perform availability checks.

The program creates records in these tables:

- Sales Order Header File table (F4201)
- Sales Order Detail File table (F4211)
- Purchase Order Header File table (F4301)
- Purchase Order Detail File table (F4311)

When you change information on either the sales or the purchase order, the system updates the corresponding order with this information:

- Promise date.
- Quantity ordered.
- Primary unit of measure (changes purchasing unit of measure).
- Weight and volume (when a change is made to quantity).
- Unit price.

You enter a direct ship order in the same manner that you enter a regular sales order. You can use the Direct Ships – Customer Service Inquiry form, the Create Direct Ships – Enter New Order form, or the Update Direct Ships – Enter New Order form.

Understanding Integrity Between Related Sales and Purchase Orders

When you enter a sales order using the Direct Ships – Customer Service Inquiry form and the direct ship line type (D), the system creates a corresponding purchase order. If the system puts the order on hold, both the sales and purchase order are withheld from the sales order and purchase order process. If you cancel the order or the order detail line on a sales order, the system cancels the corresponding purchase order detail line or purchase order.

Changing information on the sales order might affect purchase order processing. Likewise, changing the purchase order might affect sales order information. The system automatically updates the corresponding order if you make changes to information in these fields:

Field	Description of Change
Status	When you close or cancel either a purchase or a sales order, the system updates the status of the corresponding order. The system updates the sales order status when the supplier ships goods to the customer and the goods have been formally received. If a line is partially received, the system updates only the sales order status for the portion of the items that are received. The remaining quantity remains at the current status level.
Cost	The system maintains the original cost in the purchase order. The system does not update the cost on the purchase order when the cost on the receipt is different. However, any changes to the cost during receipts are updated to the sales order detail line, unless you use standard costing.
Lot/Serial Number	When the supplier enters a receipt and specifies a lot or serial number, the system updates the sales order detail line with the lot and serial number information. For multiple items, the system splits the sales and purchase order for each lot and serial number. If you reverse a lot or serial number, the system issues a warning message indicating the reversal in the sales order.
Dates	When the supplier ships the goods to the customer, the supplier enters the receipt date to indicate that the customer has received the item. The system updates the actual ship date in the sales order detail line.

Receipts

When the supplier ships goods to the customer, the supplier can enter a receipt to indicate that the customer has received the item. During receipts processing, any changes in the cost are updated to the corresponding sales order detail line, unless the standard costing method is used.

For partial receipts, the system splits the sales order detail lines to reflect the quantity that remains to be received. For receipt of lots and serialized information, the system splits the sales order detail line to correspond with lot and serial information on the purchase order.

When you reverse the receipt of an order detail line, the system updates the status of the sales order detail line.

Voucher Match

When the supplier enters a voucher for the invoice, the system updates the cost on the sales order detail line with the new cost, if the order detail line in the sales order is not closed or purged.

Prerequisites

Before you complete the tasks in this section:

- Verify that you have set the processing options for the version of the Sales Order Entry program that you use for direct ship orders.

Attach this version to the menu option that you use to create direct ship orders. Contact the system administrator for assistance with this task.

- Verify that you have set up a line type for direct ship orders.

  See Chapter 2, "Configuring the Sales Order Management System," Setting Up Order Line Types, page 00.

See Also

PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook, "Entering Purchase Orders," Entering Order Detail Information

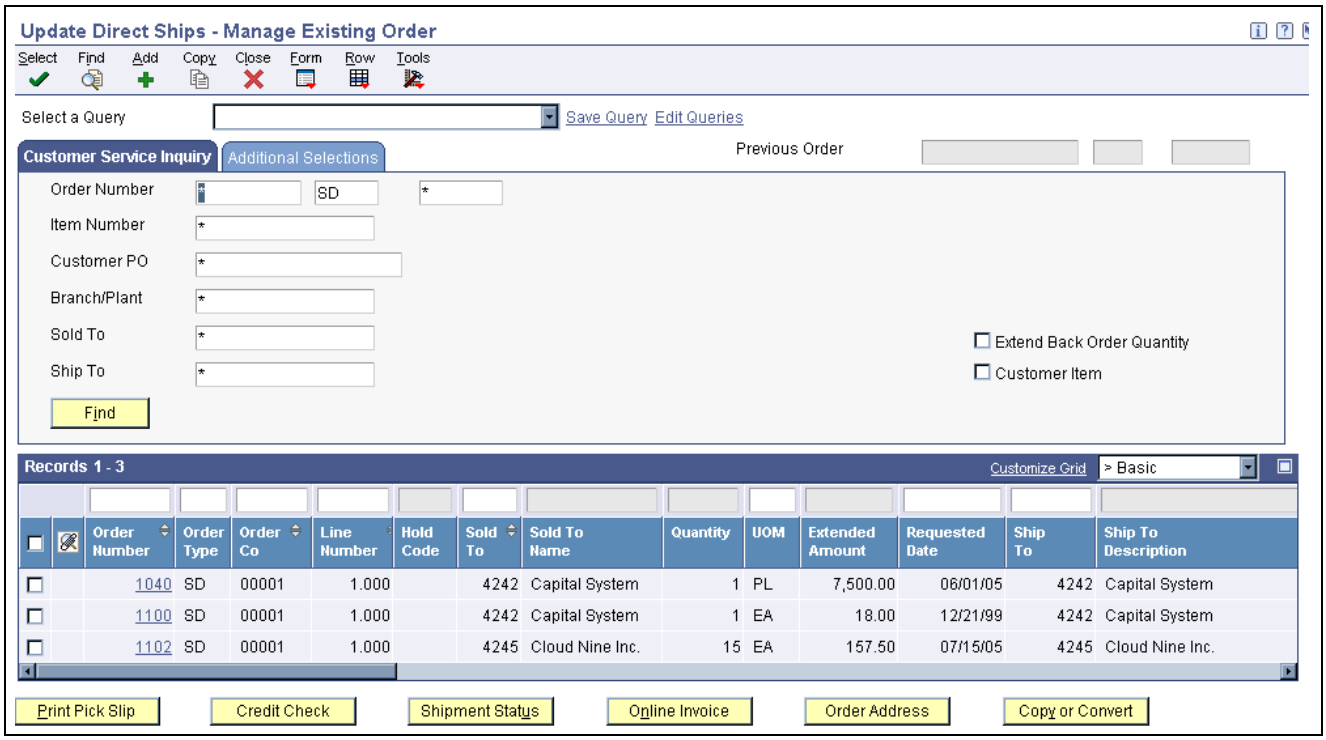
Forms Used to Enter Direct Ship Orders

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Direct Ships	Review and select orders.
Direct Ships - Sales Order Detail Revisions	W4210A	Click Add on Customer Service Inquiry.	Add and revise direct ship orders.
Create Direct Ships — Enter New Order	W42101D	Sales Order Processing (G4211), Create Direct Ships	Add direct ship orders for customer service representatives.
Update Direct Ships - Manage Existing Order	W42101C	Sales Order Processing (G4211), Update Direct Ships	Add and revise direct ship orders for customer service representatives.

Entering Direct Ship Orders

Access the Sales Order Detail Revisions form, the Create Direct Ships – Enter New Order form, or the Update Direct Ships – Manage Existing Order form.

You use the same steps to enter a direct ship order as you use to enter a regular sales order. You can select Direct Ships, Create Direct Ships or Update Direct Ships on the Sales Order Processing menu [G4211].



Manage Existing Order form

Entering Blanket Orders

This section provides an overview of blanket orders, lists prerequisites, and discusses how to enter a blanket order.

Understanding Blanket Orders

Use a blanket order when a customer agrees to purchase a quantity of an item over a specified period of time. You can enter the blanket order as one line with a requested date that reflects the last day of the agreement. Then, at agreed-upon times, you create sales orders for partial quantities of the blanket order.

You can either enter a sales order directly to deduct the partial quantity from the blanket order, or you can release the blanket order. You can view the original quantity ordered on the blanket order, the associated released orders, and the remaining quantities.

You can set the commitment control processing option in the Sales Order Entry program so that the system does not commit inventory when you create blanket orders. If you set this processing option, the system ignores the Inventory Commitment Preference field.

You can create a blanket order in the same way that you enter a sales order, except that the quantity that you enter represents the *entire* quantity to release during the blanket order period. In the same way, the requested date that you enter represents the *last* date on which the blanket order is effective. You can use the Blanket Order – Customer Service Inquiry form, the Create Blankets – Enter New Order form, or the Update Blankets – Manage Existing Order form.

Prerequisites

Before you complete the tasks in this section:

- Verify that you have set the processing option to specify how blanket orders affect inventory availability.

  You set this option on the Commitment tab in the Sales Order Entry processing options (P4210).
- Set up a code for blanket orders in UDC table 40/BT.
- Verify that you have created a blanket order for the processing criteria.
- Verify that you have enabled blanket and quote order processing.

  Specify correct values in these processing options on the Process tab in the Sales Order Entry (P4210) program:
- Blanket/Quote Order Processing.
- Default Selection for Multiple Blanket Orders.
- Default Selection for Single Blanket Orders.

See Also

Chapter 8, “Entering Sales Orders,” Understanding Sales Order Detail Information, page 00

Chapter 11, “Holding, Releasing, and Reviewing Orders,” page 00

Forms Used to Enter Blanket Orders

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Blankets	Review and select orders.
Sales Order Detail Revisions	W4210A	Click Add on Customer Service Inquiry.	Add and revise a blanket order.
Create Blankets – Enter New Order	W42101D	Sales Order Processing (G4211), Create Blankets	Add blanket orders for customer service representatives.
Update Blankets – Manage Existing Order	W42101C	Sales Order Processing (G4211), Update Blankets	Add and revise blanket orders for customer service representatives.

Entering a Blanket Order

Access the Sales Order Detail Revisions form, the Create Blankets – Enter New Order form, or the Update Blankets – Manage Existing Order form.

You use the same steps to enter a blanket order as you use to enter a regular sales order. You can select Blanket Orders, Create Blanket Orders or Update Blanket Orders on the Sales Order Processing menu [G4211].

(Rapid Start CAN, FRA, GBR, and USA) Entering Blanket Orders for Selling a Make-To-Order Item

This section discusses how to enter blanket order for selling a make-to-order item.

Entering Blanket Order for Selling a Make-To-Order Item

This table lists the tasks for entering blanket order for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter blanket order for selling a make-to-order item.	Sales Blanket Orders Create Blanket Order	P4210/RIS0004	• Document Type: SO • Line Type: W = Make-to-Order item, F = Freight Line, and T =Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, W, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, 99 • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 10, "Entering Additional Orders," Preconfigured Processing Options for Rapid Start Sales Order Entry - SB Order Type (P4210), page 00.

(Rapid Start) Entering and Printing Blanket Orders

This section discusses:

- How to enter and print blanket order for selling a direct ship item.
- Preconfigured processing options for Rapid Start Sales Order Entry - SB Order Type (P4210).
- Preconfigured processing options for Australia and New Zealand Print Blanket Order (R42565).
- How to enter blanket orders for selling from inventory.

Entering and Printing Blanket Order for Selling a Direct Ship Item

This table lists the tasks for entering and printing blanket order for selling a direct ship item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter blanket order for selling a direct ship item.	Sales Blanket Orders Create Blanket Order	P4210/RIS0004	• Document Type: SO • Line Type: D = Direct Ship Item • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line type D. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Item: Item Sample3, Sample4 can be used for this process. Item Sample5 is setup for direct ship orders. Last Status = 500 and Next Status = 515	• Determine if SO/OP or SD/OD will be used and perform additional setup as required. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.
(AUS and NZL) Print blanket order.	Sales Blanket Orders Create Blanket Order	R42565/RIS3013	Same.	Same.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Sales Order Entry - SB Order Type (P4210)

These processing options show the values that are preconfigured for version RIS0004.

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	SB
2. Line Type	blank
3. Beginning Status	500
4. Override Next Status	blank
5. Line Number Increment	1
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	1
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	SB
2. Beginning Status	500
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	blank
2. Order Margin Check	blank
3. Order Line Margin Check	blank
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	blank
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	blank
2. Commit to Quantity 1 or Quantity 2	1
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	999
2. Subsystem Processing 1	blank
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	1
6. Order Template Processing	blank
7. Blanket/Quote Order Processing	blank
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank

Processing Option Description	Value or Status
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	S
2. Complementary Items	A
3. Replacement Items	R
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	blank
2. Supply and Demand Inquiry (P4021)	RIS0004
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	blank
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank
7. Check Price and Availability (P41261)	blank
8. Purchase Order Entry (P4310)	RIS0001
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	blank
13. Online/Subsystem Commitment (R42997)	RIS0001

Processing Option Description	Value or Status
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	blank
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	500
2. To Status	999

Processing Option Description	Value or Status
3. Search on Last or Next Status	blank
4. Date Range	blank
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store && Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

Preconfigured Processing Options for Australia and New Zealand Print Blanket Order (R42565)

These processing options show the values that are preconfigured for version RIS3013.

Default

Processing Option Description	Value or Status
1. Status Code - From	515
2. Status Code - To	515
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	1
6. Prevent A/R Number Assignment	1

Processing Option Description	Value or Status
7. Assign A/R Next Number	0
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	1
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	2
15. Global Print Message	SBLNKT
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank

Processing Option Description	Value or Status
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank

Processing Option Description	Value or Status
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	blank

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

(Rapid Start CAN, FRA, GBR, and USA) Entering Blanket Order for Selling from Inventory

This table lists the tasks for entering blanket order for selling from inventory.

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter blanket order for selling from inventory.	Sales Blanket Orders Create Blanket Order	P4210/RIS0004	• Document Type: SO • Line Type: S = Stock Item, F = Freight Line, and T = Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 10, "Entering Additional Orders," Preconfigured Processing Options for Rapid Start Sales Order Entry - SB Order Type (P4210), page 00.

Entering Quote Orders

This section provides an overview of quote orders and discusses how to enter a quote order.

Understanding Quote Orders

You use quote order entry when a customer requires a formal price quote but is not ready to commit to a sales order. Quote orders can be designated to relieve or not relieve quantity through the Document Type Maintenance program (P40040). You enter quote orders to:

- Provide prices and availability on a large number of items.
- Record the quantity and price quotes for future reference.
- Hold the quote until the customer authorizes the order.
- Collect information about the price and availability of items.
- Honor an obligation for a quoted price for a period of time.

When the customer confirms the order, you convert the quote order into a sales order. You can also generate a sales proposal based on a quote order.

You enter a quote order in the same way that you enter a sales order, using the Quotes – Customer Service Inquiry form. You can also use the Create Quotes – Enter New Order form or the Update Quotes - Managing Existing Order form. You do not convert the quote order into a sales order until the customer confirms the order.

You can set up a version of the Print Invoices program (R42565) to print an invoice for a quote order. Also, you can set a processing option that prints a message on the invoice to inform the customer that the invoice is a quote.

After you enter a quote order, you can generate an automated proposal document that includes data from the quote order. You can customize proposals to include information that is specific to the customer.

See *PeopleSoft EnterpriseOne Customer Relationship Management Sales Applications 8.11 SP1 PeopleBook*, "Generating Proposals".

Prerequisites

Before you complete the tasks in this section:

- Verify that you have set the processing option to specify how quote orders affect inventory availability.

  You set this option on the Commitment tab in the Sales Order Entry processing options (P4210).
- Verify that you have set up the order type for quote orders in UDC 40/BT.

Forms Used to Enter Quote Orders

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Quotes	Review and select orders.
Sales Order Detail Revisions	W4210A	Click Add on Customer Service Inquiry.	Add and revise a quote order.
Create Quotes - Enter New Order	W42101D	Sales Order Processing (G4211), Create Quotes	Add a quote order for customer service representatives.
Update Quotes - Manage Existing Order	W42101C	Sales Order Processing (G4211), Update Quotes	Add and revise a quote order for customer service representatives.
Proposal Generation Wizard 1 of 3	W90CA24B	From Customer Service Inquiry, select a record and then select Order, Generate Proposal from the Row menu.	Generate a proposal for the quote. See *PeopleSoft EnterpriseOne Customer Relationship Management Sales Applications 8.11 SP1 PeopleBook*, "Generating Proposals".

Entering a Quote Order

Access the Sales Order Detail Revisions form, Create Quotes – Enter New Order form, or Update Quotes - Manage Existing Order form.

You use the same steps to enter a quote order as you use to enter a regular sales order. You can select Quote Orders, Create Quote Orders or Update Quote Orders on the Sales Order Processing menu [G4211].

(Rapid Start CAN, FRA, GBR, and USA) Entering Sales Quote for Selling a Make-To-Order Item

This section discusses how to enter sales quote for selling a make-to-order item.

Entering Sales Quote for Selling a Make-To-Order Item

This table lists the tasks for entering sales quote for selling a make-to-order item:.

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter sales quote for selling a make-to-order item.	Sales Quotes Create Quote Order	P4210/RIS0003	• Document Type: SO • Line Type: W = Make-to-Order item, F = Freight Line, and T =Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, W, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, 99 • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set for this process. Last Status = 500 and Next Status = 515	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 10, "Entering Additional Orders," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Order Entry - SQ Order Type (P4210), page 00.

(Rapid Start) Entering and Printing Sales Quotes

This section discusses:

- How to enter and print a sales quotes for selling a direct ship item.
- Preconfigured processing options for Canada, France, Great Britain, and United States Sales Order Entry - SQ Order Type (P4210).
- Preconfigured processing options for Canada, France, Great Britain, and United States Print Quote Order (R42565).
- Preconfigured processing options for Australia and New Zealand Print Quote Order (R42565).
- How to enter and print a sales quote for selling from inventory.

Entering and Printing a Sales Quote for Selling a Direct Ship Item

This table lists the tasks for entering and printing sales quote for selling a direct ship item:.

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter and print sales quote for selling a direct ship item.	Sales Quotes Create Quote Order Print Quote Order	P4210/RIS0003 R42565/RIS0003 (AUS and NZL) R42565/RIS3003	• Document Type: SO • Line Type: D = Direct Ship Item • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line type D. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Item: Item Sample3, Sample4 can be used for this process. Item Sample5 is setup for direct ship orders.	• Determine if SO/OP or SD/OD will be used and perform additional setup as required. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, “(CAN and USA) Rapid Start Data Reports”.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, “(FRA) Rapid Start Data Reports”.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Order Entry - SQ Order Type (P4210)

These processing options show the values that are preconfigured for version RIS0003..

Defaults

Processing Option Description	Value or Status
1. Order Type (Required)	SQ
2. Line Type	blank
3. Beginning Status	500
4. Override Next Status	blank
5. Line Number Increment	1
6. Reason Code	blank
7. Override Transaction Unit of Measure	blank
8. Default Transaction Unit of Measure	1
9. Address Book Revisions	blank
10. Update Header to Detail	1
11. Header Branch/Plant	blank
12. Default Branch/Plant	blank
13. Order Template	blank
14. Customer Self Service Structure Type	blank
15. User ID default (CSS only)	blank
16. Override Sold To and Ship To Header (CSS only)	blank
17. Override Carrier Number (CSS only)	blank
18. Sold To Contact Record Type	blank
19. Ship To Contact Record Type	blank

Duplication

Processing Option Description	Value or Status
1. Order Type	SQ
2. Beginning Status	500
3. Next Status	blank
4. Copy Associated Text	2

Order Holds

Processing Option Description	Value or Status
1. Customer Credit Check	blank
2. Order Margin Check	blank
3. Order Line Margin Check	blank
4. Order Minimum Value Check	blank
5. Order Maximum Value Check	blank
6. Partial Order Hold	blank
7. Product Allocation Hold	blank
8. Authorization Hold for Prepayment Processing	blank
9. Settlement Hold for Prepayment Processing	blank
10. Order Process Hold	blank
11. Approval Hold	blank
12. Exclusive Adjustment Hold	blank
13. Inactive Customer Hold	blank
14. Inactive Customer Search Type	blank

Display

Processing Option Description	Value or Status
1. Display or Hide Cost Fields	blank
2. Display or Hide Price Fields	blank
3. Disable Pricing Related Fields	blank

Processing Option Description	Value or Status
4. Disable or Hide Status Codes	1
5. Hide Closed Detail Lines	blank
6. Hide Credit Card Information	1
7. Hide Freight and Carrier Information	blank
8. Hide Commission Information	1
9. Hide Kit Components	blank

Commitment

Processing Option Description	Value or Status
1. Activate Availability Checking	blank
2. Commit to Quantity 1 or Quantity 2	2
3. Display Supply and Demand Inquiry Form	blank
4. Enter Allowed Lot Status Group to validate	blank

Currency

Processing Option Description	Value or Status
1. Tolerance Limit	0
As-If Currency Display	blank
2. Currency Code	blank
3. "As Of" Date	blank

Process

Processing Option Description	Value or Status
1. Status Code Limit for Changes	999
2. Subsystem Processing 1	blank
3. Display Header or Detail	blank
4. Auto Order Repricing	blank
5. Display Before Accept Prompt	1
6. Order Template Processing	blank

Processing Option Description	Value or Status
7. Blanket/Quote Order Processing	blank
8. Agreement Processing	blank
9. Customer Self-Service Functionality	blank
10. Cost or Base Price Markup	blank
11. Ship and Debit Processing	blank
12. Issue Warning for Default Free Good	blank
13. Adjust Accumulated Values in the Volume Transaction	blank
14. Prompt for Customer Segment Items	blank
15. Display Warning/Error for Ascending Date Rule Check	blank
16. Default Selection for Multiple Blanket Orders	blank
17. Default Selection for Single Blanket Orders	blank

Cross Ref

Processing Option Description	Value or Status
1. Substitute Items	S
2. Complementary Items	A
3. Replacement Items	R
4. Pricing for Substitute Items	blank
5. Promotional Items	blank

Versions

Processing Option Description	Value or Status
1. Pick Slip Print Subsystem (R42520)	blank
2. Supply and Demand Inquiry (P4021)	RIS0004
3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry	blank
4. Adv Order/Basket Reprice (R42750)	blank
5. Online Invoice Inquiry (P42230)	RIS0001
6. Preference Profile (R40400)	blank

Processing Option Description	Value or Status
7. Check Price and Availability (P41261)	blank
8. Purchase Order Entry (P4310)	RIS0001
9. Sales Ledger Inquiry (P42025)	RIS0001
10. Bill of Material Inquiry (P30200)	RIS0001
11. Work Order Entry (P48013)	RIS0002
12. Print Invoice (R42565)	blank
13. Online/Subsystem Commitment (R42997)	RIS0001
14. Configured Items (P3210)	blank
15. Sales Order Batch Transaction Editor (R4210Z)	blank
16. Credit Check (P42050)	RIS0001
17. Work with Shipments (P4915)	blank
18. Customer Master (P03013)	RIS0001
19. Ship and Debit (R45100)	blank
20. Apply Volume Level Adjustment (R45900)	blank
21. Automatic Document Generation (P00391)	blank
22. Customer Segment Items (P42440)	blank
23. Product Variants (P41902)	blank
24. Order Processing (R31410)	blank
25. Product Catalog (P90CA106)	blank

Preference

Processing Option Description	Value or Status
1. Preference Profile Processing	blank
2. Inventory Commitment Preference	blank
3. Override Schedule For Advanced Preferences	blank

Transfers

Processing Option Description	Value or Status
1. Activate Transfer Order Entry	blank
2. Sales and Purchase Order Taxable	blank
3. Mandatory Landed Cost	blank

Order Inquiry

Processing Option Description	Value or Status
1. From Status	500
2. To Status	999
3. Search on Last or Next Status	blank
4. Date Range	blank
5. Display Text Lines	1
6. Display Backordered/Canceled lines	3
7. Customer Cross Reference Type	C

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

Store && Fwd

Processing Option Description	Value or Status
1. Mode	blank

Workflow

Processing Option Description	Value or Status
1. E-mail Work Order Planner	blank
2. Sales Order Entry Workflow	blank

Multiples

Processing Option Description	Value or Status
1. Multiple Schedule	blank
2. Schedule Line (Future)	blank

Interbranch

Processing Option Description	Value or Status
1. Intercompany Invoice	blank
2. Interbranch Order Types	blank

Interop

Processing Option Description	Value or Status
1. Transaction Type	blank
2. Before/After Image Processing	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction version	blank
5. Settle Prepayment Transaction version	blank
Enter a Next Status Override Code for:	blank
6. Authorized lines	blank
7. Settled lines	blank

Audit Log

Processing Option Description	Value or Status
1. Use Audit Log for Sales Order Changes	blank

Processing Option Description	Value or Status
2. Reason Code required for Sales Order Changes	blank
3. Approval process required for Sales Order changes	blank

Volume UpSell

Processing Option Description	Value or Status
1. Alert for Volume Based Up-Sell within Tolerance	0

Profit Margin

Processing Option Description	Value or Status
1. Enable Gross Profit Margin Pricing	blank
2. Adjustment Reason Code for Overrides	blank
3. Resolve and Test Target Gross Profit Percentage	blank

Promotion ID

Processing Option Description	Value or Status
1. Default Promotion ID	blank

Order Promising

Processing Option Description	Value or Status
1. Order Promising	blank

Matrix

Processing Option Description	Value or Status
1. Inventory Parent	blank

See Also

Chapter 8, “Entering Sales Orders,” Setting Processing Options for Sales Order Entry (P4210), page 00

Preconfigured Processing Options for Canada, France, Great Britain, and United States Print Quote Order (R42565)

These processing options show the values that are preconfigured for version RIS0003..

Default

Processing Option Description	Value or Status
1. Status Code - From	515
2. Status Code - To	515
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	1
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	0
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	1
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	3
15. Global Print Message	SQUOTE

Processing Option Description	Value or Status
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank

Processing Option Description	Value or Status
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

Preconfigured Processing Options for Australia and New Zealand Print Quote Order (R42565)

These processing options show the values that are preconfigured for version RIS3003..

Default

Processing Option Description	Value or Status
1. Status Code - From	515
2. Status Code - To	515
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	1
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	blank
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	1
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank

Processing Option Description	Value or Status
14. Print Tax Summary	2
15. Global Print Message	SQUOTE
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank

Processing Option Description	Value or Status
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	blank

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

Entering and Printing a Sales Quote for Selling from Inventory

This table lists the tasks for entering and printing sales quote for selling from inventory:.

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Enter and print sales quote for selling from inventory.	Sales Quotes, Create Quote Order Sales Quotes, Print Quote Order	P4210/RIS0003 R42565/RIS0003	• Document Type: SO • Line Type: S = Stock Item, F = Freight Line, and T = Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 10, "Entering Additional Orders," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Order Entry - SQ Order Type (P4210), page 00.

See Chapter 10, "Entering Additional Orders," Preconfigured Processing Options for Canada, France, Great Britain, and United States Print Quote Order (R42565), page 00.

Entering Customer Segment Based Selling

This section provides an overview of customer segment based selling and discusses how to:

- Assign a buying segment code to a customer.
- Set processing options for customer segment items.
- Add customer segment items to a sales order.
- Set processing options for update buying segment code.
- Set processing options for build customer segment item.

Understanding Customer Segment Based Selling

Customer segment based selling is a technique that enables you to group customers into buying segments based on the customers' buying habits. Buying segments are user defined codes (42B/BS) that represent groups of similar products, and you assign buying segment codes to your customers. By grouping customers who buy similar products into buying segments, you can potentially increase sales by suggesting items during sales order entry that other customers in the same segment have purchased.

To ensure that you can review the latest information for buying segments, you can run the Update Buying Segment Codes program (R42442), which updates the buying segment code for existing sales orders.

To ensure that you can review the latest purchases that customers in a buying segment have made, you can run the Build Customer Segment Items program (R42441). This program ensures that the Customer Segment Items table (F42440) contains updated sales data for buying segments, such as item number and quantity.

How to Assign a Buying Segment Code to a Customer

To assign a buying segment to a customer or change the code that you already have assigned , use the Customer Master program (P03013). This program enables you to define invoice information, credit information, billing information, tax information, and more for a customer.

After you assign a buying segment to a customer, the system stores the information in the Customer Master by Line of Business table (F03012). When you enter an order for the customer to which you assigned a buying segment code, the system stores the information in the following tables:

- Customer Master by Line of Business table (F03012).
- Sales Order Header File table (F4201).
- Sales Order Header History File table (F42019).
- S.O. Detail Ledger File table (F42199).
- Sales Order Detail File table (F4211).
- Sales Order History File table (F42119).

The system displays the buying segment code on the following forms in the Sales Order Entry program (P4210):

- SOE – Additional Info 1 tab (additional information 1 tab).
- Sales Order Header – Additional Header Information.

How to Add Customer Segment Items to a Sales Order

The customer segment Items program (P42440) enables you to review a list of items that customers who belong to the same buying segment have purchased. While you are entering a sales order for a customer, you also can specify a quantity.

There are two ways for you to access the Customer Segment Items program:

- Provided that you have set the appropriate processing options in the Sales Order Entry program (P4210), the system automatically displays the Customer Segment Items form as you finish adding the sales order.
- Provided that you have set the appropriate processing options in the Sales Order Entry program, you can select the options for customer segment items while adding the sales order.

How to Update Buying Segment Codes

To ensure that you can review the latest information for buying segments, you can run the Update Buying Segment Codes program (R42442), which updates the buying segment code for existing sales orders. Typically, you run this program when you are assigning buying segment codes to your customers or after you have recognized customers' buying structures.

You can run the Update Buying Segment Codes program in proof or final mode. When you run this program in proof mode, the system prints a report that contains updated buying segment information by sales order, but does not update any tables. When you run this program in final mode, the system prints the report and updates the following tables:

- Sales Order Header File table (F4201).

  The system updates the matching Sold To customer's buying segment code in each record that is contained in this table.

- Sales Order Detail File table (F4211).

  The system updates the matching Ship To customer's buying segment code in each record that is contained in this table.

- Sales Order History File table (F42119).

  The system updates the matching Ship To customer's buying segment code in each record that is contained in this table.

Building Customer Segment Items

To ensure that you can review the latest purchases that customers in a buying segment have made, you can run the Build Customer Segment Items program (R42441). When you run this program, the system builds a list of items for each buying segment code by compiling the following types of information:

- Item number
- Quantity
- Base price
- Margin percentage
- Shipping unit of measure
- Buying segment code

The system limits the number of items that appear to a maximum of 99 and stores the information in the Customer Segment Items table (F42440).

Prerequisites

Activate the appropriate processing option of the Versions tabs in the Sales Order Entry program (P4210) for customer segment based selling. Note that there is an optional processing option for customer segment based selling on the Process tab in the Sales Order Entry program.

Define the buying segment codes (42B/BS).

Forms Used to Enter Customer Segment Based Selling

Form Name	FormID	Navigation	Usage
Billing Information	W03013E	Sales Order Management Setup (G4241), Customer Billing Instructions On Work With Customer Master, search for the customer that you want to assign a buying segment code and click Select.On Customer Master Revisions, select Billing Information from the Form menu.	Assign a buying segment code to a customer.
Customer Segment Items	W42440A	Sales Order Processing (G4211), Sales Order Details On Customer Service Inquiry, find your order number and select Order, SO Detail Revision from the Row menu. On Sales Order Detail Revisions, select Customer Segment Items from the Form menu.	Select segmented items to add to the sales order.

Assigning a Buying Segment Code to a Customer

Access the Billing Information form.

Buying Segment Code Specify a UDC (42B/BS) that allows you to group customers based on their buying habits.

Setting Processing Options for Customer Segment Items

To access these processing options, use the Interactive Versions program (P983051). Enter P42440 in the Interactive Versions field and click Find. Select the program version and then select Processing Options from the Row menu.

Defaults

1. Sort Field Specify a code that you use to sort a customer segment-based selling list. Values are:

Blank or *1:* Sort by price.

2: Sort by quantity.

3: Sort by margin.

2. Maximum Segment Items Specify the maximum number of different items that can be stored in a customer-buying segment code. The default value is 99.

Adding Customer Segment Items to a Sales Order

Access the Customer Segment Items form.

Quantity Ordered Specify the quantity for each item you want attached to the sales order.

Manual Entry Specify whether the system adds the item to the Customer Segment Items table.

Running the Update Buying Segment Code Program

From Sales Order Advanced & Technical Ops (G4231), select Update Buying Segment Code.

Setting Processing Options for Update Buying Segment Code (R42442)

Use these processing options to indicate the processing mode and whether to print the report.

Defaults

1. Proof or Final Mode Specify whether you are running the report in proof or final mode.

2. Print Report in Final Mode Specify whether the system prints the Update Buying Segment Codes report (R42442), which lists all selected records that are contained in the F4201, F4211, and F42119 tables. Values are:

Blank: Print the report.

1: Do not print the report.

Running the Build Customer Segment Items Program

From Sales Order Advanced & Technical Ops (G4231), select Build Customer Segment Items.

Setting Processing Options for Build Customer Segment Items (R42441)

Use these processing options to set default values.

Defaults

Beginning Date Fence Specify the number of days prior to today's data that the system includes in the calculations. The calculation is based on the actual shipped date on the sales order line. All days after today's date are automatically included in the calculation.

Minimum Average Quantity Specify a value that indicates the average minimum quantity that any item should have in order to be placed in the customer segment-based selling list. The system calculates the average minimum quantity by using the sum of the quantities for each item on all of the sales order detail lines. The system divides this amount by the number of occurrences of that item in the F4211 table.

Minimum Weighted Average List Price Specify a value that indicates the minimum-weighted average list price of any item that is placed in the customer segment-based selling list. The system calculates the minimum-weighted average list price by using the sum of the list price times the quantity for each item an all of the sales order detail lines. The system divides this amount by the sum of that item's quantities on corresponding sales order detail lines.

Enter the currency code to use in price comparison Specify a code that the system uses when it builds the Customer Segment Items table (F42440). When it builds the table, the system uses this code in conjunction with the average minimum base price. You must complete this field when a minimum base price value exists.

Minimum Percent Margin Specify a value that represents the minimum percent margin of any item that is placed on the customer segment-based selling list. The system calculates the minimum percent margin by calculating the difference between the weighted average list price and the weighted average base cost for each item on all of the sales order detail lines. This result is divided by the weighted average list price of that item on the corresponding sales order detail line.

Maximum Segment Items Specify the maximum number of different items that can be stored in a customer-buying segment code. Enter a number from 1 to 99. If you leave this field blank, the system uses 99 as the default value.

Sort Field Specify a code used to sort the customer segment-based selling list. Value are:

Blank or *1:* Price

2: Quantity

3: Margin

Entering Interbranch and Intercompany Orders

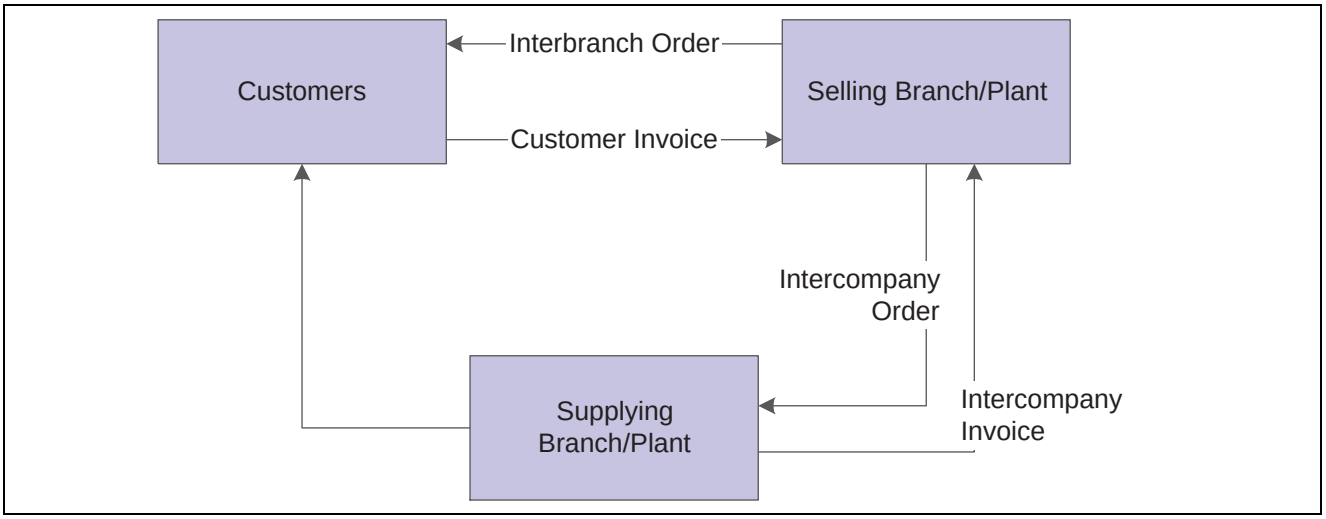
This section provides overviews of interbranch and intercompany orders, default information for interbranch orders, and interbranch order entry, and discusses how to enter interbranch orders.

Understanding Interbranch and Intercompany Orders

You use interbranch orders to fill orders for customers from a branch/plant other than the selling branch/plant. Interbranch orders are helpful if the company sells from one location but fills and ships orders from another location, such as a central supply warehouse.

An intercompany order is an order that tracks the transactions between the supplying and selling branch/plant. While the interbranch order is the sales order to the customer, the intercompany order is the purchase order to the supplying branch/plant. The difference between a direct ship order and an intercompany order is that the supplier is the supplying warehouse, the sold to address is the selling branch/plant, and the ship to address is the customer number. Additionally, the intercompany order is not created until shipment confirmation.

This diagram illustrates the difference between an interbranch order and an intercompany order:



Interbranch versus intercompany orders

The system processes interbranch orders based on the document type and line type combination that you set up for interbranch orders. For intercompany orders that are created during shipment confirmation, the system enters the last status as *914* (Added in Shipment Confirmation). You can edit order activity rules to continue order processing for interbranch and intercompany orders.

You can set up a line type for interbranch orders as a non-inventory item by selecting Edit Item Master for Non-Stock. With these line type features, you can verify the item number in the F4102 table and the cost and price information in the F4105 and F4106 tables, and write transactions to a GL offset account for a line type that is unique to intercompany orders. As with a direct ship order, the system does not create commitments or perform availability checks at the selling branch/plant.

Understanding Default Information in Interbranch Orders

For interbranch and intercompany orders, the system retrieves price information based on the price method that you specify in the processing options in the Sales Order Entry program. Whether you select the base price or the cost plus markup, the system retrieves the price as follows:

- For the interbranch order, the system retrieves price information from the F4106 table for the supplying branch/plant based on the base price preference hierarchy.

  The base price preference hierarchy can be defined to search for prices based on the ship to or the sold to address book number.
- The system retrieves cost information from the F4105 table based on the detail branch/plant (supplier).
- When you create an intercompany order during shipment confirmation, the unit cost of the interbranch order is the unit price of the intercompany order.

You can override the currency information for the customer, which is helpful if you process international orders in different currencies. For multicurrency, this processing occurs:

- For the intercompany invoice, the system retrieves exchange rate information from the currency code that is set up in the Customer Master by Line of Business table (F03012) for the Selling Branch as customer and for the supplying branch/plant to the selling branch/plant sales order.
- For the interbranch (customer) invoice, the system retrieves exchange rate information from the currency code that is set up in the Customer Master for the Sold To customer for the selling branch/plant to the customer.

You can override order information, including price and cost, during order entry or you can set up preferences to override other default information.

Understanding Interbranch Order Entry

To enter intercompany orders, verify that you have set the processing options in Sales Order Entry to use the appropriate pricing method and intercompany order types, and verify that you have specified whether the system creates intercompany invoices in addition to customer invoices.

Processing option combinations can indicate one of these options:

- Use the cost markup price, but do not generate an intercompany invoice.
- Use the cost markup price and generate an intercompany invoice.
- Use the interbranch price, but do not generate an intercompany invoice.
- Use the interbranch price, and generate an intercompany invoice.

You can set up base prices in the F4106 table for interbranch orders based on ship to or sold to information at the supplying branch/plant. The cost markup is a specific price that you set up in the Branch Relationships Master File table (F3403) between the selling and supplying branch/plant. This markup is applied to the inventory cost.

Note. If you generate an intercompany invoice, you must specify the same intercompany document types in Sales Order Entry, Print Invoices, and Sales Update (R42800).

Creating Intercompany Orders During Shipment Confirmation

An intercompany order is an order that tracks the transactions between the supplying and selling branch/plant. While the interbranch order is the sales order to the customer, the intercompany order is the purchase order to the supplying branch/plant. The difference between a direct ship order and an intercompany order is that the supplier is the supplying warehouse, the sold to address is the selling branch/plant, and the ship to address is the customer number. Additionally, the intercompany order is not created until shipment confirmation.

When you confirm an interbranch sales order, the system verifies the processing options in Ship Confirm Batch Application (R42500) to determine whether the system creates an intercompany order and the version. The amount in the cost field of the interbranch order is passed in as the price of the intercompany order. The system creates an intercompany order from the version of Create Intercompany Sales Orders (R4210IC).

After the intercompany order is created, any changes to the interbranch or intercompany order in Sales Order Entry triggers a warning message that indicates that you must make changes to the corresponding order to maintain integrity.

See Chapter 13, "Processing Sales Orders," Confirming Shipments, page 00.

Prerequisites

Before you complete the tasks in this section:

- Verify that you have set markup costs in the F3403 table, if necessary.

  See Chapter 3, "Setting Up Order Processing Information," Setting Up Branch Sales Markups, page 00.
- Verify that you have set the processing options in Sales Order Entry to use the appropriate pricing method and intercompany order types, and to specify whether to create intercompany invoices.
- To relieve on-hand inventory during shipment confirmation, verify that an order type is set up for interbranch sales orders in UDC 40/IU.
- Verify that you have created order types, line types, and order activity rules for the corresponding purchase order of the intercompany order.

  The intercompany purchase order must be created using a line type to create the appropriate accounting entries during Voucher Match (P4314).

Forms Used to Enter Interbranch Orders

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Sales Order Detail	Review and select orders.
Sales Order Detail Revisions	W4210A	Click Add on Customer Service Inquiry.	Add and revise an interbranch order.

Entering Interbranch Orders

Access the Sales Order Detail Revisions form.

After you have completed the prerequisites, enter an interbranch order using the same steps as you would to enter a basic sales order.

See Chapter 8, "Entering Sales Orders," page 00.

CHAPTER 11

Holding, Releasing, and Reviewing Orders

This chapter provides an overview of order holds and releases, lists a prerequisite, and discusses how to:

- Hold orders.
- Release held orders.
- (Rapid Start) Release order hold for selling a direct ship item.
- (Rapid Start CAN, FRA, GBR, and USA) Release order hold for selling a make-to-order item.
- (Rapid Start CAN, FRA, GBR, and USA) Release order hold for selling from inventory.
- Release held backorders.
- (Rapid Start CAN, FRA, GBR, and USA) Release backorders online for selling from inventory.
- Release blanket orders.
- Release quote orders.
- (Rapid Start) Release sales quote for selling a direct ship item.
- (Rapid Start CAN, FRA, GBR, and USA) Release sales quote for selling a make-to-order item.
- (Rapid Start CAN, FRA, GBR, and USA) Release sales quote for selling from inventory.
- Review item information.
- Review customer and sales information.
- Review commission information.

Understanding Order Holds and Releases

In some circumstances, it is necessary to hold a customer's order. For example, you might place a customer's order on hold for credit reasons. Once the credit issue has been resolved, you use order releases to return the order to the processing cycle or to initiate the sales order process. Or, if you have held a blanket or quote order, you can create sales orders by releasing the blanket order or the quote order.

When the system places an order on hold, the order is taken out of the processing cycle. When you release an order, you return it to the order processing cycle.

Prerequisite

Set up order hold information, including user passwords.

See Chapter 3, "Setting Up Order Processing Information," Setting Up Order Hold Information, page 00.

Holding Orders

This section provides an overview of holding orders, and discusses how to set processing options for the Batch Credit Hold program (R42542).

Understanding Holding Orders

During order entry, the system can evaluate orders in a variety of ways, including order hold information. When you enable order hold processing, the system evaluates order information to determine whether to place an order on hold. If the system determines the order should be on hold, it issues an order hold warning to the user prior to processing the order.

The system can perform credit checking when you enter an order and can place an order on credit hold. Occasionally you might need to verify a customer's credit limits against existing sales orders and place the orders on credit hold. You can use the Batch Credit Hold program (R42542) to hold existing sales orders that are beyond credit limits. You must set the Highest Next Status processing option for the system to review sales orders with multiple lines at different statuses. If all sales order detail lines are at a status lower than or equal to the value that you enter in this processing option, the entire sales order is put on credit hold.

For example, a sales order includes line one with a Next Status of *590* and line two with a Next Status of *540*. You entered *560* in the Highest Next Status processing option. Therefore, the order is not put on hold because the status of line one is higher than the value in the processing option.

Setting Processing Options for Batch Credit Hold (R42542)

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 PeopleSoft 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.

You access the processing options using batch versions.

Default

1. Status Code - From Enter a code (UDC 40/AT) to specify the beginning status code range that the system uses to select orders for batch credit hold. You must use a status that has been set up in UDC table (40/AT) of the order activity rules. The combination of Status Code - From and Status Code - To must be a valid combination of last status and next status in the Order Activity Rule table for the order type and the line type that you are processing.

2. Status Code - To Enter a code (UDC 40/AT) to specify the status code range that the system uses to select orders for batch credit hold. You must use a status that has been set up in UDC table (40/AT) of the order activity rules. The combination of

Status Code - From and Status Code - To must be a valid last status and next status combination in the Order Activity Rule table for the order type and the line type that you are processing.

3. Based On Status

Use this processing option to specify whether the Last Status field or Next Status field is used to determine which orders are processed. Values are:

1: Select orders whose Last Status value falls within the Status Code From and Status Code To processing option values.

2: Select orders using the Next Status value.

4. Override Next Status

Enter a code (UDC 40/AT) to indicate the next step in the order process. The UDC that you specify (40/AT) must have been set up in the order activity rules based on the order type and the line type that you are using. The override status is another allowed step in the batch credit hold process and is optional. The combination of the beginning status and the override next status must be a valid last status and next status combination in the Order Activity Rules table.

5. Prevent Next Status Update

Specify whether to prevent the system from the updating the next status from the order activity rules. The code that you specify (UDC 40/AT) must have been set up in the order activity rules based on the order type and the line type that you are using. Values are:

Blank: Update the next status from the existing order activity rules.

1: Prevent the system from updating the next status.

6. Highest Next Status

Enter a code (UDC 40/AT) to indicate the highest next status that sales order detail lines can have for the system to apply a credit hold to the sales order. Next statuses above this value will not be evaluated for credit holds.

7. Hold Orders Code

Enter a code (UDC 42/HC) that the system uses to automatically compare the credit limit that you set up for the customer in Customer Master Information against the order and any outstanding balances in accounts receivable. You define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code. You must specify the hold code in this processing option to activate order hold processing.

Releasing Held Orders

This section provides an overview of order releases, lists prerequisites, and discusses how to:

- Set processing options for Release Holds (P43070).
- Release orders on hold.
- Release credit holds in a batch.
- Set processing options for Batch Release Credit Holds (R42550).

Understanding Order Releases

You might have orders on hold for several reasons. For example, you might hold orders that do not meet margin requirements, or that exceed a customer's credit limit. When an order is on hold, it must be released back into the processing cycle for any additional processing to take place. This is accomplished using the Release Backorders Online (P42117) or Release Backorders (R42118) batch programs.

The system can withhold an order or order line from the processing cycle if you do not have the quantity to fill the order or order line. This type of hold is a backorder. When an order or order line is placed on backorder, you must release backorders into the processing cycle when inventory becomes available.

If you have activated the JDESOENTRY workflow process, the system processes the order through order hold checking. After you click OK to accept the order, the system checks the processing options for hold codes and compares the order against the order hold information.

If the system puts the order on hold, an email message is sent to the address book number defined in the hold code as the person responsible. This message indicates that the order is on hold. The person responsible for releasing the orders can use the work center to review messages sent during the workflow process and to access the orders to release. When the order is released, an email message is sent to the salesperson, defined in the commission fields, as well as the sold to number, indicating that the order is being processed.

You release an order to return it to the processing cycle. For example, if you enter an order for a customer who has exceeded their credit limit, the system places the order on hold. When the customer makes a payment, their credit status changes and their orders can be filled. However, the system does not process this customer's orders until you release them. You must have appropriate security access to release an order.

You can place a variety of holds on an order, including:

- Customer holds, such as credit holds.
- Item holds, such as detail lines that do not meet the margin requirements.
- Order holds, such as orders that do not meet minimum amounts or that exceed maximum limits.

You can release items and orders for customers as many times as necessary. You can print the Print Held Sales Order report (R42640) to review all sales orders that are on hold.

To speed up the order release process, you can select and release orders based on the parent address book number.

Additionally, you can use Batch Release Credit Holds (R42550) to release sales orders on credit hold. The program releases sales orders based on the pick date and customer credit limit. When the customer submits a payment to satisfy outstanding invoices, and has a credit balance to apply towards the existing sales order, the program reviews sales order detail lines by pick date. The program releases sales orders from hold using the earliest pick date on the order detail line.

See Chapter 3, "Setting Up Order Processing Information," Setting Up Branch Sales Markups, page 00.

Prerequisites

Verify that you have set up status codes and order activity rules for additional types of orders.

Verify that you have set up the line types related to credit orders and direct ship orders.

See Chapter 2, "Configuring the Sales Order Management System," Setting Up Order Line Types, page 00.

Forms Used to Release Held Orders

Form Name	FormID	Navigation	Usage
Work With Held Orders	W43070A	Additional Order Processes (G4212), Release Holds	Review and select orders on hold.
Password Confirmation	W43070B	Select an order and select Release from the Row menu on Work With Held Orders.	Enter a password to release the held order.

Setting Processing Options for Release Holds (P43070)

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 PeopleSoft 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 PeopleSoft EnterpriseOne implementation, you can change processing options each time you run a program.

1. Order Type Enter the UDC value for the order type that you want to release.

2. Release Code Enter the UDC value for the release code.

Display

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

1. Display Sales Orders or Purchase Orders Specify whether the system displays sales orders or purchase orders. Values are:

Blank: Display purchase orders.

1: Display sales orders.

2. Display Previously Released Orders Enter *Y* to display previously released orders.

Versions

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

1. Sales Order Entry (P4210) Enter the version for the Sales Order Entry program. If you leave this processing option blank, the system uses ZJDE0001.

2. Purchase Order Entry (P4310) Enter the version for the Purchase Order Entry program. If you leave this processing option blank, the system uses ZJDE0001.

3. Print Pick Slip (R42520) Enter the version for the Print Pick Slip program. If you leave this processing option blank, the system uses ZJDE0001.

4. Ship and Debit (R45100) Enter the version for the Ship and Debit program. If you leave this processing option blank, the system uses ZJDE0001.

5. Manufacturing Work Order (P48013) Enter the version for the Manufacturing Work Order program. If you leave this processing option blank, the system uses ZJDE0001. This processing option is applicable to release of sales orders only.

Process

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

1. Automatic Printing of Pick Slip Specify whether the system automatically prints pick slips. Values are:

Blank: Do not print pick slips.

1: Automatically print pick slips.

2. Release Status Code of Work Order Enter the UDC value for the status of the work order.

3. Ship and Debit Processing Specify the ship and debit processing mode. Values are:

Blank: Do not use R45100.

1: Use the subsystem mode.

2: Use the batch mode.

4. Parent or Ship To Credit Hold Release Processing (Sales Only) Specify whether the system allows sales orders on credit hold to be released. Values are:

Blank: Do not allow a parent or ship to credit hold release.

1: Allow parent or ship to credit hold release.

Note. This processing option is available for sales order credit held orders only.

Warehouse

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

1. Request Processing Mode Specify the pick request processing mode. Values are:

Blank: Do not indicate a pick request.

1: Generate requests only.

2: Generate requests and process using the subsystem.

2. Processing Pick Requests If you are processing pick requests using the subsystem, enter the version of the P46171 program that you want to use.

3. Override Next Status Enter the next status to override sales order lines for which requests have been generated.

Prepayment

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

1. Release Authorization Hold and Advance Prepayment Status Enter the UDC value for the hold code.

2. Release Settlement Hold and Advance Prepayment Status Enter the UDC value for the hold code.

Releasing Orders on Hold

Access the Work With Held Orders form.

Person Responsible Enter the address book number of the person who is responsible for reviewing and releasing orders placed on hold.

Supplier/Customer Enter a second, 30-character description, remark, or explanation.

Parent Number Enter the address book number of the parent company. The system uses this number to associate a particular address with a parent company or location. Any value that you enter in this field updates the Address Organizational Structure Master table (F0150) for the blank structure type. This address number must exist in the Address Book Master table (F0101) for validation purposes. Examples of address book records that have a parent number include subsidiaries with parent companies, branches with a home office, or job sites with a general contractor.

Ship To Enter the address number of the location to which you want to ship this order. The address book provides default values for customer address, including street, city, state, zip code, and country.

Releasing Credit Holds in a Batch

You can release orders on credit hold using Batch Release Credit Holds (R42550). The Batch Release Credit Holds program releases sales orders held in the Held Orders table (F4209) and removes the order hold code on the order in the Sales Order Header File table (F4201) based on customer credit limit and amount due.

Enter *BV* in the Fast Path. Enter R42550 in the Batch Application field on Work with Batch Versions – Available Versions.

Setting Processing Options for Batch Release Credit Holds (R42550)

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 PeopleSoft 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 PeopleSoft EnterpriseOne implementation, you can change processing options each time you run a program.

Status Code - From Specify the beginning status code range that the system uses to select orders. You must use a status that has been set up in UDC table (40/AT) of the order activity rules. The combination of Status Code - From and Status Code - To must be a valid combination of last status and next status in the Order Activity Rule table for the order type and the line type that you are processing.

Status Code - To Specify the status code range that the system uses to select orders. You must use a status that has been set up in UDCs table (40/AT) of the order activity rules. The combination of Status Code - From and Status Code - To must be a valid last status and next status combination in the Order Activity Rule table for the order type and the line type that you are processing.

Based On Status Specify whether the system selects the Sales Order Detail table according to the last status or next status. Values are:

1: Select according to last status.

2:: Select according to next status.

Release Code Enter a UDC (40/RC). to indicate the identifier of the party responsible for releasing held orders. When the held order is released, the program updates this value to the F4209 table.

Credit Hold Code Enter a UDC (42/HC) that identifies why an order was placed on hold (for example, credit, budget, or margin standards were exceeded).

Proof or Final mode (Future Use) Specify whether the system runs in proof or final mode. Values are:

Blank: Run in proof mode.

1: Run in final mode.

Print

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

Print Amounts Specify whether the system prints financial amounts on the report. Values are:

Blank: Print financial amounts on the report.

1: Do not print the financial amounts on the report.

(Rapid Start) Releasing Order Hold for Selling a Direct Ship Item

This section discusses:

- How to release order hold for selling a direct ship item.
- Preconfigured processing options for Rapid Start Held Order Release - Sales (P43070).

Releasing Order Hold for Selling a Direct Ship Item

This table lists the tasks for releasing order hold for selling a direct ship item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Release order hold for selling a direct ship item.	Sales Order Processing, Release Order Holds	P43070/RIS0002	• Document Type: SO • Line Type: D = Direct Ship Item • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line type D. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Item: Item Sample3, Sample4 can be used for this process. Item Sample5 is setup for direct ship orders.	• Determine if SO/OP or SD/OD will be used and perform additional setup as required. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Held Order Release - Sales (P43070)

These processing options show the values that are preconfigured for version RIS0002.

Defaults

Processing Option Description	Value or Status
1. Order Type	SO
2. Release Code	CD

Display

Processing Option Description	Value or Status
1. Enter a ’1’ to display SO’s, else display PO’s	1
2. Enter ’Y’ to display previously released orders	blank

Versions

Processing Option Description	Value or Status
Enter the version for each program. If left blank, ZJDE0001 will be used.	blank
1. Sales Order Entry (P4210)	RIS0001
2. Purchase Order Entry (P4310)	RIS0001
3. Print Pick Slip (R42520)	blank
4. Ship and Debit (R45100)	blank
5. Manufacturing Work Order (P48013) (Applicable to Release of Sales Orders only)	blank

Process

Processing Option Description	Value or Status
Enter ’1’ for	blank
1. Automatic printing of Pick Slip.	blank
2. Enter the release status code of the work order	blank
3. Ship and Debit Processing	blank
4. Parent or Ship To Credit Hold Release Processing (Sales Only)	blank

Warehouse

Processing Option Description	Value or Status
1. Enter the request processing mode	blank
,	blank
2. If processing pick requests using the subsystem, enter the version.	blank
3. Override next status for sales order lines for which requests have been generated.	blank

Prepayment

Processing Option Description	Value or Status
1. Release Authorization Hold and Advance Prepayment Status.	blank
2. Release Settlement Hold and Advance Prepayment Status.	blank

See Also

Chapter 11, "Holding, Releasing, and Reviewing Orders," Setting Processing Options for Release Holds (P43070), page 00

(Rapid Start CAN, FRA, GBR, and USA) Releasing Order Hold for Selling a Make-To-Order Item

This section discusses how to release order hold for selling a make-to-order item.

Releasing Order Hold for Selling a Make-To-Order Item

This table lists the tasks for releasing order hold for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configured Onsite
Release order hold for selling a make-to-order item.	Sales Order Processing, Release Order Holds	P43070/RIS0002	• Document Type: SO • Line Type: W = Make-to-Order item, F = Freight Line, and T =Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, W, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, 99 • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 11, "Holding, Releasing, and Reviewing Orders," Preconfigured Processing Options for Rapid Start Held Order Release - Sales (P43070), page 00.

(Rapid Start CAN, FRA, GBR, and USA) Releasing Order Hold for Selling from Inventory

This section discusses how to release order hold for selling from inventory.

Releasing Order Hold for Selling from Inventory

This table lists the tasks for releasing order hold for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Release order hold for selling from inventory.	Sales Order Processing, Release Order Holds	P43070/RIS0002	• Document Type: SO • Line Type: S = Stock Item, F = Freight Line, and T = Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 11, "Holding, Releasing, and Reviewing Orders," Preconfigured Processing Options for Rapid Start Held Order Release - Sales (P43070), page 00.

Releasing Backorders

This section provides an overview of releasing backorders and discusses how to:

- Set processing options for Release Backorders – Online (P42117).
- Release backorders online.
- Release backorders in a batch.
- Set processing options for Backorder Release and Report (R42118).

Understanding Backorder Releases

The system can withhold an order or order line from the processing cycle if you do not have the quantity to fill the order or order line. This type of hold is a backorder. You release backorders when inventory becomes available. When releasing backorders, you can enter a quantity that is greater than the backordered amount.

The system updates these tables with these amounts:

- F4201 - Order total.
- F4211 - Order quantity.
- F03012 - Customer open order amount.
- F41021 - Item balance.

If the payment instrument type for the sales order is cash, the system does not update the Customer Master table.

You can locate backorder information for a specific customer, item, or order before you release a backorder.

Note. If you configure the grid sequence in either of the backorder release forms and you set the display processing options to show only those backorders that can be completely filled, you should set up the other grid sequence in the same manner to be consistent.

Releasing Backorders in a Batch

You can release multiple backorders at one time using the Backorder Release and Report program (R42118). When inventory becomes available, the system releases backorders until the available inventory is completely committed.

The system automatically establishes the order in which backorders are filled. By default, the system fills the quantity for the order with the earliest date first. To fill an order based on the priority code that you set up in customer billing instructions, you can create an alternative version of the Backorder Release and Report program and edit the data sequence values. This version fills orders by priority codes first, and then fills orders by request date.

If you use the Demand Scheduling system, the report displays the Promised Delivery Time (RSDT) information on the report in a column labeled Date/Time.

Forms Used to Release Backorders Online

Form Name	FormID	Navigation	Usage
Work With Backorders	W42117M	Additional Order Processes (G4212), Release Backorders - Online	Review and select backorders on hold.
Release Backorders - Online - Release Backorders	W42117I	Locate the backorders to release and select Release Shown Rows from the Form menu on Work With Backorders.	Release all orders displayed. Release a single backorder.

Setting Processing Options for Release Backorders – Online (P42117)

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 PeopleSoft 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 system implementation, you can change processing options each time you run a program.

1. Next Status for Released Orders

Specify the line status to be used as the next status on released orders. You must use a status that has been set up in UDC table (40/AT) of the order activity rules based on the order type and the line type combination.

Note. If you do not enter a status or enter an invalid status, the system does not update the order status.

Display

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

1. Total Fill Only Specify whether the system shows all lines or only lines that can be totally filled. This option only works when you search by item number. Values are:

Blank: Show all lines.

1: Show only lines that can be totally filled.

2. Kit Components Specify whether the system displays kit components. Values are:

Blank: Do not display kit components in backorder release.

1: Display kit components in backorder release.

Note. If kit components are displayed, kit balancing is turned off and you can release components separate from the total kit.

3. Held Orders Specify whether the system displays held orders on the Backorder Release Revisions form. Values are:

Blank: Do not display held orders.

1: Display held orders.

Edits

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

4. Enter Allowed Lot Status Group to Validate Enter the allowed lot status group to validate. During sales order processing, the system validates the non-blank lot status codes against the user defined status code values. If the non-blank lot status codes exist in the Allowed Lot Status table (F41081), the system treats the user defined lot status codes as blank and the on-hold item continue through the sales order process.

Process

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

1. Backorder Quantity as Available Quantity Specify whether the backorder quantity is added to the quantity available. Values are:

Blank: Do not add the backorder quantity to the available quantity.

1: Add the backorder quantity to the quantity available.

2. Commitments Specify whether the system calls the Commitment program to hard commit released orders to inventory locations. Values are:

Blank: Do not call the Commitment program and only soft commit orders that are released.

1: Do call the Commitment program to hard commit released orders to inventory locations.

Note. If you release amounts over the quantity available, the order may be backordered again.

3. Release when Quantity to Ship Exceeds Backordered Quantity

Specify whether the system allows the release of amounts that are greater than the original quantity. Values are:

Blank: Do not allow the release of amounts that are greater than the original quantity.

1: Allow the release of amounts that are greater than the original backordered quantity.

4. Zero On-Hand Quantity

Specify whether the system allows the release of orders when the on-hand quantity is zero. Values are:

Blank: Do not allow the release when the on-hand quantity is zero.

1: Do allow the release of orders when the on-hand quantity is zero.

Note. This processing option can cause inventory levels to negative quantities, which affects average costing.

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5. Cost Update

Specify whether the system updates release order with the current costs. This processing option enables you to update costs for items that might have changed costs during the interval between the placement of the order and release of the backordered amounts. Values are:

Blank: Do not update the costs.

1: Update released orders with the current costs.

Note. The system does not change sale price.

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6. Ship and Debit Processing

Specify whether the system uses the subsystem, batch, or normal processing to identify and adjust ship and debit agreements when you run the Backorder Release program. Values are:

Blank: Use normal processing.

1: Use the subsystem.

2: Use batch processing (R45100).

Order Holds

These processing options specify credit check and partial order hold codes.

1. Credit Check Hold Code

Enter a value that has been set up in UDC (42/HC). Use this processing option to identify the credit hold code that the system uses to automatically compare the credit limit that you set up for the customer in Customer Master Information against the order and any outstanding balances in accounts receivable. You define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code. You must specify the hold code in this processing option to activate order hold processing.

2. Partial Order Hold Code

Enter a value that has been set up in UDC (42/HC). Use this processing option to identify the code that the system uses to hold an entire order if quantity is not available to fill an order detail line. You must enter the partial order hold code for backorder release to release the hold when the order is completely filled. The system can then release and remove the hold according to information in

the Customer Billing Instructions, Item Master Information, Item Branch/Plant Information, and Branch/Plant Constants forms. If you do not enter a correct partial hold code, the backorder release does not release the held order.

Print

These processing options specify whether the system automatically prints pick slips or invoices.

1. Automatic Print Specify whether the system automatically prints invoices. Values are:

Blank: Do not print invoices or pick slips.

1: Print pick slips automatically.

2: Print invoices automatically.

Note. Use the processing option on the Versions tab to indicate a specific version of Print Pick Slips (R42520) or Print Invoices (R42565).

Versions

These processing options specify the versions of these programs that the system uses.

1. Sales Order Entry (P4210) Specify the version of the Sales Order Entry program that you want to use to review orders when you select Sales Detail from the Row menu.

2. Customer Service Inquiry (P4210) Specify the version of Customer Service Inquiry (P4210) that you want to use to review orders when you select Customer Service Inquiry from the Form menu.

3. Item Availability (P41202) Specify the version of Item Availability (P41202) that you want to use to review item information when you select Item Availability from the Form menu.

4. Subsystem Print Invoice (R42565) Specify the version of Invoice Print (R42565) that is set up for subsystem processing. Use this processing option if you generate invoices through the subsystem.

Note. To use this processing option, you must enter *2* in the Automatic Print processing option on the Print tab to automatically print invoices for the Backorder Release program.

5. Subsystem Print Pickslip (R42520) Specify the version of Print Pick Slip (R42520) that is set up for subsystem processing. Use this processing option if you generate invoices through the subsystem.

Note. To use this processing option, you must enter *1* in the Automatic Print processing option on the Print tab to automatically print pick slips for the Backorder Release program.

6. Ship and Debit (R45100) Specify the version of subsystem or batch processing (R45100) that the system uses to identify and adjust ship and debit agreements when you run the Backorder Release program.

Warehouse

These processing options specify how Warehouse Management pick requests.

1. Request Processing Mode

Specify whether the system creates a pick request in Warehouse Management and processes the request through the subsystem. Values are:

Blank: Do not generate pick requests.

1: Create a pick request in Warehouse Management.

2: Create a pick request, then process the request through the subsystem in Warehouse Management.

A pick request is used to process a suggestion to pick the inventory for an order from a particular location.

2. Subsystem Print Pick Request

Specify the version of Print Pick Request (P46171) that is set up for subsystem processing. Use this processing option if you generate warehouse management pick requests through the subsystem.

3. Override Next Status

Enter a UDC (40/AT) to define an alternative status in the order process. This must be set up in the order activity rules based on the order type and the line type combination. The combination of the beginning status and the override status must be a valid last status and next status combination in the Order Activity Rules table.

Releasing Backorders Online

Access the Work With Backorders form.

If you use Demand Scheduling, when you release the backorder, the system displays the information for the requested delivery time of the order, as well as the scheduled pick time. This information enables you to release the product based on a date and time.

Releasing Backorders in a Batch

Additional Order Processes (G4212), Release Backorders - Batch.

Setting Processing Options for Backorder Release and Report (R42118)

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 PeopleSoft 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

These processing options determine default values, such as the document type, that the Backorder Release and Report program (R42118) uses when other values are not entered for the transaction.

1. Next Status for Released Orders Specify the line status to be used as the next status on released orders. You must use a status that has been set up in UDC table (40/AT) of the order activity rules based on the order type and the line type combination.

Note. If you do not enter a status or enter an invalid status, the system does not update the order status.

Edits

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

4. Enter Allowed Lot Status Group to Validate Enter the allowed lot status group to validate. During sales order processing, the system validates the non-blank lot status codes against the user defined status code values. If the non-blank lot status codes exist in the F41081 table, the system treats the user defined lot status codes as blank and the on-hold item continues through the sales order process.

Process

These processing options control whether the Sales Order Entry program (P4210):

- Enables you to include the backordered quantity as available quantity.
- Activates commitment processing.
- Enables you to release an order when the quantity to ship exceeds the backordered quantity.
- Enables you to release an order when the on-hand quantity is zero.
- Enables you to update costs with the most current cost.
- Enables you to identify and adjust ship and debit agreements.

1. Proof or Final Mode Specify if you want to run the backorder release report in proof or final mode. Values are:

Blank: Run in proof mode so no changes are made to any sales order lines and no backorders are filled. The proof mode only shows you what sales order lines you have enough inventory to fill.

1: Run in final mode so the program updates and fills backordered lines.

2. Backorder Quantity as Available Quantity Specify whether the system add the backorder quantity to the quantity available. This option gives you more quantity available to fill orders. Values are:

Blank: Do not include the backorder quantity in the quantity available.

1: Include the backorder quantity in the quantity available.

3. Commitments Specify whether the system calls the Commitment program to hard commit released orders to inventory locations. Values are:

Blank: Do not call the commit program and only soft commits orders that are released.

1: Call the Commitment program to hard commit released orders to inventory locations.

Note. If you release amounts over the quantity available, the order may be backordered again.

4. Release when Quantity to Ship Exceeds Backordered Quantity

Specify whether system allows the release of orders when the quantity on hand is zero. Values are:

Blank: Do not allow the release of orders when the quantity on hand is zero.

1: Allow the release of orders when the quantity on hand is zero.

Note. This option can drive inventory levels to negative quantities, which affects average costing.

5. Cost Update

Specify whether the system updates released orders with the current costs. This option enables you to update costs for items that might have changed costs during the interval between the placement of the order and release of the backordered amounts. Values are:

Blank: Do not update costs.

1: Update released orders with the current costs.

Note. The system does not change sale price.

6. Ship and Debit Processing

Specify the processing method used to identify and adjust ship and debit agreements when you run the Backorder Release program. Values are:

Blank: Do not use subsystem or batch processing.

1: Use the subsystem.

2 Use batch processing (R45100).

Order Holds

These processing options activate order hold processing. You must specify the hold code in any of these processing options to activate order hold processing. You set up hold parameters in Hold Order Constants (P42090). Multiple hold codes might result in multiple holds for a single order. You must release the sales order from all holds before the system processes the order.

1. Credit Check Hold Code

Specify the credit hold code that the system uses to automatically compare the credit limit that you set up for the customer in Customer Master Information against the order and any outstanding balances in accounts receivable.

You define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that has been set up in UDC (42/HC).

2. Partial Order Hold Code Specify the code that the system uses to hold an entire order if quantity is not available to fill an order detail line. You must enter the partial order hold code for backorder release to release the hold when the order is completely filled. The system can then release and remove the hold according to information in the Customer Billing Instructions, Item Master Information, Item Branch/Plant Information, and Branch/Plant Constants forms. If you do not enter a correct partial hold code, the backorder release does not release the held order.

Enter a value that has been set up in UDC (42/HC).

Print

These processing options indicate whether the system prints order information for those orders that can be completely filled, orders that are on hold, or components of kits.

1. Total Fill Orders Specify whether the system prints only the lines that can be totally filled or all lines. Values are:

Blank: Print all lines.

1: Print only the lines that can be totally filled.

2. Print Held Orders Specify whether the system prints held orders and allows the release of the held orders. Values are:

Blank: Do not print held orders.

1: Print held orders and allow the release of the held orders.

3. Print Kit Component Lines Specify whether the system prints kit components in a backorder release. Values are:

Blank: Do not print kit components.

1: Print kit components in a backorder release.

Note. If kit components are displayed, kit balancing is turned off and you can release components separate from the total kit.

Versions

These processing options determine the version that the system uses during backorder release processing. If you leave a processing option blank, the system uses the ZJDE0001 version.

1. Subsystem Print Invoice (R42565) If you generate invoices through the subsystem, specify the version of Invoice Print (R42565) that is set up for subsystem processing.

2. Subsystem Print Pickslip (R42520) If you generate pick slips through the subsystem, specify the version of Print Pick Slip (R42520) that is set up for subsystem processing.

3. Ship and Debit (R45100) Specify the version of subsystem processing (R45100) that the system uses to identify and adjust ship and debit agreements when you run the Backorder Release program.

Warehouse

These processing options are used in conjunction with Warehouse Management. If you use Warehouse Management, you can specify the mode for pick request processing, the version of Print Pick Request (R46171), and the override next status value.

1. Request Processing Mode

Specify whether the system generates pick requests and then processes the request through the subsystem. A pick request is used to process a suggestion to pick the inventory for an order from a particular location. If you leave this processing option blank, the system does not generate pick requests. Values are:

Blank: Do not generate pick requests.

1: Generate pick requests only.

2: Generate pick requests and then process the request through the subsystem.

2. Subsystem Print Pick Request

Specify the version of Print Pick Request (P4617) that is set up for subsystem processing, if you generate warehouse management pick requests through the subsystem

3. Override Next Status

Enter an alternative step in the order process, by specifying a UDC (40/AT) that has been set up in the order activity rules based on the order type and the line type combination. The combination of the beginning status and the override status must be a valid last status and next status combination in the Order Activity Rules table.

(Rapid Start CAN, FRA, GBR and USA) Releasing Backorders Online for Selling from Inventory

This section discusses:

- How to release backorders online for selling from inventory.
- Preconfigured processing options for Rapid Start Release Backorders (P42117).

Releasing Backorders Online for Selling from Inventory

This table lists the tasks for releasing backorders online for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Release backorders online for selling from inventory.	Sales Order Processing, Release Backorders On-Line	P42117/RIS0001	• Document Type: SO • Line Type: S = Stock Item, F = Freight Line, and T = Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Release Backorders (P42117)

These processing options show the values that are preconfigured for version RIS0001.

Defaults

Processing Option Description	Value or Status
1. Next Status for Released Orders	540

Display

Processing Option Description	Value or Status
1. Total Fill Only	blank
2. Kit Components	1
3. Held Orders	blank
4. Next Status to Select	540

Edits

Processing Option Description	Value or Status
1. Enter Allowed Lot Status Group to validate	blank

Process

Processing Option Description	Value or Status
1. Backorder Quantity as Available Quantity	1
2. Commitments	blank
3. Release when Quantity to Ship Exceeds Backordered Quantity	1
4. Zero On-Hand Quantity	1
5. Cost Update	blank
6. Ship and Debit Processing	blank

Order Holds

Processing Option Description	Value or Status
1. Credit Check Hold Code	C1
2. Partial Order Hold Code	blank

Print

Processing Option Description	Value or Status
1. Automatic Print	blank

Versions

Processing Option Description	Value or Status
1. Sales Order Entry (P4210)	RIS0001
2. Customer Service Inquiry (P4210)	RIS0001
3. Item Availability (P41202)	RIS0001
4. Subsystem Print Invoice (R42565)	blank
5. Subsystem Print Pickslip (R42520)	blank
6. Ship and Debit (R45100)	blank

Warehouse

Processing Option Description	Value or Status
1. Request Processing Mode	blank
2. Subsystem Print Pick Request	blank
3. Override Next Status	blank

See Also

Chapter 11, "Holding, Releasing, and Reviewing Orders," Setting Processing Options for Release Backorders – Online (P42117), page 00

Releasing Blanket Orders

This section provides an overview of releasing blanket orders and discusses how to:

- Set processing options for Release Blankets (P420111).
- Release a blanket order.

Understanding Blanket Order Release

You can create sales orders for customers with blanket orders or quotes. You use the Release Blankets program (P420111) to manually deduct item quantities from a blanket order. The system creates a sales order for the quantity that you specify. The system maintains any remaining balance on the blanket order for future orders. The system also indicates when the sales order quantity exceeds the blanket order quantity.

The system consolidates order lines based on sold to, branch/plant, and currency code information. The order numbers that a user enters can be consolidated in the same way as the system-generated sales orders. For example, if you select multiple records to release and enter a new order number for the first record only, the system consolidates the orders.

When you release a blanket order, you can specify the sales order number when you verify the release date and quantity. The system checks the order number and line type combinations for duplicates. If duplicates are found, the system stops processing the order and displays an error message that the document number already exists. You must assign a unique number to the order before the system processes the sales order. If you do not enter an order number, the system generates the sales order number.

The system lets you release single or multiple blanket orders automatically or manually, and you can specify whether a blanket order is selected by default in the event that multiple blankets meet the identification criteria.

If there are multiple blanket orders for a customer, such as orders received using electronic purchase orders (EDI 850 orders), you can ensure that the system automatically identifies a sales order blanket to be released. To reduce the chances of multiple blankets meeting the processing criteria, you can process blanket orders based on these values:

- Sold to and Item.
- Ship to and Item.
- Sold to, Item, and Customer PO.
- Ship to, Item, and Customer PO.
- Delivered to and Item.
- Delivered to, Item, and Customer PO.

You can release multiple blanket orders at one time and release the full item quantity in each blanket order without verifying the release quantity and date or specifying a sales order number. To do so, select Release Full Quantity from the Row menu. The system generates a sales order for the full quantity and assigns a sales order number through the Next Number Revisions program (P0002).

If you are using the Customer Self-Service version of the Sales Blanket Order Release program, you can partially release quantities from multiple blanket orders and from multiple lines on blanket orders provided that you have set the appropriate processing options. When the system creates the sales orders, you can review each sales order number that results. You can also cancel a single line that has been released (as opposed to having to cancel all of the lines that have been released).

To create a sales order from a blanket order, you must use the unit of measure from the original blanket order. If the units of measure in the sales order do not match the units of measure in the blanket order, the system does not initiate blanket order release.

See Chapter 10, “Entering Additional Orders,” Entering Blanket Orders, page 00.

Forms Used to Release a Blanket Order

Form Name	FormID	Navigation	Usage
Work With Order Blanket Release	W420111B	Additional Order Processes (G4212), Release Blankets	Review and select blanket orders. Release all orders by selecting rows and then selecting Release Full Qty (Quantity) from the Row menu. Generate a sales order from a quote by selecting a record and then selecting SO (Sales Order) Generation from the Form menu.
Blanket Order Revisions	W420111A	Select a Blanket Order on Work With Order Blanket Release and click Select.	Release the selected blanket order.

Setting Processing Options for Sales Blanket Order Release (P420111)

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 PeopleSoft 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.

Default

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

1. Order Type Enter the code (UDC 00/DT) for the order type that you want to select.

2. Outgoing Document Type Enter the code (UDC 00/DT) for the outgoing document type.

3. Line Number Increment Specify the increment that is used to determine new order line numbers in the event that an order line must be split. For example, if order line 1 must be split, and you enter *1* in this option, the system creates the new line using line number 2.

Version

Enter the version for each application. If left blank, the system uses ZJDE0001.

1. Sales Order Entry Enter the version of the Sales Order Entry (P4210) program to use for releasing blanket orders.

2. Customer Service Inquiry Enter the version of the Customer Service Inquiry (P4210) program to use for releasing blanket orders.

Customer Self Service

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

1. Customer Self-Service Functionality Specify whether the system activates the Customer Self-Service functionality. Values are:

Blank: Bypass the Customer Self-Service functionality.

1: Activate Customer Self-Service functionality.

2. Organization Structure Type Enter the structure type to show addresses for that structure type, or leave blank to show all related addresses.

3. Customer Cross Reference Type Enter a code (UDC 41/DT) for the customer cross-reference type.

4. Display/Hide Change Specify whether the system displays the change button. Values are:

Blank: Hide the change button.

1: Display the change button.

Releasing a Blanket Order

Access the Blanket Order Revisions form.

When you release a blanket order, you might receive these errors:

- Multiple blankets exist.
- The order line quantity requested is over the amount left on a blanket order.

Release Quantity Specify the quantity to release from the open order quantity. This quantity reduces the open order quantity on the original blanket order

Request Date Specify the requested date that should be applied to the released line during sales order generation.

New Order Number If desired, specify an order number to be used. This order number becomes the generated sales order's number after the sales order generation.

Releasing a Quote Order

This section provides an overview of quote order release, and describes how to release order quotes.

Understanding Quote Order Release

You release a quote order in the same manner that you release a blanket order; you use the Release Blankets program (P420111) to release any of the items on a quote order and to create a sales order. If you release only part of the quantity or some of the items on the quote order, the system maintains the balance remaining on the original quote order. The next time that you display the quote order, you see the adjusted quantity.

If you have more than one order for the same customer and item, all orders appear on the Work With Order Blanket Release form. The quantity fields do not contain values. You must enter the quantity for the appropriate order.

When you release a quote order, you can specify the sales order number when you verify the release date and quantity. The system checks the order number and document type combinations for duplicates. If duplicates are found, the system stops processing the order and displays an error message that the document number already exists. You must assign a unique order number to the order before the system processes the sales order. If you do not enter a unique order number, the system generates the sales order number.

The system consolidates order lines based on sold to, branch/plant, and currency code information. The order numbers that a user enters can be consolidated in the same way as the system-generated sales orders. For example, if you select multiple records to release and enter a new order number for the first record only, the system consolidates the orders.

If you have created a quote order and the customer authorizes the purchase of the quoted items, you can use the quote to create a sales order. You use this method to create a sales order that reflects all or most of the quantities and items on a quote order.

You can release multiple quote orders at one time by selecting Release Full Quantity from the Row menu of the Work With Order Blanket Release form.

The system releases the full item quantity in each quote order and attempts to consolidate multiple order selections to a single order if possible. To create a sales order from a quote order, you must use the unit of measure in the original quote order. If the unit of measure in the sales order does not match the unit of measure in the quote order, the system does not initiate quote order release. To generate the sales order select SO (Sales Order) Generation from the Form menu.

Forms Used to Release a Quote Order

Form Name	FormID	Navigation	Usage
Work With Order Blanket Release	W420111B	Additional Order Processes (G4212), Release Quotes	Review and select quote orders. Release all orders by selecting Release Full Qty (Quantity) from the Row menu. Generate the sales order from the quote by selecting SO Generation from the Form menu.
Blanket Order Revisions	W420111A	Select Blanket Order from the Row menu on Work With Order Blanket Release.	Release the selected quote order.

Releasing Quote Orders

Access the Blanket Order Revisions form.

(Rapid Start) Releasing Sales Quote for Selling a Direct Ship Item

This section discusses:

- How to release sales quote for selling a direct ship item.
- Preconfigured processing options for Rapid Start Order Release - Quote Order (P420111).

Releasing Sales Quote for Selling a Direct Ship Item

This table lists the tasks for releasing sales quote for selling a direct ship item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configured Onsite
Release sales quote for selling a direct ship item.	Sales Quotes, Release Quote Order Quantity	P420111/RIS0002	• Document Type: SO • Line Type: D = Direct Ship Item • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line type D. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Item: Item Sample3, Sample4 can be used for this process. Item Sample5 is setup for direct ship orders. Next Status = 515	• Determine if SO/OP or SD/OD will be used and perform additional setup as required. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Order Release - Quote Order (P420111)

These processing options show the values that are preconfigured for version RIS0002.

Default

Processing Option Description	Value or Status
1. Order Type to select (Required)	SQ
2. Outgoing Document Type (Required)	SO
3. Line Number Increment (Optional)	0

Version

Processing Option Description	Value or Status
Enter the version for each application. If left Blank, ZJDE0001 will be used.	blank
1. Sales Order Entry	RIS0001
2. Customer Service Inquiry	RIS0001

Customer Self Service

Processing Option Description	Value or Status
1. Customer Self-Service Functionality	blank
2. Organization Structure Type	blank
3. Customer Cross Reference Type	blank
4. Display/Hide Change button	blank

See Also

Chapter 11, "Holding, Releasing, and Reviewing Orders," Setting Processing Options for Sales Blanket Order Release (P420111), page 00

(Rapid Start CAN, FRA, GBR, and USA) Releasing Sales Quote for Selling a Make-To-Order Item

This section discusses how to release sales quote for selling a make-to-order item.

Releasing Sales Quote for Selling a Make-To-Order Item

This table lists the tasks for releasing sales quote for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Release sales quote for selling a make-to-order item.	Sales Quotes, Release Quote Order Quantity	P420111/RIS0002	• Document Type: SO • Line Type: W = Make-to-Order item, F = Freight Line, and T =Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, W, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, 99 • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set for this process. Next Status = 515	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 11, "Holding, Releasing, and Reviewing Orders," Preconfigured Processing Options for Rapid Start Order Release - Quote Order (P420111), page 00.

(Rapid Start CAN, FRA, GBR, and USA) Releasing Sales Quote for Selling from Inventory

This section discusses:

- How to release sales quote for selling from inventory.
- Preconfigured processing options for Rapid Start Order Release - Quote Order (P420111).

Releasing Sales Quote for Selling from Inventory

This table lists the tasks for releasing sales quote for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Release sales quote for selling from inventory.	Sales Quotes, Release Quote Order Quantity	P420111/RIS0002	• Document Type: SO • Line Type: S = Stock Item, F = Freight Line, and T = Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 11, "Holding, Releasing, and Reviewing Orders," Preconfigured Processing Options for Rapid Start Order Release - Quote Order (P420111), page 00.

Reviewing Item Information

This section provides an overview of sales order duplication and discusses how to:

- Set processing options for Check Price and Availability (P4074).
- Review price and availability information.
- Set processing options for Item Availability (P41202).
- Locate quantity information.
- Review availability calculations.
- Set processing options for Supply and Demand Inquiry (P4021).
- Review supply and demand information.

See Also

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Reviewing Item and Quantity Information," Locating Quantity Information

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Reviewing Item and Quantity Information," Locating Item Information

Understanding Sales Order Duplication

You can streamline sales order entry by copying both header and detail information and adding it to a new sales order. Or, to send the same order to another ship to address or invoice another sold to address, you can copy only the detail information and change the header ship to or sold to information.

Depending on how the processing options are set, this information can differ between the original and the duplicate sales order:

- Document type.
- Beginning status code.

The order number for the duplicate sales order is always different from the original order.

You can copy item information to sales orders from any sales order entry program (P4210). For example, you can set up the duplication processing options for the Blanket Order version of Sales Order Entry so that when you copy order and line information from a blanket order, the system creates a new sales order.

Prerequisite

Before you duplicate a sales order, verify that you have activated the duplication processing option for Sales Order Entry (P4210) for new document types or statuses.

Forms Used to Work with Item Information

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Sales Order Inquiries (G42112), Customer Service	Copy both header and detail information from an existing sales order to a new sales order.
Update Sales Order - Header First - Manage Existing Order	W42101C	Sales Order Processing (G4211), Update Sales Order - Header First	Click Copy or Convert to copy both header and detail information from an existing sales order to a new sales order.
Check Price and Availability	W4074C	Sales Order Inquiries (G42112), Advanced Check Price & Availability	Check price and availability.
Work With Price and Availability	W41261A	Sales Order Inquiries (G42112), Standard Check Price & Availability	Review standard price adjustment information, such as inventory pricing rules.
Work With Item Availability	W41202A	Sales Order Inquiries (G42112), Summary Availability	Review quantity information and determine current and future inventory needs.
Detail Availability	W41202C	Select Detail Avail (availability) from the Row menu on Work With Item Availability.	Review how availability is calculated for each branch/plant.
Work With Supply and Demand	W4021B	Sales Order Inquiries (G42112), Supply/Demand	Review supply and demand information.

Setting Processing Options for Advanced Check Price and Availability (P4074)

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 PeopleSoft 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.

Preference

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

Version Enter a version of Sales Order Entry (P4210). This controls the preference profile. If left blank, ZJDE0001 is used.

Reviewing Standard Price and Availability Information

Access the Work With Price and Availability form.

The system calculates item availability and quantity information based on the options that you select for the branch/plant.

To obtain quantity cost-break information, check the Work With Price and Availability form for a sales order detail line.

Contract Pricing Click this option to search for contract prices.

Lvl (level) Enter an alphanumeric code that determines the sequence in which the system displays the rules within the pricing group. You define levels when you set up the pricing groups.

Up to Qty (up to quantity) Enter the volume or quantity breaks commonly used in pricing tables. If the quantity on the first level of a rule is 5, then the pricing logic on this level applies only to sales of five or fewer items. If the quantity in the next level is 10, then the pricing logic applies to sales of 6 through 10 items. A value of 99,999,999 indicates all quantities.

Override Unit Price Enter a price. Any price that you enter here overrides all other rules or prices.

Factor Enter the discount that the system uses when it calculates the price of an item attached to this inventory pricing rule. Discounts can be expressed as multipliers, additional amounts, or deductible amounts. For example, a 10 percent discount would be expressed as *.90*. You can use the same factor for markups over cost. For example, a 10 percent markup would be expressed as *1.10*.

Type Enter a code that indicates whether the factor value is a multiplier (percent) or an additional/deductible cash amount ($) when applied to an order's price.

Contract Flag Enter a code that indicates a special pricing relationship between the item and one or more of the customers. The inventory pricing rule code for a contract is the item number. Values are:

Blank: No contract.

C: Contract price.

If you indicate that a pricing type is a contract, you must enter the quantity that may be sold at this contract price and the contract number, if there is one.

You must also attach the contract pricing rule to the customer or customer group for the rule to become effective.

Setting Processing Options for Item Availability (P41202)

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 PeopleSoft 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.

Versions

These processing options enable you to specify the versions for various programs that you access from the Item Availability program (P41202). Versions control how the system processes and displays information. Therefore, you might need to set the processing option to meet the company's specific needs.

1. Item Master Enter the version that the system uses when you access the Item Master program (P4101). If you leave this processing option blank, the system uses version ZJDE0001.

2. Item Notes Enter the version that the system uses when you access the Item Notes program (P40163). If you leave this processing option blank, the system uses version ZJDE0001.

3. Item Search Enter the version that the system uses when you access the Item Search program (P41200). If you leave this processing option blank, the system uses version ZJDE0001.

4. Purchase Order Inquiry Enter the version that the system uses when you access the Purchase Order Inquiry program (P430301). If you leave this processing option blank, the system uses version ZJDE0001.

5. Customer Service Inquiry Enter the version that the system uses when you access the Customer Service Inquiry (Misc. Windows) program (P42045). If you leave this processing option blank, the system uses version ZJDE0001.

6. Open Work Orders Enter the version that the system uses when you access the Open Work Orders program (R31400). If you leave this processing option blank, the system uses version ZJDE0001.

7. Supply and Demand Enter the version that the system uses when you access the Supply and Demand Inquiry program (P4021). If you leave this processing option blank, the system uses version ZJDE0001.

8. Bill of Material Enter the version that the system uses when you access the Bill of Material Inquiry program (P30200). If you leave this processing option blank, the system uses version ZJDE0001.

9. Lot Availability Enter the version that the system uses when you access the Lot Master Availability program (P41280). If you leave this processing option blank, the system uses version ZJDE0001.

10. Item Ledger Enter the version that the system uses when you access the Item Ledger Inquiry (CARDEX) program (P4111). If you leave this processing option blank, the system uses version ZJDE0001.

11. Branch/Plant Item Information Enter the version that the system uses when you access the Branch/Plant Constants program (P41001). If you leave this processing option blank, the system uses version ZJDE0001.

12. Location Master Enter the version that the system uses when you access the Location Master program (P4100). If you leave this processing option blank, the system uses version ZJDE0001.

13. Item Location Information Enter the version that the system uses when you access the Item Location Type program (P41023). If you leave this processing option blank, the system uses version ZJDE0001.

Display

These processing options enable you to specify whether the system displays certain types of information and how the system calculates certain information.

1. Grade Information Specify whether the system displays grade information. Values are:

Blank: Do not display grade information.

1: Display grade information.

2. Potency Information Specify whether the system displays potency information. Values are:

Blank: Do not display potency information.

1: Display potency information.

3. Quality Management Specify whether the system displays information from the Quality Management system. Values are:

Blank: Do not display quality management information.

1: Display quality management information.

4. Quantity - Primary Units of Measure Specify whether the system displays quantity information in primary units of measure. Values are:

Blank: Do not display quantities in primary units of measure.

1: Display quantities in primary units of measure.

5. Truncate/Round Specify the manner in which the system truncates or rounds the information in the detail area. Values are:

Blank: Round the information in the detail area. The system uses normal mathematical rounding. For example, with no display decimals specified, 2.3 remains 2 and 2.6 is rounded up to 3.

1: Truncate the information in the grid. The system always removes additional positions. For example, with no display decimals specified, 2.3 and 2.6 are both truncated to 2.

2: Round up the information in the grid. The system always rounds to the next higher number. For example, with no display decimals specified, 2.3 and 2.6 are both rounded up to 3.

6. Customer Self-Service Specify whether the system uses the standard mode or customer self-service functionality. Values are:

Blank: Bypass customer self-service functionality and to use the standard mode.

1: Activate customer self-service functionality.

Lot Options

These processing options enable you to specify whether the system displays fields for advanced lot processing and to specify the default date for calculating the number of days until a lot expires.

1. Display Percent of Life Remaining Enter a value to display the Percent of Life Remaining field. If you leave this blank, the system does not display the Percent of Life Remaining field.

2. Display Number of Days Remaining Enter a code to display the Number of Days Remaining field. If you leave this blank, the system does not display the Number of Days Remaining field.

3. Calculation Date Enter a date that the system uses to calculate the remaining number of days until a lot expires. If you leave this field blank, the system uses today's date.

Locating Quantity Information

Access the Work With Item Availability form.

Complete the fields on the Item Availability and Additional Selections 1 tab before you click Find.

If you used Advanced Pricing to set up prices for item and customer combinations, use the Check Price and Availability program (P4074) to locate information about the pricing and availability of specific inventory items that are sold to specific customers or that are part of customer group and item group combinations. This program displays information from the Item Location table and the Price by Customer table (F4208).

Grade Range Enter a user defined code (UDC) (40/LG) that indicates the minimum grade that is acceptable for an item.

The system displays a warning message if you try to purchase or issue items with grades that do not meet the minimum grade acceptable. The system does not allow you to sell items with grades that do not meet the minimum acceptable level.

Potency Range Enter a number that indicates the minimum potency or percentage of active ingredients acceptable for an item.

The system displays a warning message if you try to purchase or issue items that do not meet the minimum acceptable potency. The system does not allow you to sell items that do not meet the minimum acceptable potency.

Summary Only Select to display information that is summarized by item, company, currency code, and cost rule.

Clear this option, and the system displays individual receipt records.

Omit Zero Quantities Select this option, and the system does not display information with zero on-hand quantities.

Clear to display information with zero on-hand quantities.

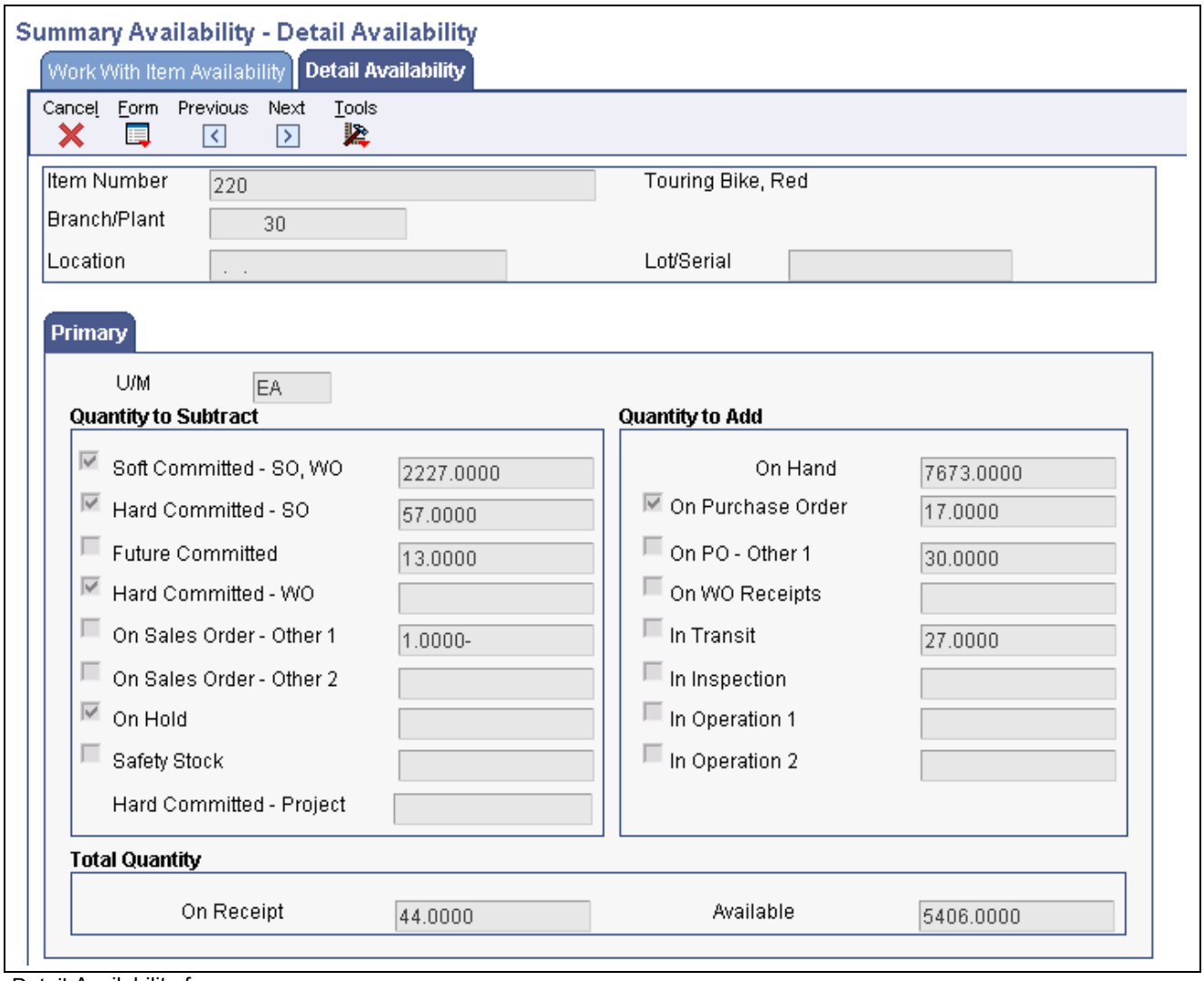
See Also

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Reviewing Item and Quantity Information," Locating Quantity Information

Reviewing Availability Calculations

Access the Detail Availability form.

The system retrieves quantity information based on the item availability definition for the branch/plant.



Detail Availability form

Setting Processing Options for Supply and Demand Inquiry (P4021)

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.

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Process

Use these processing options to control processing for the Supply/Demand Inquiry program, such as which quantities and document types and which forecast and planning data are included in the inquiry.

1. Deduct Safety Stock From Available Quantity

Specify whether the system displays the safety stock line and decreases the safety stock from the available quantity. Values are:

Blank: Do not deduct safety stock.

1: Deduct safety stock.

2. Receipt Routing Quantities Considered As On Hand

Specify whether the system considers receipt routing quantities as on hand. Values are:

Blank: Do not consider quantities as on hand.

1: Consider quantities as on hand.

Quantity in Transit

Specify whether the system considers the Quantity in Transit part of the on-hand quantity. In a manufacturing environment, sometimes it is necessary to establish where stock is, in order to determine whether it is available for immediate use. Values are:

Blank: Display the Quantity in Transit for the appropriate date.

1: Include the Quantity in Transit in the on-hand inventory.

Quantity In Inspection

Specify whether the system considers the Quantity in Inspection part of the on-hand quantity. In a manufacturing environment, sometimes it is necessary to establish where stock is, in order to determine whether it is available for immediate use. Values are:

Blank: Display the Quantity in Inspection for the appropriate date.

1: Include the Quantity in Inspection in the on-hand inventory.

User Defined Quantity 1

Specify whether the system considers the User Defined Quantity 1 part of the on-hand quantity. This quantity is defined in the Update Operation 1 field on the Receipt Routing Definition form. In a manufacturing environment, sometimes it is necessary to establish where stock is in order to determine whether it is available for immediate use. Values are:

Blank: Display the User Defined Quantity 1 for the appropriate date.

1: Include the User Defined Quantity 1 in the on-hand inventory.

User Defined Quantity 2

Specify whether the system considers the User Defined Quantity 2 part of the on-hand quantity. This quantity is defined in the Update Operation 2 field on the Receipt Routing Definition form. In a manufacturing environment, sometimes it is necessary to establish where stock is in order to determine whether it is available for immediate use. Values are:

Blank: Display the User Defined Quantity 2 for the appropriate date.

1: Include the User Defined Quantity 2 in the on-hand inventory.

3. Supply/Demand Inclusion Rules

Enter the supply and demand inclusion rules version for the system to use. These rules define the order type, line type, and line status. Inclusion rule version is a UDC (40/RV) that identifies the version to use for processing. Enter an inclusion rule to use as the default value or select it from the Select User Define Code form.

4. Subtract Expired Lot Quantities

Specify whether the system deducts the expired lot quantities from the available quantity. Values are:

Blank: Do not reduce the available quantity.

1: Reduce the available quantity.

This processing option does not work with available to promise lines. If you select value 1 in this processing option, you must set the Available to Promise Line Flag processing option, under the Process 1 tab, to either blank or *2*.

5. Enable Engineer to Order (ETO)

Specify whether the system enables ETO functionality. Values are:

Blank: Do not enable ETO functionality.

1: Enable ETO functionality.

6. Include Past Due Supply In Quantity Available

Specify if past due quantities are considered while calculating available quantity. Values are:

Blank: Do not include past due quantities.

1: Include past due quantities.

7. Rate Based Schedule Type

Enter a code (UDC 31/ST) to specify the rate-based schedule type for the system to display. Rate-based schedule type is a code that identifies the schedule type. Enter the type to use as the default value or select it from the Select User Define Code form. If you leave this field blank, the system does not display any rate-based schedules.

8. Include MPS/MRP/DRP Planned Orders (include master production schedule/material requirements planning/distribution requirements planning planned orders)

Specify whether the system displays planned orders from MPS/MRP/DRP generations. Values are:

Blank: Do not display planned orders.

1: Display planned orders.

9. Forecast Types (5 Types Maximum)

Specify which forecast types, up to five, that the system includes in the inquiry. If you leave this field blank, the system does not include any forecast records. Enter multiple forecasts as follows: To enter 01, 02, and BF, type 0102BF.

10. Days From Today To Include Forecast

Enter the number of days (+ or -) from the system date that you want the system to include forecast records. If you leave this field blank, the system uses the system date.

11. Exclude Bulk Items

Specify whether the system displays bulk stocking type records. Values are:

Blank: Display bulk stocking type records.

1: Do not display bulk stocking type records.

12. Include Past Due Rates as a supply

Specify whether the system considers open quantities from past due rate schedules as supply. When you enter *1*the system includes past due rate orders in the display. Values are:

Blank: Do not use open quantities from past due rate orders as supply.

1: Use open quantities from past due rate orders as a supply.

13. Forecast Start Date

Specify the Start Date. Values are:

Blank: Use the system date.

1: Use the start date of the current forecast period.

Note. If you enter a *1* the Enable Engineer to Order processing option must be blank.

14. Lot Hold Codes (up to 5)

Specify the lots to be included in the calculation of on-hand inventory. You can enter a maximum of 5 lot hold codes (41/L). Values are:

Blank: Do not include held lots in calculation of on-hand inventory

**:* Include all held lots in calculation of on-hand inventory.

Display

Use these processing options to control how certain information appears on the Work With Supply and Demand form. For example, a processing option controls whether quantities appear after they are converted to standard potency.

1. Convert Quantities To Standard Potency

Specify whether the system converts quantities to the standard potency. Values are:

Blank: Do not convert the quantities.

1: Converts the quantities.

2. Display ATP Line (display available to promise line)

Specify whether the system displays an available to promise line, a cumulative available to promise line, or neither. Values are:

Blank: Do not display either line.

1: Display the available to promise line.

2: Display the cumulative available to promise line.

If you choose to display the available to promise line (value 1) in this processing option, you cannot use the Display 3 tab, Reduce Expired Lot Quantities processing option.

3. Summarize All In Receipt Routing Steps

Specify whether the system summarizes all quantities for the In Receipt routing steps into one line. Values are:

Blank: Do not summarize.

1: Summarize the In Receipt routing steps.

4. Summarize Item Balance Quantity Records

Specify whether the system summarizes all the quantities in the item location records into one line. Values are:

Blank: Do not summarize.

1: Summarize all the quantities in the item location records.

5. Display Data In Window Mode

Specify whether the system displays the Supply & Demand Inquiry program (P4021) in the window format if called from another program. Values are:

Blank: Display the program in the full form format.

1: Display the program in the window format.

5. Summarize Pegging and Parts List Demand

Specify whether the system summarizes pegging and parts list demand. Values are:

Blank: Do not summarize.

1: Summarize the pegging and parts list demand.

Versions

Use these processing options to specify the version of each program that the system accesses. If you leave the option blank, the system uses the ZJDE0001 version of the program.

1. Purchase Order Entry (P4310)

Enter the version of the Purchase Order Entry program (P4311) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Purchase Order Entry program.

Versions control how the Purchase Order Entry program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

2. Purchase Order Inquiry (P4310)

Enter the version of the Purchase Order Inquiry program (P430301) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Purchase Order Inquiry program.

Versions control how the Purchase Order Inquiry program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

3. Sales Order Entry (P4210)

Enter the version of the Sales Order Entry program (P4210) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Sales Order Entry program.

Versions control how the Sales Order Entry program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

4. Sales Order Inquiry (P4210)

Enter the version of the Sales Order Inquiry program (P42045) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Sales Order Inquiry program.

Versions control how the Sales Order Inquiry program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

5. Scheduling Work Bench (P31225)

Enter the version of the Scheduling Workbench program (P31225) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Scheduling Workbench program.

Versions control how the Scheduling Workbench program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

6. MPS/MRP/DRP Pegging Inquiry (P3412)

Enter the version of the MPS/MRP/DRP Pegging Inquiry program (P3412) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Pegging Inquiry program.

Versions control how the Pegging Inquiry program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

7. MPS/MRP/DRP Time Series (P3413)

Enter the version of the MPS Time Series program (P3413) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the MPS Time Series program.

Versions control how the MPS Time Series program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

8. MPS/MRP/DRP Msg (message) Detail (P3411)

Enter the version of the MPS/MRP Detail Message Revisions program (P3411) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the MPS/MRP Detail Message Revisions program.

Versions control how the MPS/MRP Detail Message Revisions program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

9. Bill of Material Inquiry (P30200)

Enter the version of the Bill of Material Inquiry program (P30200) program that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Bill of Material Inquiry program.

Versions control how the Bill of Material Inquiry program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

10. Item Branch (P41026)

Enter the version of the Item Branch program (P41026) that the system uses when you access the program from row and form exits on the Work With Supply and Demand form. If you leave this option blank, the system uses the ZJDE0001 version of the Item Branch program. Versions control how the Item Branch program displays information.

11. Mfg WO Processing (P48013) (manufacturing work order processing (P48013)

Enter the version of the Manufacturing Work Order Processing program (P48013) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Manufacturing Work Order Processing program.

Versions control how the Manufacturing Work Order Processing program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

12. Enter/Change Rate Schedule (P3109)

Enter the version of the Enter/Change Rate Schedule program (P3109) that the system uses when called from row and form exits from the Work With Supply and Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Enter/Change Rate Schedule program.

Versions control how the Enter/Change Rate Schedule program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

13. Item Availability (P41202)

Enter the version of the Item Availability program (P41202) that the system uses when called from row and form exits from the Work With Supply and

Demand form. If you leave this field blank, the system uses the ZJDE0001 version of the Item Availability program.

Versions control how the Item Availability program displays information; therefore, you might need to set the processing options to specific versions to meet the company's needs.

Reviewing Supply and Demand Information

Access the Work With Supply and Demand form.

The highlighted available-to-promise lines indicate the company's uncommitted available inventory. Available-to-promise inventory is available for sale or distribution within a specified period.

Reviewing Customer and Sales Information

This section provides overviews of customer account information, sales order information, and sales ledger information, and discusses how to:

- Review customer account information.
- Review sales orders.
- Set processing options for Sales Ledger Inquiry (P42025).
- Set processing options for Delivery Notes Inquiry (P42290).
- (ARG) Review sales order information for Argentina.

See Also

PeopleSoft EnterpriseOne Accounts Receivable 8.11 SP1 PeopleBook, "Working with Customer Ledger Information"

Understanding Customer Account Information

You can use the Check Credit program (P42050) to review information about a customer's account and credit status. You can compare the customer's total accounts receivable and open orders to the customer's current credit limit assigned in the Customer Master table (F0301) to determine if the credit limit has been exceeded.

You can access this type of information:

- Accounts receivable (for example, any balances that are currently due).
- Account history (for example, customer ranking, invoice, and payment information).
- Open sales orders (for example, order dates and amounts).

Additionally, you can check credit at these levels:

- Customer (C).
- Parent (P).
- Line of Business (L).

If you do business with a company that operates in multiple lines of business, you can differentiate the customers based on product, division, or geography. When you perform credit checking at the Line of Business (LOB) level, you can define different default processing instructions for the same customer for different lines of business.

Understanding Sales Order Information

You use the Sales Order Entry program (P4210) to review sales order, customer, and item information in the Sales Order Detail File (F4211) or Sales Order History File (F42119) tables. The Sales Order Entry program enables you to review this information:

- Open sales order information.
- Closed sales order information.
- Information at the sales order, customer, and item levels.

Note. Use * as a wildcard character in some fields, such as invoice number and item number, to have the system search on all values for the field. You can enter the first few letters or numbers of the item number followed by * to locate all items that start with the values that you enter. For example, if you enter 10*, the system displays all numbers that begin with 10.

Sales Orders in an "As If" Currency

Whether you enter a sales order in a domestic or foreign currency, you can review amounts as if they were entered in a specific currency. "As if" currency processing enables you to review sales orders as if they were entered in a currency other than the currency in which they were actually entered. For example, a Canadian company that enters a foreign currency sales order in the euro can review the sales order amounts as if they were entered in the Japanese yen (JPY) and then compare the JPY amounts to the domestic (CAD) and foreign (EUR) currency amounts.

One of the advantages of as if currency processing is that it does not impact disk space. The as if currency amounts are not written to a table; instead, they are stored in temporary memory. Although this has no impact on disk space, it can impact processing time.

To review sales order amounts in an as if currency, you must enter a default currency code and an exchange rate date in the processing options for the Customer Service Inquiry program (P4210). This activates the As If Currency field on the Customer Service Inquiry form.

The system retrieves the exchange rate from the Currency Exchange Rates table (F0015) and calculates the "as if" currency amounts based on the base (domestic) currency of the sales order. The "as if" currency amount that you review might not be the same amount as the actual invoice or receipt because of fluctuating exchange rates.

Understanding Sales Ledger Information

You can review sales ledger information for any orders that have been processed through the sales order process. Use sales ledger information to track sales orders and to determine when an order was entered or printed. You can also use this information for internal audit purposes.

The system writes information to the S.O. Detail Ledger File table (F42199) based on the order activity rules. You can determine at which point the system writes order information to the table through status codes. For example, you might want to record information to the table during sales order entry, invoicing, and sales update.

When you create a credit order from history, you retrieve the original order from the S.O. Detail Ledger File. You must specify a version of the Sales Ledger Inquiry in the processing options of the version of Sales Order Entry (P4210) that has been set up for credit orders.

Prerequisites

Before you use the Credit Check form, you must activate A/R - Line of Business processing in the Enhanced A/R Constants.

Before you access Work With Sales Ledger Inquiry form, verify that the correct status codes are set up to record an entry in the S.O. Detail Ledger File table (F42199).

Before you access the Work With Delivery Notes form, verify that the customer billing instructions for the customer are set up to print delivery notes and verify that the Delivery Notes Print program (R42535) has been run.

Forms Used to Review Customer and Sales Information

Form Name	FormID	Navigation	Usage
Credit Check	W42050B	Sales Order Inquiries (G42112), Check Credit Select a customer and click Select on Work with Customer Master.	Review information about a customer's account and credit status.
Work with Customer Ledger Inquiry	W03B2002A	Customer Invoice Entry (G03B11), Customer Ledger Inquiry	Review invoices and receipts or audit a customer's transaction history.
Standard Invoice Entry	W03B11A	Select a detail line and click Select on Work with Customer Ledger Inquiry.	Review information for a specific invoice.
Customer Service Inquiry	W4210E	Sales Order Inquiries (G42112), Customer Service	Review sales order, customer, and item information in the Sales Order Detail File (F4211) or Sales Order History File (F42119) tables. For Argentinian sales orders, the system displays the legal number in the Customer PO field (VR01).
Update Sales Order - Header First - Manage Existing Order	W42101C	Sales Order Processing (G4211), Update Sales Order - Header First	Review sales order, customer, and item information in the Sales Order Detail File (F4211) or Sales Order History File (F42119) tables.
Work With Sales Ledger Inquiry	W42025A	Sales Order Inquiries (G42112), Sales Ledger History Inquiry	Track sales orders and determine when an order was entered or printed.
Sales Ledger Detail	W42025B	On Work With Sales Ledger Inquiry, select a record and then select Sales Ledger Dtl (sales ledger detail) from the Row menu.	Review detail information for individual ledger items.

Page Name	Object Name	Navigation	Usage
Sales Orders Inquiry by Legal Number	W76A8240A	Select a record and then select Regional Info (information) from the Form menu on Customer Service Inquiry. Or select a record and then select Regional Info (information) from the Form menu on Work With Sales Ledger Inquiry.	Review and select Argentinian sales orders based on the invoice or shipment note's legal number.
Work With Delivery Notes	W42290A	Sales Order Inquiries (G42112), Delivery Notes Inquiry	Delivery personnel can use delivery notes to compare what they deliver to what they have on the truck. Use this form to review information about items that are transported.

Reviewing Customer Account Information

Access the Credit Check form.

Amount Due Review the balance or amount due on an open invoice or voucher.

In the Address Book Master table (F0101), the amount due is a memo amount that the system uses to determine whether a particular order exceeds a credit limit. See the documentation for the Order Processing system.

Open Order Amount Review the total amount of open orders for a supplier or customer. The system uses the list price from the Item Location (F41021) table, adjusted by the discount tables or any override price. You cannot override this amount.

Total Exposure Review an amount of the total accumulated amount account receivables that is due and the total accumulated open order amounts for a given customer.

Credit Limit Review the total amount that you allow the customer to spend on purchases before the system sends a workflow message. This is the value that the system uses throughout the credit management programs. The system maintains the credit limit at the customer (child) level, not at the parent level. The system sends workflow messages for customers over their credit limits. When you set up or change the credit limit, the system sends a workflow message to the credit manager, indicating that the change is pending approval. The system does not accept the change to the credit limit in the customer record until the credit manager approves the change.

Over Credit Limit Review this field to determine the portion of a customer's total amount due that exceeds that customer's available credit limit.

See Also

PeopleSoft EnterpriseOne Multicurrency Processing 8.11 SP1 PeopleBook, "Setting Up Accounts Receivable for Multicurrency Processing," Setting Up Customer Records for Multicurrency Processing

Reviewing Sales Orders

Access the Customer Service Inquiry form.

From the Form and Row menus, you can select options to locate additional types of information that relate to sales orders, such as:

- Order holds.
- Online invoices.
- Customer information.
- Item availability.
- Supply and demand information.
- Item cross-references.
- Order header revision information.
- Order detail revision information.
- Shipment information.
- Pricing history.
- Rebate history.

Extend Back Order Quantity	Select this option to indicate that the system includes the back order quantity as part of the total amount for the order detail line.
Customer Item	Select this option to display the cross reference item number; otherwise, the cross reference item number is not required.

Setting Processing Options for Sales Ledger Inquiry (P42025)

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 PeopleSoft 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 values that the system uses.

Order Type	Enter *S* for Sales Order Processing documents. This is a code (UDC 00/DT) that identifies the type of document. This code also indicates the origin of the transaction. These are reserved document type codes for vouchers, invoices, receipts, and time sheets, all of which create automatic offset entries during the post program. (These entries are not self-balancing when you originally enter them.)
Status Code From	Enter a code (UDC 40/AT), indicating the next step in the order flow of the line type.

Status Code Thru Enter a code (UDC 40/AT) that specifies what the next standard step is in the processing cycle for this order type. You set up the steps for the processing cycle on the Order Activity Rules form.

Credit Memo

These options are only in use if this application is called from Sales Order Entry (P4210), and the Select Order row exit is used to select all the order lines for processing.

1. Enter the status code to select when retrieving credit orders. Enter a code (UDC 40/AT), specifying the last step in the processing cycle that this order line has successfully completed.

2. Enter '1' if the status code is based on the Last Status. If left blank, the status code is based on the Next Status. Enter a code to identify which status codes that you want the system to use when it selects information to display on this screen. If you set up this code, the system retrieves it from the processing options. Leave this blank to display all orders whose next status falls within this range. Enter *1* to display all orders whose last status falls within this range.

Versions

These options are in use only when this application is *not* called from sales order entry (P4210).

Credit Order Entry Version Enter a version of the credit order entry (P4210) program. A version identifies a specific set of data selection and sequencing settings for the application. Versions may be named using any combination of alpha and numeric characters. Versions that begin with XJDE or ZJDE are set up in PeopleSoft systems.

Sales Order Entry Version Enter a version of the sales order entry (P4210) program. A version identifies a specific set of data selection and sequencing settings for the application. Versions may be named using any combination of alpha and numeric characters. Versions that begin with XJDE or ZJDE are set up in PeopleSoft systems.

Setting Processing Options for Delivery Notes Inquiry (P42290)

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 PeopleSoft 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.

Versions

Use these processing options to specify the default values that the system uses. A version is a user-defined set of specifications to control how applications and reports run. You use versions to group and save a set of user-defined processing option values and data selection and sequencing options. Interactive versions are associated with applications (usually as a menu selection). Batch versions are associated with batch jobs or reports. To run a batch process, you must select a version.

1. Customer Service Inquiry Enter a version of the Sales Order Entry (P4210) program to utilize through Delivery Notes Inquiry.

2. Sales Ledger Inquiry Enter a version of the sales ledger inquiry (P42025) program to utilize through Delivery Notes Inquiry.

(ARG) Reviewing Sales Order Information for Argentina

Access the Sales Orders Inquiry by Legal Number form.

Note. The system displays this form only if you have set up the user preferences with a Localization Country code of AR (Argentina).

Shipment Note Legal Number Enter a 15 position code that is reserved for the user.

Invoice Legal Number Record reference numbers, such as the supplier's bid document number, quote document, sales order, work order, or job number.

Reviewing Commission Information

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

- Review sales order commission information.
- Review commission accruals.

Understanding Commission Information

You can set up the commission information to reflect the company's sales environment. You can assign multiple salespeople or sales groups to each customer. After you enter an order and run the Sales Update program (R42800), the system applies a calculated commission amount to the salesperson's address book number or the address book number of each salesperson in the sales group.

After the sales update, you can review commission information to ensure that the salespeople receive the correct amount. If necessary, you can modify existing information if you have proper security access.

Prerequisites

Before you complete the tasks in this section:

- Before you review commission information, run the Sales Update program (R42800).
- Ensure that the processing option for hiding commission information, which is located on the Display tab in the Sales Order Entry program (P4210), is not activated.

Forms Used to Review Commission Information

Form Name	FormID	Navigation	Usage
Work With Commission Maintenance	W42120D	Commission/Royalty Management (G4223), Commission/Royalty Maintenance	Review and select commission records.
Commission Maintenance Revisions	W42120C	Select a commission record on Work with Commission Maintenance.	Review and revise commission information.
Customer Service Inquiry	W4210E	Sales Order Processing (G4211), Sales Order Detail	Locate and select sales orders for further review.
Update Sales Order - Header First - Manage Existing Order	W42101C	Sales Order Processing (G4211), Update Sales Order - Header First	Locate and select sales orders for further review.
Sales Order Detail Revisions	W4210A	Select a sales order and select Order, then SO (sales order) Detail Revision from the Row menu on Customer Service Inquiry.	Review detail information for a sales order.
Sales Order Header Commission Lookup	W42150A	Select Header Commissions from the Form menu on Sales Order Detail Revisions.	Review sales order commission information.
Sales Order Detail Commission Lookup	W42150B	Select a record and then select Detail Commissions from the Row menu on the Sales Order Detail Revisions form.	Review sales order commission information.
Commission Accruals Lookup	W42170A	Select a sales order and select Order, then Online Invoice from the Row menu on Customer Service Inquiry. Select Commission Accruals from the Form menu on Work With Online Invoice.	Review commission accruals for a sales order.

Reviewing Sales Order Commission Information

Access the Sales Order Header Commission Look up form or the Sales Order Detail Commission Lookup form.

Flat Commission Amount Review the value in this field to determine whether the employee receives a flat commission amount instead of a commission percentage. The per-unit amount must be populated to calculate commission amounts against the invoice, gross margin, or cost.

Per Unit Amount Review the dollar amount per unit of the item.

Comm Code Type (commission code type) Review this field to determine whether the system calculated commission using invoice amount or gross margin. No matter which item the system

uses, you should consider an amount as the starting point in the commission calculation and apply loading factors, fixed costs, minimum margins, and so on

Reviewing Commission Accruals

Access the Commission Accruals Look up form.

Salesprsn Code (salesperson code)
Enter the standard for commission calculations, which requires a maximum of two salespersons and respective commission rates for each order line.

To create a commission liability for more than two salespersons, you can relate individuals or entities (for royalties) to a single order line. To do so, set up a sales/commission/salesperson code that represents not one but many salespersons in the related salesperson file. The system inserts this code in the billing instructions record for any customer or during sales order entry to create multiple commission records at the appropriate point in the order processing cycle (one record for each related salesperson).

Commission Percentage
Review the percentage of an order sales amount payable to the salesperson.

Flat Commission Amount
Review this value, which specifies a commission amount. If there is a value in this field, the employee received a flat commission amount instead of a commission percentage. The per-unit amount must be populated to calculate commission amounts against the invoice, gross margin, or cost.

Per Unit Amount
Review the dollar amount per unit of the item.

Comm Code Type (commission code type)
Review this field to determine whether the system calculated commission using invoice amount or gross margin. No matter which item the system uses, you should consider an amount as the starting point in the commission calculation and apply loading factors, fixed costs, minimum margins, and so on.

Line Amount
Review the total dollar value of the extended list price for the item on this line minus any applicable discounts.

Commission Amount
Review the value in this field. The system computes this dollar amount as a potential commission liability.

Based upon the sales amount at the order or line level, this amount might be the result of cost of sales, overhead load factor, minimum gross margin, and so on.

See Commission Constants.

Order Total
Review the cost of sales amount. The system subtracts this amount from the order sales amount to calculate the gross profit amount for this order.

Total Comm Amount (total commission amount)
Review the dollar amount computed by the system. This is a potential commission liability.

Based upon the sales amount at the order or line level, this amount might be the result of cost of sales, overhead load factor, minimum gross margin, and so on.

See Commission Constants.

CHAPTER 12

Working with Sales Order Information

This chapter provides an overview of sales order information and discusses how to:

- (CHL, PER, POL and RUS) Inquire on sales orders.
- Work with billing information.
- (CHL and PER) Work with billing information for Chile and Peru.
- (POL and RUS) Work with sales order management processes for Poland and Russia.

Understanding Sales Order Information

You review and analyze sales order information to track the status of sales orders and invoices and accurately plan for future needs. For example, you can monitor quantity information to identify how many items on a sales order are backordered. You can also review the present status of any order, including orders that are on hold.

When entering or reviewing a sales order, you can quickly access item information, such as item number, availability, quantity cost-breaks, and so on. This is helpful when you are working directly with the customer.

You can also access additional item information that helps you accurately plan for future needs, such as summary availability and supply and demand for an item. For example, you can locate information about how many items are on demand, available in supply, and available to be promised.

You can access information about customer accounts, including current (open) orders and past (closed) sales orders. You can use the Check Credit program (P42050) to compare a customer's total accounts receivable and open orders with their credit limit. You can also access and review sales history information.

You can review billing information that doesn't print on the invoice that the customer receives, such as the status of any related orders. This is helpful when you must provide information to a customer during order entry.

You can access this information in either of these ways:

- From the Customer Service Inquiry form on the Sales Order Inquiries (G42112) menu.
- From the Update Sales Order - Header First - Manage Existing Order form on the Sales Order Management (G4211) menu.

Note. The method that you use to inquire on a sales order might be dependent upon the country that is associated with the order. Countries such as Chile, Peru, and Russia have country-specific fields, forms, and programs that can be used to review sales order information. To inquire on an order that is associated with one of these countries, refer to the documentation in this section that is associated with the appropriate country.

(CHL, PER, POL and RUS) Inquiring on Sales Orders

This section provides an overview of sales order inquiries for Chile and Peru, and discusses how to:

- (CHL and PER) Set processing options for Order Inquiry by Legal Document (P76H2012).
- (POL and RUS) Search for sales orders by legal number.
- (POL and RUS) Set processing options for Sales Legal Document Inquiry by Legal Number (P7420002).

Understanding Sales Order Inquiries for Chile and Peru

Sales Order Management inquiries must meet Chilean and Peruvian legal requirements. Using the localized inquiries enables you to display vouchers' legal numbers (invoice, ticket, export invoice, and so on) and the shipping guide, with the internal number generated by the sales order number and type.

Customer Service

You use the Customer Service program (P4210) to check the information for a customer's sales orders and items in the Sales Orders Detail (F4211) table or in the Historical Sales Orders Detail (F42119) table. Using the localization menu selections, you can display the legal document number and type (invoices, tickets, shipping guides, export invoices, and so on) with a sales order. You can also view the shipping guide with the internal number generated by the sales order number and type.

Sales Ledger History

You can review information in the sales ledger for any order that has been through the sales order process. You can also view the legal document number with a sales order.

Orders Inquiry by Internal Document

Using Orders Inquiry by Internal Document, you can access the legal document numbers and document types for a sales order. You can inquire by internal document type and document number or by sales order number and type.

Note. When you review a sales order line, there is a row for each voucher line. For example, there are two rows for order line 1000: one line corresponding to the legal invoice number and the other to the legal shipping guide number.

Order Inquiry by Legal Document

You can inquire on a sales order using the legal number. You can also inquire by legal document type and number, order type and number, and invoice internal document type and number.

Sales Order – Batch Inquiry

You can use this inquiry to locate sales orders by batch.

Voided Documents Inquiry

You can use this inquiry to locate voided legal documents for the Accounts Receivable system and the Sales orders Management system.

Prerequisites

Verify that all voucher types are set up in user-defined code (UDC) 76H/DG.

Forms Used for Sales Order Inquiries

Form Name	FormID	Navigation	Usage
Customer Service - Customer Service Inquiry	W4210E	Sales Orders Inquiry (G42112), Customer Service	Locate customer sales orders and items.
Sales Legal Document Inquiry by Internal Document	W76H2011A	Select an order and then select Order, Regional Information from the Row menu on Customer Service - Customer Service Inquiry.	Review regional information for an order.
Sales Ledger History Inquiry - Work With Sales Ledger Inquiry	W42025A	Sales Orders Inquiry (G42112), Sales Ledger History Inquiry	Review sales ledger information.
Sales Legal Document Inquiry by Internal Document	W76H2011A	Select an order and select Regional Information from the Row menu on Sales Ledger History Inquiry - Work With Sales Ledger Inquiry.	Review regional information for an order.
Sales Legal Document Inquiry by Internal Document (CHL and PER)	W76H2011A	Sales menu (G76H42), Sales Legal Document Inquiry by Internal Document	(CHL and PER) Review sales order legal document numbers and types associated.
Sales Legal Document Inquiry by Legal Number (CHL and PER)	W76H2012A	Sales menu (G76H42), Sales Legal Document Inquiry by Legal Number	(CHL and PER) Review sales orders by legal number.
Sales Order /Lot Inquire	W76H2013A	Sales menu (G76H42), Order Lot – Inquiry	Locate sales orders by batch.
Void Invoices - Work with Legal Next Numbers for Cancellation	W76H3B20A	Sales menu (G76H42), Void Invoices	Locate voided legal documents for the Accounts Receivable and Sales Order systems.
Void Invoices - Work with Invoices not Printed	W76H3B20C	Select an invoice and then select Invoices not Printed from the Row menu on Void Invoices - Work with Legal Next Numbers for Cancellation.	Review voided legal documents.

Page Name	Object Name	Navigation	Usage
Sales Legal Document Inquiry by Internal Document (POL and RUS)	W7420001A	On the Customer Service Inquiry form, enter a sales order and order type and click Find to display legal documents related to the sales order. Select an existing sales order line that generated a legal document and then select Regional Info from the Form menu.	(POL and RUS) Search for sales order lines associated with a legal document number.
Sales Legal Document Inquiry by Legal Number (POL and RUS)	W7420002A	On Work With Sales Ledger Inquiry, select an existing sales order line that generated a legal document and then select Regional Info from the Form menu.	(POL and RUS) Search for invoices and shipment notes by sales order or by legal number for each legal document.

(CHL and PER) Setting Processing Options for Order Inquiry by Legal Document (P76H2012)

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 PeopleSoft 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.

General

You must enter document types in the UDC 76H/DG to inquire by legal number by document type. Enter the value without spaces and commas in each processing option. For example, if you want the shipping guide number of an order to display in column 1 and the invoice or ticket number in column 2, you might enter *08* for column 1 and *0102* for column 2.

2. Legal document types group of UDC 76H/DG for column 1

Specify a legal document type that the system uses to select records to display in column 1 in the Sales Legal Document Inquiry by Legal Number form. The value that you enter must exist in the Legal Document Type Group (74/DG) UDC table.

3. Legal document types group of UDC 76H/DG for column 2

Specify a legal document type that the system uses to select records to display in column 2 in the Sales Legal Document Inquiry by Legal Number form. The value that you enter must exist in the Legal Document Type Group (74/DG) UDC table.

4. Legal document types group of UDC 76H/DG for column 3

Specify a legal document type that the system uses to select records to display in column 3 in the Sales Legal Document Inquiry by Legal Number form. The value that you enter must exist in the Legal Document Type Group (74/DG) UDC table.

Versions

Enter the program version that you want to use for order inquiry.

Enter the version for Header review of OV (P4210) Enter a version of the Sales Order Entry program that you want to use for header review. If you leave this option blank, the system uses version ZJDE0001.

Enter the version for Detail review of OV (P4210) Enter a version of the Sales Order Entry program that you want to use for detail review. If you leave this option blank, the system uses version ZJDE0001.

Enter the version for OV Date (P42045) Enter a version of the Customer Service Inquiry program or leave this field blank to use ZJDE0001.

Enter the version for OV Address numbers (P42045) Enter a version of the Customer Service Inquiry program or leave blank to use ZJDE0001.

Enter the version for OV Line Detail (P42045) Enter a version of the Customer Service Inquiry program or leave this field blank to use ZJDE0001.

Enter the version for Customer Service (P4210) Enter a version of the Sales Order Entry program that you want to use for customer service. If you leave this option blank, the system uses version ZJDE0001.

(POL and RUS) Searching for Sales Orders by Legal Number

Access the Sales Legal Document Inquiry by Legal Number (RUS) form.

Issue Place Enter the place of issue of the legal document for which you want to locate sales orders. The value that you enter must exist in the F7400004 table.

(POL and RUS) Setting Processing Options for Sales Legal Document Inquiry by Legal Number (P7420002)

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 PeopleSoft 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.

General

These processing options specify default values that the program uses when displaying information in the forms for the program.

1. Legal Document Group Column 1 Specify a legal document type that the system uses to select records to display in column 1 in the Sales Legal Document Inquiry by Legal Number form. The value that you enter must exist in the Legal Document Type Group (74/DG) UDC table.

2. Legal Document Group Column 2 Specify a legal document type that the system uses to select records to display in column 2 in the Sales Legal Document Inquiry by Legal Number form. The value that you enter must exist in the Legal Document Type Group (74/DG) UDC table.

3. Legal Document Group Column 3 Specify a legal document type that the system uses to select records to display in column 3 in the Sales Legal Document Inquiry by Legal Number form. The value that you enter must exist in the Legal Document Type Group (74/DG) UDC table.

Versions

These processing options specify the versions that the system uses when it displays forms after you use a Form or Row exit on the Sales Legal Document Inquiry by Legal Number form.

Sales Order Header Revision Specify the version of the Sales Order Entry (P4210) program that the system uses when displaying the Sales Order Header (W4210G) form. If you do not complete this processing option, the system uses version ZJDE0001.

Sales Order Detail Revision Specify the version of the Sales Order Entry (P4210) program that the system uses when displaying the Sales Order Detail Revisions (W4210A) form. If you do not complete this processing option, the system uses version ZJDE0001.

Sales Order Dates Specify the version of the Customer Service Inquiry (P42045) program that the system uses when displaying the Dates (W42045G) form. If you do not complete this processing option, the system uses version ZJDE0001.

Sales Order Address Number Specify the version of the Customer Service Inquiry (P42045) program that the system uses when displaying the Address Numbers (W42045F) form. If you do not complete this processing option, the system uses version ZJDE0001.

Customer Service Inquiry Specify the version of the Customer Service Inquiry (P42045) program that the system uses when displaying the Customer Service Inquiry (W4210E) form. If you do not complete this processing option, the system uses version ZJDE0001.

CS Inquire Specify the version of the Sales Order Entry (P4210) program that the system uses. If you do not complete this processing option, the system uses version ZJDE0001.

Working with Billing Information

This section provides overviews of online invoices and order acknowledgement printing and discusses how to:

- Set processing options for Online Invoice Inquiry (P42230).
- (ARG) Review tax calculations for Argentina.
- Print order acknowledgements.
- Set processing options for Print Invoices (R42565).

Understanding Online Invoices

You use the Online Invoice Inquiry program (P42230) to review invoice information about an order that has not been invoiced or that has been only partially invoiced. The program displays the same information that appears on a printed invoice.

You can also use Online Invoice Inquiry to:

- Review open and closed invoice information.
- Display the invoice with or without back ordered lines.
- Review information about shipping conditions, discounts, payment terms, and taxes.
- Review transaction dates of lines within the invoice.
- Review commission accruals for a sales order.

You can set the processing options for the Online Invoice Inquiry program to display back ordered items in these ways:

- Without quantity and extended price information.
- With quantity information only.
- With quantity and extended price information.

You can also display tax summary information based on one of these criteria:

- Tax group - total taxable amount.
- Tax area - tax rate area, such as a state.
- Tax authority - tax authority with jurisdiction in the tax area, such as a county or city.

If the order has items that are taxed at different rates, the system calculates the taxes, but displays *N/A* (not applicable) instead of a tax rate.

Note. You cannot inquire on interbranch or intercompany orders until you have printed invoices for the orders.

Understanding Order Acknowledgement Printing

You print order acknowledgements to send to the customer to confirm that you are processing the order. You can include the same information that is on the sales invoice, such as:

- Item quantities, including backordered or canceled items.
- Total price, taxes, and discounts.
- Delivery date.
- Payment terms.
- Associated text and print messages.
- Charge references for detached adjustments and flat rates.

You usually print order acknowledgements for those order lines that are ready to print on a pick slip. You should set up a separate status code for printing order acknowledgements in the order activity rules. You do this to prevent the system from bypassing the status for printing pick slips.

When you print acknowledgements, the system uses a version of the Print Invoices program (R42565). You can specify whether the system assigns invoice numbers when you print invoices or order acknowledgements by setting the appropriate processing option for each version. You can run the proof version for other functions, such as invoice reprints.

Important! When you run a version of Print Invoices in proof mode, the system does not perform updates to status codes or tables. To properly process sales order acknowledgements, you must run version XJDE0005 or run a copy of this version.

Forms Used to Work with Billing Information

Form Name	FormID	Navigation	Usage
Work With Online Invoice	W42230A	Sales Order Inquiries (G42112), Online Invoice	Review invoice information about an order that has not been invoiced or that has been only partially invoiced.
Dates	W42045G	Select a detail line and then select Order Dates from the Row menu on Work With Online Invoice.	Review dates for a detail line.
Sales Order Line Detail	W42045A	Select a detail line and then select Order Detail from the Row menu on Work With Online Invoice.	Review the detail information for the order line that you select.
Price History	W4074C	Select a detail line and then select Pricing History from the Row menu on Work With Online Invoice.	Review the price history for the item.
Legal Tax Amount Detail	W76A230B	Select Regional Info from the Form menu on Work With Online Invoice. The system displays this form only if you have set up the user preferences with a Localization Country code of AR (Argentina).	Review the tax calculations that are based on the fiscal setup for Argentina. Review detailed tax calculations by tax code and order line.

Setting Processing Options for Online Invoice Inquiry (P42230)

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 PeopleSoft 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 system implementation, you can change processing options each time that you run a program.

1. Order Type Enter a code (UDC 00/DT) that identifies the type of document. This code also indicates the origin of the transaction. Document type codes are reserved for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program. (These entries are not self-balancing when you originally enter them.) The document types listed below are predefined and should not be changed:

- *P:* Accounts Payable documents.
- *R:*Accounts Receivable documents.
- *T:*Payroll documents.
- *I:*Inventory documents.
- *O:*Purchase Order Processing documents.
- *J:*General Accounting/Joint Interest Billing documents.
- *S:*Sales Order Processing documents.

2. Status Code From Enter a code (UDC 40/AT), indicating the next step in the order flow of the line type.

3. Status Code Thru Enter a code (UDC 40/AT) that specifies what the next standard step is in the processing cycle for this order type. You set up the steps for the processing cycle on the Order Activity Rules form.

4. Based on Status Enter *1* for the last status. Leave this field blank for the next status.

5. Backorders Enter *1* to exclude backorders, enter *2* to include backorders, quantities only or enter *3* to include backorders, quantities and prices.

6. Customer Self Service Functionality Specify whether the system activates the customer self-service functionality for use in JAVA/HTML. Values are:

Blank: Bypass customer self service.

1: Activate customer self-service functionality for use in JAVA/HTML.

Freight

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

1. Process Freight Estimate Specify whether the system displays the freight estimate. Values are:

Blank: Do not display the freight estimate.

1: Display the freight estimate.

Versions

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

1. Enter version for Print Invoices Enter a version for print invoices. A version identifies a specific set of data selection and sequencing settings for the application. Versions may be named using any combination of alpha and numeric characters.

Commissions

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

1. Bypass Commission Processing Specify whether the system processes commissions. Values are:

Blank: Process commissions.

1: Do not process commissions.

(ARG) Reviewing Tax Calculations for Argentina

Access the Legal Tax Amount Detail form.

Important! For the tax calculations to appear, the Sales Order Taxes at Order Level option on the Tax Rules Revisions form must be turned on.

See *PeopleSoft EnterpriseOne Tax Processing 8.11 SP1 PeopleBook*, "Setting Up Tax Information," Setting Up Tax Rules.

Printing Order Acknowledgements

Select Sales Order Reports (G42111), Print Acknowledgements.

Setting Processing Options for Print Invoices (R42565)

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 PeopleSoft 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.

Default

Use these processing options to specify the default values that the system uses.

1. Status Code - From Enter the beginning status code range that the system uses to select orders for printing invoices.

You must use a status that has been set up in the UDC table (40/AT) of the order activity rules. The combination of Status Code - From and Status Code - To must be a valid combination of last status and next status in the Order Activity Rule table for the order type and the line type that you are processing.

2. Status Code - To Enter the status code range that the system uses to select orders for printing invoices.

You must use a status that has been set up in the UDC table (40/AT) of the order activity rules. The combination of Status Code - From and Status Code - To must be a valid last status/next status combination in the Order Activity Rule table for the order type and the line type that you are processing.

3. Based On Status Specify whether the system selects the Sales Order Detail File table (F4211) according to the last status or next status. Values are:

1: Select according to last status.

2: Select according to next status.

4. Override Next Status Code Enter the next step in the order process. The code that you specify (UDC 40/AT) must have been set up in the Order Activity Rules based on the order type and the line type that you are using.

The override status is another allowed step in the invoicing process and is optional. The combination of the beginning status and the override next status must be a valid last status/next status combination in the Order Activity Rules table.

5. Prevent Next Status Update Specify whether to prevent the system from updating the next status from the Order Activity Rules. The code that you specify (UDC 40/AT) must have been set up in the Order Activity Rules based on the order type and the line type that you are using. Values are:

Blank: Update the next status.

1: Prevent the next status update.

If you leave this processing option blank, the system updates the next status according to the existing order activity rules.

6. Prevent A/R Number Assignment Specify whether the system is prevented from assigning an AR number to the transaction when running an invoice in proof mode. Values are:

Blank: Do not prevent AR number assignment.

1: Prevent AR number assignment.

When you run this program in proof mode, set this processing option to *1*.

7. Assign A/R Next Number Enter the index number that the system uses when assigning an AR next number. You can choose from 10 different sequencing buckets for AR next number assignments. If you leave this option blank, the system assigns *01*.

8. Invoice Document Type Enter the document type that the system assigns to the invoice.

You must use a document type that has been set up in the UDC table 00/DT. If you leave this option blank, the system uses document type *RI*.

Print

Use these processing options to specify the data that the system prints.

1. Invoice Date Enter the date that appears on the invoice. If you leave this processing option blank, the system date prints.

2. Print Backordered/Canceled Lines

Specify whether the system prints backordered lines or canceled lines or both on the invoice. Values are:

1: Print backordered lines.

2: Print canceled lines.

3: Print both backordered and canceled lines.

4: Do not print backordered or canceled lines.

3. Extend Price on Backordered Lines

Specify whether the system prints the extended price of backordered items. Values are:

Blank: Do not print the extended price of backordered items.

1: Print the extended price of backordered items.

4. Print Backordered Lines Once Only

Specify whether the system prints backordered and canceled lines one time or multiple times. Values are:

Blank: Print backordered lines multiple times.

1: Print backordered lines one time only.

5. Print Extended Cost

Specify whether the system prints the extended cost and profit margin. Values are:

Blank: Do not print the extended cost and profit margin.

1: Print the extended cost and profit margin.

If you have set this processing option to *1,* you must print in landscape format to view the extended cost.

6. Print Available Discount

Specify whether the system prints discounts available to a customer. Values are:

Blank: Do not print available discounts.

1: Print available discounts.

7. Print Kit Component Lines

Specify whether the system prints kit component lines. Values are:

Blank: Do not print kit component lines.

1: Print kit component lines.

If you are using Sales Configurator, set this option to *1*.

8. Print Future Committed Lines

Specify whether the system prints future committed lines. Values are:

Blank: Do not print future committed lines.

1: Print future committed lines.

9. Print Item Number

Specify whether the system prints the customer's item numbers along with the internal item numbers. Values are:

Blank or *1:* Print internal item numbers only.

2: Print internal and the customer's item numbers.

10. Customer Cross Reference

Enter the cross-reference code that identifies the customer item number, if you choose to print the customer item number on the invoice. You must enter a value from the UDC table (41/DT).

11. Item Summary

Specify whether the system prints summaries of multiple line items for the same item if the item number, cost, and price of each line item are identical. For example, if you ship the same item to multiple locations, you might want to summarize line items for the invoice that is sent to the bill to location. Values are:

1: Print summaries of items only.

2: Print summaries of items split by commitments.

If you set this option to *1,* the summarization is based on these fields: 2nd Item Number, Unit Price, Unit of Measure, Line Type, Pricing Unit of Measure, Document Number, Document Type, and Document Company.

If you set this option to *2,* the summarization is based on these fields: Order Number, Order Type, Order Company, Line Number, Unit Price, Unit of Measure, Line Type, and Pricing Unit of Measure.

When working with kits, set this option to *1*.

12. Print Serial Numbers

Specify whether the system will print serial numbers on the invoice. Values are:

Blank: Do not print serial numbers.

1: Print serial numbers.

13. Print in Foreign Currency

Specify whether the system prints foreign currency. Values are:

Blank: Do not print foreign currency.

1: Print foreign currency.

14. Print Tax Summary

Specify whether the system prints tax summary information on an invoice. The system summarizes the tax information according to how you have set this option. Values are:

Blank: Do not print tax summary information.

1: Print tax summary information by group.

2: Print tax summary information by area.

3: Print tax summary information by authority.

15. Global Print Message

Enter a UDC (40/PM) to specify the global print message that the system prints on each invoice.

16. Print Associated Text

Specify whether the system prints sales order associated text on an invoice. Values are:

Blank: Do not print associated text.

1: Print associated text.

If you set this option to *1,* the system prints the associated text for both the sales order header and the sales order detail.

17. Print Drafts

Specify whether the system prints drafts. Values are:

Blank: Do not print drafts.

1: Print drafts.

18. Draft Origination

Specify the city name from where the draft originates. If you enter a city name here, it appears on the draft.

19. Print Message Preference

Specify whether the system prints a user-defined print message preference for the item number or customer number that appeared in the sales order. Print message preferences are set up for an item number, customer number, item group, customer group, or a combination of these selections. Values are

Blank: Do not print user-defined print message preference.

1: Print a user-defined print message preference.

20. As If Currency Code

Specify an as-if currency in which to print net, sales tax, and total order amounts on the invoice. The Print Invoice program uses as-if currency processing to calculate and print amounts as if they were entered in a currency other than the domestic or foreign currency.

21. As If Print Tax Summary

Specify whether the system prints the tax summary amounts in an as-if currency. Values are:

Blank: Do not print tax summary information in an as-if currency.

1: Print tax summary information in an as-if currency. The program uses the currency code specified in the As If Currency processing option and the format specified in the Print Tax Summary processing option.

22. Print Additional Header Text

Specify whether to print the additional header text on the page header of the report. The additional header text identifies the document as an original or a reprint. Values are:

Blank: Do not print additional header text.

1: Print additional header text to indicate that the document is original.

2: Print additional header text to indicate that the document is a reprint.

23. Print copy for Forwarded To address

Specify whether to print a copy of the invoice for the Forward To address.

Cost/Price Update

Use these processing options to specify how the system processes cost and to specify the version of the cost program to use.

1. Update Cost

Specify whether the system updates costs prior to printing an invoice. The system updates all selected sales orders with current costs, exchange rates, and prices. To ensure that the system accurately calculates the profit margins, you can run a sales cost update. Run this update if the purchasing or manufacturing costs change frequently, or if orders have been in the system for an extended period before being updated. Values are:

Blank: Do not update costs for the item.

1: Update costs with the Sales Order Batch Price/Cost Update program (R42950).

2. Sales Price/ Cost Update Version (R42950)

Specify the version of Sales Order Batch Price/Cost Update (R42950) that the system uses to update costs prior to printing invoices. If you leave this option blank, the system uses version ZJDE0001.

For interbranch orders, you must set the processing options in R42950 to update the price information, and specify the exchange rate for the branch/plants that are involved in the transaction.

Prepayment

Use this processing option to specify whether the system displays prepayments.

1. Display Prepayments on Invoice Specify whether the system displays prepayment information on an invoice. Values are:

Blank: Do not display prepayment information.

1: Display prepayment information.

Process

Use these processing options to specify how the system processes the next order status.

1. Enable Next Order Status Preference Specify whether to enable advance preferences for all sales order detail records that the system processes when printing invoices. Values are:

Blank: Do not use Next Order Status Preference.

1: Use Next Order Status Preference.

2. Printing Invoice Selection Specify whether the system prints invoices. Values are:

Blank: Print invoices.

1: Do not print invoices.

EDI

Use these processing options to specify how the system processes edit information.

1. EDI Processing Selection Specify the method of processing that the system uses for EDI transactions. Values are:

Blank: Use Invoice Print processing only.

1: Use EDI and Invoice Print processing.

2: Use EDI processing only.

2. EDI Transaction Type Specify the EDI transaction type. Values are:

1: Invoice.

2: Purchase order acknowledgement.

3: Request for quotation.

3. EDI Document Type Specify the document type for EDI transactions.

You must use a document type that has been set up in the UDC table 00/DT.

4. EDI Transaction Set Number Specify the transaction set number in EDI processes. You must use a transaction set number that has been set up in the UDC table 40/ST.

5. EDI Translation Format Specify the translation format for EDI transactions.

6. Trading Partner ID Specify the identification number of the EDI trading partner.

7. Transaction Set Purpose Specify the transaction set purpose for the EDI transactions. You must use a transaction set purpose that has been set up in the UDC table 47/PU.

8. Extended EDI Invoice Processing Specify that the system should populate the EDI Invoice Expanded Header (F470462) and EDI Invoice Expanded Detail (F470472) tables when printing invoices. Values are:

Blank: Do not populate the tables.

1: Populate the tables.

9. Reference Qualifier 1 Enter a UDC (41/X6) to apply the reference qualifier that the system uses to locate the corresponding shipment reference number.

10. Reference Qualifier 2 Enter a UDC (41/X6) to apply the reference qualifier that the system uses to locate the corresponding shipment reference number.

11. Reference Qualifier 3 Enter a UDC (41/X6) to apply the reference qualifier that the system uses to locate the corresponding shipment reference number.

12. Reference Qualifier 4 Enter a UDC (41/X6) to apply the reference qualifier that the system uses to locate the corresponding shipment reference number.

13. Reference Qualifier 5 Enter a UDC (41/X6) to apply the reference qualifier that the system uses to locate the corresponding shipment reference number.

Demand Scheduling

Use these processing options to specify how the system processes demand scheduling.

1. Party Type 1 Specify the party type qualifier for retrieving the values for the party type name and ID number. The system populates the EDI Invoice Expanded Header (Sales) table (F470462) with the party type name and ID number if you enable the EDI Extended EDI Invoice Processing field on the EDI tab.

2. Party Type 2 Specify the party type qualifier for retrieving the values for the party type name and ID number. The system populates the EDI Invoice Expanded Header (Sales) table (F470462) with the party type name and ID number if you enable the EDI Extended EDI Invoice Processing field on the EDI tab.

3. Party Type 3 Specify the party type qualifier for retrieving the values for the party type name and ID number. The system populates the EDI Invoice Expanded Header (Sales) table (F470462) with the party type name and ID number if you enable the EDI Extended EDI Invoice Processing field on the EDI tab.

4. Party Type 4 Specify the party type qualifier for retrieving the values for the party type name and ID number. The system populates the EDI Invoice Expanded Header (Sales) table (F470462) with the party type name and ID number if you enable the EDI Extended EDI Invoice Processing field on the EDI tab.

5. Party Type 5 Specify the party type qualifier for retrieving the values for the party type name and ID number. The system populates the EDI Invoice Expanded Header (Sales) table (F470462) with the party type name and ID number if you enable the EDI Extended EDI Invoice Processing field on the EDI tab.

Email

Use these processing options to specify how the system processes emails.

1. Email Acknowledgement Selection Specify whether system sends email acknowledgements when you run the Print Invoices program (R42565). Values are:

Blank: Do not send email acknowledgements.

1: Send email acknowledgements.

2. Electronic Address Type Enter the code that the system uses when creating and defining the email address from the Who's Who contact information. The system then uses the email address for acknowledgements. If you leave this processing option blank, the system uses a default value of *E*.

3. Include Amounts on Email Specify whether the system prints line amounts and totals (such as total order amount, price, extended amount, and tax) on the email acknowledgement. Values are:

Blank: Do not print all line amounts and totals.

1: Print all line amounts and totals.

4. Email Heading Message Enter a UDC (40/PM) to define which global print message that the system includes on the email acknowledgement. If you leave this processing option blank, the system does not include a global print message.

5. Email Subject Line Enter a UDC (40/PM) to define the text that the system prints in the subject line when sending an email acknowledgement. If you leave this processing option blank, the system leaves the subject line blank.

6. Email Sender Address Number Enter the address number that specifies the name and email address of the sender of the email acknowledgement.

(CHL and PER) Work with Billing Information for Chile and Peru

This section provides overviews of the billing process for Chile and Peru, and sales order inquiry by status by batch, lists prerequisites, and discusses how to:

- Set processing options for printing invoices and shipping guides (P76H2565).
- Set processing options for lot inquiry (P76H3B50).

See Also

PeopleSoft EnterpriseOne Global Options and Reports 8.11 SP1 PeopleBook, "(CHL and PER) Setting Up the System for Chile and Peru Legal Requirements"

Understanding Billing Information for Chile and Peru

Printing legal documents such as invoices is localized in the Sales Order Management and Accounts Receivable systems in order to meet Chilean and Peruvian legal requirements. You also use the Sales Order Management system to print shipping guides.

The billing process in Sales Order Management consists of:

1. Running the Print Invoices program (R42565).

This program generates the corresponding invoices, taking into account printing one invoice per page and considers all necessary data according to Chilean and Peruvian legal requirements. At the end of the process, the system issues a .pdf document with the print batch number containing all the invoices generated by during this process.

2. Numbering legal vouchers.

   With the batch number generated by the Print Invoices program, you can access the print program and number the legal vouchers in the batch to prior to printing. The system performs validation for numbering.

3. Printing vouchers.

   After the voucher is numbered, you can print vouchers.

Note. According to Peruvian legislation, identifiable goods sold or lent in use require that the serial or motor number be included in the invoice, ticket, or shipping guide. In order to comply with the legal requirement, these items must be set up and you must assign the batch or serial number in the order line.

In order to issue shipping guides, set the processing options for Print Invoice to the version that does not update the Accounts Receivable module. Entering an internal document type is not necessary.

For Chile, we recommend that you set up a specific version of Print Invoices to process invoice and sales tickets and external services (duty free).

For Peru, we recommend that you set up a specific version of Print Invoices to process invoice and sales tickets and another for export invoices.

Invoice Summarizations by Item and Invoice Consolidation by Customer are not included in the Chilean or Peruvian localizations. You must disable this in the processing option for Print Invoice (R42565). You cannot run Billing or Shipping Guides Generation in proof mode.

You can number and print one batch at a time. A batch cannot be numbered with a status of *O* (open) if there is a previous batch that is not at the status of *C* (closed). This enables the user to continue working while the system numbers vouchers.

You cannot delete batches generated in the Sales Order Management system because the system generates these batches in the Print Invoice program. You must delete the invoices by generating a credit note. You can delete batches that were generated from the Accounts Receivable system if the batch and the voucher have an open status. You must renumber vouchers the same day that you print them. You must renumber vouchers printed on prior dates.

Billing Process Features

Billing process features include:

- The ability to generate shipping guides.
- The ability to generate a print batch containing shipping guides and invoices.

  By running the Print Invoices program, the system generates a print batch containing shipping guides and invoices. You must use this program to comply with the Peruvian legal requirement that states that the shipping guide must have the same number as the invoice number, and the invoice must contain the shipping guide number.
- The ability for different users to run the Print Invoices program at the same time to generate invoices, credit and debit notes, export invoices, and so on.
- Automatic invoice voiding when renumbering.

For example, if there is an invoice printing problem, the system enables you to review the invoice, void it, renumber it, and reprint it. When renumbering invoices, the system automatically sends the voided document to a voided documents table.

- A flexible design that enables you to customize an invoice.

Generating Shipping Guides and Invoices

The Print Invoices program calls the Printing Invoices and Shipping Guides (P76H2565) program containing the localization parameters for generating legal documents.

These Chilean and Peruvian legal documents are generated by running Printing Invoices and Shipping Guides:

- Invoices.
- Tickets.
- Shipping guides.
- Credit notes.
- Debit notes.
- Export invoices.
- Export credit and debit notes.
- Chile only: Tax-free goods and service invoices (duty free).
- Chile only: Tax free goods and service tickets (duty free).

The Printing Invoices and Shipping Guides program generates:

- A print batch.

  Each print batch consists of various documents (invoices, shipping guides, or shipping guides and invoices together), depending on the parameters that you set in the localized program processing options. Users locate the batch and number and print the documents in the batch.

- A .pdf file containing the number for the batch and the number of document processed.

  For example, the program generates batch 428, containing 1,000 invoices.

- Invoices, taking into account space limits by document.

  Depending on the setup, these invoices can contain discounts, attached data, shipping guide numbers, and all required legal information.

- Internal document type and number.

  Vouchers do not have a legal number assigned. To enter the legal number and print the voucher, you must use the Lot Review Inquiry.

- A .pdf document with a warning to address the work center to verify errors if the program does not run successfully.

  Users must correct sales orders, correct their statuses, and then run the program again. Sales orders with billing errors have a *last* status of 931 and *next* status of 831 or the statuses specified by the user in the processing options. This enables you to easily identify incorrect sales orders, correct them, and reprocess them.

Localized Tables

Tables the system uses for localized data include:

- F76H3B10 Legal documents Header.
- F76H211 Shipping Guide/Invoices.
- F76H3B50 Print Batch Header.
- F76H3B51 Print Batch Detail.
- F76H3B31 Print Header Image.
- F76H3B32 Print Detail Image.
- F76H3B33 Tax Detail.
- F76H3B34 Sales Order Lines.
- F76H3B35 Sales Order Price Adjustments Detail.
- F76H3B36 Attached Data Detail.
- F76H3B38 Shipping Guide Detail.

Understanding Sales Order Inquiry by Status by Batch

You can access the internal voucher type and number of the voucher using the voucher legal number.

You can also update the next status of orders in the batch after voucher printing (shipping guide or invoice). Renumbering vouchers does not update sales orders status.

Additionally, you can inquire on batches according to sales order status. You can choose to display or hide batches that belong to a sales order status range according to the processing options on the Sales Order Processing (SOP) tab. The batches that are not in the status range appear in light gray, and you can inquire on the detailed information, but you cannot number, renumber, or print the batch. This enables you to inquire on the batches that are in the status range that you entered in the processing options and other batches from the same batch version.

Prerequisites

Before you complete the tasks in this section:

- Verify that sales orders have a correct status code to print shipping guides and invoices.
- Set up legal document types.
- Set up print layout.
- Set the processing options for the Print Invoices and Printing Invoices and Shipping Guides program.

  You must enter the same version in the processing option.
- Set up legal document types relationship.
- Verify localized tax area information.
- Set up activity rules for sales order types.
- Set up status codes.

Forms Used to Work with Billing Information

Form Name	FormID	Navigation	Usage
Lot Review	W76H3B50A	Sales menu (G76H42), Lot of Printing Review	Inquire on batch vouchers, or inquire on sales orders by status by batch.
Edit Lot	W76H3B50B	Select the batch, and select Sales Legal Document Inquiry from the Row menu on Edit Lot.	Display sales orders in which a legal document relates to a print batch.
Get Internal Number From Legal Number	W76H3B50I	Select the batch, and select Get Internal Number from the Form menu on Lot Review.	Attach a legal number to a document.

Setting Processing Options for Printing Invoices and Shipping Guides (P76H2565)

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 can set a processing option to include the fiscal year or the number of aging days on a report.

Do not modify PeopleSoft 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.

General

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

1. Document to be generated

Specify the document the system will generate. Values are:

1: Generate an invoice, ticket, C/N, or D/N.

2: Generate a shipping guide.

3: Generate simultaneous invoice and shipping guide.

2. Issuing Series

Enter *001* for invoice, shipping guide, or simultaneous invoice and shipping guide.

3. Internal type document

Enter the internal document type (DCT) for the legal types relationship. For example, enter *GD* for the legal types relationship for the shipping guide or enter *FD* for invoice generation.

4. Shipping Guide

Enter the internal document type (DCT) for the legal types relationship. For example, enter *GD* for the legal types relationship for the shipping guide or enter *FD* for invoice generation.

Shipping Guides

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

1. Weight Unit of Measure for Print Enter the weight unit of measure for printing. For example, enter *KG* for shipping guides and simultaneous invoice and shipping guide.

2. Volume Unit of Measure for print Enter the volume unit of measure for printing. For example, enter *M3* for shipping guides and simultaneous invoice and shipping guide.

3. Item unit price or Shipping Guides Enter *1* to print the item unit price for shipping guides. This processing option does not apply for Peru.

Error Processing

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

1. Last Status Invoices Enter the last status code to be used in invoices when errors are found. If you leave this processing option blank, the default value is *931*.

Next Status Invoices Enter the next status code to be used in invoices when errors are found. If you leave this processing option blank, the default value is *831*.

Last Status Shipping Guides Enter the last code status to be used in shipping guides when errors are found. If you leave this blank, the default value is *931*.

Next Status Shipping Guides Enter the next code status to be used in shipping guides when errors are found. If you leave this blank, the default value is *832*.

Setting Processing Options for Lot Inquiry (P76H3B50)

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 PeopleSoft 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.

General

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

1. Enter the reason code for invoices that were not printed due to printing errors Enter a code to specify the reasons why a legal document was canceled.

2. Transaction Originator AR/SOP Enter the system that generates the invoice.

SOP

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

1. From Status Code Enter a UDC (40/AT) that specifies what step in the processing cycle was last completed successfully for this order line.

2. Thru (through) Status Code Enter a UDC (40/AT) that specifies what the next standard step is in the processing cycle for this order type. You set up the steps for the processing cycle on the Order Activity Rules form.

3. Based on Status Enter *1* to use the status code from the From Status Code processing option as the last status, or enter *2* to use the status code from the Thru (through) Status Code processing option as the next status.

4. Modify next status code to Enter a UDC (40/AT) that specifies what the next standard step is in the processing cycle for this order type. You set up the steps for the processing cycle on the Order Activity Rules form.

5. Avoid next status update Specify whether the system updates the next status. Values are:

Blank: Update the next status.

1: Prevent the next status update.

Accounts Receivable

We recommend that you use the Lot Review Inquiry (P76H3B50) version set up that does not update sales order status for batch print and voucher numbering inquiries. Otherwise, the system updates the status of sales orders each time that a voucher is renumbered.

1. Submit Print Invoice after the legal number is been generated Enter *1* to enter voucher numbers and print vouchers for batches created in the Accounts Receivable system. Vouchers are printed from voucher printing screen when this process finishes.

2. Stop Print Invoice for error with Legal Number generation Specify how the system handles the numbering process when a voucher error is detected.

During the numbering process, the system numbers vouchers in the batch unit when it detects a voucher with an error. The system sets the status of the voucher with the error to an error status. All subsequent vouchers are set to an open status. You must resolve the error for the voucher before you can number the open vouchers. Values are:

Blank: The system numbers all vouchers in the batch except for the voucher with problems. This problem voucher will contain an error status.

1: Stop the legal numbering process.

3. Create lot with invoices of different Emission Serial. Specify whether the system creates a lot with invoices of different issuing series. Enter *1* to create lot with invoices with different issuing series. The lot definition overwrites the Emission Serial of the legal number.

(POL and RUS) Working with Sales Order Management Processes for Poland and Russia

This section provides overviews of sales order processes for Poland and Russia and the print process for legal documents, lists prerequisites, and discusses how to set processing options for the Invoice Print - PO Program (P7420565).

Understanding Sales Order Processes for Poland and Russia

This section provides an overview of sales order processes.

(RUS) Signature Role (74R/RL)

You specify in a processing option for legal documents the text that appears by the signature line on the document. You select one of the values that you set up in this UDC for the processing option. For example, you might set up a signature role for the person approving the document, an attorney, the head accountant, and so on.

(POL and RUS) Sales Order Processes

You use standard PeopleSoft EnterpriseOne Sales Order Management to work with sales orders. You use country-specific programs to print legal documents. To work with sales orders for Poland and Russia, complete these tasks:

Process	Description
Set processing options for the Sales Order - PO program (P7424210).	You set these processing options to specify additional parameters for the Sales Order Entry program (P4210). You must set up matching versions for P7424210 and P4210.
Enter sales orders.	You use the Sales Order Entry program (P4210) to enter sales orders.
Set processing options for the Print Invoice/Invoice Correction - PO program (P7420565).	You set these processing options to specify additional parameters for the Standard Invoice Print program (R42565). You must set up matching versions for P7420565 and R42565. (POL) The system uses the additional parameters to print invoices and correction invoices. (RUS) The system uses the additional parameters to print invoices, stock delivery notes, goods dispatch notes, and stock movement notes.
Search for sales order lines associated with a legal document number.	You use the Sales Legal Doc. Inquiry by Int. Doc (Sales Legal Document Inquiry by Internal Document) program (P7420001) to locate information about sales orders using the document type.
Search for invoices and shipment notes by sales order.	You use the Sales Legal Doc. Inquiry by Legal Number program (P7420002) to locate information about sales orders by using the legal document number.

Process	Description
Enter invoices related to credit or debit notes.	You use the Invoice Related to CN/DN Sales Order - COMM - 42 program (P7420015) to enter one or more legal documents that are related to a sales order. The system automatically calls the Invoice Related to CN/DN Sales Order - COMM - 42 program when you add credit or debit notes from the P4210 program.
Update sales.	When you run the Sales Update program for Polish transactions, the system populates certain fields in the F03B11 table with values from the F7430010 table. When it populates the F03B11 table, the system: • Right justifies the value in the Issue Place field in the F7430010 table. • Converts the legal number in the F7430010 table to a string and pads the values with zeros to the left of the value. • Concatenates the values in the Issue Place and Legal Number fields and writes the value to the Reference field (VR01) in the F03B11 table. • Copies the Invoice Date from the F7430010 table to the Invoice Date - Julian field in the F03B11 table.

(RUS) Understanding the Invoice Print - Russia (R74R3030) Program

You must generate a tax invoice when you sell inventory items or services to customers. The system produces the tax invoice when you run the Print Invoices (R42565) program, or when you enter an invoice into the Accounts Receivable system. The Print Invoices program completes the validations and tax calculations. The system calls the version of the Print Invoice - PO program (P7420565) program that matches the version of the Print Invoices program, and launches the Invoice Print - Russia - SOP/AR program (R74R3030). This program assigns the legal number and produces the report.

You can set up customer billing instructions to allow consolidated invoices. If you do so, the system assigns one invoice number for all selected sales orders for the same customer. The system also summarized all lines with the same item number in one line if you set up the system to do so.

You set processing options for the Invoice Print - Russia - SOP/AR program by creating a version of the Print Invoice - PO program (P7420565) for tax invoices.

Understanding the Stock Delivery Note Report (R74R3032)

You produce the Stock Delivery Note report (R74R3032) to confirm shipment of goods to a customer. You can select multiple sales orders for which you print one stock delivery note. When you select multiple sales orders, the system assigns the same delivery number to each sales order if the customer bill instructions allow consolidated invoices. The system also summarized all lines with the same item number in one line if you set up this functionality.

To print the Stock Delivery Note report, you run the Print Invoices program (R42565). The Print Invoices program completes the validations and tax calculations. The system calls the version of the Print Invoice - PO program (P7420565) program that matches the version of the Print Invoices program, and launches the Stock Delivery Note program. The Stock Delivery Note program assigns the legal number and produces the report.

You set processing options for the Stock Delivery Note program by creating a version of the Print Invoice - PO program (P7420565) for stock delivery note documents.

(RUS) Understanding the Goods Dispatch Note Report (R74R3031)

In some situations, you might ship goods without selling the goods. You produce the Goods Dispatch Note report (R74R3031) to confirm the shipment of materials to a contractor or to another business unit when the materials are shipped but not sold. You can select multiple sales orders for which you print one good dispatch note. When you select multiple sales orders, the system assigns the same delivery number to all sales order selected if the customer bill instructions allow consolidated invoices. The system also summarized all lines with the same item number in one line if you set up this functionality.

To print the Goods Dispatch Note report, you run the Print Invoices program (R42565). The Print Invoices program completes the validations and tax calculations. The system calls the version of the Print Invoice - PO program (P7420565) program that matches the version of the Print Invoices program and launches the Goods Dispatch Note program. The Goods Dispatch Note program assigns the legal number and produces the report.

You set processing options for the Goods Dispatch Note program by creating a version of the Print Invoice - PO program (P7420565) for goods dispatch note documents.

(RUS) Understanding the Stock Movement Note Report (R74R3033)

The software provides a Stock Movement Note report (R74R3033) that a branch that is issuing a stock transfer generates. The software also provides a Stock Movement Note report (R74R6001) that the branch that is receiving a stock transfer generates.

For each transfer of merchandise and finished goods, both the sender and the receiver of the stock must produce a stock movement note to confirm the movement of the stock between warehouses or stock keepers. This means that when you transfer goods to another warehouse or other stock holding place, you must send a stock movement note with the goods to confirm that the stock left the location, and when you receive transferred goods, you complete a stock movement note to confirm that you received the goods.

The system provides two versions of the Stock Movement Note report: one each for outbound and for inbound transfers. The outbound version (R74R3033) is based on the F4211 table. When you print one stock movement note for multiple transfer orders, the system assigns the same delivery number to each transfer order if the customer billing instructions are set up to consolidate invoices. The system also consolidates all lines with the same item number into one line if you set up this functionality.

To print the Stock Movement Note report, you run the Print Invoices program (R42565). The Print Invoices program completes the validations and tax calculations. The system calls the version of the Print Invoice - PO program (P7420565) program that matches the version of the Print Invoices program, and launches the Stock Movement Note program, based on the version of the Print Invoices program that you specified. The Stock Movement Note program assigns the legal number and produces the report.

You set processing options for the Stock Delivery Note program by creating a version of the Print Invoice- PO program (P7420565) for stock delivery note documents.

(POL and RUS) Understanding the Print Process for Legal Documents

When you print legal documents for Poland or Russia, the system uses the legal numbering setup to determine the print format, attachments, and legal number to print legal documents.

The system looks at the customer billing instructions to determine how many copies of the report to print and whether the customer enables consolidated invoices. The system also looks at the address book data for information to use for the footer section of the report.

You use the P7420565 program to set up versions for each of the legal documents that you print. You must also set up a matching version for each legal document type in the Print Invoices program (R42565). When you run the Print Invoices program, the system uses the document type that you specified in the processing options for the P7420565 program to determine which legal document to print.

(POL) For Poland, the system prints invoices and invoice corrections.

(RUS) For Russia, the system prints:

- Goods dispatch note.
- Stock movement note (outbound).
- Stock delivery note.
- Invoices.

Use the Reprint Invoices program (P7430031) to reprint selected documents.

See *PeopleSoft EnterpriseOne Accounts Receivable 8.11 SP1 PeopleBook*, "Processing Invoices," (POL and RUS) Working with Invoices for Poland and Russia.

Note. The program for printing legal documents (P7420565) appears on the Sales Order menus for Poland and Russia under these names:

(RUS) Print Invoice - PO.

(RUS) Print Stock Delivery Note - PO.

(RUS) Print Goods Dispatch Note - PO.

(RUS) Print Stock Movement Note - PO.

(POL and RUS) Setup Notes

When you run the P7420565 program in proof mode, you should set the processing options so that the system does not update accounts receivable tables and does not update the sales order status. In final mode, set the processing options so that the system updates accounts receivable tables and statuses.

When you set up legal documents:

- (RUS) Assign SN (shipment note) as the document type group for goods dispatch notes and stock delivery notes, specify that the system calculates and discriminates taxes, and specify that the system not break on payment terms.
- (RUS) Assign SN (shipment note) as the document type group for outbound stock movement notes, and specify that the system not calculate taxes and not break on payment terms.
- (POL and RUS) Assign IN (invoice) as the document type group for invoices, specify that the system calculates and discriminates taxes, and specify that the system breaks on payment terms.

When you run the P7420565 program from the menu, you can choose an existing version from the Batch Versions form. If you select an existing version, the system displays a message after you click Select on Batch Versions and closes the program. If you select version ZJDE0001, you copy the version, name it, and set processing options that are saved for the new version.

Prerequisites

Before you complete the tasks in this section:

- Verify that the localization country code in the User Display Preferences is set to the appropriate localization code.
- Verify that a version with the same name exists for program P7420565 and the Print Invoices (R42565) program for each legal document type.

Setting Processing Options for Invoice Print - PO (P7420565)

Use these processing options to specify default values for Russia and Poland that the system uses when you run the Print Invoices (R42565) program to print legal documents. The programs are:

- (RUS) Print Invoice - PO.
- (RUS) Print Stock Delivery Note - PO.
- (RUS) Print Goods Dispatch Note - PO.
- (RUS) Print Stock Movement Note - PO.

General

1. Document Issue Place

Specify the legal document issue place. The value that you enter must exist in the F7400004 table.

2. Internal Document Type for Invoices

Specify the document type that you use for the business purposes to identify invoices. The value that you enter must exist in the Document Type (00/DT) UDC table and should be the document type that you specified for invoices in the Legal Doc. Types Relationship program (R74R0003).

3. Internal Document Type for Shipment Notes

(RUS) Specify the document type that you use for the business purposes to identify shipment notes. The value that you enter must exist in the Document Type (00/DT) UDC table and should be the document type that you specified for shipment notes in the Legal Doc. Types Relationship program (R74R0003).

This processing option is not used for Poland.

4. Mode

Enter *1* to print in final mode. Leave this processing option blank to print in proof mode.

5. Summarize Sales Order Lines by Item

Enter *1* to summarize sales order lines by item. Leave this processing option blank to have the system print all sales order lines.

6. Automatic Printing

Leave this processing option blank to call the R74R3030 program for Russia, or the R74P3030 program for Poland and automatically print the legal document. Generally, you leave this option blank. Enter *1* to suppress printing.

Shipment Notes

1. Weight Unit of Measure

(RUS) Specify the unit of measure that the system uses to print the weight of the shipment. The value that you enter must exist in the Unit of Measure (00/UM) UDC table. If you do not complete this processing option, the system uses *Item* as the unit of measure.

This processing option is not used for Poland.

2. Volume Unit of Measure (RUS) Specify the unit of measure that the system uses to print the volume of the shipment. The value that you enter must exist in the Unit of Measure (00/UM) UDC table. If you do not complete this processing option, the system uses *Item* as the unit of measure.

This processing option is not used for Poland.

Error Processing

1. Last Status Code for Invoices Specify the last status code that invoices should have attained. The value that you enter must exist in the Activity/Status Codes (40/AT) UDC table. If the invoice has not attained the status code that you specify, the system displays an error message.

If you leave this processing option blank, the system uses *931* as the last status code.

2. Next Status Code for Invoices Specify the next status code to which invoices will be moved. The value that you enter must exist in the Activity/Status Codes (40/AT) UDC table. If the invoice does not move to the status code that you specify, the system displays an error message.

If you leave this processing option blank, the system uses *831* as the last status code.

3. Last Status Code for Shipment Notes Specify the last status code that shipment notes should have attained. The value that you enter must exist in the Activity/Status Codes (40/AT) UDC table. If the shipment note does not attained the status code that you specify, the system displays an error message.

If you leave this processing option blank, the system uses *932* as the last status code.

4. Next Status Code for Shipment Notes Specify the next status code to which shipment notes will be moved. The value that you enter must exist in the Activity/Status Codes (40/AT) UDC table. If the shipment note does not move to the status code that you specify, the system displays an error message.

If you leave this processing option blank, the system uses *832* as the last status code.

CHAPTER 13

Processing Sales Orders

This chapter provides overviews of sales order processing and transaction processing and discusses how to:

- Update status codes.
- Print picking documents.
- (Rapid Start CAN, FRA, GBR, and USA) Print standard pick slip for selling a make-to-order item.
- (Rapid Start CAN, FRA, GBR, and USA) Print standard pick slip for selling from inventory.
- (Rapid Start AUS and NZL) Print and reprint pick slips.
- (Rapid Start AUS and NZL) Print and reprint pick slips for transfer order without receipt routing.
- Process serial number information.
- Confirm shipments.
- (Rapid Start USA) Confirm shipment for equipment sales order.
- (Rapid Start) Confirm shipment for customer credit with return.
- (Rapid Start CAN, FRA, GBR, and USA) Confirm shipment online for selling a make-to-order item.
- (Rapid Start CAN, FRA, GBR, and USA) Confirm shipment online for selling from inventory.
- (Rapid Start AUS and NZL) Confirm shipment for selling from inventory.
- (Rapid Start CAN and USA) Confirm shipment for transfer order with receipt routing.
- (Rapid Start AUS and NZL) Confirm shipment for transfer order without receipt routing.
- (Rapid Start AUS and NZL) Confirm shipment for intercompany sales order.
- Print shipping documents.
- (Rapid Start CAN, FRA, GBR, and USA) Print bill of lading for selling a make-to-order item.
- (Rapid Start CAN, FRA, GBR, and USA) Print bill of lading for selling from inventory.
- Process shipments according to UCC 128.

Understanding Sales Order Processing

After you enter sales orders, you must process them. Sales orders advance through the processing cycle in this sequence:

1. Print pick slips.
2. Confirm shipment.
3. Generate invoices.

4. Update information to the general ledger (GL).

Picking documents are documents that warehouse personnel use for picking inventory to fill sales orders. After warehouse personnel pick the appropriate items to fill an order, you can verify that the billing and shipping information on the sales order is correct. You can enter any changes, such as additional charges for freight or taxes, on the sales order before the merchandise leaves the warehouse.

You set up a status code for each of the steps in the sales order process using order activity rules. The system uses these codes to track the status of an order within the sales order process. For example, an order that is confirmed for shipment has a status code of 560.

You can set up as many status codes as the company needs to complete the sales order process. For example, you can set up an additional status code for credit approval between sales order entry and printing pick slips.

You can also skip steps in the processing cycle by manually advancing the status code on order lines. This is helpful if you have customers who come to the warehouse and purchase items directly. After you enter their order, you can bypass the picking and shipment confirmation steps by advancing the status code on the order line to the status code for processing invoices.

Understanding Transaction Processing

Transaction processing ensures data integrity for specific programs and tables. In the event of a database error or failure of a server while inventory is being committed to the database, all table updates that are related to a transaction must be rolled back from the database to maintain data integrity. Transaction processing enables data to be stored in a queue until a commit command is issued, at which time the data is moved to the corresponding table.

Boundaries are created for each process covered by transaction processing. A transaction boundary includes all data elements that comprise transaction. When a failure occurs, a work flow message is generated stating that the system be reset to its original state prior to the failure occurring.

The Item Location File table (F41021) reflects on-hand and committed quantities of items by branch/plant, location and lot/serial number. It is extremely important to maintain the F41021 table accurately. Transaction processing ensures that you do not commit items to a sales order prior to having a valid, processed order. If an item or order is held up for any reason, the order will not be committed.

The system places the data in the Transaction Workfile table (F41021WF); this table is identical to F41021, except it only holds the data temporarily. The update of the F41021 table is performed outside of the transaction boundary to ensure data integrity. The system updates the data into F41021 and deletes data from the work file table once the commitment is successful.

You can specify for the work file to be populated by entering a value of 1 in the Special Handling field of user defined code (UDC) 00/AT (Auto Transaction Processing Rollback Level).

Transaction processing works with these programs in sales update:

- Sales Order Entry (P4210)
- Shipment Confirmation (P4205)
- Backorder Release (P42117)

Updating Status Codes

This section provides an overview of status codes, lists prerequisites, and discusses how to:

- Set processing options for Status Code Update (P42040).
- Update status codes.

Understanding Status Codes

You can use the Status Code Update program to manually advance the status codes for order lines that you select. This enables you to manage steps in the order process that are unique to a specific company or order. For example, you can bypass credit approval for several order lines by processing them through the Status Code Update program.

You can also manually change a single line's status code to the next status code. However, if an order or order line is on hold, you must first release the order. Advancing the status of a held order does not automatically release the order.

You can only bypass the status codes that are set up in the system's order activity rules.

Note. You cannot use the Status Code Update program to advance order lines to a closed status, such as 999, or to a restricted status that is specified during sales order entry. To assign a closed status to a sales order, you must advance the order through all of the steps in the sales order process. To cancel an order, you must inquire on the order and cancel each order detail line.

Prerequisite

Verify that the status codes are set up in order activity rules UDC table (40/AT).

Forms Used to Update Status Codes

Form Name	FormID	Navigation	Usage
Work With Sales Speed Status Update	W42040A	Additional Order Processes (G4212), Status Code Update	Review and select the orders to process or update. After completing the Update to Status Code field, click Select to update the status code.
Sales Order Speed Status Update Additional Selections	W42040B	Select Added Selection from the Form menu on Work With Sales Speed Status Update.	Enter additional selection criteria to locate the orders for the range of statuses to update.

Setting Processing Options for Status Code Update

Use these processing options to set default values, specify versions, and define how the system processes data.

Defaults

These processing options define the default from and thru status codes, the status code the system uses to process the order, and the default next status code.

1. Status Code (From), 2. Status Code (Thru) Indicate the range of order status codes to display on the Work With Sales Speed Status Update form. You must specify a code (UDC 40/AT) that has been set up in the order activity rules based on the order type and the line type that you are using. The combination of the beginning status and the next status must be a valid last status and next status combination in the order activity rules table.

3. Based On Status Specify which status the system uses when filtering the records for display on the form. Values are:

Blank: Use the next status.

1: Use the last status.

4. Default Next Status Code to Update Enter the default next status that the system uses when updating the order status.

5. Option For future use. This option is currently not functional. Leave this option blank.

6. Order Type Specify the default order type populated in the form during initial entry.

Versions

This processing option specifies the version of the Sales Order Entry program called from this program.

1. Sales Order Entry Version Enter the version of the Sales Order Entry program (P4210) that the system uses to create sales orders.

Warehouse

These processing options specify whether the system can create a pick request, whether the pick request is generated using the subsystem, and an override status.

1. Request Processing Mode Specify whether the system creates a pick request in Warehouse Management. If you use Warehouse Management, the system can generate a pick request and then process the request through the subsystem. A pick request is used to process a suggestion to pick the inventory for an order from a particular location. Values are:

Blank: Do not generate pick requests.

1: Generate requests only.

2: Generate requests and create the pick request through the subsystem.

2. If processing pick requests uses the subsystem, enter the version Enter the version of the Location Selection Driver program (P46171) to generate warehouse management pick requests through the subsystem. The Location Selection Driver program processes all movement requests for the Warehouse Management system, including pick requests.

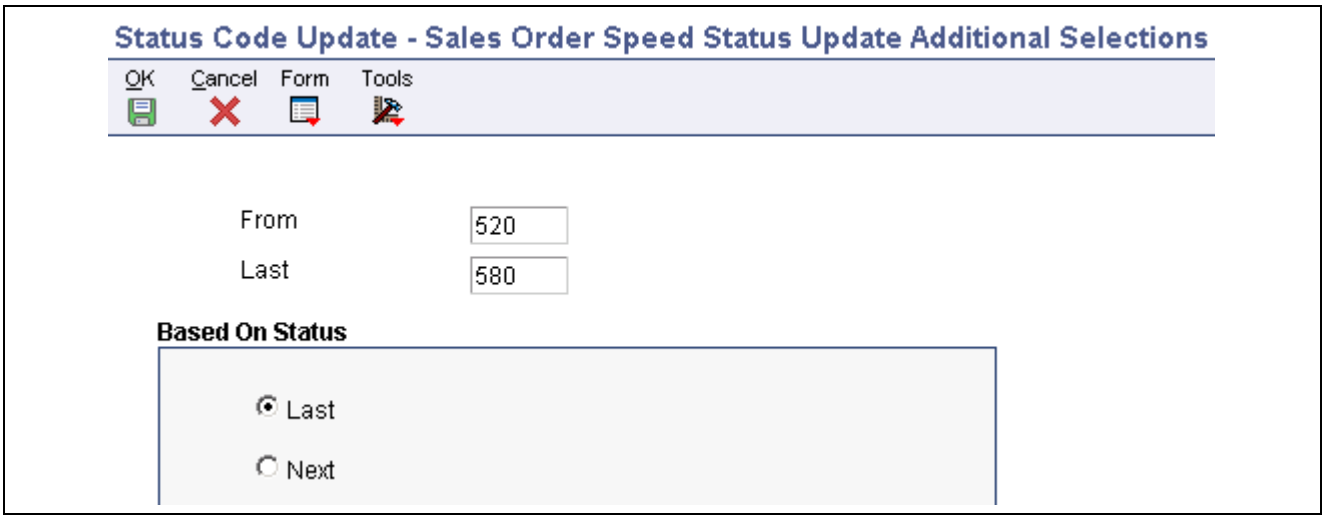
Note. You must specify a version that has been set up for subsystem processing.

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3. Override Next Status for Sales Order Lines for which requests have been generated Enter an alternative step in the order process. You must specify a code (UDC 40/AT) that has been set up in the order activity rules based on the order type and the line type that you are using. The combination of the beginning status and the override status must be a valid last status and next status combination in the Order Activity Rules table.

Updating Status Codes

Access the Sales Order Speed Status Update Additional Selections form.



Sales Order Speed Status Update Additional Selections form

From Specify the last step in the processing cycle that this order line has successfully completed.

Last Specify the next status in the order flow that the system uses to update the order line.

Based on Status Specify which status codes the system uses when it performs the update.

Printing Picking Documents

This section provides an overview of the types of picking documents that you can print and discusses how to:

- Print pick slips.
- Set processing options for Print Pick Slips (R42520).

Understanding Types of Picking Documents

Warehouse personnel can print documents to assist them with retrieving inventory from the warehouse to fill a customer's order, shipment, or load. Additionally, you can print lists to pick items for multiple sales orders. A control pick slip, or a pick list, enables warehouse personnel to fill multiple sales orders efficiently.

This table lists and describes the documents you can print for warehouse personnel to use in retrieving inventory:

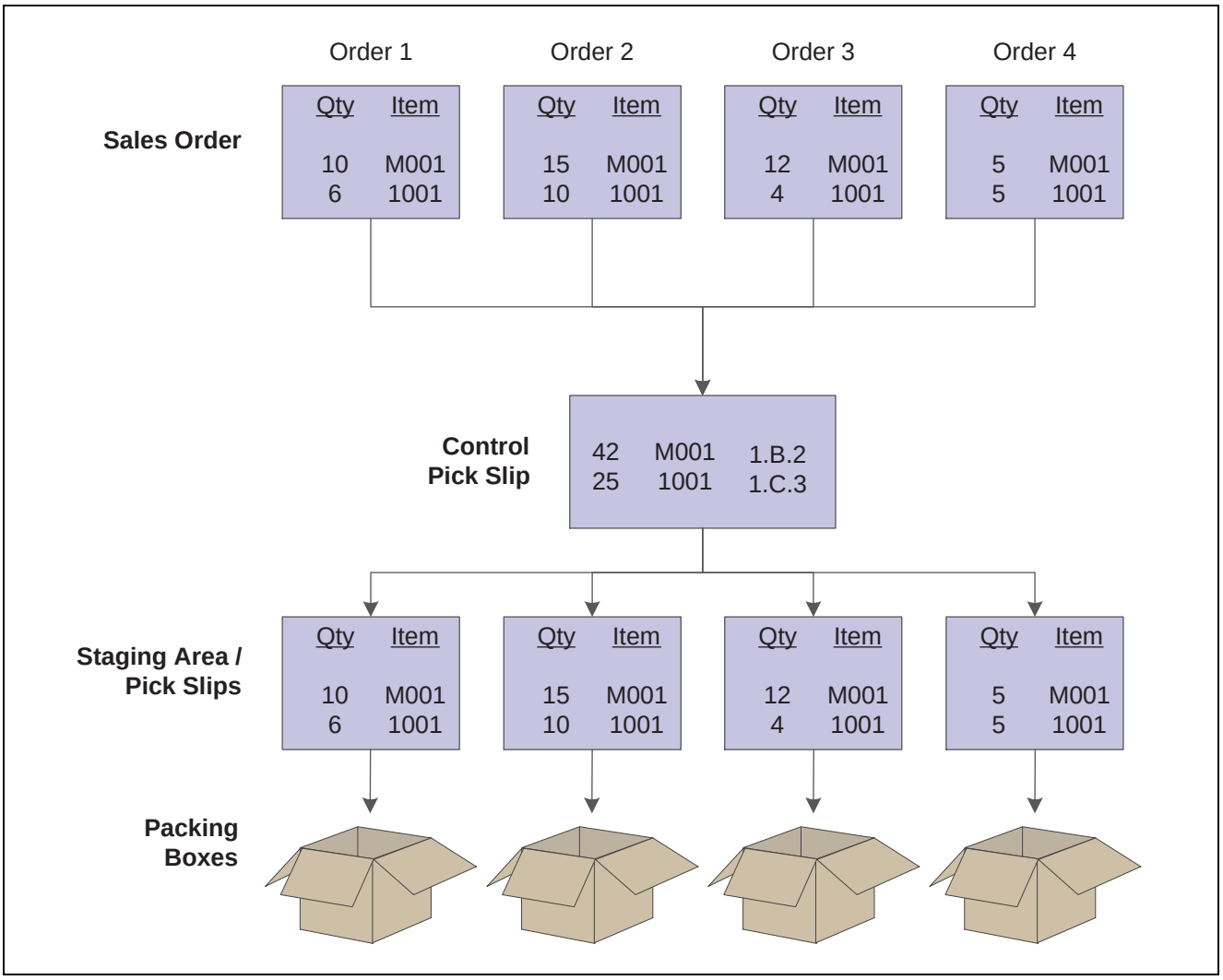
Document	Description
Pick Slips (R42520)	A pick slip is a document that contains information about the items to be shipped, such as quantity and location, for a single sales order. Use pick slips: • To review prices for line items and an entire order. • To identify delivery personnel. • To verify that a customer has signed for the items at the time of delivery. • As a receipt if the customer returns any items. If you hard-commit inventory when you print pick slips, a pick slip can include several locations from which you can pick items. It lists the specific lot and location of an item. If there is not enough availability to pick from a single lot location, the system splits the line and creates a separate line for each lot and location. The system assigns the pick slip number by order number and prints the total number of items for that order.
Control Pick List (R42522)	A control pick list has information about the items to be shipped for multiple sales orders. The control pick list groups the items by item number and sequences them by quantity and location. Control pick lists enable warehouse personnel to fill multiple sales orders efficiently; reducing the amount of time that is spent locating necessary quantities. The system assigns the pick slip number by location and prints the total number of items for that location.
Packaged Pick Slip (R42521)	A packaged pick slip enables warehouse personnel to pick inventory to fill a certain shipment or load. The system assigns the pick slip number by shipment or load number and prints the total number of items for the shipment.

If you print a control pick slip before you print a pick slip, you can later print a pick slip for each sales order on the control pick list. The warehouse personnel can use these pick slips to determine the items and quantities to pack for each of the sales orders that they are shipping. The pick slips help warehouse personnel work efficiently because they can pack multiple orders from one area. The system assigns a number to each pick slip that you can later use to confirm a shipment.

If you use the Demand Scheduling (40R) system, the report displays the Scheduled Pick Time (PDTT) information on the report in a column labeled Date/Time. This report also displays charge references for detached adjustments and flat rates.

You can assign a priority code to customers in the customer billing information to have the system fill customer orders and generate pick lists according to the priority of the customer. This helps to ensure that you have sufficient inventory for certain customers.

This diagram illustrates how the system uses control pick slips and pick slips to fill orders:



Using control pick slips and pick slips

You can reprint pick slips if the printing process is interrupted or if you need additional copies. To do this, select Print Pick Slips from the Sales Order Processing menu. The system reprints the pick slip without advancing the status codes for that order.

You must set the processing options to identify the type of pick slip to print.

Printing Pick Slips

Access Sales Order Processing (G4211), Print Pick Slips.

Setting Processing Options for Print Pick Slips (R42520)

Use these processing options to specify edit processes, specify printing parameters, specify how the system processes data, specify the currency, and define default versions.

Edits

These processing options specify how the system processes status codes when you run the Print Pick Slips program.

1. Next Status From (Required) Enter the beginning status code range that the system uses to select orders for pick slip processing.

You find status codes in UDC table 40/AT. Status codes must be set up in the order activity rules for each combination of order type and line type that you use.

2. Next Status Thru (Required) Enter the highest line status that the system uses to select orders for pick slip processing. You must specify a UDC (40/AT) that has been set up in the order activity rules based on the order type and the line type that you are using.

3. Override Next Status Enter the next status code of the processed order lines. Using this option bypasses the order activity rules.

You must specify a code (UDC 40/AT) that has been set up in the order activity rules based on the order type and the line type that you are using.

4. Updating Next Status Specify whether the system updates the status of the order detail line. Values are:

Blank: Update the line status.

1: Do not update the line status.

5. Edits Enter the allowed lot status group to validate. During print pick slips, the system validates the non-blank lot status codes against the user defined status code values. If the nonblank lot status codes exist in the F41081 table, the system treats the user defined lot status codes as blank and the on-hold item continues through the print pick slips process.

Display

These processing options control whether the system prints certain types of information, such as print messages or associated text, kit components, backordered items, and customer cross-references.

1. Global Print Message Enter a code (UDC 40/PM) to specify whether the system prints a global print message on all pick slips.

2. Print Associated Text Specify whether the system prints text lines that are associated with the sales order. You can specify whether to print text that is associated with the sales order header, sales order detail, or both. Values are:

Blank: Do not print associated text.

1: Print text that is associated with header and detail lines.

2: Print text that is associated with the header only.

3: Print text that is associated with detail lines only.

3. Print Kit Components Specify whether the system prints kit components. Values are:

1: Print kit components.

2: Do not print kit components.

4. Future Committed Lines Specify whether the system processes future committed lines and prints the information on the pick slip. When processing future committed lines during the pick slip process, the system updates order detail line information such as status codes. Values are:

Blank: Do not print or process future commitments.

1: Process future committed lines.

2: Process and print future committed lines.

3: Print future committed lines.

5. Backordered Lines Specify whether the system processes backordered lines and prints the information on the pick slip. When processing backordered lines during the pick slip process, the system updates order detail line information such as status codes. Values are:

Blank: Do not print or process backordered information.

1: Process backordered lines.

2: Process and print backordered lines.

3: Print backordered lines.

6. Print Detail Text Specify whether the system prints sales order detail text lines on the pick slip. Text lines are order detail lines that have a text line type in the Line Type field and contain only text. Values are:

1: Print text lines.

2: Do not print text lines.

7. Print Item Number Specify which item numbers the system prints on the pick slip. Values are:

Blank or *1:* Print only our item numbers.

2: Print both ours and the customer's item number.

8. Customer Cross Reference Specify the cross-reference code that identifies the customer item number if you print the customer item number on the pick slip. You must enter a value from UDC table 41/DT.

9. Print Additional Header Text Specify whether the system prints additional header text on the page header of the report. The additional header text indicates whether the document is an original or a reprint. Values are:

Blank: Do not print additional header text.

1: Print additional header text to indicate that the document is original.

2: Print additional header text to indicate that the document is a reprint.

10. Print Shipment Number Specify whether the system prints the shipment number for the sales order that is associated with the Print Pick Slips report (R42520). Values are:

Blank: Do not print the shipment number on the report.

1: Print the shipment number on the report.

Process

These processing options control how the system performs certain processes when you run the Print Pick Slip program. For example, you can specify how to commit inventory. You can also create a workfile or specify how the system processes ship and debit agreements.

1. Hard Commit Inventory Specify whether the system hard-commits order detail lines. Values are:

1: Hard commit inventory.

2: Bypass the commitment process.

When the system commits inventory, some lines may be backordered or canceled.

2. Preference Commit Specify whether the system commits order detail lines using preference processing. The system commits inventory according to how you have set up Customer Preferences (P40071) and Item Preferences (P40072). Values are:

Blank: Do not commit inventory using preference processing.

1: Commit inventory using preference processing.

3. Create Work File Specify whether the system creates a workfile with this version of the Print Pick Slips program. When you create a workfile, the system processes all of the order detail lines through the pick slip process. To use this processing option, you must create a report in Report Design Aid and specify the Pick Slips Header File table (F42UI520) and the Pick Slips Detail File table (F42UI521). Values are:

Blank: Do not create a workfile.

1: Create a workfile.

4. Ship and Debit Processing Specify whether the system uses subsystem or batch processing for the Assign, Recalculate, and Reassign Adjustments program (R45100) to identify and adjust ship and debit agreements when you run the Print Pick Slips program. Values are:

Blank: Do not use subsystem or batch processing.

1: Use subsystem processing.

2: Use batch processing.

Currency

This processing option specifies whether the system prints foreign or domestic currency on the pick slip.

1. Domestic or Foreign Currency Specify whether the system prints foreign or domestic currency on the pick slip. Values are:

Blank Print domestic currency.

1: Print foreign currency.

2: Print foreign and domestic currency.

Versions

This processing option determines the version that the system uses when performing ship and debit processing.

Versions control how programs display information. Therefore, for the version to meet the company's needs, you might need to set the processing options for specific versions.

1. Ship and Debit (R45100) Enter the version of subsystem processing (R45100) that the system uses to identify and adjust ship and debit agreements when you run the Print Pick Slips program.

(Rapid Start CAN, FRA, GBR, and USA) Printing Standard Pick Slip for Selling a Make-To-Order Item

This section discusses:

- How to print standard pick slip for selling a make-to-order item.
- Preconfigured processing options for Canada, France, Great Britain, and United States Print Pick Slips - Batch (R42520).

Printing Standard Pick Slip for Selling a Make-To-Order Item

This table lists the tasks for printing standard pick slip for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print standard pick slip for selling a make-to-order item.	Sales Order Processing, Print Pick Slip in Batch	R42520/RIS0001	• Document Type: SO • Line Type: W = Make-to-Order item, F = Freight Line, and T =Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, W, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, 99 • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Canada, France, Great Britain, and United States Print Pick Slips - Batch (R42520)

These processing options show the values that are preconfigured for version RIS0001.

Edits

Processing Option Description	Value or Status
1. Next Status From (Required)	540
2. Next Status Thru (Required)	560
3. Override Next Status	blank
4. Updating Next Status	blank
5. Enter Allowed Lot Status Group to validate	blank

Display

Processing Option Description	Value or Status
1. Global Print Message	blank
2. Print Associated Text	1
3. Print Kit Components	1
4. Future Committed Lines	blank
5. Backordered Lines	2
6. Print Detail Text	1
7. Print Item Number	2
8. Customer Cross Reference	C
9. Print Additional Header Text	blank
10. Print Shipment Number	blank

Process

Processing Option Description	Value or Status
1. Hard Commit Inventory	blank
2. Preference Commit	blank
3. Create Work File	blank
4. Ship and Debit Processing	blank

Currency

Processing Option Description	Value or Status
1. Domestic or Foreign Currency	blank

Versions

Processing Option Description	Value or Status
1. Ship and Debit (R45100)	blank

See Also

Chapter 13, “Processing Sales Orders,” Setting Processing Options for Print Pick Slips (R42520), page 00

(Rapid Start CAN, FRA, GBR, and USA) Printing Standard Pick Slip for Selling from Inventory

This section discusses how to print standard pick slip for selling from inventory.

Printing Standard Pick Slip for Selling from Inventory

This table lists the tasks for printing standard pick slip for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print standard pick slip for selling from inventory.	Sales Order Processing, Print Pick Slip in Batch	R42520/RIS0001	• Document Type: SO • Line Type: S = Stock Item, F = Freight Line, and T = Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Canada, France, Great Britain, and United States Print Pick Slips - Batch (R42520), page 00.

(Rapid Start AUS and NZL) Printing and Reprinting Pick Slips

This section discusses:

- How to print and reprint pick slips.
- Preconfigured Processing Options for Australia and New Zealand Reprint Individual Pick Slips (R42520)
- Preconfigured processing options for Australia and New Zealand Print Individual Pick Slips (R42520).
- Preconfigured processing options for Australia and New Zealand Print All Pick Slips (B/P 1510) (R42520).
- Preconfigured processing options for Australia and New Zealand Print All Pick Slips (B/P 1520) (R42520).
- Preconfigured processing options for Australia and New Zealand Print All Pick Slips (B/P 2510) (R42520).
- Preconfigured processing options for Australia and New Zealand Print All Pick Slips (B/P 2520) (R42520).

Printing and Reprinting Pick Slips

This table lists the tasks for printing and reprinting pick slips:

Task	Navigation	Program and Version
Print pick slips.	Sales Order Processing, Print Pick Slip in Batch	R42520/RIS3005 R42520/RIS3006 R42520/RIS3007 R42520/RIS3008 R42520/RIS3009
Reprint pick slips.	Sales Order Processing, Re-print Pick Slip in Batch	R42520/RIS3004

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Reprint Individual Pick Slips (R42520)

These processing options show the values that are preconfigured for version RIS3004.

Edits

Processing Option Description	Value or Status
1. Next Status From (Required)	560
2. Next Status Thru (Required)	560
3. Override Next Status	blank
4. Updating Next Status	1
5. Enter Allowed Lot Status Group to validate	blank

Display

Processing Option Description	Value or Status
1. Global Print Message	blank
2. Print Associated Text	1
3. Print Kit Components	blank
4. Future Committed Lines	blank
5. Backordered Lines	blank
6. Print Detail Text	1
7. Print Item Number	2
8. Customer Cross Reference	C
9. Print Additional Header Text	2
10. Print Shipment Number	blank

Process

Processing Option Description	Value or Status
1. Hard Commit Inventory	2
2. Preference Commit	blank
3. Create Work File	blank
4. Ship and Debit Processing	blank

Currency

Processing Option Description	Value or Status
1. Domestic or Foreign Currency	blank

Versions

Processing Option Description	Value or Status
1. Ship and Debit (R45100)	blank

See Also

Chapter 13, "Processing Sales Orders," Setting Processing Options for Print Pick Slips (R42520), page 00

Preconfigured Processing Options for Australia and New Zealand Print Individual Pick Slips (R42520)

These processing options show the values that are preconfigured for version RIS3005.

Edits

Processing Option Description	Value or Status
1. Next Status From (Required)	540
2. Next Status Thru (Required)	540
3. Override Next Status	blank
4. Updating Next Status	blank
5. Enter Allowed Lot Status Group to validate	blank

Display

Processing Option Description	Value or Status
1. Global Print Message	blank
2. Print Associated Text	1
3. Print Kit Components	blank
4. Future Committed Lines	blank
5. Backordered Lines	2
6. Print Detail Text	1
7. Print Item Number	2

Processing Option Description	Value or Status
8. Customer Cross Reference	C
9. Print Additional Header Text	blank
10. Print Shipment Number	blank

Process

Processing Option Description	Value or Status
1. Hard Commit Inventory	1
2. Preference Commit	blank
3. Create Work File	blank
4. Ship and Debit Processing	blank

Currency

Processing Option Description	Value or Status
1. Domestic or Foreign Currency	blank

Versions

Processing Option Description	Value or Status
1. Ship and Debit (R45100)	blank

See Also

Chapter 13, “Processing Sales Orders,” Setting Processing Options for Print Pick Slips (R42520), page 00

Preconfigured Processing Options for Australia and New Zealand Print All Pick Slips (B/P 1510) (R42520)

These processing options show the values that are preconfigured for version RIS3006.

Edits

Processing Option Description	Value or Status
1. Next Status From (Required)	540
2. Next Status Thru (Required)	540
3. Override Next Status	blank

Processing Option Description	Value or Status
4. Updating Next Status	blank
5. Enter Allowed Lot Status Group to validate	blank

Display

Processing Option Description	Value or Status
1. Global Print Message	blank
2. Print Associated Text	1
3. Print Kit Components	blank
4. Future Committed Lines	blank
5. Backordered Lines	2
6. Print Detail Text	1
7. Print Item Number	2
8. Customer Cross Reference	C
9. Print Additional Header Text	blank
10. Print Shipment Number	blank

Process

Processing Option Description	Value or Status
1. Hard Commit Inventory	1
2. Preference Commit	blank
3. Create Work File	blank
4. Ship and Debit Processing	blank

Currency

Processing Option Description	Value or Status
1. Domestic or Foreign Currency	blank

Versions

Processing Option Description	Value or Status
1. Ship and Debit (R45100)	blank

See Also

Chapter 13, “Processing Sales Orders,” Setting Processing Options for Print Pick Slips (R42520), page 00

Preconfigured Processing Options for Australia and New Zealand Print All Pick Slips (B/P 1520) (R42520)

These processing options show the values that are preconfigured for version RIS3007.

Edits

Processing Option Description	Value or Status
1. Next Status From (Required)	540
2. Next Status Thru (Required)	540
3. Override Next Status	blank
4. Updating Next Status	blank
5. Enter Allowed Lot Status Group to validate	blank

Display

Processing Option Description	Value or Status
1. Global Print Message	blank
2. Print Associated Text	1
3. Print Kit Components	blank
4. Future Committed Lines	blank
5. Backordered Lines	2
6. Print Detail Text	1
7. Print Item Number	2
8. Customer Cross Reference	C
9. Print Additional Header Text	blank
10. Print Shipment Number	blank

Process

Processing Option Description	Value or Status
1. Hard Commit Inventory	1
2. Preference Commit	blank
3. Create Work File	blank
4. Ship and Debit Processing	blank

Currency

Processing Option Description	Value or Status
1. Domestic or Foreign Currency	blank

Versions

Processing Option Description	Value or Status
1. Ship and Debit (R45100)	blank

See Also

Chapter 13, “Processing Sales Orders,” Setting Processing Options for Print Pick Slips (R42520), page 00

Preconfigured Processing Options for Australia and New Zealand Print All Pick Slips (B/P 2510) (R42520)

These processing options show the values that are preconfigured for version RIS3008.

Edits

Processing Option Description	Value or Status
1. Next Status From (Required)	540
2. Next Status Thru (Required)	540
3. Override Next Status	blank
4. Updating Next Status	blank
5. Enter Allowed Lot Status Group to validate	blank

Display

Processing Option Description	Value or Status
1. Global Print Message	blank
2. Print Associated Text	1
3. Print Kit Components	blank
4. Future Committed Lines	blank
5. Backordered Lines	2
6. Print Detail Text	1
7. Print Item Number	2
8. Customer Cross Reference	C
9. Print Additional Header Text	blank
10. Print Shipment Number	blank

Process

Processing Option Description	Value or Status
1. Hard Commit Inventory	1
2. Preference Commit	blank
3. Create Work File	blank
4. Ship and Debit Processing	blank

Currency

Processing Option Description	Value or Status
1. Domestic or Foreign Currency	blank

Versions

Processing Option Description	Value or Status
1. Ship and Debit (R45100)	blank

See Also

Chapter 13, “Processing Sales Orders,” Setting Processing Options for Print Pick Slips (R42520), page 00

Preconfigured Processing Options for Australia and New Zealand Print All Pick Slips (B/P 2520) (R42520)

These processing options show the values that are preconfigured for version RIS3009.

Edits

Processing Option Description	Value or Status
1. Next Status From (Required)	540
2. Next Status Thru (Required)	540
3. Override Next Status	blank
4. Updating Next Status	blank
5. Enter Allowed Lot Status Group to validate	blank

Display

Processing Option Description	Value or Status
1. Global Print Message	blank
2. Print Associated Text	1
3. Print Kit Components	blank
4. Future Committed Lines	blank
5. Backordered Lines	2
6. Print Detail Text	1
7. Print Item Number	2
8. Customer Cross Reference	C
9. Print Additional Header Text	blank
10. Print Shipment Number	blank

Process

Processing Option Description	Value or Status
1. Hard Commit Inventory	1
2. Preference Commit	blank

Processing Option Description	Value or Status
3. Create Work File	blank
4. Ship and Debit Processing	blank

Currency

Processing Option Description	Value or Status
1. Domestic or Foreign Currency	blank

Versions

Processing Option Description	Value or Status
1. Ship and Debit (R45100)	blank

See Also

Chapter 13, “Processing Sales Orders,” Setting Processing Options for Print Pick Slips (R42520), page 00

(Rapid Start AUS and NZL) Printing and Reprinting Pick Slips for Transfer Order Without Receipt Routing

This section discusses how to print and reprint pick slips for transfer order without receipt routing.

Printing and Reprinting Pick Slips for Transfer Order Without Receipt Routing

This table lists the tasks for printing and reprinting pick slips for transfer order without receipt routing:

Task	Navigation	Program and Version
Print pick slips for transfer order without receipt routing	Sales Order Processing, Print Pick Slip in Batch	R42520/RIS3005 R42520/RIS3006 R42520/RIS3007 R42520/RIS3008 R42520/RIS3009
Reprint pick slips for transfer order without receipt routing	Sales Order Processing, Re-print Pick Slip in Batch	R42520/RIS3004

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Australia and New Zealand Reprint Individual Pick Slips (R42520), page 00.

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Australia and New Zealand Print Individual Pick Slips (R42520), page 00.

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Australia and New Zealand Print All Pick Slips (B/P 1510) (R42520), page 00.

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Australia and New Zealand Print All Pick Slips (B/P 1520) (R42520), page 00.

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Australia and New Zealand Print All Pick Slips (B/P 2510) (R42520), page 00.

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Australia and New Zealand Print All Pick Slips (B/P 2520) (R42520), page 00.

Processing Serial Number Information

This section provides overviews of serial number processing, serial number processing in the distribution system, and serial number setup for a branch/plant, and discusses how to:

- Set processing options for Serial Number Inquiry (P4220).
- Enter serial numbers for a branch/plant.

Understanding Serial Number Processing

You use serial numbers to uniquely identify a single item and track it through the system. Serial numbers can help track information for a specific part, such as when it arrived in the warehouse, when it was received, when and to whom it was sold, and when it was shipped.

Depending on serial number requirements, you can add serial numbers to the branch/plant at the time you receive an item. When you sell the item, you must enter the serial number during order entry and verify the serial number during shipment confirmation.

In other instances, you can add serial numbers into the system when you ship the products. For example, you can enter a serial number during shipment confirmation to identify a warranty period for an item. To assign serial numbers within the branch/plant, you access the Basic Serial Numbers program (P4220).

The functionality for serial number processing is an enhancement to lot processing. The system processes serial numbers as lots with a quantity of one. A lot with the quantity of one is the lowest trackable unit. To trace and track the serial numbers through the distribution system, you can use these lot information programs:

- Lot Master (P4108).
- Location Revisions (P41024).
- Lot Master Availability (P41280).
- Item Ledger Inquiry (CARDEX) (P4111).
- Lot Track & Trace Inquiry (P41203).

The system maintains serial number information in these tables:

- Item Master (F4101).
- Item Branch File (F4102).
- Item Location File (F41021).
- Lot Master (F4108).
- Item Ledger File (F4111).

Understanding Serial Number Processing in the Distribution System

If you sell serialized items, you can set up the item information and track the movement of the item from the time it enters the warehouse to the time you ship the merchandise to the customer

Serial Number Requirements During Initial Item Entry

When you enter item information in the F4101 table, which the system transfers to the F4102 table, you must identify the requirement for serial number assignment, lot process type, commitment method, and shelf life (in days). If you require a serial number, the lot process type indicates whether that assignment is optional or required, and, if required, the format for system-assigned serial numbers. You must specify the shelf life for the system to calculate the expiration date of the item. You can override serial number requirements for each branch/plant. The system verifies serial number processing based on information in the Work With Item Branch form.

If you enter the lot process type that indicates the serial number requirement is optional, you are not prompted to enter a serial number until shipment confirmation. You use this feature to use the serial number to identify a warranty for an item that you are extending to the customer.

You must enter a lot process type and the shelf life for all items for which a serial number entry is required. The system uses the lot process type and the shelf life to commit inventory. If you do not specify the shelf life, you must enter an expiration date each time you receive an item.

Serial Number Access During Purchase Order Receipts

When you receive items into the warehouse, you can record serial number information. When you enter receipts for purchase orders, you must enter the receipt option based on the lot process type that exists in Item Branch (P41026).

If you enter the lot process type that indicates that the system assigns serial numbers based on a next number format or a date format, you must enter the option to Receive into Multiple Locations. The system prompts you to enter a quantity of one as quantity received. Based on a next number format or system date format, the system creates new locations in the F41021 table and retrieves the expiration date based on the shelf life that you entered in Item Branch. You can also enter an expiration date for each serial number.

If you enter the lot process type that indicates that you must manually assign serial numbers, you must enter the option to Receive into Multiple Locations. The system prompts you to enter a quantity of one as quantity received, as well as the serial numbers, with which the system can create as lots in the F41021 table, if necessary. The system retrieves the expiration date based on the shelf life that you entered in Item Branch, or you can enter an expiration date for each serial number.

You must set the processing option in PO Receipts (P4312) to record serial number information to trace and track item information by serial number.

Serial Number Entry During Order Entry

If you enter an order for an item that has a lot process type and that indicates that a serial number is required, you must enter a valid location and serial (lot) number during order entry.

These rules apply if a serial number is required during sales order entry:

- The transaction unit of measure must be the same as the primary unit of measure for the serialized item.
- The quantity must be equal to 1 when you enter a location/serial number combination.
- You must enter a valid and available location/serial number combination.

You might receive an error because a location/serial number and item combination that you enter is not available or because the quantity on hand is zero. Serial numbers are unavailable if the quantity for the item/location/serial number combination is:

- In inspection
- In operation 1
- In operation 2
- In transit

If an item is returned for credit or repair, you must enter a valid location and serial number. Alternately, you can use the serial number information to inquire on the existing order.

Serial Number Entry During Shipment Confirmation

If you enter a serial number requirement for an item, you must enter serial number information at shipment confirmation. When you confirm order detail lines during shipment confirmation, you must enter the serial number based on the lot process type that exists for the item in Item Branch (P41026).

Understanding Serial Number Setup for a Branch/Plant

You can set up serial numbers for a branch/plant before you receive items or as you ship the items from the warehouse, according to serial number requirements that are specific to the organization. If you enter the lot process type that indicates that you must manually assign serial numbers, you can predefine the serial numbers from which to select when you enter a sales order or confirm the item for shipment. If you use serial number processing as an identifier for information, such as warranties, and you have specified the lot process type as optional serial number entry, you can enter the serial number before you confirm the shipment of the item to the customer. Optionally, if you assigned a serial number to an item, you can enter a second serial number to identify a warranty.

You can inquire on serial numbers, serial numbers of different items that were sold to a customer, serial numbers within a particular type of order, or all serial numbers that are assigned to an item and have yet to be ordered or shipped.

Note. When you review orders on the Work With Serial Numbers form, the system displays serial numbers that are not assigned to an item with a quantity of one. The system has not created lots and locations for these items in F41021.

Forms Used to Enter Serial Numbers

Form Name	FormID	Navigation	Usage
Work With Serial Numbers	W4220B	Sales Order Inquiries (G42112), Serial Number Inquiry	Review and select orders with serial numbers.
Serial Number Revisions	W4220C	Click Add on Work With Serial Numbers.	Add and revise serial numbers on orders for a specified branch/plant.

Setting Processing Options for Serial Number Inquiry (P4220)

Use these processing options to set default values and specify versions.

Defaults

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

Order Type Specify the default document displayed when you access the Serial Number Inquiry form. Enter a code (UDC 00/DT) that identifies the type of document.

Versions

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

Customer Service Inquiry (P4210) Enter a version of the Sales Order Entry program that is used for customer service inquiries. If you leave this option blank, the system uses version XJDE0001.

Entering Serial Numbers for a Branch/Plant

Access the Serial Number Revisions form.

Confirming Shipments

This section provides overviews of additional order processing during ship confirm, shipment confirmations, tare and pack information, and the ship confirm batch application, and discusses how to:

- Set processing options for Confirm Shipments (P4205).
- Confirm shipments.
- Enter tare and pack information.
- Run the Ship Confirm batch application.
- Set processing options for Ship Confirm Batch Application (R42500).

Understanding Additional Order Processing During Ship Confirm

When you run the ship confirmation process, the system can perform other processes for the order. These processes include updating the on-hand inventory or improving inventory accuracy with load and delivery confirmation. You can also ensure the accuracy of the order by entering serial number information or confirming test results for shipped items during ship confirmation.

Some of these additional order processes require that you are working with other PeopleSoft EnterpriseOne systems, such as Quality Management and Transportation Management.

Updating On-Hand Inventory

You can relieve the on-hand quantity for an item during shipment confirmation or sales update. The method you select affects when history files are written to the F4111 table. Consider this when determining which method to use:

- If you subtract the on-hand quantity from inventory during shipment confirmation, the system creates a record in the Item Ledger with the sales order as the document number and the order type as the document type.

  During sales update, the system overwrites the record with the invoice number and type, GL date, and batch number.

- If you subtract the on-hand quantity from inventory during sales update, the system writes the invoice number, type, and GL date to the Item Ledger file.

  No record is written during shipment confirmation.

You can also relieve inventory during the manufacturing process when completing configured items before shipment confirmation.

To relieve the on-hand quantity for an item during shipment confirmation, you must add order types to the UDC table (40/IU). During sales update, the system overwrites the Item Ledger record with the invoice number and type, GL date, and batch number.

Load and Delivery Confirmation

Accurate and timely load and delivery confirmation is key to successful transportation. When you confirm a load, the system verifies the products that make up the load. When you confirm a delivery, the system verifies that the load reached its final destination. The PeopleSoft EnterpriseOne Transportation Management system enables the rapid load confirmation of bulk and packaged products.

Loads are made up of one or more shipments. You confirm loads to record the actual quantities of products shipped. When you confirm a load, the system retrieves the actual ship date and time for the load date and time. You can update the actual delivery date and time, if needed.

The delivery of a product is the moment when ownership is transferred to the customer. You perform delivery confirmation to verify the quantities of product delivered, according to the specifications of the load. Confirmation can be completed for all types of deliveries, such as for bulk products, packaged products, and unscheduled deliveries. You can confirm the delivery of one trip or one order at a time, or you can confirm multiple deliveries at the same time.

The system improves inventory accuracy by:

- Making the necessary inventory adjustments to account for temperature and density readings taken during the loading process.
- Enabling you to record valid test results of a bulk product before you can successfully confirm a load.
- Changing the status of an order to be eligible for batch document printing or automatically triggering delivery document printing.

- Creating historical records of each transaction in the item ledger and preventing load confirmation if predefined requirements, such as quality standards, are not met.
- Enabling you to record the disposition of remaining bulk quantities during delivery confirmation.
- Making the necessary journal entries to the system.

You can also use Transportation Management to support the aviation and marine industries. When you confirm load and delivery of products for the aviation and marine industries, you can enter additional order information, such as flight or vessel numbers, fueling times, and arrival and departure times.

If you have activated the ECS Control in Sales Order Management system constants, you can track the transport of bulk or packaged goods from the warehouse or depot to the customer site. You can confirm bulk order shipments. You must complete the additional fields that are required before you confirm the shipment. The system stores the shipment confirmation information in Sales Order Detail File - Tag File table (F49211).

See *PeopleSoft EnterpriseOne Transportation Management 8.11 SP1 PeopleBook*, "Planning Transportation," Confirming Delivery.

Entering Serial Number Information During Confirmation

If any type of serial number requirement exists for an item in Item Branch, you must enter serial number information at shipment confirmation. When you confirm order detail lines during shipment confirmation, you must enter the serial number based on the lot process type that exists for the item in Item Branch.

If you enter the lot process type that indicates that the system assigns serial numbers based on a next number format or a date format, you must confirm a quantity of one as the quantity shipped. Based on a next number format or system date format, the system creates new locations in F41021, if necessary. If you are shipping a quantity greater than one, you must select Select Multiple Locations from the Row menu to select serial numbers with a quantity of one on a line on the Select Multiple Locations form.

If you enter the lot process type that indicates that you must manually assign serial numbers, you must enter the option to Select Locations. The system prompts you to enter a quantity of 1 as quantity shipped, as well as the location serial numbers, with which the system can create as lots in F41021, if necessary. If you are shipping a quantity greater than one, the system automatically displays the Select Multiple Locations form and does not confirm a line with a quantity greater than one.

If the serial number for the item that is being shipped does not match the serial number in the system, you can change the information to accurately reflect the shipment. You can use the Serial Number Revisions form to set up a new serial number for the item.

See Chapter 13, "Processing Sales Orders," Processing Serial Number Information, page 00.

Confirming Test Results for Shipped Items

If you are working with the PeopleSoft EnterpriseOne Quality Management system and have activated Quality Control in the branch/plant constants for the shipping branch/plant, you can confirm the results of test samples at shipment confirmation. After you enter test results, the system processes them to determine if the results you collected pass the tests that you defined. The system evaluates the results against minimum and maximum values and adjusts the status of the lot for each order detail line to pass or fail. If the lot passes, the system confirms the order detail line for shipping. If the lot fails, you can access Test Results Revisions from the Row menu on the Shipment Confirmation form to search and select a lot that meets the quality criteria for the customer and item on the sales order.

Additionally, you can set processing options in the Shipment Confirmation program (P4205) to automatically print the test results on a Certificate of Analysis. A certificate of analysis (COA) is a document that lists the tests and test results for item lots sold to a customer. The system prints COA documents only for those customers whose billing instructions indicate that the customer should receive this document. Additionally, the system prints test results information on a COA based on the parameters that are defined in the test definitions.

See *PeopleSoft EnterpriseOne Quality Management 8.11 SP1 PeopleBook*, "Setting Up Quality Management".

See *PeopleSoft EnterpriseOne Quality Management 8.11 SP1 PeopleBook*, "Processing Test Results".

Understanding Shipment Confirmations

After warehouse personnel pick the items for an order, you must verify that the item and shipping information is correct before shipping the order. You use the Shipment Confirmation program to verify that the inventory has left the warehouse. You can verify the location from which the item was picked, the quantity, all item and shipping information, additional charges, and serial numbers before shipping the order. You can also ship on-hold items that have an allowed lot status.

Although you cannot add inventory items to a sales order during shipment confirmation, you can add amounts for non-stock items, such as handling charges and freight, depending on how a processing option is set.

When you confirm an order, the system advances the order to the next status. For example, an order with a status of 540 advances to 560 after you confirm shipment.

If the shipment quantity is less than the order quantity, you can adjust the shipment quantity on the sales order. If the system cannot fill a quantity of items, it processes the order depending on how these options are set:

- Shipment Confirmation program are set to backorder, cancel, or ship available items.
- Customer billing instructions allow backorders.

  Settings for the branch/plant constants, item branch, and item master allow backorders.

In Shipment Confirmation you can enter the Actual Ship Time value when confirming an order line. The system also accepts an Actual Ship Time from the Transportation Shipment Confirmation (P49645) and Transportation Load Confirmation (P49640) applications.

You can confirm the shipment of kits in these ways:

- Confirm shipments manually.

  Set a processing option to display all kit components. You must manually confirm each component and balance the remaining quantity for each component in the kit.
- Use Carton Reorganization (P4620) to confirm shipments.

  You can correct carton data if the line-level reconciliation fails or a change is made to the quantity shipped during shipment confirmation. You can use the Shipment Confirmation Carton Status and the Reconcile Carton Detail to Shipment Detail processing options on the Carton Detail tab to ensure that cartons have passed the necessary edits before you confirm shipment. You can use the Row menu on Shipment Confirmation (W4205K) to access the Carton Reorganization program (P4620) and make corrections.

  For example, after all the labels have been assigned to the shipment, you can change the carton status to indicate that carton detail has been reconciled to shipment detail. If all cartons for the shipment are not at that status, the system cannot confirm the shipment. This process is optional, because you can leave the status blank to proceed without checking the carton status. You can also perform this function using the batch version of Ship Confirm Batch Application (R42500). The batch version retrieves the processing options of the interactive version specified in its processing options.
- Confirm shipments automatically.

Set a processing option to prevent the display of kit components. The system confirms the components and balances the remaining quantities for each component in the kit.

Partial Order Quantities for Kits and Configured Items

Sales orders for kits and configured items can often have large order quantities, including parts and subassemblies. Typically, as items (and their components) are completed for kit and configured sales orders, they remain in inventory until the entire order is complete. However, by shipping partial quantities of items as they are completed, you can effectively manage inventory and reduce handling costs, and you can periodically bill for the quantity completed instead of waiting for the entire order to be completed.

See *PeopleSoft EnterpriseOne Configurator 8.11 SP1 PeopleBook*, "Working with Configured Items," Shipments.

Ship Ascending Dates

The consumer packaged goods and pharmaceutical industries rely on lot processing with many different dates. Customers want product lots shipped using the Best Before Date, Sell By Date, or Expiration Date that is greater than or equal to the date from the last shipment.

During shipment confirmation, the system verifies that the lot and location picked follows the ascending rule. The system issues a warning or error message if the rule is not satisfied.

Understanding Tare and Pack Information

After creating the shipment, and picking the items for the shipment, you can record the packing information and confirm the intermediate packs or pallets.

When you perform shipment confirmation, the system verifies tare and pack information. For each shipment, you can enter the information about the way products and orders are packed. When you enter tare information, you are recording information about the pallets and large product collections that you are shipping. When you enter pack information, you are recording the intermediate packs. For example, you can record the information for a pallet that contains two different models of microwaves that are packed two to a carton. The system retrieves the universal product code (UPC) for each microwave and the shipping container code (SCC) for the prepackaged carton of microwaves in the Item Master Information. To record tare and pack information, enter the type of pallet onto which the microwaves were loaded.

If you enter an aggregate SCC, the system displays two asterisks (**) to indicate the associated UPCs. To review the UPCs, you can access Item Cross Reference Revisions by Item from the UCC-128 Revisions form.

You must set the Pack Confirmation and the Pack Confirmation Version processing options in the Shipment Confirmation program (P4205) to indicate whether to enter tare and pack detail information. Setting these processing options also specifies whether the system confirms the pack when you confirm the order detail line.

Note. To generate serial shipping container code (SSCC) next numbers by company, you must set up a document type in UDC table (00/DT).

Understanding the Ship Confirm Batch Application

The Ship Confirm Batch Application (R42500) enables you to confirm multiple orders at one time. This process updates the EDI Purchase Order Change Header - Inbound (F47131) and EDI Purchase Order Change Detail - Inbound (F47132) tables. The Ship Confirm Batch Application calls the Inbound Transaction Processor (R47500), which also uses the customer order change tables.

When you confirm shipments for orders in batch mode, the system retrieves all orders at the status that you specify in the Ship Confirm Batch Application processing options.

The system does not process orders with this criteria:

- Orders that are currently on hold.
- Orders that are processed by Warehouse Management.
- Orders that were previously processed for ship confirmation.
- Orders with a future committed quantity that is greater than zero.

You can run the batch shipment confirmation in proof or final mode. When you run the batch shipment confirmation in proof mode, the system does not advance the status of the orders or update the database. The system sends any electronic error messages to the work center. You can correct errors in the Sales Order Detail Revisions form and resubmit the order for confirmation.

Whenever you run the Ship Confirm Batch Application, the system automatically runs the Inbound Transaction Processor to streamline batch processing. When you set up the processing options for the Ship Confirm Batch Application, you must specify a version of the Shipment Confirmation program. Also, set the processing options for the Inbound Transaction Processor.

Prerequisites

Before you complete the tasks in this section:

- For the interactive ship confirm program, verify that a status code is set up for shipment confirmation.
- Create a version of Ship Confirm Batch Application and set the processing options according to the company's business needs.

  For example, you might want to create multiple versions for proof and final mode. In this way, you can review the orders that will be confirmed before actually confirming orders and updating the database.
- Create a version of Shipment Confirmation and set the processing options according to the company's business needs.

  See *PeopleSoft EnterpriseOne Quality Management 8.11 SP1 PeopleBook*, "Processing Test Results".
- Create a version of Inbound Transaction Processor and set the processing options according to business needs.
- Ensure that the correct version of the Inbound Transaction Processor is indicated in the processing options for the Ship Confirm Batch Application.
- Ensure that the correct version of Shipment Confirmation is indicated in the processing options for the Inbound Transaction Processor.

See Also

PeopleSoft EnterpriseOne Warehouse Management 8.11 SP1 PeopleBook, "Setting Up Warehouse Management," Setting up Label Information

PeopleSoft EnterpriseOne Warehouse Management 8.11 SP1 PeopleBook, "Setting Up Warehouse Management," Reorganizing Cartons and Items in a Shipment

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Using Lot Processing," Setting Up Allowed Lot Status Codes

Forms Used to Confirm Shipments

Form Name	FormID	Navigation	Usage
Work with Shipment Confirmation	W4205H	Sales Order Processing (G4211), Confirm Shipments	Review and locate orders to confirm shipment.
Shipment Confirmation	W4205K	Select an order to confirm on Work with Shipment Confirmation. Complete the Sel = 1 field and click OK.	Confirm the quantity and shipment order.
Pack Confirm Detail Revisions	W4216A	Enter and revise tare and pack information.	Confirm an order.

Setting the Processing Options for Shipment Confirmation (P4205)

Use these processing options to specify data selection criteria, specify default and display values, define how the system processes and edits data, define print options, specify versions, and activate prepayment processing.

Selection

These processing options specify the criteria that the system uses to select order detail lines for confirmation.

1. Next Status From (Required)

Enter the beginning status code, which is used in conjunction with the value in the Next Status Thru processing option, to create a defined range of valid next statuses which ship confirm uses to determine which lines to process.

2. Next Status Thru (Required)

Enter ending status code, which is used in conjunction with the value in the Next Status From processing option, to create a defined range of valid next statuses which ship confirm uses to determine which lines to process.

3. Sales Order Type (Required)

Enter the type of document. This code also indicates the origin of the transaction. Certain document type codes are reserved for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program. (These entries are not self-balancing when you originally enter them.)

You must enter a value that has been set up in UDC 00/DT.

To relieve the on-hand quantity for an item during shipment confirmation, you must also add order types to UDC 40/IU. If you do not enter the order types to the UDC table, the system automatically relieves on-hand quantity for an item at sales update.

If you do add order types to UDC 40/IU, the system automatically subtracts the on-hand quantity from inventory during shipment confirmation. The system creates a record in the Cardex with the sales order as the document number and the order type as the document type. During sales update, the system adds the invoice number, invoice type, GL date, and batch number to the existing record.

Work order processing relieves inventory for configured item components and updates the SO02 field in the Sales Order Detail File table (F4211). This field indicates that inventory has been relieved for the line. Additionally,

ship confirmation will not relieve inventory even if the UDC is set for the order type and line type combination.

If you do not add order types to UDC 40/IU, the system reviews the SO02 field in F4211 during Sales Update to determine if it needs to relive inventory. If necessary the system subtracts the on-hand quantity from inventory during sales update and writes the invoice number, type, and GL date to the Cardex. No record is written during shipment confirmation.

Defaults

These processing options specify default values, such as the document type, that the Shipment Confirmation program uses when other values are not entered for the transaction.

1. Line Type for New Sales Detail Lines

Enter a code that controls how the system processes lines on a transaction. Values are defined in the Line Type Constants Revisions form (P40205) and include *S* for stock item, *D* for direct ship item, *J* for Job cost, *N* for nonstock item, *F* for freight,*T* for text information,*M* for miscellaneous charges and credits, and *W* for work order.

Although you cannot add inventory items to a sales order during shipment confirmation, you can add amounts for non-stock items, such as handling charges and freight.

If you enter a non-inventory line type for new sales detail lines and set the processing option, Allow Additional Line Entry, the system displays the Additional Line Entry window after you confirm sales order detail lines.

Confirmed Sales Detail Lines

Enter a next status override code to indicate an alternate step in the order process. You must enter a UDC (40/AT) that has been set up in the order activity rules based on the order type and the line type that you are using. The combination of the next status of the sales order detail line and the override code for sales detail lines must be a valid last status/next status combination in the order activity rules.

Additional Non-inventory Line Items Entered

Although you cannot add inventory items to a sales order during shipment confirmation, you can add amounts for non-stock items, such as handling charges and freight. Enter an alternate step in the order process when you add non-inventory items at the time of Shipment Confirmation. You must enter a UDC (40/AT) that has been set up in the order activity rules and is based on the order type and the line type that you are using. The combination of the next status of the sales order detail line and the override code for additional non inventory lines must be a valid last status/next status combination in the order activity rules.

You can only use this processing option if you have activated the processing option, Allow Additional Line Entry.

Remaining Backordered Quantities

Enter an alternate step in the order process for quantities that are unavailable at the time of shipment confirmation. On a confirmed order, the original order detail line indicates the quantity that was confirmed for shipment. If the available quantity is less than the ordered quantity, the system adds an order detail line to indicate the quantity that remains unshipped. The current status code for the new detail line is 904 (Backordered at Shipment Confirmation). The system retrieves the next status code from the order process or you can indicate an alternate status.

You must enter a UDC (40/AT) that has been set up in the order activity rules and is based on the order type and the line type that you are using.

The combination of the next status of the sales order detail line and the override code for backordered or canceled quantities must be a valid last status/next status combination in the order activity rules.

You can only use this processing option if you have activated the processing option, Backorder or Cancel Unshipped Quantity on the Process tab.

Authorized Lines Enter an override status code for authorized lines. If you enter a status code, you must use a status that has been set up in the UDC table (40/AT) of the order activity rules and is based on the order type and line type combination.

Settled Lines Enter an override status code for settled lines.

If you enter a status code, you must use a status that has been set up in the UDC table (40/AT) of the order activity rules based on the order type and line type combination.

Display

These processing options specify whether the system displays certain types of sales order information or enables you to enter additional lines during confirmation.

1. Allow Additional Line Entry Specify whether you can add non-inventory items to a sales order during shipment confirmation. For example, you can add amounts for non-stock items, such as handling charges and freight. Values are:

Blank: Do not display the Additional Line Entry form.

1: Display the Additional Line Entry form after sales order detail lines are confirmed.

2. Display Kit Component Lines Specify whether to display component lines for kits. When you confirm the shipment of a kit, you can manually confirm the individual components of the kit or have the system confirm the components when you confirm the parent item. Values are:

Blank: Do not display kit component lines, but automatically confirm each component and balance the remaining quantity for each item in the kit. If quantity is not available for a component, the system backorders or cancels the entire kit.

1: Display all kit component lines and manually confirm each component. If a quantity is not available for an optional component, the system backorders or cancels the component, but not the parent item.

3. Display Text Lines Specify whether the system displays text lines when you confirm the shipment of an order. Order detail lines with a text line type, typically *T,* contain memo information.

When you confirm the shipment of an order, it might be necessary to view text line information. Values are:

Blank: Do not display text lines.

1: Display text lines.

4. Item Location Hold Error

Specify whether you receive an error when an item location is on hold. You can set up lot status codes and assign status codes to locations in the Item Master, Item Branch Plant, Lot Master Revisions. An approved lot or location does not have a status code. If you do not assign a status code to a location or lot, it is an approved lot or location. All other codes indicate a hold. The system might process items out of locations that appear on hold. Values are:

Blank: Do not indicate an error when the item location is on hold.

1: Do not confirm the shipment of items from this location until the lot status is approved.

5. Pre-select Detail Lines for Confirmation

Specify whether the system enters the selection value in the revisions form. You might select the option to preselect detail lines if you display kit component lines or subassemblies. Values are:

Blank: Do not automatically select the detail lines for confirmation. You must enter the selection value to confirm a detail line.

1: The system enters the selection value of 1 for all order detail lines in the Revisions form. You can then clear any lines that you do not want to confirm.

Edits

These processing options specify whether the system verifies availability before confirming the order detail line and whether the quantity can be changed.

1. Check Availability

Specify whether the system notifies you of quantity availability before confirming the order detail line. You might perform availability checking during shipment confirmation if you do not hard-commit inventory until shipment confirmation. Values are:

Blank: The system performs availability checking, but does not issue a warning that the ordered quantity exceeds the available quantity.

1: The system performs availability checking and issues a warning that the ordered quantity exceeds the available quantity.

If you set the Ship Confirm (P4205), Process tab, Auto Backorder, or Cancel Unshipped Quantity processing option to backorder or cancel unshipped quantities, the system verifies backorder information in Item Master, Item Branch/Plant, Branch/Plant Constants and Customer Billing Instructions, and automatically backorders or cancels any quantity that is unavailable. If you leave that processing option blank, the quantity remains shippable.

2. Ship from Negative On-hand Quantity

Specify whether the system enables you to ship from a location when the location has a negative on-hand quantity or the order quantity drives the quantity below zero. Values are:

Blank: The system enables you to confirm the order detail line and ship from location which has negative on hand quantity.

1: The system issues an error message to indicate that the location from which you are shipping does not have available quantity and does not allow you to confirm the order detail line from this location. You must select another location from which to ship.

3. Prevent Over-shipping

Indicate whether the system enables you to increase the quantity of an order detail line during shipment confirmation. Values are:

Blank: The system enables you to increase the quantity of an order detail line during shipment confirmation.

1: The system does not enable you to increase the quantity of an order detail line during shipment confirmation.

4. Enter Allowed Lot Status Group to validate

Enter the allowed lot status group to validate. During shipment confirmation, the system validates the nonblank lot status codes against the user defined status code values. If the nonblank lot status codes exist in the Allowed Lot Status table (F41081), the system treats the user defined lot status codes as blank and the on-hold item continues through the shipment confirmation process.

Process

These processing options specify whether the Shipment Confirmation program enables you to:

- Override order information, such as the line type and ship to address.
- Relieve on-hand quantity.

1. Override Line Type

Specify a code that controls how the system processes lines on a transaction. You must enter a value that is defined in the Line Type Constants Revisions form. Values are:

Blank: The order line type information can be changed for this order only. If you enter another line type, it must be a non-inventory line type.

1: The line type cannot be changed. The line type is visible on the form, but you will not be able to override the information.

2. Override Ship To Address

Specify whether the default address information for the Ship To address can be changed. When you set up the Customer Master Information and Customer Billing Instructions, you define the Sold To address as the address to which you send the invoice and the Ship To address as the address to which you send the shipment. Values are:

Blank: The Ship To address can not be changed.

1: The Ship To address can be changed for this order only.

3. Backorder or Cancel Unshipped

Specify whether the system backorders or cancels orders for which quantity is not available.

You can allow backorders by item or by customer and specify whether the backorders are allowed at a specific branch/plant. To backorder an item, you must set the option, Backorders Allowed, in Item Master, Item Branch/Plant, Branch/Plant Constants and Customer Billing Instructions. If you allow backorders, the system holds the order detail line until quantity is available. If you do not allow backorders, the system cancels the order detail line.

Blank: The system does not backorder or cancel quantity that is not shipped. All remaining quantity will be shippable when it becomes available.

1: The system backorders or cancels quantity that is not shipped based on backorder information in Customer Billing Instructions, Item Master Information, Item Branch/Plant, and Branch/Plant Constants.

4. Relieve On Hand Inventory Override

Specify whether the system enables you to relieve inventory when you confirm shipment. Values are:

Blank: The system relieves the on-hand quantity for the item when you confirm the shipment. You must add order types to the UDC table (40/IU).

1: The system does not relieve the on-hand quantity for the item when you confirm the shipment. If you do not relieve on-hand quantities, the system does not perform additional processing, such as basic serial number processing, interoperability, and agreement information.

5. Ship and Debit Processing

Specify whether the system uses subsystem or batch processing (R45100) to identify and adjust ship and debit agreements when you run the Confirm Shipments program. Values are:

Blank: The system does not use subsystem or batch processing.

1: Use subsystem processing.

2: Use batch processing.

6. Sales Order Batch Price/Cost Update

Specify whether the system uses subsystem processing in the Sales Order Batch Price/Cost Update program (R42950) to update prices and costs during shipment confirmation. Values are:

Blank: Do not use the Sales Order Batch Price/Cost Update program.

1: Use subsystem processing.

7. Display Warning/Error for Ascending Date Rule check

Specify whether the system displays a warning or an error message when the system checks the ship date rule and the ship date rule fails during Shipment Confirmation. Values are:

Blank: Display a warning message.

1: Display an error message.

8. Process New Lots for Credit Orders

Specify whether the system assigns new lot numbers to credit orders during shipment confirmation. Before the system can assign new lot numbers, you must deactivate lot control. Values are:

Blank: Do not assign new lot numbers to credit orders.

1: Assign new lot numbers to credit orders.

9. Enable Next Order Status Preference

Enter a value to activate the next order status preference in Shipment Confirmation (P4205). If the next order status preference is activated, the system applies it to all sales order detail records on confirmed shipments. Values are:

Blank: Do not activate the next order status preference.

1: Activate the next order status preference.

10. In-Transit Accounting

Specify whether the system should include in-transit accounting for the transfer orders (ST/OT) as part of the Ship Confirm process. When this option is turned on, the system relieves on-hand inventory and moves the shipping quantity to the first step of the corresponding purchase order receipt routing. This provides better visibility over transfer order inventory that is in-transit. Verify all necessary purchase order receipt routing and automatic accounting instruction setups are in place before turning this option on. Values are:

Blank: Do not initiate in-transit accounting.

1: Initiate in-transit accounting.

Freight

These processing options specify whether the system retrieves freight information and whether you can override the freight and carrier information.

1. Freight Program (FUTURE)

Specify whether the system retrieves freight information. You can standardize the freight and carrier information so that freight rate calculations are accurately calculated for the appropriate route, stop and zone. You can specify a preferred carrier for an item (Item Master and Item Branch/Plant), or a customer (Customer Billing Instructions). Values are:

Blank: Do not retrieve freight information and you can enter values that affect the current order only.

1: Do retrieve freight information and process orders based on the default information that is set up in the Customer Billing Instructions or the Item Master Information.

2. Override Freight (FUTURE)

Specify whether the system processes orders based on the default information. To avoid overriding freight information for an order, you can disable this information. Values are:

Blank: The system processes orders based on the default information that is set up in the Customer Billing Instructions or the Item Master Information.

1: The system enables you to change default for this order only.

Print

This processing option specifies whether the system prints invoices through the subsystem.

1. Subsystem Invoice (R42565)

Specify whether the system prints invoices through the subsystem. If you use subsystem processing for printing invoices, you must specify the version of the Print Invoice program (P42565) to activate subsystem processing. Values are:

Blank: Do not print invoices automatically.

1: Do print invoices automatically.

Versions

These processing options specify the version that the system uses when you confirm an order detail line. If you leave a processing option blank, the system uses version ZJDE0001.

1. Sales Order Entry (P4210)

Enter the version of Sales Order Entry (P4210) that the system uses to create additional order detail lines during shipment confirmation. If you use this version of sales order entry in other programs, the system overrides the order line type that is set up in the Shipment Confirmation processing options with the order line type from the processing options for this version of Sales Order Entry.

2. Print Invoices (R42565)

Enter the version of Print Invoices (R42565) that the system uses to automatically print invoices through the subsystem. You must activate the processing option, Print Invoices Automatically, to activate subsystem processing.

If you leave this option blank, the system uses version ZJDE0001.

3. Ship and Debit (R45100) Enter the version of subsystem processing (R45100) that the system uses to identify and adjust ship and debit agreements when you run the Confirm Shipments program.

4. Sales Order Batch Price/Cost Update (R42950) Enter the version of Sales Order Batch Price/Cost Update (R42950) that the system uses after each order is processed by the Shipment Confirmation program (P4205). Ensure that the version specifies subsystem processing; otherwise the data required to create the report might not be available.

5. Carton Reorganization (P4620) Enter which version of the Carton Reorganization program (P4620) the system uses. If you leave this processing option blank, the system uses version ZJDE0001.

Warehouse

These processing options define additional processing for tare and pack confirmation. If you follow UCC 128 requirements, you can confirm tare and pack information after you confirm an order detail line.

1. Pack Confirmation Specify whether you are confirming packs for shipment. Values are:

Blank: Do not use pack confirmation.

1: Use pack confirmation.

The system verifies that the appropriate SSCC and SCC are entered for each record and that they correspond with the hierarchical configuration that is specified in Shipment Entry. For example, if you enter an SOTPI (Shipment, Order, Tare, Pack, Item) configuration in Shipment Entry but you have not entered a pack SSCC or an SCC, the system displays an error message.

The system verifies that the SCC and the unit of measure for each item correspond to the information in the Item Master and Item Cross-Reference Revisions. The sum of the Tare/Pack quantities must equal the shipped quantity on the sales order line. The system converts the SCC unit of measure to the UPC quantity if an SCC has been entered. For example, if you confirm the shipment of 24 cases of soda, the system verifies that you are confirming shipment of 144 cans of soda.

If you follow UCC 128 requirements, you must specify a version of Pack confirmation.

2. Pack Confirmation Version (P4216) Enter the version of Pack confirmation the system uses when you are confirming packs for shipment. This processing option is in effect only if you activate the processing option to use pack confirmation. If you leave this option blank, the system uses version ZJDE0001.

Quality

If you use Sales Order Management with the Quality Management system, these processing options specify the versions to produce test results and a certificate of analysis.

1. Test Results Revisions Version (P3711) Enter the version of Test Results Revisions (P3711) that the system uses to verify quality specifications when you confirm the shipment of an item. The system uses this version to verify item characteristics to allowed minimum and maximum values, lot status, and acceptable quantities or percentages. If a lot passes quality inspection and meets the specifications, it is available for shipment to the customer.

If you leave this processing option blank, the system uses version ZJDE0001.

2. Certificate of Analysis

Specify whether the system prints a Certificate of Analysis (COA). A COA is a list of all of the tests performed and the results for lots sold to a customer. Values are:

Blank: Do not automatically print a Certificate of Analysis.

1: Do automatically prints a Certificate of Analysis.

To generate a COA, you must specify a version in the processing option, Certificate of Analysis Extract Version, to obtain the information.

3. Certificate of Analysis Extract Version (R37900)

Enter the version of the Certificate of Analysis Extract program (P37900) that the system uses to generate a COA. This processing option is in effect only if you have activated the processing option to Print a Certificate of Analysis.

If you leave this option blank, the system uses version ZJDE0001.

4. Certificate of Analysis Subsystem

Specify whether the system prints the COA through the subsystem. If you use subsystem processing, you must also specify the subsystem version of the Certificate of Analysis Extract in the processing options. Values are:

Blank: Do not print the COA through the subsystem process.

1: Print the COA in a subsystem process.

5. Evaluate Quality Tests

Enter a value when the lots being confirmed for shipment need to be reevaluated for quality. When test results are entered for a lot, the lot status is set based on whether the test results are within quality ranges for the item. However, a customer may have different quality standards for this product.

When this option is enabled, the quality tests will be reevaluated to determine whether the lot being shipped has passed quality standards for the customer on this order. Values are:

Blank: Do not reevaluate test results. If this option is selected, a lot may be confirmed for shipment even though it does not pass the customer's quality criteria for this product.

1: Reevaluate test results using quality management preferences.

Agreements

If you use Sales Order Management with the Agreement Management system, these processing options define the method that the system uses to select agreements.

1. Specify Borrow Agreement Destination

Enter a specific delivery destination for an item that is part of an agreement, when using Agreement Management in conjunction with Sales Order Management. Values are:

Blank: You must enter a specific destination in the processing option, Specify Borrow Agreement Destination.

1: The destination can be any location defined in the agreement.

2: The system identifies the default branch/plant as the destination.

2. Agreement Search Method

Specify the method by which the system selects an agreement. Values are:

Blank: The system assigns an agreement based on the earliest expiration date.

1: The system automatically assigns an agreement if only one is found.

2: The system prompts you to assign an agreement.

3: The system assigns an agreement based on the earliest expiration date.

Interop (interoperability)

These processing options specify whether you perform interoperability processing.

1. Interoperability Transaction Type

Indicate whether to activate interoperability processing. Values are:

Blank: Bypass outbound interoperability.

JDESC: Enter for the ship confirm transaction type.

2. Run the Outbound Subsystem UBE

Indicate whether the system processes outbound interoperability transactions through the subsystem. Values are:

Blank: Bypass outbound subsystem processing.

1: Perform subsystem processing.

Bulk

This processing option specifies the method that the system uses to process temperature gain/loss records.

1. Bulk Transaction Volumes

Specify which bulk field the transaction quantity will represent for the transaction:

Blank: Use the transaction quantity to determine the ambient quantity.

1: Use the transaction quantity to determine the standard quantity.

2: Allow the system to compute the difference between the extension of ambient volume multiplied by price and standard volume multiplied by price. The calculation uses the pricing unit of measure.

Interbranch

These processing options specify the order types for interbranch orders.

1. Enter the version for the Create Intercompany Sales Order (R4210IC)

Enter the version of Create Intercompany Sales Orders (R4210IC) that the system uses to verify the order types for intercompany orders. Use an intercompany order to fill a sales order from a branch/plant other than the selling branch/plant. This is helpful if the company sells from one location but fills and ships orders from another location, such as a central supply warehouse.

If you leave this option blank, the system uses *ZJDE0001*.

2. Call the Create Intercompany Sales Order

Specify whether the system creates intercompany orders. Values are:

Blank: Do not create intercompany orders.

1: The system creates orders through the Create Intercompany Orders (R4210IC) in batch mode. In batch mode, the system processes the job immediately and you will not be able to work interactively until the system has processed the order.

2: The system creates orders through the Create Intercompany Orders (R4210IC) in subsystem mode. In subsystem mode, the system processes

the job from a queue. You can continue to work interactively when you process orders in subsystem mode.

Prepayment

These processing options specify whether you can record prepayment information for orders.

Prepayment of an order takes place when a seller receives a form of payment from the customer at the time of order entry. Many types of prepayments are available for a customer to use, such as cash, check, and credit card. When you make any type of prepayment, the system records transaction information for each order detail line, and indicates the payment on the invoice.

If an order detail line is over shipped, or an additional order detail line is added to the order, you must receive a new authorization.

1. Prepayment Processing Specify whether prepayment transaction are updated. Values are:

Blank: Do not update prepayment transactions.

1: Update prepayment transactions.

2. Process Authorization Specify how the system processes authorizations. Values are:

Blank: Do not process authorizations.

1: The system processes authorizations interactively.

2: The system processes authorizations in batch or subsystem mode, depending on the version.

3. Process Settlement Specify how the system processes settlements. Values are:

1: The system processes the settlement interactively.

2: The system processes the settlement in batch or subsystem mode.

Blank: The system does not process the settlement.

4. Authorize Prepayment Transaction Enter the version of the Authorize Prepayment Transaction (R004201) to run. If left blank, authorization will not be run.

5. Settle Prepayment Transaction Enter the version of the Settle Prepayment Transaction. If you leave this option blank, the system does not run this application.

6. Authorization Hold For Prepayment Processing Enter the hold code to display on the order if the authorization process fails.

7. Settlement Hold For Prepayment Processing Enter the hold code to display on the order if the settlement process fails.

Carton Detail

Use these processing options to specify how the system processes cartons.

1. Shipment Confirmation Carton Status Enter the carton status for shipment and load confirmation. All cartons must be at this status to be confirmed. Values are selected from the Carton Status UDC (46/CS). If you leave this option blank, the system does not validate carton status.

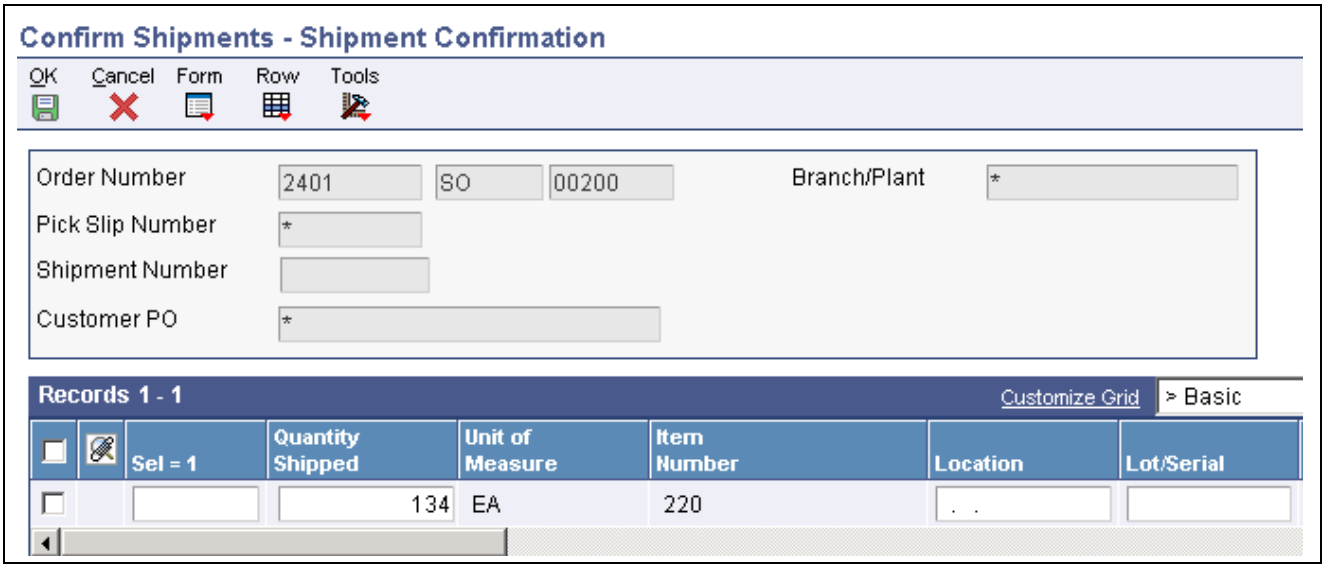
2. Reconcile Carton Detail to Shipment Detail Specify whether the system should reconcile the carton detail to the shipment detail. Values are:

Blank: Do not reconcile the carton detail to the shipment detail.

1: Do reconcile the carton detail to the shipment detail.

Confirming Shipments

Access the Shipment Confirmation form.



Shipment Confirmation form

Quantity Shipped Enter the number of units committed for shipment in Sales Order Entry, using either the entered or the primary unit of measure defined for this item.

In the Manufacturing system and Work Order Time Entry, this field can indicate completed or scrapped quantities. The quantity type is determined by the type code entered.

Lot/Serial A number that identifies a lot or a serial number. A lot is a group of items with similar characteristics.

Quantity Backordered Enter the number of units that are backordered in Sales Order Management or in Work Order Processing, using either the entered or the primary unit of measure defined for this item.

Quantity Canceled Enter the number of units canceled in Sales Order or Work Order Processing, using either the entered or the primary unit of measure defined for this item.

In manufacturing, this can also be the number of units that have been scrapped to date.

Entering Tare and Pack Information

Access the Pack Confirm Detail Revisions form.

Running the Ship Confirm Batch Application (R42500)

Access the Additional Order Processes menu (G4212), Ship Confirm Batch Application.

Setting Processing Options for Ship Confirm Batch Application (R42500)

Use these processing options to determine the records to select and specify a version name for Confirm Shipments.

Rec (required) Selection

These processing options determine the ranges of statues selected when running the program.

Next Status From (required) Enter a code (UDC 40/AT) that indicates the beginning status for the next step in the order flow of the line type. This option is used in conjunction with the Next Status Through processing option to define a range of order lines to process.

Next Status Through (required) Enter a code (UDC 40/AT) that indicates the ending status for the next step in the order flow of the line type. This option is used in conjunction with the Next Status From processing option to define a range of order lines to process.

Process

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

R47500 Version Name Enter the version of the Inbound Transaction Processor (R47500) to use for confirming shipments.

(Rapid Start CAN and USA) Confirming Shipment for Equipment Sales Order

You must ship confirm the sales order previously created for an inventory item that will be converted to an equipment master record. This section discusses:

- How to confirm shipment for equipment sales order.
- Preconfigured processing options for Canada and United States Shipment Confirmation (P4205).

Confirming Shipment for Equipment Sales Order

This table list the task for confirming shipment for equipment sales order.

Task	Navigation	Program and Version
Ship confirm the sales order.	Sales Order Processing Ship Confirm	P4205/RIS0001

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

Preconfigured Processing Options for Canada and United States Shipment Confirmation (P4205)

These processing options show the values that are preconfigured for version RIS0001.

Selection

Processing Option Description	Value or Status
1. Next Status From (Required)	560
2. Next Status Thru (Required)	560
3. Sales Order Type (Required)	SO

Defaults

Processing Option Description	Value or Status
1. Line Type for New Sales Detail Lines	F
2. Enter a Next Status Override Code for:	blank
Confirmed Sales Detail Lines	blank
Additional Non-inventory Line Items Entered	580
Remaining Backordered Quantities	540
Authorized Lines	blank
Settled Lines	blank

Display

Processing Option Description	Value or Status
1. Allow Additional Line Entry	1
2. Display Kit Component Lines	1
3. Display Text Lines	blank
4. Item Location Hold Error	1
5. Pre-select Detail Lines for Confirmation	1

Edits

Processing Option Description	Value or Status
1. Check Availability	1
2. Ship from Negative On-hand Quantity	1
3. Prevent Over-shipping	1
4. Enter Allowed Lot Status Group to validate	blank

Process

Processing Option Description	Value or Status
1. Override Line Type	blank
2. Override Ship To Address	blank
3. Backorder or Cancel Unshipped Quantity	blank
4. Relieve On Hand Inventory Override	blank
5. Ship and Debit Processing	blank
6. Sales Order Batch Price/Cost Update	blank
7. Display Warning/Error for Ascending Date Rule check	blank
8. Process New Lots for Credit Orders	blank
9. Enable Next Order Status Preference	blank
10. In-Transit Accounting	blank

Freight

Processing Option Description	Value or Status
1. Freight Program (FUTURE)	blank
2. Override Freight (FUTURE)	blank

Print

Processing Option Description	Value or Status
1. Subsystem Invoice (R42565)	1

Versions

Processing Option Description	Value or Status
1. Sales Order Entry (P4210)	RIS0001
2. Print Invoices (R42565)	RIS0008
3. Ship and Debit (R45100)	blank
4. Sales Order Batch Price/Cost Update (R42950)	blank
5. Carton Reorganization (P4620)	blank
6. PO Receipt (P4312)	blank

Warehouse

Processing Option Description	Value or Status
1. Pack Confirmation (UCC128 or Container Entry)	blank
2. Pack Confirmation Version (P4216)	blank

Quality

Processing Option Description	Value or Status
1. Test Results Revisions Version (P3711)	blank
2. Certificate of Analysis	blank
3. Certificate of Analysis Extract Version (R37900)	blank
4. Certificate of Analysis Subsystem	blank
5. Evaluate Quality Tests	blank

Agreements

Processing Option Description	Value or Status
1. Specify Borrow Agreement Destination	blank
OR...	blank
2. Agreement Search Method	blank

Interop

Processing Option Description	Value or Status
1. Interoperability Transaction Type	blank
2. Run the Outbound Subsystem UBE	blank

Bulk

Processing Option Description	Value or Status
1. Bulk Transaction Volumes	blank

InterBranch

Processing Option Description	Value or Status
1. Enter the version for the Create Intercompany Sales Order (R4210IC).	blank
2. Call the Create Intercompany Sales Order	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction	blank
5. Settle Prepayment Transaction	blank
6. Authorization Hold For Prepayment Processing	blank
7. Settlement Hold For Prepayment Processing	blank

Carton Detail

Processing Option Description	Value or Status
1. Shipment Confirmation Carton Status	blank
2. Reconcile Carton Detail to Shipment Detail	blank

See Also

Chapter 13, “Processing Sales Orders,” Setting the Processing Options for Shipment Confirmation (P4205), page 00

(Rapid Start) Confirming Shipment for Customer Credit With Return

This section discusses:

- How to confirm shipment for customer credit with return.
- Preconfigured processing options for Rapid Start Shipment Confirmation (P4205).

Confirming Shipment for Customer Credit With Return

This table lists the tasks for confirming shipment for customer credit with return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configured Onsite
Confirm shipment for customer credit with return.	Sales Order Processing, Ship Confirm	P4205/RIS0001	• Document Type: CO = Sales Order, II = Inventory Issue and IT = Inventory Transfer • Line Type: C = Credit Stock Item • Order Activity Rules: Order activity rules are provided for the combination of document type CO and line type C. • Hold Code: XX = Administrative Hold • AAIs: AAIs are provided for inventory issues and transfers using document types II and IT • Item: Item Sample3, Sample4 can be used for this process. Status = 560	Create a location in the branch/plant for returned product. Place the location on hold and ensure the branch/plant constants exclude held quantities from the availability calculation

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Shipment Confirmation (P4205)

These processing options show the values that are preconfigured for version RIS0001.

Selection

Processing Option Description	Value or Status
1. Next Status From (Required)	560
2. Next Status Thru (Required)	560
3. Sales Order Type (Required)	SO

Defaults

Processing Option Description	Value or Status
1. Line Type for New Sales Detail Lines	F
2. Enter a Next Status Override Code for:	blank
Confirmed Sales Detail Lines	blank
Additional Non-inventory Line Items Entered	580
Remaining Backordered Quantities	540
Authorized Lines	blank
Settled Lines	blank

Display

Processing Option Description	Value or Status
1. Allow Additional Line Entry	1
2. Display Kit Component Lines	1
3. Display Text Lines	blank
4. Item Location Hold Error	1
5. Pre-select Detail Lines for Confirmation	1

Edits

Processing Option Description	Value or Status
1. Check Availability	1
2. Ship from Negative On-hand Quantity	1
3. Prevent Over-shipping	1
4. Enter Allowed Lot Status Group to validate	blank

Process

Processing Option Description	Value or Status
1. Override Line Type	blank
2. Override Ship To Address	blank
3. Backorder or Cancel Unshipped Quantity	blank
4. Relieve On Hand Inventory Override	blank
5. Ship and Debit Processing	blank
6. Sales Order Batch Price/Cost Update	blank
7. Display Warning/Error for Ascending Date Rule check	blank
8. Process New Lots for Credit Orders	blank
9. Enable Next Order Status Preference	blank
10. In-Transit Accounting	blank

Freight

Processing Option Description	Value or Status
1. Freight Program (FUTURE)	blank
2. Override Freight (FUTURE)	blank

Print

Processing Option Description	Value or Status
1. Subsystem Invoice (R42565)	1

Versions

Processing Option Description	Value or Status
1. Sales Order Entry (P4210)	RIS0001
2. Print Invoices (R42565)	RIS0008
3. Ship and Debit (R45100)	blank
4. Sales Order Batch Price/Cost Update (R42950)	blank
5. Carton Reorganization (P4620)	blank
6. PO Receipt (P4312)	blank

Warehouse

Processing Option Description	Value or Status
1. Pack Confirmation (UCC128 or Container Entry)	blank
2. Pack Confirmation Version (P4216)	blank

Quality

Processing Option Description	Value or Status
1. Test Results Revisions Version (P3711)	blank
2. Certificate of Analysis	blank
3. Certificate of Analysis Extract Version (R37900)	blank
4. Certificate of Analysis Subsystem	blank
5. Evaluate Quality Tests	blank

Agreements

Processing Option Description	Value or Status
1. Specify Borrow Agreement Destination	blank
OR...	blank
2. Agreement Search Method	blank

Interop

Processing Option Description	Value or Status
1. Interoperability Transaction Type	blank
2. Run the Outbound Subsystem UBE	blank

Bulk

Processing Option Description	Value or Status
1. Bulk Transaction Volumes	blank

InterBranch

Processing Option Description	Value or Status
1. Enter the version for the Create Intercompany Sales Order (R4210IC).	blank
2. Call the Create Intercompany Sales Order	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction	blank
5. Settle Prepayment Transaction	blank
6. Authorization Hold For Prepayment Processing	blank
7. Settlement Hold For Prepayment Processing	blank

Carton Detail

Processing Option Description	Value or Status
1. Shipment Confirmation Carton Status	blank
2. Reconcile Carton Detail to Shipment Detail	blank

See Also

Chapter 13, “Processing Sales Orders,” Setting the Processing Options for Shipment Confirmation (P4205), page 00

(Rapid Start CAN, FRA, GBR, and USA) Confirming Shipment Online for Selling a Make-To-Order Item

This section discusses how to confirm shipment online for selling a make-to-order item.

Confirming Shipment Online for Selling a Make-To-Order Item

This table lists the tasks for confirming shipment online for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Confirm shipment online for selling a make-to-order item.	Sales Order Processing, Ship Confirm	P4205/RIS0001	• Document Type: SO • Line Type: W = Make-to-Order item, F = Freight Line, and T =Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, W, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, 99 • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Rapid Start Shipment Confirmation (P4205), page 00.

(Rapid Start CAN, FRA, GBR, and USA) Confirming Shipment Online for Selling from Inventory

This section discusses how to confirm shipment online for selling from inventory.

Confirming Shipment Online for Selling from Inventory

This table lists the tasks for confirming shipment online for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Confirm shipment online for selling from inventory.	Sales Order Processing, Ship Confirm	P4205/RIS0001	• Document Type: SO • Line Type: S = Stock Item, F = Freight Line, and T = Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Canada and United States Shipment Confirmation (P4205), page 00.

(Rapid Start AUS and NZL) Confirming Shipment for Selling from Inventory

This section discusses:

- How to confirm shipment for selling from inventory.
- Preconfigured processing options for Australia and New Zealand Ship Confirm Domestic Sales Orders (P4205).

Confirming Shipment for Selling from Inventory

This table lists the tasks for confirming shipment for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Confirm shipment for selling from inventory.	Sales Order Processing, Ship Confirm	R4205/RIS3001	• Document Type: SO • Line Type: S = Stock Item, F = Freight Line, and T = Text Line • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 = Credit Hold and XX = Administrative Hold • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Ship Confirm Domestic Sales Orders (P4205)

These processing options show the values that are preconfigured for version RIS3001.

Selection

Processing Option Description	Value or Status
1. Next Status From (Required)	560
2. Next Status Thru (Required)	560
3. Sales Order Type (Required)	SO

Defaults

Processing Option Description	Value or Status
1. Line Type for New Sales Detail Lines	F
2. Enter a Next Status Override Code for:	blank
Confirmed Sales Detail Lines	blank
Additional Non-inventory Line Items Entered	580
Remaining Backordered Quantities	540
Authorized Lines	blank
Settled Lines	blank

Display

Processing Option Description	Value or Status
1. Allow Additional Line Entry	1
2. Display Kit Component Lines	1
3. Display Text Lines	blank
4. Item Location Hold Error	1
5. Pre-select Detail Lines for Confirmation	1

Edits

Processing Option Description	Value or Status
1. Check Availability	1
2. Ship from Negative On-hand Quantity	1
3. Prevent Over-shipping	1
4. Enter Allowed Lot Status Group to validate	blank

Process

Processing Option Description	Value or Status
1. Override Line Type	blank
2. Override Ship To Address	blank
3. Backorder or Cancel Unshipped Quantity	1

Processing Option Description	Value or Status
4. Relieve On Hand Inventory Override	blank
5. Ship and Debit Processing	blank
6. Sales Order Batch Price/Cost Update	blank
7. Display Warning/Error for Ascending Date Rule check	blank
8. Process New Lots for Credit Orders	blank
9. Enable Next Order Status Preference	blank
10. In-Transit Accounting	blank

Freight

Processing Option Description	Value or Status
1. Freight Program (FUTURE)	blank
2. Override Freight (FUTURE)	blank

Print

Processing Option Description	Value or Status
1. Subsystem Invoice (R42565)	1

Versions

Processing Option Description	Value or Status
1. Sales Order Entry (P4210)	RIS0001
2. Print Invoices (R42565)	RIS3008
3. Ship and Debit (R45100)	blank
4. Sales Order Batch Price/Cost Update (R42950)	blank
5. Carton Reorganization (P4620)	blank
6. PO Receipt (P4312)	blank

Warehouse

Processing Option Description	Value or Status
1. Pack Confirmation (UCC128 or Container Entry)	blank
2. Pack Confirmation Version (P4216)	blank

Quality

Processing Option Description	Value or Status
1. Test Results Revisions Version (P3711)	blank
2. Certificate of Analysis	blank
3. Certificate of Analysis Extract Version (R37900)	blank
4. Certificate of Analysis Subsystem	blank
5. Evaluate Quality Tests	blank

Agreements

Processing Option Description	Value or Status
1. Specify Borrow Agreement Destination	blank
OR...	blank
2. Agreement Search Method	blank

Interop

Processing Option Description	Value or Status
1. Interoperability Transaction Type	blank
2. Run the Outbound Subsystem UBE	blank

Bulk

Processing Option Description	Value or Status
1. Bulk Transaction Volumes	blank

InterBranch

Processing Option Description	Value or Status
1. Enter the version for the Create Intercompany Sales Order (R4210IC).	blank
2. Call the Create Intercompany Sales Order	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction	blank
5. Settle Prepayment Transaction	blank
6. Authorization Hold For Prepayment Processing	blank
7. Settlement Hold For Prepayment Processing	blank

Carton Detail

Processing Option Description	Value or Status
1. Shipment Confirmation Carton Status	blank
2. Reconcile Carton Detail to Shipment Detail	blank

See Also

Chapter 13, "Processing Sales Orders," Setting the Processing Options for Shipment Confirmation (P4205), page 00

(Rapid Start CAN and USA) Confirming Shipment for Transfer Order with Receipt Routing

This section discusses:

- How to confirm shipment for transfer order with receipt routing.
- Preconfigured processing options for Canada and United States Ship Confirm Transfer Orders with Routing (P4205).

Confirming Shipment for Transfer Order with Receipt Routing

This table lists the tasks for confirming shipment for transfer order with receipt routing:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Confirm shipment for transfer order with receipt routing.	Transfer Order Processing, Ship/Confirm Transfer Order	R4205/RIS0003	• Document Type: ST and OT • Line Type: S = Stock Item • Order Activity Rules: Order activity rules are provided for the combination of document type ST, OT and line type S. • Purchased Item: Item Sample3 can be used for this process.	• Verify branch/plant B10 is set up in the preconfigured data. B10 is used to transfer goods from and B20 is the branch that is receiving the goods. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system. • verify the PINS process is setup in the routing. This is a two step process which takes the item to In-Transit and then Stock. Address book number 99999900 is setup and is associated with branch/plant B10 and B20.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

Preconfigured Processing Options for Canada and United States Ship Confirm Transfer Orders with Routing (P4205)

These processing options show the values that are preconfigured for version RIS0003.

Selection

Processing Option Description	Value or Status
1. Next Status From (Required)	520
2. Next Status Thru (Required)	560
3. Sales Order Type (Required)	ST

Defaults

Processing Option Description	Value or Status
1. Line Type for New Sales Detail Lines	S
2. Enter a Next Status Override Code for:	blank
Confirmed Sales Detail Lines	580
Additional Non-inventory Line Items Entered	blank
Remaining Backordered Quantities	blank
Authorized Lines	blank
Settled Lines	blank

Display

Processing Option Description	Value or Status
1. Allow Additional Line Entry	blank
2. Display Kit Component Lines	blank
3. Display Text Lines	blank
4. Item Location Hold Error	blank
5. Pre-select Detail Lines for Confirmation	1

Edits

Processing Option Description	Value or Status
1. Check Availability	1
2. Ship from Negative On-hand Quantity	1
3. Prevent Over-shipping	blank
4. Enter Allowed Lot Status Group to validate	blank

Process

Processing Option Description	Value or Status
1. Override Line Type	blank
2. Override Ship To Address	blank
3. Backorder or Cancel Unshipped Quantity	blank

Processing Option Description	Value or Status
4. Relieve On Hand Inventory Override	blank
5. Ship and Debit Processing	blank
6. Sales Order Batch Price/Cost Update	blank
7. Display Warning/Error for Ascending Date Rule check	blank
8. Process New Lots for Credit Orders	blank
9. Enable Next Order Status Preference	blank
10. In-Transit Accounting	1

Freight

Processing Option Description	Value or Status
1. Freight Program (FUTURE)	blank
2. Override Freight (FUTURE)	blank

Print

Processing Option Description	Value or Status
1. Subsystem Invoice (R42565)	blank

Versions

Processing Option Description	Value or Status
1. Sales Order Entry (P4210)	RIS0007
2. Print Invoices (R42565)	blank
3. Ship and Debit (R45100)	blank
4. Sales Order Batch Price/Cost Update (R42950)	blank
5. Carton Reorganization (P4620)	blank
6. PO Receipt (P4312)	RIS0022

Warehouse

Processing Option Description	Value or Status
1. Pack Confirmation (UCC128 or Container Entry)	blank
2. Pack Confirmation Version (P4216)	blank

Quality

Processing Option Description	Value or Status
1. Test Results Revisions Version (P3711)	blank
2. Certificate of Analysis	blank
3. Certificate of Analysis Extract Version (R37900)	blank
4. Certificate of Analysis Subsystem	blank
5. Evaluate Quality Tests	blank

Agreements

Processing Option Description	Value or Status
1. Specify Borrow Agreement Destination	blank
OR...	blank
2. Agreement Search Method	blank

Interop

Processing Option Description	Value or Status
1. Interoperability Transaction Type	blank
2. Run the Outbound Subsystem UBE	blank

Bulk

Processing Option Description	Value or Status
1. Bulk Transaction Volumes	blank

InterBranch

Processing Option Description	Value or Status
1. Enter the version for the Create Intercompany Sales Order (R4210IC).	blank
2. Call the Create Intercompany Sales Order	blank

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction	blank
5. Settle Prepayment Transaction	blank
6. Authorization Hold For Prepayment Processing	blank
7. Settlement Hold For Prepayment Processing	blank

Carton Detail

Processing Option Description	Value or Status
1. Shipment Confirmation Carton Status	blank
2. Reconcile Carton Detail to Shipment Detail	blank

See Also

Chapter 13, "Processing Sales Orders," Setting the Processing Options for Shipment Confirmation (P4205), page 00

(Rapid Start AUS and NZL) Confirming Shipment for Transfer Order Without Receipt Routing

This section discusses how to confirm shipment for transfer order without receipt routing.

Confirming Shipment for Transfer Order Without Receipt Routing

This table lists the tasks for confirming shipment for transfer order without receipt routing:

Task	Navigation	Program and Version
Confirm shipment for transfer order without receipt routing.	Sales Order Processing, Ship Confirm	P4205/RIS3001

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See Chapter 13, "Processing Sales Orders," Preconfigured Processing Options for Australia and New Zealand Ship Confirm Domestic Sales Orders (P4205), page 00.

(Rapid Start AUS and NZL) Confirming Shipment for Intercompany Sales Order

This section discusses:

- How to confirm shipment for intercompany sales order.
- Preconfigured processing options for Australia and New Zealand Ship Confirm Intercompany Sales Orders (P4205).

Confirming Shipment for Intercompany Sales Order

This table lists the tasks for confirming shipment for intercompany sales order:

Task	Navigation	Program and Version
confirm shipment for intercompany sales order.	Sales Order Processing Ship Confirm Intercompany Order	P4205/RIS3003

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Ship Confirm Intercompany Sales Orders (P4205)

These processing options show the values that are preconfigured for version RIS3003.

Selection

Processing Option Description	Value or Status
1. Next Status From (Required)	560
2. Next Status Thru (Required)	560
3. Sales Order Type (Required)	SI

Defaults

Processing Option Description	Value or Status
1. Line Type for New Sales Detail Lines	F
2. Enter a Next Status Override Code for:	blank
Confirmed Sales Detail Lines	blank
Additional Non-inventory Line Items Entered	580
Remaining Backordered Quantities	540
Authorized Lines	blank
Settled Lines	blank

Display

Processing Option Description	Value or Status
1. Allow Additional Line Entry	1
2. Display Kit Component Lines	1
3. Display Text Lines	blank
4. Item Location Hold Error	1
5. Pre-select Detail Lines for Confirmation	1

Edits

Processing Option Description	Value or Status
1. Check Availability	1
2. Ship from Negative On-hand Quantity	1
3. Prevent Over-shipping	1
4. Enter Allowed Lot Status Group to validate	blank

Process

Processing Option Description	Value or Status
1. Override Line Type	blank
2. Override Ship To Address	blank
3. Backorder or Cancel Unshipped Quantity	1
4. Relieve On Hand Inventory Override	blank
5. Ship and Debit Processing	blank
6. Sales Order Batch Price/Cost Update	blank
7. Display Warning/Error for Ascending Date Rule check	blank
8. Process New Lots for Credit Orders	blank
9. Enable Next Order Status Preference	blank
10. In-Transit Accounting	blank

Freight

Processing Option Description	Value or Status
1. Freight Program (FUTURE)	blank
2. Override Freight (FUTURE)	blank

Print

Processing Option Description	Value or Status
1. Subsystem Invoice (R42565)	1

Versions

Processing Option Description	Value or Status
1. Sales Order Entry (P4210)	RIS3009
2. Print Invoices (R42565)	RIS3008
3. Ship and Debit (R45100)	blank
4. Sales Order Batch Price/Cost Update (R42950)	blank
5. Carton Reorganization (P4620)	blank
6. PO Receipt (P4312)	blank

Warehouse

Processing Option Description	Value or Status
1. Pack Confirmation (UCC128 or Container Entry)	blank
2. Pack Confirmation Version (P4216)	blank

Quality

Processing Option Description	Value or Status
1. Test Results Revisions Version (P3711)	blank
2. Certificate of Analysis	blank
3. Certificate of Analysis Extract Version (R37900)	blank
4. Certificate of Analysis Subsystem	blank
5. Evaluate Quality Tests	blank

Agreements

Processing Option Description	Value or Status
1. Specify Borrow Agreement Destination	blank
OR...	blank
2. Agreement Search Method	blank

Interop

Processing Option Description	Value or Status
1. Interoperability Transaction Type	blank
2. Run the Outbound Subsystem UBE	blank

Bulk

Processing Option Description	Value or Status
1. Bulk Transaction Volumes	blank

InterBranch

Processing Option Description	Value or Status
1. Enter the version for the Create Intercompany Sales Order (R4210IC).	RIS3001
2. Call the Create Intercompany Sales Order	2

Prepayment

Processing Option Description	Value or Status
1. Prepayment Processing	blank
2. Process Authorization	blank
3. Process Settlement	blank
4. Authorize Prepayment Transaction	blank
5. Settle Prepayment Transaction	blank
6. Authorization Hold For Prepayment Processing	blank
7. Settlement Hold For Prepayment Processing	blank

Carton Detail

Processing Option Description	Value or Status
1. Shipment Confirmation Carton Status	blank
2. Reconcile Carton Detail to Shipment Detail	blank

See Also

Chapter 13, “Processing Sales Orders,” Setting the Processing Options for Shipment Confirmation (P4205), page 00

Printing Shipping Documents

This section provides overviews of bills of lading and delivery notes, lists prerequisites, and discusses how to:

- Print bills of lading.
- Set processing options for Print Shipping Documents (R42530).
- Print delivery notes.
- Set processing options for Print Delivery Notes (R42535).

Understanding Bills of Lading

You can print shipping documents, such as bills of lading and delivery reports, before you ship the order. Shipping documents accompany the order to its destination. Delivery personnel can use these documents to compare what they are supposed to deliver with what they are transporting.

A bill of lading lists this information about the order:

- Item

  Includes item description, quantity, weight, and volume.

- Billing

  Includes customer address and price.

- Shipping

  Includes shipping instructions, total weight, and total volume.

- Delivery

  Includes signature lines for the driver and the customer.

You can specify the heading that prints at the top of the document, such as Bill of Lading, when you run the program. Because a shipping document has signature lines for the delivery person and the customer, you can also use it as a receipt.

If you use PeopleSoft EnterpriseOne Demand Scheduling (40R), the report displays these fields on the report in a column labeled Date/Time:

- Requested Delivery Time (DRQT).
- Promised Delivery Time (RSDT).
- Promised Shipment Time (PMDT).

Understanding Delivery Notes

You run a version of the Print Delivery Notes program to print information that delivery personnel can use during delivery. For example, they can compare the items that they are supposed to deliver with the items that they have on the delivery vehicle. This is helpful if the company uses its own vehicle for deliveries instead of an outside company's vehicle.

You can only provide delivery notes to a customer if the customer's billing instructions allow delivery notes.

To ensure that the customer's invoice is accurate, you can print delivery notes after shipment confirmation but before you generate a customer invoice for an order.

Prerequisites

Before you complete the tasks in this section:

- Verify that the customer billing instructions for the customer allow delivery note printing.

  See Chapter 4, "Setting Up Customer-Related Information," Setting Up Customer Billing Instructions, page 00.

- Verify that the order activity rules include a status code for printing delivery notes that is between shipment confirmation and printing invoices.

See Chapter 2, "Configuring the Sales Order Management System," Setting Up Order Activity Rules, page 00.

Printing Bills of Lading

Access Sales Order Reports (G42111), Print Shipping Documents.

Setting Processing Options for Print Shipping Documents (R42530)

Use these processing options to set default values, define how the system processes data, control printing options, and specify the default currency.

Default 1

This processing option indicates the next status in the order flow.

1. Enter a Status Code Value Enter a UDC (40/AT) that indicates the next step in the order flow of the line type. The system prints shipping documents for orders with this status.

Defaults 2

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

1. Enter a Override Next Status Enter a UDC (40/AT) that specifies the next standard step in the processing cycle for this order type. You set up the steps for the processing cycle on the Order Activity Rules form.

Next Status Code Specify whether the system updates the next status code from the order activity rules. Values are:

Blank: Update the next status code from the order activity rules.

1: Do not update the next status code from the order activity rules.

3. Do not display future committed inventory Specify whether the system displays future committed inventory. Values are:

Blank: Display future committed inventory.

1: Do not display future committed inventory.

Process

These processing options specify the units of measure used to calculate volume and weight.

1. Volume of UOM Specify the unit of measure that is used to calculate volume.

2. Weight of UOM Specify the unit of measure that is used to calculate weight.

Print

These processing options determine printing options when running the report.

1. To display Prices Specify whether the system displays prices. Values are:

Blank: Do not display prices.

1: Display prices.

2. Print Kit Components Specify whether the system prints kit components. Values are:

Blank: Do print kit components.

1: Do not print kit components.

3. Print both Item Number and Customer Item Number Specify whether the system prints the item number and customer number. Values are:

Blank: Do not print the item number and customer number.

2: Print both the item number and customer item number.

4. Cross Reference to retrieve Customer Item Number Enter the type of cross reference to retrieve the customer item number.

5. Print serial numbers Specify whether the system prints serial numbers. Values are:

Blank: Do not print serial numbers.

1: Print serial numbers.

6. Print Additional Header Text Specify whether the system prints additional header text. Values are:

Blank: Do not print additional header text.

1: Print original header text.

2: Reprint header text.

Currency

This processing option determines the currency to print.

Type of Currency to Print Specify whether the system prints domestic currency, foreign currency, or both. Values are:

Blank: Print domestic currency only.

1: Print foreign currency only.

2: Print both domestic and foreign currencies.

Printing Delivery Notes

Access Sales Order Reports (G42111), Print Delivery Notes.

Setting Processing Options for Print Delivery Notes (R42535)

Use these processing options to set default values, define how the system processes data, control printing options, and specify the default currency.

Defaults

These processing options control the status.

1. Enter an override next status. Enter a UDC (40/AT) that specifies the next standard step in the processing cycle for this order type. You set up the steps for the processing cycle on the Order Activity Rules form.

2. Prevent update to next status Specify whether the system allows the next status code to be updated. Values are:

Blank: Update the next status.

1: Prevent updating the next status code from the order activity rules.

Display

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

1. Print Kit Components Specify whether the system prints kit components. Values are:

Blank: Do not print kit components.

1: Print kit components.

2. Print extended amount Specify whether the system prints the extended amount. Values are:

Blank: Do not print the extended amount.

1: Print the extended amount.

3. Enter the transport reason Enter a UDC (40/CR) that indicates the reason for the transport.

Display 1

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

1. Enter the global print message to print on each delivery note. Enter a code that specifies a print message. Examples of text used in messages are engineering specifications, hours of operation during holiday periods, and special delivery instructions

2. Print associated text Specify whether the system prints associated text. Values are:

Blank: Do not print associated test.

1: Print associated text.

3. Print Additional Header Text Specify whether the system print additional header text. Value are:

Blank: Do no print additional header text.

1: Print original text.

2: Reprint text.

Item Number

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

1. Print the customers item number Enter *1* to print the customer's item number.

2. Type of cross reference number to retrieve Enter the type of cross-reference number to retrieve.

Process

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

1. Write to the Delivery Note History file Enter *1* to write to the Delivery Note History table (F4290).

Currency

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

1. Print the amounts in foreign currency. Enter *1* to print the amounts in foreign currency.

Processing Shipments According to UCC 128

This section provides an overview of shipment processing according to UCC 128, lists prerequisites, and discusses how to:

- Set processing options for Work with Shipments (P4915).
- Enter information for shipment, packaging, and UCC 128.

Understanding Shipment Processing According to UCC 128

After you create the sales order, you can prepare the product for picking and shipment. You can transmit order and shipment detail information according to UCC 128 Compliance standards, which allow you to facilitate uniform product identification and the exchange of shipment information between suppliers and customers.

The shipment process according to UCC 128 is composed of these tasks:

- Preparing the shipment.
- Creating shipments for sales orders.
- Entering Header Information for Packaging, UCC 128, and Shipments.

Prepare the Shipment

When you send an EDI transaction that tells the customer exactly what was shipped, as well as how it was shipped, you are transmitting information that you have collected as you prepared the shipment. You must enter shipment information, such as how the product will be transported, routing instructions, and reference numbers.

Create Shipments for Sales Orders

If you use Transportation Management, you can set up processing so that, when you enter a sales order, the system automatically creates a shipment for the order, based on the order type and line type combination that you define in the UDC table (49/SD). The shipment is a request to transport goods from the branch/plant to the customer. If you do not enter a carrier and mode of transport during order entry, the system retrieves default carrier and transport information from any of these:

- Item branch/plant information.
- Customer master information.
- Inventory commitment preference.

When you review routing options in Transportation Management, you can review and revise the carrier and mode of transport. If you do not specify a carrier in either of the master tables or during order entry, the system populates the Carrier and Mode of Transport fields based on the carrier transportation preference.

You can also bypass rating and routing options when creating shipments, if the carrier and mode of transportation are specified. To activate this feature, set up the codes in the Bypass Rating and Routing UDC table (42/FR) with a special handling code of *9*.

Confirmation Information for Packaging, UCC 128, and Shipments

When you perform shipment confirmation, the system verifies the shipment information against customer requirements. You can enter the UCC 128 header information when you review the shipment information.

Prerequisites

Before you complete the tasks in this section:

- Verify that you have set up hierarchical configurations and UCC 128 information for the customers and items.

  See Chapter 5, “Setting Up UCC 128 Compliance,” page 00.

- Verify that you have activated Transportation Management.

  See *PeopleSoft EnterpriseOne Transportation Management 8.11 SP1 PeopleBook*, “Setting Up the System,” Activating Transportation Management.

See Also

PeopleSoft EnterpriseOne Transportation Management 8.11 SP1 PeopleBook, “Planning Transportation,” Working with Loads

Forms Used to Enter Information for Shipment, Packaging, and UCC 128

Form Name	FormID	Navigation	Usage
Work with Shipments	W4915B	Shipment Management (G4911), Work with Shipments	Review and locate orders to confirm shipment.
Shipment Revisions	W4915K	Select an order to confirm on Work with Shipments.	Add and revise shipment information.
Packaging Revisions	W4916A	Select an order and select Packaging Revisions from the Row menu on Work with Shipments.	Add and revise packaging information for the order.
UCC-128 Revisions	W4916A	Select an order and select UCC-128 Revisions from the Row menu on Work with Shipments.	Add and revise UCC-128 information for the order.

Setting Processing Options for Work with Shipments (P4915)

Use these processing options to set display values, define how the system processes data, override statuses, specify versions, and allow manual shipment consolidations.

Display

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

1. From Shipment Status Specify the start value for the range of a shipment status code.

Thru Shipment Status Specify the end value for the range of a shipment status.

2. Routing Status Enter the shipment routing information that the system displays. Values are:

Blank: Display all shipments.

0: Display routed shipments.

1: Display unrouted shipments.

9: Display shipments that cannot be routed.

3. Shipments on Loads Specify whether the system displays all shipments or only those shipments that are not on load. Values are:

Blank: Display all shipments.

1: Display shipments that are not on load.

4. Routing Step Specify how the system displays routing steps. Values are:

Blank: Display all routing steps.

1: Display only the routing steps for the first shipment.

5. Shipments with Held Sales Orders Specify on which forms the system includes a notification (indicated by an X in a contrasting color) that the shipments contain held sales orders. Values are:

1: Display a notification on the Work with Shipments form.

2: Display a notification on the Shipment Detail form.

3: Display a notification on both forms.

Process

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

1. Shipment Creation Specify whether the system enables you to create shipments manually. Values are:

Blank: Do not allow the manual creation of shipments.

1: Allow the manual creation of shipments.

2. Protected Shipment Status Specify the shipment status at or beyond which the system does not allow you to make changes. If you leave this processing option blank, the system uses the confirmed shipment status from the Transportation Constants program (P49002).

3. Minimum Shipment Status - Print Delivery Documents Specify the lowest shipment status number that prompts the system to print delivery documents.

4. Minimum Shipment Status - Delivery Confirmation (Required) Specify the lowest shipment status number that prompts the system to confirm delivery.

5. Maximum Shipment Status - Delivery Confirmation (Required) Specify the highest shipment status number that prompts the system to confirm delivery.

6. Self-Service Mode Use this processing option to determine whether the system activates self-service functionality and which type of self-service functionality the system can activate for users of Java and HTML. Values are:

Blank: Do not activate customer self-service functionality.

1: Activate customer self-service functionality.

2: Activate carrier self-service functionality.

Approval

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

1. Bypass Update of Sales Order Next Status Specify whether the system updates the sales order's next status when a shipment containing sales orders is approved. Values are:

Blank: Update the next status.

1: Do not update the next status.

2. Override Sales Order Next Status Specify the override for a sales order next status that the system uses when a shipment that contains sales orders is approved. If you leave this processing

option blank, the system uses the next status from the Order Activity Rules program (P40204).

3. Warehouse Request Processing Mode

Specify whether the system generates pick requests for shipments that contain outbound sales orders and whether to process the requests using the subsystem. Values are:

Blank: Do not generate a pick request.

1: Generate pick requests only.

2: Generate pick requests and process them using the subsystem.

4. Override Approved Shipment Status

Enter which version of the Location Selection Driver program (R46171) the system uses to process pick requests. If you leave this processing option blank, the system uses version XJDE0007.

5. Valid RMA Requirement

Specify the order type for which an valid RMA (Returned Materials Authorization) is required prior to an inbound shipment approval. Values are:

1: A valid RMA is required for credit sales orders.

2: A valid RMA is required for purchase orders.

3: A valid RMA is required for both credit sales orders and purchase orders.

6. Update of Purchase Order Next Status

Specify whether the system updates the order next status when a shipment that contains a purchase order is approved. Values are:

Blank: Update the order next status.

1: Do not update the order next status.

7. Override Purchase Order Next Status

Specify the override next status for a purchase order. The system applies the override next status when a shipment that contains purchase orders is approved. If you leave this processing option blank, the system uses the next status from the Order Activity Rules program (P40204).

8. Override Purchase Order Next Status - Unapproved (Future)

For future use.

Use this processing option to specify the override order next status that the system uses when a shipment that contains purchase orders is unapproved.

Versions

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

1. Load Build (P4960)

Enter which version of the Work with Loads program (P4960) that the system uses for transfers. If you leave this processing option blank, the system uses version ZJDE0001.

2. Shipment Tracking (P4947)

Enter which version of the Transportation Shipment Confirmation program (P49645) that the system uses for transfers. If you leave this processing option blank, the system uses version ZJDE0001.

3. Transportation Shipment Confirmation (P49645)

Enter which version of the Transportation Shipment Confirmation program (P49645) that the system uses. If you leave this processing option blank, the system uses version ZJDE0001.

4. Deliver Confirm (P49650) Enter which version of the Delivery Confirm program (P49650) that the system uses. If you leave this processing option blank, the system uses version ZJDE0001.

5. Delivery Documents (P49590) Enter which version of the Document Print - Interactive program (P49590) that the system uses to retrieve the document control processing options. If you leave this processing option blank, the system uses version ZJDE0001.

6. UCC 128 Shipment Edit (R42071) Enter which version of the Batch Shipment Edit program (R42071) that the system uses. If you leave this processing option blank, the system uses version ZJDE0001.

7. Pack Confirm Detail (P4216) Enter which version of the Pack Confirm Detail program (P4216) that system uses. If you leave this processing option blank, the system uses version ZJDE0001.

8. Preference Profile (R40400) Enter which version of the Preference Profiles program (P42520) that the system uses to process orders based on preferences that are activated on the Preference Selection form. If you leave this processing option blank, the system uses version ZJDE0001.

9. Sales Order Entry (P4210) Enter the version of Sales Order Detail (P4210) that the system uses when transferring from Work With Shipments (P4915). If you leave this processing option blank, the system uses version ZJDE0001.

10. Process Pick Request (R46171) Enter which version of the Location Selection Driver program (R46171) that the system uses for processing pick requests. If you leave this processing option blank, the system uses version XJDE0007.

11. Carton Recommendations (P4615) Enter the version of Carton Recommendations (P4615). If you leave this processing option blank, the system uses version ZJDE0001.

Manual Shipment Consolidation

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

1. Shipment Status for Order Line Selection Specify when order lines cannot be moved from an existing shipment to a new shipment because of the shipment status. Order lines on shipments that have a status at or beyond the processing option value cannot be moved to a new shipment. Values are chosen from the Shipment Status (41/SS) UDCs.

Leave blank to use Confirmed Shipment Status from Transportation Constants (P49002)

2. Sales Order Next Status for Order Line Selection Use this processing option in conjunction with the Shipment Status Order Line Selection processing option to indicate when an order line cannot be moved from an existing shipment to a new shipment because of the sales order next status. Order lines with a next status at or beyond the processing option value cannot be moved to a new shipment. If the processing option status exceeds the next status of sales order lines on confirmed shipments, the order lines are not available for selection. Values are chosen from the Activity/Status Code (40/AT) UDCs. A blank value indicates that selection availability is determined by the Shipment Status Order Line Selection processing option.

3. Enable Creation of Manual Shipments Eligible for Manual Shipment Consolidation

Specify whether to enable the creation of manual shipments that are eligible for shipment consolidation. Values are:

Blank: Do not enable the creation of manual shipments.

1: Enable the creation of manual shipments.

Entering Information for Shipment, Packaging, and UCC 128 Shipments

Access the Shipment Revisions form.

:

Shipment Depot

Displays the origin depot for a shipment or a load.

Number of Pieces

Enter the number of pieces, pallets, containers, and so on that comprise a shipment.

For shipments that do not have piece information defined in Shipment Pieces table (F4943), the system calculates the estimated piece count by converting the quantity in the transaction unit of measure to the shipping unit of measure.

To obtain the whole piece number, the system rounds the unit of measure down.

The weight and volume of the remaining quantities from all detail lines are added and the sum total is divided by the maximum piece weight and volume.

The system rounds the resulting piece weight or volume up to the next whole number. This number is added to the whole piece number to obtain the piece count.

Promised Ship

Enter the promised shipment date for a sales order. This date represents the day that the item can be shipped from the warehouse.

Promised Delivery

Enter the date an item is delivered to the customer.

Freight Handling Code

In Advanced Transportation Management, you can indicate who has responsibility for freight charges by these values in the first position:

Enter *1* in the first position of the handling code. A *1* indicates that the freight charges are collected and the consignee is responsible for paying the freight charges. PeopleSoft Advanced Transportation Management does not calculate collect freight charges for outbound shipments.

Enter *2* in the first position of the handling code. A *2* indicates that the freight charges are prepaid and the shipper is responsible for paying the freight charges. Advanced Transportation Management calculates the payable freight charges for outbound shipments, but does not calculate billable freight charges.

Any other code in the first position of the handling code indicates that freight charges are prepaid and add, the shipper is responsible for paying the freight charges. Advanced Transportation Management calculates both billable and payable freight charges.

Bulk/Packed Flag

Specify whether the vehicle can transport bulk liquid product or packaged products. If it is a bulk vehicle, temperature and density/gravity conversions must be performed. Therefore, product movements must be recorded using screens that are designed specifically for bulk products. Edits will

be performed by transportation screens to ensure the appropriate products are being processed. Values are:

P: Packaged Item (Product).

B: Bulk Liquid Item (Product).

CHAPTER 14

(BRA) Processing Sales Orders in Brazil

This chapter provides overviews of processing sales orders in Brazil and the *nota fiscal*, and discusses how to:

- Generate outbound *nota fiscais* for sales orders.
- Process PIS/PASEP and COFINS.
- Enter additional charges.
- Work with print messages for *notas fiscais.*
- Review outbound *notas fiscais.*
- Print outbound *notas fiscais.*
- Update sales in Brazil.
- Enter transfer orders for Brazil.
- Enter stand-alone *notas fiscais.*

Generating Outbound Notas Fiscais

This section provides an overview of generating outbound *notas fiscais* and discusses how to:

- Run the Generate Nota Fiscal program.
- Set processing options for Generate Nota Fiscal.

Understanding Outbound Notas Fiscais Generation

The Generate Nota Fiscal program:

- Creates one *nota fiscal* per sales order.
- Assigns a temporary *nota fiscal* number that you can use to reference the *nota fiscal* until the system assigns a permanent *nota fiscal* number when you run the Print Nota Fiscal - Sales- Brazil program (R76560B).
- Creates records in these tables:
  - Nota Fiscal Header - Brazil (F7601B).
  - Nota Fiscal Detail - Brazil (F7611B).
  - Nota Fiscal Print Message - Brazil (F7612B).
- Calculates the Brazilian taxes for the *nota fiscal.*
- Produces a report that lists both the errors and the generated *notas fiscais.*

Running the Generate Nota Fiscal Program

Select Sales Order Processing - Brazil (G76B4211), Generate Nota Fiscal.

Setting Processing Options for Generate Nota Fiscal (R76558B)

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 PeopleSoft 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.

Select

Use these processing options to specify how the system updates status codes.

1. Next Status Code - From (Required) Enter a user defined code (UDC) 40/AT to specify the beginning of the range of the next status of the notas fiscais that you want to select. You select a status from the Activity/Status UDC (40/AT). The status you select must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you select for this processing option and the Next Status Code - To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

2. Next Status Code - To (Required) Enter a UDC (40/AT) to specify the end of the range of the next status of the *notas fiscais* that you select. You select a status from the Activity/Status Codes UDC (40/AT). The status you select must be set up in the order activity rules based on the order type and the line type of the *notas fiscais* that you want to select. The combination of codes that you select for this processing option and the Next Status Code - From processing option in this program must be a valid last status/next status combination in the F40203 table.

Defaults

Use these processing options to specify the *nota fiscal* series and the document type for the *nota fiscais* that you want to process.

1. Nota Fiscal Series Enter the *nota fiscal* series that the system uses when it creates *nota fiscal* records. The *nota fiscal* series that you enter must exist in the Nota Fiscal Next Number Control (F7600B) table. If you leave this processing option blank, the system uses 00 for the *nota fiscal* series.

2. Document Type Enter a UDC (00/DT) to identify the type of *nota fiscal* document that the system uses when it creates *nota fiscal* records. The value you enter must exist in the document type - all documents (00/DT) UDC. The same code must also exist in the document type - invoices only (00/DI) UDC. If you leave this processing option blank, the system uses NS for the document type.

Process

Use these processing options to specify how the system updates tables and handles hold orders.

1. Update Sales Order Detail File (F4211)

Specify whether the system updates the status codes in the Sales Order Details table (F4211). Values are:

Blank: Update the status codes in the F4211 table.

1: Do not update status codes in the F4211 table.

2. Override Next Status Code for F4211 (Optional)

Enter a UDC (40/AT) to select an alternate status for the next step in the order process. You select a status from the Activity/Status (40/AT) UDC table. The status that you select must be set up in the order activity rules based on the order type and the line type of the *notas fiscais* that you want to select. The override status is another allowed step in the process.

3. Override Last Status Code for F7611B (Optional)

Enter a UDC (40/AT) to select an alternate status for the next step in the order process. You select a status from the Activity/Status (40/AT) UDC table. The status that you select must be set up in the order activity rules based on the order type and the line type of the *notas fiscais* that you want to select. The override status is another allowed step in the process.

4. Override Next Status Code for F7611B (Optional)

Enter a UDC (40/AT) to select an alternate status for the next step in the order process. You select a status from the Activity/Status (40/AT) UDC table. The status that you select must be set up in the order activity rules based on the order type and the line type of the *notas fiscais* that you want to select. The override status is another allowed step in the process.

5. Order Hold Code Validation

Specify the hold code that the system uses to prevent an order from going through the sales order process. The hold code does not have special processing associated with it, such as Credit Check, Minimum/Maximum Margin Check and so on, but it can be used to create an additional approval step for sales orders. Values are:

Blank: Do not stop the process if the order is on hold.

1: Stop the process if the order is on hold.

Print

Use these processing options to specify the order in which *nota fiscal* print messages appear on the *nota fiscal.*

1. Print Message

Specify whether the system prints a valid global print message on each *nota fiscal.* You set up print messages in the Print Messages Revisions program (P40162).

2. Message in Processing Options

Enter a value between 1 and 7 to specify the sequence in which messages appear on the *nota fiscal.* For example, if you want messages in processing options to print first, enter *1* in this option. Types of messages that you can print on the nota fiscal include:

Message in Processing Options.

Message in Sales Order Header.

Message in Sales Order Detail.

Message in Sales Order Detail Tag File.

Message in Transaction Nature Master.

Message in Fiscal Classification Master.

Message in Preference Profile.

3. Message in Sales Order Header

Enter a value between 1 and 7 to specify the sequence in which messages appear on the *nota fiscal.* For example, if you want messages in the sales order header to print first, enter *1* in this option. Types of messages that you can print on the nota fiscal include:

Message in Processing Options.

Message in Sales Order Header.

Message in Sales Order Detail.

Message in Sales Order Detail Tag File.

Message in Transaction Nature Master.

Message in Fiscal Classification Master.

Message in Preference Profile.

4. Message in Sales Order Detail

Enter a value between 1 and 7 to specify the sequence in which messages appear on the *nota fiscal.* For example, if you want messages in the sales order detail to print first, enter *1* in this option. Types of messages that you can print on the nota fiscal include:

Message in Processing Options.

Message in Sales Order Header.

Message in Sales Order Detail.

Message in Sales Order Detail Tag File.

Message in Transaction Nature Master.

Message in Fiscal Classification Master.

Message in Preference Profile.

5. Message in Sales Order Detail Tag File

Enter a value between 1 and 7 to specify the sequence in which messages appear on the *nota fiscal.* For example, if you want messages in the sales order detail tag file to print first, enter *1* in this option. Types of messages that you can print on the nota fiscal include:

Message in Processing Options.

Message in Sales Order Header.

Message in Sales Order Detail.

Message in Sales Order Detail Tag File.

Message in Transaction Nature Master.

Message in Fiscal Classification Master.

Message in Preference Profile.

6. Message in Transaction Nature Master

Enter a value between 1 and 7 to specify the sequence in which messages appear on the *nota fiscal.*. For example, if you want messages in transaction

nature master to print first, enter *1* in this option. Types of messages that you can print on the nota fiscal include:

Message in Processing Options.

Message in Sales Order Header.

Message in Sales Order Detail.

Message in Sales Order Detail Tag File.

Message in Transaction Nature Master.

Message in Fiscal Classification Master.

Message in Preference Profile.

7. Message in Fiscal Classification Master

Enter a value between 1 and 7 to specify the sequence in which messages appear on the *nota fiscal.* For example, if you want messages in the fiscal classification master to print first, enter *1* in this option. Types of messages that you can print on the nota fiscal include:

Message in Processing Options.

Message in Sales Order Header.

Message in Sales Order Detail.

Message in Sales Order Detail Tag File.

Message in Transaction Nature Master.

Message in Fiscal Classification Master.

8. Message in Preference Profile

Enter a value between 1 and 7 to specify the sequence in which messages appear on the *nota fiscal.* For example, if you want messages in the preference profile to print first, enter *1* in this option. Types of messages that you can print on the nota fiscal include:

Message in Processing Options.

Message in Sales Order Header.

Message in Sales Order Detail.

Message in Sales Order Detail Tag File.

Message in Transaction Nature Master.

Message in Fiscal Classification Master.

Message in Preference Profile.

Processing PIS/PASEP and COFINS

This section provides overviews of how to process Programa de Integração Social/Programa de Formação do Patrimônio do Servidor Público (PIS/PASEP) and Contribuição para Financiamento da Seguridade Social (COFINS) for sales order transactions, PIS/PASEP and COFINS for ship-to-sales returns, PIS/PASEP and COFINS for ship-from sales returns, and PIS/PASEP and COFINS for reversed and void transactions.

Understanding PIS/PASEP and COFINS for Sales Order Transactions

When you run the Generate Nota Fiscal - Brazil program, the system creates the outbound *nota fiscal* with the temporary *nota fiscal* number and calculates taxes. The system uses this logic to determine whether to calculate PIS/PASEP and COFINS tax credits:

1. The system compares the Purchase Use Code for each line item on the *nota fiscal* to the Purchase Use Codes in the Purchase Use Tax Setup - Brazil table (F76B003).
2. If the system finds a match between the purchase use codes, the system reads the record in table F76B003 to determine if a tax code for PIS/PASEP tax credits (data item BTPIS) or COFINS tax credits (data item BTCOF) is associated with the purchase use code.

   If a tax credit code is associated with a purchase use code in table F76B003, the system calculates PIS/PASEP or COFINS taxes if the Apply field for the tax specifies that the tax is to be applied. If a tax credit code is associated with the purchase use code in table F76B003 and the Apply field for the tax does not specify that the tax is to be applied, the system does not calculate the tax for the line.
3. If the system does not find a match between the purchase use code for a line item and the purchase use codes in table F76B003, the system retrieves the tax information for PIS/PASEP and COFINS tax credits (data item BRTAX1 through BRTAX8) from the supplier's address book entry from the Address Book Brazilian Tag File table (F76011) and calculates the tax, based on the code in the address book entry.

   If the supplier's address book entry does not contain a tax valid tax code for PIS/PASEP or COFINS tax credits, the system does not calculate these withholding taxes for the line.

Note. Tax codes for PIS/PASEP and COFINS tax credits are valid only if the Retention/Aggregation/Credit field in the Tax Code table (F76B0401) (data item BRRTA) contains a *C*. The Generate Nota Fiscal program ignores PIS/PASEP and COFINS tax codes that do not contain a *C* in the Retention/Aggregation/Credit field.

When it calculates PIS/PASEP and COFINS taxes, the system follows these steps in this order for Sales Order *notas fiscais*:

- Calculates the tax by using this formula: (Nota Fiscal Line Extended Amount + Freight + Insurance + Expenses - Discount Amount) * Rate of PIS/PASEP or COFINS tax.
- Writes records to the Nota Fiscal Taxes Header - Brazil table (F76B001) and the Nota Fiscal Taxes Detail - Brazil table (F76B011), and marks the records as unprocessed.

Understanding PIS/PASEP and COFINS for Ship-To Sales Returns

You process ship-to sales returns when a customer returns merchandise to you after the client processes the receipt of the merchandise. The customer sends a sales return *nota fiscal* for the inbound transaction.

When you create a credit memo for a Ship-To sales return, the system:

1. Retrieves the tax information from the original, outbound *nota fiscal* from the F76B011 table.

   The system does not calculate PIS/PASEP or COFINS taxes based on the credit order.
2. Writes records to table F76B011 to reverse the tax information from the original *nota fiscal.*

   The new records contain the *nota fiscal* number from the sales return *nota fiscal* that the customer sent to you and are marked in the table as "not processed". The amount that the system writes is based on the original tax amount.

3. Marks the records as processed when you run the PIS COFINS Netting Process program (R76B9011).

Understanding PIS/PASEP and COFINS for Ship-From Sales Returns

You process ship-from sales returns when a customer returns merchandise to you before the client processes the receipt of the merchandise. You produce a *nota fiscal* for the inbound transaction.

When you create a credit memo for a Ship From sales return, the system:

1. Retrieves the tax information from the original *nota fiscal* from the F76B011 table.

   The system does not calculate PIS/PASEP or COFINS taxes based on the credit memo.

2. Writes records to table F76B011 to reverse the tax information that appears on the original *nota fiscal.*

   The new records contain the *nota fiscal* number from the sales return *nota fiscal* that you printed during the ship-from sales return process. The system marks the records as *not processed*. The amount that the system writes is based on the original tax amount.

3. Marks the records as processed when you run the PIS COFINS Netting Process program.

Understanding PIS/PASEP and COFINS for Reversed and Voided Transactions

If you need to cancel a sales order after generating the *nota fiscal* but before printing it, you must reverse the *nota fiscal* by using a version of the Reverse/Void Nota Fiscal - Brazil program (R76559B) that is set up for reversing non-printed *notas fiscais.* Version XJDE0001 exists for reversing non-printed *notas fiscais.* When you use version XJDE0001 or a copy of it, the system deletes the records that are associated with the *notas fiscais* which you reversed from the *nota fiscal* tables.

When you use version XJDE0001 of the Reverse/Void Nota Fiscal program to reverse a transaction, the system deletes the tax records for PIS/PASEP and COFINS information from the F76B011 table.

If you need to cancel a sales order after printing it but before running the Update Sales - Brazil program (R76B803), you must reverse the *nota fiscal* by using a version of the Reverse/Void Nota Fiscal program that is set up for reversing printed *notas fiscais.* Version XJDE0002 exists for reversing printed *notas fiscais.* When you use version XJDE0002 or a copy of it, the system retains the records that are associated with the *notas fiscais* which you reverse in the *nota fiscal* tables. You must retain these records for fiscal book reporting.

When you use version XJDE0002 of the Reverse/Void Nota Fiscal program to reverse a transaction, the system processes PIS/PASEP and COFINS records in this order:

1. Retrieves the tax information from the original *nota fiscal* from the F76B011 table.
2. Changes the processed code from *not processed* (0), to *processed* (1).

   The system does not process these records when you run the PIS COFINS Netting Process program.

See Also

PeopleSoft EnterpriseOne Tax Processing 8.11 SP1 PeopleBook, "(BRA) Setting Up the System for Brazilian Taxes"

Entering Additional Charges

This section provides an overview of entering additional charges, and discusses how to enter additional charges for *notas fiscais*.

Understanding Additional Charges

The sales order entry system for Brazil lets you enter standard sales order information, such as item and quantity of goods, and lets you enter Brazil-specific information, such as the transaction nature. You also need to enter information about freight, insurance, and other charges into the system. You enter these additional charges for items after running the Generate Nota Fiscal program (R76558B) but before running the Print Nota Fiscal - Sales - Brazil program (R76560B) in final mode. The system adds the additional charges that you enter to the *nota fiscal*.

You can enter additional charges in the *nota fiscal* inquiry programs or in the Apply Additional Charges program (P7610B, version ZJDE0003). All of these entry methods use the Nota Fiscal Maintenance - Brazil program (P7610B), but the versions that you use are different. If you enter the additional charges in the Apply Additional Charges program, the system updates the *nota fiscal* to the next status code when you click OK. If you enter the additional charges in the *nota fiscal* inquiry programs, the system does not update the status of the *nota fiscal*; you must update it at a later step in the entry process.

Prerequisites

Before you complete the tasks in this section:

- Set the processing options for Apply Landed Costs - Purchasing (P7610B, version ZJDE7004) to specify the additional charges parameters that you want to use.
- Generate *notas fiscais*.

Forms Used to Enter Additional Charges for Nota Fiscals

Form Name	FormID	Navigation	Usage
Work With Nota Fiscal Headers	W7610BG	Sales Order Processing - Brazil (G76B4211), Nota Fiscal Inquiry - Header Browse	Review and select *nota fiscal* records.
Nota Fiscal Header Revision	W7610BC	Select a nota fiscal and select Header Revision from the Row on Work With Nota Fiscal Headers.	Add and revise nota fiscal header information.
Nota Fiscal Header Additional Information	W7610BH	Select Header Addl (Additional) Info (Information) from the Form menu on Nota Fiscal Header Revision.	Add and revise additional information for nota fiscal headers.

Entering Additional Charges for Nota Fiscals

Access the Nota Fiscal Header Revision form.

Working with Print Messages for Notas Fiscais

This section provides overviews of printing messages for *notas fiscais* and entering preference profiles, and discusses how to revise print messages for Nota Fiscal text.

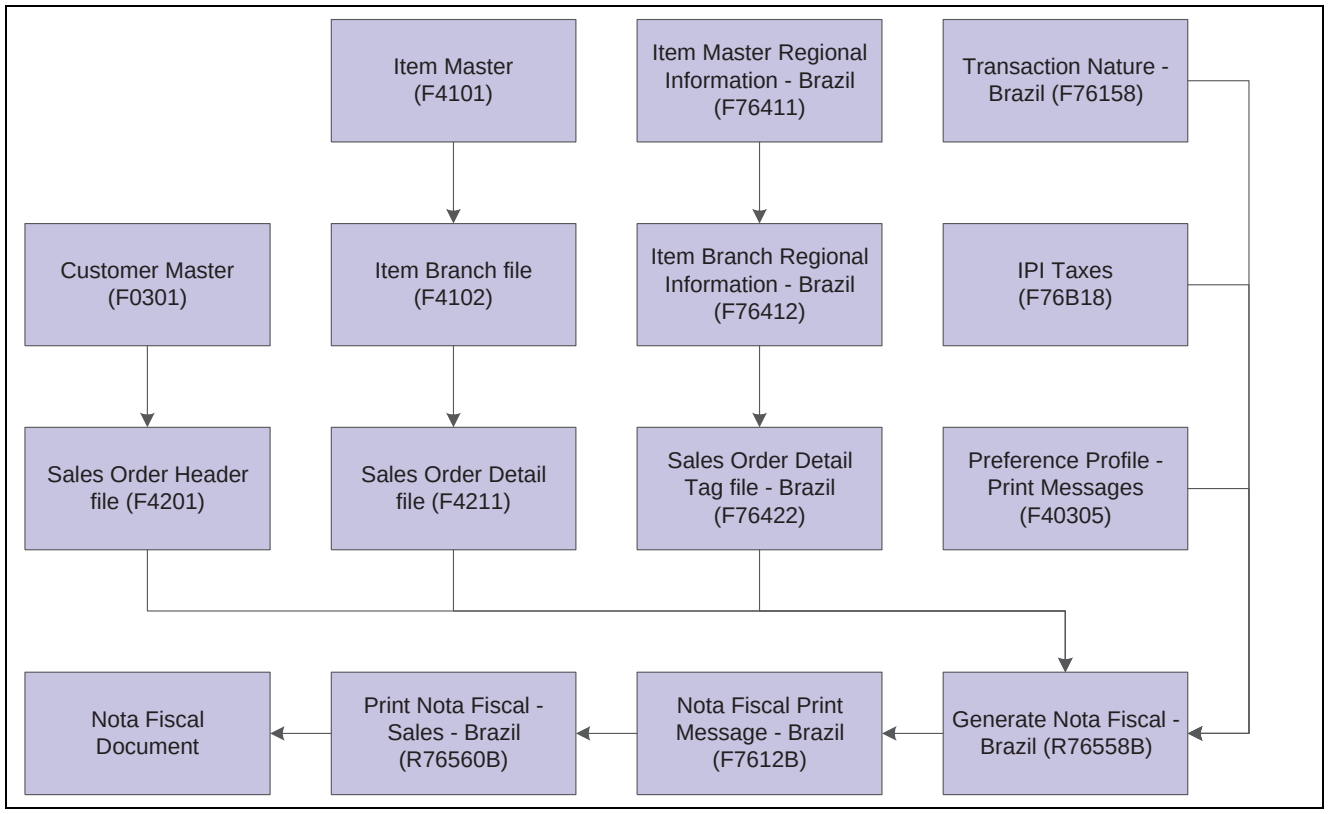
Understanding Printing Messages for Notas Fiscais

As you work with master tables, you might enter messages in the tables that you want to print on the nota fiscal for specific customers, items, or customer/item combinations. For example, you might enter in the Customer Master table (F0301) a message that is pulled into the Sales Order Header File table (F4201) and which the system accesses when you run the Generate Nota Fiscal - Brazil program (R76558B).

This list shows the tables in which the system stores messages that are used by the Generate Nota Fiscal - Brazil program:

- Sales Order Header File (F4201).
- Sales Order Detail File (F4211).
- Sales Order Detail Tag File - Brazil (F76422).
- IPI Taxes (F76B18).
- Transaction Nature - Brazil (F7615B).
- Preference Profile - Print Messages (F40305).

This graphic shows how print messages flow from source tables into the tables that the system reads when you run then Generate Nota Fiscal - Brazil program:



Nota Fiscal Print Messages

When you run the Generate Nota Fiscal - Brazil program, the system calls messages from these tables and writes them to the Nota Fiscal Print Message - Brazil table (F7612B). You can revise messages in this table by using the Nota Fiscal Text Revisions - Brazil program (P7612B). Additionally, you can enter a message that you want to appear on the nota fiscal in the processing options for the Generate Nota Fiscal - Brazil program. Before you run the Generate Nota Fiscal - Brazil program, set the print message processing options to specify the messages to print on the nota fiscal and the order in which the messages print. Then, when you run the Print Nota Fiscal - Sales - Brazil program (R76560B), the system prints the messages that you specified on the *nota fiscal.*

You can set up print messages by customer/item combination, item group/customer group combination, and by item. You must set up preference profiles before you can use these messages.

See Also

PeopleSoft EnterpriseOne Accounts Receivable 8.11 SP1 PeopleBook, "Setting Up Customer Master Information," Entering Customer Master Records

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Entering Item Inventory Information," Entering Item Master Information

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Entering Item Inventory Information," Entering Additional Item Master Information

PeopleSoft EnterpriseOne Tax Processing 8.11 SP1 PeopleBook, "(BRA) Setting Up the System for Brazilian Taxes," Setting Up Transaction Nature Codes

Chapter 14, "(BRA) Processing Sales Orders in Brazil," Understanding Preference Profiles for Print Messages, page 00

Chapter 14, "(BRA) Processing Sales Orders in Brazil," Setting Processing Options for Generate Nota Fiscal (R76558B), page 00

Understanding Preference Profiles for Print Messages

You can set up different messages for various customer/item and item group/customer group combinations, and by item. Before you can use these messages, you must set up preference profiles for print messages.

To set up preference profiles for print messages, perform these tasks in this order:

1. Set up the Documents Using Text Messages UDC (40/OR).

   You must set up a code for the Generate Nota Fiscal program (R76558B) before you can use preference profiles for print messages.

2. Set up messages.
3. Set up the Preference Master.
4. Select preference processing for Sales Order Entry in the processing options for the Sales Order Entry program.

See Also

Chapter 7, "(BRA, CHL, PER) Setting Up the System for Brazil, Chile, and Peru," (BRA) Setting Up UDCs for Sales Orders in Brazil, page 00

PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook, "Setting Up the Inventory Management System," Setting Up Messages

PeopleSoft EnterpriseOne Advanced Pricing 8.11 SP1 PeopleBook, "Working with Schedules and Adjustments," Setting Up a Preference Master

Forms Used to Revise Print Messages

Form Name	FormID	Navigation	Usage
Work with Nota Fiscal Text	W7612BA	Sales Order Processing - Brazil (G76B4211), Nota Fiscal Text Revision	Review and select nota fiscal records to which you want to attach a message.
Nota Fiscal Text Revision	W7612BC	Select a nota fiscal on Work with Nota Fiscal Text.	Add and revise text messages for the *nota fiscal.*

Revising Print Messages for Nota Fiscal Text

Access the Nota Fiscal Text Revision form.

When you run the Generate Nota Fiscal - Brazil program, the system writes text messages from other tables to the Nota Fiscal Print Message - Brazil table (F7612B). The Nota Fiscal Text Revision program (P7612B) lets you maintain the text messages that the system stores in this table. You can access the Nota Fiscal Text Revision program from a menu, or from a Form exit in the Nota Fiscal Maintenance - Brazil (P7610B) program.

Reviewing Outbound Notas Fiscais

This section provides an overview of outbound *notas fiscais* review and discusses how to review outbound nota fiscal information.

Understanding Outbound Notas Fiscais Review

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document named the *nota fiscal.* The nota fiscal organizes this information and places it in the header area and in the detail area.

After you generate and print (in proof mode) outbound *notas fiscais,* you can review the documents online to verify that the information is correct. If some of the data is incorrect, you can make changes online. Review *notas fiscais* by order number or by nota fiscal number.

Note. If you review *notas fiscais* documents after printing in proof mode, the *nota fiscal* number for each document is represented by a unique, system-generated next number. If you review *notas fiscais* after printing in final mode, the *nota fiscal* number is the official, government-assigned number.

See Also

Chapter 14, "(BRA) Processing Sales Orders in Brazil," Entering Stand-Alone Notas Fiscais, page 00

PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook, "Using Receipt Processing," Setting Processing Options for the Nota Fiscal Maintenance - Brazil Program (P7610B)

Forms Used to Review Outbound Nota Fiscal Information

Form Name	FormID	Navigation	Usage
Work With Nota Fiscal Headers	W7610BG	Sales Order Processing - Brazil (G76B4211), Nota Fiscal Inquiry - Header Browse.	Review and select nota fiscal records.
Nota Fiscal Header Revision	W7610BD	Select a record, and select Header Revision from the Row menu on Work With Nota Fiscal Headers.	Review nota fiscal information for freight, service tax, merchandise tax.
Nota Fiscal Detail Revision	W7610BE	Select Detail Revision from the Form menu on Nota Fiscal Header Revision.	Review and revise detail information for the nota fiscal record.
Nota Fiscal Detail Additional Information	W7610BJ	Select a record, and select Detail Addl Info (Additional Information) from the Row menu on Nota Fiscal Detail Revision	Review additional information for the nota fiscal record. You cannot revise information on this form.

Reviewing Outbound Nota Fiscal Information

Access the Nota Fiscal Header Revision form.

Substitution Code Review this code to determine whether a client or product is subject to tax substitution. Values are:

Y: Use list price.

Z: Use net price.

N: No.

Substitution Tax Review the ICMS Substitute amount that the customer must remit in advance if they are subject to Tax Substitution Mark-up.

ICMS Basis Review the amount on which ICMS taxes are assessed.

Substitution Basis Review the amount on which ICMS Substitute tax is assessed. Products that are eligible for ICMS Substitute tax are listed in ICMS government directive 14.

IPI Rate Enter a number that identifies the percentage of tax that should be assessed or paid to the corresponding tax authority, based on the tax area.

Enter the percentage as a whole number and not as the decimal equivalent. For example, to specify 7 percent, enter 7, not .07.

	The IPI (Imposto sobre Produtos Industrializados) is a Brazilian Federal excise Tax the government levies on manufactured products. The tax rate varies and is payable at the point of production
IPI Tax	Review the IPI tax amount that is printed on the *nota fiscal.*
IPI Code	Review this code, which indicates how IPI tax is assessed. This code determines in which column of the Inbound/Outbound Fiscal Book the system prints the IPI tax amount. You must enter a code that already exists in the IPI Code Fiscal Value (76/IP) UDC table. Values are: *1:* Taxable. *2:* Exempt or not taxable. *3:* Other.
IPI Basis	Review the amount on which IPI taxes are assessed.
NF Discount	Review the amount of the discount amount available for the *nota fiscal*.

Printing Outbound Notas Fiscais

This section provides an overview of outbound nota fiscais and discusses how to:

- Run the Print *nota fiscal* program.
- Set processing options for Print *nota fiscal* (R764560B).

Understanding Outbound Nota Fiscais

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes during the delivery process. The information accompanies shipments in the form of a document that is referred to as *nota fiscal.*

You can also print the outbound (sales) *notas fiscais* that you send to the customers. After you generate and review the outbound nota fiscal, you can print *notas fiscais* to include in the shipments.

You can print *notas fiscais* in proof or final mode. When you print the documents in final mode, the system updates each system-assigned document number with the appropriate official nota fiscal number, based on the information that you set up in the Nota Fiscal Next Number Control - Brazil table (F7600B).

Running the Print Nota Fiscal Program

Select Sales Order Processing - Brazil (G76B4211), Print Nota Fiscal.

Setting Processing Options for Print Nota Fiscal (R76560B)

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.

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Select

Use these processing options to specify the range of status codes from which the system selects the *notas fiscais* to print.

1. Next Status Code - From (Required) Enter a UDC (40/AT) to specify the beginning of the range of the next status of the *notas fiscais* that you want to select. You select a status from the Activity/Status UDC (40/AT). The status you select must be set up in the order activity rules based on the order type and the line type of the *notas fiscais* that you want to select. The combination of codes that you select for this processing option and the Next Status Code - To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

2. Next Status Code - To (Required) Enter a UDC (40/AT) to specify the end of the range of the next status of the *notas fiscais* that you select. You select a status from the Activity/Status Codes UDC (40/AT). The status you select must be set up in the order activity rules based on the order type and the line type of the *notas fiscais* that you want to select. The combination of codes that you select for this processing option and the Next Status Code - From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

Defaults

Use these processing options to specify the defaults that the Print Nota Fiscal Sales - Brazil program (P76560B) uses for generating *notas fiscais.*

1. Invoice Document Type Enter a UDC (00/DI) to identify the invoice document type. The value that you enter must exist in the Document Type - Invoices Only (00/DI) UDC. The same code must also exist in the Document Type - All Documents (00/DT) UDC. If you leave this processing option blank, the system uses RI for the invoice document type.

2. Issue Date Enter the date that the system uses for the issue date of the *nota fiscal.* If you leave this field blank, the system date is used.

3. Next Status Code - Sales Order Enter a code (UDC 40/AT) to specify the beginning of the range of the next status of the *notas fiscais* that you want to select. You select a status from the Activity/Status UDC (40/AT). The status you select must be set up in the order activity rules based on the order type and the line type of the *notas fiscais* that you want to select. The combination of codes that you select for this processing option and the Next Status Code - To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

4. Next Status Code - Nota Fiscal Enter a code (UDC 40/AT) to specify the beginning of the range of the next status of the *notas fiscais* that you want to select. You select a status from the Activity/Status UDC (40/AT). The status you select must be set up in the order activity rules based on the order type and the line type of the *notas fiscais* that you want to select. The combination of codes that you select for this processing option and the Next Status Code - To processing option in

this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

Process

Use these processing option to specify whether the system prints the *notas fiscais* in final mode, and whether it summarizes *notas fiscais* detail lines by Item and Lot.

1. Mode Specify whether to run the program in proof or final mode. Values are:

Blank: Print the *notas fiscais* in proof mode.

1: Final mode.

2. Summarize Nota Fiscal (Future) Specify whether the system prints an ICMS and IPI tax summary on the *nota fiscal*. Values are:

Blank: Do not print an ICMS and IPI tax summary on the *nota fiscal.*

1: Print a tax summary.

Print

Use these processing options to specify whether the system prints an ICMS and IPI tax summary on the *notas fiscais,* and whether the nota fiscal total amount is printed in words at the end of the *nota fiscal.*

1. ICMS and IPI Tax Summary Specify whether the system summarizes *nota fiscal* detail line by item and lot. Value are:

Blank: Do not summarize *nota fiscal* detail lines by item and lot.

1: Summarize by item and lot.

2. Data Edits Specify whether the system prints the total of the *nota fiscal* in words at the end of the *nota fiscal*. Values are:

Blank: Print the total of the *nota fiscal* in words at the end of the *nota fiscal.*

1: Do not print the total in words.

Updating Sales in Brazil

This section provides an overview of sales update for Brazil and discusses how to:

- Run the Sales Update - Brazil program.
- Set processing options for Sales Update - Brazil (R76B803).

Understanding Sales Update for Brazil

After you print *notas fiscais* in final mode, you can update the customer sales information. When you update customer sales information, the system creates Accounts Receivable records.

Note. The system does not process tax lines for PIS/PASEP and COFINS tax credits when you run the Sales Update - Brazil program.

You must update customer sales information *after* you print *notas fiscais* in final mode so that the accounts receivable (AR) records include the official *nota fiscal* document numbers that are required by the Brazilian government.

When you run the Sales Update - Brazil program, the system generates reports that include summary or detail information about:

- Updated information about customer sales.
- Accounts receivable and general ledger (GL) entries.
- Sales for different categories, such as stock sales and freight, cost of goods sold, and profit percentages.
- Errors that result from running the program.

Depending on how you set the processing options, the system updates the F4211 and the Sales Order Detail History (F42119) tables from information that is stored in the F7611B table.

Note. If you do not set the processing options to update tables F4211 and F42119, you must run the Sales Update program after you run the Sales Update - Brazil program.

You must select the appropriate version of the Sales Update - Brazil program to update the tables. Select one of these versions, based on the company's process:

- Sales Update

  You can use the proof or final mode of this version when the sales order has been processed through Invoice Print and contains a document number and type in the Sales Order Detail file.

- Assign Invoice Numbers

  You must use the proof or final version when the sales order has not been processed to print invoices in the Print Invoice program. The program assigns an AR number.

  Note. Because of the number of transactions that occur when you run the Sales Update - Brazil program, it is recommended that you run the program in proof mode first to detect and correct any errors before you run it in final mode.

Prerequisites

Before you complete the tasks in this section:

- It is strongly recommended that you run the sales update when no one is on the system.

  When you run the program during non-business hours, you can accurately update the history files. The system does not lock records.

- Notify the system operator before you run the sales update, or consider running the program during non-business hours.
- Verify that the appropriate line types are set up and that the processing options are set to correctly interface with the general ledger (GL) and accounts receivable.
- Verify that the status code for sales update and any status codes that follow are set up in the order activity rules.

- Verify that the automatic accounting instructions (AAIs) are set up for Brazilian taxes and additional charges.

Running the Update Sales - Brazil Program

Select Sales Order Processing - Brazil menu (G76B4211), Sales Update - Brazil.

Setting Processing Options Update Sales - Brazil (R76B803)

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.

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Defaults

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

1. Tax Line Type (Required) Specify the line type for the records that the system creates when it writes journal entries for Brazilian taxes.

2. Sales Reverse Defaults Specify the document type that the system assigns to the records it creates when you process sales reverses or sales returns. You select a code from the Document Type - All Documents UDC table (00/DT). The code you select must also exist in the Document Type - Invoices Only UDC table (00/DI).

Select

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

1. Beginning Status (Optional) Enter a UDC (40/AT) to specify the current status of the notas fiscais that you want to select. You select a status from the Activity/Status UDC (40/AT). The status you select must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you select for this processing option and the Next Status Code - To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

2. Next Status Code - From (Required) Enter a UDC (40/AT) to specify the beginning of the range of the next status of the notas fiscais that you to select. You select a status from the Activity/Status UDC (40/AT). The status you select must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you select for this processing option and the Next Status Code - To processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

3. Next Status Code - To (Required) Enter a UDC (40/AT) to specify the end of the range of the next status of the notas fiscais that you select. You select a status from the Activity/Status Codes

UDC (40/AT). The status you select must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The combination of codes that you select for this processing option and the Next Status Code - From processing option in this program must be a valid last status/next status combination in the Order Activity Rules table (F40203).

4. Override Next Status (Optional) Enter a UDC (40/AT) to select an alternate status for the next step in the order process. You select a status from the Activity/Status (40/AT) UDC table. The status that you select must be set up in the order activity rules based on the order type and the line type of the notas fiscais that you want to select. The override status is another allowed step in the process.

Process

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

1. Sales Update Specify whether the system runs the Sales Update program (R42800) after running the Sales Update - Brazil program (R76B803). Values are:

Blank: Do not run sales update.

1: Run the Sales Update program after running the Sales Update - Brazil program.

2. Sales Update Version Specify the version of the Sales Update program that the system runs when you set the Sales Update processing option in the Sales Update - Brazil program to *1*. If you leave this processing option blank and enter 1 for the Sales Update processing option, the system uses version XJDE0001.

3. Sales Update Purge Enter *1* to run a version of the Sales Update program to purge sales order records from the Sale Order Detail File table. The system writes the purged records to the Sales Order History File table. Leave blank and the system does not run the sales update purge.

4. Sales Update Purge Version Specify the version of the Sales Update program to run. If you leave this processing option blank, the system runs version XJDE0001.

Freight

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

1. Freight Specify whether the system creates reversing accounting entries when you process a reverse or return for *notas fiscais* that contain freight charges. Values are:

Blank: Do not create reversing entries.

1: Create reversing accounting entries when you process a reverse or return for *notas fiscais* that contain freight charges.

2. Insurance Specify whether the system creates reversing accounting entries when you process a reverse or return of *notas fiscais* that contain insurance charges. Values are:

Blank: Do not create reversing entries.

1: Create reversing accounting entries when you process a reverse or return for *notas fiscais* that contain insurance charges.

3. Additional Expenses Specify whether the system creates reversing accounting entries when you process a reverse or return for *notas fiscais* that contain additional expenses. Values are:

Blank: Do not create reversing entries.

1: Create reversing accounting entries when you process a reverse or return for *notas fiscais* that contain additional expenses.

4. Freight Line Type Specify the line type that the system assigns to the accounting entries it creates for freight charges. The system uses the value you enter in this processing option only when you enter *1* for the Freight processing option in the Sales Update - Brazil program.

5. Insurance Line Type Specify the line type that the system assigns to the accounting entries it creates for insurance charges. The system uses the value you enter in this processing option only when you enter *1* for the Insurance processing option in the Sales Update - Brazil program.

6. Additional Expenses Line Type Specify the line type that the system assigns to the accounting entries that it creates for additional expenses. The system uses the value that you enter in this processing option only when you enter *1* for the Additional Expenses processing option in Update Sales - Brazil.

Entering Transfer Orders for Brazil

This section provides an overview of transfer orders for Brazil and discusses how to enter transfer orders.

Understanding Transfer Orders for Brazil

You enter a transfer order to ship inventory between branch/plants within the company, maintain an accurate on-hand inventory amount, and provide tax information for *notas fiscais.* The transfer order program:

- Creates a sales order for the shipping location that represents the supplier.
- Creates a purchase order for the receiving location that represents the customer.
- Processes the inventory amounts on the transfer order as a formal purchase and sale of goods.
- Creates documents, such as pick slips or invoices, that are necessary to complete the transfer.

You enter transfer orders to input information about inventory that you move from one location to the other. Transfer orders are used in two situations:

- One location needs inventory from another location within the same branch plant.
- One branch plant needs inventory from another branch plant within the same company.

Note. When you generate a transfer order, the system automatically creates a purchase order with its corresponding Brazilian tag file information. The system creates this Brazilian tag file information with default values.

See *PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook*, "Entering Purchase Orders," Entering Purchase Orders for Brazil.

See *PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*, "Entering Item Inventory Information," Entering Additional Branch/Plant Information for Items for Brazil.

Prerequisite

Verify that you have selected Brazil (BR) in the user display preferences.

Forms Used to Enter Transfer Orders for Brazil

Form Name	FormID	Navigation	Usage
Customer Service Inquiry	W4210E	Purchase Return (G76B4212), Transfer Orders	Review and select orders.
Sales Order Detail Revisions	W4210A	Click Add on Customer Service Inquiry.	Add and revise orders.
S.O. Brazilian Information Header	W4210BRL	Enter a sales order and click OK Sales Order Detail Revisions.	Enter transaction nature information for Brazil.
S.O. Brazilian Information Detail	W4210BRI	Enter the Brazilian Header information and click OK on S.O. Brazilian Information Header.	Review the detail information about the order.

Entering Transfer Orders for Brazil

Access the Customer Service Inquiry form.

Entering Stand-Alone Notas Fiscais

This section provides an overview of entering stand-alone *notas fiscais* and discusses how to:

- Set processing options for Stand-Alone *Notas Fiscais*.- Inbound and Outbound (P7611B).
- Enter a stand-alone *nota fiscal.*

Understanding Stand-Alone Notas Fiscais

In Brazil, the government requires that businesses maintain detailed information regarding all merchandise and associated taxes. The information accompanies shipments in the form of a document that is referred to as *nota fiscal.*

You might need to generate a *nota fiscal* apart from a purchase or sales order. For example, if a manufacturer ships merchandise into Brazil, that merchandise does not arrive with a *nota fiscal.* The receiving company in Brazil needs to generate an inbound stand-alone *nota fiscal* to begin the tracking process.

The stand-alone *nota fiscal* is not linked to any other accounting processes. For example, when you generate a stand-alone *nota fiscal*, it does not interface with general ledger, inventory, purchase order, sales order, accounts payable, or accounts receivable processes. Generate a stand-alone *nota fiscal* only when you want to print a document that does not affect any other accounting process.

When you enter a stand-alone *nota fiscal* manually, you should enter header and detail information. Once you enter this information, you can review the documents online to verify that the information is correct. You can review notas fiscais by order number or by *nota fiscal* number.

Note. If you review notas fiscais after printing a *nota fiscal* in proof mode, the *nota fiscal* number for each document is represented by a unique, system-generated next number. If you review notas fiscais after printing in final mode, the *nota fiscal* number is the official, government-assigned number.

When you run the PIS COFINS Netting Process program (P76B9011), the system does not create journal entries for the PIS/PASEP and COFINS taxes that you enter in this application. You must manually create the journal entries.

Nature of Document Type - BR (76B/ND)

You use the Nature of Document Type - BR UDC (76B/ND) to specify whether the transaction was completed by using a *nota fiscal.* These values are hard-coded:

Code	Description
I	Internal Document
F	Fiscal Document

Print Stand-Alone Notas Fiscais

After you generate and review the *nota fiscal*, you can print notas fiscais to include in the shipments. You use the same program, Print Nota Fiscal (R76560B), to print stand-alone notas fiscais as you would notas that you generated by running the Generate Nota Fiscal program.

You can print notas fiscais in proof or final mode. When you print the documents in final mode, the system updates each system-assigned document number with the appropriate official *nota fiscal* number. This number is based on the information that you set up in the Nota Fiscal Next Number Control - Brazil table (F7600B).

Prerequisite

Before you complete the tasks in this section, you should set up a matching version for the Stand Alone Nota Fiscal - Brazil program (P7611B). This program calls a version of the Generate Nota Fiscal - Brazil program (R76558B) to get the print message sequence from the processing options. The Stand Alone Nota Fiscal - Brazil program calls a version with a matching version name. If a matching version does not exist, the program calls version XJDE0001 by default.

Forms Used to Enter a Stand-Alone Notas Fiscais

Form Name	FormID	Navigation	Usage
Work With Stand Alone Nota Fiscal Detail	W7611BJ	Stand-Alone Nota Fiscal - Brazil (G76B4321), Stand Alone Nota Fiscal - Outbound	Review and select stand-alone outbound *nota fiscal* records.
Outbound Nota Fiscal Header Revision	W7611BD	Click Add on Work With Stand Alone Nota Fiscal Detail.	Add stand-alone nota fiscals for outbound processing.
Outbound Nota Fiscal Detail Revision	W7611BF	Select Detail Revision from the Row menu on Outbound Nota Fiscal Header Revision.	Add and revise details for stand-alone outbound *nota fiscal* records.
Outbound NF Additional Information	W7611BE	Select a record on Outbound Nota Fiscal Detail Revision, and select Detail Addl Info from the Row menu.	Add and revise additional information for stand-alone outbound *nota fiscal* records.
Work With Stand Alone Nota Fiscal Header	W7611BA	Stand-Alone Nota Fiscal - Brazil (G76B4321), Stand Alone Nota Fiscal - Inbound	Review and select stand-alone inbound *nota fiscal* records.
Inbound Nota Fiscal Header Revision	W7611BD	Click Add on Work With Stand Alone Nota Fiscal Header.	Add stand-alone nota fiscals for inbound processing.
Inbound Nota Fiscal Detail Revision	W7611BF	Select Detail Revision from the Row menu on Inbound Nota Fiscal Header Revision.	Add and revise details for stand-alone inbound *nota fiscal* records.
Inbound NF Additional Information	W7611BE	Select a record on Inbound Nota Fiscal Detail Revision, and select Detail Addl Info from the Row menu.	Add and revise additional information for stand-alone inbound *nota fiscal* records.
Work With Nota Fiscal Text	W7612BA	Select Text Revision from the Form menu on Outbound Nota Fiscal Header Revision. Select Text Revision from the Form menu on Inbound Nota Fiscal Header Revision.	Review and select the record to which you want to attach message text.
Nota Fiscal Text Revision	W7612BC	Select Message Revisions from the Row menu on Work With Nota Fiscal Text.	Add and revise message text.

Setting Processing Options for Stand Alone Nota Fiscal - Inbound and Outbound (P7611B)

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 PeopleSoft 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.

Display

Use this processing option to control display preferences.

1. Header or Detail Specify whether the system first displays the Nota Fiscal Header Revisions form or the Nota Fiscal Detail Revisions when you inquire on a *nota fiscal.* You can review header information before detail information and edit default information that affects the *nota fiscal.* Values are:

Blank: The system displays the *Nota Fiscal* Header Revisions form first.

1: The system displays the *nota fiscal* Detail Revisions form first.

Defaults

Use the default processing options to specify the default values that the system uses when other values are not entered for the transaction.

1. Nota Fiscal Series Specify the *nota fiscal* series that the system uses to create and inquire upon *nota fiscal* records. If the *nota fiscal* is to be printed, you must set up the *nota fiscal* series by using the *nota fiscal* Next Number - Brazil program (P7600B).

2. Nota Fiscal Document Type Specify the *nota fiscal* Document Type that the system uses to create and inquire upon *nota fiscal* records. If the *nota fiscal* is to be printed, you must set up the *nota fiscal* Document Type by using the *nota fiscal* Next Number - Brazil program (P7600B). You set up values in the Document Type UDC table (00/DT).

3. Line Type Specify how the system processes the lines of a transaction. Line types affect the systems with which the transaction interfaces (General Ledger, Job Cost, Accounts Payable, Accounts Receivable, and Inventory Management). Line Types also specify the conditions for including a line on reports and in calculations.

4. Override Last Status Enter a UDC (40/AT) to indicate the From Status code range that the system uses for *nota fiscal* creation. You must enter a status that has been set up in the user defined codes list (40/AT) of the order activity rules based on the order type and the line type that you are using. The combination of Status From and Status Thru must be a valid last status/next status combination in the Order Activity Rule list. If you leave this field blank, the status codes will be retrieved from the order activity rules.

5. Override Next Status Enter a UDC (40/AT) to indicate the To Status code range that the system uses for *nota fiscal* creation. You must enter a status that has been set up in the user defined codes list (40/AT) of the order activity rules based on the order type and the line type that you are using. The combination of Status From and Status Thru must be a valid last status/next status combination in the Order Activity Rule list. If you leave this field blank, the status codes will be retrieved from the order activity rules.

6. Branch/Plant Enter a branch/plant. This is a separate entity within a business for which you want to track costs.

7. Update Nota Fiscal Header Specify whether the system automatically update *nota fiscal* header. Values are:

Blank: Do not automatically update *nota fiscal* header.

1: Automatically update *nota fiscal* header.

8. Stand-Alone Nota Fiscal Type (Required) Specify whether the system creates an inbound stand-alone nota fiscal. Values are:

1: Create an inbound stand-alone *nota fiscal.*

5: Create outbound stand-alone *nota fiscal.*

Edits

Use the Status processing options to protect the status of a field or to set a status code limit for changes.

1. Status Specify whether the system disables the status code fields. Values are:

Blank: Do not disable status code fields.

1: Disable status code fields.

2. Status Code Limit for Changes Enter a UDC (40/AT) to indicate the status code at which detail lines cannot be changed. The detail lines will be protected if the next status is greater than or equal to the status you enter. You must specify a UDC that has been set up in the Order Activity Rules (40/AT) based on the order type and the line type that you are using.

3. Taxes and Freight Specify whether to enable users to change the taxes and freight in the header of the *nota fiscal*. Values are:

Blank: Enable users to change the taxes and freight in the header of the *nota fiscal*

1: Do not enable users to change the taxes and freights in the header of the *nota fiscal*.

4. Branch Validation Specify whether the system validates the branch against the Branch/Plant Constants file (F41001) or the Business Unit Master file (F0006). Values are:

Blank: The system validates the branch against the F41001 table.

1: The system validates against the F0006 table.

Entering a Stand-Alone Nota Fiscal

When you enter inbound and outbound stand-alone *nota fiscals*, you use a different version of the same program. Although processing option settings differentiate the versions, many of the forms that appear are the same. After you complete the necessary fields on each form, click OK, and the system automatically brings you to the next form that you need to complete.

Access the Outbound *Nota Fiscal* Header Revision form to enter outbound stand-alone records.

Access the Inbound *Nota Fiscal* Header Revision form to enter inbound stand-alone records.

Inbound and Outbound Nota Fiscal Header Revisions form

Select the Freights tab.

Select the Services Taxes tab.

Select the Merchandise Taxes tab.

Select the Departure Dates tab.

Inbound and Outbound Nota Fiscal Detail Revisions form

These terms apply to the Inbound *Nota Fiscal* Detail Revisions form and the Outbound *Nota Fiscal* Detail Revisions form.

Location Enter the storage location from which goods will be moved.

Lot Serial Number Enter a number that identifies a lot or a serial number. A lot is a group of items with similar characteristics.

Description 1 Enter a remark about an item.

Purchasing UOM Enter a UDC (00/UM) that identifies the unit of measure in which you usually purchase the item.

Description 2 Enter a second, 30-character description, remark, or explanation.

Tax Summary Enter an auxiliary code that you use to combine ICMS and IPI tax characteristics. Values might include:

01: Taxed domestic goods (IPI and ICMS).

02: Taxed domestic goods (ICMS taxed, IPI tax rate Zero).

03: Exempt products.

04: Export.

05: ICMS deferred, IPI suspended.

06: ICMS exempt, IPI taxed.

Fiscal Classification Enter a code that specifies groups of products, as defined by the local tax authorities. The product groups are based on taxing conventions and other national statistics. The system uses this code to determine the applicable tax rate for a product.

IPI Tax Rate Enter a number that identifies the percentage of tax that should be assessed or paid to the corresponding tax authority, based on the tax area.

Enter the percentage as a whole number and not as the decimal equivalent. For example, to specify 7 percent, enter *7,* not .07.

DIPI Code Enter the DIPI Classification code. This is a four-character, alphanumeric field that you can use for tax reporting. Use this code to link the product with the Transaction Nature.

ISS Tax Rate Enter a number that identifies the percentage of tax that should be assessed or paid to the corresponding tax authority, based on the tax area.

Enter the percentage as a whole number and not as the decimal equivalent. For example, to specify 7 percent, enter *7,* not .07.

IR Tax Rate Enter a number that identifies the percentage of tax that should be assessed or paid to the corresponding tax authority, based on the tax area.

Enter the percentage as a whole number and not as the decimal equivalent. For example, to specify 7 percent, enter *7,* not .07.

II Taxable Amount Enter the amount on which II taxes are assessed.

II Tax Rate Enter a number that identifies the percentage of tax that should be assessed or paid to the corresponding tax authority, based on the tax area.

Enter the percentage as a whole number and not as the decimal equivalent. For example, to specify 7 percent, enter *7,* not .07.

II Tax Enter the II tax amount that is printed on the *nota fiscal*.

Match Type Enter a code that is attached to each purchase-order detail record or receipt record, that indicates whether a voucher exists and whether the voucher or receipt record has been reversed. Values are:

1: No voucher exists.

2: A voucher exists.

3: The voucher has been reversed.

4: The receipt record has been reversed.

Note. Record types 3 and 4 are audit records only; you cannot access these record types for the Voucher Match program (P4314) or the PO Receipts program (P4312).

ICMS Tax Subst Mark-up (ICMS tax substitution mark-up) Enter a code that specifies whether a client or product is subject to tax substitution. Values are:

Y: Use list price.

Z: Use net price.

N: No.

Purchase Use Code Enter a code that identifies the purpose for which the merchandise was purchased. You define purchase use codes in the Purchase Use UDC table (76/PU). When you define purchase use codes, use the special handling code to specify this type of tax information:

For ICMS tax:

0: ICMS tax is nonrecoverable.

1: ICMS tax is 100 percent recoverable.

For IPI tax:

0: IPI tax is nonrecoverable.

1: IPI tax is 50 or 100 percent recoverable, depending on the status of the ship-to and ship-from taxpayer.

Cur Code (currency code) Enter a code that identifies the currency of a transaction.

Item Orig (item origin) Enter a code that specifies the origin of a product. You must select a hard-coded value from the Item Origin UDC (76/IO).

Nota Fiscal Text Revision form

These terms apply to the *nota fiscal* Text Revisions form.

Message Text Enter a line of text used in the nota fiscal generation.

CHAPTER 15

(BRA) Processing Sales Order Returns, Reverses, and Cancellations in Brazil

This chapter provides an overview of sales order returns, reverses, and cancellations, and discusses how to:

- Cancel sales orders.
- Reverse *notas fiscais.*
- Process ship-to sales returns.
- Process ship-from sales returns.

Understanding Sales Order Returns, Reverses, and Cancellations

Occasionally, you need to cancel sales orders or process the return of products. You process cancellations and returns differently, depending on the processing stage at which the cancellation or return occurs. This table describes the actions that you must take at different processing stages:

Sales Order and Nota Fiscal	Action	Effect
You enter a sales order, but a *nota fiscal* is not generated.	You cancel the order by changing the order status to canceled.	None. No accounting entries were created.
You generate a *nota fiscal*, but it is not printed.	You reverse the *nota fiscal* using the version for non-printed *notas fiscais* in the Reverse/Void Nota Fiscal (R76559B) program.	The system deletes the records from these tables: • Nota Fiscal Header - Brazil table (F7601B). • Nota Fiscal Detail - Brazil table (F7611B). • Nota Fiscal Print Message - Brazil (F7612B). • Nota Fiscal Taxes Header - Brazil table (F76B001). • Nota Fiscal Taxes Detail - Brazil (F76B011). The records are not reported in the fiscal books.

Sales Order and Nota Fiscal	Action	Effect
You print the *nota fiscal* but have not run the Sales Update, and you have not shipped the products.	You reverse the *nota fiscal*, using the version for printed *notas fiscais* in the Reverse/Void Nota Fiscal program. Close the sales order.	The system does not delete *nota fiscal* records from the Nota Fiscal Header - Brazil, Nota Fiscal Detail - Brazil, Nota Fiscal Print Message - Brazil, Nota Fiscal Taxes Detail - Brazil, and Nota Fiscal Taxes Header - Brazil tables. These records are reported in the fiscal books by using the status code that you specified in the processing options for the Reverse/Void Nota Fiscal program.
You print the *nota fiscal* and run the Sales Update. You ship the products, and the products are returned to you before the buyer receives the products.	You create and print an inbound *nota fiscal* by using the Sales Return - Ship From program (version ZJDE7004).	The system creates reversing entries for items and expenses as determined by processing options, and updates inventory records.
You ship the products, and they are received by the buyer. The buyer returns some or all of the products to you.	The buyer issues an inbound *nota fiscal* to you. You use the Sales Return - Ship To program (version ZJDE7003) to enter the information from the *nota fiscal* that the buyer issued into the system. You do not print a *nota fiscal* for the return.	The system creates records in the *nota fiscal* tables for reporting in the fiscal books.

If you need to cancel a sales order before you generate the *nota fiscal*, you cancel the sales order by using the Sales Order Entry program to update the sales order to a closed status. Since no records are created in the *nota fiscal* tables until you generate the *nota fiscal*, you do not create any reversing accounting entries.

Reversing Notas Fiscais

This section provides an overview of reversing *notas fiscais* and discusses how to:

- Run the Reverse/Void Nota Fiscal program.
- Set the processing options for Reverse/Void Nota Fiscal - Brazil.

Understanding Nota Fiscal Reversal

If you need to cancel a sales order after generating the *nota fiscal* but before printing it, you must reverse the *nota fiscal* by using a version of the Reverse/Void Nota Fiscal program that is set up for reversing non-printed *notas fiscais.* Version XJDE0001 exists for reversing nonprinted *notas fiscais.* When you use version XJDE0001 or a copy of it, the system deletes the records that are associated with the *notas fiscais* which you reversed from the *nota fiscal* tables.

If you need to cancel a sales order after printing it but before running the Update Sales - Brazil program (R76B803), you must reverse the *nota fiscal* by using a version of the Reverse/Void Nota Fiscal program that is set up for reversing printed *notas fiscais.* Version XJDE0002 exists for reversing printed *notas fiscais.* When you use version XJDE0002 or a copy of it, the system retains the records that are associated with the *notas fiscais* which you reverse in the *nota fiscal* tables. You must retain these records for fiscal book reporting.

In addition to reversing the *nota fiscal*, you must either reuse or close the sales order. It is strongly recommended that you close the sales order.

Note. When you cancel a *nota fiscal* for which a record exists in the Nota Fiscal Taxes Detail - Brazil table, the system changes the processed flag in the record to 1 to indicate that the record is closed. When you run the *Programa de Integração Social* and *Contribuição para Financiamento da Seguridade Social* Netting Process program (R76B9011), the system does not process the record.

Running the Reverse/Void Nota Fiscal Program

Select Sales Order Processing - Brazil (G76B4211), Reverse/Void Nota Fiscal.

Setting the Processing Options for Reverse/Void Nota Fiscal - Brazil

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 PeopleSoft 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.

Select

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

1. Generated Nota Fiscal Status Code (Required) Enter a user-defined code (UDC) 40/AT to specify the status of the *notas fiscais* that the system selects to reverse. You must select a code from the Activity/Status Codes UDC (40/AT) table. The code you select must be set up in the order activity rules for the order type and the line type of the *notas fiscais* that you want to process.

2. Printed Nota Fiscal Status Code (Required) Enter a UDC (40/AT) to specify the status code for the printed *nota fiscais*. The system selects and processes the *nota fiscais* with this status code.

Defaults

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

1. Sales Order Next Status Code (Required) Enter a UDC (40/AT) to specify the status code for the printed *notas fiscais*. The system selects and processes the *notas fiscais* that are at the status you specify.

2. Nota Fiscal Next Status Code (Required) Enter a UDC (40/AT) to specify an override next status for the sales order. If you leave this processing option blank, the next status reverts to the previous status.

Processing Ship-To Sales Returns

This section provides an overview of the ship-to sales return process and discusses how to:

- Set processing options for Sales/Purchase Returns - Brazil (P76B805).
- Enter a ship-to sales return.

Understanding Ship-To Sales Returns

If you need to process the cancellation of an order after you have run the Update Sales - Brazil program, you must process the cancellation as a sales return. You must consider the price for the merchandise, and the taxes and other fees charged on the original printed *nota fiscal* when you process the return so that the appropriate reversing entries are made to the financial and inventory systems.

You use the Ship-To sales return process when the company to which you shipped the merchandise returns the merchandise after receiving it into its inventory. The returning company must send a *nota fiscal* with the returned merchandise.

Brazil requires that a *nota fiscal* accompany all products that are shipped. If the company to which you shipped the merchandise returns the merchandise after receiving it into its inventory, the company must create a *nota fiscal* to accompany the return. This type of a return is referred to as a "ship-to" sales return. When you receive the returned merchandise, you must complete these steps in this order:

1. Use the Sales Return - Ship To program (version ZJDE7003) to enter the information on the *nota fiscal* into the system, create detail lines for the returned items, and associate the original *nota fiscal* with the *nota fiscal* that is sent with the returned merchandise.
2. Run the ZJDE7002 version of the Shipment Confirm program (P4205).
3. Generate the return *nota fiscal* by running the XJDE0005 version of the Generate Nota Fiscal program (R76558B).

Note. Make a note of the value that the system provides for the Order Number field on the Create Sales Ledger Details form. You will use this number later in the return process.

To complete the ship-to return process, you must ship confirm the order and then generate the *nota fiscal.*

This table lists some considerations for the ship-to sales return process:

Program	Considerations
Sales Ledger Inquiry (P42025).	These considerations apply: • The Sales Ledger Inquiry program must have a version that matches the version that you use in Sales Order Entry. If you use version ZJDE7003 (Sales Return - Ship To) in Sales Order Entry, you must set up version ZJDE7003 in the Sales Ledger Inquiry program. • For the Order Type processing option on the Default tab, select the code that represents a *nota fiscal* batch return. • Consider making the range of status that is specified by the Status Code - From and Status Code - Thru processing options on the Default tab as wide as possible. For example, if you enter 520 for the Status Code - From processing option and enter 999 for the Status Code - To processing option, the system searches over a wide range of *notas fiscais* when it uses the Sales Ledger Inquiry program. • For the Enter Status Code processing option on the Credit Memo tab, enter the next status of the *nota fiscal* that was sent with the merchandise that is now being returned. For example, if 999 is the next status of an order for which the sales update is run, enter 999 for this processing option. • You do not need to enter a value for the second processing option on the Credit Memo tab. • You do not need to enter values on the Versions tab because the Sales Ledger Inquiry program is called from the Sales Order Entry program.

Program	Considerations
Sales/Purchase Returns - Brazil	These considerations apply: • The Sales/Purchase Returns - Brazil program must have a version that matches the version that you use in Sales Order Entry. If you use version ZJDE7003 (Sales Order Entry - Return Order - Ship To) in Sales Order Entry, you must set up version ZJDE7003 in the Sales/Purchase Returns - Brazil program. • Consider making the range of status that is specified by the Next Status Code - From and Next Status Code - Thru processing options on the Select tab as wide as possible. For example, if you enter 520 for the Next Status Code - From processing option and enter 999 for the Next Status Code - To processing option, the system searches over a wide range of *notas fiscais* when it uses the Sales/Purchase Returns - Brazil program.
Sales Return - Ship To (P4210/ZDJE7003.)	These considerations apply: • For the Order Type processing option on the Defaults tab, enter the code that represents sales order returns. • For the Line Type processing option on the Defaults tab, enter the code that represents a ship-to credit. • For the Beginning Status, enter the status that represents Enter Sales Order. • For the Sales Ledger Inquiry processing option on the Version tab, enter the version that matches the version of Purchase Order Entry that you are using.

Prerequisites

Before you complete the tasks in this section:

- Verify that a matching version of the Sales Order Entry Program exists in the Sales Ledger Inquiry program. For example, if you use version ZJDE7004 of the Sales Order Entry program to process sales order returns, version ZJDE7004 must exist for returns in the Sales Ledger Inquiry program.
- Verify that a matching version of the Sales Order Entry program exists in the Sales/Purchase Returns - Brazil program. For example, if you use version ZJDE7003 of the Sales Order Entry program to process sales order returns, version ZJDE7003 must exist for returns in the Sales/Purchase Returns - Brazil program.
- Verify that the processing options and version are set up for the Sales Ledger Inquiry program.
- Verify that the processing options and version are set up for the Sales/Purchase Returns - Brazil program.
- Verify that the processing options and version are set up for the Sales Return - Ship To program (P4210/ZJDE7003).
- Verify that supplier master and purchasing instruction records exist for the client who is returning the merchandise you are processing.

See Also

Chapter 13, "Processing Sales Orders," Confirming Shipments, page 00

Chapter 14, "(BRA) Processing Sales Orders in Brazil," page 00

Forms Used to Enter a Ship-To Sales Return

Form Name	FormID	Navigation	Usage
Sales Order Detail Revisions	W4210A	Sales Order Processing - Brazil (G76B4211), Sales Return - Ship To Click Add on Customer Service Inquiry.	Access Customer Service Inquiry form
Ship To Nota Fiscal Number	W76B805B	Select Credit Memo from the Form menu on Sales Order Detail Revisions.	Enter information from the *nota fiscal* that the buyer sent with the returned merchandise.
Create Sales Ledger Details	W76B805E	Click OK on Ship To Nota Fiscal Number.	Enter the *nota fiscal* number from the *nota fiscal* that accompanied the order when you shipped it to the customer
Nota Fiscal Selection	W76B805G	Select NF Selection from the Form menu on Create Sales Ledger Details.	Populate the Create Sales Ledger Details form with data from the original sales *nota fiscal*
Work With Sales Ledger Inquiry	W42025A	Select Credit Memo from the Form menu on Sales Order Detail Revisions.	Enter the order number the system displayed on the Create Sales Ledger Details form.
S.O. Brazilian Information Header	W4210BRL	Click OK on Sales Order Detail Revisions.	Verify that header information is correct
S.O. Brazilian Information Detail	W4210BRA	Click OK on S.O. Brazilian Information Header.	Verify that the detail information is correct

Setting Processing Options for Sales/Purchase Returns - Brazil (P76B805)

Use these processing options to set display values, specify a reverse sign for purchase orders, specify status code ranges, and set system defaults and edits.

Display

Use this processing option to indicate processing for sales or purchasing *Notas Fiscais*.

Nota Fiscals Specify whether the system processes sales or purchasing *Notas Fiscais*. Values are:

Blank: Sales *Notas Fiscais*.

1: Purchasing *Notas Fiscais*.

Process

Use this processing option to reverse the purchase order amount.

Reverse Sign Specify that the sign should be reversed when processing purchase orders.

Select

Use this processing option to specify the status code range that the system uses when accessing the program.

Range of Status Codes Specify the range of status codes to use when retrieving records. To make this range as wide as possible set these values to *520* and *999*.

Defaults

Use these processing options to set system default values. These processing options are not important for sales returns.

Inventory Location Specify the default inventory location. Values are:

Blank: Blank location.

1: Ship to address book.

2: Ship to *nota fiscal* series.

3: Original location.

Return Branch Specify the return branch.

Document Type Specify the document type.

Edits

Use this processing option to validate the Ship To document number. This processing option is important for ship-to sales returns.

Validate Ship to Document Number Specify whether the system validates the Ship To document number. Values are:

Blank: Do not validate.

Use this value when processing

1: Validate the Ship To document number.

Use this value when processing ship-to sales returns.

Entering a Ship-To Sales Return

Access the Sales Order Detail Revisions form.

NF Series Enter a two-character number that, along with the *nota fiscal* number, identifies a *nota fiscal*. The Nota Fiscal Series field is the second key that the system uses to access a specific *nota fiscal.*

Processing Ship-From Sales Returns

This section provides an overview of ship-from sales returns and discusses how to:

- Set processing options for Sales Ledger Inquiry (P42025).
- Set processing options for Sales Order Entry - Brazil (P4210).
- Enter a ship-from sales return.

Understanding Ship-From Sales Returns

If you need to process the cancellation of an order after you have run the Update Sales - Brazil program, you must process the cancellation as a sales return. You must consider the price for the merchandise, and the taxes and other fees charged on the original printed *nota fiscal* when you process the return so that the appropriate reversing entries are made to the financial and inventory systems.

You use the Ship-From sales return process when the company to which you shipped the merchandise returns the merchandise before they received the merchandise into their inventory. You must create a *nota fiscal* to account for this type of transaction. When you process this type of sales return, you must process the return in this order:

1. Use the Sales Order Entry - Return Order - Ship From program (version ZJDE7004) to create detail lines for the returned items and associate the original *nota fiscal* with the *nota fiscal* that you create for the return.
2. Run the ZJDE7002 version of the Shipment Confirm program.
3. Generate the return *nota fiscal* by running the XJDE0003 version of the Generate Nota Fiscal program.
4. Print the *nota fiscal* for the return in final mode by using the Print Nota Fiscal - Ship From program (R76560B).
5. Update the sales for Brazil by running the Sales Update - Brazil program (R76B803).

This table lists some considerations for the ship-to sales return process:

Program	Considerations
Sales Ledger Inquiry.	These considerations apply: • The Sales Ledger Inquiry program must have a version that matches the version that you use in Sales Order Entry. If you use version ZJDE7004 (Sales Return - Ship From) in Sales Order Entry, you must set up version ZJDE7004 in The Sales Ledger Inquiry program. • For the Order Type processing option on the Defaults tab, select the code that represents a *nota fiscal* batch return. • Consider making the range of status that is specified by the Status Code - From and Status Code - Thru processing options on the Defaults tab as wide as possible. For example, if you enter 520 for the Status Code - From processing option and enter 999 for the Status Code - To processing option, the system searches over a wide range of *notas fiscais* when it uses the Sales Ledger Inquiry program. • For the Enter Status Code processing option on the Credit Memo tab, enter the next status of the *nota fiscal* that was sent with the merchandise that is now being returned. For example, if 999 is the next status of an order for which the sales update is run, enter 999 for this processing option. • You do not need to enter a value for the second processing option on the Credit Memo tab. • You do not need to enter values on the Versions tab because the Sales Ledger Inquiry program is called from the Sales Order Entry program.

Program	Considerations
Sales/Purchase Returns - Brazil.	These considerations apply: • The Sales/Purchase Returns - Brazil program must have a version that matches the version you use in Sales Order Entry. If you use version ZJDE7004 (Sales Return - Ship From) in Sales Order Entry, you must set up version ZJDE7004 in the Sales/Purchase Returns - Brazil program. • Consider making the range of status specified by the Next Status Code - From and Next Status Code - Thru processing options on the Select tab as wide as possible. For example, if you enter 520 for the Next Status Code - From processing option and enter 999 for the Next Status Code - To processing option, the system searches over a wide range of *notas fiscais* when it uses the Sales/Purchase Returns - Brazil program.
Sales Return - Ship From (P4210/ZDJE7004).	These considerations apply: • For the Order Type processing option on the Defaults tab, enter the code that represents sales order returns. • For the Line Type processing option on the Defaults tab, enter the code that represents a ship-to credit. • For the Beginning Status processing option on the Defaults tab, enter the status that represents Enter Sales Order. • For the Sales Ledger Inquiry processing option on the Versions tab, enter the version that matches the version of Sales Order Entry that you are using.

Prerequisites

Before you complete the tasks in this section:

- Verify that a matching version of the Sales Order Entry Program exists in the Sales Ledger Inquiry program. For example, if you use version ZJDE7004 of the Sales Order Entry program to process sales order returns, version ZJDE7004 must exist for returns in the Sales Ledger Inquiry program.
- Verify that a matching version of the Sales Order Entry program exists in the Sales/Purchase Returns - Brazil program. For example, if you use version ZJDE7003 of the Sales Order Entry program to process sales order returns, version ZJDE7003 must exist for returns in the Sales/Purchase Returns - Brazil program.
- Verify that the processing options and version are set up for the Sales Ledger Inquiry program.
- Verify that the processing options and version are set up for the Sales/Purchase Returns - Brazil program.
- Verify that the processing options and version are set up for the Sales Return - Ship From program (ZJDE7004).
- Verify that supplier master and purchasing instruction records exist for the client who is returning the merchandise you are processing.

See Also

Chapter 13, "Processing Sales Orders," Confirming Shipments, page 00

Chapter 14, "(BRA) Processing Sales Orders in Brazil," Running the Generate Nota Fiscal Program, page 00

Chapter 14, "(BRA) Processing Sales Orders in Brazil," Printing Outbound Notas Fiscais, page 00

Forms Used to Enter Ship-From Sales Returns

Form Name	FormID	Navigation	Usage
Sales Order Detail Revisions	W4210A	Sales Order Processing - Brazil (G76B4211), Sales Return - Ship From Click Add on Customer Service Inquiry.	Access the Sales Order Detail Revisions form.
Create Sales Ledger Details	W76B805E	Select Credit Memo from the Form menu on Sales Order Detail Revisions.	Enter data about the return including order type, branch/plant, and customer.
Nota Fiscal Selection	W76B805G	Select NF Selection from the Form menu on Create Sales Ledger Details.	Populate the Create Sales Ledger Details form with data from the original sales *nota fiscal*.
Work With Sales Ledger Inquiry	W42025A	Click OK on Create Sales Ledger Details.	Enter the new order number that was previously generated by the system, and select the lines for which you process a return.
Sales Order Detail Revisions	W4210A	Click Close on Work with Sales Ledger Inquiry.	Review the lines you process for return and note the new order number
S.O. Brazilian Information Header	W4210BRL	Click OK on Sales Order Detail Revisions.	Verify header information
S.O. Brazilian Information Detail	W4210BRA	Click OK on S.O. Brazilian Information Header.	Verify detail information

Setting Processing Options for Sales Ledger Inquiry (P42025)

Use these processing options to set default values, specify status codes when retrieving credit memos, and specify versions. When processing sales returns, this version must have the same version name as the Sales Return - Ship From program. The software is shipped with this set to ZJDE7004. The Version tab is not important to sales returns since this application is called from Sales Order Entry.

Defaults

These processing options specify default values.

Order Type Specify the document type from UDC (00/DT). For *Nota Fiscal Batch Return* use document type *VL*.

Status Code - From, Status Code - Thru Specify the status code range. To make this range as wide as possible set these values to *520* and *999*.

Credit Memo

These processing options are only used if this application is called from Sales Order Entry and the "Select Order" row exit is used to select all the order lines for processing.

1. Status code when retrieving orders Specify the next status of the *nota fiscal* created in Sales Order Entry.

2. Enter '1' if status code is based on the Last Status Specify a code identifying which status codes you want the system to use when it selects information to display on this screen. The system retrieves this code from the processing options if you set it up. Values are:

Blank: Display all orders whose next status falls within this range.

1: Display all orders whose last status falls within this range

Setting Processing Options for Sales Order Entry (P4210)

Use these processing options to control how the system processes sales orders. These processing options are set differently when running the Sales Return - Ship From or the Sales Return - Ship To. Refer to each tab for specific set up requirements.

Defaults

These processing options specify default values, such as the document type, that the Sales Order Entry program uses when other values are not entered for the transaction.

Except for the required order type, these defaults apply during order entry only. If you are inquiring on written records, the system retrieves orders based on the order information in the form header first, and then it uses the parameters that you define in Inquiry processing options.

You can override information that appears on the header and detail forms. If information is hidden, the system processes orders based on the default information that is set up in the processing options or the master tables.

1. Order Type (Required) Specify the type of document. You must enter a value that has been set up in UDC 00/DT. Use document type *VR* for Sales Return - Ship From.

If you use this version of the Sales Order Entry program in other programs, the default values for the program in which the original order is created override the default values for the sales order. For example, if you use this version of the Sales Order Entry program in the Blanket Order Release program (P42216), the order line type in the blanket order overrides the default line type in the sales order.

2. Line Type Enter a code that controls how the system processes lines on a transaction. Values are defined on the Line Type Constants Revisions form (P40205) and include:

CR: Ship From Credit - Brazil.

CD: Ship To Credit - Brazil.

On the Line Type Constants Revisions form, you can set up a line type for non-stock items that retrieves information from the F4108 table, but does not

commit quantities. The Edit the Item Master for Non-Stock Items option is used when the Inventory Interface is set for a non-stock item, such as *D* or *N*.

When you enter a direct ship item line type, the system uses a version of the Purchase Order Entry program (P4310) to create the purchase order that is related to this sales order. Specify the version in the Purchase Order Entry processing option on the Version tab of the processing options for the Sales Order Entry program.

When you enter a work order line type, the system creates the work order using the version of the Work Order Entry program (P48013) that you specify in the Work Order Entry processing option on the Versions tab of the processing options for the Sales Order Entry program.

If you use this version of the Sales Order Entry program in other programs, the default values for the program in which the original order is created override the default values for the sales order. For example, if you use this version of the Sales Order Entry program in the Blanket Order Release program (P42216), the order line type in the blanket order overrides the default line type in the sales order.

3. Beginning Status

Enter a UDC (40/AT) to indicate the current point in the order process.

You must specify a code that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the beginning status and the next status must be a valid last status/next status combination in the Order Activity Rules table. Values are:

520: Enter Sales Order.

4. Override Next Status

Enter a UDC (40/AT) to indicate the next step in the order process. You must specify a code that has been set up in the order activity rules based on the order type and the line type that you are using.

The override status is another allowed step in the process. The combination of the beginning status and the override next status must be a valid last status and next status combination in the Order Activity Rules table (F40203).

5. Line Number Increment

Specify the increment the system uses to automatically number the order lines. You should select a whole number because other processes, such as kit entry, create decimal increments.

6. Reason Code

Specify a value that has been set up in UDC (42/RC). This is memo-only field for reporting purposes.

Note. Reason Code 6 is reserved.

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7. Override Transaction Unit of Measure

Specify the unit of measure for an item in an order. Values are defined in UDC (00/UM).

If you do not enter a value for this processing option, the system retrieves the primary unit of measure that is defined in the Item Master table.

8. Default Transaction Unit of Measure

Enter *1* and the system uses the pricing unit of measure or leave blank and the system uses the primary unit of measure. The system retrieves the transaction unit of measure when the override transaction unit measure is blank.

9. Address Book Revisions

Specify whether the system prompts users to add new customers to the Address Book system during sales order entry. If you enter a customer address book number in the Sold To or the Ship To field that the system does not recognize, the system does not allow you to enter an order. Values are:

Blank: You must manually access Address Book Revisions and add customer information before entering an order.

1: The system automatically displays Address Book Revisions.

Whether you access Address Book Revisions from a Form menu option or select the option to automatically add customers, the system uses the Address Book Revisions, version ZJDEC003.

10. Update Header to Detail

Specify whether the system updates corresponding information in the detail information form if you change the header information. Use Define Header Columns to Detail (P40HDR) application to identify the fields that system uses to update to the detail form. Values are:

Blank: The system does not update information in Sales Order Detail Revisions unless you select the Populate option from the Header to Detail form menu.

1: The system automatically updates the detail lines to reflect changes that you make to header information.

11. Header Branch/Plant

Specify the value with which the system selects the default branch/plant for tracking costs. You can set up header branch/plant defaults based on the user ID or terminal, or based on the business unit for the ship to address in Address Book Revisions (P0101). Values are:

Blank: The system uses the default location based on the user ID or terminal ID and displays the branch/plant in the order header form.

You set up the default branch/plant based on the user or terminal ID in Default Location and Printers (P400951).

1: The system uses the business unit that you specify on the Address Book Revisions form for the customer to which you are shipping the goods.

12. Default Branch/Plant

Specify the default branch/plant that appears in the order header.

13. Order Template

Enter a standard template that applies to all customers. You can create a standard template that lists frequently ordered items. Although the system displays this template for every order, you do not have to apply any or all of the items during order entry.

14. Customer Self Service Structure Type

Enter the UDC (01/TS) for the organizational structure type that you want to use. In the application, you can select an address book number from a list of addresses associated with another address book number. You specify this address book number either as a related address in the address book record or you associate it with you through the organizational structure type. The system uses the organizational structure type to recognize the relationship between one address book number and other address book numbers that belong to the organization.

Leave blank and the system enables you to select a value from the list of related address numbers specified in the address number record.

15. User ID default (CSS only)

Enter *1* and the system displays the user ID in the Ship To header. Leave blank and the system displays the user ID in the Sold To header.

16. Override Sold To and Ship To Header (CSS only) Enter *1* to enable users to override the Sold To and Ship To fields in customer self service mode at the header level. Leave blank and the system does not allow override.

17. Override Carrier Number (CSS only) Specify whether the system overrides the carrier in the header information in the customer self–service mode. Values are:

Blank: Do not override the carrier.

1: Override the carrier number.

18. Sold To Contact Record Type Enter the Sold to contact that should display in the header at time of order entry via P42101. Values are stored in UDC (01/WO)

18. Ship To Contact Record Type Enter the Ship to contact that should display in the header at time of order entry via P42101. Values are stored in UDC (01/WO)

Duplication

These processing options specify values, such as the document type, that the Sales Order Entry program uses when you duplicate a sales order. If you click Copy on the tool bar in the Customer Service Inquiry form, the system duplicates information based on the processing option selection.

These processing options are not important when processing sales returns.

1. Order Type Enter a UDC (00/DT) to specify the order type of a duplicated document.

When you click Copy on the tool bar in the Browse/Inquiry form, the system creates a duplicate order with this order type. Certain document type codes are reserved for vouchers, invoices, receipts, and time sheets, which create automatic offset entries during the post program.

You must enter a value that has been set up in UDC 00/DT.

If you leave this processing option blank, the system uses values in this version that are from the Order Type processing option on the Defaults tab of the processing options for the Sales Order Entry program.

2. Beginning Status Enter a UDC (40/AT) to indicate the current status for the duplicated line. When you click Copy on the tool bar in the Browse/Inquiry form, the system creates a duplicate order at this status. You must use a UDC (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using. The combination of the beginning status and the next status must be a valid last status/next status combination in the Order Activity Rules table.

3. Next Status Enter a UDC (40/AT) to indicate the next step in the order process for the duplicate order. You specify a UDC (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using. The override status is another allowed step in the process. The combination of the beginning status and the override next status must be a valid last status/next status combination in the Order Activity Rules table.

4. Copy Associated Text Specify which messages and associated text are copied when you duplicate orders. Values are:

Blank: Do not copy associated text or messages.

1: Copy messages and text that are attached to an order detail line.

2: Copy messages or text attached to the header, as well as messages attached to the order detail line.

3: Copy messages or text attached to the header, but not a particular order detail line.

Order Holds

These processing options activate order hold processing. You must specify the hold code in any of these processing options to activate order hold processing. You set up hold parameters in Hold Order Constants (P42090). Multiple hold codes might result in multiple holds for a single order. You must release the sales order from all holds before the system can process the order.

These processing options are not important when processing sales returns.

1. Customer Credit Check

Enter a credit hold code the system uses to automatically compare the credit limit that you set up for the customer in Customer Master Information against the order and any outstanding balances in accounts receivable.

You define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that has been set up in UDC (42/HC).

2. Order Margin Check

Enter a UDC (42/HC) to identify an order margin check the system uses to verify that all sales orders meet a specific margin.

The system uses this equation to calculate margin:

(Price – Cost) /Price × 100 = Margin

You can define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate the order hold processing.

You must enter a value that has been set up in UDC (42/HC).

3. Order Line Margin Check

Enter a UDC (42/HC) to identify an order line margin check the system uses to verify that all order detail lines meet a specific margin.

The system uses this equation to calculate margin:

(Price – Cost) /Price × 100 = Margin

You can define the conditions that the system uses to place orders on hold in Order Hold information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate the order hold processing.

You must enter a value that has been set up in UDC (42/HC).

4. Order Minimum Value Check

Enter a UDC (42/HC) to identify a code the system uses to automatically compare the order minimum that you set up for the customer in Customer Billing Instructions against the order total.

You can define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that has been set up in UDC (42/HC).

5. Order Maximum Value Check

Enter a UDC (42/HC) to identify a code the system uses to automatically compare the order maximum that you set up for the customer in Customer Billing Instructions against the order total.

You can define the conditions that the system uses to place orders on hold and attach those conditions to a hold code. You must specify the hold code in this processing option to activate the hold code.

You must enter a value that has been set up in UDC (42/HC).

6. Partial Order Hold

Enter a UDC (42/HC) to identify a code the system uses to hold an entire order if quantity is not available to fill an order detail line. You can release a partial order hold at any time. The system can then backorder, cancel, or ship available quantities based on backorder information in the Customer Billing Instructions, Item Master Information, Item Branch/Plant Information, and Branch/Plant Constants.

You must enter a value that has been set up in UDC (42/HC).

7. Product Allocation Hold

Enter a code (UDC 42/HC) to specify a hold code the system uses to restrict the amount of an item or item group that a customer or customer group can purchase.

You must set up the product allocation preference in the Preference Master (P40070), activate the preference through the Preference Selection (R40400), set up the hold code information in Order Hold Information, and then activate preference profile processing in the P4210, Versions, Preference Profile processing option.

You must enter a value that has been set up in UDC (42/HC).

8. Authorization Hold for Prepayment Processing

Enter the default value hold code for the authorization code in Prepayment Processing.

9. Settlement Hold for Prepayment Processing

Enter the default hold code for Settlement Prepayment Processing.

10. Order Process Hold

Enter a hold code that the system uses to prevent the order from going through various stages of sales order processing.

This hold code does not have any special processing associated with it, such as Credit Check, Minimum/Maximum Margin Check, and so forth. It can be used to create an additional approval step for sales orders.

You must enter a value that has been set up in UDC (42/HC).

11. Approval Hold

Enter a code that the system uses to place the sales order on hold when revisions to an order require approval. The code that you enter can be AH or other values that have characteristics similar to AH. Regardless of the hold code that you specify, it must be set up in the Hold Order Constants program (P42090). The Hold Order Constants setup must be completed with a code type of *L* (line) and a limit type of *A* (amount).

12. Exclusive Adjustment Hold

Enter a UDC (42/HC) to specify whether the system places a sales order on hold when mutually exclusive price adjustments have been applied to a sales

detail line and the conflict is not resolved. The system issues a warning if mutually exclusive adjustments exist. You can resolve conflicts by canceling or modifying exclusive adjustments using the Price History row exit. If conflicts exist when the order is accepted, the order will be placed on hold if this processing option is populated.

The code that you enter can be AH or other values that have characteristics similar to AH. Regardless of the hold code that you specify, this code must be set up in the Hold Order Constants program (P42090). The Hold Order Constants setup must be completed with a code type of *L* (line) and a limit type of *A* (amount).

You can define the conditions that the system uses to place orders on hold in Order Hold Information (P42090) and attach those conditions to a hold code.

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that is already set up in UDC (42/HC).

13. Inactive Customer Hold

Enter the order level hold code that the sales order should be placed on when a customer has a search type specified in the Inactive Customer search type processing option.

Note. This processing option will only work if the next one is also filled in. You will need both processing options to be able to put an inactive customer on a hold status. The code that you specify, must be set up in the Hold Order Constants program (P42090).

You must specify the hold code in this processing option to activate order hold processing.

You must enter a value that is already set up in UDC (42/HC).

14. Inactive Customer Search Type

This processing option is used to specify the search type that will be used in Address Book Master table (F0101) to specify an Inactive customer.

Note. When entering a sales order if a customer is of the search type that the user specifies in this processing option the sales order will go on hold only if the previous processing option is also populated.

Display

These processing options control whether the system displays certain types of sales order information, such as cost and price fields, closed lines and kits, and whether you can change the information.

These processing options are not important when processing sales returns.

Note. The processing options on this tab apply only to the Sales Order Entry program (P4210). If you use the Customer Service Representative Sales Order Entry program (P42101), the Display Options tab in P4210 will be overridden by the P42101 Display tab options.

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1. Display or Hide Cost Fields

Specify whether the system protects or hides cost fields. Values are:

Blank: The cost fields appear on the form and the information can be overridden.

1: The system protect costs from change. If you protect the cost fields from changes, the costs are visible on the form, but cannot be changed.

2: The system hides the cost fields. If you hide the cost fields, the cost fields do not appear on the form. However, the system still writes cost information from the Item Cost Ledger table (F4105) to the Sales Order Detail table.

The system retrieves default cost information from the F4105 table.

2. Display or Hide Price Fields

Specify whether the system protects or hides price fields. Values are:

Blank: The price fields remain visible and entry-enabled. You can override the information for this order only.

1: The system protect prices from change. The unit and extended price will be visible on the form, but you will not be able to override the information.

2: The system does not display price information. If you hide the price fields, the system still writes the price information to the Sales Order Detail table.

3. Disable Pricing Related Fields

Specify whether the system disable pricing related fields that affect the calculated price. Values are:

Blank: The pricing related fields remain visible and entry-enabled.

1: The system displays pricing related fields but you can not override the information.

4. Disable or Hide Status Codes

Specify whether the system protects or hides status codes. Values are:

Blank: Override the information for this order only. If you enter status codes, they must be set up as an other allowed status code in the Order Activity Rules for the document type and line type combination. Additionally, combination of the beginning status and the next status must be a valid last status/next status combination in the Order Activity Rules table.

1: The system protects status codes from change. If you protect the status codes from being changed, the current and next status will be visible on the form, but you will not be able to override the information.

2: The system hides the status codes. If you hide the status codes, the last and next status codes do not display. The system processes orders based on the current and next status that is set up in the Order Activity Rules.

5. Hide Closed Detail Lines

Specify whether the system displays active, closed, or canceled detail lines. During inquiry, you might choose to review active order detail lines only. Values are:

Blank: Display all order detail lines that will appear on the detail form.

1: Do not display lines with a status of 999 on the detail form. However, the record for the line still remains in the Sales Order Detail table or Sales Order Detail - History (F42119).

6. Hide Credit Card Information

Specify whether a user can access customer credit card information. Values are:

Blank: Allow access to credit card information during order entry.

1: Do not allow access to credit card information during order entry.

7. Hide Freight and Carrier Information

Specify whether the system displays freight and carrier information fields. You can standardize the freight and carrier information fields so that freight rate calculations are accurately calculated for the appropriate route, stop, and

zone or that a preferred carrier is always responsible for delivering the item to a customer. Values are:

Blank: Freight and carrier information fields do appear on the order detail form and can be overridden.

1: Freight and carrier information fields do not appear on the order detail form. The system processes orders based on the default information that is set up in the Customer Billing Instructions or the Item Master Information.

8. Hide Commission Information

Specify whether the system displays commission information. Values are:

Blank: Display commission information and override default information that affects the current order only.

1: Do not display commission information. Orders are processed based on the default information that is set up in Commissions Table (F42005) and cannot be accessed or modified.

9. Hide Kit Components

Specify whether kit components appear on the Sales Order Detail Revisions form either after you select features and options in the kit or when you reinquire on the order. Values are:

Blank: Display the parent item, as well as selected features and options, when you reinquire on the order.

1: Display only the parent line after you select the features and options during order entry or when you reinquire on the order. However, the parent line and all component lines are written to the Sales Order Detail table.

Commitment

Use these processing options to activate availability checking and commitments to generic buckets. Based on the item availability calculations for each branch/plant, commitment calculation affects how the system calculates backorders, cancellations, and customer delivery time.

To determine how the system calculates item availability, you define the factors that subtract from or add to the available quantity of an item. Factors that subtract from an item's availability include sales orders and work orders. Factors that add to an item's availability include purchase orders that are in transit. You define the various factors on the Availability Calculations form, which you can access from Branch/Plant Revisions.

These processing options are not important when processing sales returns.

1. Activate Availability Checking

Specify whether the system verifies the available quantity for requested items. Values are:

Blank: Do not perform availability checking. You might select this option for blanket or quote order entry.

1: Do perform availability checking. If quantity is unavailable, the system issues a warning that the quantity for this item exceeds the available quantity. The system automatically backorders or cancels any quantity that is unavailable, based on backorder information that is set up in Item Master, Item Branch/Plant, Branch/Plant Constants, and Customer Billing Instructions.

2: Do perform availability checking. If quantity is unavailable, the system issues a warning that the quantity for this item exceeds the available quantity. However, the system does not backorder or cancel any quantity. The quantity remains shippable.

You can allow backorders by item, or by customer, and specify whether the backorders are allowed at a specific branch/plant. To backorder an item, you must set the option, Backorders Allowed, in Item Master, Item Branch/Plant, Branch/Plant Constants, and Customer Billing Instructions. If you allow backorders, the system holds the order detail line until quantity is available. If you do not allow backorders, the system cancels the order detail line.

After the system processes an order detail line, you can review backordered, canceled, and shipped information in the appropriate fields in the order detail lines.

2. Commit to Quantity 1 or Quantity 2

Specify the generic buckets to which the system commits quantities. Commonly used for orders that do not affect the item availability, you can use these buckets to anticipate demand or forecast future sales. For example, you can set up a version of Sales Order Entry for quote orders and commit quantities to bucket, Quantity 1. For blanket orders, you can set up another version of Sales Order Entry and commit quantities to bucket, Quantity 2. You can review availability information on the Summary Availability form. Values are:

Blank: Commit the quantity based on the factors that you define for sales orders in the Availability Calculations form in the Branch/Plant Constants.

1: Commit quantities to bucket Quantity 1.

2: Commit quantities to bucket Quantity 2.

You determine how the system calculates item availability by defining the factors that subtract from the available quantities (such as sales or work orders), add to the available quantities (such as purchase orders that are in transit), or do not affect available quantities (such as blanket and quote orders) in Branch/Plant Constants.

If the system neither adds nor subtracts quantities from these orders from available inventory, clear the Sales Order Entry, Commitment tab, Activate Availability Checking processing option so that the system does not perform availability checking.

3. Display Supply and Demand Inquiry Form

Specify whether the system automatically displays the Supply/Demand Inquiry form when quantity for an item is not available. Values are:

Blank: Do not display the Supply and Demand Inquiry form and backorders or cancels the order detail line when quantity is not available. However, you can manually access this information from the Sales Order Detail Revisions form to monitor information about how many items are on demand, available in supply, and available to be promised.

1: Display the Supply and Demand Inquiry form when quantity is not available. The system uses the version of the Supply and Demand Inquiry form that you enter in the corresponding processing option on the Versions tab.

4. Enter Allowed Lot Status Group to Validate

Enter the allowed lot status group to validate. During sales order processing, the system validates the nonblank lot status codes against the user defined status code values. If the nonblank lot status codes exist in the Allowed Lot Status table (F41081), then the system treats the user defined lot status codes as blank and the on-hold item shall continue through the print pick slip, shipment confirmation, and warehouse location selection processes.

Currency

These processing options enable you to specify information about the tolerance percentage, currency code for as if amounts, and the as of date for processing the exchange rate for as if amounts.

1. Tolerance Limit Enter a tolerance limit for multicurrency orders. If you enter an option in the F00151 table to allow spot rates, you can manually enter or override an exchange rate during order entry. If the currency rate that you enter is outside this tolerance limit, the system issues a warning.

2. Currency Code Enter the currency code in which the system displays transactions.

3. As Of Date Enter the date with which the system retrieves the exchange rate for the as if currency. If you leave this option blank, the system uses the system date.

Process

These processing options control whether the Sales Order Entry program performs as follows:

- Enables changes to orders that are past a certain point in the process.
- Activates subsystem processing.
- Displays the Sales Order Header Revisions form before the Sales Order Detail Revisions form.
- Prompts you to review order information before the system creates an order.
- Enables automatic order-repricing to recalculate order totals.
- Activates order template processing based on the sold to or ship to address.
- Enables orders to be processed against existing agreements, blanket, and quote orders.
- Indicates whether the system applies the specified markup to the unit cost or price.

1. Status Code Limit for Changes Enter a status at which you can not make changes to an order detail line. If you enter an order in a version of Sales Order Entry in which there is a defined status code limit, you can not reinquire and make changes to the order if the order is past this status.

If you enter an order in a version of Sales Order Entry where there is a defined status code limit, but reinquire on another version in which this processing option is not activated, you can make changes to the order regardless of the status.

You must specify a UDC (00/AT) that has been set up in the Order Activity Rules based on the order type and the line type combination.

2. Subsystem Processing Specify whether to activate subsystem processing. Subsystem processing enables you to bypass standard system processing. For example, you can use subsystem processing if you want to print a pick slip or invoice immediately after the order entry process. Values are:

1: Perform subsystem processing to print pick slips. On the Version tab of the P4210 processing options, you must also specify the corresponding version in the processing option for Pick Slip Print Subsystem (R42520).

2: Perform subsystem processing to print invoices. On the Version tab of the P4210 processing options, you must also specify the corresponding version in the processing option for Print Invoice (P42565).

3: Perform subsystem commitment processing and does not commit inventory until you complete the order. After you accept the order, the system processes the order through the subsystem batch program while you enter another order.

4: Perform online commitment processing. The system does not process order detail lines asynchronously. After you enter the order, the system processes commitments for the complete order before you can enter another order, which enables you to review commitments online (R42997) as the system processes availability for each order detail line in the order.

5: Perform subsystem processing for entering and processing orders in store-and-forward mode. You must also identify the appropriate version of the program, Sales Order Batch Transaction Editor (R4210Z), in the P4210 processing options, Versions tab, Sales Order Batch Transaction Editor (R4210Z) processing option.

3. Display Header or Detail

Specify whether the system first displays the Sales Order Header Revisions form or the Sales Order Detail Revisions when you add an order. You can enter header information before detail information and edit default information that affects the order. Values are:

Blank: Display the Sales Order Detail Revisions form first. It creates an order header record based on the branch/plant and customer information that you set up for the sold to and ship to address entered in the detail information form. You can access Sales Order Header Revisions to override default information, as necessary.

1: Display Sales Order Header Revisions form first. You review or override the default order information the system enters for the sold to and ship to addresses, such as billing instructions, delivery dates, and payment terms.

4. Auto Order Repricing

Specify whether the system uses auto order repricing to recalculate order totals. The system evaluates the items and quantities and makes adjustment based on the entire order. Values are:

Blank: Do not use auto-order repricing.

1: Use auto-order repricing to recalculate order totals. The system uses the version of Advanced Order/Reprice (R42750) that you specify in Sales Order Entry, on the Versions tab, the Basket/Order Reprice processing option. If you use Advanced Pricing, you must enter a version of Advanced Order/Reprice (R42750).

5. Display Before Accept Prompt

Specify whether the system prompts you to review the order before creating a record in the Sales Order Detail table. Review is a good way to ensure accuracy when you enter or change orders. Values are:

Blank: Do not prompt you to review the order, but creates a record in the Sales Order Detail table when you click OK.

1: Display the order, order total, taxes and applicable discounts for you to review the order before creating a record in the Sales Order Detail table. You can return to Sales Order Detail Revisions to make changes. The system does not create a record in the Sales Order Detail table until you select the option from the Form menu to accept the order.

Note. The Display Before applies only to the P4210 Sales Order Entry application, the P42101 Customer Service Sales Order Entry Application contains an online order summary and does not utilize the Display Before Accept (P42232) application.

6. Order Template Processing

Specify which template the system uses during order entry. A template contains information about frequently ordered items. You create and assign order templates to speed up the order entry process. Values are:

Blank: Do not use order template processing.

1: Display the order template that you have assigned to the sold to address in the Customer Billing Instructions.

2: Display the order template that you have assigned to the ship to address in the Customer Billing Instructions.

You can set up a customer template based on order history in Customer Template Rebuild (R42815) or you can create a template for the customer in Customer Template Revisions (P4015). Assign an order template to the sold to address and the ship to address in the Customer Billing Instructions.

7. Blanket/Quote Order Processing

Specify whether the system processes sales orders against blanket or quote orders. Use a quote order when a customer requests pricing information but is not ready to commit to a sales order. Use a blanket order when a customer agrees to purchase a quantity of an item over a specified period of time. When you use blanket or quote order processing, the system locates applicable blanket or quote orders from which you can create either multiple sales orders for partial quantities or a single sales order when you release the complete quantity. Values are:

Blank: Do not use blankets or quote order processing.

1: Process blanket/quote orders based on the ship to address.

2: Process blanket/quote orders based on the sold to address.

3: Process blanket/quote orders based on the sold to address and customer PO.

4: Process blanket/quote orders based on the ship to address and customer PO.

5: Process blanket/quote orders based on the deliver to address.

6: Process blanket/quote orders based on the deliver to address and customer PO.

You can have multiple blanket or quote orders for the sold to address or the ship to address. After you enter a detail line, the system displays a check mark in the row header and column to indicate a blanket or quote order exists.

You can view the blanket or quote order on the Blanket Release form and select the appropriate order from which the system can create a related sales order.

8. Agreement Processing

Specify whether the system processes sales orders against agreements in the Agreement Management System. Values are:

Blank: Do not use agreement processing.

1: Search all available agreements and automatically assigns the sales order to an agreement.

2: Search all available agreements, and displays a check mark in the row header and column to indicate multiple agreements exists. On the Agreement Selection window, the system displays agreements that meet the criteria.

3: Search on all available agreements and automatically assigns the sales order to the agreement with the earliest expiration date.

When you enter a sales order, the system selects agreements that meet this criteria:

- The item on the sales order and agreement must be the same.
- The due to on the agreement must be *P* (partner), which indicates that product is due to the partner for this product and agreement.
- The sold to or ship to on the sales order must be the same as the destination on the agreement.
- The detail branch/plant or its owner on the sales order must be the source on the agreement.
- The date on the sales order is within the active date range for the agreement.
- For agreements that have quantity control activated, the quantity on the sales order does not exceed the quantity remaining to be fulfilled before the system selects the agreement.

9. Customer Self-Service Functionality

Specify whether you are creating an order in standard order entry mode or Shopping Cart mode. If you select Shopping Cart mode, you can select items from multiple applications before using Sales Order Entry to create an order. You might use this feature if you are entering orders in a Customer Self-Service environment. Values are:

Blank: Do not use shopping cart functionality.

1: Use shopping cart functionality.

10. Cost or Base Price Markup

Specify whether the system applies a markup based on cost or price. You use branch sales markups to set up the additional costs that are associated with an interbranch or transfer sales order. The transfer price is the amount the supplying branch/plant is selling the item to the receiving branch/plant. Values are:

Blank: Do not apply an additional cost, but retrieves the cost defined in the Item Cost Ledger (F4105).

1: Retrieve the markup from the Branch Sales Markup table (P3403) and recalculates the transfer price with the included markup. This markup is applied to the inventory cost.

2: Apply the base price that is set by the supplying branch/plant, defined in Base Price Revisions table (F4106).

11. Ship and Debit Processing

Specify whether the system will use subsystem or batch processing (R45100) to identify and adjust ship and debit agreements. Values are:

Blank: Do not use subsystem or batch processing.

1: Use subsystem processing.

2: Use batch processing.

12. Issue Warning for Default Free Good

Specify whether the system issues a warning when the user selects a good that is by default the free good that is already being awarded. Values are:

Blank: Do not issue a warning.

1: Issue a warning.

13. Adjust Accumulated Values in the Volume Transaction

Specify whether the system readjusts the accumulated values in the Volume Transaction Summary table (F4078) and the Volume Transaction Detail table (F4079) when entering Credit Orders. Values are:

Blank: Do not adjust the accumulated values.

1: Do readjust the accumulated values.

14. Prompt for Customer Segment Items

Specify whether the system displays the Customer Segment Items form. Values are:

Blank: Do not display the Customer Segment Items form.

1: Display the Customer Segment Items form.

15. Display Warning/Error for Ascending Date Rule Check

Specify whether the system issues a warning or an error when the ascending ship-date rule check fails during sales order entry. Values are:

Blank: Display a warning.

1: Display an error.

16. Default Selection for Multiple Blanket Orders

Specify whether the system will manually or automatically release a selected blanket order if more than one blanket order is available. Values are:

Blank: Do not release a blanket order when more than one blanket order is available. You will need to manually select and release blanket orders.

1: Select and release the blanket order with the earliest cancel date. If more than one blanket order has the same cancel date, the system will process releases based on the earliest requested date.

17. Default Selection for Single Blanket Orders

Specify whether the system will manually or automatically release a selected blanket order if only one matching blanket order exists. Values are:

Blank: Do release a blanket order if only one matching blanket order exists.

1: Do not release a blanket order if only one matching blanket order exists. You will need to manually select and release blanket orders.

Cross Reference

These processing options specify the cross-reference types for substitute, replacement, complementary, and associated items. You create the cross-reference information in Item Cross Reference program. Cross-references associate the internal item numbers with other internal item numbers or those from other entities. Use this processing option to identify the code with which the system searches cross-reference information for substitute items. Substitute items are goods that are sold in place of the original item when you do not have the quantity on hand for the original item. This code is typically *S* in the Item Cross Reference program. You can only use substitutions for customers who, in the Customer Billing Instructions, allow substitutes.

These processing options are not important when processing sales returns.

1. Substitute Items

Enter a UDC (41/DT) with which the system searches cross-reference information for substitute items. Substitute items are goods which are sold in place of the original item when you do not have the quantity on hand for the original item. This code is typically *S* in the Item Cross Reference Revisions program. You can only use substitutions for customers who, in the Customer Billing Instructions, allow substitutes.

If you have a substitute item, the system displays a check mark in the row header and column. Optionally, you can access Substitute/Complementary Items form to sell the substitute item in place of the original item. If you enter a quantity for the substitute item, the system creates a second order detail line with the substitute item information.

You must enter a value that has been set up in UDC table (41/DT).

2. Complementary Items

Enter a UDC (41/DT) with which the system searches cross-reference information for complementary items. Complementary items are recommended items as part of the sale. Complementary items are not free goods, but are sold in addition to the original item. This code is typically C in the Item Cross Reference Revisions program.

If you have a complementary item, the system displays a check mark in the row header and column. Optionally, you can access Substitute/Complementary Items form to sell the complementary item with the original item. If you enter a quantity for the complementary item, the system creates a second order detail line with the complementary item information.

3. Replacement Items

Enter a UDC (41/DT) with which the system searches cross-reference information for replacement items. Replacement items are goods which are sold in place of the original item when you or the supplier discontinues an item. The replacement code is typically *R* in Item Cross Reference Revisions program. You can only create replacement cross-references for those items whose stocking type in the Item Master or Item Branch Plant is *O* (obsolete) or *U* (use up).

4. Pricing for Substitute Items

Specify which price the system retrieves when you sell substitute items. Substitute items are goods which are sold in place of the original item when you do not have the quantity available for the original item. If you substitute an item, you can charge the customer the price for the item that was originally ordered or you can use the price that you set up for the substitute item. Values are:

Blank: Use the price of the original item, defined in the F4106 table.

1: Retrieve the price of the substitute item, defined in the F4106.

5. Promotional Items

Enter a UDC (41/DT) with which the system searches cross-reference information for promotional items. Promotional items are goods which are awarded in place of the original item. This code is typically *P* in the Item Cross Reference Revisions program.

Versions

These processing options specify the version that the system uses when you select the associated option from the Row or Form menu on Sales Order Header or Detail forms.

Versions control how programs display and process information. Therefore, for a version to meet the company's needs, you might need to indicate specific versions in the processing options.

1. Pick Slip Print Subsystem (R42520)

Enter the version of Print Pick Slip program (PF2520) that the system uses to process pick slips through the subsystem after order entry. Ensure that you specify the version that is set up for subsystem processing. If you leave this processing option blank, the system uses version ZJDE0001.

2. Supply and Demand Inquiry (P4021)

Enter the version of Supply and Demand Inquiry (P4021) that the system uses to verify commitments and availability.

The system calls this version whether you automatically display this form when quantity is not available or manually access Supply and Demand Inquiry form from the Sales Order Detail Revisions form. If you leave this processing option blank, the system uses version ZJDE0001.

To automatically display the Supply and Demand Inquiry form when quantity is not available, select the appropriate option in the Sales Order Entry, Commitment tab, Display Supply and Demand Inquiry processing option.

3. Pick Slip Print On Demand (R42520) from Customer Service Inquiry

Enter the version of the Print Pick Slip On Demand program (R42520) is available to you from the Customer Service Inquiry form. If you leave this processing option blank, the system uses version ZJDE0003.

4. Adv Order/Basket Reprice (R42750) (advanced order/basket reprice (R42750))

Enter the version Advanced Order/Reprice (R42750) that the system uses to calculate order totals.

If you use Advanced Pricing, you must enter a version of Advanced Order/Reprice (R42750). If you leave this processing option blank, and you have set the Sales Order Entry, Process tab, Auto order repricing processing option to auto order reprice, the system uses version ZJDE0001.

5. Online Invoice Inquiry (P42230)

Enter the version of Online Invoice Inquiry program (P42230) that the system uses to display billing information. If you leave this processing option blank, the system uses version ZJDE0001.

If you inquire by sales order number, the system displays open lines that have not gone through sales update. If you inquire by invoice number, the system displays only those lines that have been assigned the invoice number, either through the Print Invoices (R42565) or Sales Update (R42800).

6. Preference Profile (R40400)

Enter the version of the Preference Profiles program (R40400) the system uses to process orders based on preferences that are activated on the Preference Selection form. If you leave this processing option blank, the system uses version ZJDE0001.

7. Check Price and Availability (P41261)

Enter the version of Check Price and Availability that the system uses to retrieve price adjustment information. If you do not use the Advanced Pricing system to set up price adjustments, you must enter a version of Standard Check Price and Availability (P41261). If you set up advanced price adjustments in the Advanced Pricing system, you must enter a version of Advanced Check Price and Availability (P4074).

If you leave this processing option blank, the system uses version ZJDE0001 of the program that is appropriate to the system.

8. Purchase Order Entry (P4310)

Enter the version of Purchase Order Entry (P4310) that the system uses to create related direct ship and transfer orders. The system does not use all default information that is set up in the processing options for Purchase Order Entry. For example, when the system creates the related purchase order, the

sales order line type overrides the default purchase order line type when the order is an interbranch order and the line stocking type is nonstock.

If you leave this processing option blank, the system uses version ZJDE0001.

9. Sales Ledger Inquiry (P42025)

Enter the version of Sales Ledger Inquiry (P42025) that the system uses to create a credit order from a previous order. For Sales Return - Ship From, use the version set up for the Sales/Purchase Returns - Brazil program (P76B805). For Sales Return - Ship To, use the version set up for the Sales/Purchase Returns - Brazil program.

The system retrieves order information from the F42199 table.

If you leave this processing option blank, the system uses version ZJDE0001.

10. Bill of Material Inquiry (P30200)

Enter the version of Bill of Material Inquiry (P30200) that the system uses to retrieve information all features and options that are related to the kit. In the distribution systems, a bill of material is used to locate and assemble a group of items.

If you leave this processing option blank, the system uses version ZJDE0001.

11. Work Order Entry (P48013)

Enter the version of Work Order Entry (P4801) that the system uses to create work orders. When you enter a sales order with a line type *W*, the system automatically generates a work order in the Manufacturing system.

If you leave this processing option blank, the system uses version ZJDE0001.

12. Print Invoice (R42565)

Enter the subsystem version of the Print Invoice program (R42565) for printing invoices through the subsystem. You must activate the processing option in the Process tab, Subsystem Processing to print invoices and specify the version of the Print Invoice program (R42565).

13. Online/Subsystem Commitment (R42997)

Enter the version of the Commitments program the system uses for either online or subsystem commitments. You must activate the appropriate processing option in the Process tab, Subsystem processing for either online or subsystem commitments and specify the version of the corresponding Commitments program.

If you leave this processing option blank, the system uses version ZJDE0001.

14. Configured Items (P32942)

Enter the version of Configured Items (P32942) that the system uses when you enter an order for a configured item.

If you leave this processing option blank, the system uses version ZJDE0001.

15. Sales Order Batch Transaction Editor (R4210Z)

Enter the version of Sales Order Batch Transaction Editor (R4210Z) that the system uses when you are enter sales orders in a store and forward environment.

If you leave this processing option blank, the system uses version ZJDE0001.

16. Credit Check (P42050)

Enter a version of the Credit Check program. When this processing option is left blank, the system uses the default ZJDE0001 version.

17. Work with Shipments (P4915)

Enter a version of the Work with Shipments program (P4915). If you leave this option blank, the system uses ZJDE0001.

18. Customer Master (P03013)

Enter the version that the system uses for Customer Master Information when you select Receivables from the Form menu. If you leave this option blank, the system uses ZJDE0001.

19. Ship and Debit (R45100) Enter the version of subsystem or batch processing (R45100) that the system uses to identify and adjust ship and debit agreements.

20. Apply Volume Level Adjustment (R45900) Enter the version of the Re-Apply Volume Level Pricing program (R45900) that the system uses.

21. Automatic Document Generation (P90CA24) Enter the version of the Generated Document Revisions program (P90CA24) that the system uses during automatic document generation. If you leave this option blank, the system uses version ZJDE0001.

22. Customer Segment Items (P42440) Enter the version of Customer Segment Items (P42440) that the system uses to display customer segment items in the Sales Order Entry program. If you leave this processing option blank, the system uses version ZJDE0001.

The system displays this form only if you set the Prompt for Customer Segment Items processing option on the Process tab.

23. Product Variants (P41902) Enter a version of the Matrix Order Entry program (P41902) that is available to you from the Sales Order application or leave blank and the system uses version ZJDE0001.

24. Order Processing (R31410) Enter the version of Order Processing (R31410) the system uses. If you leave this option blank, the system uses version XJDE0007.

25. Product Catalog(P90CA106) Enter the version of Product Catalog (P90CA106) the system uses. If you leave this option blank, the system uses version ZJDE0001.

Preference

These processing options determine whether preference profile processing is activated for this version of Sales Order Entry. A preference is a piece of information that you define for a customer, an item, or any combination of customer (sold to, ship to, or parent addresses), customer group, item, and item group. The system uses preferences to override normal customer and item setup information when you enter orders.

To work with preferences, you must set two separate processing options in Sales Order Entry. Under the Preferences tab, activate the Preference Profile Processing option. Under the Versions tab, specify the version of the Preference Processing Options application (R40400) that you have set up to select the preferences that you want to run.

These processing options are not important when processing sales returns.

1. Preference Profile Processing Specify that you want to use preference profile processing. If you use preference profile processing, you must use preference profile processing in all of the versions of order entry programs. Values are:

Blank: Do not use preference profile processing.

1: Do use preference profile processing. After you activate the Preference Profile Processing option, specify the version of Preferences Selection (R40400) in Sales Order Entry, Versions tab, Preferences processing option. In that version of Preferences Selection (R40400), select the preferences in the processing options that you want to run.

Preference Selection (R40400) does not include Inventory Commitment or Print Message preferences.

2. Inventory Commitment Preference Specify that you want the inventory commitment preference to operate independently of other preference processing. You use inventory commitment to specify that each order line be filled from one or more branch/plants, based

on the customer or customer group, or item or item group. You can specify the branch/plants from which you want products shipped, determine the percentage of the order that must exist at a branch/plant before the quantity is filled at that branch/plant, or specify the mode of transportation and carrier information in the sales detail line. Values are:

Blank: Do not use the inventory commitment preference.

1: Do use inventory commitment preference processing only for current orders. The system performs inventory commitment preference only for those orders that are inside the commitment window of the header branch/plant. Orders that are outside the window of the header branch/plant are future committed to the header branch/plant.

2: Do use inventory commitment preference processing for all orders (current and future). The system performs inventory commitment preference for all orders, regardless of the commitment window of the header branch/plant.

3. Override Schedule For Advanced Preferences

Enter the override schedule for advanced preferences. Use this processing option if you are using the Advanced Preferences function and want to specify an override preference schedule for the system to use instead of the default preference schedule that is defined in the system Distribution Constants. If you are using Advanced Preferences, this schedule controls preference processing.

Note. Preference schedules can only be modified with the Advanced Preferences Schedule Revisions program (P4070) on the Advanced Preferences menu (G40311).

Transfers

These processing options determine whether transfer order processing is activated for this version of Sales Order Entry. You enter a transfer order to ship inventory between branch/plants within the company and to maintain an accurate on-hand inventory amount. When you create a transfer order, the system:

- Creates a purchase order for the shipping location that represents the supplier.
- Creates a sales order for the receiving location that represents the customer.

These processing options are not important when processing sales returns.

1. Activate Transfer Order Entry

Specify whether transfer order entry is activated. When you enter transfer orders, you must enter a from branch/plant and a to branch/plant, as well as information for the related purchase order. Values are:

Blank: Do not process transfer order information.

1: Display a transfer order entry form on which you enter the origination and destination branch/plants, as well as purchase order information, such as a purchase order number, landed cost rule, and exchange rates for the sales and purchase orders. The system automatically creates a purchase order based on the version that you specify in Sales Order Entry, Versions, Purchase Order Entry processing option.

2. Sales and Purchase Order Taxable

Specify whether the system applies taxes to sales and purchase orders. Values are:

Blank: Retrieve tax explanation codes and rate areas from the Customer Master Information. For direct ship, transfer orders, or sales orders with

alternate sold to and ship to addresses, the system retrieves the tax explanation code from the sold to address and the tax rate/area from the ship to or deliver to address based on system setup, but this rate can be overridden.

1: Do not reference the sales taxable or purchase taxable flags that you set up in the Item Branch Plant Information.

3. Mandatory Landed Cost Specify whether a landed cost for a related purchase order is required. Values are:

Blank: Do not require you to enter a landed cost.

1: Do require a landed cost before entering the order. If you do not enter a landed cost, the system issues an error.

Order Inquiry

These processing options specify how you want the system to search for orders on the Customer Service Inquiry form.

These processing options are not important when processing sales returns.

Note. The processing options on this tab apply only to the Sales Order Entry program (P4210). If you use the Sales Order Entry program (P42101), you must set the processing options on the Order Inquiry tab in Sales Order Entry program (P42101).

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1. From Status Enter a UDC (40/AT) to indicate the current point in the order process.

You must specify a code that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the beginning status and next status must be a valid last status/next status combination in the Order Activity Rules table.

During order inquiry, the system does not display orders that are not within the beginning and next status range.

2. To Status Enter a UDC (40/AT) to indicate the next step in the order process. You must specify a code that has been set up in the Order Activity Rules based on the order type and the line type that you are using.

The combination of the beginning status and next status must be a valid last status/next status combination in the Order Activity Rules table (F40203).

During order inquiry, the system does not display orders that are not within the beginning and next status range.

3. Search on Last or Next Status Specify which status codes the system uses to select information to display on this screen. Values are:

Blank: Display all orders with a Last status that falls within this range.

1: Display all orders with a Next status that falls within this range.

4. Date Range Specify the date value with which the system searches on orders. Values are:

1: Retrieve orders based on the order entry date.

2: Retrieve orders based on the promised ship date that is populated during order entry.

3: Retrieve orders based on the original promised date that is populated during order entry.

4: Retrieve orders based on the date that the order was confirmed for shipment. The system retrieves only those orders that have been processed through the Shipment Confirmation (P4205) program.

5: Retrieve orders based on the date that the invoice was printed for the customer. The system retrieves only those orders that have been processed through the Print Invoice (R42565) or Sales Update (R42800) program and have an invoice number assigned.

6: Retrieve orders based on the date that you enter in the memo-only, cancel field during order entry.

7: Retrieve orders based on the GL date. The system retrieves only those orders that have been processed through the Sales Update (R42800) program.

8: Retrieve orders based on the date that is entered as the promised deliver date during order entry.

5. Display Text Lines

Specify whether the system displays text lines.

Text lines are order detail lines with a line type *T*, characterized by the code in the Order Line Type Revisions that contains memo-only information.

When you inquire on an order, it might or might not be necessary to view text line information. Values are:

Blank: Do not display text lines. If you created text lines during order entry, the text lines remain in the Sales Order Detail table.

1: Display text lines.

6. Display Backordered/Canceled lines

Specify whether the system displays backordered or canceled lines when you inquire on an order. Values are:

1: Display backordered lines.

2: Display canceled lines.

3: Display both backordered and canceled lines.

4: Do not display either backordered or canceled lines.

7. Customer Cross Reference Type

Enter a UDC (41/DT) to indicate the code with which the system searches cross-reference information using a customer item number. Cross-references associate the internal item numbers with the customer's item numbers. You set up items in Item Master Information and create the cross-reference information in Item Cross Reference Revisions program.

You must enter a value that has been set up in UDC 41/DT.

Warehouse

These processing options are used in conjunction with the Warehouse Management system. If you use Warehouse Management, you can specify the mode for pick request processing, and the version of the Location Selection Driver program (R46171).

These processing options are not important the processing sales returns.

1. Request Processing Mode

Specify whether the system creates a pick request in the Warehouse Management system. If you use Warehouse Management, the system can generate a pick request, then process the request through the subsystem. A pick request is used to process a suggestion to pick the inventory for an order from a particular location. Values are:

Blank: Do not generate pick requests.

1: Generate requests only.

2: Generates request and creates the pick request through the subsystem

2. Subsystem Print Pick Request

Specify if you generate warehouse management pick requests through the subsystem. Specify the version of Print Pick Request (P46171) that is set up for subsystem processing.

3. Override Next Status

Enter a UDC (40/AT) to identify an alternative step in the order process. You must specify a code that has been set up in the Order Activity Rules based on the order type and the line type that you are using. The combination of the beginning status and the override status must be a valid last status/next status combination in the F40203 table.

Store & Fwd (forward)

Use these processing options to identify the mode in which you enter orders. You can select one of these four modes to process orders:

- Sales order entry mode.

  The system performs inventory commitments, preference processing, and verifies order information against the master tables.

- Partial edit store and forward mode.

  The system does not perform preference processing or inventory commitments, and only performs necessary sales order processing.

- Full edit store and forward mode.

  The system does not perform preference processing or inventory commitments, but performs order processing.

- Price only store and forward mode.

  The system only processes information that is necessary for pricing.

These processing options are not important the processing sales returns.

Note. The processing options on this tab apply only to the Sales Order Entry program (P4210).

If UDC 42/PO has a Special Handing code of 1, preference processing is executed regardless of editing mode

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1. Mode

Specify whether you are entering orders in a store and forward environment. Values are:

Blank: Use sales order entry mode.

1: Use for partial edit store and forward mode.

2: Use for full edit store and forward mode.

3: Use for Price Only store and forward mode.

Workflow

Use these processing options to determine how the system processes workflow.

These processing options are not important the processing sales returns.

1. Email Work Order Planner Specify whether the system sends and email to the work order planner. Values are:

Blank: Do not send an email.

1: Do send an email.

2. Sales Order Entry Workflow Specify whether to activate the Sales Order Entry workflow process (JDESOENTRY) for this version of the Sales Order Entry program. The specific version of JDESOENTRY must be activated through the Process Master program (P98800). Values are:

Blank: Do not activate workflow.

1: Activate the Sales Order Entry workflow process (JDESOENTRY).

Multiples

Use this processing option to determine how the system processes multiple schedules.

These processing options are not important the processing sales returns.

Note. The processing options on this tab apply only to the Sales Order Entry program (P4210).

1. Multiple Schedule Specify whether to activate multiple schedules. Values are:

Blank: Bypass multiple schedules.

1: Activate multiple schedules.

2. Schedule Line (Future) Enter a line type search code.

Interbranch

These processing options identify the order types for interbranch orders. You can use an interbranch order to fill an order for a customer from a branch/plant other than the selling branch/plant. This is helpful if the company sells from one location but fills and ships orders from another location, such as a central supply warehouse. An intercompany order is an order that tracks the transactions between the supplying and selling branch/plant.

These processing options are not important the processing sales returns.

Note. The processing options on this tab apply only to the Sales Order Entry program (P4210).

1. Intercompany Invoice An intercompany order is an order that keeps track of the transactions between the supplying and selling branch/plant. While the interbranch order is the sales order to the customer, the intercompany order is the purchase order to the supplying branch/plant to fill the customer's sales order. Values are:

Blank: Do not create an intercompany invoice.

1: Create an intercompany invoice.

2. Interbranch Order Types

Enter the order types for interbranch orders.

Use an interbranch order to fill a sales order from a branch/plant other than the selling branch/plant. This is helpful if the company sells from one location but fills and ships orders from another location, such as a central supply warehouse.

You must enter a UDC (00/DT) that identifies the type of document. Enter multiple codes without punctuation or spaces. To accurately update all interbranch orders, you should also enter all order types for interbranch orders in Sales Update (R42800), Interbranch tab, Order Type for Interbranch Orders processing options.

Interop (Interoperability)

These processing options control whether the system captures transaction information prior to changes to a transaction and whether the system performs export processing.

These processing options are not important the processing sales returns.

1. Transaction Type

Enter a valid transaction type defined in UDC (00/TT).

2. Before/After Image Processing

Specify whether the system writes before and after records of data for interoperability consumption. Values are:

Blank: Write after image only.

1: Write before and after records of data for interoperability consumption.

Prepayment

These processing options control whether you can record payment information for orders.

Prepayment of an order takes place when a seller receives a form of payment from the customer at the time of order entry. There are many types of prepayments that a customer can use, such as cash, check, and credit card. When you make any type of prepayment, the system records transaction information for each order detail line, and indicates the payment on the invoice.

During order entry, you can validate credit information when you accept a credit card as a means of payment. By way of the middleware solution, the system retrieves authorization and updates the prepayment transaction in the system. If the authorization is unsuccessful, then the order is put on authorization hold and the system does not allow further order processing.

When a settlement is performed, the middleware solution releases funds from a customer's account to the merchant account. If the settlement transactions contain errors, the order is put on settlement hold and the system does not allow further order processing.

In order for either hold to be removed, the authorization or settlement process must be successfully run in batch mode of the appropriate prepayment transaction version.

These processing options are not important the processing sales returns.

Note. The processing options on this tab apply only to the Sales Order Entry program (P4210).

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1. Prepayment Processing

Specify whether the system updates the prepayment processing files and you can access the prepayment window. Values are:

Blank: Do not update prepayment processing files and you can not access the prepayment window from the row exit.

1: Do update the prepayment processing files and you can access the prepayment window.

2. Process Authorization Specify the method of processing. Values are:

Blank: Do not process the authorization.

1: Process the authorization interactively.

2: Process the authorization in batch or subsystem mode, based on the version.

3. Process Settlement Specify the settlement processing method. Values are:

Blank: Do not process the settlement.

1: Process the settlement interactively.

2: Process the settlement in batch or subsystem mode, based on the version.

4. Authorize Prepayment Transaction version Enter the version of authorize prepayment transaction.

5. Settle Prepayment Transaction version Enter the version of settle prepayment transaction.

6. Authorized lines Enter the override Next Status Code for order lines that have been successfully authorized during the credit card process.

7. Settled lines Enter the override Next Status Code for order lines that have been successfully settled in the credit card process.

Audit Log

These processing options determine whether the system creates an audit log for changes that you make to sales orders and how the system processes the changes.

These processing options are not important the processing sales returns.

1. Use Audit Log for Sales Order Changes Specify whether to activate the audit logging process for sales order changes. Values are:

Blank: Do not activate audit logging.

1: Activate audit logging.

Note. You can override this processing option by using the Bypass Audit Logging field defined in the customer billing Instruction. For example, if you set this processing option to a 1, but the customer specified in the sales order had Bypass Audit Logging set, then the system performs no audit logging for that order or any order for which that customer is specified.

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2. Reason Code required for Sales Order Changes Specify whether a revision reason code is required for sales order changes. Values are:

Blank: Do not require a revision reason code.

1: Do require a revision reason code.

3. Approval process required for Sales Order changes Specify whether the approval process is required on the changes made to the sales order. The Use Audit Log for Sales Order Changes processing option on the Audit Log tab must be set to 1 to enable the approval process. However,

you can enable audit logging without setting the Approval Process Required for Sales Order Changes processing option. When approval process is required, the system does not record changes to the order. Instead, the system retains the original values and places the order on hold. The new values are pending in the Audit Log table until an approval or rejection decision has been made. The new values are recorded for the order only if the order is approved. Values are:

Blank: Do not require the approval process.

1: Require the approval process.

Volume Upsell

This processing option determines whether you receive an alert based on the tolerance percentage that you specify.

These processing options are not important the processing sales returns.

1. Alert for Volume Based Up-Sell within Tolerance Enter a percentage of tolerance for the system to suggest an upsell. This percentage is based on the increase in quantity that the customer would have to order to meet the next level-break.

Profit Margin

These processing options determine:

- Whether the system performs gross profit margin pricing
- Which adjustment reason code to use for overrides to pricing information
- Whether to resolve and test the gross profit percentage

These processing options are not important the processing sales returns.

1. Enable Gross Profit Margin Pricing Specify whether to enable the percent profit margin column. Values are:

Blank: Do not enable the gross profit margin percentage.

1: Enable the percent profit margin column. Enabling this column allows you to enter the gross profit margin percentage.

2. Adjustment Reason Code for Overrides Enter a UDC (40/AR) to identify the reason an adjustment was changed. The system updates this value to the Gross Profit Margin price adjustment when the system calculates and updates the price adjustment with the amount necessary to achieve the specified profit margin percentage. This calculation occurs when the profit margin percentage has been changed manually in Sales Order Entry.

You must enter a value that has been set up in UDC (40/AR).

3. Resolve and Test Target Gross Profit Percentage Specify whether the system generates a warning if the gross profit margin percentage is outside of the range that you specified in the Target Gross Profit Preference processing option. Also, if the gross profit margin percentage is not within the defined margins, and the Line Level Margin Hold Code processing option is set, the system places the order on hold using the line level margin hold code that you specified in the processing option.

Blank: Do not generate a warning.

1: Do generate a warning.

Promotion ID

This processing option determines whether the system assigns a promotion identification number.

These processing options are not important the processing sales returns.

1. Default Promotion ID Specify whether the system assigns a promotion ID number to a sales order line item to which a promotion ID number has not been manually assigned. Values are:

Blank: Do not assign a promotion ID.

1: Do assign a promotion ID.

Note. If you set this option to 1, the system assigns a promotion ID from the Promotion Deal Detail table (F40P011). If the system locates multiple promotion IDs, it assigns a promotion ID based on the value from the Promotion ID Resolution Constant in the Distribution/Manufacturing Constants table (F4009). The system might require more processing time to assign this ID automatically.

Order Promising

This processing option controls whether the system enables the order promising process and determines the mode of processing.

These processing options are not important the processing sales returns.

1. Order Promising Specify the mode of order promising that the system uses to promise a delivery date for an order. Values are:

Blank: Do not use order promising.

1: Do use the auto promising mode of order promising.

Matrix

This processing option controls whether the system displays the matrix window during the matrix order entry process.

These processing options are not important the processing sales returns.

Note. The processing options on this tab apply only to the Sales Order Entry program (P4210).

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1. Inventory Parent Specify whether the system displays the Matrix Order form when you are working with a matrix parent item. Values are:

Blank: Displays the Matrix Order form.

1: Do not display the Matrix Order form.

Entering Ship-From Sales Returns

Access the Sales Order Detail Revisions form.

CHAPTER 16

Processing Prepayments

This chapter provides an overview of prepayment processing and discusses how to:

- Set up prepayment processing.
- Authorize credit card transactions.
- Update prepayment transactions.
- Update the prepayment status code.
- Settle prepayment transactions.
- Work with drafts for prepayments.

Understanding Prepayment Processing

When you enter orders for customers, you can send out invoices to the customers for received goods. Occasionally, customers may make a form of payment in advance, which is immediately after order entry. With prepayment processing, you can generate an invoice as a customer receipt, with the order total noted as prepaid on the invoice.

Prepayment of an order takes place when a seller receives a form of payment from the customer at the time of order entry. There are many types of prepayments that a customer can use, such as cash, check, and credit card. When you make any type of prepayment, the system records transaction information for each order detail line, and indicates the payment on the invoice.

There are two types of prepayment transactions:

- Two-party prepayment

  Two-party prepayments are typically cash or check transactions, which occur between you and the customer. When an order is prepaid with cash or a check, the system indicates the prepayment form, transaction, and total on the invoice.

- Three-party prepayment

  Three-party prepayments are typically credit card transactions, which occur between you, the customer, and the credit card company.

  In the system, the transaction is an electronic transmission of transaction information between the bank, the credit card company, and the credit card processor.

The prepayment processing system provides an interface between PeopleSoft EnterpriseOne applications, such as Sales Order Entry (P4210), and a seller's designated credit card processor. With the prepayment processing system, you can integrate credit card authorizations and final settlements with the company's business processes, such as order entry and invoicing procedures.

For three-party prepayment transactions, the system does not include middleware or credit card transaction processors. To complete credit card prepayment processes, you must select a credit card processor, a third-party vendor or a middleware solution, with which you can transmit information between PeopleSoft EnterpriseOne, the credit card company, and the company's bank.

Prerequisite

Verify that you have performed the appropriate setup for the credit card processor. This information includes merchant ID, terminal ID, authorization and settlement phone numbers, and other information that is necessary for successful electronic transmission.

Verify that you have performed the appropriate setup for the Sales Order Entry program (P4210). This includes setting the processing options on the prepayment tab.

See Also

PeopleSoft EnterpriseOne Accounts Payable 8.11 SP1 PeopleBook, "Processing Accounts Payable Vouchers," Processing Prepayments

Setting Up Prepayment Processing

This section provides overviews of the prepayment status codes and the prepayment hold codes.

Before you can process two- or three-party transactions, you must identify the points in the process that the system authorizes orders with the credit card company, transaction types, and the status at which you perform the settlements.

Understanding Prepayment Status Codes

Authorization usually occurs after order entry. Settlement usually occurs after shipment confirmation, but before invoicing. The system follows the order activity rules for the order type and line type combination. You can set up override status codes in the processing options for these programs:

- Sales Order Entry (P4210).
- Shipment Confirmation (P4205).
- Print Invoices (R42565).
- Held Order Release (P43070).
- Sales Update (R42800).

You inquire on orders using the Prepayment Processing Information program (P004201). On the Work with Prepayment Transactions form, you can identify the status of transactions, such as transactions that are ready to be authorized, settled, or declined, based on the prepayment status codes in the user defined code (UDC) table (00/SP). These statuses have been predefined:

- Blank: Pre-authorization.
- *01:* Sent for Authorization.
- *02:* Authorized.
- *03:* Ready to Settle.

- *04:* Sent for Settlement.
- *05:* Settled.
- *06:* Authorization Declined/Error.
- *07:* Settlement Declined/Error.

Understanding Prepayment Types

Payment instrument codes (00/PY) indicate various methods of payment, such as draft, check, and electronic funds transfer. You assign a payment instrument code to each invoice or voucher. Set up a code for each type of payment instrument that you use. The system also uses this user defined code table in the PeopleSoft EnterpriseOne general business systems for vouchers and invoices. To identify transactions for prepayment processing, you must use payment types with assigned handling codes. Blank is the default.

Hard-coded Codes

Hard-coded values include:

- X, Electronic data interchange (EDI) Remote Draft (AR & AP).
- Y, EDI Remove Wire (AR & AP).
- Z, EDI Remote Check (AR & AP).
- ?, Credit Card Payment.
- ., Cash Payment.
- !, Check Payment.

Soft-coded Codes

Soft-coded values include:

- C, Check — 8 3/4” (AR & AP).
- D, Draft by Invoice (AR & AP).
- N, Print Checks — Brazil.
- T, Electronic Funds Transfer (EFT) (AR & AP).
- W, Check — 8 1/2” (AP only).

Special Handling Codes

Prepayment processing is driven by value in the special handling code column for the payment instrument type. That is, if you set up a handling code for a payment type, the system processes the transaction through the authorization and settlement cycle. There are several predefined payment types with special handling codes:

- 11, for cash payment.
- 12, for check payment.
- 13, for credit card payment.

Understanding Prepayment Hold Codes

You can set up order hold information that the system uses to place orders on hold. The system applies this information if you set the appropriate processing options for the Sales Order Entry program (P4210). It is recommended that you define these hold codes for prepayment transactions:

- Settlement holds, identified by hold code *CS*.
- Authorization holds, identified by hold code *CA*.

Authorization Hold Codes

During order entry, you can validate credit information when you accept a credit card as a means of payment. By way of the middleware solution, the system retrieves authorization and updates the prepayment transaction in the system. If the authorization is unsuccessful, then the order is put on authorization hold and the system does not allow further order processing. For this hold to be removed, the authorization process must be successfully run in batch mode.

Settlement Hold Codes

During settlement, you can run the Settle Prepayment Transaction program (R004202) to perform settlement. By way of the middleware solution, the system retrieves settlement information and updates the prepayment transaction in the system. When a settlement is performed, the middleware solution releases funds from a customer's account to the merchant account. If the settlement transactions contain errors, the order is put on settlement hold and the system does not allow further order processing. For this hold to be removed, the settlement process must be successfully run in batch mode.

In the Hold Order Constants program (P42090), you set up the hold code in the UDC table (42/HC) and define the hold information.

In the processing options for the version of Sales Order Entry (P4210) that is defined for prepayment processing, you must enter the authorization and settlement hold codes to activate order hold processing.

See Also

Chapter 2, "Configuring the Sales Order Management System," Setting Up UDCs, page 00

Chapter 3, "Setting Up Order Processing Information," Setting Up Order Hold Information, page 00

Authorizing Credit Card Transactions

This section provides an overview of credit card authorization and discusses how to:

- Run the Authorize Prepayment Transactions program (R004201).
- Set processing options for Authorize Prepayment Transactions.

Understanding Credit Card Authorization

During order entry, you capture the customer's credit card transaction information and transmit the order amount through the middleware solution, a credit card processor. The processor then checks the cardholder's accounts for available funds and places a hold equivalent to the order amount on the customer's credit line. The credit card processor then returns an authorization code to you.

The authorization process varies based on the credit card processor. If the authorization is successful, the system returns an authorization code and the system updates the transaction status in the Prepayment Transaction table (F004201).

Running the Authorize Prepayment Transactions Program

Select Prepayment Processing menu (G42131), Authorize Prepayment Transactions.

Setting Processing Options for Authorize Prepayment Transactions (R004201)

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

Defaults

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

1. Authorized Lines Enter the Next Status Override UDC (40/AT).

Holds

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

1. Authorization Hold for Prepayment Processing Enter a UDC (42/HC) that identifies why an order is on hold.

Updating Prepayment Transactions

This section provides an overview of prepayment transactions and discusses how to update prepayment transactions.

When you make a change to an order that affects a prepayment transaction, the system updates the transaction record and activates reprocessing, as necessary. For example, if you cancel an order, the system voids the prepayment transaction. If you increase the quantity, the system initiates the authorization process again.

You can process two-party and three-party transactions through the standard order processing cycle. When you change order information, such as increasing the quantity or canceling the order, the system updates the order with the prepayment status in the Prepayment Transaction table in addition to updating order information in the standard Sales Order Management tables, such as Sales Order Header File table (F4201), Sales Order Detail File table (F4211), and S.O Detail Ledger File table (F42199), depending on the order activity rules.

You must activate prepayment processing in the processing options for the Sales Order Management programs:

- Sales Order Entry (P4210).
- Shipment Confirmation (P4205).
- Print Invoices (R42565).
- Held Order Release (P43070).
- Sales Update (R42800).

See Chapter 8, "Entering Sales Orders," Setting Processing Options for Sales Order Entry (P4210), page 00.

Work with Prepayment Information during Order Entry

You can enter or update prepayment during order entry if the prepayment processing options for Sales Order Entry (P4210) are defined for prepayment processing. After you enter an order, you can access Prepayment Transaction Revisions to enter check number or credit card information. The system retrieves the order amount, plus the calculated taxes as the prepayment amount. When you enter prepayment information, the system writes a record to the F004201 table.

If you inquire on an order and change the information, you might need additional authorization. After you accept changes to the order, the system compares the order total against the authorized amount in the F004201 table. If the order amount is greater than the authorized amount, the system updates the status of the transaction to get authorization.

If an order detail line is partially backordered or canceled, then a new authorization is not necessary unless the other transactions are moved to a settled status. Only one prepayment type for the order is currently allowed.

Release Held Orders for Authorization and Settlement

If an order is placed on hold because it did not pass authorization or settlement, you can use the Held Order Release program (P43070) to return an order to the processing cycle. However, the system does not process this customer's orders until you release them. You must have appropriate security access to release an order.

You must set the prepayment processing options in the Held Order Release program to update the prepayment status to Ready to Authorize or Ready to Settle when an held order is released. You can print the Print Held Sales Orders report (R42640) to review all sales orders that are on hold.

Update Transaction Status during Shipment Confirmation

If an order detail line is overshipped, or an additional order detail line is added to the order, you must receive a new authorization.

Print Prepayment Information on Invoices

When you print invoices, you can set the processing options to print prepayment information on the document. When you activate prepayment processing in the Print Invoices program (R42565), you cannot summarize invoices.

Update Prepayment Information at Sales Update

In Sales Update (R42800), you must activate prepayment processing options, and if the settlement transaction is valid, and no errors are found in Sales Update, then the system generates a draft, requesting funds from the credit card company's bank.

When you set up a version of Sales Update for Prepayment Transactions, you can set the processing options so that the system assigns an invoice number if you have not processed the orders through Print Invoices (R42565). However, you cannot summarize invoices.

If the processing option for prepayment processing is on and settlement of a prepayment transaction has occurred, the system writes a draft record for receivables due from the credit card company's bank. During Sales Update, call the version of Preauthorized Drafts to generate draft records. After drafts are written, they can be closed using these programs:

- Journal Entries (P0911).
- A/R Draft Collection (R03B680).

See Also

Chapter 20, “Running the End of Day Processes,” Updating Customer Sales, page 00

Chapter 11, “Holding, Releasing, and Reviewing Orders,” Releasing Held Orders, page 00

Chapter 8, “Entering Sales Orders,” Understanding Sales Order Detail Information, page 00

Chapter 17, “Invoicing,” page 00

Chapter 13, “Processing Sales Orders,” Understanding Shipment Confirmations, page 00

Updating the Transaction Status Manually

This section provides an overview of updates to the transaction status.

Understanding Updates to the Transaction Status

You can enter or update prepayment during order entry if the prepayment processing options for Sales Order Entry (P4210) are defined for prepayment processing. After you enter an order, you can access Prepayment Transaction Revisions to enter check number or credit card information. The system retrieves the order amount, plus the calculated taxes, as the prepayment amount. When you enter prepayment information, the system writes a record to the F004201 table.

You can review prepayment status for a particular customer or status. You can modify the prepayment status of a transaction by using the Work With Prepayment Processing Information program (P004201).

Examples: Impact of Setting Processing Options

This table shows the impact on the Prepayment Transaction Status and the required action when the Sales Order Entry Prepayment tab processing options are set:

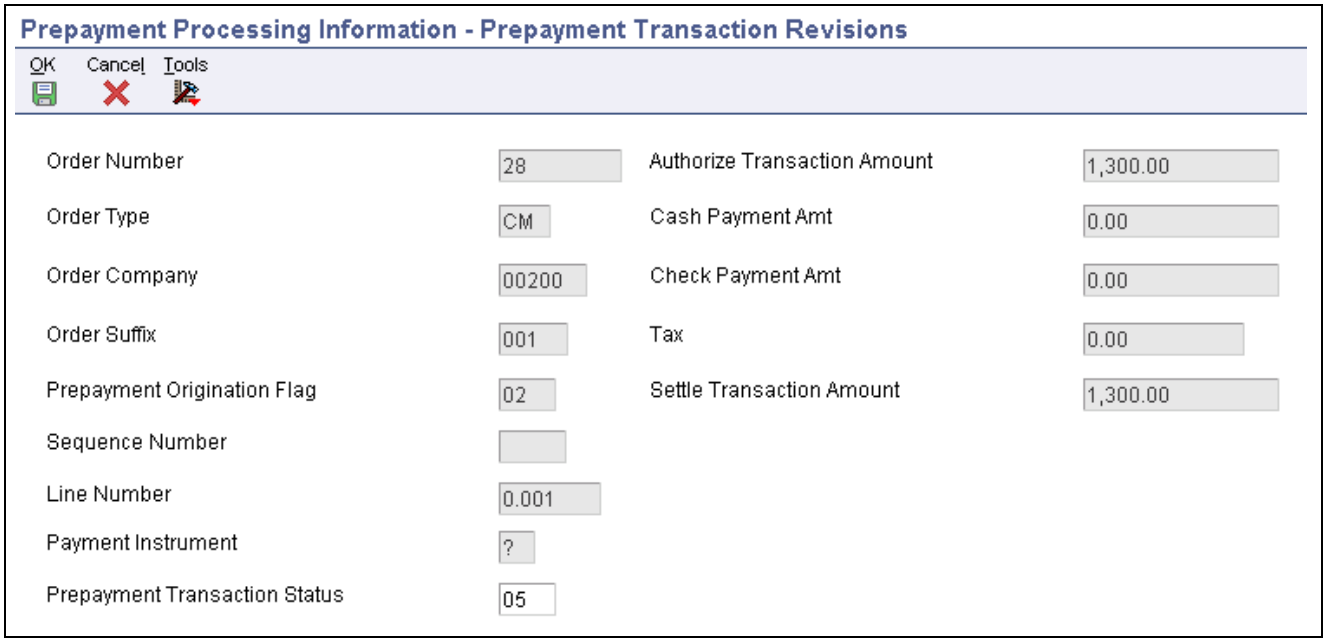
Prepayment tab: Process Authorization Value	Prepayment tab: Process Settlement Value	Prepayment Transaction Status	Action
blank	blank	blank	Manually run the Authorize Prepayment Transactions program to change the transaction status to 2.
1 or 2	blank	2 (authorized)	Manually run the Settle Prepayment Transactions program or at Ship Confirm.
1 or 2	1 or 2	5 (settled)	No action required.

Forms Used to Update the Transaction Status

Form Name	FormID	Navigation	Usage
Work with Prepayment Transactions	W004201A	Prepayment Processing (G42131), Prepayment Processing Information	Review the status of the prepayment and select records to revise.
Prepayment Transaction Revisions	W004201E	Select a transaction on the Work with Prepayment Transactions form.	Revise the Prepayment Transaction Status field.

Updating Transaction Status Codes

Access the Prepayment Transaction Revisions form.



Prepayment Transaction Revisions form

Prepayment Origination Flag Displays a UDC (00/PO) that specifies the system from which prepayment originated. Such as, *01* indicates Sales Order Entry.

Sequence Number Displays a number that specifies the sequence of information.

Prepayment Transaction Status Displays the status of the prepayment transaction.

Authorize Transaction Amount Displays the amount of the prepayment credit card authorization.

Cash Payment Amt (cash payment amount) Displays the amount that is prepaid with cash.

Check Payment Amt (check payment amount) Displays the amount that is prepaid with check.

Settle Transaction Amount Displays the amount of the prepayment settlement.

Settling Prepayment Transactions

This section provides an overview of settling prepayment transactions and discusses how to:

- Run the Settle Prepayment Transactions program.
- Set processing options for Settle Prepayment Transactions (R004202).

Final settlement occurs between you and the credit card company by way of the selected middleware software solution. At this time, you transmit all authorized transactions to the credit card processor requesting funds.

The settlement process varies based on the credit card processor. If the settlement is successful, the system returns a settlement code and updates the transaction status to *Settled* in the F004201 table.

The settlement phase should occur after shipment confirmation, but before invoicing. After you confirm shipment for the goods, you can perform a settlement. This way, when you print invoices, you can indicate that the customer has paid the amount.

Running the Settle Prepayment Transactions Program

Select Prepayment Processing (G42131), Settle Prepayment Transactions.

Setting Processing Options for Settle Prepayment Transactions (R004202)

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

Defaults

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

1. Settled Lines Enter a next status override UDC (40/AT), indicating the next step in the order flow of the line type.

Holds

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

1. Settlement Hold for Prepayment Processing Enter a UDC (42/HC) that identifies why an order is on hold.

Working with Drafts for Prepayments

After the settlement process occurs successfully, you can generate drafts for receivables due from the credit card company's bank. After you write drafts, you can close the draft by entering manual journal entries or by running the A/R Draft Collection program (R03B680).

This section provides overviews of preauthorized drafts and draft collection.

Understanding Preauthorized Drafts

During Sales Update (R42800), you can generate a draft record after the prepayment settlement occurs if you have set the processing options for prepayment process and the settlement has occurred successfully. By using a version of the A/R Batch Draft Creation program (R03B671), the system selects open invoices to be paid as drafts.

Understanding Draft Collection

The bank collects the funds for the draft from the credit card company's bank on the due date of the draft. On or after the due date, both you and the credit card company recognize the transfer of cash. You update the status of the draft to show that it has been collected.

Some companies prefer to close the draft on the settlement date, while others wait until the payment appears on their bank statement. Depending on company policy, use the A/R Draft Collection program (R03B680) to run:

- Sales Order Speed Status Update (P42040) with Journal Entries on the draft due dates to create journal entries.
- Sales Order Speed Status Update without Journal Entries on the draft due dates using a pay status code of something other than P (paid).

  After you verify that payments have been collected, run Sales Order Speed Status Update with Journal Entries.

Additionally, the credit card company might assess fees for authorizations. To account for all fees, create a separate journal entry in the Journal Entries program (P0911).

You can run this batch process in either proof or final mode:

Mode	Description of Process
Proof	In proof mode, the system: • Selects drafts with a remitted to bank status. That is, it selects drafts that have been remitted but not yet collected. • Prints a report that shows the drafts to be updated. It shows all drafts that have a payment status of G (draft deposited not due) with a due date that you specify in a processing option.
Final	In final mode, the system works in the same way as proof mode, with these exceptions: • It changes the pay status of drafts to P (paid) or to another value that you select. • After you collect drafts, you approve and post journal entries to the general ledger. You must run the program using this option in order to close drafts. The system creates a journal entry to debit a cash account and credit drafts remitted. • If the draft was created with a contingent liability, the system clears that account.

This process creates records in the Receipts Detail table (F03B14) and updates records in the Customer Ledger table (F03B11).

Data Selection for Draft Collection with Status Update

You must select drafts for credit card processing on the basis of the payment instrument, which indicates credit card transactions.

See Also

PeopleSoft EnterpriseOne Accounts Receivable 8.11 SP1 PeopleBook, "Processing Accounts Receivable Drafts"

CHAPTER 17

Invoicing

This chapter provides an overview of the invoicing process and discusses how to:

- Set up invoice cycles.
- Run cycle billing.
- Print standard invoices.
- (Rapid Start AUS and NZL) Print and reprint credit order acknowledgements and credit memos.
- (Rapid Start AUS and NZL) Print and reprint invoices and sales order acknowledgements.
- (Rapid Start AUS and NZL) Print invoices automatically from ship confirm.
- (Rapid Start CAN and USA) Print invoices for transfer order with receipt routing.
- (Rapid Start CAN, FRA, GBR, and USA) Print invoices for customer credit.
- (Rapid Start CAN, FRA, GBR, and USA) Print return authorizations for customer credit with return.
- (Rapid Start CAN, FRA, GBR, and USA) Print sales order acknowledgements.
- (Rapid Start CAN, FRA, GBR, and USA) Print invoices automatically from ship confirm.
- (Rapid Start CAN, FRA, GBR, and USA) Print invoices for selling from inventory.
- (Rapid Start) Print sales order acknowledgements for selling a direct ship item.
- (Rapid Start) Print invoices for selling a direct ship item.
- (CHN) Set up next numbers and matching versions to print sales orders for China.
- (CHN) Print invoices from Sale Order Management.
- (ARG) Print invoices.
- (ARG) Print shipment notes.
- (ARG) Work with prenumbered documents.
- (PER) Select Voucher Print Universal Batch Engine (UBEs).
- (CHL) Select Voucher Print UBEs.

Understanding Invoicing

After you process a sales order detail line through ship or load confirmation and perform the required billable and payable freight calculations, you can invoice the customer for goods received. You can set up cycles to determine invoice schedules that meet customers needs. For example, one customer might prefer an invoice at the end of the month for all shipments made during that month, and another customer might want a weekly invoice for specific items.

Use the Cycle Billing Program (R49700) to calculate scheduled invoice dates. You can run the Print Invoices (R42565) program to print either an individual invoice or a batch of invoices at the appropriate time.

An invoice provides this information about an order:

- Item, quantity, and cost.
- Shipping date and payment due date.
- Additional charges and applicable discounts.

You can set up customer-specific information to facilitate the processing of invoices. Through a combination of preferences, cycle calculation rules, and schedules, you can print invoices that meet the company's business needs.

You set up invoice cycles to apply different cycle calculation rules and schedules to different customer and item combinations. To set up invoice cycles, you set up invoice cycle calculation rules and create invoice cycle preferences.

After you confirm orders for delivery, you process them through the Cycle Billing program. The Cycle Billing program calculates scheduled invoice dates based on the invoice cycle preference, invoice cycle calculation rules, and scheduled invoice date ranges.

See Also

Chapter 12, "Working with Sales Order Information," (POL and RUS) Working with Sales Order Management Processes for Poland and Russia, page 00

PeopleSoft EnterpriseOne Accounts Receivable 8.11 SP1 PeopleBook, "Processing Invoices," (POL and RUS) Working with Invoices for Poland and Russia

Setting Up Invoice Cycles

This section provides an overview of invoice cycle setup and discusses how to:

- Create invoice cycle preferences.
- Add scheduled invoice dates ranges.

Understanding Invoice Cycle Setup

You set up invoice cycles to control how the Cycle Billing Program calculates scheduled invoice dates. When you set up invoice cycles, you apply different cycle calculation rules and schedules to different customer and item combinations. For example, one customer might prefer an invoice at the end of the month for all shipments made during that month, and another customer might want a weekly invoice for specific items.

You set up an invoice cycle calculation rule to define the type of calculation that the system uses to compute an invoice date. After you set up invoice cycles, you can assign them to customer and item combinations with the invoice cycle preference. You can later revise scheduled invoice dates, if necessary.

Invoice Cycle Preference

You set up invoice cycle preferences to assign an invoice cycle based on combinations of customer number, customer group, item number, or item group. The combinations are defined in the preference hierarchy. For example, if all customers use the same invoice cycle for all item the hierarchy is set for all customers and all items. You can add invoice cycles are required.

Invoice Cycle Calculation Rules

You set up an invoice cycle calculation rule to define the type of calculation that the system uses to compute an invoice date. For example, you can set up daily, bi-weekly, or based-on-date invoicing. You can then enter test dates to review the calculated invoice dates and ensure that you have set up the calculation correctly.

If the calculation rules are bi-weekly, semi-monthly, or at the end of each month, you must also set up scheduled invoice date ranges.

This table contains invoice cycle calculation rules that are hard-coded and require specific settings:

Calculation Rule	Required Settings
Daily invoicing	• Day of Week must be blank. • Based On Date Name must be zero. • Days to Increment is optional.
Weekly invoicing	• Requires Based On Date Name and Day of Week. • Days to Increment is optional.
Bi-weekly invoicing	• Requires Based On Date Name. • Day of Week must be blank. • Days to Increment is optional.
Semi-monthly invoicing	• Requires Based On Date Name. • Day of Week must be blank. • Days of Increment is optional.
End-of-month invoicing	• Requires Based On Date Name • Day of Week must be blank. • Days to Increment is optional.
Based-on-date invoicing	• Requires Based On Date Name. • Day of Week must be blank. • Days to Increment is optional.

Example: Scheduled Invoice Date Calculation

This example illustrates how the Cycle Billing Program calculates the scheduled invoice date and how the calculation affects the generation of invoices. These values are entered for the invoice cycle calculation rule:

- Based On Date is the Order or Transaction Date September 27, 2005.
- Days to Increment is 0.

- Calculation Rule is End of Month.
- Scheduled Invoice Date Ranges are:
  - Start Dates are September 1, 2005 and October 1, 2005.
  - End Dates are September 30, 2005 and October 31, 2005.
  - Invoice Dates are September 30, 2005 and October 31, 2005.

If the delivery confirmation occurs on September 29, 2005, these events occur:

- On September 29, 2005

  The Cycle Billing Program processes the order line and calculates the scheduled invoice date to be September 30, 2005. Because the scheduled invoice date is greater than the system date (September 29, 2005), the Cycle Billing Program creates deferred journal entries.

- On September 30, 2005

  Because the scheduled invoice date is less than or equal to the system date, the Cycle Billing Program generates the invoice and the Sales Update program (R42800) reverses the deferred entries and completes the required general ledger entries.

Automatic Accounting Instructions for Invoice Cycles

You must set up these automatic accounting instructions (AAIs) when processing invoice cycle information for stock items:

- 4221 - deferred cost of goods sold (COGS).
- 4231 - deferred revenue.
- 4232 - unbilled accounts receivable.

User Defined Codes for Invoice Cycles

You must set up these user defined codes (UDCs) tables for use with invoice cycle processing:

- Invoice Cycle - 40/CY.
- Day of Week - 42/DW.
- Based on Date Name - 42/DN.
- Calculation Rule - 42/CR.

See Also

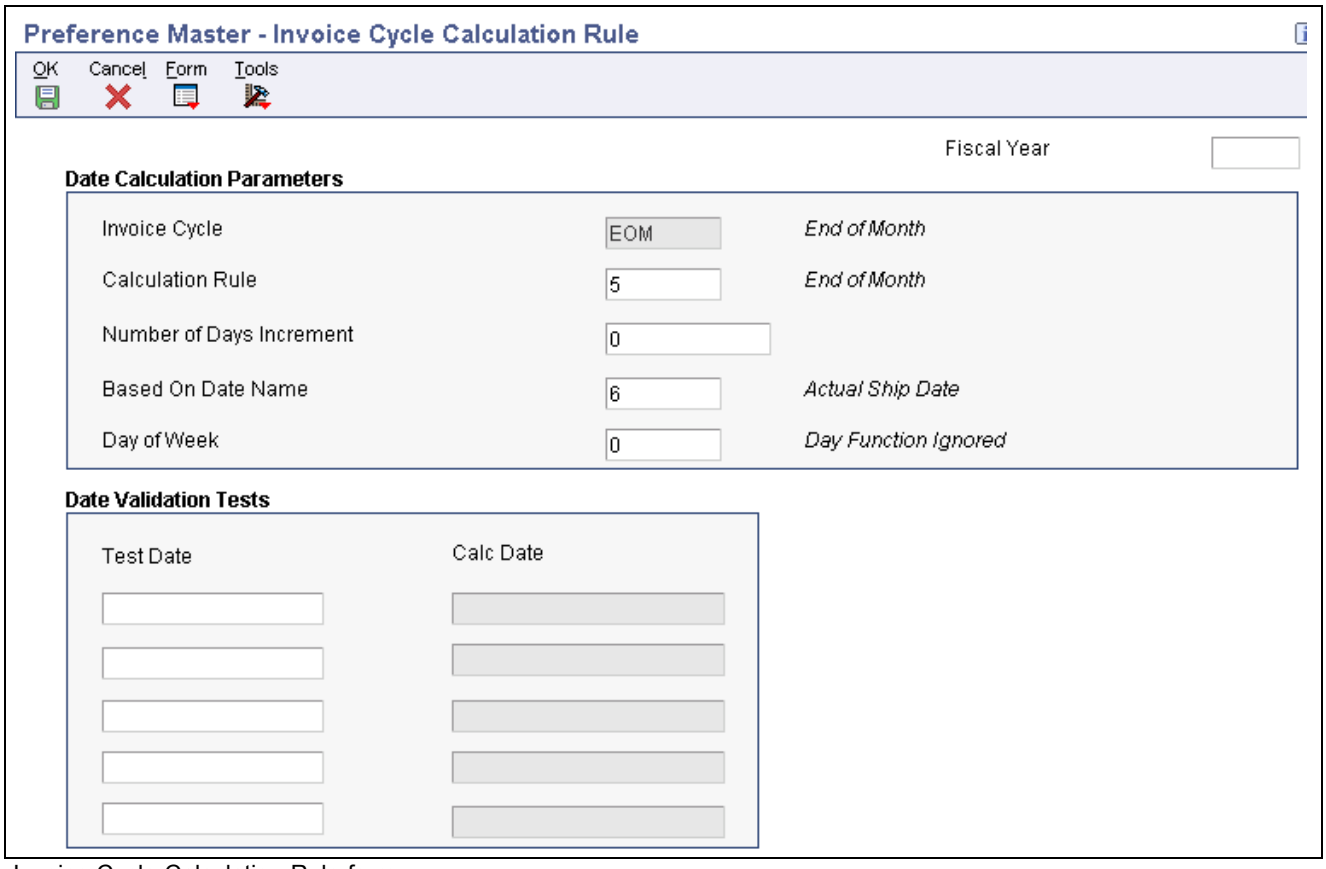
Chapter 22, “Setting Up Preferences,” page 00

Forms Used to Create Invoice Cycle Preferences

Form Name	FormID	Navigation	Usage
Work With Preference Master	W40070C	Sales Order Advanced & Technical Ops (G4231), Preference Master	Review and select preference records, specifically for invoices.
Work with Invoice Cycle	W40315A	Select the cycle invoicing preference (15) on Work With Preference Master.	Review and select invoice cycle records. Create an invoice cycle from the selected preference combination.
Preference Hierarchy Selection	W40073F	Click Add on Work with Invoice Cycle.	Select the preference combination for the invoice cycle that you create.
Invoice Cycle Calculation Rule.	W40315F	Select a record and select Calc (calculation) Rule from the Row menu on Work with Invoice Cycle.	Add or revise the calculation parameters.
Scheduled Invoice Date	W40315D	Select Scheduled Inv (invoice) Dates from the Form menu on Invoice Cycle Calculation Rule.	Add and revise the date range for the specified invoice date.

Creating Invoice Cycle Preferences

Access the Work With Preference Master form.



Invoice Cycle Calculation Rule form

This form displays the invoice cycle calculation rule.

Fiscal Year Specify a two-digit number for the applicable year. If you leave this field blank, the program uses the system date.

Invoice Cycle Enter the invoice cycle. The invoice cycle field is used in Cycle Billing to determine the method of invoicing that is used (for example, daily, weekly, monthly).

Preference Status Specify a code to activate or de-activate a preference. Values are:

1: Active

2: Inactive

Calculation Rule Enter a UDC (JE42/CR) that defines the type of calculation that the system uses to compute the scheduled invoice date.

Number of Days Increment Enter the number of days that the system adds to the based on date. For example, you might enter several days to allow for time between the order date and the delivery date. The system adds the number in this field to the based on date when the Cycle Billing program calculates the scheduled invoice date.

Based On Date Name Enter a UDC (42/DN) for the name of the specific date field from either the sales order header or the sales order detail that will be used to calculate the scheduled invoice date.

For example, if the customer requires invoices at time of delivery, then you would select the delivery confirm date.

Day of Week Enter a UDC (JE42/DW) that defines the day of week that the Print Invoice program produces an invoice for the customer. This code must remain blank unless you invoice a customer on the same day each week. This field is only filled in for the weekly invoicing calculation rule.

Adding Scheduled Invoice Date Ranges

Access the Scheduled Invoice Date form.

Invoice Date Assign a specify invoice date that corresponds to each effective from and thru dates. The system ignores the number of day's increments for these preferences:

- Bi-weekly
- Semi-monthly
- Monthly

Printing Standard Invoices

This section provides an overview of the Print Invoices program and discusses how to:

- Run the Print Invoices program.
- Set processing options for Print Invoices (R42565).

Understanding the Print Invoices Program

The Print Invoices program (R42565) updates this information in the Sales Order Detail File table (F4211):

- Invoice number.
- Invoice date.
- Invoice document type.
- Status codes (the program sets the next status code to run the Sales Update program.

You must specify the next status codes that the system selects for processing.

Note. You can process and print a group of invoices in a batch using a proof or final mode. When you run Print Invoices in proof mode, the system does not perform updates to status codes or any files. You can use the proof version for other functions, such as sales order acknowledgements or invoice reprints. To properly process invoice proofs, you should run version XJDE0005 or a copy of this version.

Invoice Types

You can specify one of these types of invoices for the customers:

Invoice Type	Description
Unconsolidated invoice	The system prints a separate invoice for each order that the customer places.
Consolidated invoice	The system combines multiple sales orders on one invoice. You can set up the option to consolidate invoices in the customer's billing instructions. When you choose to consolidate invoices, the system consolidates the accounts receivable and general ledger entries. If you run consolidated invoices and prevent the system from assigning accounts receivable numbers, you must select the version in Sales Update that assigns invoice numbers.
Summarized invoice	The system combines multiple line items for the same item if the item number and cost and price of each line item are identical. For example, if you ship the same item to multiple locations, you might want to summarize line items for the invoice that is sent to the bill-to location.

Note. You can consolidate or summarize invoices, but you cannot do both.

Currencies

You can determine the currencies in which you want to print net, tax, and gross amounts on the invoices. The processing options for the Print Invoices program allow you to print amounts in either the domestic or foreign currency, or in these two currencies:

- Domestic and *as if* currency.
- Foreign and *as if* currency.

The Print Invoices program uses *as if* currency processing to print invoice amounts as if they were entered in a different currency. One of the advantages of *as if* processing is that it does not affect disk space. The system temporarily stores the *as if* currency amounts in the F42565, and then deletes them after the invoices are processed.

To print foreign and as if currency amounts, the Print Invoices program:

- Calculates the foreign and *as if* currency amounts based on the domestic amount of the sales order.
- Uses the exchange rate on the sales order date, not the invoice date.
- Prints foreign amounts only for each detail line.

If you print invoice amounts in an *as if* currency, you can also set a processing option to print tax summary amounts in the same *as if* currency.

Taxes

You can print tax summary information in a domestic or foreign and *as if* currency based on:

- Tax group—total taxable amount.
- Tax area—tax rate area, such as a state.
- Tax authority—tax authority with jurisdiction in the tax area, such as a county or city.

If the order has items that are taxed at different rates, the system calculates the taxes, but prints N/A (not applicable) instead of a tax rate. The system calculates tax amounts only for items that you ship. Any backordered items on the invoice do not have tax amount information. If you print invoice amounts in an *as if* currency, you can also set a processing option to print tax summary amounts in the same *as if* currency.

Intercompany Invoices

The system processes intercompany sales orders in the same way as other sales orders with the exception that during invoice processing, the system prints an intercompany invoice for the selling branch/plant.

You must set the interbranch processing options for intercompany orders in Sales Order Entry (P4210) to identify the intercompany document type, which creates a sales order detail record in the F49211 table. After you process the intercompany order through Print Invoices, the system updates the F49211 table with the intercompany invoice number.

You can print intercompany invoices through the normal invoice process in the Print Invoices or Cycle Billing Program programs. However, you cannot print an intercompany invoice with customer invoices. You can print consolidated invoices for intercompany invoices; however, you must specify this feature in the customer billing instructions for the selling branch/plant.

If you generate an intercompany invoice, you must specify the same intercompany document types in Sales Order Entry, Ship Confirm Batch Application (R42500), Print Invoices, and Sales Update (R42800).

Prerequisites

Before you complete the tasks in this section:

- Verify that sales orders have the correct status code for printing invoices.
- If you use customer sets, ensure that the system constant for customer sets is activated in the Item Branch program (P41026) so that the Print Invoices report displays all entities that belong to the customer set.

Running the Print Invoices Program

Select Sales Order Processing (G4211), Print Invoices.

Setting Processing Options for Print Invoices (R42565)

Use these processing options to set system default values, define print parameters, specify whether the system updates costs and prices, and define how the system processes data.

Default

Use these processing options to specify the default values that the system uses.

1. Status Code - From, 2. Status Code — To

Specify the from and to status codes used to specify the range that the system uses to select orders for printing invoices.

You must use a status that has been set up in UDC table (40/AT) of the order activity rules. The combination of Status Code - From and Status Code - To must be a valid combination of last status and next status in the Order Activity Rule table for the order type and the line type that you are processing.

3. Based On Status

Specify whether the system select the Sales Order Detail table according to the last status or next status. Values are:

1: Select according to the last status.

2: Select according to the next status.

4. Override Next Status Code

Specify a UDC (40/AT) to indicate the next step in the order process. The UDC that you specify must have been set up in the Order Activity Rules based on the order type and the line type that you are using.

The override status is another allowed step in the invoicing process and is optional. The combination of the beginning status and the override next status must be a valid combination of last status and next status in the Order Activity Rules table.

5. Prevent Next Status Update

Specify whether to prevent the system from updating the next status from the Order Activity Rules. The user code that you specify (40/AT) must have been set up in the Order Activity Rules based on the order type and the line type that you are using. Values are:

Blank: Update the next status.

1: Prevent the next status update.

6. Prevent A/R Number Assignment

Specify whether the system assigns accounts receivable numbers to the transaction.

Blank: The system assigns accounts receivable numbers to the transaction when processing an invoice in proof mode.

1: The system does not assign accounts receivable numbers during processing.

7. Assign A/R Next Number

Specify the index number that the system uses when assigning an accounts receivable next number. Select from ten different sequencing buckets for accounts receivable next number assignments. If you leave this option blank, the system will assign *01*.

8. Invoice Document Type

Specify a UDC (00/DT) to specify the document type that the system assigns to the invoice.

You must use a document type that has been set up in UDC table 00/DT. If you leave this option blank, the system uses document type *RI*.

Print

Use these processing options to specify the data that the system prints.

1. Invoice Date

Enter the date that appears on the invoice. If you leave this processing option blank, the system prints the system date.

2. Print Backordered/Canceled Lines

Specify whether the system prints backordered lines, canceled lines, or both on the invoice. Values are:

1: Print backordered lines.

2: Print canceled lines.

3: Print both backordered and canceled lines.

4: Do not print backordered or canceled lines.

3. Extend Price on Backordered Lines

Specify whether you want the system to print the extended price of backordered items. Values are:

Blank: Do not print the extended price of backordered items.

1:: Print the extended price of backordered items.

4. Print Backordered Lines Once Only

Specify whether you want the system to print backordered and canceled lines multiple times. Values are:

Blank: Print backordered and canceled lines multiple times.

1: Print backordered and canceled lines one time.

5. Print Extended Cost

Specify whether the system prints the extended cost and profit margin. Values are:

Blank: Do not print the extended cost and profit margin.

1: Print the extended cost and profit margin.

If you have set this processing option to *1*, you must print in landscape format to be able to view the extended cost.

6. Print Available Discount

Specify whether the system prints discounts available to a customer. Values are:

Blank: Do not print available discounts.

1: Print discounts available to a customer.

7. Print Kit Component Lines

Specify whether the system prints kit component lines. Values are:

Blank: Do not print kit component lines.

1: Print kit component lines.

If you are using Sales Configurator, set this option to *1*.

8. Print Future Committed Lines

Specify whether the system prints future committed lines. Values are:

Blank: Do not print future committed lines.

1: Print future committed lines.

9. Print Item Number

Specify whether the system prints the customer's item numbers along with the item numbers. Values are:

Blank: Print only the item numbers.

1: Print the customer's item numbers along with the item numbers.

If you leave this option blank, the system prints only the item numbers.

10. Customer Cross Reference

Enter a UDC (41/DT) to specify the cross-reference code that identifies the customer item number, if you choose to print the customer item number on the invoice.

11. Item Summary

Specify whether the system prints summaries of multiple line items for the same item if the item number, cost, and price or each line item are identical. For example, if you ship the same item to multiple locations, you might want to summarize line items for the invoice that is sent to the bill— to location. Values are:

Blank or *1:* Print summaries of multiple line items for the same item if the item number, cost, and price of each line item are identical.

If you set this option to *1,* the summarization is based on these fields: 2nd Item Number, Unit Price, Unit of Measure, Line Type, Pricing Unit of Measure, Document Number, Document Type, and Document Company.

When working with kits, set this option to *1*.

2: Print summaries of items split by commitments.

If you set this option to *2,* the summarization is based on these fields: Order Number, Order Type, Order Company, Line Number, Unit Price, Unit of Measure, Line Type, and Pricing Unit of Measure.

12. Print Serial Numbers Specify whether the system prints serial numbers on the invoice. Values are:

Blank: Do not print serial number on the invoice.

1: Print serial numbers on the invoice.

13. Print in Foreign Currency Specify whether the system prints foreign currency. Value are:

Blank: Do not print foreign currency.

1: Print foreign currency.

14. Print Tax Summary Specify whether the system prints tax summary information on an invoice. The system will summarize the tax information according to how you have set this option. Values are:

Blank: Do not print tax summary information.

1: Print tax summary information by group on an invoice.

2: Print tax summary information by area on an invoice.

3: Print tax summary information by authority on an invoice.

15. Global Print Message Enter a UDC (40/PM) to specify the global print message that the system prints on each invoice.

16. Print Associated Text Specify whether the system prints sales order associated text on an invoice. Values are:

Blank: Do not print sales order associated text on an invoice.

1: Print associated text.

If you set this option to *1*, the system prints the associated text for both the sales order header and the sales order detail.

17. Print Drafts Specify whether the system prints drafts. Values are:

Blank: Do not print drafts.

1: Print drafts.

18. Draft Origination Enter the city name from where the draft originates. If you enter a city name here, it appears on the draft.

19. Print Message Preference Specify whether the system prints user defined print message preference for the combination of item number and customer number that appears in the sales order. Values are:

Blank: Do not print user-defined print message preference for the combination of item number and customer number that appears in the sales order.

1: Print user-defined print message preference.

20. As If Currency Code Specify an *as if* currency in which to print net, sales tax, and total order amounts on the invoice. The Print Invoice program uses *as if* currency

processing to calculate and print amounts as if they were entered in a currency other than the domestic or foreign currency.

21. As If Print Tax Summary

Specify whether the system prints the tax summary amounts in an *as if* currency. Values are:

Blank: Do not print tax summary information in an *as if* currency.

1: Print tax summary information in an *as if* currency.

The program uses the currency code specified in the As If Currency processing option and the format specified in the Print Tax Summary processing option.

22. Print Additional Header Text

Specify whether to print the additional header text on the page header of the report. The additional header text identifies the document as an original or a reprint. Values are:

Blank: Do not print additional header text.

1: Print additional header text to indicate that the document is original.

2: Print additional header text to indicate that the document is a reprint.

23. Print copy for Forwarded To Address

Specify whether the system prints a copy of the invoice for the Forward To Address. Values are:

Blank: Do not print the Forward To Address.

1: Print a copy of the invoice for the Forward To Address.

Cost/Price Update

Use these processing options to specify how the system processes cost and the version of the cost program to use.

1. Update Cost

Specify whether the system updates costs, price, or the exchange rate for the item prior to printing an invoice. The system updates all selected sales orders with current costs, exchange rates, and prices. To ensure that the system accurately calculates the profit margins, you can run a sales cost update. Run this update if the purchasing or manufacturing costs change frequently, or if orders have been in the system for an extended period before being updated. Values are:

Blank: Do not update costs for the item prior to printing an invoice.

1: Update costs with the Sales Order Batch Price/Cost Update program (R42950) prior to printing an invoice.

Note. Costs can only be updated if inventory has not been relieved.

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2. Sales Price/Cost Update Version (R42950)

Enter the version of Sales Order Batch Price/Cost Update program that the system uses to update costs prior to printing invoices. If you leave this option blank, the system uses version ZJDE0001.

For interbranch orders, you must set the processing options in this program to update the price information, and specify the exchange rate for the branch/plants that are involved in the transaction.

Prepayment

Use this processing option to specify whether the system displays prepayments.

1. Display Prepayments on Invoice Specify whether the system displays prepayment information on an invoice. Values are:

Blank: Do not display prepayment information on an invoice.

1: Display prepayment information on an invoice.

Process

Use these processing options to specify how the system processes the next order status.

1. Enable Next Order Status Preference Specify whether the system uses Next Order Status Preference. This processing option enables advance preferences for all sales order detail records that the system processes when printing invoices. For future use. Values are:

Blank: Do not use Next Order Status Preference.

1: Use Next Order Status Preference.

2. Printing Invoice Selection Specify whether the system allows you to print invoices. Values are:

Blank: Printout invoices.

1: Do not print out invoices.

EDI

Use these processing options to specify how the system processes EDI information.

1. EDI Processing Selection Specify whether the system uses EDI functionality. Values are:

Blank: Do not activate EDI processing.

1: Activate EDI processing.

2. EDI Transaction Type Specify the EDI transaction type. Values are:

1: Invoice.

2: Purchase order acknowledgement.

3: Request for quotation.

3. EDI Document Type Enter a UDC (00/DT) to specify the document type for EDI transactions.

You must use a document type that has been set up in UDC 00/DT.

4. EDI Transaction Set Number Enter a UDC (40/ST) to specify the transaction set number in EDI processes. You must use a transaction set number that has been set up in UDC table 40/ST.

5. EDI Translation Format Specify the translation format for EDI transactions.

6. Trading Partner ID Specify the identification number of the EDI trading partner.

7. Transaction Set Purpose Enter a UDC (47/PU) to specify the transaction set purpose for the EDI transactions. You must use a transaction set purpose that has been set up in UDC table 47/PU.

8. Extended EDI Invoice Processing

For future use.

Specify whether the system should populate the EDI Invoice Expanded Header (F470462) and EDI Invoice Expanded Detail (F470472) tables when printing invoices. Values are:

Blank: Do not populate the tables.

1: Populate the tables.

9. — 13. Reference Qualifier 1 through 5

For future use.

Enter the reference qualifiers that the system uses to locate the corresponding shipment reference number.

Demand Scheduling

Use these processing options to specify how the system processes demand scheduling.

Party Type 1, Party Type 2, Party Type 3, Party Type 4, Party Type 5

Enter the Party Type Qualifiers for retrieving the values for the Party Type Name and ID Number. The system populates the F470462 table with the Party Type Name and ID Number if you enable the EDI Extended EDI Invoice Processing field on the EDI tab.

Email

Use these processing options to specify how the system processes emails.

1. Email Acknowledgement Selection

Specify whether the system sends an email acknowledgement when you run the Print Invoices program. Values are:

Blank: Do not send email acknowledgements.

1: Send email acknowledgements.

2. Electronic Address Type

Enter a UDC (01/ET) that the system uses when creating and defining the email address from the Who's Who contact information. The system then uses the email address for acknowledgements. If you leave this processing option blank, the system uses a default value of *E*.

3. Include Amounts on Email

Specify whether the system pints all line amounts and totals (such as total order amount, price, extended amount, and tax) on the email acknowledgement. Values are:

Blank: Do not print all line amounts and totals on the email acknowledgement.

1: Print all line amounts and totals on the email acknowledgement.

4. Email Heading Message

Enter a UDC (40/PM) to specify which global print message the system includes on the email acknowledgement. If you leave this processing option blank, the system does not include a global print message.

5. Email Subject Line

Enter a UDC (40/PM) to specify the text that the system prints in the subject line when sending an email acknowledgement. If you leave this processing option blank, the system leaves the subject line blank.

6. Email Sender Address Number

Specify the address number that specifies the name and email address of the sender of the email acknowledgement.

Running Cycle Billing

This section provides an overview of cycle billing and discusses how to:

- Run the Scheduling Invoice Cycle program.
- Set processing options for Scheduling Invoice Cycle (R49700).

Understanding Cycle Billing

You use the Scheduling Invoice Cycle program to calculate scheduled invoice dates. Scheduling Invoice Cycle is a batch program that works in conjunction with the invoice cycle preference and the invoice cycle calculation rule. If no invoice cycle preference is found, the system applies the default invoice cycle identified in the appropriate processing option.

The scheduled invoice date determines whether the system writes deferred journal entries to general ledger accounts. If the scheduled invoice date is more recent than the current date, this indicates that the invoice is on a billing cycle.

The Scheduling Invoice Cycle updates deferred general ledger accounts for COGS, revenue, and unbilled accounts receivable. You can run the program in proof mode for review purposes or in final mode to perform the updates.

Deferred entries are necessary because, although you have delivered the order to the customer, the system does not include the order in the sales update until the order has been invoiced on the next billing cycle. The system must update the records to indicate that inventory is no longer in transit, and the accounting records must reflect the deferred billing.

If the scheduled invoice date for an order is less than or equal to the current date, this indicates:

- A daily invoice cycle.
- No billing cycle.
- The current date as the cycle date.

The program does not create deferred entries because the order will be included in the sales update that night.

The system processes orders differently for cycle billing than for non-cycle billing. These tables provide examples of how the system updates different general ledger accounts for non-cycle and cycle billing. The debit and credit amounts represent sample monetary values for each transaction.

Non-Cycle Billing Journal Entries

This table describes the general ledger accounts and corresponding entries for non-cycle billing.

Program	General Ledger Account	AAI	Debit Entry	Credit Entry
Load Confirm	Inventory In-Transit	4241	410	
	Inventory	4240		410
Update Customer Sales	COGS	4220	410	
	Inventory In-Transit	4241		410

Program	General Ledger Account	AAI	Debit Entry	Credit Entry
	Billed Accounts Receivable	n/a	990	
	Revenue	4230		990

Cycle Billing Journal Entries

This table describes the general ledger accounts and corresponding entries for cycle billing stock items.

Program	General Ledger Account	AAI	Debit Entry	Credit Entry
Load Confirm	Inventory In-Transit	4241	410	
	Inventory	4240		410
Cycle Billing	Deferred COGS	4221	410	
	Inventory In-Transit	4241		410
	Unbilled Accounts Receivable	4232	990	
	Deferred Revenue	4231		990
Update Customer Sales	COGS	4220	410	
	Deferred COGS	4221		410
	Deferred Revenue	4231	990	
	Revenue	4230		990
	Unbilled Accounts Receivable	4232		990
Invoice Post	Accounts Receivable	n/a	990	

Note these exceptions:

- If load confirmation and delivery confirmation occur at the same time (that is, the inventory is never considered to be in transit), then the Transportation Load Confirmation program (P49640) does not create journal entries. The Scheduling Invoice Cycle program credits inventory instead of crediting Inventory In-Transit entries.
- If the Transportation Load Confirmation program prints a primary invoice, then the system does not generate deferred journal entries. The system generates non-cycle billing journal entries.

After you process orders through load confirmation and perform billable and payable freight calculations, the orders advance to cycle billing status. Depending on whether you have printed invoices with the delivery documents, the Scheduling Invoice Cycle program processes order lines as follows:

- If a sales order line has been invoiced.

  The Scheduling Invoice Cycle program changes the status of the sales order line to indicate that it is not to be included in periodic invoicing. The system advances the order line to the Update Customer Sales status.

- If a sales order line has not been invoiced.

  The Scheduling Invoice Cycle program checks the invoice cycle preference or the processing option, and calculates the scheduled invoice date. When you run the Scheduling Invoice Cycle program in final mode, the program updates the F49211 with the invoice cycle and scheduled invoice date. It also changes the status of the order line to indicate that it is to be included in periodic invoicing. The program writes deferred accounting entries for order lines that are to be invoiced on a future date.

Review the Cycle Billing Transaction Report

If you want to review the general ledger entries or determine the presence of errors, you can review the Cycle Billing Transaction report that the system generates for deferred entries. This report details the general ledger entries for a particular order line. The system enables up to four general ledger entries for a single order line. When you run the Scheduling Invoice Cycle program in proof mode, this report shows the general ledger entries that will occur when you run the program in final mode. When you run the program in final mode, the report shows the updates that have been made.

Prerequisites

Verify that a UDC for the default invoice cycle exists. The system applies this code when no preference is found for a customer and item combination.

Running the Scheduling Invoice Cycle Program

Select Invoice Processing (G42113), Scheduling Invoice Cycle.

Setting Processing Options for the Scheduling Invoice Cycle (R49700)

Use these processing option to set report default values.

Defaults 1

These processing options specify override statuses for invoiced and processing order, determine the version of sales update to call, determine whether the program runs in proof or final mode, and specify the default invoice cycle.

1. Override Next Status Invoiced Orders — Specify the value of the override next status to be used for an order that is already invoiced.

2. Override Next Status Processing Orders — Specify the value of the override next status for processing orders. If nothing is entered, the value of the next status from the Order Status Flow will be used.

3. Sales Update Version — Specify the version of Sales Update to retrieve processing options from.

4. Proof or Final mode — Specify whether the system runs the program in proof or final mode. Values are:

Blank: Proof mode.

1: Final mode.

5. Default Invoice Cycle — Specify the value of the default invoice cycle to be used for those lines for which a preference is not found.

(Rapid Start AUS and NZL) Printing and Reprinting Credit Order Acknowledgements and Credit Memos

This section discusses:

- How to print and reprint credit order acknowledgement for customer credit with and without return.
- Preconfigured processing options for Australia and New Zealand Sales Order Acknowledgements in Batch by B/P (R42565).
- Preconfigured processing options for Australia and New Zealand Reprint Order Acknowledgement (R42565).
- How to print and reprint credit memo for customer credit with and without return.
- Preconfigured processing options for Australia and New Zealand Print Credit Invoice (R42565).
- Preconfigured processing options for Australia and New Zealand Reprint Credit Note (R42565).

Printing and Reprinting Credit Order Acknowledgement for Customer Credit With and Without Return

This table lists the tasks for printing and reprinting credit order acknowledgement for customer credit with and without return:

Task	Navigation	Program and Version
Print credit order acknowledgement for customer credit with and without return.	Sales Order Processing Print Sales Order Acknowledgement	R42565/RIS3002
Reprint credit order acknowledgement for customer credit with and without return.	Sales Order Processing Re-print Sales Order Acknowledgement	R42565/RIS3009

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Sales Order Acknowledgements in Batch by B/P (R42565)

These processing options show the values that are preconfigured for version RIS3002.

Default

Processing Option Description	Value or Status
1. Status Code - From	525
2. Status Code - To	525
3. Based On Status	2

Processing Option Description	Value or Status
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	blank
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	3
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	1
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	2
15. Global Print Message	ACKNOW
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank

Processing Option Description	Value or Status
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank

Processing Option Description	Value or Status
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	blank

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

Preconfigured Processing Options for Australia and New Zealand Reprint Order Acknowledgement (R42565)

These processing options show the values that are preconfigured for version RIS3009.

Default

Processing Option Description	Value or Status
1. Status Code - From	540
2. Status Code - To	580
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	1
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	blank
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	3
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	1
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	2
15. Global Print Message	ACKNOW

Processing Option Description	Value or Status
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	2
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank

Processing Option Description	Value or Status
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	blank

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

Printing and Reprinting Credit Memo for Customer Credit With and Without Return

This table lists the tasks for printing and reprinting credit memo for customer credit with and without return:

Task	Navigation	Program and Version	Preconfigured Data
Print credit memo for customer credit with and without return.	Credit Order Processing, Print Credit Memo	R42565/RIS3005	For CO/C and CO/NC.
Reprint credit memo for customer credit with and without return.	Credit Order Processing, Print Credit Memo	R42565/RIS3011	Same.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Print Credit Invoice (R42565)

These processing options show the values that are preconfigured for version RIS3005.

Default

Processing Option Description	Value or Status
1. Status Code - From	580
2. Status Code - To	580
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	blank
7. Assign A/R Next Number	1
8. Invoice Document Type	RM

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4

Processing Option Description	Value or Status
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	blank
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	2
15. Global Print Message	CREDIT
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank

Processing Option Description	Value or Status
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, "Invoicing," Setting Processing Options for Print Invoices (R42565), page 00

Preconfigured Processing Options for Australia and New Zealand Reprint Credit Note (R42565)

These processing options show the values that are preconfigured for version RIS3011.

Default

Processing Option Description	Value or Status
1. Status Code - From	620
2. Status Code - To	999
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	1
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	blank
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	blank
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	2
15. Global Print Message	CREDIT
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	2
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

(Rapid Start AUS and NZL) Printing and Reprinting Invoices and Sales Order Acknowledgements

This section discusses:

- How to print and reprint invoices in batch.
- Preconfigured processing options for Australia and New Zealand Print Invoice in Batch by B/P (R42565).
- Preconfigured processing options for Australia and New Zealand Reprint Sales Order (R42565).
- How to print and reprint sales order acknowledgement.
- Preconfigured processing options for Australia and New Zealand Sales Order Acknowledgements in Batch by B/P (R42565).
- Preconfigured processing options for Australia and New Zealand Reprint Order Acknowledgement (R42565).

Printing Invoices in Batch

This table lists the tasks for printing invoices in batch:

Task	Navigation	Program and Version
Print invoices in batch.	Sales Order Processing Print Invoice	R42565/RIS3001
Reprint invoices.	Sales Order Processing Print Invoice	R42565/RIS0010

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Print Invoice in Batch by B/P (R42565)

These processing options show the values that are preconfigured for version RIS3001.

Default

Processing Option Description	Value or Status
1. Status Code - From	580
2. Status Code - To	580
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	blank
7. Assign A/R Next Number	1
8. Invoice Document Type	RI

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank

Processing Option Description	Value or Status
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	blank
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	2
15. Global Print Message	blank
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank

Processing Option Description	Value or Status
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

Preconfigured Processing Options for Australia and New Zealand Reprint Sales Order (R42565)

These processing options show the values that are preconfigured for version RIS0010.

Default

Processing Option Description	Value or Status
1. Status Code - From	620
2. Status Code - To	999
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	1
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	0
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	blank
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	3
15. Global Print Message	blank
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

Printing and Reprinting Sales Order Acknowledgements

This table lists the tasks for printing and reprinting sales order acknowledgement:

Task	Navigation	Program and Version
Print sales order acknowledgement.	Sales Order Processing Print Sales Order Acknowledgement	R42565/RIS3002
Reprint sales order acknowledgement.	Sales Order Processing Re-print Sales Order Acknowledgement	R42565/RIS3009

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, “(AUS and NZL) Rapid Start Data Reports”.

Preconfigured Processing Options for Australia and New Zealand Sales Order Acknowledgements in Batch by B/P (R42565)

These processing options show the values that are preconfigured for version RIS3002.

Default

Processing Option Description	Value or Status
1. Status Code - From	525
2. Status Code - To	525
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	0
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	3
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	1
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank

Processing Option Description	Value or Status
14. Print Tax Summary	2
15. Global Print Message	ACKNOW
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank

Processing Option Description	Value or Status
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

Preconfigured Processing Options for Australia and New Zealand Reprint Order Acknowledgement (R42565)

These processing options show the values that are preconfigured for version RIS3009.

Default

Processing Option Description	Value or Status
1. Status Code - From	540
2. Status Code - To	580
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	1
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	0
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	3
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	1
9. Print Item Number	2
10. Customer Cross Reference	C

Processing Option Description	Value or Status
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	2
15. Global Print Message	ACKNOW
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	2
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank

Processing Option Description	Value or Status
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, "Invoicing," Setting Processing Options for Print Invoices (R42565), page 00

(Rapid Start AUS and NZL) Printing Invoices Automatically from Ship Confirm

This section discusses:

- How to print invoice automatically from ship confirm.
- Preconfigured processing options for Australia and New Zealand Print Invoice from Ship Confirm (R42565).

Printing Invoice Automatically from Ship Confirm

This table lists the tasks for printing invoice automatically from ship confirm:

Task	Navigation	Program and Version
Print invoice automatically from ship confirm.	Sales Order Processing, Print Invoice or Packing List	R42565/RIS3008

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Print Invoice from Ship Confirm (R42565)

These processing options show the values that are preconfigured for version RIS3008.

Default

Processing Option Description	Value or Status
1. Status Code - From	580
2. Status Code - To	580
3. Based On Status	2

Processing Option Description	Value or Status
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	blank
7. Assign A/R Next Number	1
8. Invoice Document Type	RI

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	blank
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	2
15. Global Print Message	blank
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank

Processing Option Description	Value or Status
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank

Processing Option Description	Value or Status
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

(Rapid Start CAN and USA) Printing Invoices for Transfer Order with Receipt Routing

This section discusses:

- How to print invoice for transfer order with receipt routing.
- Preconfigured processing options for Canada and United States Print Invoice for Transfer Orders (R42565).

Printing an Invoice for Transfer Order with Receipt Routing

This table lists the tasks for printing invoice for transfer order with receipt routing:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print invoice for transfer order with receipt routing.	Sales Order Processing Print a Sales Order Invoice	R42565/RIS0014	• Document Type: ST and OT • Line Type: S (Stock Item). • Order activity rules are set up for the combination of document type ST, OT and line type S. • Purchased Item: Item Sample3 can be used for this process.	• Verify branch/plant B10 is set up in the preconfigured data. B10 is used to transfer goods from and B20 is the branch that is receiving the goods. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system. • verify the PINS process is setup in the routing. This is a two step process which takes the item to In-Transit and then Stock. Address book number 99999900 is setup and is associated with branch/plant B10 and B20.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

Preconfigured Processing Options for Canada and United States Print Invoice for Transfer Orders (R42565)

These processing options show the values that are preconfigured for version RIS0014.

Default

Processing Option Description	Value or Status
1. Status Code - From	580
2. Status Code - To	580
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	blank
7. Assign A/R Next Number	1
8. Invoice Document Type	RI

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	blank
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	3
15. Global Print Message	blank

Processing Option Description	Value or Status
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank

Processing Option Description	Value or Status
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

(Rapid Start CAN, FRA, GBR, and USA) Printing Invoices for Customer Credit

This section discusses how to: .

- Print invoice for customer credit with return.
- Print invoice for customer credit without return.
- Preconfigured processing options for Canada, France, Great Britain, and United States Print Credit Memo (R42565).

Printing Credit Memo for Customer Credit With Return

This table lists the tasks for printing invoice for customer credit with return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configured Onsite
Print invoice for customer credit with return.	Credit Order Processing Print Credit Memo	R42565/RIS0005	• Document Type: CO (Sales Order), II (Inventory Issue), and IT (Inventory Transfer). • Line Type: C (Credit Stock Item). • Order activity rules are set up for the combination of document type CO and line type C. • Hold Code: XX (Administrative Hold). • AAIs are set up for inventory issues and transfers using document types II and IT. • Item: Item Sample3, Sample4 can be used for this process. Status = 580	Create a location in the branch/plant for returned product. Place the location on hold and ensure the branch/plant constants exclude held quantities from the availability calculation.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 17, "Invoicing," Preconfigured Processing Options for Canada, France, Great Britain, and United States Print Credit Memo (R42565), page 00.

Printing Credit Memo for Customer Credit Without Return

This table lists the tasks for printing invoice for customer credit without return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print invoice for customer credit without return.	Credit Order Processing Print Credit Memo	R42565/RIS0005	• Document Type: CO (Credit Order) • Line Type: CN (Miscellaneous Credit) • Order Activity Rules: Order activity rules are provided for the combination of document type CO and line type CN. • Hold Code: XX (Administrative Hold). • Item: Item Sample3, Sample4 can be used for this process. Status = 580	• Set up required AAIs. • Activate the Edit Item Master for Non-Stock Items option in the Line Type Constants. • Set up any required dummy item numbers. • Verify that the G/L class code on the Item Master is correct.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Canada, France, Great Britain, and United States Print Credit Memo (R42565)

These processing options show the values that are preconfigured for version RIS0005.

Default

Processing Option Description	Value or Status
1. Status Code - From	580
2. Status Code - To	580
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	blank
7. Assign A/R Next Number	1
8. Invoice Document Type	RM

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	blank
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	3
15. Global Print Message	Credit

Processing Option Description	Value or Status
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank

Processing Option Description	Value or Status
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

(Rapid Start CAN, FRA, GBR, and USA) Printing Return Authorizations for Customer Credit With Return

This section discusses:

- How to print return authorization for customer credit with return.
- Preconfigured processing options for Canada, France, Great Britain, and United States Sales Order Acknowledgements in Batch (R42565).
- Preconfigured processing options for Canada, France, Great Britain, and United States Print Acknowledgement On Demand (R42565).

Printing Return Authorization for Customer Credit With Return

This table lists the tasks for printing return authorization for customer credit with return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configured Onsite
Print return authorization for customer credit with return.	Sales Order Processing Print Sales Order Acknowledgement	R42565/RIS0002	• Document Type: CO (Sales Order), II (Inventory Issue), and IT (Inventory Transfer). • Line Type: C (Credit Stock Item). • Order Activity Rules: Order activity rules are provided for the combination of document type CO and line type C. • Hold Code: XX (Administrative Hold). • AAIs are set up for inventory issues and transfers using document types II and IT. • Item: Item Sample3, Sample4 can be used for this process. Status = 525	Create a location in the branch/plant for returned product. Place the location on hold and ensure the branch/plant constants exclude held quantities from the availability calculation.
Print return authorization for customer credit with return on demand.	Access the batch version program.	R42565/RIS0006	Same.	Same.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Order Acknowledgements in Batch (R42565)

These processing options show the values that are preconfigured for version RIS0002.

Default

Processing Option Description	Value or Status
1. Status Code - From	525
2. Status Code - To	525
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	0
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	3
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	1
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank
14. Print Tax Summary	3
15. Global Print Message	ACKNOW

Processing Option Description	Value or Status
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank

Processing Option Description	Value or Status
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

Preconfigured Processing Options for Canada, France, Great Britain, and United States Print Acknowledgement On Demand (R42565)

These processing options show the values that are preconfigured for version RIS0006.

Default

Processing Option Description	Value or Status
1. Status Code - From	525
2. Status Code - To	525
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	0
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	3
3. Extend Price on Backordered Lines	1
4. Print Backordered Lines Once Only	1
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	1
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank

Processing Option Description	Value or Status
13. Print in Foreign Currency	blank
14. Print Tax Summary	2
15. Global Print Message	ACKNOWLEDG
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	1
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	1

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank

Processing Option Description	Value or Status
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank

Processing Option Description	Value or Status
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, "Invoicing," Setting Processing Options for Print Invoices (R42565), page 00

(Rapid Start CAN, FRA, GBR, and USA) Printing Sales Order Acknowledgements

This section discusses how to:

- Print sales order acknowledgements for selling a make-to-order item.
- Print sales order acknowledgements for selling from inventory.

Printing Sales Order Acknowledgements for Selling a Make-To-Order Item

This table lists the tasks for printing sales order acknowledgement for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print sales order acknowledgement for selling a make-to-order item.	Sales Order Processing Print Sales Order Acknowledgement	R42565/RIS0002	• Document Type: SO • Line Type: W (Make-to-Order Item), F (Freight Line), and T (Text Line). • Order activity rules are set up for the combination of document type SO and line types F, W, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold) • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, and 99. • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set up for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. If other branches are used, some setup will need to be changed. • Enter item numbers as part of defining inventory. • Enter customer numbers.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 17, "Invoicing," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Order Acknowledgements in Batch (R42565), page 00.

Printing Sales Order Acknowledgements for Selling from Inventory

This table lists the tasks for printing sales order acknowledgement for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print sales order acknowledgement for selling from inventory.	Sales Order Processing Print Sales Order Acknowledgement	R42565 /RIS0002	• Document Type: SO • Line Type: S (Stock Item), F (Freight Line), and T (Text Line). • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 17, "Invoicing," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Order Acknowledgements in Batch (R42565), page 00.

(Rapid Start CAN, FRA, GBR, and USA) Printing Invoices Automatically from Ship Confirm

This section discusses:

- How to print invoices automatically from ship confirm for selling a make-to-order item.

- Preconfigured processing options for Canada, France, Great Britain, and United States Print Packing List from Ship Confirm (R42565).
- How to print invoices automatically from ship confirm for selling from inventory.

Printing Invoices Automatically from Ship Confirm for Selling a Make-To-Order Item

This table lists the tasks for printing invoice automatically from ship confirm for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print invoice automatically from ship confirm for selling a make-to-order item.	Not applicable.	R42565/RIS0007	• Document Type: SO • Line Type: W (Make-to-Order item), F (Freight Line), and T (Text Line). • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, W, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, and 99. • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set up for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Canada, France, Great Britain, and United States Print Packing List from Ship Confirm (R42565)

These processing options show the values that are preconfigured for version RIS0007.

Default

Processing Option Description	Value or Status
1. Status Code - From	562
2. Status Code - To	562
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	1
7. Assign A/R Next Number	0
8. Invoice Document Type	blank

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	blank
7. Print Kit Component Lines	1
8. Print Future Committed Lines	blank
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank

Processing Option Description	Value or Status
13. Print in Foreign Currency	blank
14. Print Tax Summary	blank
15. Global Print Message	PACK LIST
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	1
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank

Processing Option Description	Value or Status
2. EDI Transaction Type	blank
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank

Processing Option Description	Value or Status
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, "Invoicing," Setting Processing Options for Print Invoices (R42565), page 00

Printing Invoices Automatically from Ship Confirm for Selling from Inventory

This table lists the tasks for printing invoice automatically from ship confirm for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print invoice automatically from ship confirm for selling from inventory.	Sales Order Processing Print Invoice or Packing List	R42565 /RIS0007	• Document Type: SO • Line Type: S (Stock Item), F (Freight Line), and T (Text Line). • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 17, "Invoicing," Preconfigured Processing Options for Canada, France, Great Britain, and United States Print Packing List from Ship Confirm (R42565), page 00.

(Rapid Start CAN, FRA, GBR, and USA) Printing Invoices for Selling a Make-To-Order Item

This section discusses how to print an invoice for selling a make-to-order item.

Printing an Invoice for Selling a Make-To-Order Item

This table lists the tasks for printing invoice for selling a make-to-order item.

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print invoice for selling a make-to-order item.	Sales Order Processing Print Invoice	R42565 /RIS0001	• Document Type: SO • Line Type: W (Make-to-Order item), F (Freight Line), and T (Text Line). • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, W, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, and 99. • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set up for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. If other branches are used, some setup will need to be changed. • Enter item numbers as part of defining inventory. • Enter customer numbers.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 17, "Invoicing," Preconfigured Processing Options for Rapid Start Print Invoices (R42565), page 00.

(Rapid Start CAN, FRA, GBR, and USA) Printing Invoices for Selling from Inventory

This section discusses how to print invoice for selling from inventory.

Printing Invoice for Selling from Inventory

This table lists the tasks for printing invoice for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print invoice for selling from inventory.	Sales Order Processing Print Invoice	R42565 /RIS0001	• Document Type: SO • Line Type: S (Stock Item), F (Freight Line), and T (Text Line). • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line types F, S, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 17, "Invoicing," Preconfigured Processing Options for Rapid Start Print Invoices (R42565), page 00.

(Rapid Start) Printing Sales Order Acknowledgement for Selling a Direct Ship Item

This section discusses how to print sales order acknowledgement for selling a direct ship item.

Printing Sales Order Acknowledgement for Selling a Direct Ship Item

This table lists the tasks for printing sales order acknowledgement for selling a direct ship item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configured Onsite
Print sales order acknowledgement for selling a direct ship item.	Sales Order Processing Print a sales order acknowledgement	R42565/RIS0002	• Document Type: SO • Line Type: D (Direct Ship Item). • Order Activity Rules: Order activity rules are set up for the combination of document type SO and line type D. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Item: Item Sample3, Sample4 can be used for this process. Item Sample5 is setup for direct ship orders. Next Status = 525	• Determine if SO/OP or SD/OD will be used and perform additional setup as required. • Enter a single price for each item as part of item setup • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 17, "Invoicing," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Order Acknowledgements in Batch (R42565), page 00.

(Rapid Start) Printing Invoices for Selling a Direct Ship Item

This section discusses:

- How to print invoices for selling a direct ship item.
- Preconfigured processing options for Rapid Start Print Invoices (R42565).

Printing an Invoice for Selling a Direct Ship Item

This table lists the tasks for printing invoice for selling a direct ship item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Print invoice for selling a direct ship item.	Sales Order Processing Print Invoice	R42565/RIS0001	• Document Type: SO • Line Type: D (Direct Ship Item). • Order Activity Rules: Order activity rules are provided for the combination of document type SO and line type D. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Item: Item Sample3, Sample4 can be used for this process. Item Sample5 is setup for direct ship orders. Sales Order Next Status = 580	• Determine if SO/OP or SD/OD will be used and perform additional setup as required. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports" and *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Print Invoices (R42565)

These processing options show the values that are preconfigured for version RIS0001.

Default

Processing Option Description	Value or Status
1. Status Code - From	580
2. Status Code - To	580
3. Based On Status	2
4. Override Next Status Code	blank
5. Prevent Next Status Update	blank
6. Prevent A/R Number Assignment	blank
7. Assign A/R Next Number	1
8. Invoice Document Type	RI

Print

Processing Option Description	Value or Status
1. Invoice Date	blank
2. Print Backordered/Cancelled Lines	4
3. Extend Price on Backordered Lines	blank
4. Print Backordered Lines Once Only	blank
5. Print Extended Cost	blank
6. Print Available Discount	1
7. Print Kit Component Lines	1
8. Print Future Committed Lines	blank
9. Print Item Number	2
10. Customer Cross Reference	C
11. Item Summary	2
12. Print Serial Numbers	blank
13. Print in Foreign Currency	blank

Processing Option Description	Value or Status
14. Print Tax Summary	3
15. Global Print Message	blank
16. Print Associated Text	1
17. Print Drafts	blank
18. Draft Origination	blank
19. Print Message Preference	blank
20. As If Currency Code	blank
21. As If Print Tax Summary	blank
22. Print Additional Header Text	blank
23. Print copy for Forwarded To address	blank

Cost/Price Update

Processing Option Description	Value or Status
1. Update Cost	blank
2. Sales Price/ Cost Update Version (R42950)	blank

Prepayment

Processing Option Description	Value or Status
1. Display Prepayments on Invoice	blank

Process

Processing Option Description	Value or Status
1. Enable Next Order Status Preference	blank
2. Printing Invoice Selection	blank

EDI

Processing Option Description	Value or Status
1. EDI Processing Selection	blank
2. EDI Transaction Type	blank

Processing Option Description	Value or Status
3. EDI Document Type	blank
4. EDI Transaction Set Number	blank
5. EDI Translation Format	blank
6. Trading Partner ID	blank
7. Transaction Set Purpose	blank
8. Extended EDI Invoice Processing	blank
9. Reference Qualifier 1	blank
10. Reference Qualifier 2	blank
11. Reference Qualifier 3	blank
12. Reference Qualifier 4	blank
13. Reference Qualifier 5	blank

Demand Scheduling

Processing Option Description	Value or Status
1. Party Type 1	blank
2. Party Type 2	blank
3. Party Type 3	blank
4. Party Type 4	blank
5. Party Type 5	blank

E-mail

Processing Option Description	Value or Status
1. E-mail Acknowledgement Selection	blank
2. Electronic Address Type	blank
3. Include Amounts on E-mail	blank
4. E-mail Heading Message	blank
5. E-mail Subject Line	blank
6. E-mail Sender Address Number	0

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

(CHN) Setting Up Next Numbers and Matching Versions to Print Sales Orders for China

This section discusses how to:

- Set up next numbers for JinSui processing.
- Set up a version of the GUI Interface File from Sales Order program.
- Set processing options for GUI Interface File from Sales Order (R75C421).

Forms Used to Set Up Next Numbers for JinSui Processing

Form Name	FormID	Navigation	Usage
Set Up Next Numbers by System	W0002C	Fast path, nn On the Work With Next Numbers form, select system 75.	Set up next numbers for JinSui processing.

Setting Up Next Numbers for JinSui Processing

Access the Set Up Next Numbers by System form.

JinSui is a third-party software. To perform JinSui processing, you must set up next numbers for system 75 (ASEAN Localization), row 1 before you run the Print Invoices program (R42565).

Setting Up a Version of the GUI Interface File from Sales Order Program

Before you run the Print Invoices program, you must set up matching versions for the GUI Interface File from Sales Order program. For example, if you run version ZJDE0005 of the Print Invoices program, you must set up version ZJDE0005 of the GUI Interface File from Sales Order program. You can set up versions by either copying or adding versions. The GUI Interface File from Sales Order program holds the processing options that are retrieved by the other programs.

From the System Administration Tools menu (GH9011), select Batch Version and enter *R74C421* in the Batch Application field.

Setting Processing Options for GUI Interface File from Sales Order (R75C421)

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 PeopleSoft 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 identify the invoice type, the number of line items per invoice, an item category code, a specification code, and checked by and received by default address book numbers.

1. Printing Invoice Type

Leave blank and the system generates only the JinSui Interface file. Values are:

1: Generate a standard invoice only.

2: Generate a JinSui Interface file and standard invoice.

2. Number of Line Items per Invoice

Specify how many line items print on one GUI invoice. The default values creates one invoice for each sales order line.

3. Item Category Code Name

Specify which field name in the F4101C table the system uses for item classification in the JinSui interface table. Values are:

- *SRP6* (default)
- *SRP7*
- *SRP8*
- *SRP9*
- *SRP0*
- *PRP6*
- *PRP7*
- *PRP8*
- *PRP9*
- *PRP0*

4. Default Item Category Value

Specify the default item category value for line items on the JinSui detail record. The value that you enter will apply when the item category code field is blank in the item branch/plant master.

5. Default Item Specification

Enter the default item specification for line items on the JinSui detail record. The value that you enter will apply when the second item description field (DSC2) is blank on the sales order

6. Checked by

Enter a number that identifies an entry in the Address Book system, such as employee, applicant, participant, customer, supplier, tenant, or location.

7. Received by

Enter a number that identifies an entry in the Address Book system, such as employee, applicant, participant, customer, supplier, tenant, or location.

(CHN) Printing Invoices from Sales Order Management

This section provides an overview of printing invoices for China and discusses how to run the Print Invoice from Sales Order program.

Understanding the Invoice Print Process for China

Use the Print Invoice from Sales Order program (R42565) to print the invoices for review and to create a flat file that you can submit to JinSui. When you run the Print Invoices from Sales Order program, the system also runs the Create GUI flat file from SO invoice work file - China program (R75C422), which populates the Text Processor Header table (F007101) and the Text Processor Detail table (F007111). You must use the Text File Processor to copy information from these tables to a file that you can submit to JinSui.

The Print Invoices program also produces a paper report that you can use to review the invoices before you submit them to JinSui.

Note. You can print invoices for JinSui from the Accounts Receivable system, from the Sales Order Management system, or both.

After you set up the item master, the item branch/plant, or both, you need to complete the processing option Item Category Code Name field for the Chinese GUI Interface file from Sales Order-Set Up - China program. You must use the same value for the category code that you chose for the item master and item branch/plant.

See Also

Chapter 17, “Invoicing,” Setting Processing Options for Print Invoices (R42565), page 00

PeopleSoft EnterpriseOne Global Options and Reports 8.11 SP1 PeopleBook, “Working With the Text File Processor”

PeopleSoft EnterpriseOne Tax Processing 8.11 SP1 PeopleBook, “(CHN) JinSui Processing”

Run the Print Invoice from Sales Order program

Select A/R Sales - China (G75C03), Print Invoice from Sales Order.

(ARG) Printing Invoices

This section provides overviews of printing invoices for Argentina and discusses how to set processing options for PO Invoice/Shipment Note Print (R76A565)

In Sales Order Management, the process of printing invoices has been modified to comply with Argentinian legal requirements.

Understanding the Invoice Print Program for Argentina

You can use the Invoice Print program (R42565) to print invoices that comply with the legal requirements for printing, numbering, and taxes as stipulated on General Resolution 1415.

Note. The F4211 table contains the legal number of the invoice in the Reference 2 field (VR02).

The Invoice Total - ARG - 03B table (F76A09) contains one record for each invoice and contains the legal number of the invoice in the Supplier Invoice Number field (VINV). This table also contains the tax total; the invoice total with taxes; and, depending on the order line type, the accounts receivable self-withholding tax code in the Category Code - Address Book 18 field (AC18).

The Taxes - Tax Amounts By Sales Order Line - ARG - 03B table (F76A18) contains one record for each line and tax code.

Table F76A09 controls the reprinting process.

The invoice format shows the taxes in the body of the document, one below the other and in accordance with tax code definitions. The description of the invoice taxes is obtained from the Description 01 field of UDC 76A/B3.

During invoice printing, the system prints an error report if it detects that mandatory parameters, such as legal numbering, are missing.

Note. Do not select invoice summarization.

Printing Pro Forma Invoices

Printing pro forma invoices enables you to print invoices in proof mode so that you can see a printed copy of all the invoices that are generated before the current billing without updating tables or legal numbers.

Printing pro form invoices differs from the standard invoice print process in these ways:

- No legal number is generated.
- Next numbers for accounts receivable are not updated.
- No records are generated in the F76A09 table or the F76A18 table.

To print pro forma invoices, set the first processing option on the PO Invoice/Shipment Note Print program to run in proof mode, and set the processing options on the Invoice Print program to prevent next status update and accounts receivable number assignment.

Prerequisites

Before you complete the tasks in this section:

- Set up identically named versions of the Print Invoices program and the PO Invoice/Shipment Note Print program, and set up the processing options for these programs.
- Verify that the XJDE0001 version of the Print Invoice/Shipment Note - ARG - 42 program (R76A566) exists. Do not modify the data selection of this version.
- Verify that the ZJDE0001 version of the Generate Invoice/Shipment Note WF - ARG - 42 program (R76A567) exists. Do not modify the data selection of this version.
- Verify that the sales orders have a status code for invoice printing.
- Verify the next legal number setup for companies and issue places in the Legal Next Numbers program (P76001A).
- Verify the configuration of RG100.

See *PeopleSoft EnterpriseOne Global Options and Reports 8.11 SP1 PeopleBook*, "(ARG) Setting Up the System for Argentina Legal Requirements," Setting Up Print Authorization Codes.

- Verify the tax setup.

See Also

Chapter 17, "Invoicing," Running the Print Invoices Program, page 00

Chapter 17, "Invoicing," Setting Processing Options for Print Invoices (R42565), page 00

Setting Processing Options for PO Invoice/Shipment Note Print (R76A565)

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 PeopleSoft 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.

General

These processing options control whether the system prints shipment notes and invoice location, runs in final mode, prints lot numbers, and defines the maximum print lines per page.

1. Enter 'Y' to print Shipment Notes.

Specify whether the system prints shipment notes. Values are:

Y: Print shipment notes.

N: Do not print shipment notes.

2. Enter Y to run in proof mode

Specify whether the system runs in proof or final mode. Values are:

Blank: Run in final mode.

Y: Run in proof mode.

3. Enter the Issue Place.

Enter the place where the invoice or the shipment note is printed.

4. Enter '1' to print Lot Number in Domestic Items (Not Imported).

Specify whether the system prints the lot number in domestic items. Values are:

Blank: Do not print the lot number.

Y: Print the lot number in domestic items.

5. Enter the maximum number of detail lines per page.

Enter a line printer parameter that specifies the number of lines per page. For example, 60 or 66.

Default

These processing options specify the status codes used for invoices and shipment notes when an error is detected.

Status Code - Next Enter the next status code to be used for invoices when an error is detected. If this option is left blank, the default value is 831.

Status Code - Next Enter the next status code to be used for shipment notes when an error is detected. If this option is left blank, the default value is 832.

Receipt Invoice

These processing options control global print messages in the invoice receipt footer.

7. Print Message 1 Enter the first global print message to be printed in each invoice receipt footer. This is a code identifying the Text Message you want the system to print next to this order line on selected documents.

8. Print Message 2 Enter the second global print message to be printed in each invoice receipt footer. This is a user defined code that you assign to each print message. Examples of text used in messages are engineering specifications, hours of operation during holiday periods, and special delivery instructions.

Shipment Note

These processing options control the conversion units of measure for weight and volume.

9. Weight Unit of Measure Enter the weight unit of measure to convert all the items. This is the unit of measure that indicates the weight of an individual item. Typical weight units of measure are: GM for gram, OZ for ounce, LB for pound, KG for kilogram, and so forth.

10. Volume Unit of Measure Enter the volume unit of measure to convert all the items. This is the unit of measure for the cubic space occupied by an inventory item. Typical volume unit of measures are: ML for milliliter, OZ for fluid ounce, PT for pint, and so forth.

RG 100

This processing option controls whether the you are entering a voucher corresponding to RG 100.

1. Voucher corresponding to RG 100 Specify whether you are entering a voucher corresponding to RG 100. Values are:

Blank: Vouchers are not included in RG 100.

1: You are entering a voucher corresponding to RG 100.

Perception

These processing options control whether to print the report and which version to use.

1. Do you want to print the report? (Y/N) Specify whether the system prints the report. Values are:

N: Do not print the report.

Y: Print the report.

2. Enter the version for R76A8050 (default value ZJDE0001) Enter the version for R76A8050. If you leave this option blank, the default value is ZJDE0001.

Transportation

These processing options control whether to use transportation and if you want to print Seals.

Do you use transportation Y/N Specify whether the system should use transportation. Values are:

N: Do not use transportation.

Y: Use transportation.

Do you print Seals Y/N Specify whether the system prints seals. Values are:

N: Do not print seals.

Y: Print seals.

Bulk

This processing options controls the type of temperature information printed on the shipment note.

Print temperature and density information in Shipment Note Specify whether the system print temperature and density information on the shipment note or print this information only if the invoice is in standard temperature. Values are:

Blank: Print temperature and density information in the shipment note.

1: Print this information only if the invoice is in standard temperature.

2: Prevent the system from printing this information.

RG 889

This processing options controls whether the Autoprinter information in the shipment note corresponding to RG 889.

Print the Autoprinter information Specify whether you want the system to print the Autoprinter information in the shipment note, corresponding to RG 889. Values are:

Blank or *N:* Do not print.

Y: Print the Autoprinter information in the shipment note, corresponding to RG 889.

Carrier

This processing option controls whether to print carrier information.

Print the information carrier Specify whether the system prints the information carrier. Values are:

N: Do not print information carrier.

Y: Print the information carrier.

Credit Invoice

These processing options control whether credit invoices are generated and the number of copies to print.

Generate Credit Invoices Specify whether the system generate credit invoices. Values are:

Blank: Do not generate credit invoices.

1: Generate credit invoices.

Issue Place Enter the place where the invoice or the shipment note is printed.

Number of Copies Enter the number of copies required by the customer. The system prints the number of invoices specified in this field. The system always prints at least one invoice.

(ARG) Printing Shipment Notes

This section provides overviews and discusses how to print shipment notes and print shipment notes according to RG 889.

In Sales Order Management, the process of printing shipment notes has been modified to comply with Argentinian legal requirements.

Understanding Shipment Note Print for Argentina

You can use the Invoice Print program to print shipment notes that include legal numbering and printing formats that comply with General Resolution 1415.

Note. The F4211 table contains the legal number of shipment notes in the User Reserved Reference field (URRF) and the date of the shipment note in the User Reserved Date field (URDT).

You can reprint shipment notes.

The total weight and volume of items to be shipped is printed on the shipment note. The units are converted to the units of measurement that are specified in the processing options, which requires that all possible and required conversions be set in the general units of measurement table (UDC 00/UM).

If some of these conversions have not been included in the table, the affected item is printed on the shipment note with asterisks in the weight and volume fields, and the item is not added to the shipment note's total.

During shipment note printing, the system prints an error report if it detects that mandatory parameters, such as legal numbering, are missing.

Understanding Shipment Note Print According to RG 889

General Resolution 889/00 implements changes to the way shipment notes are printed by the responsible registered parties. The letter X that is used to identify the shipment note is replaced by the letter R, and the legal document type 39 changes to 91. The Print Authorization Code (CAI) must also appear on shipment notes.

According to Art. 3, those shipment notes, equivalent documents, or both, that were printed on or before September 30th, 2000, and issued by the registered parties on the VAT can be used until the 28thof February, 2001, or until none is left, whichever happens sooner. After this time, unused shipment notes must be clearly marked with VOID to discontinue their use.

To set up RG 889, complete these tasks:

1. Add these values to UDC 76/B1:

   R: Remito

   X: Shipping Note

2. Add these values to UDC 76A/B8:

   R: Remito

   X: Shipment Group

3. Add this value to UDC 76/DT:

   91: Remito

4. Relate the desired document type with legal document type 91 and the letter R.
5. Define the numbering for legal document type 91 for the issue place and company.
6. Enter the CAI for legal document type 91 for the desired company and issue place.
7. Assign the letter *R* for shipment groups to the tax groups.
8. Complete the processing option on the RG 889 tab for the PO - Invoice/Shipment Note Print - ARG - 42 program to specify that the shipment note being generated falls under RG 889 and that the CAI number should be printed.

Prerequisites

Before you complete the tasks in this section:

- Set up identically named versions of the Print Invoices program and the PO Invoice/Shipment Note Print program, and set up the processing options for these programs.
- Verify that the processing options for the PO Invoice/Shipment Note Print program are set to print shipment notes.
- Verify that the processing options for the Print Invoices program are set so that status is not updated and accounts receivable numbers are not generated.
- Set up the XJDE0001 version of the Print Invoice/Shipment Note - ARG - 42 program. Do not modify the data selection of this version.
- Set up the ZJDE0001 version of the Generate Invoice/Shipment Note WF - ARG - 42 program. Do not modify the data selection of this version.
- Verify that the sales orders have a status code for shipment note printing.
- Verify the next legal number setup for companies and issue places in the Legal Next Numbers program (P76001A).

See Also

PeopleSoft EnterpriseOne Global Options and Reports 8.11 SP1 PeopleBook, "(ARG) Setting Up the System for Argentina Legal Requirements," Setting Up Legal Numbering

PeopleSoft EnterpriseOne Global Options and Reports 8.11 SP1 PeopleBook, "(ARG) Setting Up the System for Argentina Legal Requirements," Entering the CAI Number

PeopleSoft EnterpriseOne Tax Processing 8.11 SP1 PeopleBook, "(ARG) Setting Up the System for Argentinian Taxes," Setting Up Tax Groups

(ARG) Working with Prenumbered Documents

This section provides an overview prenumbered documents and discusses how to:

- Set processing options for Invoice Print (P76A715)
- Set processing options for Invoice Void (P76A725)
- Verify legal numbers
- Void printed invoices
- Unlock legal numbering
- Void a shipment note
- Reprint documents

Understanding Prenumbered Documents

The Sales Order Management system enables companies that are not autoprinters to work with prenumbered invoices and shipment notes.

When prenumbered documents are required, you can:

- Hide data that already exists in the preprinted form.
- Generate voided legal numbers for pages other than the first page.
- Void a printed invoice (new billing) for open orders.
- Void a shipment note.
- Unlock legal numbering.

Verifying Legal Numbers

You can use the Invoice Print program to verify that the legal number which the system assigns to the invoice and shipment notes matches the preprinted form.

Note. If the printing company is an autoprinter, do not run the process twice at the same time for the same company, issue place, and document type.

Printing on Preprinted Forms with Page Breaks

The system uses the next legal number of an invoice (for the same company, issue place, and document type) when the invoice program detects a page break. This situation ensures that the legal numbers that are assigned by the system and the preprinted forms match.

You can also hide some of the fields, such as company information, invoice letter, and other data that are already included in the preprinted invoice.

The system creates a record in the F76A09 that contains the invoice internal number and type of document for each invoice, as well as a record for each legal number that is void. The Processed (Y/N) field (PRCS) of these records has a value of *Y* (for reclassified). A legal number is used for shipment notes; no records are created in the table.

The S.O. Detail Ledger File table (F42199) also saves the legal numbers of shipment notes as a backup.

Voiding Printed Invoices

You can void invoices if they are still open and are not records of voids. You can query the F76A09 table to determine which invoices can be voided.

When you void an invoice, the system makes these table changes for each of the voided records:

- In the F4211 table, the system clears these fields:
- Document (Voucher, Invoice, and so forth) (DOC).
- Document Type (DCT).
- Document Company (KCO).
- Reference 2 (VR02).
- Date - Invoice (IVD)
- In table F4211, the value from Status Code - Next field (NXTR) is moved to the Status Code - Last (LTTR), and the Status Code - Next field (NXTR) is populated with the value from the Status Code - Next - Invoice processing option from the Invoice Void program.
- In table F76A09, the invoice has a void status and the amounts are zero. The value in the Document Type field (DCT) is changed to # and the Date - For G/L and Voucher - Julian field (DGJ) is populated with the date on which the invoice was voided. The Processed (Y/N) field (PRCS) is changed to *Y*.
- The corresponding tax records are cleared from the F76A18 table.

After you void an invoice, you can print the invoice for the sales order again on a preprinted form.

Unlocking Legal Numbering

You unlock the invoicing process whenever a failure occurs in the system, or when you want to invoice a company or issue place more than once.

Voiding Shipment Notes

You can use the Shipment Note Void program (P76A725) to void shipment notes that have been previously generated.

After you void a shipment note, you can print the shipment note for the sales order again on a preprinted form and re-issue it.

When you void a shipment note, the system makes these table changes for each of the voided records:

- In the F4211 table, the system clears these fields:
- User Reserved Reference (URRF)
- User Reserved Date (URDT)
- In table F4211, the Status Code - Next field (NXTR) is populated with the value from the Status Code - Next - Shipment processing option from the Shipment Note Void program (P76A725).

Reprinting Documents

You can reprint invoices, shipment notes, and perception certificates.

The word Reprint appears at the bottom of the reprinted invoices and the shipment notes. The reprinted documents are exact copies of the original documents.

Forms Used to Work with Prenumbered Documents

Form Name	FormID	Navigation	Usage
Prenumbered Invoice/Shipment Note Print	W76A715A	Prenumbered Setup (G76A101), Invoice Print	Verify that the legal number on the preprinted form matches the value in the Next Legal Number field.
Work With Invoice Reprint	W76A725A	Prenumbered Setup (G76A101), Invoice Void	Locate the invoice to void and select Reprint from the Form menu.
Work With Prenumbered Invoice/Shipment Note Print	W76A715BA	Prenumbered Setup (G76A101), Unlock Prenumbered Invoice/Shipment	Locate and select the invoice to unlock, and then select Unlock from the Row menu.
Work With Shipment Note Reprint	W76A725D	Prenumbered Setup (G76A101), Shipment Note Void	Locate and select the shipment note record to void, and then select Reprint from the Form menu.
Reprint Invoice Print WF - ARG	W76A0209A	Processes (G76A421), Invoice Reprint	Locate and select the documents to reprint. When you select the document, the text of the selected line changes to the color red. After selecting all of the documents to reprint, select Reprint from the Form menu.

Setting Processing Options for Invoice Print (P76A715)

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.

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Legal Number

These processing options control default information used for transaction entries, the DGI transaction document type, whether you are printing a shipment note, and whether legal numbers can be changed before printing.

1. Company Specify the company that you use for transaction entries. The company name must identify a reporting entity that has a complete balance sheet.

2. Issue Place Specify the issue place that you use for the transaction entries.

3. DGI Transaction Document Type Specify the type of legal document given by DGI for documents.

4. Shipment Note (Y/N) Specify whether the shipment note you are printing is a shipment note or other document such as an invoice. Values are:

Y: This is a shipment note.

N: This is not a shipment note.

5. Legal Number. Specify whether to allow a legal number change prior to printing the invoice or shipment note. Values are:

Blank: Do not allow a legal number change.

1: Allow a legal number change.

Invoice Print

This processing option controls the version of the Invoice Print program used by the system.

1. Invoice Print Version (R42565) Specify the version of the Invoice Print program to use. If you leave this processing option blank, the system uses the version of the Invoice Print program that has the same name as the current version of the Prenumbered Invoice/Shipment Note Print - ARG - 42 program.

Setting Processing Options for Invoice Void (P76A725)

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.

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Status

These processing options control the next step in the order process for the invoice and shipment.

1. Status Code - Next - Invoice Enter a UDC (40/AT) to specify the next step in the order process. You must enter a code (UDC 40/AT) that has been set up in the order activity rules based on the order type and the line type that you are using.

2. Status Code - Next - Shipment Enter a UDC (40/AT) to specify the next step in the order process. You must enter a UDC (40/AT) that has been set up in the order activity rules based on the order type and the line type that you are using.

Verifying Legal Numbers

Access the Prenumbered Invoice/Shipment Note Print form.

Next Legal Number Displays the number that the system will assign next. The system can use next numbers for voucher numbers, invoice numbers, journal entry numbers,

employee numbers, address numbers, contract numbers, and sequential W-2s. You must use the next number types already established unless you provide custom programming.

Voiding Printed Invoices

Access the Work With Invoice Reprint form.

Invoice Date - From Displays the date that either you or the system assigns to an invoice or voucher. This can be either the date of the supplier's invoice to you or the date of the invoice to the customer.

Invoice Date - To Displays the date that either you or the system assigns to an invoice or voucher. This can be either the date of the supplier's invoice to you or the date of the invoice to the customer.

Legal Number - From Displays the legal document type given by DGI for documents.

To Displays the number that the system will assign next. The system can use next numbers for voucher numbers, invoice numbers, journal entry numbers, employee numbers, address numbers, contract numbers, and sequential W-2s. You must use the next number types already established unless you provide custom programming.

Unlocking Legal Numbering

Access the Work With Prenumberd Invoice/Shipment Note Print form.

Issue Place Enter the place where the invoice or the shipment note is printed.

Voiding a Shipment Note

Access the Work With Shipment Note Reprint form.

Shipment Note Number - From Displays the legal document type given by DGI for documents.

Reprinting Documents

Access the Reprint Invoice Print WF - ARG form.

(PER) Selecting Voucher Print UBEs

This section provides an overview of voucher print and discusses how to select a version of the Voucher Print program.

Understanding Voucher Print

You can create a version of the Voucher Print program (R76H3B30) by legal voucher and user. The system stores all records in the Legal Documents Print UBE & Versions table (F76H3B39). When you print from the Lot Review Inquiry program, the system uses the version that you create for the Voucher Print Program.

Forms Used to Select Voucher Print UBEs

Form Name	FormID	Navigation	Usage
Work with Legal Documents UBE & Versions	W76H3B39A	Sales Order Processing (G76H42), Legal Document Print UBE/Version	Add a voucher print version.
Legal Documents UBE & Versions	W76H3B39C	Click Add on the Work with Legal Documents UBE & Versions.	Add a version of Voucher Print.

Selecting a Voucher Print Version

Access the Work with Legal Documents UBE & Versions form.

(CHL) Selecting Voucher Print UBEs

This section provides an overview of voucher print and discusses how to select a version of the Voucher Print program.

Understanding Voucher Print

You can create a version of the Voucher Print program by legal voucher and by user. The system stores all records in the F76H3B39 table. When you print from the Lot Review Inquiry program, the system uses the version that you create for the Voucher Print Program.

Forms Used to Select Voucher Print UBEs

Form Name	FormID	Navigation	Usage
Work with Legal Documents UBE & Versions	W76H3B39A	Sales Order Processing (G76H42), Legal Document Print UBE/Version	Add a voucher print version.
Legal Documents UBE & Versions	W76H3B39C	Click Addon Work with Legal Documents UBE & Versions.	Add a version of Voucher Print.

Selecting Voucher Print Version

Access the Work with Legal Documents UBE & Versions form.

CHAPTER 18

Updating Prices

This chapter discusses how to:

- Update base prices.
- Update prices for a customer.
- Convert price levels.
- Generate new base prices in a different currency.

Updating Base Prices

This section provides an overview of base price updates and discusses how to:

- Run the Base/Price Maintenance - Batch program (R41830).
- Set processing options for Base/Price Maintenance - Batch.

Understanding Base Price Updates

After you define base prices, you can update them as needed, for example, to change a price or create a price that will be effective on a future date. You can use the Base Price Revisions program (P4106) to update base prices individually, or you can run the Base/Price Maintenance - Batch program to update multiple prices at one time. When you update multiple prices in batch mode, the system either overrides the existing price with a new price or calculates an adjustment to the existing price, depending on how you set the processing options for Item Sales Price Level Conversion (R41816).

You update prices for a customer to recalculate sales orders based on the most current price or price adjustment. You might need to do this for items with volatile prices. You can also use this process to update the unit and extended costs of items on sales orders with the most current costs.

The system creates new prices based on the valid price that is selected by the batch program. When you run a version of Base/Price Maintenance - Batch in proof mode, the system generates a report that displays the updates that the program will make to the selected records when you run it in final mode.

When you set up a version of this program, you identify the specific fields that you want the system to select. For example, you can set up a version to select customer, customer group, item, or item group. Or, you can exclude certain types of prices that you do not want to update.

Any new prices that the system creates are included in the report, as well as their effective dates and the old price that the system used as the basis for the new prices. You can run this program in proof mode as many times as necessary.

Change Existing Prices

To change multiple prices, you can run the base price revisions version of the Base/Price Maintenance - Batch program. Depending on how you set the processing options, the program either overrides the existing price with a new price that you specify or calculates an adjustment to the existing price. The adjustment can be an addition, subtraction, or percentage adjustment.

When you run the base price revisions version in proof mode, the system generates a report that displays the updates that the program will make to the selected records when you run it in final mode. You must set the update processing option for this program to perform updates to the Item Base Price File table (F4106).

Create Future Prices

To create multiple base prices that you can use on a future date, you can run the future price additions version of the Base/Price Maintenance - Batch program. This version of the program writes new price records to the F4106 table that are based on the effective dates in the price additions processing option for this program. You must specify a from date and a through date or the program ends without creating the new prices.

When you run the future price additions version in proof mode, the system generates a report that displays the updates that the program will make to the selected records when you run it in final mode.

The system creates future prices based on the existing price with the most recent expiration date. Depending on how you set the processing options, the program either overrides the existing price with a new price that you specify or calculates an adjustment to the existing price. The adjustment can be an addition, subtraction, or percentage adjustment. If you leave the adjustment type and factor blank, the system copies future prices from the current price and does not apply any adjustments.

See Also

Chapter 18, “Updating Prices,” Generating New Base Prices in a Different Currency, page 00

Running the Base/Price Maintenance - Batch Program

Select Price Management (G4222), Base/Price Maintenance - Batch (R41830).

Setting Processing Options for Base/Price Maintenance - Batch (R41830)

Use these processing options to control whether the system updates the F4106, specify price adjustments, and whether new records are created or existing records are updated.

Update

This processing option determines whether the system updates the Item Base Price File table (F4106).

1. Update Base Price File Specify whether the system updates the F4106 table. Values are:

Blank: Do not update the file.

1: Update the file.

Adjustments

These processing options specify the type and factor of a price adjustment.

1. Price Adjustment Type Specify the type of adjustment that the system makes to the F4106 table. Values are:

A: Adjust the price by an amount.

%: Adjust the price by a percentage.

**:* Adjust the price to an override price.

2. Amount Specify an amount or percentage factor used by the system to calculate the price. Use this processing option in conjunction with the price adjustment type. For example, if you entered an adjustment type *A* enter 10 to increase the price by 10 or –10 to decrease the price by 10. If you entered an adjustment type of *%*, enter 10 to increase the price by 10 percent or –10 to decrease the price by 10 percent.

Date

These processing options control whether base prices are updated or if new records are created.

Effective From Date and **Effective Thru Date** Specify the dates that the system uses for updating prices. If the effective from and thru dates are entered, the system creates new base price records. If both of these processing options are left blank, the system updates existing base price records.

Updating Prices for a Customer

This section provides an overview of customer price updates and discusses how to:

- Run the Sales Order Batch Price/Cost Update program (R42950).
- Set processing options for Sales Order Batch Price/Cost Update.

Understanding Customer Price Updates

You update prices for a customer to recalculate sales orders based on the most current price or price adjustment. You might need to do this for items with volatile prices. You can also use this process to update the unit and extended costs of items on sales orders with the most current costs. If multicurrency processing is activated in the system, the system also updates the foreign unit and extended costs fields.

Use the Sales Order Batch Price/Cost Update program to:

Task	Description
Update sales order costs.	The system replaces the unit and extended costs in any open, unshipped orders with current costs from the Item Cost File table (F4105).

Task	Description
Update sales order prices.	The system recalculates the unit and extended prices in the Sales Order Detail File table (F4211) by using the most current base price and price adjustments. The system bases this recalculation on the date that you enter in the processing options.
Replace sales order exchange rates.	You can use this program to update the currency exchange rate that the system uses to calculate costs and prices on an order. The system replaces the currency exchange rate that was in effect at the time you entered the order with the existing currency exchange rate.

You can set the processing options for the Sales Order Batch Price/Cost Update program to define which date on the sales order that the system uses to determine if it should recalculate costs or prices. For example, you can base the recalculations on the promised date. The system updates only those order lines with a promised date that is before or equal to today's date. Sales order prices can be updated more than once.

When you run the Sales Order Batch Price/Cost Update program, the system updates the order detail information for open sales orders. The system can either replace the current price in the order detail line with the new price or the system can add a non-stock line for the difference between the current price and the new price. You must specify a non-stock line type in the processing options for the system to add an additional line. If you do not specify a line type, the system overrides the original price with the new price. The program disregards any special pricing discounts that you have previously defined for the customer or item.

You can specify dates or preferences on which all base price and advanced price adjustment recalculations are based.

If you specify that recalculations are based on preferences, the system calculates the adjustment based on information in these preferences:

- Order preparation days
- Delivery date

After you run the Sales Order Batch Price/Cost Update program, you can review the Sales Order Batch Price/Cost Update report, which details the changes to the original unit price and extended price on each sales order.

Note. You can set the processing options on the Sales Update program (R42800) or Print Invoices program (R42565) to run the Sales Order Batch Price/Cost program prior to creating general ledger (GL) records. The system updates all selected sales orders with current costs (if orders have not been shipped), exchange rates, and prices before it creates GL records.

Running the Sale Order Batch Price/Cost Update

Select Price Management (G4222), Batch Update Sale Price/Cost.

Setting Processing Options for Sales Order Batch Price/Cost Update (R42950)

Use these processing options to control system processing, system updates, and specify versions.

Process

These processing options specify whether to update costs, exchange rates, and intercompany exchange rates on sales orders.

1. Cost Specify whether the system updates the cost on a sales order. A cost change will always be updated to the original sales order entry line. Costs will only be updated if inventory has not been relieved from inventory. Values are:

Blank: Do not update cost.

1: Update the cost.

2. Exchange Rate Specify whether the system updates the currency exchange rate. When the currency exchange rate is updated, only domestic prices and foreign costs will be recalculated. Values are:

Blank: Do not update the exchange rate.

1: Update the exchange rate.

3. Intercompany Exchange Rate Specify whether the system updates the intercompany exchange rate. Value are:

Blank: Do not update the intercompany exchange rate.

1: Update the intercompany exchange rate.

Note. Foreign amounts will not be recalculated.

Price Process

These processing options specify whether the system updates the price on a sales order, defines the effective date used to update prices, and retains the sales order price effective date.

1. Price Specify whether the system updates the price on a sales order. A price change can be updated to the original sales order line, or can be displayed as a separate line by populating the Update Price Change To New Line processing option on the Display/Calculation tab. Values are:

Blank: Do not update the price.

1: Update the price.

2. Price Effective Date Enter the date from the sales order that the system uses to update prices. Values are:

Blank: Transaction Date

1: Requested Ship Date

2: Promised Ship Date

3: Original Promised Date

4: Actual Ship Date

5: System Date

6: Invoice Date

**:* System Constant

3. Retain Sales Order Price Effective Date Specify whether the system retains the sales order's override price effective date or price effective date from the preference. Values are:

Blank: Use the Pricing Effective Date processing option to determine the price effective date.

1: Retain the price effective date on the sales order if the date was manually overridden by the user, or if the price effective date was determined through the sales price based on the date preference.

Display/Calculation

These processing options specify whether a the system creates a new line and status for the price change, updates price based on the quantity or split quantity, and handles free goods on the original sales order.

1. Update Price Change To New Line Specify whether the system creates a new line that details the extended price difference of a sales order line that has a price change. Values are:

Blank: Update change to the original sales order line.

Line Type: Update change to new sales order line using the specified line type.

2. New Line's Override Next Status Specify a next status for the new order detail line. If you leave this field blank, the system uses the original detail line next status.

3. Price Based On Original Quantity Specify whether the price is based on the original line quantity, or the current line quantity. When a sales order detail line is split, the user can update the price of the split lines based on the quantity of the original detail line before it was split. For example, a sales order line is entered for a quantity of 10. The customer wants to ship two items to location A, and the other eight to location B. The original line is split into two sales order lines. Values are:

Blank: Update the price based on the current quantity.

1: Update price based on original quantity.

4. Preserve Free Goods Specify whether the system preserves the existing free good promotion. Values are:

Blank: Cancel the existing free good promotion and include new free goods.

1: Preserve free goods on the order and reprice remaining.

Versions

This processing option controls the version the system uses when calling the Sales Order Entry program.

1. Sales Order Entry (P4210) Select a version of the Sales Order Entry program that the system uses to update sales order price and costs.

Converting Price Levels

This section provides an overview of price level conversions and discusses how to:

- Run the Item Sales Price Level Conversion program (R41816).
- Set processing options for Item Sales Price Level Conversion.

Understanding Price Level Conversions

You use the Item Sales Price Level Conversion program to change the sales price level of an item or a group of items that you have previously entered in the Item Master table (F4101).

You can run this program in proof or final mode. It is recommended that you always run the Item Sales Price Level Conversion program in proof mode first to identify errors. The program generates a report that displays any problems the system encounters during sales price level conversions. You can correct these errors before you run the program in final mode.

The Item Sales Price Level Conversion program deletes all price records at the previous level and creates new price records at the new level. For example, when converting from the item/branch/plant level to the item level, the program deletes all price records for each item/branch/plant and creates a new price record for the item.

You should not attempt to access the Item Master or Item Base Price File tables when this program is running in final mode.

Because this program is based on the F4101 file, you cannot search on a specific branch/plant.

Running the Item Sales Price Level Conversion Program

Select Sales Order Advanced & Technical Ops (Operations) (G4231), Sales Price Level Conversion.

Setting Processing Options for Item Sales Price Level Conversion (R41816)

Use these processing options to control how the system processes data.

Process

These processing options control whether the system runs in proof or final mode, defines the price level being changed, prints an exception report, and deletes expired records.

1. Price Level

Specify the new price level to change the sales price level of an item or item group.

2. Branch to Default Price From

Specify the branch/plant the system will take the default price from.

If the Price Level processing option is *1*, enter the branch/plant from which the system retrieves a default price. If the Price Level processing option is *3*, enter the branch/plant from which the system retrieves the default price based on the primary location.

Warning! If moving from Level 2 or 3 to Level 1, and the item exists in one or more branch/plants, but not in the branch/plant identified in this field, then the following message will be seen in the output file: *Branch does not match Processing Opts*. If the program is run in final mode, all of the F4106 records will be deleted. The program functions by deleting existing base price records and replacing them with new records based on the *from* branch/plant identified in this processing option. If an item does not exist in the *from* branch/plant, no F4106 records will be created for that item.

---

3. Proof or Final Mode

Specify whether the system runs in proof or final mode. Final mode updates the files. Values are:

Blank: Proof mode.

1: Final mode.

Note. It is strongly recommended that you run this program in proof mode before running it in final mode.

4. Print Exceptions Specify whether the system prints all records or only the exceptions on the report. Values are:

Blank: Print all items.

1: Print only exceptions.

5. Delete Expired Records Specify whether the system deletes expired records or keeps them for history purposes. Values are:

Blank: Do not delete expired records.

1: Delete expired records.

Generating New Base Prices in a Different Currency

This section provides an overview of new base prices in a different currency and discusses how to:

- Generate new base price/currency.
- Set processing options for Generate Base Price/Currency (R410601).

Understanding New Base Prices in a Different Currency

You can create new base prices in a different currency for multiple records at one time by running the Generate Base Price/Currency program. This program generates new base prices based on existing records.

The Generate Base Price/Currency program is especially useful if you need to create multiple base price records in a different currency. For example, you might use this program if the company is about to conduct business with a customer that uses a currency in which you do not have base price records. If you need to create a new price for an individual record, update the existing record on the Base Price Revisions form. You do not have to run this program.

When you run the Generate Base Price/Currency program, use the processing options to control the currency and exchange rate in which the new base prices are created.

The Generate Base Price/Currency program copies the original base price record, calculates a new amount, and creates a price record with the new currency amount. More specifically, the program:

- Creates only one new base price record for each unit of measure.

  It does not create a price record for a currency if the record already exists. The exception to this rule is when currency codes associated with an item have different effective through dates. Depending on the dates, the program might create more than one new price record.

- Runs the Generate Base Price/Currency program first in proof mode, and then in final mode as follows:
  - Proof

    Review the audit report to ensure that the records generated by the program are accurate. If the audit report is not accurate, change the processing option and data selection values accordingly and rerun the program in proof mode.

- Final

  When you are satisfied with the audit report created in proof mode, run the program in final mode. Review the new base price records on the audit report. You can also review new records on the Base Price Revisions form. Notice that the amounts are rounded according to the decimal places set up in the data dictionary for Unit Price (UPRC).

  If necessary, adjust the new base price records manually on the Base Price Revisions form. For example, if the program creates a new base price for 50,000 JPY as 675.1155 CAD, you might adjust the new amount to 675 CAD.

Example: Generating New Base Prices

This example describes an item with base price records before and after generating a new base price in a different currency.

Before generating new base prices, an existing item has these base price records:

Unit Price	UoM	Currency Code
1,000.00	EA	USD
1,563.00	EA	CAD
642.26	EA	GBP

The processing options for the Generate Base Price/Currency program are set as follows:

- Run Modes
  - Mode = 1 (final)
  - Date = June 30, 2005
- Currency
  - Convert to = EUR
  - Convert From = USD
  - Exchange rate = 1.02011
  - Method = 1 (multiplier)

Even though there are several currency amounts associated with the item, the program generates only one new EUR amount based on the USD price.

The Generate Base Price/Currency program generates a new price record for 1,020.11 EUR, based on the 1,000.00 USD record. The original 1,000.00 USD record remains so that you can continue to invoice customers in that currency, as needed. The existing item has new base price records:

Unit Price	UoM	Currency Code
1,020.11	EA	EUR
1,000.00	EA	USD

Unit Price	UoM	Currency Code
1,563.00	EA	CAD
642.26	EA	GBP

After the new price record is generated for 1,020.11 EUR, the program will not generate another price record for the item unless the expiration date of the existing price record is greater than or equal to the date entered in the processing option.

Data Selection for Generate Base Price/Currency

Typically, companies generate new base prices for all customers within a specific branch/plant. If the company has multiple branch/plants with different currencies, you can run the Generate Base Price/Currency program multiple times. For base prices that do not have a branch/plant, specify *blank* for branch/plant in the data selection.

Generating New Base Price/Currency

Select Price Management (G4222), Generate Base Price/Currency.

Setting Processing Options for Base/Price Generation by Currency (R410601)

Use these processing options to control the processing mode and specify the currency data when running this program.

Run Modes

These processing options specify whether to run the program in proof or final mode and determine the date used when generating new price records.

Proof or Final Mode Specify whether the system runs in proof or final mode. An audit report is generated in both modes. Final mode updates the file. Values are:

Blank: Proof mode.

1: Final mode.

Price Record Date Enter the date used to determine which price records will be generated. If the expiration date of a price is greater than or equal to the date entered, a new price record will be generated. Leave blank to use the system date.

Currency

These processing options specify the currency codes, rate conversion, and conversion method.

Currency Code To Enter the currency code to convert to.

Currency Code From Enter the currency code to convert from.

Conversion Rate Enter the currency conversion rate.

Current Conversion Rate Specify whether the system multiplies or divides the current price with the conversion rate. Values are:

Blank: The system divides the current price by the conversion rate.

1: The system multiplies the current price by the conversion rate.

CHAPTER 19

(ARG) Processing Credit Invoices for Accounts Receivable and Sales Orders

This chapter provides an overview of processing credit invoices and discusses how to:

- Set up credit invoice constants for Accounts Receivable.
- Print credit invoices.
- Accept credit invoices.
- Print credit invoice receipts.

Understanding How to Process Credit Invoices for Accounts Receivable and Sales Orders

The process for issuing and managing credit invoices in Sales and Accounts Receivable consists of these steps:

1. Issuance of credit invoices.
2. Acceptance or rejection of credit invoices.
3. Issuance of credit invoice receipts.

The issuance of credit invoices can occur at these times:

- During billing
- After billing
- For cash due
- During reprinting

Credit Invoice Issuance During Billing

To issue credit invoices during billing, complete these steps:

1. Verify that the company is set up in the General Constants program (P76A20) to issue credit invoices.
2. Verify that the customer is set up to accept credit invoices. You set up customers to accept credit invoices by specifying the category code that you set up in the General Constants program to identify customers who receive credit invoices.
3. Verify that the payment terms which you are using are not included in UDC 76A/TP, which lists payment terms that do not require a credit invoice.
4. In UDC 00/DI, specify a value of *1* in the Special Handling Code field for the document types for which credit invoices are generated.

5. Verify that the invoice amount, including taxes, is equal to or more than the minimum amount set up in the General Constants program.
6. Verify the legal number setup of the credit invoice, and enter the internal document type for credit invoices on UDC 00/DT
7. Set up corresponding versions of the AR SOP Print Credit Invoice program (R76A0023) and the Invoice Print program (R03B505) for Accounts Receivable, or the Invoice Print program (R42565) for Sales Order Processing.
8. Set up corresponding versions of the Invoice Print program (R03B505) and the PO Invoice Print program (R76A03B5) for Accounts Receivable, or set up corresponding versions of the Invoice Print Program (R42565) and the PO Invoice/Shipment Notice Print program (R76A565) for Sales Order Processing.

Credit Invoice Issuance After Billing

To issue credit invoices outside the billing process, you must manually run the AR SOP Print Credit Invoice program. To enter invoices for which you will issue credit invoices after billing, complete these steps:

1. Verify that the company is set up in the General Constants program to issue credit invoices.
2. Verify that the customer is set up to accept credit invoices. You set up customers to accept credit invoices by specifying the category code that you set up in the General Constants program to identify customers who receive credit invoices.
3. Verify that the payment terms which you are using are not included in UDC 76A/TP, which lists payment terms that do not require a credit invoice.
4. In UDC 00/DI, specify a value of *1* in the Special Handling Code field for the document types for which credit invoices are generated.
5. Verify that the invoice amount, including taxes, is equal to or more than the minimum amount set up in the General Constants program.
6. Verify the legal number setup of the credit invoice, and enter the internal document type for credit invoices on UDC 00/DT.
7. Set up the AR SOP Print Credit Invoice program.

Issuing Credit Invoices for Cash Due

If you have entered invoices using payment terms that were set up in UDC 76A/TP, and those invoices have not been paid within the number of days that are legally allowed to pass between the shipment confirmation date and the invoice due date, you can issue credit invoices.

To issue credit invoices for cash due, you must manually run the AR SOP Print Credit Invoice program. To issue credit invoices for cash due, complete these steps:

1. Verify that the company is set up in the General Constants program to issue credit invoices.
2. Verify that the customer is set up to accept credit invoices. You set up customers to accept credit invoices by specifying the category code that you set up in the General Constants program to identify customers who receive credit invoices.
3. Verify that the payment term you are using is included in UDC 76A/TP.
4. In UDC 00/DI, specify a value of *1* in the Special Handling Code field for the document types for which credit invoices are generated.
5. Verify that the invoice amount, including taxes, is equal to or more than the minimum amount set up in the General Constants program.

6. Verify the legal number setup of the credit invoice, and enter the internal document type for credit invoices on UDC 00/DT.
7. Set up the AR SOP Print Credit Invoice program.
8. Verify that the amount of days past due is equal to or more than the Credit Invoice Limit Days specified in the General Constants program.

Setting Up Credit Invoice Constants for Accounts Receivable

This section provides an overview of credit invoice constants for Accounts Receivable and discusses how to set up credit invoice constants.

Understanding Credit Invoice Constants for Accounts Receivable

You set up credit invoice constants by company. These constants control the issuance rules for the credit invoice documents.

You must specify this information when you set up credit invoice constants for Accounts Receivable:

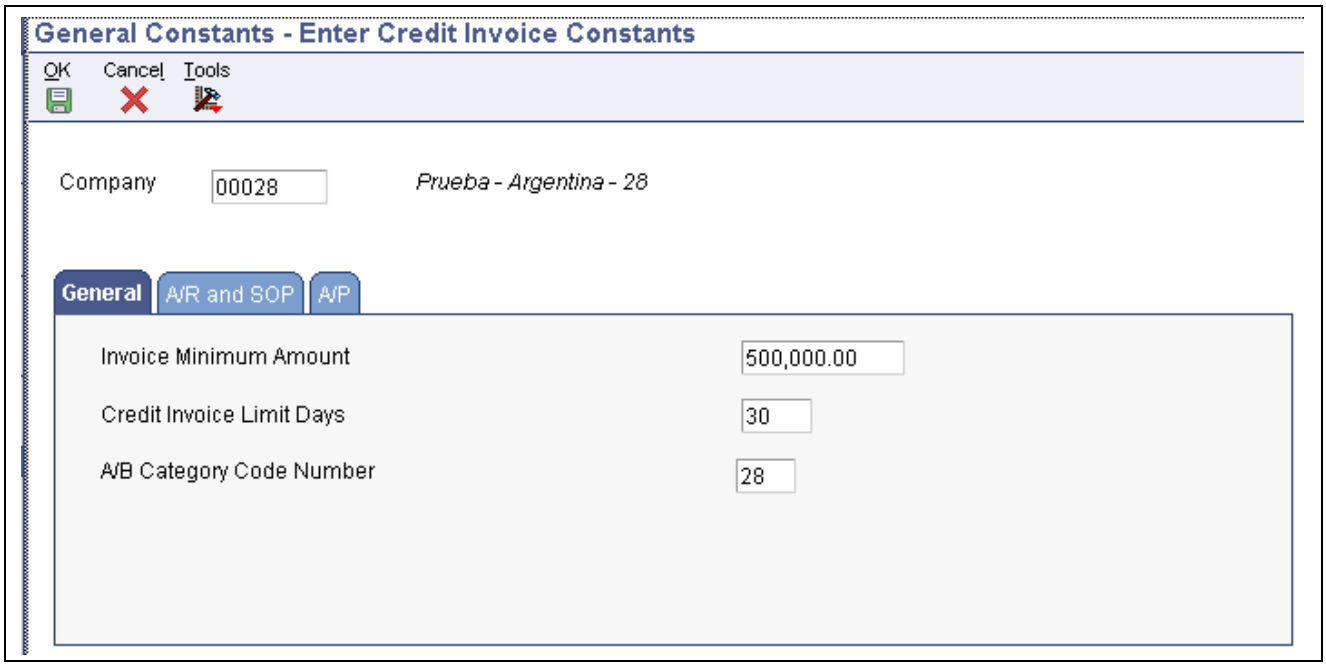
- The invoice minimum amount, which is the invoice amount (included taxes) above which a credit invoice must be issued.
- The credit invoice limit days, which is the maximum number of days that an invoice must be overdue before it is considered to be expired-thus, requiring issuance of a credit invoice.
- The category code is used to identify customers that accept credit invoices. For the credit invoice to be generated, the value of the Address Book category code must not be blank.
- Whether the company issues credit invoices.
- The status that the credit invoices will have after they are printed.
- The internal document type of credit invoices, which is used to assign legal numbers to credit invoices.
- The DGI letter that is used to assign legal numbers to credit invoices.
- The DGI letter that is used to assign legal numbers to receipts.

Forms Used to Set Up Credit Invoice Constants

Form Name	FormID	Navigation	Usage
Work with Credit Invoice Constants	W76A20A	Credit Invoice System Set Up (G76A00D), General Constants	Review and select credit invoice constant records.
Enter Credit Invoice Constants	W76A20B	Click Add on Work with Credit Invoice Constants.	Add and revise credit invoice constant records.

Setting Up Credit Invoice Constants

Access the Enter Credit Invoice Constants form.



Enter Credit Invoice Constants form: General tab

General

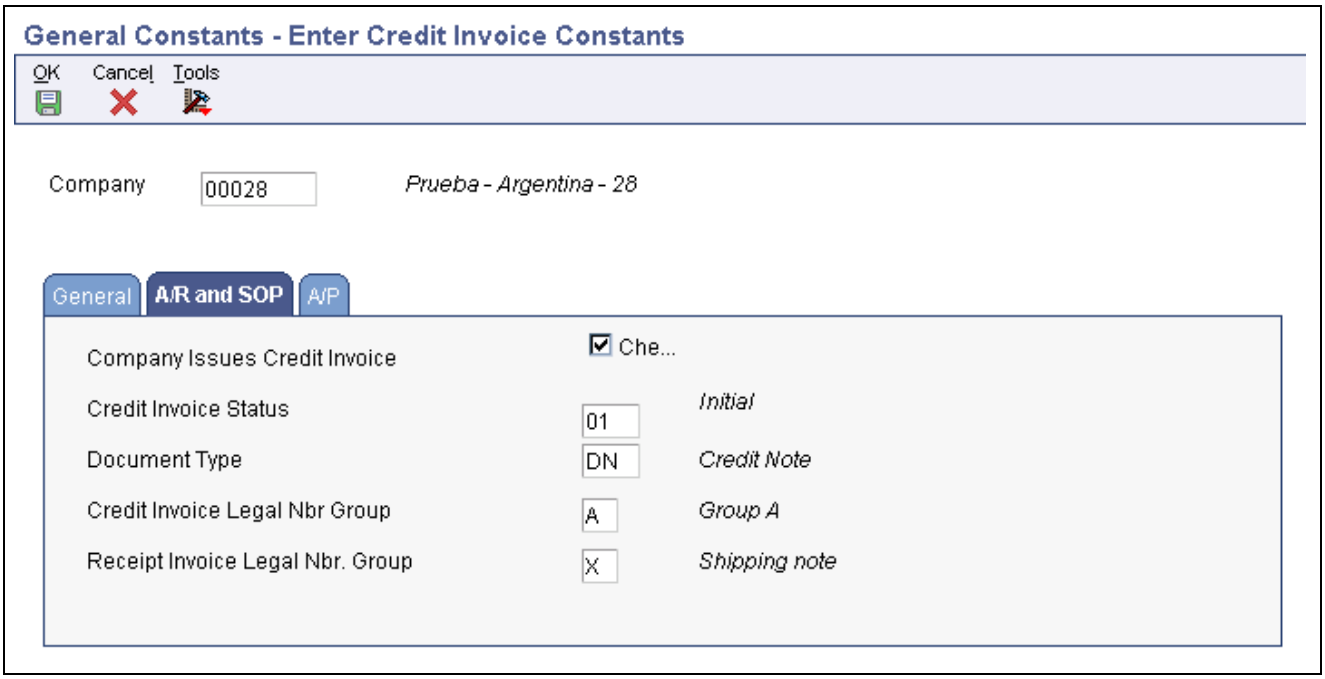
Select the General tab.

Invoice Minimum Amount Enter a number that identifies the amount that the system will add to the account balance of the associated account number. Enter credits with a minus sign (-) either before or after the amount.

Credit Invoice Limit Days Enter the number of days that the fiscal authority has established as a difference between the shipment confirmation date and the invoice due date. The specified number of days must pass before you can issue a credit invoice. If fewer than the specified number of days have passed between the shipment confirmation date and the invoice due date, then you cannot issue a credit invoice.

A/B Category Code Number Enter a code that specifies the Customer Category code number to use to determine the tax.

Access the Enter Credit Invoice Constants form.



Enter Credit Invoice Constants form: A/R and SOP tab

A/R and SOP

Select the A/R and SOP tab.

Company Issues Credit Invoice Select to indicate you must print a credit invoice.

Credit Invoice Status Enter a UDC (76A/CS) for the credit invoice status.

Credit Invoice Legal Nbr Group (credit invoice legal number group) Enter a UDC (76/BI) that identifies the invoice group. Values are: *A, B,* or *C*.

Receipt Invoice Legal Nbr. Group (receipt invoice legal number group) Enter a UDC (76/BI) to indicate the invoice group (A, B, C).

Printing Credit Invoices

This section provides an overview of printing credit invoices and discusses how to:

- Set processing options for PO Invoice/Shipment Note Print.
- Set processing options for PO Invoice Print.
- Run the AR SOP Print Credit Invoice program.
- Set processing options for Print Credit Invoice.

Understanding the Credit Invoice Print Program

You run the AR SOP Print Credit Invoice program from the menu if you are issuing credit invoices after billing, for cash due, or if you are reprinting credit invoices.

If you print credit invoices at the same time you print the legal invoices, the system runs the AR SOP Print Credit Invoice Program when you run the Invoice Print program (R03B505) for Accounts Receivable or the Invoice Print program for Sales Order Processing.

To print credit invoices at the same time that you print the legal invoices, you must set up the processing options for the PO Invoice Print program for Accounts Receivable or the PO Invoice/Shipment Note Print program for Sales Order Processing.

Setting Processing Options for PO Invoice/Shipment Note Print (R76A565)

Use these processing options to set default values, control the information that prints when running the program, and define how the system processes data.

General

These processing options control whether the system prints shipment notes and invoice location, runs in final mode, prints lot numbers, and defines the maximum print lines per page.

1. Shipment Note (Y/N) Specify whether the system prints shipment notes. Values are:

N: Do not print shipment notes.

Y: Print shipment notes.

2. Proof Mode Specify whether the system run in proof or final mode. Values are:

Blank: Run in final mode.

Y: Run in proof mode.

3. Issue Place Enter the issue place where the invoice or the shipment note is printed.

4. Print Lot Number Specify whether the system prints the lot number in domestic items. Values are:

Blank: Do not print lot numbers in domestic items.

1: Print Lot Number in Domestic Items (Not Imported).

5. Detail lines per page Enter the maximum number of detail lines per page. This is a line printer parameter that specifies the number of lines per page. For example, 60 or 66.

6. Version Enter the version of the routine to determine if there is a corresponding credit invoice. The default version is ZJDE0001. (This option is OBSOLETE)

Default

These processing options specify the status codes used for invoices and shipment notes when an error is detected.

Status Code - Next Enter a user defined code (40/AT) indicating the next step in the order flow of the line type. This is the next status code to be used for invoices when an error is detected. If it is blank, the default value is 831.

Status Code - Next Enter a user defined code (40/AT) indicating the next step in the order flow of the line type. This is the next status code to be used for Shipment Notes when an error is detected. If it is blank, the default value 832.

Receipt Invoice

These processing options control global print messages in the invoice receipt footer.

7. Print Message 1 Enter the first global print message to be printed in each Invoice Receipt footer. This is a code identifying the Text Message you want the system to print next to this order line on selected documents.

8. Print Message 2 Enter the second global print message to be printed in each Invoice Receipt footer. This is a user defined code that you assign to each print message. Examples of text used in messages are engineering specifications, hours of operation during holiday periods, and special delivery instructions.

Shipment Note

These processing options control the conversion units of measure for weight and volume.

9. Weight Unit of Measure Enter the weight unit of measure to convert all the items. This is the unit of measure that indicates the weight of an individual item. Typical weight units of measure are: GM for gram, OZ for ounce, LB for pound, KG for kilogram, and so forth.

10. Volume Unit of Measure Enter the volume unit of measure to convert all the items. This is the unit of measure for the cubic space occupied by an inventory item. Typical volume unit of measures are: ML for milliliter, OZ for fluid ounce, PT for pint, and so forth.

RG 100

This processing option controls whether the you are entering a voucher corresponding to RG 100.

1. Corresponding Voucher Specify whether you are entering a voucher corresponding to RG 100. Values are:

Blank: Vouchers do not correspond to RG 100.

1: You are entering a voucher corresponding to RG 100..

Perception

These processing options control whether to print the report and which version to use.

1. Print the Report Specify whether the system prints the report. Values are:

N: Do not print a report.

Y: Print the report.

2. Version for R76A8050 Enter the version of R76A8050 the system users or leave blank and the system uses ZJDE0001.

Transportation

These processing options control whether to use transportation and if you want to print Seals.

Transportation Specify whether the system should use transportation. Values are:

N: Do not use transportation.

Y: Use transportation.

Print Seals Specify whether the system prints seals. Values are:

N: Do not print seals.

Y: Print seals.

Bulk

This processing option controls the type of temperature information printed on the shipment note.

Bulk Specify whether the system prints temperature and density information on the shipment note or prints this information only if the invoice is in standard temperature. Values are:

Blank: Print temperature and density information in the shipment note.

1: Print this information only if the invoice is in standard temperature.

2: Prevent the system from printing this information.

RG 889

This processing option controls whether to print the Autoprinter information in the shipment note corresponding to RG889.

Autoprinter Specify whether you want the system to print the Autoprinter information in the shipment note, corresponding to RG 889. Values are:

Blank or *N:* Do not print.

Y: Print the Autoprinter information in the shipment note, corresponding to RG 889.

Carrier

This processing option controls whether to print carrier information.

Carrier Information Specify whether the system prints the information carrier. Values are:

N: Do not print the information carrier.

Y: Print the information carrier.

Credit Invoice

These processing options control whether credit invoices are generated and the number of copies to print.

Credit Invoices Specify whether the system generates credit invoices. Values are:

Blank: Do not generate credit invoices.

1: Generate credit invoices.

Issue Place Enter the place where the invoice or the shipment note is printed.

Number of Copies Enter the number of invoice copies required by the customer. The system prints the number of invoices specified in this field. The system always prints at least one invoice.

Setting Processing Options for PO – Invoice Print A/R (R76A03B5)

Use these processing options to define printing parameters, enter global print messages, specify versions, and whether the system generates credit invoices.

General

These processing options control the number of invoice copies to print, whether reprints are allowed, the lines per page, and if you are going to print an invoice corresponding to regulation RG 100.

1. Invoice Copies Enter the number of invoice copies required by the customer. The system prints the number of invoices specified in this field. The system always prints at least one invoice.

2. Allow Reprint Specify whether reprints are allowed. Values are:

Blank: The system does not allow reprints.

1: Allow reprints.

3. Detail Lines Per Page Enter the number of lines the system prints per page. For example, 60 or 66.

4. Print an Invoice Corresponding to the RG100 Specify whether the system prints an invoice corresponding to the RG 100 regulation. Values are:

Blank: Do not print an invoice corresponding to RG 100.

1: Print an invoice corresponding to the RG 100 regulation.

Receipt Invoice

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

4. Print Message 1 Enter the first global print message to be printed in each Receipt Invoice Footer. This is user defined code (40/PM) identifying the text message you want the system to print next to this order line on selected documents.

5. Print Message 2 Enter the second global print message to be printed in each Receipt Invoice footer. This is a user defined code (40/PM) that you assign to each print message. Examples of text used in messages are engineering specifications, hours of operation during holiday periods, and special delivery instructions.

Perception

These processing options control whether to print the report and which version to use.

1. Print Report (Y/N) Specify whether the system prints the report. Values are:

N: Do not print a report.

Y: Print the report.

2. Report Version Enter the version of the Perception Report (R76A8050) that the system uses for the report or leave blank and the system uses ZJDE0001.

Credit Invoices

These processing options control whether credit invoices are generated and the number of copies to print.

Print Credit Invoices Specify whether the system generates credit invoices. Values are:

Blank: Do not generate credit invoices.

1: Generate credit invoices.

Number of Copies Enter the number of invoice copies required by the customer. The system prints the number of invoices specified in this field. The system always prints at least one invoice.

Issue Place Enter the place where the invoice or the shipment note is printed.

Running the AR SOP Print Credit Invoice Program

Although there is a separate menu option for each program, the system runs the same program regardless of the menu option that you select.

Use one of these navigations:

Select Credit Invoice System Setup (G76A00D),AR SOP Print Credit Invoice Stand Alone.

Select Credit Invoice System Setup (G76A00D),AR SOP Print Credit Invoice Cash Due.

Select Credit Invoice System Setup (G76A00D),AR SOP Print Credit Invoice Reprint.

Setting Processing Options for AR SOP Print Credit Invoice (R76A0023)

Use these processing option to control the Generate Print Credit Invoice print program.

General

These processing options control the issue place printed on the document, number of copies to print, and

Issue Place - Argentina Specify the place where the invoice or the shipment note is printed.

RG100 Specify whether you are entering a voucher corresponding to RG 100. Values are:

Blank: Vouchers do not correspond to RG 100.

1: Vouchers correspond to RG 100.

Invoice Copies Enter the number of invoice copies required by the customer. The system prints the number of invoices specified in this field. The system always prints at least one invoice.

Accepting Credit Invoices

You use the AR SOP Acceptance program (P76A21) to enter credit invoice information in the system after the customer has approved the credit invoice.

This section discusses how to:

- Set processing options for AR SOP Acceptance.
- Accept credit invoices.

Prerequisite

Before completing the tasks in this section, set up UDC 76A/CS to include the status codes for credit notes. For example, you might set up the code 10 for approved and the code 20 for rejected. The code for approved must have an *A* in the Special Handling Code field and the code for rejected must have an *R* in the Special Handling Code field.

See *PeopleSoft EnterpriseOne Accounts Payable 8.11 SP1 PeopleBook*, "(ARG) Setting Up the System for Credit Invoices for Accounts Payable," Setting Up Credit Invoice Status Rules.

Forms Used to Accept Credit Invoices

Form Name	FormID	Navigation	Usage
Work with Credit Invoice Acceptance	W76A21A	Credit Invoice System Set Up (G76A00D), AR SOP Acceptance	Review and select credit invoices. You can reprint receipts that have already been issued but were modified if you have specified that modifications are allowed after printing in the processing options of the AR SOP Acceptance program (P76A21). Print credit invoice receipts by selecting the invoice record and selecting Print from the Row menu.
Credit Invoice Acceptance	W76A21B	Select an invoice on Work with Credit Invoice Acceptance.	Accept or reject the credit invoice.
Withholding	W76A21C	Select a record and select Withholding from the Row menu on Credit Invoice Acceptance.	Enter and revise withholding information for the credit invoice.

Setting Processing Options for AR SOP Acceptance (P76A21)

Use these processing options to specify the version of the print program and whether modifications are allowed after printing.

General

These processing options control whether you can modify an invoice after printing and a default version of Receipt Credit Invoice Print program.

Allow modify after print. Enter a value to indicate that the system enables modification after printing.

Receipt Credit Invoice Print Version. Enter a version of the Receipt Credit Invoice Print program that the system uses.

Accepting Credit Invoices

Access the Credit Invoice Acceptance form.

Advance Payment Enter a value that specifies the total amount of the invoice or voucher pay item. The gross amount might include the tax amount, depending on the tax explanation code. The system does not decrease the gross amount when payments are applied. When you void a transaction, the system clears the gross amount field.

Status Enter a code that represents the status of the credit invoice.

Reason of Rejection 1 Enter a user defined name or remark.

Reason of Rejection 2 Enter additional text that further describes or clarifies a field in the system.

Withholding Certificate Number Enter the Withholding Certificate Number.

DGI Resolution Number Enter the DGI resolution number.

Gross Amount Enter a value that specifies the total amount of the invoice or voucher pay item. The gross amount might include the tax amount, depending on the tax explanation code. The system does not decrease the gross amount when payments are applied. When you void a transaction, the system clears the gross amount field.

Printing Credit Invoice Receipts

You can print a batch of receipts by running a version of the AR SOP Print Receipt program (R76A0021).

This section discusses how to:

- Print credit invoice receipts.
- Set processing options for AR SOP Print Receipt (R76A0021).

Printing Credit Invoice Receipts

Select Credit Invoice System Set Up (G76A00D),AR SOP Print Receipt.

Processing Options for AR SOP Print Receipt (R76A0021)

Use these processing options to control the printing options on the report.

General

These processing options control the issue place printed on the document, whether the vouchers correspond to regulation RG 100, and the number of copies to print.

Issue Place - Argentina Specify the place where the invoice or the shipment note is printed.

RG100 Specify whether you are entering a voucher corresponding to RG 100. Values are:

Blank: Vouchers do not correspond to RG 100.

1: Vouchers correspond to RG 100.

Number of Copies Enter the number of invoice copies required by the customer. The system prints the number of invoices specified in this field. The system always prints at least one invoice.

CHAPTER 20

Running the End of Day Processes

This chapter provides an overview of end of day processing and discusses how to:

- Update customer sales.
- (Rapid Start AUS and NZL) Update customer sales.
- (Rapid Start CAN and USA) Update transfer order sales.
- (Rapid Start CAN, FRA, GBR, and USA) Update customer sales.
- (Rapid Start CAN, FRA, GBR, and USA) Update item, inventory, and transfer order sales.
- (Rapid Start) Update direct ship item sales.
- Review customer sales update reports.
- (ARG) Review the sales journal for Argentina.
- Repost orders.
- Review and approve journal entry batches.
- Post batches of journal entries.
- (Rapid Start AUS and NZL) Post invoices.
- (Rapid Start CAN and USA) Post sales transactions for transfer order with receipt routing.
- (Rapid Start CAN, FRA, GBR, and USA) Post sales transactions for selling a direct ship item.
- (Rapid Start) Post journal entries for customer credit.
- (Rapid Start) Post invoices for selling from inventory.
- (Rapid Start) Post sales transactions for selling a make-to-order item.
- Purge data.
- (ARG) Purge sales orders for Argentina.

Understanding End Of Day Processing

End of day processing is the last step in sales order processing and consists of updating, verifying, and posting daily sales information. This is perhaps the most important step in the sales order processing cycle because the system updates the records in the Sales Order Management system and the records in the other systems with which it interfaces, such as the Accounts Receivable and Inventory Management systems.

You perform end of day processing each day to maintain the most accurate sales information. After you run the program, you can review and post sales information, and print reports.

When you perform end of day processing, the system provides:

- Accounts receivable transactions.
- General ledger entries for inventory, cost of goods sold (COGS), revenue, and accounts receivable.
- Inventory balances for on-hand quantities.
- Daily activity reports.
- Interim sales reports.

If you do not update the sales records on a daily basis, this information might be inaccurate:

- Inventory balances for on-hand quantities.
- Amounts posted to the sales, inventory, COGS, tax, and freight accounts.
- Amounts posted to the accounts receivable ledger.
- Reports for interim sales.

Updating Customer Sales

This section provides overviews of the Update Customer Sales (R42800) program, interbranch and intercompany transactions, and automatic accounting instructions (AAIs), and discusses how to:

- Run the Update Customer Sales program.
- Set processing options for the Update Customer Sales program.
- (PER) Sales Close – Invoice Legal Number in Current Account.
- (CHL) Sales Close – Invoice Legal Number in Current Account.

Understanding the Update Customer Sales Program

To maintain the most accurate sales information, you can update the records daily in the Sales Order Management system. Run a version of the Update Customer Sales program each day to maintain the most accurate sales information. The system updates the records in the Sales Order Management system and the records in the other systems with which it interfaces, such as the Accounts Receivable and Inventory Management systems. After you run the program, you can review and post sales transactions and review sales reports.

Note. Because of the number of transactions that occur when you run the Update Customer Sales program, you should run the program in proof mode first to detect and correct any errors before you run it in final mode.

During sales update, the system writes warning messages as well as error messages for you to review. You can improve the performance of the system if you set the processing option to write error messages only.

Important! It is strongly recommended that you run the sales update when no one is on the system. The system does not lock records. Therefore, if a sales order record is accessed during a sales update, the record might not process correctly.

Updating Tables

When you run the Update Customer Sales program, the system generates:

- Information about customer sales.
- Accounts receivable and general ledger entries.
- Sales for different categories, such as stock sales and freight, COGS, and profit percentages.
- Errors that result from running the program.

Depending on how you set the processing options, the system updates or creates:

- All status codes according to the order activity rules.

  For example, the system updates all order detail lines with a status of *600* to a closed status of *999*.
- On-hand inventory in the Item Location File table (F41021), the Item Ledger File table (F4111), and the Item History File table (F4115), and the if the quantity is not updated during shipment confirmation.

  Note. Writing to the F41021 table is dependent on whether an item's on-hand quantity is decremented at ship confirmation.
- On-hand inventory for bulk items in the F41021 table, and writes a record to the Bulk Product Transaction File table (F41511).
- Commission information in the Sales Commission File table (F42005), and summaries of COGS and sales by item in the Sales Summary History File table (F4229).
- The status to 999 or the specified status in the Sales Order Detail File table (F4211).
- Costs with the current information in the Item Cost File table (F4105) and prices in the Price Adjustment Ledger File table (F4074).

  Note. The F4105 table is updated only if inventory was not relieved at ship confirm.
- Invoice information, such as the dates of the first and last invoices, and year-to-date totals for invoices.
- The Account Ledger table (F0911), Customer Ledger table (F03B11), and S.O. Detail Ledger File table (F42199).
- Interbranch sales information.
- The Ship and Debit History table (F4575) with ship and debit information and the Ship and Debit Claims table (F4576).

Depending on how the processing options are set, the system purges:

- The header and detail text entered in the Media Objects Storage table (F00165).
- The records in the F4201 table are purged to the F42019 table.
- The records in the F4211 table are purged to the F42199 table.

The system also creates invoices and assigns invoice numbers to sales orders that you do not process through the Print Invoices program (R42565).

Selecting Versions and Modes for Update Customer Sales

You must select the appropriate version of the Update Customer Sales program to update the tables. Select a version based on the company's process:

- Sales Update

  You can use this version when the sales order has been processed through the Print Invoices program and contains an invoice number and type in the F4211 table.

- Assign Invoice Numbers

  You must use this version when the sales order has not been processed to print invoices in the Print Invoices program. The program assigns an invoice (accounts receivable) number.

Because of the number of transactions that occur when you run the Update Customer Sales program, run the program in proof mode first to detect and correct any errors before you run it in final mode. Select one of these processing modes:

Process Mode	Description
Proof	When you run Update Customer Sales in proof mode, you can: • View the journal entries and correct any errors. • Review proof copies of an invoice journal, an online error review and, depending on the processing options, a sales journal. The system does not perform updates to status codes or any tables. You can use proof mode for either version, Sales Update or Assign Invoice Numbers to detect and correct any errors before running it in final mode. After you run the program in proof mode, you can review and correct any errors before performing a final sales update.
Final	When you run Update Customer Sales in final mode, you can review the invoice journal, a complete online error review, and depending on the processing options, a sales journal. The system updates status codes and tables and performs edits, such as checking for duplicate records, against the general ledger, accounts receivable, and accounts payable functional servers.

Transaction Processing

Avoid data integrity issues by using transaction processing with the Sales Update program.

See Chapter 13, “Processing Sales Orders,” page 00.

Interbranch Sales Information

During the sales update process, you can run the Update Customer Sales program to create journal entries for interbranch sales.

Example: Accounts Receivable and Accounts Payable Entries

If you set the interbranch processing option in the Update Customer Sales program to create accounts receivable and accounts payable entries for both the selling and the supplying branch/plants, the system creates these types of batches:

- Batch type I: Debits the COGS account, and debits the receivables accounts and inventory for the supplying branch/plant and selling branch/plant.
- Batch type V: Credits the payables accounts and debits the inventory for the selling branch/plant.

Example: Accounts Receivable Entries

If the appropriate processing option is set to create only the accounts receivable entries, the system creates these types of batches:

- Batch type I: Credits the revenue accounts and inventory, and debits the COGS account of the selling branch/plant.
- Batch type ST: Credits the revenue account and inventory for the supplying branch/plant, and debits the COGS account for the supplying branch/plant. Debits the inventory for the selling branch/plant.

You can set a processing option to restrict the system from creating records in the Accounts Receivable Ledger (F0311) and Customer Ledger (F03B11).

On-Hand Inventory

You can relieve the on-hand quantity for an item during shipment confirmation or sales update. The method that you select affects the history records that are written to the F4111 table. If you subtract the on-hand quantity from inventory during:

- Shipment confirmation, the system creates a record in the F4111 table with the sales order as the document number and the order type as the document type.

  During sales update, the system overwrites the record with the invoice number and type, general ledger date, and batch number.
- Sales update, the system writes the invoice number, type, and general ledger date to the F4111 table.

  No record is written during shipment confirmation.

To relieve the on-hand quantity for an item during shipment confirmation, you must add order types to the user defined code (UDC) table (40/IU). During sales update, the system overwrites the F4111 table record with the invoice number and type, general ledger date, and batch number.

See *PeopleSoft EnterpriseOne Inventory Management 8.11 SP1 PeopleBook*, "Reviewing Item and Quantity Information," Locating On-Hand Quantity Information.

Bulk Stock Information

During the load confirmation process, the system updates the quantity of on-hand inventory for bulk items in the F41021 table.

If you do not process a detail line through the Transportation Load Confirmation program (P49640), the Update Customer Sales or Shipment Confirmation (P4205) programs update inventory for bulk items and writes a record to the F41511 table. If you process a sales order detail line through load confirmation, the system does not update inventory quantity during sales update.

You can update quantities based on the quantity that was invoices, which can be ambient or standard. However, the item ledger is updated at standard. If you update ambient quantities, you might receive unpredictable errors.

Interactive Versions in Update Customer Sales Program

When you set up processing options for the Update Customer Sales program, you can only specify versions for accounts receivable and general ledger processing. To review the processing options that affect accounts receivable and general ledger processing, such as ledger types and VAT processing for multicurrency orders, you must inquire on the accounts receivable and general ledger interactive batch versions.

Select System Administration Tools (GH9011), Interactive Versions, and inquire on these interactive applications:

- Invoice Entry MBF Processing Options (P03B0011).

  You must use version ZJDE0002.

  On the Currency tab, this version must be set to allow Value Added Tax (VAT) processing. Enter *1*, to allow VAT processing with currency.

- Journal Entry MBF Processing Options (P0900049).

Review Electronic Mail for Sales Update Errors

After you run the Update Customer Sales program, you can review and correct any errors before performing a final update. The program sends messages to the electronic mail in the Employee Work Center when there are errors and when the job completes normally. After you run the Update Customer Sales program, you should check electronic mail to determine the status of the job. If the job did not complete normally, review the error messages. Typically, one message notifies you that the job had errors, followed by one or more detailed messages that define the errors.

Note. During sales update, the system writes warning messages, as well as error messages, for you to review. You can improve the performance of the system if you set the processing option to write error messages only.

Understanding Interbranch and Intercompany Transactions

If you generate an intercompany invoice, you must specify the same intercompany document types in the Sales Order Entry (P4210), Print Invoices, and Update Customer Sales programs.

During sales update, you can have the system create either:

- Accounts payable and accounts receivable journal entries for the selling branch/plant, and accounts receivable entries for the supplying branch/plant.
- Accounts receivable entries only for the selling branch/plant.

During the sales update process, you can run the Update Customer Sales program to create the journal entries for interbranch sales.

Example: Accounts Receivable and Accounts Payable Entries

If you set the interbranch processing option in the Update Customer Sales program to create accounts receivable and accounts payable entries for both the selling and the supplying branch/plants, the system creates these types of batches:

- Batch type IB

  Debits the COGS account and credits the receivables accounts and inventory for the supplying branch/plant and selling branch/plant.

- Batch type V

  Credits the payables accounts and debits the inventory for the selling branch/plant.

Example: Accounts Receivable Entries

If the appropriate processing option is set to create only the accounts receivable entries, the system creates these types of batches:

- Batch type IB

  Credits the revenue accounts and inventory, and debits the COGS account of the selling branch/plant.

- Batch type ST

Credits the revenue account and inventory for the selling branch/plant, and debits the COGS accounts and inventory for the supplying branch/plant.

Understanding AAIs Used by Update Customer Sales

AAIs are the links between the companies day-to-day functions, chart of accounts, and financial reports. The system uses AAIs to determine how to distribute general ledger entries that the system generates. For example, in the Sales Order Management system, these AAIs indicate how to record the transaction when you sell a stock item to a customer:

AAI	Description
Cost of Goods (COGS) Sold (4220)	Provides the expense and cost amounts to the cost of goods sold account.
Revenue (4230)	Provides the actual sales price of inventory in the sales revenue account.
Inventory (4240)	Credits the cost amount to an inventory account.
A/R Trade (4245)	Debits the sales amount to an accounts receivable account. The system writes the accounts receivable offset entries to the general ledger only if the accounts receivable update option is cleared.
RC	Bypass accounts receivable.
Tax Liability (4250)	Provides journal entries to tax liability accounts that were created during a sales update.
Inter Branch Revenue (4260)	Provides the journal entries for interbranch transfers for manufacturing finished goods and inventory.
Price Adjustments (4270)	Provides the journal entries for individual price adjustments that were created during a sales update.
Rebates Payable (4280)	Provides the offset entries of accrued accounts.
Deferred Cost of Goods Sold (4221)	Provides the offset entries for deferred cost of goods sold.
Ship and Debit Accrual (4234)	Provides the offset entries for ship and debit accruals.

You can direct transactions to various accounts by inserting information in these fields:

Field	Description of Use
Company Number	The system compares the company number that you specify on the sales order detail form to the appropriate AAI table. For example, if the company number is 100 and there is not a valid line in the AAI table for that company, then the system compares the number in the sales order detail form to the valid line for company 000.

Field	Description of Use
Document Type	The system uses the document type of the order, such as *SO* for sales orders.
G/L Class	According to the order line types, if the Inventory Interface option is *Y,* then the system refers to the general ledger class from the F41021 table. If the Inventory Interface option is *N,* the system uses the general ledger class that is in the line type definition. For accounts receivable AAIs, the system uses the general ledger class from the customer record on the Customer Master Information form. However, a general ledger class is not required for the accounts receivable AAIs. Blank is an allowable value. A G/L Class Code of **** must be set up to catch the blank values.

The system verifies the business unit that is associated with the account number in the AAI for that company, document type, and general ledger class. If you don't define a business unit in the AAIs, you can use the default value processing options in Update Customer Sales to specify the priority that the system uses to select the business unit to track general ledger entries for an order.

Based on the processing option selection of Update Customer Sales, the system processes the business unit in this manner:

- If the business unit in the AAI line is blank, the system uses the project number that is defined in the Business Unit Master table (F0006) for the detail branch/plant.

  The system assigns general ledger entries to the project number of the header branch/plant for accounts receivable and revenue entries. The system uses the project number from the detail branch/plant for inventory and cost of goods sold entries.
- If both the business unit in the AAI and the project numbers for the header and detail branch/plant are blank, the system uses the business unit from the header of the order for the sales cost of goods sold and accounts receivable entries and revenue, and the business unit from the detail of the order for the inventory entry.
- The system uses the sold-to address book number as the business unit part of the account.

If you bypass invoice processing, and process entries through sales update you must set up an entry in the 4245 for an offset entry. The general ledger class code is not associated with an inventory item; it is associated with the accounts receivable offset in the Customer Master Information table. In other words, the system matches the AAI 4245 in the accounts receivable offset in the Customer Master Information table to record an entry. The system only uses header level information for the 4245, not the order detail line.

If you want the information to go to a specific account, you must edit the Customer Master Information table and set up a corresponding AAI in 4245 as well as the RC (Accounts Receivable, system 03B) AAI. However, the system only records entries as invoice totals related to the customer; individual order detail lines are not recorded. You can use all asterisks; the system doesn't try to match the general ledger offset and accounts receivable offset.

See Also

PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 SP1 PeopleBook, "Setting Up Organizations," Setting Up Business Units

Prerequisites

Before you complete the tasks in this section:

- Ensure that no one is using the system.
- Verify that the appropriate line types are set up and that the processing options are set to correctly interface with the General Ledger and Accounts Receivable systems.
- Verify that the status code for sales journal, sales update, and any status codes that follow are set up in the order activity rules.
- Verify that you have ended subsystem processing before running Update Customer Sales.
- Verify that you have set the appropriate processing option for creating the necessary types of accounting entries.
- Verify that the interbranch sales processing options are set to:
  - Recognize the order type that is used to identify interbranch orders.
  - Create necessary types of accounting entries.

Running the Update Customer Sales Program

Select End of Day Processing (G4213), Update Customer Sales.

Setting Processing Options for Update Customer Sales (R42800)

Use these processing options to set default values and to control how the system effects cost update, interbranch orders, flex accounting, bulk products, agreement management, and prepayment processing. You can also define if the system bypasses tables during the update process, control whether the system prints a sales journal, define whether entries are written in detail or summarized format, and specify versions.

Defaults

These processing options determine the default values that the Update Customer Sales program uses to create general ledger and accounts receivable entries. If you enter a specific date for the accounts receivable invoice date, you must also enter a date in the Specific Date as G/L Date processing option. If you enter a date value as an accounts receivable invoice date, you must enter a date value for the general ledger date.

1. Specific Date as A/R Invoice Date

Enter the invoice date for accounts receivable. If you enter a specific date, the system ignores the Select Date Value as A/R Invoice Date processing option.

2. Select Date Value as A/R Invoice Date

Specify the order processing date. Values are:

1: The system uses the date that the invoice was printed for the customer for those orders that were processed through the Print Invoices program.

2: The system uses the date that the order was confirmed for shipment for those orders that were processed through the Shipment Confirmation (P4205) program.

3: The system uses the date that the program is executed.

3. Specific Date as G/L Date

Enter the general ledger date, or enter a date with which the system enters the date based on order processing information.

If you enter a specific date, the date in the Specific Date as A/R Invoice Date processing option is ignored.

4. Select Date Value as G/L Date

Specify the order processing date. Values are:

1: The system uses the date that the invoice was printed for the customer for those orders that were processed through the Print Invoices program.

2: The system uses the date that the order was confirmed for shipment for those orders that were processed through the Shipment Confirmation program.

3: The system uses the date the program is executed.

5. G/L Account Business Unit

Specify the business unit to which the system assigns general ledger entries if you do not specify a business unit in the AAIs. The system verifies the business unit that is associated with the account number in the AAI for that company, document type, and general ledger class. Values are:

Blank: The system uses a value of *3*.

1: Use the detail business unit.

2: Use the sold to address book number.

3: Use the revenue business unit for all accounts except inventory. For inventory, the system uses the detail business unit.

6. Override Next Status Code

Enter a UDC (40/AT) that is the next step in the order process. You must specify a UDC value that has been set up in the order activity rules based on the order type and the line type that you are using.

An override status is another allowed step in the process.

If you are running the Update Customer Sales program in final mode, you should update status codes to *999* to ensure that the system does not retrieve orders that have been previously updated and process them through the Update Customer Sales program again.

7. Billing Remark

Use this processing option to indicate that a memo-only field is used for reporting purposes. You can enter a three-character value that has been set up in the UDC table (42/BR).

The system uses the billing remark to update the Alpha Name - Explanation field for the F0911 table. You can review the billing remark in the header portion of the journal entry if you run the Sales Journal before you run the Update Customer Sales program.

Update

These processing options indicate the mode in which the system runs the Update Customer Sales program and the tables that are bypassed during the sales update process.

1. Proof or Final Mode

Specify whether the system runs in proof or final mode. You must use the version that is specific to the company's update process, and for any version, you must indicate whether the system uses proof or final mode. Values are:

Blank: Run in proof mode.

The system does not update status codes or tables. You can print and review journal entries, review and correct errors in the Employee Work Center, and depending on processing options, review the sales journal.

1: Run in final mode.

The system updates status codes and tables, and performs edits, such as checking for duplicate records, against the general ledger, accounts receivable, and accounts payable functional servers. You can print and review journal entries, review and correct errors in the Employee Work Center, and depending on processing options, review the sales journal.

You must use the proof or final version of the Sales Update program (XJDE0001, XJDE0002) when the sales order has been processed through the Invoice Print program and contains an invoice number and type in the F4211 table.

You must use the proof or final version of the Sales Update - Assign Invoice Numbers program (XJDE0003, XJDE0004) when the sales order has not been processed to print invoices in the Print Invoice program. The program assigns an invoice (accounts receivable) number.

If you run multiple jobs, such as printing the Sales Journal before Sales Update, the system leaves the processing results, the sales journal, and the journal entries, open for review.

2. Bypass Update to Accounts Receivable (F0311)

Specify whether the system updates the F03B11 table. Values are:

Blank: Update the F03B11 table.

1: Do not update the table. Instead, the system creates accounts receivable offset journal entries using the Distribution AAI (A/R Trade) 4245.

3. Bypass Update to Inventory (F41021/F4115)

Specify whether the system updates on-hand inventory in the F41021 and F4115 tables. Values are:

Blank: Update on-hand inventory in the F41021 table, the F4115 table, and the F4111 table if the quantity is not updated during shipment confirmation.

1: Do not update on-hand inventory in the F41021 table, the F4115 table, and the F4111 table.

4. Bypass Update to Commissions (F42005)

Specify whether the system updates commission information in the F42005 table. Values are:

Blank: Update the commission information in the F42005 table.

1: Do not up update commission information in the F42005 table.

If you don't record commission information, you may want to bypass update to the F42005 table to improve performance.

5. Bypass Update to Sales History Summary (F4229)

Specify whether the system updates the F4229 table. Values are:

Blank: Update and summarize cost of goods sold and sales by item in the F4229 table, which you can use for reporting purposes.

1: Do not update the F4229 table.

If you do not use the Sales History Summary for reporting, you may want to bypass update to the F4229 table to improve performance.

6. Purge to Sales Detail History (F42119)

Specify whether the system purges detail information from the F4211 table. When you update customer sales, the system moves detail lines from the F4211 table to the F42119 tables. Purging information from the F4211 table allows the table to remain small and improves performance. Values are:

Blank: Copy records from the F4211 table to the F42119 table and then delete the original records.

1: Do not copy records from the F4211 table to the F42119 table.

If you do not use the Sales History Summary for reporting, you may want to bypass update to the F42119 table to improve performance.

7. Purge to Sales Header History (F42019)

Specify whether the system copies records from the F4201 table to the F42019 table and then deletes the original records. Purging information from the F4211 table allows the table to remain small and improves performance.

Records are purged only if no open detail lines with a matching order type and order number combination exist in the F4211 table. Values are:

Blank: Copy records from the F4211 to the F42119 table and then delete the original records.

1: Do not copy records from the F4211 table to the F42119 table.

8. Purge Pricing Records (F4074)

Specify whether the system purges the F4074 table. Values are:

Blank: Do not purge price records from the F4074 table, and pricing history can be reviewed.

1: Purge pricing records from the F4074 table and do not maintain pricing history in another file.

9. Subledger

Specify whether the system creates subledger entries that are specific to the organization. Values are:

Blank: Do not create subleger entries.

1: The system writes subledger journal entries to the GL with the order number that is assigned at order entry.

2: The system writes subledger journal entries to the GL with the salesperson number that is assigned in the Customer Billing instructions.

3: The system writes subledger journal entries to the GL with the Sold To number that is entered on the order.

4: The system writes subledger journal entries to the GL with the Ship To number that is entered on the order.

5: The system writes subledger journal entries to the GL with the Short Item number.

The AR offset entry is written at the order level and not at the line level. Therefore, the short item number will not be used in the subledger selection for AAI 4245.

10. A/R Next Number Index

Indicate the next number that the system uses to assign an invoice (account receivable) number. If left blank, the system uses bucket 01 from system 03.

You must use the version of Sales Update - Assign Invoice Numbers (XJDE0003, XJDE0004) when the sales order has not been processed to print invoices in the Print Invoice program. The program assigns an invoice (accounts receivable) number based on this next number sequence.

11. Document Type for Invoices

Indicate the document type that the system uses to assign to an invoice (accounts receivable) number.

You must use the version of Sales Update - Assign Invoice Numbers (XJDE0003, XJDE0004) when the sales order has not been processed to print invoices in the Print Invoice program. The program assigns a document type and an invoice (accounts receivable) number to this transaction.

12. Purge Associated Text Specify whether the system purges associated text from the F00165 table. Values are:

Blank: Do not delete header and detail line attachments from the F00165 table.

1: Delete header and detail line attachments from the F00165 table.

13. Ship and Debit Processing Specify whether the system uses subsystem or batch processing (R45100) to identify and adjust ship and debit agreements when you run the Update Customer Sales program. Values are:

Blank: Do not call R45100.

1: Use subsystem processing.

2: Use batch processing.

14. Ship and Debit Accrual Specify whether the system uses Generate Claim and Claim Accrual Entries (R45800) processing when running the Update Customer Sales program. Values are:

Blank: Do not use the R45800 process.

1: Use the R45800 process.

Versions

These processing options determine the versions that the system uses to create entries in accounts receivable and general ledger tables. If you leave a processing option blank, the system uses the ZJDE0002 version for accounts receivable and the ZJDE0001 version for the general ledger.

1. A/R Master Business Function (P03B0011) Specify the version of A/R Master Business Function (P03B0011). To review the processing options that affect accounts receivable processing, such as ledger types and VAT tax processing for multicurrency orders, you must inquire on the appropriate accounts receivable batch version that is used for sales update. If you leave this option blank, the system uses version ZJDE0002.

If you specify a version of A/R Master Business Function (P03B0011) other than ZJDE0002, set the processing options for this version to allow VAT processing. On the Currency tab in the processing options for the A/R Master Business Function program, set the appropriate value, *1,* to allow VAT processing with currency.

2. G/L Master Business Function (P0900049) Specify the version of G/L Master Business Function (P0900049) for general ledger processing. To review the processing options that affect general ledger processing, you must inquire on the appropriate general ledger interactive batch version that you use for sales update.

The system uses G/L Master Business Function (P0900049). If you leave this option blank, the system uses version ZJDE0001.

3. Ship and Debit (R45100) Specify the version of batch or subsystem processing (R45100) that the system uses to identify and adjust ship and debit agreements when you run the Update Customer Sales program.

4. Ship and Debit Accrual (R45800) Specify the version of the Generate Claim and Claim Accrual Entries (R45800) that the system uses when you run the Update Customer Sales program.

Print

These processing options indicate whether the system prints the sales journal before updating journal entries, and if so, which version to use.

1. Print Sales Journal before Update Specify whether the system prints a sales journal before updating journal entries. The sales journal contains only summary information. The report includes total invoice amounts, cost of goods sold, and profit amounts and percentages. This report is helpful if you want to review how sales revenues are distributed. Values are:

Blank: Do not print a sales journal before update.

1: Print a sales journal before running the update.

Make sure that you have set the processing options in the version for Sales Journal Print (P42810) so that the system does not update the status codes of the sales orders.

2. Sales Journal Version (R42810) Specify the version of Sales Journal (P42810) that the system uses to print the sales journal before running the Update Customer Sales program. This processing option is in effect only if you activate the Print Sales Journal before Update processing option. The sales journal contains only summary information. The report includes total invoice amounts, cost of goods sold, and profit amounts and percentages. This report is helpful if you want to review how sales revenues are distributed.

If you leave this processing option blank, the system uses version ZJDE0001.

Make sure that you have set the processing options in the version for Sales Journal Print so that system does not update the status codes of the sales orders.

Summarization

These processing options indicate whether the system writes accounts receivable, general ledger, COGS, and inventory entries in summary or detail.

1. Summarize A/R entries by Invoice Specify whether the system writes accounts receivable journal entries in summary or detail. When the system creates accounts receivable entries, it creates batch type IB. In batch type IB, you can specify whether the system creates separate entries for each invoice or for each order detail line. Values are:

Blank: Do not summarize accounts receivable entries and create separate entries in the F03B11 table for each order detail line in an invoice.

1: Do summarize accounts receivable entries and create entries in the F03B11 table for an invoice.

2: Do summarize accounts receivable entries and create entries in the F03B11 table for a shipment.

2. Summarize G/L entries by Invoice Specify whether the system writes general ledger journal entries in summary or detail. When the system creates general ledger entries, it creates batch type IB. In batch type IB, you can specify whether the system creates separate entries for each invoice or for each order detail line. Values are:

Blank: Do not summarize general ledger entries. The system creates separate entries in the F0911 table for each order detail line in an invoice.

1: Do summarize general ledger entries and create entries in the F0911 table for each invoice.

3. Summarize COGS and Inventory Entries

Specify whether the system creates a separate batch, type G, for inventory and COGS entries. Values are:

Blank: Do not summarize inventory and COGS entries to a separate batch. The system only creates batch type IB for posting to journals.

1: Do create a separate batch, G, for inventory and COGS entries in addition to batch type IB.

Cost Update

These processing options indicate whether the system updates costs prior to sales update, and the version of Sales Price/Cost Update, if applicable.

1. Update Costs

Specify whether the system updates costs prior to sales update. The system updates all selected sales orders with current costs, exchange rates, and prices before you create accounts receivable and general ledger records. The system does not update the costs on a sales order line that has had inventory relieved through shipment confirmation.

You might run a sales cost update if the purchasing or manufacturing costs change frequently or if orders have been in the system for quite some time before being updated. This update ensures that the system accurately calculates profit margins. Values are:

Blank: Do not update inventory costs for the item.

1: Do update all selected sales orders with current costs, exchange rates, and prices before creating accounts receivable and general ledger records using the version of Sales Price/Cost Update that you reference in the processing options to update.

Costs are updated only if inventory was not relieved.

2. Sales Price/Cost Update Version (R42950)

Specify the version of Sales Price/Cost Update (R42950) that the system uses to update costs prior to sales update. The default version is ZJDE0001. The system updates all selected sales orders with current costs, exchange rates, and prices before you create accounts receivable and general ledger records.

You might run a sales cost update if purchasing or manufacturing costs change frequently or if orders have been in the system for quite some time before being updated. This update ensures that the system accurately calculates the profit margins.

For interbranch orders, you must set the processing options in the Update Sales Price/Cost program (R42950) to update the price information, as well as the exchange rate for both the supplying and selling branch/plants.

Interbranch

These processing options identify the order types for interbranch orders.

1. Interbranch Order Types

Specify the UDC (00/DT) for the order types used for interbranch orders. You can list multiple order types without punctuation or spaces. To accurately update all interbranch orders, you should enter all interbranch order types that you entered in the Order Types processing option of the Sales Order Entry program.

You must enter values that have been set up in UDC table (00/DT).

2. A/R and A/P Batches

Specify the types of batches for interbranch/intercompany orders. Values are:

Blank: Create a separate batch type ST for interbranch orders. The ST batch is used to record the transactions between the supplying and selling branch plants, and is used when intercompany orders have not been created.

1: Create accounts payable and accounts receivable journal entries for the selling branch/plant and accounts receivable entries for the supplying branch/plant.

3. Voucher Match Version (P4314)

Specify the version of the Voucher Match Master Business Function that the system uses to create accounts payable transaction records. For intercompany invoicing, the system creates an accounts payable entry from the selling company to the supplying company.

To review the processing options that affect accounts payable processing, you must inquire on the appropriate accounts payable batch version that is used for sales update.

Flex Acctg (Accounting)

This processing option indicates whether you are working with flexible sales accounting.

1. Sales Flexible Accounting

Specify whether you are using the flexible sales accounting. Values are:

Blank: Do not use the Flex Sales Accounting program (P42096) to create general ledger entries.

1: Do create entries with cost object information according to the account number definition that you have set up in Flex Sales Accounting (P42096).

Bulk Product

This processing option indicates the method by which the system calculates temperature gain and loss records.

1. Temperature Gain/Loss

Specify how the system writes temperature gain and loss records for customers billed at ambient temperature when the inventory has been relieved at standard temperature. The gain or loss is calculated in either of these ways, cost or revenue. Values are:

Blank: Do not process temperature gain and loss records.

1: For cost, the system computes the difference between the extension of ambient volume multiplied by cost, and standard volume multiplied by cost. The calculation uses the primary unit of measure.

2: For revenue, the system computes the difference between the extension of ambient volume multiplied by price, and standard volume multiplied by price. The calculation uses the pricing unit of measure.

Agreements

If you use Sales Order Management with the Agreement Management system, these processing options define the method by which the system selects agreements.

1. Specific Destination Business Unit for Borrow Agreement Search

Specify where an item on the agreement is delivered. If you leave this option blank, you must enter a value in which the system selects the destination business unit.

2. Select Destination Business Unit

Specify a value where an item on the agreement is delivered. Values are:

Blank: If blank, you must enter a specific destination business unit.

1: The destination can be any location defined in the agreement.

2: The system identifies the default branch/plant as the destination.

3. Selection Criterion

Specify the method that the system uses to select an agreement. Values are:

Blank: The system assigns an agreement based on the earliest expiration date.

1: The system automatically assigns an agreement if only one is found.

2: The system assigns an agreement based on the earliest expiration date.

Performance

This processing option indicates whether the system writes warning messages, as well as error messages, to the Employee Work Center during Update Customer Sales.

1. Suppress Warning Messages

Specify whether the system writes warning messages to the Employee Work Center during Update Customer Sales. Values are:

Blank: The system writes warning messages to the Employee Work Center.

1: The system does not write warning messages to the Employee Work Center. You can improve the performance of the system when you select this option.

Prepayment

Use this processing option for prepayment processing. When you set up a version of Update Customer Sales for prepayment transactions, and you have not processed the orders through the Print Invoice program, set the processing options so that the system assigns an invoice number.

If the processing option for prepayment processing is on and settlement of a prepayment transaction has occurred, the system writes a draft record for receivables due from the credit card company's bank. During sales update, call the version of preauthorized drafts to generate draft records.

1. Update Settled Prepayment Transactions

Specify whether credit card prepaid transactions, which have an open invoice, will be paid as drafts. When an invoice is selected, the open amount is paid, and draft documents are created.

The drafts are created at the acceptance status, as the funds have not yet been collected at the bank. Values are:

Blank: Settled prepayment records are not updated.

1: Settled prepayment records are updated, and drafts are written for credit card transactions.

2. Pre-Authorized Drafts Version (R03B671)

Specify which version of Pre-Authorized Drafts (R03B671) the system uses to print drafts that request funds from the company's bank. This processing option is only in effect if you have activated the Prepayment processing option, have not bypassed the update to accounts receivable, and have selected final mode.

If you leave this option blank, the system uses version ZJDE0007.

(PER) Sales Close – Invoice Legal Number in Current Account

The Sales Close program (R42800) updates the invoice legal number field in the F03B11 table. This update enables you to locate invoices by using the legal number when reviewing invoices in the Accounts Receivable Inquiry (P03B2002) program.

Before you run the Sales Close program, ensure that you run the Image Generation program and the Lot Review Inquiry (P76H3B50) program to number and print invoices.

(CHL) Sales Close – Invoice Legal Number in Current Account

The Sales Close program (R42800) updates the invoice legal number field in the F03B11 table. This update enables you to locate invoices by using the legal number when reviewing invoices in the Accounts Receivable Inquiry (P03B2002) program.

Before you run the Sales Close program, ensure that you run the Image Generation program and the Lot Review Inquiry (P76H3B50) program to number and print invoices.

(Rapid Start AUS and NZL) Updating Customer Sales

This section discusses:

- How to update customer sales for customer credit with and without return.
- Preconfigured processing options for Australia and New Zealand Sales Update - Order Types SO, SI, SD, CO (R42800).
- How to update customer sales for selling from inventory.
- Preconfigured processing options for Australia and New Zealand Sales Update - Order Types SO, SI, SD, CO (R42800).
- How to update customer sales for transfer order without receipt routing.
- Preconfigured processing options for Australia and New Zealand Sales Update - Order Types ST (R42800).
- How to update customer sales for intercompany sales order.
- Preconfigured processing options for Australia and New Zealand Sales Update - Order Types SO, SI, SD, CO (R42800).
- Preconfigured processing options for Australia and New Zealand Sales Update - Order Types SK (R42800).

Updating Customer Sales for Customer Credit With and Without Return

This table lists the tasks for updating customer sales for customer credit with and without return:

Task	Navigation	Program and Version
Update customer sales for customer credit with and without return.	Sales/Finance Integration Sales Update – SO, SD, SI, CO	R42800/RIS3001

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Sales Update - Order Types SO, SI, SD, CO (R42800)

These processing options show the values that are preconfigured for version RIS3001.

Defaults

Processing Option Description	Value or Status
1. Specific Date as A/R Invoice Date	blank
2. Select Date Value as A/R Invoice Date	1
3. Specific Date as G/L Date	blank
4. Select Date Value as G/L Date	1
5. G/L Account Business Unit	blank
6. Override Next Status Code	blank
7. Billing Remark	blank

Update

Processing Option Description	Value or Status
1. Proof or Final Mode	1
2. Bypass Update to Accounts Receivable (F0311)	blank
3. Bypass Update to Inventory (F41021/F4115)	blank
4. Bypass Update to Commissions (F42005)	blank
5. Bypass Update to Sales History Summary (F4229)	blank
6. Purge to Sales Detail History (F42119)	blank
7. Purge to Sales Header History (F42019)	blank
8. Purge Pricing Records (F4074)	blank

Processing Option Description	Value or Status
9. Subledger:	blank
10. A/R Next Number Index	blank
11. Document Type for Invoices	blank
12. Purge Associated Text	blank
13. Ship and Debit Processing	blank
14. Ship and Debit Accrual	blank

Versions

Processing Option Description	Value or Status
1. A/R Master Business Function (P03B0011)	RIS0002
2. G/L Master Business Function (P0900049)	RIS0001
3. Ship and Debit (R45100)	blank
4. Ship and Debit Accrual (R45800)	blank

Print

Processing Option Description	Value or Status
1. Print Sales Journal before Update	blank
2. Sales Journal Version (R42810)	blank

Summarization

Processing Option Description	Value or Status
1. Summarize A/R entries by Invoice	1
2. Summarize G/L entries by Invoice	1
3. Summarize COGS and Inventory Entries	blank

Cost Update

Processing Option Description	Value or Status
1. Update Costs	blank
2. Sales Price/Cost Update Version (R42950)	blank

Interbranch

Processing Option Description	Value or Status
1. Interbranch Order Types	SK
2. A/R and A/P Batches	1
3. Voucher Match Version (P4314)	RIS3001

Flex Acctg

Processing Option Description	Value or Status
1. Sales Flexible Accounting	blank

Bulk Product

Processing Option Description	Value or Status
1. Temperature Gain/Loss	blank

Agreements

Processing Option Description	Value or Status
1. Specific Destination Business Unit for Borrow Agreement Search OR	blank
2. Select Destination Business Unit	blank
3. Selection Criterion	blank

Performance

Processing Option Description	Value or Status
1. Suppress Warning Messages	blank

Prepayment

Processing Option Description	Value or Status
1. Update Settled Prepayment Transactions	blank
2. Pre-Authorized Drafts Version (R03B671)	blank

See Also

Chapter 20, “Running the End of Day Processes,” Setting Processing Options for Update Customer Sales (R42800), page 00

Updating Customer Sales for Selling from Inventory

This table lists the tasks for updating customer sales for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Update customer sales for selling from inventory.	Sales/Finance Integration Sales Update – SO, SD, SI, CO	R42800 /RIS3001	• Document Type: SO, SD, SI, and CO • Line Type: S (Stock Item), F (Freight Line), and T (Text Line). • Order activity rules are set up for the combination of document type SO and line types F, S, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. If other branches are used, some setup will need to be changed. • Enter item numbers i as part of defining inventory. • Enter customer numbers.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Sales Update - Order Types SO, SI, SD, CO (R42800)

These processing options show the values that are preconfigured for version RIS3001.

Defaults

Processing Option Description	Value or Status
1. Specific Date as A/R Invoice Date	blank
2. Select Date Value as A/R Invoice Date	1

Processing Option Description	Value or Status
3. Specific Date as G/L Date	blank
4. Select Date Value as G/L Date	1
5. G/L Account Business Unit	blank
6. Override Next Status Code	blank
7. Billing Remark	blank

Update

Processing Option Description	Value or Status
1. Proof or Final Mode	1
2. Bypass Update to Accounts Receivable (F0311)	blank
3. Bypass Update to Inventory (F41021/F4115)	blank
4. Bypass Update to Commissions (F42005)	blank
5. Bypass Update to Sales History Summary (F4229)	blank
6. Purge to Sales Detail History (F42119)	blank
7. Purge to Sales Header History (F42019)	blank
8. Purge Pricing Records (F4074)	blank
9. Subledger:	blank
10. A/R Next Number Index	0
11. Document Type for Invoices	blank
12. Purge Associated Text	blank
13. Ship and Debit Processing	blank
14. Ship and Debit Accrual	blank

Versions

Processing Option Description	Value or Status
1. A/R Master Business Function (P03B0011)	RIS0002
2. G/L Master Business Function (P0900049)	RIS0001

Processing Option Description	Value or Status
3. Ship and Debit (R45100)	blank
4. Ship and Debit Accrual (R45800)	blank

Print

Processing Option Description	Value or Status
1. Print Sales Journal before Update	blank
2. Sales Journal Version (R42810)	blank

Summarization

Processing Option Description	Value or Status
1. Summarize A/R entries by Invoice	1
2. Summarize G/L entries by Invoice	1
3. Summarize COGS and Inventory Entries	blank

Cost Update

Processing Option Description	Value or Status
1. Update Costs	blank
2. Sales Price/Cost Update Version (R42950)	blank

Interbranch

Processing Option Description	Value or Status
1. Interbranch Order Types	SK
2. A/R and A/P Batches	1
3. Voucher Match Version (P4314)	RIS3001

Flex Acctg

Processing Option Description	Value or Status
1. Sales Flexible Accounting	blank

Bulk Product

Processing Option Description	Value or Status
1. Temperature Gain/Loss	blank

Agreements

Processing Option Description	Value or Status
1. Specific Destination Business Unit for Borrow Agreement Search OR	blank
2. Select Destination Business Unit	blank
3. Selection Criterion	blank

Performance

Processing Option Description	Value or Status
1. Suppress Warning Messages	blank

Prepayment

Processing Option Description	Value or Status
1. Update Settled Prepayment Transactions	blank
2. Pre-Authorized Drafts Version (R03B671)	blank

See Also

Chapter 20, "Running the End of Day Processes," Setting Processing Options for Update Customer Sales (R42800), page 00

Updating Customer Sales for Transfer Order Without Receipt Routing

This table lists the tasks for updating customer sales for transfer order without receipt routing:

Task	Navigation	Program and Version
Update customer sales for transfer order without receipt routing.	Sales/Finance Integration Sales Update – ST	R42800/RIS3002

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Sales Update - Order Types ST (R42800)

These processing options show the values that are preconfigured for version RIS3002.

Defaults

Processing Option Description	Value or Status
1. Specific Date as A/R Invoice Date	blank
2. Select Date Value as A/R Invoice Date	1
3. Specific Date as G/L Date	blank
4. Select Date Value as G/L Date	1
5. G/L Account Business Unit	blank
6. Override Next Status Code	blank
7. Billing Remark	blank

Update

Processing Option Description	Value or Status
1. Proof or Final Mode	1
2. Bypass Update to Accounts Receivable (F0311)	1
3. Bypass Update to Inventory (F41021/F4115)	blank
4. Bypass Update to Commissions (F42005)	blank
5. Bypass Update to Sales History Summary (F4229)	blank
6. Purge to Sales Detail History (F42119)	blank
7. Purge to Sales Header History (F42019)	blank
8. Purge Pricing Records (F4074)	blank
9. Subledger:	blank
10. A/R Next Number Index	blank
11. Document Type for Invoices	blank
12. Purge Associated Text	blank
13. Ship and Debit Processing	blank
14. Ship and Debit Accrual	blank

Versions

Processing Option Description	Value or Status
1. A/R Master Business Function (P03B0011)	RIS0002
2. G/L Master Business Function (P0900049)	RIS0001
3. Ship and Debit (R45100)	blank
4. Ship and Debit Accrual (R45800)	blank

Print

Processing Option Description	Value or Status
1. Print Sales Journal before Update	blank
2. Sales Journal Version (R42810)	blank

Summarization

Processing Option Description	Value or Status
1. Summarize A/R entries by Invoice	1
2. Summarize G/L entries by Invoice	1
3. Summarize COGS and Inventory Entries	1

Cost Update

Processing Option Description	Value or Status
1. Update Costs	blank
2. Sales Price/Cost Update Version (R42950)	blank

Interbranch

Processing Option Description	Value or Status
1. Interbranch Order Types	blank
2. A/R and A/P Batches	blank
3. Voucher Match Version (P4314)	blank

Flex Acctg

Processing Option Description	Value or Status
1. Sales Flexible Accounting	blank

Bulk Product

Processing Option Description	Value or Status
1. Temperature Gain/Loss	blank

Agreements

Processing Option Description	Value or Status
1. Specific Destination Business Unit for Borrow Agreement Search OR	blank
2. Select Destination Business Unit	blank
3. Selection Criterion	blank

Performance

Processing Option Description	Value or Status
1. Suppress Warning Messages	blank

Prepayment

Processing Option Description	Value or Status
1. Update Settled Prepayment Transactions	blank
2. Pre-Authorized Drafts Version (R03B671)	blank

See Also

Chapter 20, “Running the End of Day Processes,” Setting Processing Options for Update Customer Sales (R42800), page 00

Updating Customer Sales for Intercompany Sales Order

This table lists the tasks for updating customer sales for intercompany sales order:

Task	Navigation	Program and Version
Update customer sales for intercompany sales order.	Sales/Finance Integration Sales Update – SO, SD, SI, CO	R42800/RIS3001
Update customer sales for intercompany sales order.	Sales/Finance Integration Sales Update – SK	R42800/RIS3003

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

Preconfigured Processing Options for Australia and New Zealand Sales Update - Order Types SO, SI, SD, CO (R42800)

These processing options show the values that are preconfigured for version RIS3001.

Defaults

Processing Option Description	Value or Status
1. Specific Date as A/R Invoice Date	blank
2. Select Date Value as A/R Invoice Date	1
3. Specific Date as G/L Date	blank
4. Select Date Value as G/L Date	1
5. G/L Account Business Unit	blank
6. Override Next Status Code	blank
7. Billing Remark	blank

Update

Processing Option Description	Value or Status
1. Proof or Final Mode	1
2. Bypass Update to Accounts Receivable (F0311)	blank
3. Bypass Update to Inventory (F41021/F4115)	blank
4. Bypass Update to Commissions (F42005)	blank
5. Bypass Update to Sales History Summary (F4229)	blank
6. Purge to Sales Detail History (F42119)	blank

Processing Option Description	Value or Status
7. Purge to Sales Header History (F42019)	blank
8. Purge Pricing Records (F4074)	blank
9. Subledger:	blank
10. A/R Next Number Index	0
11. Document Type for Invoices	blank
12. Purge Associated Text	blank
13. Ship and Debit Processing	blank
14. Ship and Debit Accrual	blank

Versions

Processing Option Description	Value or Status
1. A/R Master Business Function (P03B0011)	RIS0002
2. G/L Master Business Function (P0900049)	RIS0001
3. Ship and Debit (R45100)	blank
4. Ship and Debit Accrual (R45800)	blank

Print

Processing Option Description	Value or Status
1. Print Sales Journal before Update	blank
2. Sales Journal Version (R42810)	blank

Summarization

Processing Option Description	Value or Status
1. Summarize A/R entries by Invoice	1
2. Summarize G/L entries by Invoice	1
3. Summarize COGS and Inventory Entries	blank

Cost Update

Processing Option Description	Value or Status
1. Update Costs	blank
2. Sales Price/Cost Update Version (R42950)	blank

Interbranch

Processing Option Description	Value or Status
1. Interbranch Order Types	SK
2. A/R and A/P Batches	1
3. Voucher Match Version (P4314)	RIS3001

Flex Acctg

Processing Option Description	Value or Status
1. Sales Flexible Accounting	blank

Bulk Product

Processing Option Description	Value or Status
1. Temperature Gain/Loss	blank

Agreements

Processing Option Description	Value or Status
1. Specific Destination Business Unit for Borrow Agreement Search OR	blank
2. Select Destination Business Unit	blank
3. Selection Criterion	blank

Performance

Processing Option Description	Value or Status
1. Suppress Warning Messages	blank

Prepayment

Processing Option Description	Value or Status
1. Update Settled Prepayment Transactions	blank
2. Pre-Authorized Drafts Version (R03B671)	blank

See Also

Chapter 20, "Running the End of Day Processes," Setting Processing Options for Update Customer Sales (R42800), page 00

Preconfigured Processing Options for Australia and New Zealand Sales Update - Order Types SK (R42800)

These processing options show the values that are preconfigured for version RIS3003.

Defaults

Processing Option Description	Value or Status
1. Specific Date as A/R Invoice Date	blank
2. Select Date Value as A/R Invoice Date	2
3. Specific Date as G/L Date	blank
4. Select Date Value as G/L Date	2
5. G/L Account Business Unit	blank
6. Override Next Status Code	blank
7. Billing Remark	blank

Update

Processing Option Description	Value or Status
1. Proof or Final Mode	1
2. Bypass Update to Accounts Receivable (F0311)	1
3. Bypass Update to Inventory (F41021/F4115)	blank
4. Bypass Update to Commissions (F42005)	blank
5. Bypass Update to Sales History Summary (F4229)	blank
6. Purge to Sales Detail History (F42119)	blank
7. Purge to Sales Header History (F42019)	blank

Processing Option Description	Value or Status
8. Purge Pricing Records (F4074)	blank
9. Subledger:	blank
10. A/R Next Number Index	blank
11. Document Type for Invoices	blank
12. Purge Associated Text	blank
13. Ship and Debit Processing	blank
14. Ship and Debit Accrual	blank

Versions

Processing Option Description	Value or Status
1. A/R Master Business Function (P03B0011)	RIS0002
2. G/L Master Business Function (P0900049)	RIS0001
3. Ship and Debit (R45100)	blank
4. Ship and Debit Accrual (R45800)	blank

Print

Processing Option Description	Value or Status
1. Print Sales Journal before Update	blank
2. Sales Journal Version (R42810)	blank

Summarization

Processing Option Description	Value or Status
1. Summarize A/R entries by Invoice	1
2. Summarize G/L entries by Invoice	1
3. Summarize COGS and Inventory Entries	1

Cost Update

Processing Option Description	Value or Status
1. Update Costs	blank
2. Sales Price/Cost Update Version (R42950)	blank

Interbranch

Processing Option Description	Value or Status
1. Interbranch Order Types	SK
2. A/R and A/P Batches	1
3. Voucher Match Version (P4314)	RIS3002

Flex Acctg

Processing Option Description	Value or Status
1. Sales Flexible Accounting	blank

Bulk Product

Processing Option Description	Value or Status
1. Temperature Gain/Loss	blank

Agreements

Processing Option Description	Value or Status
1. Specific Destination Business Unit for Borrow Agreement Search OR	blank
2. Select Destination Business Unit	blank
3. Selection Criterion	blank

Performance

Processing Option Description	Value or Status
1. Suppress Warning Messages	blank

Prepayment

Processing Option Description	Value or Status
1. Update Settled Prepayment Transactions	blank
2. Pre-Authorized Drafts Version (R03B671)	blank

See Also

Chapter 20, "Running the End of Day Processes," Setting Processing Options for Update Customer Sales (R42800), page 00

(Rapid Start CAN and USA) Updating Transfer Order Sales

This section discusses how to run sales update for transfer order with receipt routing.

Running Sales Update for Transfer Order with Receipt Routing

This table lists the tasks for running sales update for transfer order with receipt routing:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Run sales update for transfer order with receipt routing.	Sales/Finance Integration Sales Update	R42800/RIS0002	• Document Type: ST and OT • Line Type: S (Stock Item). • Order activity rules are set upfor the combination of document type ST, OT and line type S. • Item Sample3 can be used for this process.	• Verify branch/plant B10 is set up in the preconfigured data. B10 is used to transfer goods from and B20 is the branch that receives the goods. • Enter item numbers as part of defining inventory. • Enter customer numbers. • Verify that the PINS process is setup in the routing. This is a two- step process that takes the item to In-Transit. Stock. Address book number 99999900 is setup and is associated with branch/plant B10 and B20.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Update-Invoice Number Already Assigned (R42800), page 00.

(Rapid Start CAN, FRA, GBR, and USA) Updating Customer Sales

This section discusses:

- How to run sales update for customer credit without return.
- Preconfigured processing options for Canada, France, Great Britain, and United States Sales Update-Invoice Number Already Assigned (R42800).
- How to run sales update for customer credit with return.

Running Sales Update for Customer Credit Without Return

This table lists the tasks for running sales update for customer credit without return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Run sales update for customer credit without return.	Sales/Finance Integration Sales Update	R42800/RIS0002	• Document Type: CO (Credit Order) • Line Type: CN (Miscellaneous Credit) • Order activity rules are set up for the combination of document type CO and line type CN. • Hold Code: XX (Administrative Hold) • Item Sample3, Sample4 can be used for this process. Status = 620	• Set up required AAIs. • Activate the Edit Item Master for Non-Stock Items option in the Line Type Constants. • Set up any required dummy item numbers. • Verify that the G/L class code on the Item Master is correct.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Update-Invoice Number Already Assigned (R42800)

These processing options show the values that are preconfigured for version RIS0002.

Defaults

Processing Option Description	Value or Status
1. Specific Date as A/R Invoice Date	blank
2. Select Date Value as A/R Invoice Date	1
3. Specific Date as G/L Date	blank
4. Select Date Value as G/L Date	1
5. G/L Account Business Unit	blank
6. Override Next Status Code	blank
7. Billing Remark	blank

Update

Processing Option Description	Value or Status
1. Proof or Final Mode	blank
2. Bypass Update to Accounts Receivable (F0311)	blank
3. Bypass Update to Inventory (F41021/F4115)	blank
4. Bypass Update to Commissions (F42005)	blank
5. Bypass Update to Sales History Summary (F4229)	blank
6. Purge to Sales Detail History (F42119)	blank
7. Purge to Sales Header History (F42019)	blank
8. Purge Pricing Records (F4074)	blank
9. Subledger:	blank
10. A/R Next Number Index	0
11. Document Type for Invoices	blank
12. Purge Associated Text	blank

Processing Option Description	Value or Status
13. Ship and Debit Processing	blank
14. Ship and Debit Accrual	blank

Versions

Processing Option Description	Value or Status
1. A/R Master Business Function (P03B0011)	RIS0002
2. G/L Master Business Function (P0900049)	RIS0001
3. Ship and Debit (R45100)	blank
4. Ship and Debit Accrual (R45800)	blank

Print

Processing Option Description	Value or Status
1. Print Sales Journal before Update	blank
2. Sales Journal Version (R42810)	blank

Summarization

Processing Option Description	Value or Status
1. Summarize A/R entries by Invoice	1
2. Summarize G/L entries by Invoice	1
3. Summarize COGS and Inventory Entries	blank

Cost Update

Processing Option Description	Value or Status
1. Update Costs	blank
2. Sales Price/Cost Update Version (R42950)	blank

Interbranch

Processing Option Description	Value or Status
1. Interbranch Order Types	blank

Processing Option Description	Value or Status
2. A/R and A/P Batches	blank
3. Voucher Match Version (P4314)	blank

Flex Acctg

Processing Option Description	Value or Status
1. Sales Flexible Accounting	blank

Bulk Product

Processing Option Description	Value or Status
1. Temperature Gain/Loss	blank

Agreements

Processing Option Description	Value or Status
1. Specific Destination Business Unit for Borrow Agreement Search OR	blank
2. Select Destination Business Unit	blank
3. Selection Criterion	blank

Performance

Processing Option Description	Value or Status
1. Suppress Warning Messages	blank

Prepayment

Processing Option Description	Value or Status
1. Update Settled Prepayment Transactions	blank
2. Pre-Authorized Drafts Version (R03B671)	blank

See Also

Chapter 20, “Running the End of Day Processes,” Setting Processing Options for Update Customer Sales (R42800), page 00

Running Sales Update for Customer Credit With Return

This table lists the tasks for running sales update for customer credit with return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configured Onsite
Run sales update for customer credit with return.	Sales/Finance Integration Sales Update	R42800/RIS0002	• Document Type: CO (Sales Order), II (Inventory Issue), and IT (Inventory Transfer). • Line Type: C (Credit Stock Item). • Order activity rules are set up for the combination of document type CO and line type C. • Hold Code: XX (Administrative Hold). • AAIs are set up for inventory issues and transfers using document types II and IT. • Item Sample3, Sample4 can be used for this process. Status = 620	Create a location in the branch/plant for returned product. Place the location on hold and ensure the branch/plant constants exclude held quantities from the availability calculation.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Update-Invoice Number Already Assigned (R42800), page 00.

(Rapid Start CAN, FRA, GBR, and USA) Updating Item, Inventory, and Transfer Order Sales

This section discusses:

- How to run sales update for selling a make-to-order item.
- How to run sales update for selling from inventory.
- How to run sales update for transfer order with receipt routing.

Running Sales Update for Selling a Make-To-Order Item

This table lists the tasks for running sales update for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Run sales update for selling a make-to-order item.	Sales/Finance Integration Sales Update	R42800/RIS0002	• Document Type: SO • Line Type: W (Make-to-Order item), F (Freight Line), and T (Text Line). • Order activity rules are set up for the combination of document type SO and line types F, W, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, and 99. • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Update-Invoice Number Already Assigned (R42800), page 00.

Running Sales Update for Selling from Inventory

This table lists the tasks for running sales update for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Run sales update for selling from inventory.	Sales/Finance Integration Sales Update	R42800 /RIS0002	• Document Type: SO • Line Type: S (Stock Item), F (Freight Line), and T (Text Line). • Order activity rules are set up for the combination of document type SO and line types F, S, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Update-Invoice Number Already Assigned (R42800), page 00.

(Rapid Start) Updating Direct Ship Item Sales

This section discusses how to run sales update for selling a direct ship item.

Running Sales Update for Selling a Direct Ship Item

This table lists the tasks for running sales update for selling a direct ship item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Run sales update for selling a direct ship item.	Sales/Finance Integration Sales Update	R42800 /RIS0002	• Document Type: SO • Line Type: D (Direct Ship Item) • Order activity rules are provided for the combination of document type SO and line type D. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Item: Item Sample3, Sample4 can be used for this process. Item Sample5 is set up for direct ship orders. Sales Order Next Status = 620	• Determine if SO/OP or SD/OD will be used and perform additional setup as required. • Enter a single price for each item as part of item setup • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Canada, France, Great Britain, and United States Sales Update-Invoice Number Already Assigned (R42800), page 00.

Reviewing Customer Sales Update Reports

This section provides an overview of sales update reports and discusses how to:

- Review the invoice journal.
- Review the sales journal.
- (ARG) Review the sales journal for Argentina.
- Set processing options for Print Sales Journal (R42810).

Understanding Sales Update Reports

When you run the Update Customer Sales program, the system generates these reports:

- Invoice Journal: Details all accounts receivable and general ledger entries.
- Sales Journal: Analyze amounts by category, such as stock sales and freight with summary or detail entries, and review costs of goods sold and profit percentages.

Reviewing the Invoice Journal

The system generates the invoice journal whenever you run the Update Customer Sales program. This report lists summary or detail general ledger entries, depending on how you set a processing option.

The invoice journal lists the general ledger transactions by:

- Customer account number.
- Total amounts by invoice.
- Total amounts for all orders.

Reviewing the Sales Journal

Although the system generates this report automatically when you run Update Customer Sales, you can also select Print Sales Journal from the Sales Order Reports menu (G42111) and run it separately. This report is helpful if you want to review how sales revenues are distributed.

Unlike the invoice journal, the sales journal contains only summary information. The report includes total invoice amounts, cost of goods sold, and profit amounts and percentages.

Important! If you set the Print processing option in Update Customer Sales to print a sales journal before sales update and do not reference a version of Print Sales Journal (R42810), then the Sales Journal program uses the same data selection as specified for Update Customer Sales.

(ARG) Reviewing the Sales Journal for Argentina

The Print Sales Journal program (R42810) prints a report that shows the total amounts of the invoice at the detail level, including the tax totals and the legal number of the invoice.

Setting Processing Options for Print Sales Journal (R42810)

Use these processing options to set default values and control the print mode.

Default 1

This processing option controls whether the system updates the status code of a sales order.

1. Update status codes of sales orders

Specify whether the system updates the status codes of sales orders. Values are:

Blank: Do not update the status code.

1: Update the status codes of sales orders.

Default 2

This processing options controls whether the system overrides the status code for a sales order.

Override Status Code When processing option is set to 1, specify the new status code used by the system. Values are:

Blank: The system uses the next status code from the Order Activity Rules table (F40203).

Override Status Code: The system overrides the status code for the sales order.

Print

This processing options controls the printing mode for the report.

Currency Printing Mode Specify a value for the printing mode for the report. Values are:

Blank: Print in domestic currency.

1: Print in foreign currency.

2: Print in both domestic and foreign currencies.

(ARG) Updating Customer Sales for Argentina

This section provides an overview of updating customer sales and discusses how to update customer sales.

Understanding Updating Customer Sales for Argentina

You run Update Customer Sales as the last step in sales order processing to update, verify, and post daily sales information. When you run this program, the system transfers the legal numbers of the invoices and the taxes that are generated during the Sales Order Management billing process to the Accounts Receivable system.

The Update Customer Sales program updates the F76A19 table. The accounts receivable invoice taxes are saved in the F76A18 table.

Note. Detailed end of day processing is not supported. Verify that the processing options are set to summarize entries.

Data Selection for Update Customer Sales

This data selection prevents the system from processing any unbilled lines and ensures that all of the lines of the invoice are included, regardless of their status:

Operator	Left Operand	Comparison	Right Operand
Where	BC Company (F4201) (CO)	is equal to	"00028"
And	BC Document (Voucher, Invoice, and so forth) (F4211) (DOC)	is not equal to	<Blank>
And	BC Document Type (F4211) (DCT)	is not equal to	<Blank>

Updating Customer Sales for Argentina

Select End of Day Processing (G4213), Update Customer Sales.

Reposting Orders

This section provides an overview of the process to repost orders and discusses how to:

- Run the Repost Active Sales Orders program.
- Set processing options for Repost Active Sales Orders (R42995).

Understanding the Process to Repost Orders

You can set up a version of the Repost Active Sales Orders program (R42995) to recommit future sales orders and repost active sales orders. Each function performs a separate set of activities.

The program does not restore or recalculate information for:

- Non-inventory items.
- Orders that contain kit components.
- Canceled detail lines.
- Orders that are missing header information.

Important! It is strongly recommended that you run the Repost Active Sales Orders program when no one is on the system. The system does not lock records. Therefore, if a sales order record is accessed during an update, the record might not process correctly.

Recommitting Future Sales Orders

When you recommit future orders, you can specify that the system:

- Check customer credit limits on future sales orders.
- Hard commit items on future sales orders.
- Put future sales orders on hold for review.

When you recommit future sales orders, the system compares the scheduled pick date in the F4211 table to today's date plus the number specified as commitment days in the Branch/Plant Constants program (P41001). For example, if you enter a sales order for a bike on June 5, and specify the promised date as June 12, with five commitment days in the branch/plant constants, the system performs this calculation:

June 12 > (June 5 + 5 days) = future commit

Because the item promised date (June 12) is greater than the sales order entry date (June 5) plus the number of commitment days specified in the Branch/Plant Constants program (that is, 5), the system future commits the order. When the promised date of the item is equal to the sales order entry date plus the number of commitment days, the system relieves the future-committed order.

When the recommit procedure is complete, you can print a report that lists each detail line that has future-committed items. This report is helpful if you want updated information about future commitments.

Restoring Active Orders

You run a repost in the event of an unusual circumstance, such as a system failure. Reposting all active orders clears all commitments from locations and restores the commitments based on quantities from the F4211 table. This repost provides a cleanup of all active orders (even those on hold) and resolves any discrepancies in the availability calculation that result from changes to commitments at print pick slip, ship confirm, and invoicing.

You can have the system clear and then recalculate the quantity information for items, depending on how you set these processing options on the Repost tab:

- Bypass Item Commitment Update
- Bypass Order Header Update
- Bypass Customer Open Order Amount

The system always includes items on hold during this procedure.

By-Pass Orders

The system by-passes orders when:

- The order next status is 999.
- A sales order header record does not have a detail record.

Combining Recommit and Repost in One Version

If you use one version to run both the recommit future orders and report active sales order functionality the system adds backorders twice. To avoid duplicate backorders, if processing option #1 on the Repost tab is blank, then the remaining processing options should be *1*. Likewise, if the processing option #1 on the Repost tab is *1*, the remaining processing options should be blank. It is recommended that you set up two separate versions: one for recommit future orders and one for repost.

Running the Repost Active Sales Orders Program

Select End of Day Processing (G4213), Repost Active Sales Orders.

Setting Processing Options for Repost Active Sales Orders (R42995)

Use these processing options to control how the system functions when running the recommit and repost options.

Recommit

These processing options help you determine what functions the system performs when you recommit active and future sales orders. When you recommit future orders, you can specify that the system check customer credit limits, hard commit items, or put orders on hold for review.

1. Hard Commit Future Orders (FUTURE)

Specify whether the system hard commits the order and adjusts the amount open orders file in the F0301 and F03B01 tables and the order total in the F4201 table. Values are:

Blank: Do hard commit items on future sales orders.

1: Do not hard commit items on future sales orders.

When you recommit future sales orders, the system compares the promised date of the items to the sales order entry date plus the number of commitment days that you specify in the Branch/Plant Constants program.

2. Credit Check Hold Code Specify the hold code that the system uses to check customer credit limits on future sales orders. If left blank, no credit checking is performed. You must use a hold code that is set up in UDC table (42/HC).

3. Future Orders Hold Code Specify the hold code that the system uses on all future sales orders. If a hold code is entered, the system puts all future orders being released to current, on hold. You must use a hold code that has been set up in UDC table (42/HC).

4. Sales Order Entry (P4210) Version Specify the version of the Sales Order Entry program (P4210) the system uses to update the sales order. If you need to check availability, use a version that has the Check Availability processing option activated.

Repost

These processing options help you determine the functions the system performs when you repost active and future sales orders. Use these processing options to control whether the system performs functions such as updating commitments, order header totals, and open order amounts.

1. Bypass Recommitting Future Orders Specify whether the system bypasses the recommitment of future orders when sales orders are reposted. Values are:

Blank: The system recommits future orders.

1: The system bypasses the recommitment of future order.

When using option 1, the program will function as a repost only and will not recommit future orders regardless of how you have set other processing options.

2. Bypass Item Commitment Update Specify whether the system bypasses the update of the commitment fields from the F41021 table upon reposting active sales orders. Values are:

Blank: The system updates the commitment fields with the quantities from the F4211 table and resets the availability calculation if changes to commitments were made at print pick slip, ship confirm and invoicing.

1: The system bypasses the update of the commitment fields.

The system always processes canceled lines and includes items on hold in the update.

3. Bypass Order Header Update Specify whether the system resets the order total to equal the totals of the extended prices from the F4211 table when you repost active sales orders. Values are:

Blank: The system updates the order header table with the accumulated total from the F4211 table.

1: The system bypasses the update of the order header total.

The system always includes items on hold in the update.

4. Bypass Customer Open Order Amount Specify whether the system bypasses the update of the customer open order amount from the F4211 table when you repost active sales orders. Values are:

Blank: the system updates the open order amount with the accumulated total from the F4211 table and also updates the Customer Master table (F0301).

1: The system bypasses the update of the customer open order amount.

The system always includes items on hold in the update.

Reviewing and Approving Journal Entry Batches

You can ensure the accuracy of the sales transaction records by reviewing the general ledger entries that the Update Customer Sales program creates before you post them to the general ledger.

The Update Customer Sales program groups transactions into different types of batches for posting to journals:

- Customer sales (batch type IB)

  Posts the sales, cost of goods sold, and inventory entries to the customer sales journal.

  The system creates batch type IB when the summarization processing option in the Update Customer Sales program is set to write general ledger entries in summary or detail.

- Inventory/COGS (batch type G)

  Posts to the Inventory/COGS Journal.

  The system creates batch type G for inventory and COGS entries when the summarization processing options in the Sales Update program are set to summarize COGS and inventory entries to a separate batch.

You can review the information in each batch at three different levels:

- General batch review

  Displays batches by user ID, batch status, batch number, and entry date range.

- Detailed batch review

  Displays journal entry header information, such as invoice number, document type, and gross amount for a single batch.

- Individual journal entries review

  Displays journal entry detail information, such as the amount charged to a cost of goods sold, inventory, or revenue account.

You use this information to:

- Review information that is specific to each batch, such as status and date range.
- Add and make changes to transactions within a batch.
- Change the status of a batch.

See Also

PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 SP1 PeopleBook, "Working with Batches"

Posting Batches of Journal Entries

After you review and approve a batch of journal entries, you can use the General Ledger Post Report program (R09801) to edit and post each type of transaction.

This program also edits transaction batches for the F0911 table and updates the batch status to allow the system to post transactions to the Account Balances table (F0902). If any errors occur during editing, the system assigns an error status to the batch and does not post it.

Optionally, you can update tax information for the Taxes table (F0018). If the system does not update the tax file or if the tax file does not get updated correctly, you cannot repost this information.

After you post journal entries, verify that the batches of journal entries posted successfully. The program creates a variety of messages and reports to help you verify the posting information.

See *PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 SP1 PeopleBook*, "Posting Financial Transactions," Understanding the Financial Post Process.

Posting Interbranch Sales

When the system posts interbranch sales transactions for different companies, the system creates intercompany settlement entries through the post program to balance accounts in the two companies.

Making Changes During the Post Process

While the post is running, do not change accounts, AAIs for the Sales Order Management system, or processing options for the post program.

Customizing the Post Program

This program performs a number of complex tasks. It is strongly recommended that you do not customize the programming for it.

Verifying the Post of Journal Entries

After posting journal entries, verify that the batches of journal entries posted successfully. If any batches did not post, you must correct all errors and set the batch to approved status before the program will post the batch. The program creates a variety of messages and reports to help you verify the posting information.

See *PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 SP1 PeopleBook*, "Posting Financial Transactions," Understanding the Financial Post Process.

Reviewing Electronic Mail for Messages

The program sends messages to an electronic mail in the Employee Work Center when there are errors and when the job completes normally. After you run the post program, you should check electronic mail to determine the status of the job. If the job did not complete normally, review the error messages. Typically, one message notifies you that the job had errors, followed by one or more detailed messages that define the errors.

From error messages, you can access the Work With Batches form, which enables you to locate problems and make changes interactively.

Reviewing the General Ledger Post Report

To verify the transactions that were posted to the F0902 and F0911 tables, review the General Ledger Post report.

The General Ledger Post Report lists batches that posted successfully. At the end of the report, if one or more batches contained errors, the report also includes a text box to alert you that the program found errors. You should review electronic mail for messages that provide more detail. From there, you can access the Work With Batches and Journal Entry forms, where you can correct errors.

(Rapid Start AUS and NZL) Posting Invoices

This section discusses:

- How to post invoices for transfer order without receipt routing.
- How to post invoices for intercompany sales order.

Posting Invoices for Transfer Order Without Receipt Routing

This table lists the tasks for posting invoices for transfer order without receipt routing:

Task	Navigation	Program and Version
Post invoices for transfer order without receipt routing.	Review and Post Invoices Post an Invoice Batch	R09801/RIS0006

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Rapid Start Invoice Post (R09801), page 00.

Posting Invoices for Intercompany Sales Order

This table lists the tasks for posting invoices for intercompany sales order:

Task	Navigation	Program and Version
Post invoices for intercompany sales order.	Review and Post Invoices Post an Invoice Batch	R09801/RIS0006

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Rapid Start Invoice Post (R09801), page 00.

(Rapid Start CAN and USA) Posting Sales Transactions for Transfer Orders

This section discusses how to post sales transactions for transfer orders with receipt routing.

Posting Sales Transactions for Transfer Orders with Receipt Routing

This table lists the tasks for posting sales transactions for transfer order with receipt routing:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Post sales transactions for transfer order with receipt routing.	Post to the General Ledger Post Sales Transactions	R09801/RIS0006	• Document Types: ST and OT. • Line Type: S (Stock Item). • Order activity rules are set up for the combination of document type ST, OT, and line type S. • Purchased Item: Item Sample3 can be used for this process.	• Verify that branch/plant B10 is set up in the preconfigured data. B10 is used to transfer goods from and B20 is the branch that receives the goods. • Enter item numbers as part of defining inventory. • Enter customer numbers. • Verify that the PINS process is setup in the routing. This two-step process takes the item to In-Transit and then Stock. Address book number 99999900 is associated with branch/plant B10 and B20.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Rapid Start Invoice Post (R09801), page 00.

(Rapid Start CAN, FRA, GBR, and USA) Posting Sales Transactions for Selling a Make-To-Order Item

This section discusses how to post sales transactions for selling a make-to-order item.

Posting Sales Transactions for Selling a Make-To-Order Item

This table lists the tasks for posting sales transactions for selling a make-to-order item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Post sales transactions for selling a make-to-order item.	Post to the General Ledger Post Sales Transactions	R09801/RIS0006	• Document Type: SO • Line Type: W (Make-to-Order Item), F (Freight Line), and T (Text Line). • Order activity rules are set up for the combination of document type SO and line types F, W, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Work Order Status: 10, 20, 30, 80, 82, 84, 86, 88, 94, 95, 96, 97, and 99. • Purchased Item: Item Sample3, Sample4 can be used for this process. • Manufacturing Item: Item Sample1 is set for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Rapid Start Invoice Post (R09801), page 00.

(Rapid Start) Posting Journal Entries for Customer Credit

This section discusses:

- How to post journal entries for customer credit with return.
- How to post journal entries for customer credit without return.
- Preconfigured Processing Options for Rapid Start Invoice Post (R09801)

Posting Journal Entries for Customer Credit with Return

This table lists the tasks for posting journal entries for customer credit with return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Post journal entries for customer credit with return.	Post the General Ledger Post Sales Transactions	R09801/RIS0006	• Document Type: CO (Sales Order), II (Inventory Issue), and IT (Inventory Transfer) • Line Type: C (Credit Stock Item). • Order activity rules are set up for the combination of document type CO and line type C. • Hold Code: XX (Administrative Hold) • AAIs are set up for inventory issues and transfers using document types II and IT. • Item Sample3, Sample4 can be used for this process.	Create a location in the branch/plant for returned product. Place the location on hold and ensure that the branch/plant constants exclude held quantities from the availability calculation.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Rapid Start Invoice Post (R09801), page 00.

Posting Journal Entries for Customer Credit Without Return

This table lists the tasks for posting journal entries for customer credit without return:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Post journal entries for customer credit without return.	Post to the General Ledger Post All Invoices	R09801/RIS0006	• Document Type: CO (Credit Order) • Line Type: CN (Miscellaneous Credit) • Order activity rules exist for the combination of document type CO and line type CN. • Hold Code: XX (Administrative Hold) • Item Sample3, Sample4 can be used for this process.	• Set up required AAIs. • Activate the Edit Item Master for Non-Stock Items option in the Line Type Constants. • Set up any required dummy item numbers. • Verify that the GL class code for the item master is correct.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

Preconfigured Processing Options for Rapid Start Invoice Post (R09801)

These processing options show the values that are preconfigured for version RIS0006.

Print

Processing Option Description	Value or Status
1. Account Format	blank
2. Print Error Messages	1

Versions

Processing Option Description	Value or Status
1. Detail Currency Restatement Version	blank
2. Fixed Asset Post Version	blank
3. 52 Period Post Version	blank

Edits

Processing Option Description	Value or Status
1. Update Transaction	blank

Taxes

Processing Option Description	Value or Status
1. Update Tax File	3
2. Update VAT Discounts	2
3. Update VAT Receipts and W/O	2

Process

Processing Option Description	Value or Status
1. Explode parent item time	blank

Cash Basis

Processing Option Description	Value or Status
1. Units Ledger Type	blank
2. Create Cash Basis Entries Version	blank

See Also

PeopleSoft EnterpriseOne General Accounting 8.11 SP1 PeopleBook, "Processing Journal Entries," Setting Processing Options for General Ledger Post (R09801)

(Rapid Start) Posting Invoices for Selling from Inventory

This section discusses how to post an invoice for selling from inventory:

Posting an Invoice for Selling from Inventory

This table lists the tasks for posting invoices for selling from inventory:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Post invoices for selling from inventory.	Post to the General Ledger Post All Invoices	R09801 /RIS0006	• Document Type: SO • Line Type: S (Stock Item), F (Freight Line), and T (Text Lin).e • Order activity rules are set up for the combination of document type SO and line types F, S, and T. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Purchased Item: Item Sample3, Sample4 can be used for this process.	• To produce a packing list from the shipment confirmation transaction, ensure that 562 (Print Packing List) is in the status flow in the order activity rules. Set the processing option on the Print tab of P4205 to print the invoice automatically via the subsystem and reference version RIS0004 of R42565 on the Versions tab of P4205. • To produce a packing list after the shipment confirmation transaction, add status 563 to and remove status 562 from the order activity rules. Set the processing option on the Print tab of P4205 to not print the invoice automatically via the subsystem. • Remove the bill of lading from the process, if necessary. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Rapid Start Invoice Post (R09801), page 00.

(Rapid Start) Posting Sales Transactions for Selling Direct Ship Items

This section discusses how to post sales transactions for selling a direct ship item.

Posting Sales Transactions for Selling a Direct Ship Item

This table lists the tasks for posting sales transactions for selling a direct ship item:

Task	Navigation	Program and Version	Preconfigured Data	Data to Configure Onsite
Post sales transactions for selling a direct ship item.	Post to the General Ledger Post All Invoices	R09801 /RIS0006	• Document Type: SO • Line Type: D (Direct Ship Item). • Order activity rules are set up for the combination of document type SO and line type D. • Hold Code: C1 (Credit Hold) and XX (Administrative Hold). • Item Sample3, Sample4 can be used for this process. Item Sample5 is set up for direct ship orders.	• Determine if SO/OP or SD/OD will be used and perform additional setup as required. • Enter a single price for each item as part of item setup. • Branch/plant B10 is set up in the preconfigured data. Some setup will need to be changed if other branches are used. • Enter item numbers in the system as part of defining inventory. • Enter customer numbers in the system.

Data reports provide additional information about data that has been preconfigured for Rapid Start.

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(AUS and NZL) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(CAN and USA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(FRA) Rapid Start Data Reports".

See *PeopleSoft EnterpriseOne Rapid Start Fundamentals 8.11 SP1 PeopleBook*, "(GBR) Rapid Start Data Reports".

See Chapter 20, "Running the End of Day Processes," Preconfigured Processing Options for Rapid Start Invoice Post (R09801), page 00.

Purging Data

This section provides overviews of the purge programs for Sales Order Management and the Sales Order Text Lines Purge program, and discusses how to:

- Purge sales order text lines.
- Purge sales order header records.
- Purge processed batch sales orders.
- Purge sales order detail lines.
- Purging audit log transactions.
- Set processing options for Purge Audit Log (R42420).

Understanding the Purge Programs for Sales Order Management

When data becomes obsolete or you need more disk space, you can use purge programs to remove data from tables.

The system provides purges for removing data from tables where the selection criteria need to be more specific. Purges are programs that have predefined criteria that the system checks before removing any data so that you avoid removing associated data that is located in other tables.

Purging data consists of:

- Specifying the information to delete.
- Running the purge program.
- Running the table reorganization program to rebuild the table structure.

Understanding the Sales Order Text Lines Purge Program

You use the Close Text Lines program (R42960) to delete specific information from the Sales Order/Purchasing Text Detail Lines table.

This purge checks the F4211 table and the Purchase Order Detail File table (F4311) for open detail lines with matching order type and order number combinations. The system performs one of these functions:

- If the system does not find matching records, it deletes the closed text lines from the Text Line table.
- If the system finds matching records, it deletes the closed text lines from the Text Line table only if the matching detail tables have a status of *999*.

Purging Active Order Lines

The Closed Text Lines program removes closed text lines only if all other lines on the order are closed. Order lines with a status other than *999* cannot be purged.

You can use the Closed Text Lines program to change the status of text lines to *999* (closed) on orders with no open detail lines. You use this program only if you have not set up the processing options for the Update Customer Sales program to purge text lines for closed orders.

Prerequisites

Before you complete the tasks in this section:

- Back up the tables that will be affected.
- Determine the data that you want to purge.
- Verify that no users are working with the data that you want to purge and reorganize.

Purging Sales Order Text Lines

Select Data File Purges (G42312), Sales Order Text Lines.

Purging Sales Order Header Records

Use the Purge Sales Order Header program (R4201P) to purge sales order header records from the F4201 table. Records are purged from the F4201 table only if no open detail lines with a matching order type and order number combination exist in the F4211 table. In addition to purging records, you can optionally move information to the F42019 table. You specify in the processing options whether you want to move information.

Select Data File Purges (G42312), Sales Header Purge.

Purging Processed Batch Sales Orders

Delete processed sales orders from the batch receiver tables by using the Purge Batch Receiver File program (R4001ZP). The system selects only records with *Y* in the Processed (Y/N) field of the batch receiver tables.

This purge does not remove records from the Batch Receiver File — Destination Quantity table (F4012Z). Use the general purge program to remove data from this table.

Select Data File Purges (G42312), Batch Receiver Purge.

Purging Sales Order Detail Lines

Run the Purge Detail to History program (R42996) to purge detail lines with a status of *999* from the F4211 table and move them to the F42119 table.

You can run this program when you update customer sales.

Select Data File Purges (G42312), Detail to History Purge.

Purging Audit Log Transactions

Use the Purge Audit Log program (R42420) to delete records from the Audit Log Transaction table (F42420). The system checks the F4211 table to verify whether the order still exists. Next, provided that you have set the processing option for the Purge Audit Log program accordingly, the system checks the F42119 table to verify whether the order still exists. If the order does not exist in either table, then the system deletes the order's corresponding records that are contained in the F42420 table.

Select Data File Purges (G42312), Purge Audit Log.

Setting Processing Options for Purge Audit Log (R42420)

Use this processing option to control whether the system purges the audit log.

Purge Options Enter *1* if you want the system to verify whether the audit log record exists in the F42119 table.

(ARG) Purging Sales Orders for Argentina

This section provides an overview of the purge process for Argentinean sales orders and discusses how to run the Invoice Total Purge - Argentine program.

Understanding the Purge Process for Argentinean Sales Orders

The Invoice Total Purge -Argentine- program (R76A09P) purges the localized tables and saves their information in new tables. The program first verifies that the records in the Invoice Total table (F76A09) correspond to records with a next status of *999* in the F4211 table. The program then purges the records from these tables:

- Invoice Total (F76A09).
- Taxes - Tax Amounts by Sales Order Line (F76A18).
- Credit Invoice Header (F76A21).
- Credit Invoice Detail (F76A22).
- Credit Invoice Withholding (F76A23).
- Header & Footer Invoice/Shipment Note History WF (F76A0209).
- Detail Lines Invoice/Shipment Note History WF (F76A0219).

The program saves the purged information to these tables:

- Invoice Total Purge (F76A09P).
- Taxes - Tax Amounts Sales Order Line Purge (F76A18P).
- Credit Invoice Header Purge (F76A21P).
- Credit Invoice Detail Purge (F76A22P).
- Credit Invoice Withholding Purge (F76A23P).
- Header/Footer Inv./Shipment Note History WF Purge (F76A020P).
- Detail Lines Inv./Shipment Note History WF Purge (F76A021P).

Note. If the program does not find F4211 records that correspond to records in table F76A09, the program assumes that these records have been moved to the Sales Order History File table and eliminates the records.

After you run the Invoice Total Purge -Argentine- program (R76A09P), run these purge programs:

- Sales Header Purge (F4201) (R4201P).
- Sales Order Detail (F4211) (R4211P).

Note. The purge processes always run in final mode.

Running the Invoice Total Purge - Argentine Program

Select Processes (G76A03B1), Invoice Total Purge -Argentine-.

CHAPTER 21

Setting Up Returned Material Authorization

This chapter provides an overview of Returned Material Authorization (RMA) and discusses how to:

- Set up RMA defaults.
- Set up RMAs.
- Run the RMA - update sales order status.
- Run the RMA Purge program.

Understanding Returned Material Authorization

A RMA is an approval from the supplier for the customer to return inventory for credit, replacement, or repair. The system creates an authorization number for the supplier to track the return of the inventory. This is also known as Returned Goods Authorization (RGA).

When you create a RMA, you can create a purchase order to receive the old product and a sales order to ship a replacement. Or instead of shipping a replacement product, you can create a credit order. You can indicate how the system creates purchase orders and sales orders by setting up processing options for versions of Sales Order Entry (P4210) and Purchase Orders (P4310) and specifying those versions in the Return Material Authorization Defaults (P40052).

Generic Business Example

A computer company sells a laptop computer with a six-month warranty to customer 123. Customer 123 calls three months later because the laptop computer is broken. The computer company creates a RMA, which automatically creates a sales order and purchase order. The company use the sales order to ship out a new computer and the purchase order to track the receipt of the broken computer. It is the computer company's policy not to bill the customer if the broken computer is received within 20 days. After 20 days, the customer is billed for the new computer. The customer returns the broken laptop computer within 20 days, so the sales order is canceled once it is ship confirmed.

This example provides a single tracking transaction and allows the company to relate a sales order and purchase order to the transaction for reference.

Setting Up RMA Defaults

This section provides an overview of setting up RMA default information and discusses how to:

- Set up processing options for Returned Material Authorization Revisions.
- Set up RMA Defaults (P40052).

Understanding RMA Defaults

When you set up RMA default information, you identify to the system that you want the system to reserve and release parts for shipment using the default data based on the service type, model, parts recommendation, RMA type, and service provider. You can enter RMA default information for purchase orders, credit orders, and sales orders.

The system retrieves the address book information from the Work Order Master File table (F4801) that is created when you enter a service order.

When you enter a RMA from a service order, the system retrieves the service provider information from the service order. If you enter a RMA directly from the menu, the system does not provide the service provider. From the menu, the system uses the Ship To as the default value for the customer.

On the Search Sequences form, define the order that you want the system to use to search for a match between the call and routing rules. The system uses a hierarchical search method, from most specific to most general. To include fields in the hierarchical search, complete them with a *Y* or *N*.

Forms Used to Set Up RMA Defaults

Form Name	FormID	Navigation	Usage
Return Material Authorization Defaults Revisions	W40052B	Daily Sales Order Management Processing menu (G4210), Additional Order Processes (G4212), Return Materials Authorization Defaults	Set up RMA defaults.

Setting Processing Options for Return Material Authorization Revisions (P400511)

Use these processing options to set system default values, control which fields are edited, control system processing, and specify versions.

Defaults

These processing options control the default information that the system uses when working with RMA revisions.

1. Default RMA document type

Enter a UDC 00/DT for the default RMA document type. For example: R8 or R9.

2. Work Order Number to the Sales Order

Specify whether the system enters the work order number in the sales order subledger field. Values are:

Blank: Do not enter the work order number in the sale order subledger field.

1: The system enters the work order number to the sales order subledger field.

3. Inventory Item Number from the Service Work Order

Specify whether the system enters the item number into the RMA when receiving parts. Values are:

Blank: Do not enter the item number in the receipt.

1: Enter the inventory item number for receipt from the service work order header.

4. Inventory Item Number for Shipment from the Service Work Order

Specify whether the system enters the item number into the RMA when shipping parts. Values are:

Blank: Do not enter the item number in the shipping document.

1: Enter the inventory item number for shipment from the service work order header.

5. Equipment Number for Receipt from the Service Work Order

Specify whether the system enters the equipment serial number into the RMA when you receive parts. Values are:

Blank: Do not enter the serial number.

1: Enter the serial number into the RMA when you receive parts.

6. Equipment Number for Shipment from the Service Work Order

Specify whether the system enters the equipment serial number into the RMA when you ship parts. Values are:

Blank: Do not enter the serial number.

1: Enter the serial number into the RMA when you ship parts.

7. Last Disposition For Credit Memo

Specify the line type of the RMA detail line, when the RMA is created from the sales ledger and a credit memo is created by the RMA. Enter a value from UDC 40/RN.

8. Last Disposition for Warranty Claim

Specify a UDC (40/RN) value that indicates the line type to be used to create the RMA detail line, when the RMA is created from a warranty claim.

9. Last Disposition for Supplier Recovery Claim

Specify a UDC (40/RN) value that indicates the line type to be used to create the RMA detail line, when the RMA is created from a supplier recovery claim.

Edit

These processing options control which fields are required when entering a RMA.

1. Work Order Number

Specify whether the system requires a work order number when entering a RMA. Values are:

Blank: Work order number is not required.

1: Work Order Number is required.

2. Request Number

Specify whether the system requires a request number when entering a RMA. Values are:

Blank: Request number is not required.

1: Request Number is required.

3. Original Sales Order Number

Specify whether the system requires the original sales order number when entering a RMA. Values are:

Blank: Original sales order number is not required.

1: Original sales order number is required.

4. Original Invoice Number

Specify whether the system requires the original invoice number when entering a RMA. Values are:

Blank: Original invoice number is not required.

1: Original invoice number is required.

5. Reason Code Required Specify whether the system requires a reason code when entering a RMA.

Blank: Reason code is not required.

1: Reason code is required when the RMA is created.

2: Reason code is required when the disposition is attached.

Process

These processing options control whether the system sends a message of the goods expected to be returned and if the parts list search and select field is displayed in add mode.

1. Send message of the goods expected to be returned Specify whether the system sends a message of the goods expected to be returned. Values are:

Blank: Do not send a message.

1: Do send a message.

2. Display 'Parts List Search & Select' in Add Mode Specify whether the system displays the parts list search and select in add mode. Values are:

Blank: Do not display parts list search and select in add mode.

1: Do display parts list search and select in add mode.

Versions

These processing options control the versions called by the program.

1. Credit Memo Enter a version of Credit Memo (P42025) or leave blank to use version ZJDE0001.

2. Quick Customer Add Enter a version of Quick Customer Add (P01015) or leave blank to use version ZJDE0001.

3. Work With Work Orders Enter a version of Work With Work Orders (P48201) or leave blank to use version ZJDE0002.

4. Work With Maintenance Request Enter a version of Work With Maintenance Request (P17500) or leave blank to use version ZJDE0001.

5. OnLine Invoice Inquiry Enter a version of OnLine Invoice Inquiry (P42230) or leave blank to use version ZJDE0001.

6. Shipment Confirmation Enter a version of Shipment Confirmation (P4205) or leave blank to use version ZJDE0001.

7. Purchase Receipts Inquiry Enter a version of Purchase Receipts Inquiry (P43214) or leave blank to use version ZJDE0001.

8. Item Availability Enter a version of Item Availability (P41202) or leave blank to use version ZJDE0001.

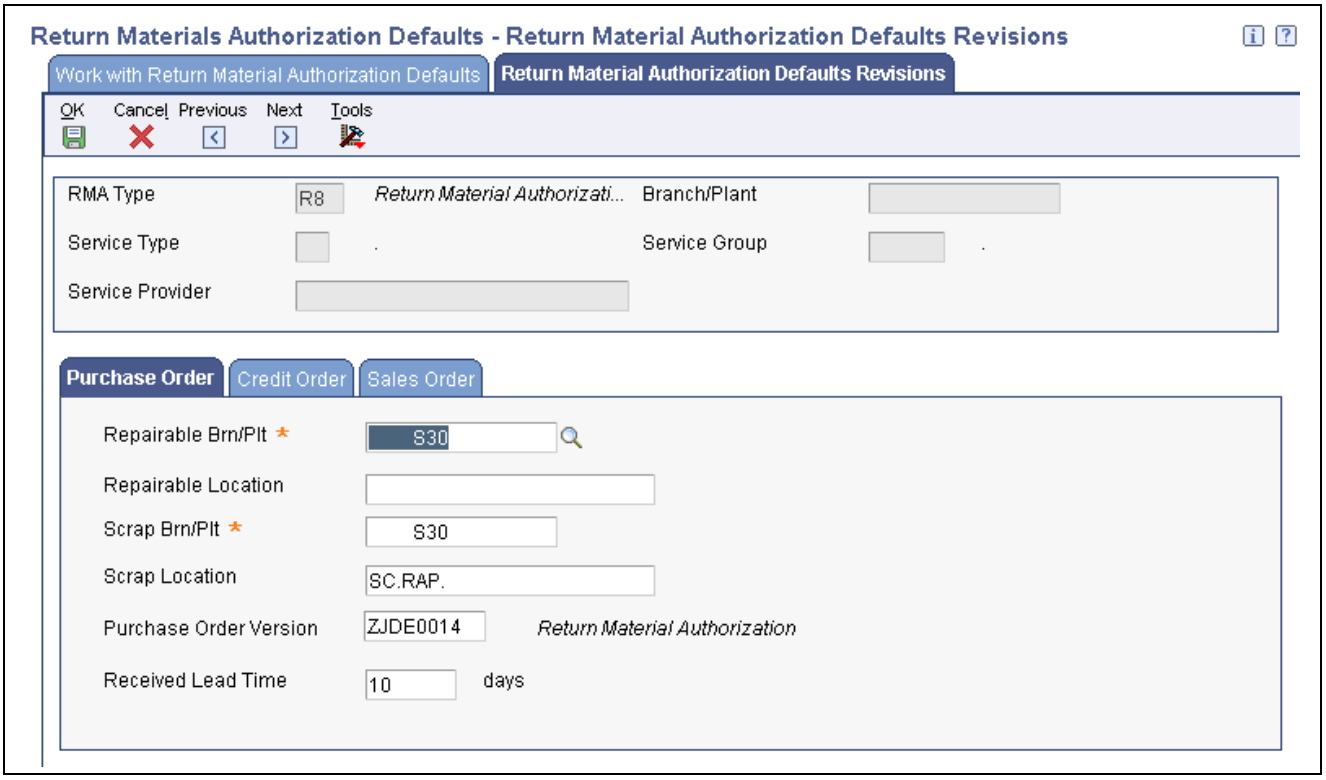
9. Item Cross Reference Enter the version of Item Cross Reference (P4104) or leave blank to use version ZJDE0001.

10. Purchase Order Receipt Entry Enter the version of Purchase Order Receipt Entry (P4312) or leave blank to use version ZJDE0001.

11. Open Order Inquiry Enter the version of Open Order Inquiry (P4310) or leave blank to use version ZJDE0001.

Setting Up RMA Defaults

Access the Return Material Authorization Defaults Revisions form



Return Material Authorization Defaults Revisions form

Service Group An attribute of a service provider that enables the end user to group the service provider into logical groups, such as regional, type of service provided, billing arrangements.

Repairable Branch/Plant The branch/plant to which the repairable location belongs. This field displays on the purchase order detail line created from the RMA.

Repairable Location The area in the warehouse where you receive inventory. The format of the location is user defined and you enter the location format for each branch/plant.

If a returned inventory item is repairable, the system places the item in a repairable branch/plant. If the returned item is not repairable, the system places the item in a scrap branch/plant.

Scrap Branch/Plant This business unit is used to generate AR invoices.

Purchase Order Version The version of Purchase Order Entry (P4310) the system uses to create a purchase order.

Received Lead Time The system uses the value from the Received Lead Time field to calculate the promised delivery for the returned inventory item number.

Shipping Brn/Plt (shipping branch/plant) The shipping branch/plant on the sales order detail line.

Shipping Location The shipping location on the sales order created from the RMA. If left blank, the order detail line is soft committed to the primary location. If a location is specified, the order detail line shows as hard committed to that location and the Item Location table (F41021) is updated accordingly.

Sales Order Version The version of Sales Order Entry used to create the sales order.

Setting Up RMAs

This section provides an overview of RMAs and discusses how to:

- Setting processing options for Work with Returned Material Authorizations.
- Entering returned material authorizations.

Understanding RMA Setup

A Returned Material Authorization is an authorization from the supplier for the customer to return inventory for credit, replacement, or repair. The system creates an authorization number for the supplier to track the return of the inventory. This group of programs assists the user in managing the return of inventory by inventory item numbers.

You can create a purchase order to receive a returned item, which enables you to take advantage of system processes such as receipt routings, warehouse puts, and quality inspections. You can also create a sales order to ship a replacement inventory item to a customer or create a credit order to issue a credit for the return.

With the RMA module, the system can perform these functions:

- Trigger invoicing for parts or machines not returned.
- Deduct inventory and forecast the reorder level based on usage.
- Substitute parts wherever parts numbers are involved (reservation, shipping, receiving, balancing, backorder fulfillment, and so on).

Enter RMA information to manage the return of inventory items for credit or repair. If a customer calls with a defective item claim, you can use the RMA programs to:

- Provide an authorization number for the return.
- Define a purchase order to record the return of the item.
- Define a credit order to credit the customer’s account.
- Define a sales order to reserve and release items for shipment.
- Associate a sales order number or invoice number with a return.
- Perform other types of dispositions, such as receiving and reshipping items.

If necessary, the consultant can also enter a service order for repair of the returned item. Additionally, you can use the RMA process to ship replacement items to a customer, service provider, or technician if a service order is referenced in the header of the authorization. When you enter the return material authorization, the system creates a record in the Return Material Authorization table (F40051).

The system uses next numbers to generate the RMA number. The RMA number associates the purchase order with the sales order.

You can enter information for purchase orders or sales orders. You also can select which types of orders that the system generates and enter information for those orders by choosing the appropriate options. For example, if you want the system to generate an invoice, select Sales Order and then On Line Invoice from the Row menu.

Credit Memos

When you enter credit memos, you are creating a reversal for an existing sales order. This action creates a negative amount for the sales order.

When you create a credit memo, the system displays order history (Sales Ledger) information from which you can select entire orders or order detail lines. You can create credit memos from order or order detail line combinations. As you select an order or order detail line, the system pulls the information from the Sales Ledger Inquiry (P42025) to the Return Material Authorization Revisions. When you close Sales Ledger Inquiry, you can review the credit information.

To credit an amount, you must ensure that the line type indicates a credit transaction

When you create a credit memo, the system accesses S.O Detail Ledger File table (F42199) for order history information.

Note. When you clear a credit memo, the system clears the credit each time that you select Clear Credit Memo from the Form menu.

To delete the credit information after you have created a credit memo, you cancel the detail lines on Returned Materials Authorization Revisions.

The system receipts credit lines one at a time.

If you have incorrectly selected a line or order to create a credit memo, but you have not yet created a credit order, you can clear the credit information.

Prerequisites

Before you complete the tasks in this section:

- Define default values for creating sales orders and purchase orders.
- Set up RMA status user defined codes (40/RN).
- Verify that you have purchased and installed these systems. You must have installed these systems to be able to use Work with Return Material Authorization (P40051):
- System 41: Inventory Management.
- System 42: Sales Order Management.
- System 43: Procurement.
- Set up a unique document type for return materials authorizations.
- Set up a version of Sales Order Entry for credit orders.
- Set up a version of Sales Ledger Inquiry for RMA. Ensure that you set the status code processing options so that the Sales Ledger Inquiry program only retrieves orders that have been invoiced.
- Set up a version of Work with Return Material Authorization and Return Material Authorization Revisions. In the processing options for Return Material Authorization Revisions, you may enter the version of Sales Ledger inquiry that you set up for RMAs.

- Set up the Return Material Authorization Defaults program. In Return Material Authorization Defaults you may specify the versions of Sales Order Entry, Credit Orders, and Purchase Orders that you want to use for RMAs. If you leave the versions blank, version ZJDE0001 will be used.

See Also

Chapter 21, "Setting Up Returned Material Authorization," Setting Up RMA Defaults, page 00

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Foundation

Chapter 8, "Entering Sales Orders," Entering Default Line Information, page 00

Forms Used to Set Up Returned Material Authorizations

Form Name	FormID	Navigation	Usage
Returned Material Authorization Revisions	W400511E	Daily Work Order Processing (G1712) or Additional Order Processes (G4212), Returned Materials Authorization On Work with Return Material Authorization, click Add. To add a credit memo, on Return Material Authorization Revisions select Sales Ledger from the Form menu. Select Credit Memo and then Select Line or Select Order from the Row menu on Work With Sales Ledger Inquiry.	Set up Returned Material Authorizations and Credit Memos.

Setting Processing Options for Work with Return Material Authorization (P40051)

Use the processing options to set system default values and specify versions.

Defaults

These processing options control default information that the system provides when you are entering RMA information.

1. RMA Document Type Specify a UDC (00, DT) that indicates the document type of the RMA records to be created. For example, R8 for a RMA that creates a Sales Order and R9 for a RMA that creates a Credit Order.

2. Header Branch/Plant Specify a default branch/plant. Values are:

Blank: Use the branch/plant from the user location.

1: Use the branch/plant from the ship-to address.

2: Use the branch/plant from the sold-to address.

3. Default Branch/Plant Specify a default branch/plant when you create RMA records. You can use existing branch/plant values for data entry purposes.

Versions

Use these processing options to control the versions of various programs that the system uses.

1. RMA Revisions - P400511 (ZJDE0001)
Specify the version of the Return Material Authorization Revisions program that the system uses to enter RMA information. If you leave this processing option blank, the system uses the ZJDE0001 version.

2. Shipment Confirmation - P04205 (ZJDE0001)
Specify the version of the Shipment Confirmation program that the system uses to confirm a shipment for sales orders that are created from the Return Material Authorization (RMA). If you leave this processing option blank, the system uses the ZJDE0001 version.

3. Receipt Entry - P4312 (ZJDE0001)
Specify the version of the PO Receipts program that the system uses to enter a receipt. If you leave this processing option blank, the system uses the ZJDE0001 version.

4. SO Entry - P4210 (ZJDE0001)
Specify the version of the Sales Order Entry program that the system uses to access from the Work with Return Material Authorization program (P40051). If you leave this processing option blank, the system uses the ZJDE0001 version.

5. PO Entry - P4310 (ZJDE0001)
Specify the version of Purchase Order Entry that the system uses to access the Purchase Orders program from the Work with Return Material Authorization program (P40051). If you leave this processing option blank, the system uses the ZJDE0001 version.

6. Work Order Revisions - P17714 (ZJDE0001)
Specify the version of the Work Order Revisions program (P17714) that the system uses to create a work order. If you leave this processing option blank, the system uses the ZJDE0001 version.

7. On-Line Invoice - P42230 (ZJDE0001)
Specify the version of the Online Invoice Inquiry program (P42230) that the system uses to create an invoice for sales orders that are created through Return Material Authorizations (RMAs). If you leave this processing option blank, the system uses the ZJDE0001 version.

8. Purchase Receipts Inquiry - P43214 (ZJDE0001)
Specify the version of the Purchase Receipts Inquiry program (P43214) that the system uses to locate purchase orders that are created through Return Material Authorization (RMA). If you leave this processing option blank, the system uses the ZJDE0001 version.

9. PO Receipts - P4312 (ZJDE0001)
Specify the version of the PO Receipts program that the system uses to enter a purchase order receipt. If you leave this processing option blank, the system uses the ZJDE0001 version.

10. Work With Work Orders - P48201 (ZJDE0002)
Specify the version of the Work With Work Orders program (P48201) that the system uses to find or add a work order. If you leave this field blank, the system uses the ZJDE0002 version.

11. Work With Maintenance Request - P17500 (ZJDE0001)
Specify the version of Work With Maintenance Request (P17500) that the system uses to locate the request number related to an RMA. If you leave this processing option blank, the system uses ZJDE0001.

12. Work With Equipment Master - P1701 (ZJDE0001)
Specify the version of the Work with Equipment Master program (P1701) that the system uses to add or locate an equipment master record. If you leave this processing option blank, the system uses the ZJDE0001 version.

13. Print Pick Slips - R42520 (XJDE0001) Specify the version of the Print Pick Slips program (R42520) that the system uses to process pick slips for sales orders created using Return Material Authorization (RMA). If you leave this processing option blank, the system uses the XJDE0001 version.

Entering Returned Material Authorizations

Access the Returned Material Authorization Revisions form

Customer A user-defined name or number that identifies an address book record. You can use this number to locate and enter information about the address book record. If you enter a value other than the address book number (AN8), such as the long address or tax ID, you must precede it with the special character that is defined in the Address Book constants. When the system locates the record, it returns the address book number to the field.

For example, if address book number 4100 (Total Solutions) has a long address TOTAL and an * distinguishes it from other entries (as defined in the Address Book constants), you could type *TOTAL** into the field, and the system would return 4100.

Customer Ref # (customer reference number) Use to cross-reference a customer number with the RMA.

Claim/PO Number A claim submitted by a service provider for a warranty repair.

Branch Plant The branch/plant the system uses when creating the sales order and purchase order.

Request A number that identifies a customer issue.

Last Disposition A user defined code (40/RN) that indicates the current status of a Returned Material Authorization Line. The special handling code for the Last Disposition determines if a purchase order, sales order (or credit order), or both a purchase and sales order (or credit order) are created when you enter the status on a Returned Material Authorization line.

The special handling codes are:

1: Purchase order only.

2: Sales order only.

3: Recommendation only. No purchase order or sales/credit order is created. It is useful when you want to create a RMA but do not know whether you want to create a sales order and or or purchase order.

4: Closed.

5: Purchase order and sales order.

6: Credit order only.

*7::*Purchase order and credit order.

RMA Item Number A number that the system assigns to an item. It can be in short, long, or third item number format.

RMA Item Description A user defined name or remark.

RMA Quantity A value that represents the available quantity, which might consist of the on-hand balance minus commitments, reservations, and backorders. You enter this value in the Branch/Plant Constants program (P41001).

RMA Line No A number of the detail line on a RMA record.

Inventory Item for Receipt A number that the system assigns to an item. It can be in short, long, or third item number format.

Equipment Number for Receipt Enter an identification code that represents an asset. Values are:

1: Format for an asset number (a computer-assigned, 8-digit, numeric control number).

2: Format for a unit number (a 12-character alphanumeric field).

3: Format for a serial number (a 25-character alphanumeric field).

Every asset has an asset number. You can use unit number and serial number to further identify assets. If this is a data entry field, the first character you enter indicates whether you are entering the primary (default) format that is defined for the system, or one of the other two formats. A special character (such as / or *) in the first position of this field indicates which asset number format you are using. You assign special characters to asset number formats on the fixed assets system constants form.

RMA Type A user defined code (system 00, type DT) that indicates the document type of the RMA records.

Customer An address book number that indicates to whom the shipment of replacement parts or return and exchange inventory items should be shipped.

Running the RMA - Update Sales Order Status (R400502)

This section provides an overview of RMA update sales order status and discusses how to:

- Run the RMA - update sales order status program.
- Setting processing options for RMA - Update Sales Order Status.

Understanding RMA - Update Sales Order Status

You run the RMA - Update Sales Order Status program (R400502) for advanced exchanges. For example, you create a sales order to ship an item and a purchase order to receive a defective, yet similar item. If the defective item is not received by the promised delivery date, the program updates the status of the related sales order detail line to a user defined status such as Print Sales Invoice and the customer is charged for the replacement item. If the defective item is received by the promised delivery date, the program updates the status of the related sales order detail line to a user defined status such as Complete - Ready to Purge. Additionally, the program changes the price to zero for the replacement item and does not print a sales invoice.

The system bases the data selection on the F40051 table. The system calculates the promised delivery date from the Received Lead Time field in the Return Material Authorization Defaults program (P40052). If the date has passed and the item has been returned, the system updates the sales order status. If the item has been received, the system updates the purchase order to another status.

Running the RMA - Update Sales Order Status (R400502)

Select Daily Work Order Processing (G1712), RMA - Sales Order Update.

Setting Processing Options for RMA - Update Sales Order Status (R400502)

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 PeopleSoft 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.

Process

These processing options control the next status for item numbers.

Next Status for Inventory Item Numbers not Received Enter the next status to which related sales orders for inventory item numbers not received will be changed. This is a UDC (40/AT).

Next Status for Inventory Item Numbers Received Enter the next status to which related sales orders for inventory item numbers received will be changed. This is a UDC (40/AT).

Versions

This processing option controls the version of Sales Order Entry called from the program.

1. Sales Order Entry - P4210 Enter the version of the sales order entry program or leave this processing option blank to use the default version ZJDE0001.

Running the RMA Purge Program (R400510)

This section provides an overview of RMA purge and discusses how to:

- Run the RMA Purge program (R400510).
- Setting processing options for RMA Purge.

Understanding RMA Purge

Run the RMA Purge program to remove all closed RMA records from the F40051 table. The system removes a RMA record when associated sales orders or purchase orders are closed (no detail lines are found in F4211 or F4311). You also can set the appropriate processing option for the RMA Purge program for additional validation; the system can check the Sales Order History File table (F42119) in addition to the Sales Order Detail File table (F4211) to ensure that the sales order detail record is not contained in either table. If the sales order detail record is contained in either or both tables, then the system does not remove the RMA records.

Running the RMA Purge Program (R400510)

Select Daily Work Order Processing (G1712) or Additional Order Processes (G4212), RMA Purge.

Setting Processing Options for RMA Purge (R400510)

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.

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Purge

This processing option controls whether the system validates the Sales Order History File (F42119) table to ensure there are no associated Sales Order detail lines there. The Purge program only purges the RMA when associated SO lines are not found in either the F4211 or F42119 tables.

Validate Records Specify whether the system validates records against the F42119 table before purging RMA records. Values are:

Blank: Do not validate against the F42119 table.

1: Do validate records against the F42119 table.

CHAPTER 22

Setting Up Preferences

This chapter provides overviews of preferences and preference types, the difference between basic and advanced preferences, custom preference types, and discusses how to:

- Set up preference master information.
- Arrange the preference hierarchy.
- Set up basic preference information.
- Set up advanced preferences.
- Assign customers and items to groups.
- Activate preferences.
- Set up customer segment based selling.

See Also

PeopleSoft EnterpriseOne Advanced Pricing 8.11 SP1 PeopleBook, "Working with Additional Adjustments"

Understanding Preferences and Preference Types

Preferences are used to override default information for specific sales order detail lines based on specific customer and item combinations. Preferences are best used when there are consistent business requirements that differ from the default values for the Sales Order Management system.

The system provides predefined preferences. These preferences are defined as either basic, or advanced. Basic preference profiles are based on specific preference types that you use to override the way the system processes orders. Basic preferences are helpful when customizing a specifically defined business requirement. Advanced preferences use many of the same preference types you use in basic preference profiles, but also provide more detailed and complex processing capabilities. Advanced preferences use similar logic as the Advanced Pricing system.

Typically, you use preferences when you have consistent business requirements that differ from the default values for the Sales Order Management system. For example, you can create preferences to fulfill these requirements:

- Customer-specific requirements.
- Item-specific requirements.
- Item-quantity requirements, specific by order.
- Policy-specific requirements, set by the company.

Before you use preferences, you must perform some setup tasks to customize preferences for the specific business requirements. As a business grows and changes, you can perform the same setup tasks to further customize preferences.

The setup and use of each preference, whether basic or advanced, requires careful planning. For example, consider the business purpose for using preferences in conjunction with the efficient use of the system's processing time.

Note. Do not use preferences for occasional variances. In those instances, manually enter exception information in the applicable fields of the customer or item information.

Preference Types

To customize the processing of orders, you can set up either basic preferences, or advanced preferences. Some preferences are available as both basic and advanced preferences. Some are available only as basic preferences and some are available only as advanced preferences. With both basic and advanced preferences, you can use different preference types. The preference types contain fields that are shared by all preferences.

Preference fields are generally categorized as:

- Key fields
- Definition fields

You use these fields to enter standard preference information. Key fields are optional. You can use key fields as search criteria to have the system match preferences to sales order. These fields are found in the header portion of the Preference Master Revision form.

Preference definition fields are the fields that the system uses to resolve the preferences. Each preference has one or more definition fields unique to its requirements. These fields are found in the detail portion of each Preference Master Revisions form. Definition fields are required, although in some cases a value can be a blank. Typically, the system uses the values you input in these fields to override or add information on a sales order.

The system uses preference information in a number of ways:

- Adds it to order detail records during order entry and displays it on the order header or detail forms.

  For example, inventory commitment information is added to the Sales Order Detail File table (F4211) and displays on the Sales Order Detail Revisions form.

- Adds it to order detail records during order entry but does not display it.

  For example, revenue cost center information is added to the Sales Order Detail File table but does not display on the Sales Order Detail Revisions form.

- Uses it to override default information, such as priority codes, or to provide additional information, such as line of business.

This table provides an overview of preference types:

Preference Type	Advanced Preference?	Business Purpose	Overrides	When Applied and Where to View
Carrier	Yes	Assign a preferred carrier for a customer or customer group. You can also exclude carriers		Applied during order entry to the Sales Order Detail File table (F4211).
Customer Currency	Yes	Assign currency for a customer or customer group. Because the system uses the branch/plant as search criteria, you can base the currency on the branch/plant for the order. Only one currency code is allowed per order.	None	Applied during order entry to the Sales Order Header File table (F4201). View in the Currency Code field in the order header.
Customer Freight		Specify the freight rate, freight handling, and route type. You can also designate how the billable charge is applied to the shipment.		Applied during order entry to the Sales Order Detail File table (F4211).
Delivery Date	Yes	Calculate the delivery date based on the number of days that the items are in transit.	None	Applied during order entry to the Sales Order Detail File table (F4211). View the delivery date in the grid of an order detail line.
Document Distribution	No	Designate specific delivery documents, the output queue, the number of copies to distribute internally and to the customers, and the mode of delivery.	None	Applied during either Bulk/Packaged Load Confirm or Preprint Delivery Documents.
Document Set	Yes	Define the group of delivery documents to print. You can also assign different document sets by depot.	None	Applied during either Bulk/Packaged Load Confirm or Preprint Delivery Documents. View the document set selected on the Document Selection form.
End Use	Yes	Define a product's end use and duty status. Used for regulatory, pricing, and market analysis purposes.	None	Applied during order entry to the F4211 table. View end use results in the End Use field in the grid of an order detail line. View duty status in the Duty field on the order detail line.
Extended Terms Deal		Offer extended terms to customers that purchase specific items or combinations of items.		Applied during basket pricing (R42750).

Preference Type	Advanced Preference?	Business Purpose	Overrides	When Applied and Where to View
Freight	Yes	Select the freight table that determines freight charges billable to customer or payable to contractors. Designate whether the freight is distance based, zone based, fixed fee, or time based. Also designate whether the freight is billable, payable or both.	None	Applied when you run the Freight Update and Report batch program (R4981) to determine the billable and payable freight charges. Normally, this is part of end of day processing. You can also calculate billable freight prior to printing delivery documents.
Grade and Potency	Yes	Ensure that packaged products selected for delivery are within the customer's allowable grade or potency range. Designed to work in conjunction with inventory commitments.	Default grade /potency range on Plant Manufacturing Data (included in the item branch/plant information).	Applied during order entry to the F4211 table. View the grade/potency ranges on the Order Detail Information form.
Gross Profit Margin Pricing		Define an item's price in order to meet target profit margins.		Applied during order entry to the Sales Order Detail File table (F4211). View the percent profit margin on the order detail line.
Inventory Commitment	Yes	Specify one or more branch/plants to use as the supply source when a customer orders a product or group of products. You also specify the minimum percentage in any order that must be filled for a branch/plant to be selected.	Default branch /plant in order detail that comes from the order header Branch/Plant field.	Applied during order entry to the Sales Order Detail File table (F4211). View the source branch/plant, mode of transportation, carrier, and route code in the sales order detail.
Line of Business	Yes	Identify a customer's line of business to use as a basis for price adjustments, sales analysis, or other business need.	None	Applied during order entry to the F4211 table. View results in reports.
Mode of Transport		Specify the type of carrier used to transport goods, origin of shipment, shipment destination information, and how supplier shipments are delivered.		Applied during order entry to the Sales Order Detail File table (F4211). View the mode of transport on the order detail line.

Preference Type	Advanced Preference?	Business Purpose	Overrides	When Applied and Where to View
Multiple Shipping and Receiving Locations	No	Define the shipping and receiving locations to which the system assigns product locations. Activate or deactivate the locations that you specify.	Default location in branch/plant constants.	Applied during sales order entry and purchase order entry. View the shipping and receiving locations that the system assigns using programs such as: Request Inquiry (P4600) Warehouse Movement Confirmations (P4617) Override Shipping Location (P460501) Work with Shipments (P4915) Work with Load (P4960)
Next Order Status	Yes	Change the next order status when a customer orders a specific product. By changing the order status after order entry, you can omit one or more steps in the standard processing for an order line or add processing steps.	Default Next Status code in the order activity rules.	Applied during order entry to the F4211 table. View the next status code in the Status (Last/Next) field in the grid of an order detail line.
Order Detail Default	Yes	Process orders using the combined business purposes of the Payment Terms, Pricing unit of Measure, Revenue Business Unit, Line of Business, End Use and User Defined Price Code preference types.	As specified by preference type.	Applied during order entry to the F4211 table. View as specified by preference type.
Options and Equipment		Specify special options or equipment for shipments.		Applied during Shipment Revisions to the Shipment/Load Options and Equipment table (F4944). View the Option/Equipment field in the grid of the Shipment/Load Options and Equipment Revisions form.
Order Preparation Days	Yes	Ensure that you accurately determine the number of days that it takes to deliver a sales order based on the number of days that it takes to pick, pack, and ship the items.	None	Applied during order entry to the F4211 table.

Preference Type	Advanced Preference?	Business Purpose	Overrides	When Applied and Where to View
Payment Terms	Yes	Specify the standard terms of payment for a customer. Payment terms affect invoice due dates and discounts.	Payment terms or instrument that appear on the order header and are set up on Customer Master (P03013).	Applied during order entry to the F4211 table. View payment terms in the order detail information.
Payment Terms (branch)	Yes	Specify the standard terms of payment for a customer by branch.	Payment terms or instrument that appear on the order header and are set up on Customer Master (P03013).	Applied during order entry to the F4211 table. View payment terms in the order detail information.
Price Adjustments Schedule	Yes	Use multiple pricing schedules per customer by item or item group.	Default schedule from Customer Master.	Applied during order entry to the F4211 table. View in the Pricing Unit of Measure field that follows the Unit Price on an order detail line.
Pricing Unit of Measure	Yes	Set the unit of measure used to price an item. This information is used to determine the correct price when invoices are printed.	Pricing unit of measure from the Item Master table (F4101).	Applied during order entry to the F4211 table. View in the Pricing Unit of Measure field that follows the description field on an order detail line.
Pricing Unit of Measure (branch)	Yes	Set the pricing unit of measure and price extension calculation method by branch.		Applied during order entry to the Sales Order Detail File table (F4211). View in the Pricing Unit of Measure field that follows the description field on the order detail line.
Product Allocation	Yes	Restrict the amount of product that a customer can purchase. Use this preference if demand exceeds supply. You can also use it if a product is produced only for a specific customer or group of customers, and you need to ensure that it is not distributed to others.	None	Applied during order entry to the F4211 table. You will receive a warning message if you enter a quantity on the order detail line that exceeds the allocation limit for a customer. The order is placed on hold if you do not reduce the quantity to the amount of the remaining allocation. You can bypass the message and accept the excess amount, or accept the balance and cancel the excess.

Preference Type	Advanced Preference?	Business Purpose	Overrides	When Applied and Where to View
Product Allocation (branch)		By branch, restrict the maximum quantity a customer can purchase, specify the total available product available and the percentage available for a specific customer or customer group.		Applied during order entry to the Sales Order Detail File table (F4211).
Quality Management		Specify quality tests and specifications, tolerance values, preferred values, sample requirements, and results for a specific customer or a group of customers. This preference is branch specific.		Applied during Shipment Confirmation to the Test Results file (F3711).
Revenue Business Unit	Yes	Assign the business unit (Accounting Branch/Plant) based on customer, product, or combinations. You might use this preference for a distributed warehouse operation, where revenue is recognized centrally.	Default business unit that comes from the order header Business Unit field.	Applied during order entry to the F4211 table. View the Revenue Business Unit on the Order Detail Information form and show all columns.
Revenue Business Unit (branch)	Yes	Assign the revenue branch, line of business, and salesperson to a branch/plant.		Applied during order entry to the Sales Order Detail File table (F4211).
Sales Commission	Yes	Set up sales people and commission rates based on a customer/item combination. You can also vary the information by branch/plant and line of business.	Default commission code/rate data in the Customer Billing Instructions (page 2).	Applied during order entry to the F4211 table. View the sales commission data for an order detail line on the Order Detail Information form.
Sales Prices Based on Date		Define which date to use for pricing. For example, you might use the request date, ship date, transaction date, and so forth.		Applied during order entry to the Sales Order Detail File table (F4211).
User Defined Price Code	Yes	Define codes to use for unique pricing needs. For example, you might define a price code to identify order lines that need to be repriced when commodity prices are published for a specific period.	None	Applied during order entry to the F4211 table. View the price codes in the Price Codes fields in the grid area of an order detail line.

Basic Preferences

You can use basic preference to customize the way sales orders are processed. The system provides predefined, standard basic preferences. Use the basic preference to meet specific business requirements.

A basic preference, or preference profile, is information that you define for a customer, an item or any combination of customer information (sold to, ship to, or parent addresses), customer group, item and item group. The system uses preference profiles to override normal customer and item setup information when you enter orders.

How the System Uses Basic Preferences

Each preference contains standards header lines. You can use the fields on these lines to define a preference for:

- A customer.
- A customer group.
- An item.
- An item group.
- Any combination of customer or customer groups.
- Any combination of item or item groups.

You must activate preferences before the system can use them. Programs, such as Sales Order Entry (P4210), search for applicable preferences that contain information affecting the customer and item combination for each order line.

For sales order entry, the system uses this information to complete parts of the order. The system uses a hierarchy that you define to find the appropriate customer and item preference.

The system runs a set of programs for each preferences that you create. When you enter an order and are using preferences, the system uses the hierarchy that you set up to search preference profiles for information that affects the customer and item combination for each order line. It uses this information to complete parts of the sales order.

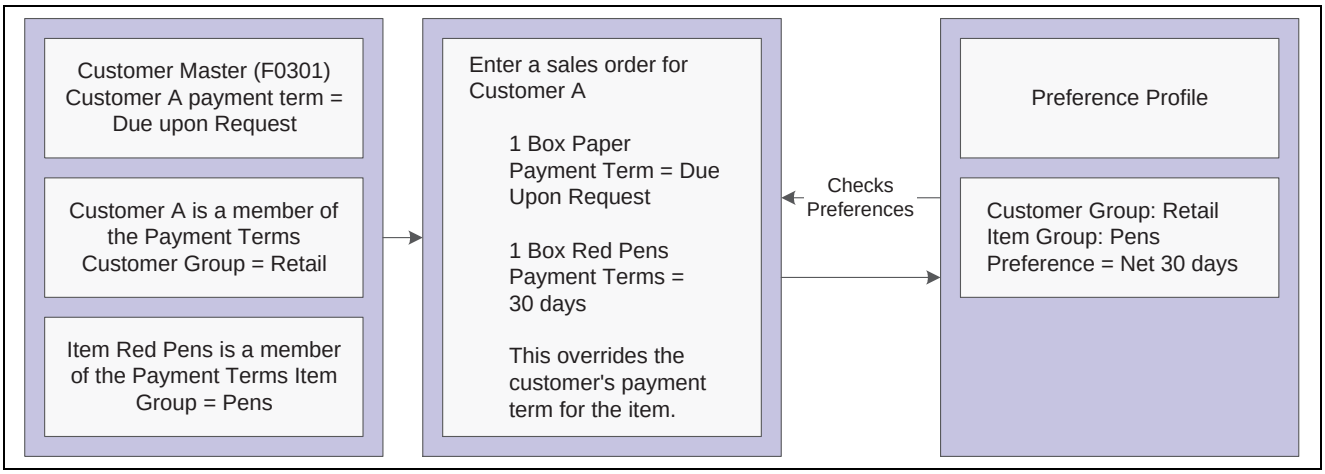
Some preferences override default information, while others add more information for use during the stages of the sales order processing cycle. As a result, some preference information might not be immediately displayed on the sales order.

Example: Applying a Basic Preference

By default, payment is due upon request when an item is delivered to a customer. For example, you have defined the retail customers in the Payment Terms basic preference customer group RETAIL. Customer A, a member of RETAIL, orders red pens. The red pen is a member of the Payment Terms basic preference item group PENS, in which the payment terms for this group is set at Net 30 Days. Based on the hierarchy for this preference, the payment terms for the customer group and item group combination, Net 30 Days, overrides the customer's payment terms that you set up in Customer Master.

When you enter the order for Customer A, the customer's payment terms appear on the order header, which defaults from the Customer Master table (F0301).

This diagram illustrates how the system applies preferences:



Preferences

Preference Master and Hierarchy

When you determine that you have a consistent business requirement that differs from the system's default values for sales order processing, you can set up basic preferences to accommodate those requirements.

The system displays preferences in logical groups on the Preference Profiles form. You use the Preference Master Revision form to specify where a preference appears on this form and whether effective dates and quantities are a part of the preference.

For each preference, you must define a hierarchy to indicate the order in which you want the system to apply preferences to sales orders.

Understanding the Differences Between Basic and Advanced Preferences

All preferences share standard preference information that applies to all of the preference types in a category. When setting up basic preferences, you enter this information for each preference in the header portion of the Work With Preference Master form. You enter information unique to each preference in the detail area.

If you set up multiple preferences for a customer and item combination, you can specify a sequence number that the system uses to search the preferences to process a sales order.

You enter custom preference information in the detail portion of the applicable preference profile form. Each preference has one or more definition fields unique to its requirements. For example, the definition fields for Carrier preferences are different from those for Mode of Transport preferences.

All preferences share common fields, called key fields, where you enter basic preference information. You must enter this information for each preference in the header portion of the Preference Profiles Revisions form.

When entering basic preference information, you can also specify a sequence number that the system uses to search for preference records. For example, to set up a preference for a customer and item combination and vary the preference by an additional key field, you need to sequence the preference records. If you set the sequence for a preference with Branch/Plant A at 1, the sequence for Branch/Plant B at 2, and all other branches at 999, you can ensure that the system searches for the preferences for Branch/Plants A and B before using the preference that applies to all other branch/plants.

Consequently, you need to use care when sequencing preference records. If the preference that applies to all branch/plants has a sequence number of 1, the system will not find the more specific preferences for Branch/Plants A and B, because the system first finds the preference that applies to all branch/plants. If you set up sequence numbers in increments, you can insert new preferences at a later date.

Understanding Custom Preference Types

Preference definition fields, also referred to as driver or value fields, are the fields that the system uses to resolve the preferences. Each preference has one or more definition fields unique to its requirements. These fields are found in the detail portion of each preference's revision form. Definition fields are required, although in some cases a value can be a blank. Typically, the system uses the values you input in these fields to override or add information on a sales order.

Carrier Preference

You can use the Carrier preference to select or exclude a specific carrier for a:

- Customer
- Customer group
- Item
- Item group

You can also use it to select a carrier from a list of preferred carriers. You can use Carrier preference to exclude one or more carriers in a list. For example, if a customer always prefers to use a specific carrier for shipments of fragile items, set it up as a Carrier preference.

The system uses the Carrier preference to evaluate routes. A route with an excluded carrier is not selected during automatic route selection. The system shows a warning message in routing options if you select an excluded route for a shipment.

When you enter transportation information for an inbound shipment, such as a purchase order or customer return, you can set up the Carrier preference based on the customer, item, and receiving warehouse. For purchase orders, the system uses the supplier and item and warehouse combination as default information on the purchase order.

The Carrier preference is available as an advanced preference.

Customer Currency Preference

Use the Customer Currency preference to assign a currency code to a customer number or to a customer group. Unlike other preferences, this preference does not include the item or item group, because the currency code must be the same for all items on an order.

This preference overrides the default currency code from the Customer Master table (F0301) in the order header record. However, you must still include the customer currency in the Customer Master. This is because accounts receivable processing does not check preferences. Instead, it uses currency from each order detail line.

The header currency code applies to all detail lines in the order. Therefore, when you rely solely on the Customer Currency preference to set the order's currency code, you can have only one currency code per order.

The Customer Currency preference can be defined for a specific selling branch/plant or for all branch/plants. For example, if the company sells jet fuel to international airlines, the order might be in the euro from a depot in France and British pounds from a depot in the United Kingdom.

Customer Freight Preference

The Customer Freight preference works within the system by:

- Adding billable charges to an order.
- Selecting a routing entry.
- Specifying the freight terms for a shipment.

For example, if multiple freight charges exist on an order, you can use this preference to determine if all freight charges should be added together on one summarized line or if the individual charges should be appear on separate lines.

The Customer Freight preference also determines the factors that influence automatic route selection. The system evaluates cost, performance, and delivery time, based on the customer freight preference.

Delivery Date Preference

You can use the Delivery Date preference to have the system calculate the delivery date based on the number of days that the items are in transit to the customer.

A sales order has several dates that the system uses to determine a delivery date:

Date	Description
Order date	The date that you enter the order into the system, or the date that you want to appear on the order.
Requested date	The date the customer requests to receive the order. You can enter a single date for the entire order or several dates for individual detail lines.
Pick date	The date that warehouse personnel picks the items from inventory.
Ship date	The date that you promise to ship the order. You can enter dates for individual detail lines.
Delivery date	The date that you tell the customer that the order will arrive.

The system calculates the ship and delivery dates under these circumstances:

- Preferences are activated.
- One or more of the Branch/Plant, Route Code, Mode of Transport, Priority Code, and Carrier Number fields match the key fields of the preference.

  Except for the Mode of Transport field, the fields display in the order detail from the Customer Billing Instructions. If they are blank, no match is necessary for the system to calculate dates.

When you set up this preference, you must define:

- The minimum number of days between order entry and scheduled pick date.

- The number of days that goods are in transit between ship and delivery.

Example: Applying Dates for Products with the Delivery Date Preference

These examples are based on the four order preparation days and five leadtime transit days that are specified in the delivery date and order preparation days preferences:

Action	Result
Order taker manually enters a ship date.	The program enters the promised date in advance: • Sales Order Entered: Friday, November 6. • Pick Date Calculated: Sunday, November 8. • Ship Date Entered: Thursday, November 12. • Promised Date Calculated: Tuesday, November 17. The system calculates the promised date by adding the leadtime transit days to the ship date. The system calculates the pick date by subtracting four days from the ship date.
Order taker manually enters a promised date.	The program back schedules the ship date. The system subtracts the leadtime transit days from the promised date to calculate the ship date: • Sales Order Entered: Friday, November 6. • Promised Date Entered: Monday, November 23. • Ship Date Calculated: Wednesday, November 18. • Pick Date Calculated: Saturday, November 14. The system calculates the pick date by subtracting four days from the ship date. A warning appears if the pick date is prior to the order entry date.
Order taker does not enter Promised Date and Ship Date.	The program calculates the promised date by adding the order preparation days to determine the pick date and adding the leadtime transit days to the pick date: • Sales Order Entered: Tuesday, November 13. • Pick Date Entered: Tuesday, November 13. • Ship Date Calculated: Saturday, November 7. • Promised Date Calculated: Thursday, November 12.
System calculates a ship date that is prior to the sales order entry date.	If the ship and pick dates are prior to the order date, the system will display a soft error indicating the pick date is less than the order date. The order can still be processed.

Verify that the priority code information for the customer is set up in Customer Billing Instructions.

Document Set Preference

Use the Document Set preference to identify the set of delivery documents for a particular customer and item combination. The Document Set name is linked to the Document Set Profile Revisions form where the individual document sets are assigned.

If you are using delivery documents, you must define at least one Document Set preference. How you define the preference depends on types of products, such as bulk products or lubricants, or whether the customer is foreign or domestic. You can also vary the preference by branch/plant.

The system applies Document Set preferences when documents print during these stages:

- Shipment Confirmation
- Bulk/Packaged Load Confirm
- Preprint Delivery Documents

At the end of each stage, you can view or change the document set information on the Document Selection form.

Example: Document Set Preference

Generally, companies create separate Document Set preferences for bulk and packaged products. This example summarizes an efficient method to set up two Document Set preferences so that the appropriate document sets are shipped with each product:

1. Create an item group.
2. Assign a Document Set preference to the item group.
3. Set up another Document Set preference for all items and all customers by leaving the Customer, Customer Group, Item, and Item Group fields blank.
4. Set up the preference hierarchy for the Document Set preference so that:
   - Item Group/All Addresses is first in the hierarchy.
   - All Items/All Addresses is second in the hierarchy.

When the system processes the Document Set preference during Load Confirmation, the preference hierarchy causes the system to first search for an Item Group preference. If the item in the sales order line is a bulk item and you have assigned it to the item group, the system uses the document set for bulk products. Otherwise, the system uses the standard preference default values and issues the document set for all items and all customers. In this case, the system uses the document set for packaged products because you have not assigned packaged products to the bulk product item group.

Note. When you set up a Document Set preference, verify that it does not conflict with an Invoice Cycle preference for the customer and item combination. Cycle billing (deferred invoicing) and delivery document invoicing are mutually exclusive.

To generate the invoice with the delivery documents, select a document set that includes a primary invoice.

To generate the invoice on a cyclical basis (such as weekly or monthly), run Cycle Billing Program (R49700).

End Use Preference

Use the End Use preference as system criteria for applying price adjustments. You can also use this preference to set up a paid or free status for stock that is commingled for duty.

End use refers to the customer's end use of the product. For example, you might be required to charge different prices for the same item depending on its end use. A product specific to aviation might have a special duty applied in which the amount of duty might depend on end use (in this case, different duty amounts that are based on different airports).

End Use and Duty Status are key fields. You can create different End Use preferences to assign values for various customer and item combinations. You can then assign the applicable End Use and Duty Status field values for each customer and item combination to suit the company's business needs.

Extended Terms Deal Preference

The Extended Terms Deal preference works with Basket Pricing to offer extended payment terms to customers who will purchase designated items or combinations of items.

The basket level payment terms preference is resolved when a basket level adjustment is applied. The system finds a payment terms preference and overrides the payment terms currently in the order entry detail. Even after the preference has been resolved, you can manually override the payment terms.

Freight Preference

Use the Freight preference to link the sales order detail line to a freight table. The system uses freight tables to determine freight charges based on distance, zone, or fixed fee. The system also uses freight tables to determine whether the freight is billable, payable, or both. Use the Freight preference to specify a freight table for a customer/customer group and item/dispatch group.

The Freight preference differs from other preferences in that it does not have an Item Group selection. Instead, it uses the same dispatch groups that are used by the Transportation Management system to group products for dispatch.

The Freight preference works in conjunction with freight tables. You define the Freight preferences based on the distance-based, zone-based, or fixed-fee-based freight tables. You can specify one or more freight tables, for example, if you charge a customer a fixed fee and an additional distance-based fee for the same item or dispatch group.

You must also designate whether the freight charge is billable to customers, payable to contractors, or both. Branch/Plant and Mode of Transport are optional search fields.

The system applies the Freight preferences when you run the Freight Update and Report program (R4981) to determine billable and payable freight charges. Normally, this is part of end-of-day processing. However, billable freight charges can also be calculated prior to printing delivery documents.

Grade and Potency Preference

Use the Grade and Potency preference to select inventory for a customer that is based on a specific grade or potency range for an item. You can set up base pricing by an item's grade or potency. You could use this preference if a customer requires a grade/potency range that differs from the standard range that you define for an item through item branch/plant information.

Note. Because bulk products cannot be selected by grade or potency or load confirmed by lot, you should use this preference only for packaged products.

The Grade and Potency preference works in conjunction with the Inventory Commitment preference and the commitment method to determine the availability of products. The preference causes the system to ensure that available quantities are within a customer's specified grade/potency parameters.

In addition, the system uses the value that you enter in the Days Expired Before field of the Grade and Potency preference to determine if the expiration date is within the customer's allowable days. This ensures that the availability of product will be the quantity of the grades or potencies that the customer enables and within an expiration date.

You can only use the Grade and Potency preference if either the Potency Control or the Grade Control is activated for the item. This is done in the Item Branch program (P41026). You typically use this preference only if a customer requires a grade or potency range that differs from the standard ranges that are set up in the Item/Branch Plant Info.

You cannot specify both grade and potency for the same item. However, when you create the Grade and Potency preference, the system displays both the Grade and Potency fields. This display occurs regardless of the status of the Potency Control and Grade Control setting in Item Branch.

The system does not check the status of the activation settings in Item Branch when you create a Grade and Potency preference. Therefore, you will not be prevented from entering values into the From Grade, Thru Grade, From Potency, or Thru Potency fields. You could also enter data in both fields. In either case, the system will not apply preference information that conflicts with activation settings or data entry rules.

Gross Profit Margin Pricing Preference

You can use the Gross Profit Margin Pricing preference to help determine what the price of an item should be in order to meet the targeted profit margin, or you can enter a profit margin percentage on an order line and the system will calculate a price based on that percentage.

This preference establishes target gross profit margins for items/item groups and customer/customer groups. You can customize the profit margins even further because the preference enables you to define minimum and maximum targets.

The system tests and resolves the profit margin range and gives a soft error when the gross profit margin goes outside of the parameters you set up, and will still accept the order.

Inventory Commitment Preference

Use the Inventory Commitment preference to:

- Specify that each order line be filled from one or more branch/plants based on customer/customer group or item/item group.
- Specify the branch/plants from where you want products shipped.
- Determine the percentage of the order to be filled from each branch/plant.
- Specify the mode of transport and carrier information in the sales detail line.
- Source (the ability to ship an order from one or many branch/plants) inventory for future orders.

If you use this preference to specify the branch/plants from where you want products shipped, use the Sequence Number and Branch/Plant fields to control the product's Ship From location. You can then sequence the preferences to establish a priority order.

You can use this preference to perform inventory sourcing all of the time, regardless of the commitment date of the branch/plant in the order header. If the order is in the future based on branch/plant in the order header, this preference will commit the inventory. The system will perform commitments for all sourced branch/plants based on their respective commitment days. You must enter *2* in the Inventory Commitment Preference processing option on the Preference tab in the Sales Order Entry processing options.

If you use this preference to determine the percentage of the order to be filled from each branch/plant, use preference sequences to establish an order. If you are unable to fill the order from any branch, the system creates a backorder on the branch/plant with the lowest sequence number. Normally, only packaged products, not bulk products, are backordered.

The system applies this preference during sales order entry. You can view the specified source branch/plant in the Branch/Plant field in the grid of an order detail line.

Percent-To-Fill Value and Related System Actions

If the percent-to-fill value is zero percent, the system performs normal processing. The system performs no checking for the quantity on hand, and regardless of the quantity on hand, it is shipped to fill the order.

If the percent-to-fill value is between 1 and 99 percent, the system requires that any branch must be able to fill the percentage that is specified. If the branch can fulfill the percentage, the quantity available is shipped and the remainder is transferred to the next branch. The system checks each branch to determine if the quantity can be shipped.

If you specify a percent-to-fill value of 100 percent for each of several branch/plants, an order can only be filled from a single branch/plant that has sufficient quantity to fill the order. If no branch/plant has sufficient quantity to fill 100 percent of the order, the order is put on backorder or partially shipped from the first preference branch/plant that it can satisfy.

If the percent to fill value is 100 percent, the system requires that the branch must be able to ship the entire quantity. This prevents shipping from multiple branches, but enables the system to check all branches to determine if the entire quantity can be shipped. If you specify a percent-to-fill value of 100 percent for each of several branch/plants, an order can only be filled from a single branch/plant that has sufficient quantity to fill the order. If no branch/plant has sufficient quantity to fill 100 percent of the order, the order is backordered or partially shipped from the first preference.

This table shows an example of an order that is placed for a quantity of 500:

Branch/Plant: quantity available	Percent-to-fill as set up on preference	Minimum order quantity available	Result
Branch/Plant A: 99	50 percent	200	Do not ship from this branch because the available branch/plant quantity is less than the minimum order quantity.
Branch/Plant B: 400	80 percent	400	Ship 400 from this branch.
Branch/Plant C: 96	95 percent	95	Ship 96 from this branch because the available branch/plant quantity is at least 95 percent of the order balance of 100.

The system backorders the remaining quantity of 4 to Branch/Plant B.

Example: Inventory Commitment Preference

The Percent To Fill field provides you with the flexibility to fill an order line from one or more branch/plants. The Inventory Commitment preferences work in conjunction with the system's normal checking that is done for quantity available, and adds a check on all branches that are defined in the preference.

As each branch is checked, the order will be shipped from any one branch that can fill the entire order. Depending upon the number in the Percent To Fill field, a portion of the order line can be filled from one or more branch/plants.

Technical Considerations

Consider this for the Inventory Commitment Preference:

Task	Description
Activating the Inventory Commitment preference.	You must activate the Inventory Commitment preference through a separate processing option in the Sales Order Entry program (P4210).
Working with kits and configured items.	The Inventory Commitment preference does not function with kits or configured items.

Before you use this preference, verify that the sales order entry preference options for inventory commitment are blank.

Line of Business Preference

Use this preference to specify a customer's line of business, such as aviation. Line of business preferences can be set for customer, customer group, item, and item group combinations.

The business can derive useful data for sales analysis when you define line of business preferences. You can write reports to produce reports by line of business. Price adjustments can be based on line of business.

This preference is applied during sales order entry.

Mode of Transport Preference

The system uses the Mode of Transport preference to select a specific transportation method based on destination, in addition to preferences at the customer or item level. For example, if a customer prefers that a parcel carrier using second day air always ship all shipments to a specific destination, you would set that up as a mode of transport preference.

When you enter transportation information for an inbound transaction, such as a purchase order or customer return, you can set up the Mode of Transport preference based on the customer, item, and receiving warehouse. For purchase orders, the system uses the supplier and item and warehouse combination as default information on the purchase order.

Multiple Shipping and Receiving Locations Preference

Use the Multiple Shipping and Receiving Locations preference to define the shipping and receiving locations to which the system assigns products. You also can activate or deactivate the locations that you define. If you activate the locations, the Multiple Shipping and Receiving Locations preference overrides the default location that is specified in Branch/Plant Constants (P41001).

For example, when you ship large quantities of products, warehouse personnel pick the products and place them at the appropriate docks so that drivers can load the products into trucks. When you receive products, the delivery drivers might need to deliver products to various locations. By defining all shipping and receiving locations that you might use, you can use the Sales Order Management system to help you plan for the shipment and arrival of products.

If you do not agree with the locations to which the system assigns products, you can override the locations using the Warehouse Management system or the Transportation Management system.

Note. If you want to override the location using the Warehouse Management system, you can use the Requests Inquiry program (P4600) or you can use the Confirmation program (P4617).

If you want to override the location using the Transportation Management system, you can use the Work with Shipments program (P4915) or the Work With Loads program (P4960).

See Also

PeopleSoft EnterpriseOne Warehouse Management 8.11 SP1 PeopleBook, "Working with Picking," Locating Existing Pick Requests

PeopleSoft EnterpriseOne Warehouse Management 8.11 SP1 PeopleBook, "Working with Picking," Confirming Pick Suggestions Interactively

PeopleSoft EnterpriseOne Transportation Management 8.11 SP1 PeopleBook, "Planning Transportation," Working with Loads

PeopleSoft EnterpriseOne Transportation Management 8.11 SP1 PeopleBook, "Tracking Shipments," Reviewing Shipment Status

Next Order Status Preference

Use the Next Order Status preference to skip or insert processing steps after sales order entry. The processing flow is determined by the order activity rules. The Next Order Status preference overrides the next step in the order activity rules. You should only use this preference to change the steps in the order activity rules when you enter an order.

For example, you might want to send an Electronic Data Interchange (EDI) order acknowledgement for a specific customer and item combination. For another customer, you might want to skip the confirmation steps defined in the order activity rules.

The order activity rules determine which steps you can skip. For example, to skip from Enter Sales Order (Status 520) to another status step, you must select one of the Other Allowed status codes. You may not be able to skip from Enter Sales Order to Cycle Billing (Status 580) because the alternate steps are not set up in the order activity rules.

Note. During preference setup, the system does not prohibit you from entering invalid activity/status codes. However, during sales order processing, the system highlights status code fields on the sales order to indicate that the system is retrieving an invalid activity/status code.

Before you use this preference, determine the order activity rules and the steps that can be skipped in the process flow.

Options and Equipment Preference

The Options and Equipment preference specifies the options and equipment required for a shipment. This preference is resolved at all possible grid points on the preference hierarchy so that multiple options and equipment requirements are added to a shipment.

In addition, each specific preference can contain a list of possible options or equipment. For example, a shipment of perishable items requires a refrigerated trailer. You set up an option preference for these items on a refrigerated trailer. This option applies to any shipment that contains perishable items. When the system routes the shipment, the system selects only from those carriers, modes of transport, or routing entries that provide refrigerated trailers.

Order Preparation Days Preference

You can set up information about the amount of time that it takes to prepare an order for shipping in the Order Preparations Days preference. This helps you to accurately determine the number of days that it takes to deliver the sales orders from the date that the customer places the order.

Order preparation days are the number of days that it takes to pick and pack the items on the sales order, prior to shipping. The system uses the priority code that you set up for the customer in the Customer Billing Instructions to determine the amount of preparation time. However, you can override the priority code for a single order during order entry.

When you enter an order, the system uses information in the Order Preparation Days preference and first attempts to obtain dates by back scheduling. Back scheduling involves calculating the pick, ship, and delivery dates for an order, starting with the delivery date and working backwards.

If the pick date is before the current date, the system forwards schedules starting with the order date to obtain pick, ship, and delivery dates.

Example: Applying Dates for Products with the Order Preparation Days Preference

These examples are based on four order preparation days and five leadtime transit days specified in the preference:

Action	Result
Order taker manually enters a ship date.	The program enters the promised date in advance: • Sales Order Entered: Friday, November 6. • Pick Date Calculated: Sunday, November 8. • Ship Date Entered: Thursday, November 12. • Promised Date Calculated: Tuesday, November 17. The system calculates the promised date by adding the leadtime transit days to the load date. The system calculates the pick date by subtracting four days from the ship date.
Order taker manually enters a promised date.	The program back schedules the ship date. The system subtracts the leadtime transit days from the promised date to calculate the ship date: • Sales Order Entered: Friday, November 6. • Promised Date Entered: Monday, November 23. • Ship Date Calculated: Wednesday, November 18. • Pick Date Calculated: Saturday, November 14. The system calculates a pick date by subtracting four days from the ship date. A warning appears if the pick date is prior to today.

Action	Result
Order taker leaves Promised Date and Ship Date fields blank.	The program calculates the promised date by adding the order preparation days to determine the pick date and adding the leadtime transit days to the pick date: • Sales Order Entered: Tuesday, November 3. • Pick Date Entered: Tuesday, November 3. • Ship Date Calculated: Saturday, November 7. • Promised Date Calculated: Thursday, November 12.
System calculates a ship date that is before than the sales order entry date.	If the ship and pick dates are prior to the order date, the system will display a soft error indicating the pick date is less than the order date. The order can still be processed.

Payment Terms Preference

Use the Payment Terms preference to identify payment terms and instruments for specific customer and item combinations. The system applies payment terms only at the item detail level. For any items that are not included in this preference, the system applies the payment terms from the customer master information at the order level.

Payment Terms (Branch) Preference

Use the Payment Terms (Branch) preference to identify payment terms and instruments for specific customer and item combinations. The system applies payment terms only at the branch level. For any items that are not included in this preference, the system applies the payment terms from the customer master information at the order level.

Price Adjustment Schedule Preference

Use the Price Adjustment Schedule preference in conjunction with the Advanced Pricing system. You can use this preference to assign a different price adjustment schedule for items sold to a specific customer. You can also use this preference to create penalty schedules for agreements with business partners.

This preference overrides the default schedule from Customer Billing Instructions. The system applies this preference during sales order entry.

See Also

PeopleSoft EnterpriseOne Advanced Pricing 8.11 SP1 PeopleBook, "Working with Schedules and Adjustments," Setting Up an Adjustment Definition

Pricing Unit of Measure Preference

Use the Pricing Unit of Measure preference to:

- Override the Pricing Unit of Measure field (in the default sales detail line).

The system completes the sales detail line based on information in the processing options or the Item Master (P4101). You might use this preference when the company has negotiated a price with a customer in a specific unit of measure. You then need to set up pricing for the customer and item in that unit of measure and enter a Pricing Unit of Measure preference to ensure that the system automatically adds the pricing unit of measure to the order. The pricing unit of measure can differ from the transaction unit of measure and can vary by branch/plant.

- Calculate the Price at Ambient/Standard.

  The system uses this flag at the time of delivery confirmation to re-extend the price using the standard or ambient temperature, depending on which value you choose.

Note. Leaving any of the key fields blank indicates you want to specify all values for that field. For example, a blank in the Business Unit field causes the system to apply the Pricing Unit of Measure preference to all business units.

Before you use the preference:

- Set the sales price retrieval unit of measure in system constants.
- Confirm that a base price or advanced pricing record exists for the pricing unit of measure to be entered in this preference.

See Also

Chapter 6, “Setting Up Base and Standard Pricing,” page 00

Chapter 2, “Configuring the Sales Order Management System,” Setting Up System Constants, page 00

Pricing Unit of Measure (Branch) Preference

Use the Pricing Unit of Measure (Branch) preference to:

- Override the Pricing Unit of Measure field by branch (in the default sales detail line).

  The system completes the sales detail line based on information in the processing options or the Item Master (P4101). You might use this preference when the company has negotiated a price with a customer in a specific unit of measure. You then need to set up pricing for the customer and item in that unit of measure and enter a Pricing Unit of Measure preference to ensure that the system automatically adds the pricing unit of measure to the order. The pricing unit of measure can differ from the transaction unit of measure and can vary by branch/plant.

- Calculate the Price at Ambient/Standard.

  The system uses this flag at the time of delivery confirmation to re-extend the price using the standard or ambient temperature, depending on which value you choose.

Note. Leaving any of the key fields blank indicates you want to specify all values for that field. For example, a blank in the Business Unit field causes the system to apply the Pricing Unit of Measure (Branch) preference to all business units.

Before you use this preference:

- Set the sales price retrieval unit of measure in system constants.
- Confirm that a base price or advanced pricing record exists for the pricing unit of measure to be entered in this preference.

See Also

Chapter 6, “Setting Up Base and Standard Pricing,” Setting Up Base Prices, page 00

Chapter 2, “Configuring the Sales Order Management System,” Setting Up System Constants, page 00

Product Allocation Preference

Use the Product Allocation preference to restrict the amount of an item or item group that a customer or customer group can purchase. For example, use this preference if the demand for a product exceeds the supply or if government regulations restrict limits for certain products.

You can set quantity limits to define the quantity that a customer or customer group is allowed to purchase or the quantity of each item or item group that is allowed to be sold. The system checks for allocation limits before it checks availability. Product allocation indicates how product is distributed among customers. Product availability indicates how much of any product is at any branch/plant location.

Product allocations can be set up as either:

- A fixed number of item units.
- A percentage of the available product.

If the order quantity exceeds allocated quantity, a warning message appears when you enter a sales order. At that time, you can put the order on hold or reduce order quantity to the allowable or available quantity.

Each time you place an order for an allocated product, the quantity ordered during the effective date range accumulates toward the allocation limit. The system updates the Quantity Sold field each time you enter an order. This field shows the quantity that was ordered at the time the allocation went into effect. When you change or cancel an order, the system subtracts the quantity from the running total. The system applies the product allocation preference before checking availability.

Note. You should disable the Quantity From and Quantity Thru fields on Preference Master (P40070) for the Product Allocation preference. This enables the system to automatically perform unit of measure conversions for this preference

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Technical Considerations

Consider this for Product Allocation Preference:

Task	Description	Task	Description
Working with kits and configured items.	The Product Allocation preference does not function for kits and configured items.	Working with kits and configured items.	The Product Allocation preference does not function for kits and configured items.

Task	Description	Task	Description
Quantity sold and balance calculations.	The balance column on the Product Allocation Profile Revisions form updates with the quantity available to purchase if one of these apply: • Allocation Method 1 is used. • Allocation Method 2 is used with the amount remaining in the Quantity Pool. If you place an order on hold because it exceeds the allocated amount, the balance will show as a negative amount for either Allocation Method 1 or 2.	Quantity sold and balance calculations.	The balance column on the Product Allocation Profile Revisions form updates with the quantity available to purchase if one of these apply: • Allocation Method 1 is used. • Allocation Method 2 is used with the amount remaining in the Quantity Pool. If you place an order on hold because it exceeds the allocated amount, the balance will show as a negative amount for either Allocation Method 1 or 2.
Activating product allocation	You can set quantity limits to define the quantity that a customer or customer group is allowed to purchase or the quantity of each item or item group that is allowed to be sold. You must use the Product Allocation Hold code in conjunction with the Product Allocation Preference.	Activating product allocation	You can set quantity limits to define the quantity that a customer or customer group is allowed to purchase or the quantity of each item or item group that is allowed to be sold. You must use the Product Allocation Hold code in conjunction with the Product Allocation Preference.

Before you use this preference, you must identify the product allocation hold code in the sales order entry processing options if both of these apply:

- You create Product Allocation preferences.
- You want to place orders on hold if a customer's order exceeds their allocation.

Product Allocation (Branch) Preference

Use the Product Allocation (Branch) preference to restrict the amount of an item or item group that a customer or customer group can purchase by branch. For example, use this preference if the demand for a product exceeds the supply or if government regulations restrict limits for certain products.

You can set quantity limits to define the quantity that a customer or customer group is allowed to purchase or the quantity of each item or item group that is allowed to be sold by branch. The system checks for allocation limits before it checks availability. Product allocation indicates how product is distributed among customers. Product availability indicates how much of any product is at any branch/plant location.

Product allocations can be set up as either:

- A fixed number of item units.

- A percentage of the available product.

If the order quantity exceeds allocated quantity, a warning message appears when you enter a sales order. At that time, you can put the order on hold or reduce order quantity to the allowable or available quantity.

Each time you place an order for an allocated product, the quantity ordered during the effective date range accumulates toward the allocation limit. The system updates the Quantity Sold field each time you enter an order. This field shows the quantity that was ordered at the time the allocation went into effect. When you change or cancel an order, the system subtracts the quantity from the running total. The system applies the product allocation preference before checking availability.

Note. You should disable the Quantity From and Quantity Thru fields on Preference Master (P40070) for the Product Allocation preference. This enables the system to automatically perform unit of measure conversions for this preference.

Technical Considerations

Consider this for the Product Allocation Preference (Branch):

Task	Description
Working with kits and configured items.	The Product Allocation preference does not function for kits and configured items.
Quantity sold and balance calculations.	The balance column on the Product Allocation Profile Revisions form updates with the quantity available to purchase if one of these apply: • Allocation Method 1 is used. • Allocation Method 2 is used with the amount remaining in the Quantity Pool. If you place an order on hold because it exceeds the allocated amount, the balance will show as a negative amount for either Allocation Method 1 or 2.
Activating product allocation	You can set quantity limits to define the quantity that a customer or customer group is allowed to purchase or the quantity of each item or item group that is allowed to be sold. You must use the Product Allocation Hold code in conjunction with the Product Allocation Preference.

Before you use this preference you must identify the product allocation hold code in the sales order entry processing options if both of these apply:

- You create Product Allocation preferences.
- You want to place orders on hold if a customer's order exceeds their allocation.

Quality Management Preference

Use a Quality Management preference to either request or require that a test be run and certain quality standards be met for a particular customer and item combination.

Before you use this preference, set up test specifications, which require the system to run a test or set a quality standard.

See Also

PeopleSoft EnterpriseOne Quality Management 8.11 SP1 PeopleBook, "Setting Up Quality Management," Defining Specifications

Revenue Business Unit Preference

Use the Revenue Business Unit preference to recognize revenue for a business unit that is different from the central business unit. This preference enables you to override the default branch/plant with the branch/plant you enter in this preference. The Revenue Business Unit preference does not apply to interbranch sales.

Additionally, you can use this preference for a salesperson that might be located at the revenue business unit that is associated with the preference.

Example: Revenue Business Unit Preference

This example summarizes how to set up the Revenue Business Unit preference to ship items from multiple sites while posting revenue to a single site:

1. Create a Southwest customer group for an item.
2. Set up a Revenue Business Unit preference.
3. Set the preference hierarchy for the Revenue Business Unit preference at the intersection of Ship to Customer Group and Item Number.
4. In the Business Unit field on the Revenue Business Unit Profile Revisions form, enter a branch/plant.
5. In the Revenue Business Unit field on the Revenue Business Unit Profile Revisions form, enter a different branch/plant than you entered in the Business Unit field.

Before you use this preference, set the Sales Update program (R42800) processing option to specify the revenue business unit.

Revenue Business Unit Preference (Branch)

Use the Revenue Business Unit (Branch) preference to recognize revenue for a business unit that is different from the central business unit by branch. This preference enables you to override the default branch/plant with the branch/plant you enter in this preference. The Revenue Business Unit (Branch) preference does not apply to interbranch sales.

Additionally, you can use this preference for a salesperson that might be located at the revenue business unit that is associated with the preference.

Example: Revenue Business Unit (Branch) Preference

This example summarizes how to set up the Revenue Business Unit (Branch) preference to ship items from multiple sites while posting revenue to a single site:

1. Create a Southwest customer group for an item.
2. Set up a Revenue Business Unit (Branch) preference.
3. Set the preference hierarchy for the Revenue Business Unit (Branch) preference at the intersection of Ship to Customer Group and Item Number.
4. In the Business Unit field on the Revenue Business Unit Profile Revisions form, enter a branch/plant.

5. In the Revenue Business Unit field on the Revenue Business Unit Profile Revisions form, enter a different branch/plant than you entered in the Business Unit field.

Before you use this preference, set the Sales Update program (R42800) processing option to specify the revenue business unit.

Sales Commission Preference

Use the Sales Commission preference to set up sales personnel and commission rates based on customer and item combinations. You can assign multiple sales representatives or sales groups when you are setting up commission rates. Line of Business and Branch/Plant are additional search fields for this preference. You can assign different commission preferences for various customer and item combinations based on the line of business and branch/plant values.

The system normally provides default values from Customer Master table for the sales commission fields in the sales order header. If the billing instructions Rate fields are blank for the commission royalty information, the system can provide default values for the commission rate. Normally, the system provides default values for each line on the sales order. The preference overrides the header information at the line level.

Before you use this preference, you must set up all sales people in the address book and on the Commission/Royalty Information form before you can enter them on a preference.

See Also

Chapter 3, “Setting Up Order Processing Information,” Setting Up Commission Information, page 00

Sales Price Based on Date Preference

Use the Sales Price Based on Date preference to guarantee a price for a certain time frame. For example, if you need to offer the May price for an item appearing on sales orders placed in June, you can set up this preference.

The system uses the Sales Price Based on Date preference to evaluate whether the preference is being used or if an effective date has been established for the price, and then applies the price associated with the date to the sales order.

The Sales Price Based on Date preference overrides all adjustments for the time frame that the Sales Based on Date is effective.

User Defined Price Code Preference

Use the User Defined Price Code preferences to define codes for the company’s unique pricing needs. Price codes are added to the sales order detail line during order entry.

Price codes can be used in Advanced Pricing programs to define price adjustments. They can also be used for reporting requirements. For example, you might use a price code for temporary pricing. You define a price code to identify order lines that need to be repriced when commodity prices are published for a specific period.

When the price is known, you can run the Sales Order Batch Price/Cost Update program (R42950). You should only select those lines with the price code that is equal to the specified value

See Also

Chapter 18, “Updating Prices,” page 00

Chapter 6, “Setting Up Base and Standard Pricing,” Setting Up Base Prices, page 00

Setting Up Preference Master Information

This section provides an overview of setting up the preference master and discusses how to add preference master information.

Understanding Preference Master Set Up

The system displays all preferences in logical groups on the Work With Preference Profiles form. You use the Preference Master Revision form to specify where a preference appears on this form and whether effective dates and quantities are a part of the preference.

If you activate quantities for a preference in the master preference information, no unit of measure conversions take place. Therefore, the system searches only for a preference with exactly the same unit of measure as the unit of measure entered on the order.

For example, if you set up a preference with the unit of measure as LT (liters) and enter a sales order in gallons, the system does not select the preference because it does not convert the gallons to liters when searching preference records.

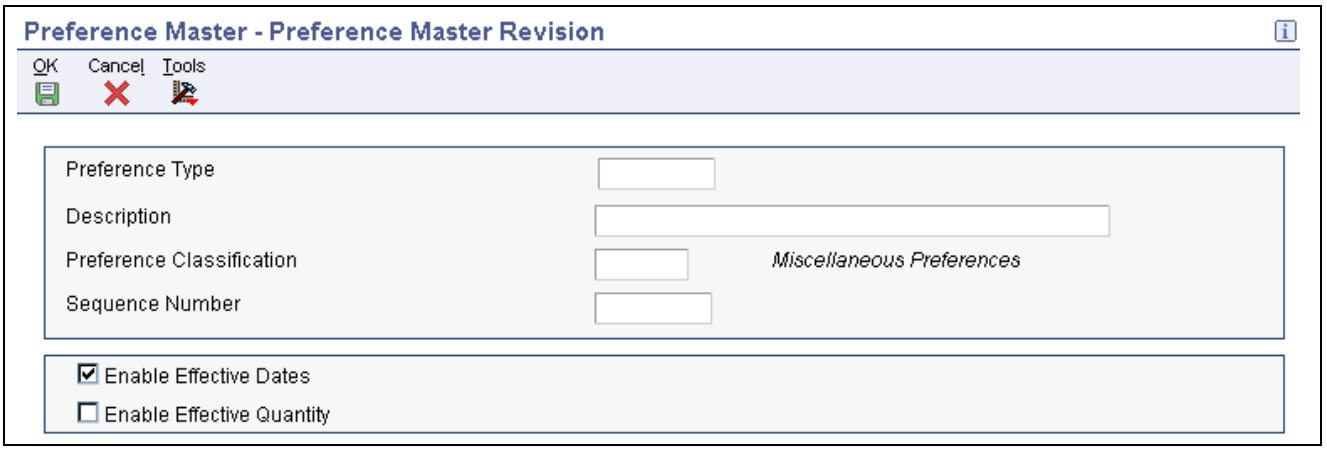
If you need the effective quantity fields active for a particular preference, you must create separate preferences for each unit of measure that can be used as the sales order transaction unit of measure.

Form Used to Set Up Preference Master Information

Form Name	FormID	Navigation	Usage
Preference Master Revision	W40070D	Sales Order Advanced & Technical Ops (G4231), Preference MasterClick Add on Preference Master Revision.	Add and revise preferences.

Setting Up Preference Master Information

Access the Preference Master Revisions form.



Preference Master Revision form

Preference Type Specify a UDC (40/PR) that identifies a preference type.

Preference Classification Specify a classification or title that the system uses to group preference on the Preference Profile.

Enable Effective Dates Specify whether the system displays fields for effective date ranges for a preference. You might want the system to display effective date ranges if you enter effective dates and effective quantities for a preferences.

Enable Effective Quantity Specify whether the system displays fields for effective quantity ranges for a preference. Effective quantity fields are optional fields that you can disable prior to setting up any preference records, but not after you have created preference records.

If you assign effective quantity, you must assign effective dates.

Arranging the Preference Hierarchy

This section provides an overview of arranging the preference hierarchy and discusses how to arrange the preference hierarchy.

Understanding Arranging the Preference Hierarchy

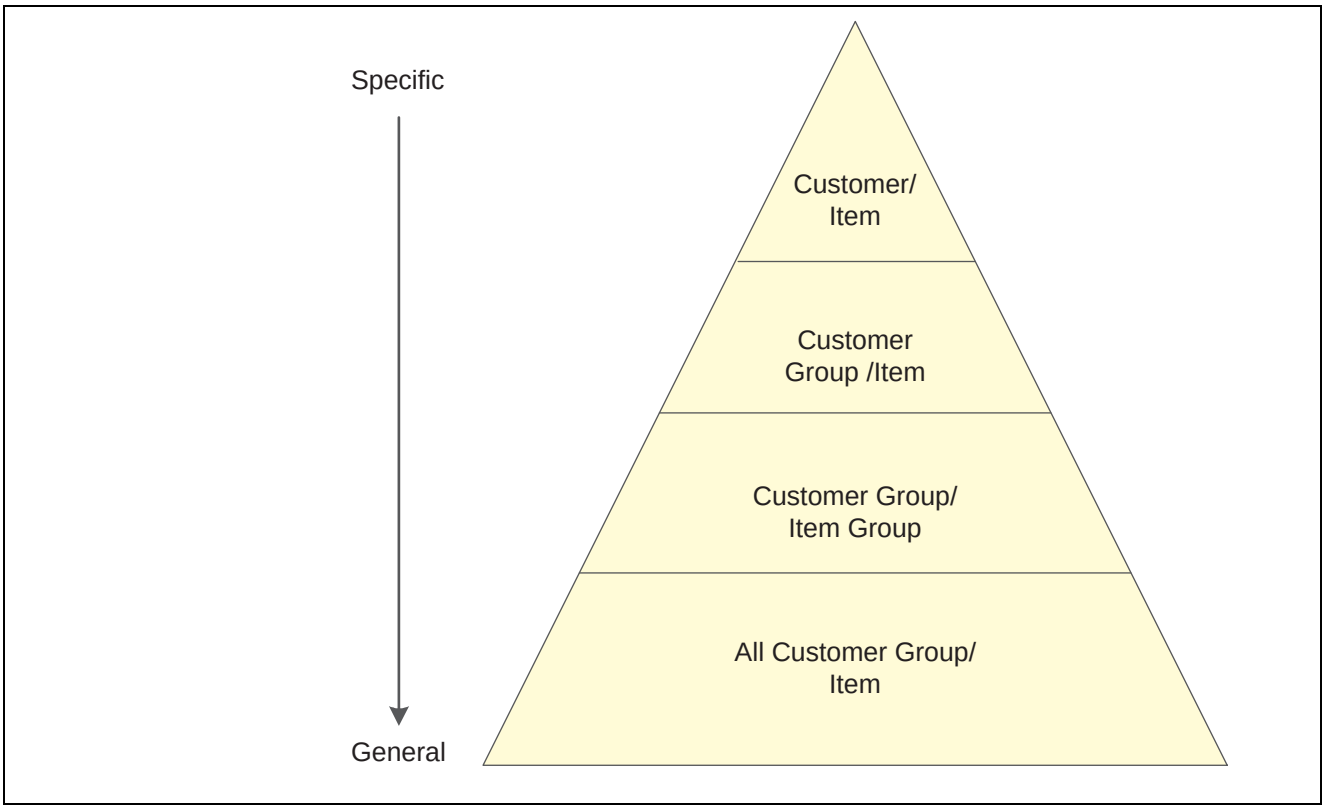
For each preference type, you must define a hierarchy to indicate the order in which you want the system to apply preferences to sales order.

The Preference Hierarchy Revisions form contains rows that identify customers and customer groups and columns that identify items or item groups. You use the intersections of the rows and columns to enter the hierarchy sequence.

The hierarchy tells the system in which order to search. The hierarchy must start with the number 1 and proceed in numerical order; you cannot skip numbers.

When the system searches for preference information, it uses the hierarchy to determine the order in which to search preference information. The system begins with the intersection in which you entered 1 and searches for records that are defined for that customer and item combination. If no preference for that intersection is found, the system identifies the intersection in which you entered 2, and so forth.

This diagram illustrates the way the system searches for preference information:



Preference Hierarchy

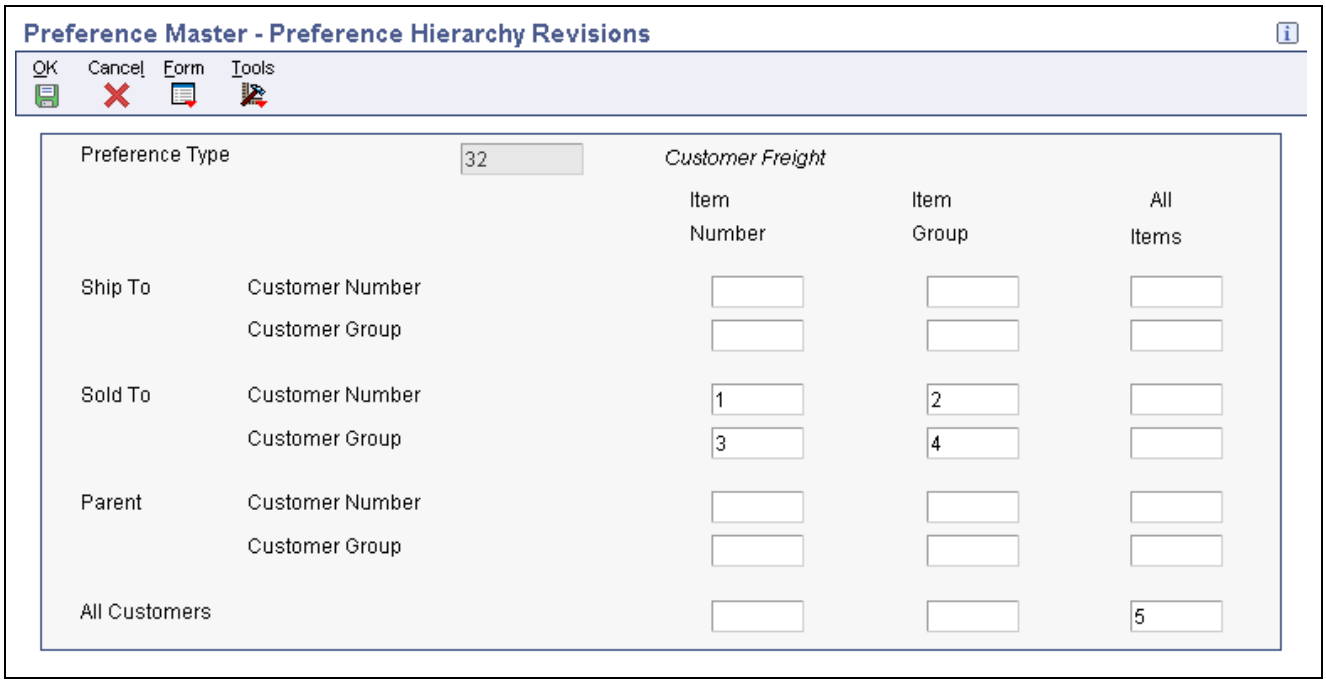
Note. When you define hierarchies, you should start with the most general groups (that is, begin with item only and customer only), and then define the more specific groups. Be aware that the system will not allow certain combinations for some preferences, for example, Print Messages.

Form Used to Arrange the Preference Hierarchy

Form Name	FormID	Navigation	Usage
Preference Hierarchy Revisions	W40073D	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select a preference and then select Hierarchy from the Row menu.	Define the orders in which the system applies preferences to sales orders.

Arranging the Preference Hierarchy

Access the Preference Hierarchy Revisions form.



Preference Hierarchy Revisions form

Setting Up Basic Preference Information

This section provides an overview of setting up basic preferences.

Understanding Setting Up Basic Preferences

After you set up the preference master and hierarchy information, you can enter the basic preference information.

Forms Used to Enter Basic Preference Information

Form Name	FormID	Navigation	Usage
Carrier Profile Revisions	W40333B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Carrier and then click Select. On Work With Carrier Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change carrier profile preference information.

Page Name	Object Name	Navigation	Usage
Customer Currency Profile Revisions	W40345D	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Customer Currency and then click Select. On Work With Customer Currency, click Add.	Add and change customer currency profile preference information.
Customer Freight Revisions	W40332B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Customer Freight and then click Select. On Work With Customer Freight Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change customer freight preference information.
Delivery Date Profile Revisions	W40309A	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Delivery Date and then click Select. On Work With Delivery Date Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change delivery date preference information.
Document Distribution Profile Revisions	W40329A	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Document Distribution and then click Select. On Work With Document Distribution Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change document distribution preference information.

Page Name	Object Name	Navigation	Usage
Document Set Profile Revisions	W40330A	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Document Set and then click Select. On Work With Document Set Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change the document set preference information.
End Use Profile Revisions	W40304D	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select End Use and then click Select. On Work With End Use Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change end use preference information.
Grade & Potency Profile Revisions	W40308B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Grade and Potency and then click Select. On Work With Grade & Potency Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change grade and potency preference information.
Inventory Commitment Profile Revisions	W40306B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Inventory Commitment and then click Select. On Work With Inventory Commitment Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change inventory commitment preference information.

Page Name	Object Name	Navigation	Usage
Line of Business Preference Profiles	W40310B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Line of Business and then click Select. On Work With Line of Business Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change line of business preference information.
Mode of Transport Profile Revisions	W40334B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Mode of Transport and then click Select. On Work With Mode of Transport Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change mode of transport preference information.
Receiving Locations Profile Revisions, Shipping Locations Profile Revisions	W40320B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Receiving Locations or Shipping Locations and then click Select. On the Work With Locations Preference Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change receiving and shipping locations preference information.
Next Order Status Profile Revisions	W40341B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Next Order Status and then click Select. On Work With Next Order Status, click Add.	Add and change next order status preference information.

Page Name	Object Name	Navigation	Usage
Options and Equipment Profile Revisions	W40331A	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Options and Equipment and then click Select. On Work With Options and Equipment Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change options and equipment preference information.
Order Preparation Days Revisions	W40316B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Order Preparation Days and then click Select. On Work With Order Preparation Days, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change order preparation days preference information.
Payment Term Profile Revisions	W40301C	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Payment Terms and then click Select. On Work With Payment Term Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change payment term preference information.
Payment Term Profile Revisions	W40338B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Payment Terms (Branch) and then click Select. On Work With Payment Term Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change branch payment term preference information.

Page Name	Object Name	Navigation	Usage
Price Adjustment Schedule Profile Revisions	W40314B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Price Adjustments Schedule and then click Select. On Work With Price Adjustment Schedule, click Add.	Add and change the price adjustment schedule preference information.
Pricing Unit of Measure Revisions	W40302C	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Pricing Unit of Measure and then click Select. On Work With Pricing UoM Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change pricing unit of measure preference information.
Pricing Unit of Measure Revisions	W40347B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Pricing UOM (Branch) and then click Select. On Work With Pricing UoM Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change branch pricing unit of measure preference information.
Product Allocation Profile Revisions	W40307A	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Product Allocations and then click Select. On Work With Product Allocations Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change product allocation preference information.

Page Name	Object Name	Navigation	Usage
Product Allocation (Branch) Profile Revisions	W40339A	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Product Allocation (Branch) and then click Select. On Work With Product Allocations Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change branch product allocation preference information.
Quality Management Profile Revisions	W40318B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Quality Management and then click Select. On Work With Quality Management Profile, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change the quality management preference information.
Revenue Business Unit Profile Revisions	W40303C	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Revenue Business Unit and then click Select. On Work With Revenue Business Units, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change the revenue business unit preference information.
Revenue Business Unit Profile Revisions	W40349B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Revenue Business Unit (Branch) and then click Select. On Work With Revenue Business Units, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change the revenue business unit by branch preference information.

Page Name	Object Name	Navigation	Usage
Sales Commission Profile Revisions	W40344B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select Sales Commission and then click Select. On Work With Sales Commission, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change the sales commission preference information.
Price Code 1 Profile Revisions	W40311B	Sales Order Advanced & Technical Ops (G4231), Preference Master On Work With Preference Master, select User Defined Price Code 1 and then click Select. On Work With Price Code 1 Profiles, click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add and change the price code preference information.

Setting Up Advanced Preferences

This section provides an overview of setting up advanced preferences and discusses how to:

- Set up preference definition revisions.
- Set up preference schedule revisions.
- Set up preference detail revisions.

Understanding Advanced Preferences

Preferences are user defined specifications for how the system will process an order. The system utilizes both basic and advanced preferences. Advanced preferences are set up using the same functionality as the Advanced Pricing system uses. For example, in basic preferences, the groups an item and customer groups are processed based on category code definitions, as in Advanced Pricing.

Advanced Pricing uses complex customer and item groups to manage pricing schedules. When you use advanced preferences, you also use complex customer groups and complex item groups to specify how the system processes the order. Advanced preference are set up with schedules that specify how the system will process the preferences.

Advanced preferences consist of one or more preference names, or types, a preference schedule, and the preference detail.

When you set up an advanced preference, you identify specific, key fields that you want the preference to override when processing a specific order. You specify the key fields as well as the return value fields.

Advanced Preference Types

A preference type, or name, is the profile created for the purpose of a specific override to default order processing. The preference type usually agrees with the purpose of the preference.

When you set up a preference type, you assign a preference hierarchy. The preference hierarchy allows a preference to be set up for a specific item, item group, customer, customer group, or a combination of these.

In advanced preference, multiple basic preferences have been rolled up into a single advanced preference. An example of a rolled-up advanced preference is the Order Detail Defaults preference. The Order Detail Defaults preference contains a number of basic preference, including Payment Terms, Pricing Unit of Measure, Revenue Business Unit, and End Use. Combining basic preferences into an advanced preference simplifies set up time, and improves system processing time.

Advanced Preference Schedules

A preference schedule contains one or more preference types and manages the way that the system processes preferences. In the schedule, you specify the sequence in which the system will process preferences. You can also specify effective dates for a schedule.

You must define the preference types and complete the preference details for each schedule.

Advanced Preference Details

You define advanced preference details when you add preference types to preference schedules. More specifically, details are key fields and return value fields. Key fields are dependent on the preference hierarchy as defined in the preference types. Return value fields are user defined specifications for processing.

Advanced preference details may include groups, item and customers numbers, quantity level breaks and units of measure. The system uses the details you define to resolve the processing specific instructions and need for the business requirements.

Advanced Preference Processing

Advanced preference processing is based on a preference schedule. The preference schedule consists of one or more preference names or types. Each schedule can also contain additional details and value specific to the way you want the system to process orders.

The system will first look at the schedule identified in the system constants. This schedule determines which preferences the system resolves during order processing. If you have set the Sales Order Entry program (P4210) Preference tab processing option, Override Schedule for Advanced Preferences, to override the schedule specified in the system constants, the system will use the schedule specified for that version of Sales Order Entry. The system uses the schedule to find the appropriate preference names, or types, to process.

The system will then look into how you have identified the preference using the Advanced Preference Name Revisions menu option of the Price Adjustment Type program (P4071). It takes into account the preference hierarchy you have set up, as well as the preference type. The system will also not whether to update preference history records or whether to process level breaks by quantity.

Next the system uses the details you have set up for the preference. These details include groups, item and customer number, quantity level breaks, and units of measure. The details the system uses at this point also include the specific key and return value fields that you define when you define the preference type.

This table illustrates the sequence in which the system processes advanced preferences:

Sequence	Preference Information	Program or Fields
1	Preference types specified in the advanced preference schedule.	P4070 – Advanced Preference Schedule Revisions
2	Preference type specifications such as: • Hierarchy • Quantity level breaks • Complex groups	P4071 – Advanced Preferences Name Revisions
3	Preference Details based on: • Preference hierarchy. • Customer or item group or both as defined in Preference Type.	P4072 – Advanced Preference Detail Revisions
4	Key fields	Key fields and return value as specified in P4072.

Forms Used to Set Up Advanced Preferences

Form Name	FormID	Navigation	Usage
Preference Definition Revisions	W4071A	Advanced Preferences (G40311), select Advanced Preference Name Revisions On Work with Preference Types, click Add.	Create a new preference type.
Preference Schedule Revisions	W4070C	Advanced Preferences (G40311), select Advanced Preference Schedule Revisions On Work with Preference Schedules, click Add.	Create a preference schedule.
Preference Detail Revisions	W4072A	Advanced Preferences (G40311), select Advanced Preference Detail Revisions On Work with Preference Detail, search for a Preference Name and click Add. On Preference Hierarchy Selection, select the appropriate combination and click Select.	Add key fields and return value fields to a preference.

Setting Up Preference Definition Revisions

Access the Preference Definition Revisions form.

Setting Up Preference Schedule Revisions

Access the Preference Schedule Revisions form.

Setting Up Preference Detail Revisions

Access the Preference Detail Revisions form.

Assigning Customers and Items to Groups

This section provides an overview of assigning customers and items to groups and discusses how to:

- Assign a customer to a preference group.
- Assign an item to a preference group.

Understanding Assigning Customers and Items to Groups

Before you use basic preferences, you must perform some setup tasks to customize preference for the specific business requirements. As the business grows and changes, you perform the same tasks to further customize preferences.

To save time while defining basic preferences, you can assign a customer or an item to a group. You can then define preferences once for a group rather than many times for several customer or items. For example, you can group all customers with the same payment terms. Then, when you create a payment terms preference, you can define one preference for the group.

Assign a Customer to a Preference Group

You can assign a customer to a customer group for any preference. For example, you can identify some customer as seasonal customers and create specific payment terms for them. To do this:

- Set up a SEASON customer group user defined code.
- Assign all seasonal customers to this group.

  Create one Payment Terms preference for the seasonal customer group.

You can assign any new seasonal customers to the seasonal customer group. The system automatically applies the Payment Terms preference to all of the new customer's sales orders.

Prerequisite

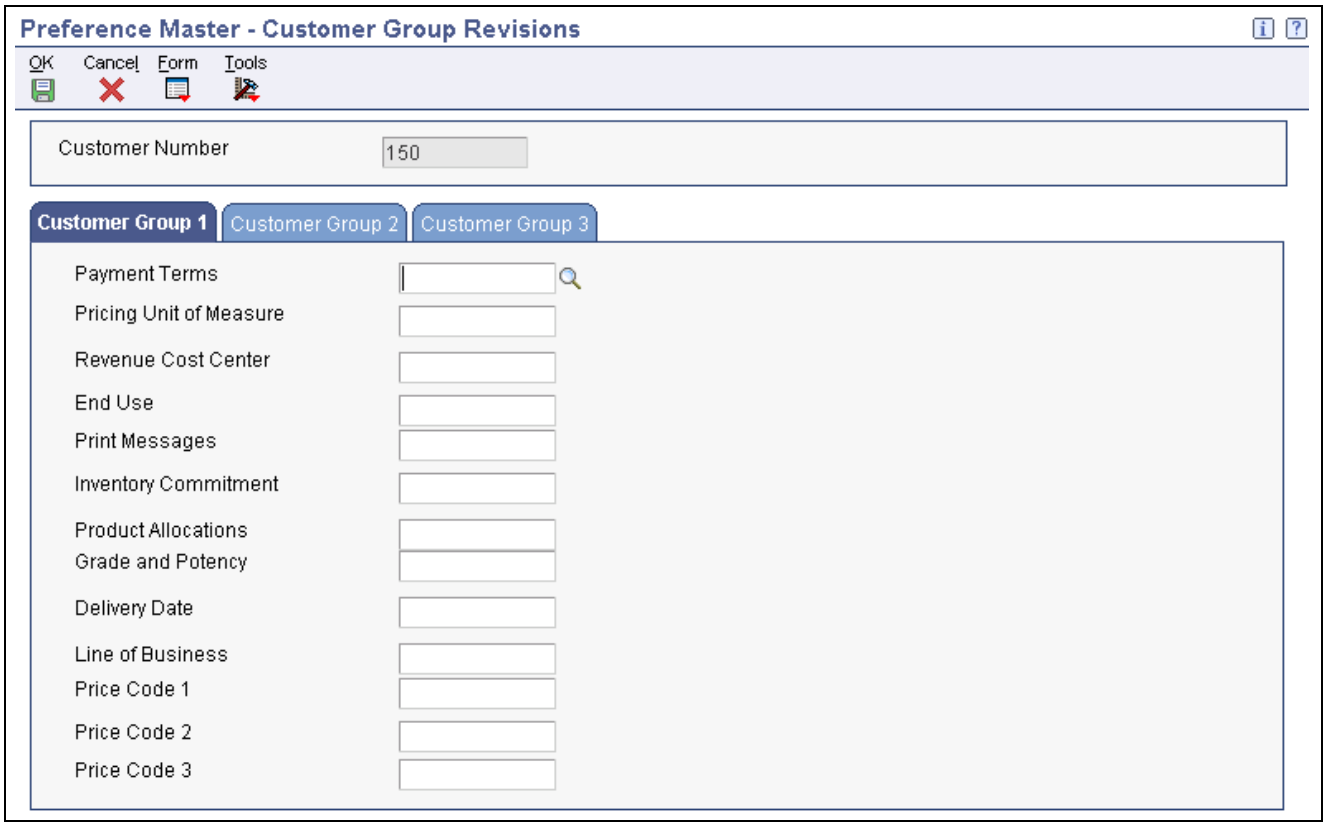
Verify that the user defined codes for customer groups and item groups are set up.

Forms Used to Assign Customers and Items to a Group

Form Name	FormID	Navigation	Usage
Customer Group Revisions	W40071D	Sales Order Advanced & Technical Ops (G4231), select Preference Master. On Work With Preference Master, select Customer Groups from the Form menu. On Work With Customer Group Preferences, search and select a customer number and click Select.	Assign a customer to a customer group.
Item Group Preference Revisions	W40072D	Sales Order Advanced & Technical Ops (G4231), select Preference Master. On Work With Preference Master, select Item Groups from the Form menu. On Work With Item Group Preferences, search and select a customer number and click Select.	Assign an item to an item group.

Assigning a Customer to a Preference Group

Access the Customer Group Revisions form.



Customer Group Revisions form

Assigning an Item to a Preference Group

Access the Item Group Preference Revisions form.

Activating Preferences

This section provides overviews of how to activate and select preferences and discusses how to set processing options for preference selection.

Understanding How to Activate Preferences

You can activate each preference to use during order processing. With interactive processing, you activate each preference within a Preference Processing version. This version contains a list on which you activate or deactivate each preference for processing by the system.

You can use batch processing of preferences as an alternative to interactive processing during sales order entry. You can run preference batch processing after you have entered orders. Batch processing preferences can speed sales order entry because the system does not have to search for and apply each preference as you enter each order.

You can locate a specific preference to view ow the preference has been defined. You can also locate preferences to determine if preferences exist for a customer and item combination before creating a new preference.

Note. Values that you enter manually on the sales order line item override preference values.

Understanding How to Select Preferences

You must set the processing options for preference profile processing for all of the version of order entry programs in which you want to apply preferences. You cannot use batch processing for the Inventory Commitment, Product Allocation, or Delivery Date preferences.

You must activate each preference that you want the system to use during processing. Preference are activated within a version for the Preference Processing Options program (R40400). The prompts contain a list on which you activate or deactivate each preference for processing by the system.

To determine whether a preference is active, see the Preference Status field on the preference inquiry or revision forms that are specific to the preference you are reviewing.

Preference values override default values that the system uses from the Item Master table (F4101), Item Branch table (F4102), Customer Master table (F0301), or data dictionary tables. If you do not activate preference in the sales order program or in the preference profile program, the system uses normal default values.

Locating Preferences

You can locate a specific preference to view how the preference has been defined. You can also locate preferences to determine if preference exist for a customer and item combination before creating a new preference.

Note. If preferences already exist for the customer and item combination, you should determine the strategy of their use before creating another preference that might conflict with existing preferences.

Prerequisites

Before you complete the tasks in this section:

- Define a preference schedule in the system constants.
- Ensure that you have activated preference profile processing in the Sales Order Entry processing options (P4210).

Running the Preferences Selection Program

From the Sales Order Advanced & Technical Ops menu (G4231), select Preference Selection.

Setting Processing Options for Preferences Selection (R40400)

Use these processing options to process preferences.

Process Ctl

Order Preparation Days, Price Adjustment Schedule, Next Order Status, Sales Commission, Customer Currency

Specify whether you want the system to process the preference and whether the system writes to the Preference Resolution Ledger table (F40300R). Values are:

Blank: Do not process.

1: Process the preference.

2: Process the preference and write to the F40300R table.

Process Ctl 2

Delivery Date, Line of Business, Price Code 1, Price Code 2, Price Code 3

Specify whether you want the system to process the preference and whether the system writes to the Preference Resolution Ledger table (F40300R). Values are:

Blank: Do not process.

1: Process the preference.

2: Process the preference and write to the F40300R table.

Process Ctl 3

Order Preparation Days, Price Adjustment Schedule, Next Order Status, Sales Commission, Customer Currency

Specify whether you want the system to process the preference and whether the system writes to the Preference Resolution Ledger table (F40300R). Values are:

Blank: Do not process.

1: Process the preference.

2: Process the preference and write to the F40300R table.

Process Ctl 4

Payment Terms (branch specific), Pricing Unit of Measure (branch specific), Revenue Cost Center (branch specific, Product Allocation (branch specific), Receiving Location, Shipping Location

Specify whether you want the system to process the preference and whether the system writes to the Preference Resolution Ledger table (F40300R). Values are:

Blank: Do not process.

1: Process the preference.

2: Process the preference and write to the F40300R table.

CHAPTER 23

(BRA) Processing Fiscal Books

This chapter provides an overview of Fiscal Books and discusses how to:

- Generate the Fiscal Books workfiles.
- Maintain inbound and outbound *nota fiscal* records for fiscal books.
- Maintain *Imposto sobre Circulação de Mercadorias e Serviços* (ICMS) and *Imposto sobre Produtos Industrializados* (IPI) tax information for fiscal books.
- Maintain GNRE information for fiscal books.
- Generate the ICMS magnetic files.
- Purge incomplete fiscal books.
- Print fiscal books reports.
- Print the DIPI Summaries and Statements report.
- Print the DIPI Annual Movements report.
- Generate fiscal books.

Understanding Fiscal Books

Fiscal books are required by the Brazilian government to report information about taxable transactions and the taxes due on those transactions. You print fiscal books on the 10th, 20th, and the last day of the month for ICMS tax and at the end of the month for IPI tax.

The *notas fiscais* that are generated by the Sales and Procurement systems are automatically converted into the Fiscal Books module. You must manually enter stand-lone *notas fiscais*.

A program is provided that populates a *nota fiscal* header and a *nota fiscal* detail workfile with data from the *nota fiscal* header and *nota fiscal* detail tables. Then you run reports from the workfiles to generate reports that comply with the layout which is defined by the ICMS Ordinance 57/95, and you generate electronic media files according to the layout that is defined by the ICMS Ordinance 57/95 *(Systema Integrado de Informacoes)*. Additionally, programs are provided that generate supporting reports and programs that submit fiscal book data to the tax authority electronically.

When you generate Fiscal Books, the system prints an opening and closing page. You create the text for opening and closing pages by using the Fiscal Books Next Numbers program (P7602B).

To maintain the records and generate fiscal books, you must complete these tasks in this order:

1. Set up the system for Fiscal Books.
2. Run the *Nota Fiscal* Conversion program (R76B200A). When you run the *Nota Fiscal* Conversion program, the system writes information from the *Nota Fiscal* Header - Brazil (F7601B) and the *Nota Fiscal*

Detail - Brazil (F7611B) tables to the *Nota Fiscal* - Header (Fiscal Books) table (F76101B) and the *Nota Fiscal* - Detail (Fiscal Books) table (F76111B).

3. Run the Integrity Report (R76B0001). The Integrity Report process purges records from tables F76101B and F76111B when the record does not exist in both tables.
4. Maintain fiscal books records as necessary.
5. Print and review the fiscal books supplementary reports.
6. Generate and review fiscal books.
7. Generate the electronic media to submit the fiscal books.

Reporting IPI in Fiscal Books

IPI is a federal tax that applies to domestic or imported manufactured goods. This software has been modified due to changes in Brazilian law:

- For *notas fiscais* dated in 2003, IPI tax will continue to be reported by *decendios*. *Decendio* 1 is the period from the first day through the tenth day of the month. *Decendio* 2 is the period from the 11th of the month through the 20th of the month. *Decendio* 3 is the period from the 21st day of the month through the end of the month.
- For *notas fiscais* dated in 2004, the IPI tax must be reported by *quinzenas*. *Quinzena* 1 is the period from the 1st day through the 15th day of a month. *Quinzena* 2 is the period from the 16th day of the month through the end of a month.
- For *notas fiscais* dated in 2005, IPI tax must be reported monthly.

Data items BRADEC and BRADCL store the codes that indicate the period for which IPI taxes were calculated. These tables store codes for data item BRADEC or BRADCL:

- *Nota Fiscal* - Header (Fiscal Books) table (F76101B).
- Verification of ICMS/IPI - Statement (F76B102).
- Verification of ICMS/IPI - Information (F76B103).
- Verification of ICMS/IPI - Comments (F76B104).

The system writes or reads codes for BRADCE and BRADCL when you run these programs:

Table	System Action
Nota Fiscal Conversion (R76B200A)	Writes code to table
Verification of ICMS/IPI (P76B1002)	Writes code to table
Inbound Nota Fiscal Maintenance (P76B1001) Outbound Nota Fiscal Maintenance (P76B1001)	Writes code to table
Verification of IPI (R76B4002)	Reads code in table
DIPI Summary and Statements (R76B4006)	Reads code in table

Table	System Action
Outbound Registry (R76B4001)	Reads code in table
Inbound Registry (R76B4016) **Note.** Program R76B4016 has been renamed to Inbound Registry. It was formerly Inbound Registry São Paulo. Program R76B4000 (Inbound Registry) is obsolete.	Reads code in table

When the system writes codes to one of the tables that stores codes for data item BRADEC or BRADCL, it writes the codes in this manner:

- For *notas fiscais* dated in 2003, the system writes codes as:
  - For *notas fiscais* dated from the first day through the tenth day of the month, the system writes 1.
  - For *notas fiscais* dated from the 11th of the month through the 20th of the month, the system writes 2.
  - For *notas fiscais* dated from the 21st day of the month through the end of the month, the system writes 3.
- For *notas fiscais* dated in 2004, the system writes codes as follows:
  - For *notas fiscais* dated from the 1st day through the 15th day of the month, the system writes 1.
  - For *notas fiscais* dated from the 16th of the month through the end of the month, the system writes 2.
  - For *notas fiscais* dated in 2005, the system writes 1.

See Also

Chapter 23, "(BRA) Processing Fiscal Books," Purging Incomplete Fiscal Book Records, page 00

Chapter 23, "(BRA) Processing Fiscal Books," Printing Fiscal Books Reports, page 00

Chapter 24, "(BRA) Electronic GIA Workbench," Understanding the Electronic GIA Workbench, page 00

Generating the Fiscal Books Workfiles

This section provides an overview of the fiscal books workfiles, and discusses how to:

- Run the Nota Fiscal Conversion program
- Set processing options for the Nota Fiscal Conversion program (R76B200A).

Before you can generate fiscal book reports and the electronic media that you must submit to Sintegra *(Systema Integrado de Informacoes),* you must create the fiscal book workfiles. The *nota fiscal* conversion batch program lets you specify the *notas fiscais* that you write to the workfiles. When you run the *Nota Fiscal* Conversion program, the system writes information from the *Nota Fiscal* Header - Brazil (F7601B) and the *Nota Fiscal* Detail - Brazil (F7611B) tables to the *Nota Fiscal* - Header (Fiscal Books) table (F76101B) and the *Nota Fiscal* - Detail (Fiscal Books) table (F76111B). Other batch programs that you use to generate fiscal book reports cull data from tables F76101B and F76111B.

Prerequisites

Before you complete the tasks in this section:

- Update inbound and outbound *nota fiscal* records as necessary.

  See Chapter 23, "(BRA) Processing Fiscal Books," Maintaining Inbound and Outbound Notas Fiscais Records for Fiscal Books, page 00.

- Set up the Transaction Nature cross-reference.

  See Chapter 7, "(BRA, CHL, PER) Setting Up the System for Brazil, Chile, and Peru," (BRA) Setting Up a Cross-Reference for Transaction Nature Codes, page 00.

Running the Nota Fiscal Conversion Program

Select Fiscal Reports - Brazil(G76B111), *Nota Fiscal* Conversion.

Setting the Processing Options for Nota Fiscal Conversion (R76B200A)

These processing options specify how the system writes *nota fiscal* data to the *nota fiscal* work files for fiscal books.

Default

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

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

4. Nota Fiscal Type Specify whether you work with inbound or outbound *notas fiscais*. Values are:

E: Inbound

S: Outbound

Messages

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

1. IPI Tax Not Credited Select a message code from the Fiscal Message/Observations UDC (76B/M1). Use this option when *notas fiscais* show IPI tax that you cannot recover.

2. IPI Tax 50% Recoverable Select a message code from the Fiscal Message/Observations UDC (76B/M1). Use this option when *notas fiscais* do not show IPI tax that you can recover.

3. Free Port Zone Discount Select a message from the Fiscal Message/Observations UDC (76B/M1). The message that you select overrides the message from the *Nota Fiscal* Header - Fiscal Books table (F76B101B) and prints in the Fiscal Books.

4. Freight, Insurance and Expenses Select a message from the Fiscal Message/Observations UDC (76B/M1). The message that you select overrides the message from the *Nota Fiscal* Header - Fiscal Books table (F76B101B) and prints in the Fiscal Books.

5. Substitution Select a message from the Fiscal Message/Observations UDC (76B/M1). The message you select overrides the message from the *Nota Fiscal* Header - Fiscal Books table (F76B101B) and prints in the Fiscal Books.

6. ICMS Tax Differential Between States Select a message from the Fiscal Message/Observations UDC (76B/M1). The message you select overrides the message from the *Nota Fiscal* Header - Fiscal Books table (F76B101B) and prints in the Fiscal Books.

7. Suffix Code for Transaction Nature Specify the suffix for the transaction nature codes that you want to exclude from the report. Line items that have transaction nature codes that end with the suffix that you enter will appear in the Fiscal Books with an amount of zero. For example, if a line item for the cost of packaging materials or pallets has the transaction nature suffix that you enter here, the line item appears in the Fiscal Books with 0 for the amount.

8. Message Code for Suffix Select the message code that you want to print for the suffix of the transaction nature code. You select the message code from the Fiscal Message/Observations UDC (76B/M1).

Processing

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

1. Refresh Conversion Table Specify whether the system refreshes the records already written to the *Nota Fiscal* - Header (Fiscal Books) table (F76101B) and the *Nota Fiscal* - Detail (Fiscal Books) table (F76111B). If you set this processing option to 1, you must use Data Selection to specify a range of dates for which the system will refresh the records. Values are:

Blank: Do not refresh records.

1: Refresh records.

2. Purge Conversion Table Specify whether the system purges all records from the *Nota Fiscal* Header - Fiscal Books table (F76101B) and the *Nota Fiscal* Details - Fiscal Books table (F76111B).

Codes

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

1. Cancelled Code 1 Select a code from the Activity/Status Codes UDC (40/AT) to represent canceled. *notas fiscais.*

2. Cancelled Code 2 Select a code from the Activity/Status Codes UDC (40/AT) to represent canceled. *notas fiscais.*

3. Cancelled Code 3 Select a code from the Activity/Status Codes UDC (40/AT) to represent canceled *notas fiscais.*

4. Cancelled Code 4 Select a code from the Activity/Status Codes UDC (40/AT) to represent canceled. *notas fiscais.*

Maintaining Inbound and Outbound Notas Fiscais Records for Fiscal Books

This section provides an overview of *nota fiscal* maintenance and discusses how to:

- Set processing options for the Inbound *Nota Fiscal* Maintenance and Outbound *Nota Fiscal* Maintenance (P76B1001) program.
- Add a *nota fiscal* record for fiscal books.

Understanding Nota Fiscal Maintenance

The Sales and Procurement systems write data to the *Nota Fiscal* Header - Brazil (F7601B) and the *Nota Fiscal* Detail - Brazil (F7611B) tables when you generate *notas fiscais.* The system writes data in these tables to the *Nota Fiscal* - Header (Fiscal Books) table (F76101B) and the *Nota Fiscal* - Detail (Fiscal Books) table (F76111B) when you run the *Nota Fiscal* Conversion program (R76B200A). The system uses the data in tables F76101B and F76111B to create Fiscal Books.

If you generate stand-alone *notas fiscais* or you generate *notas fiscais* outside of the PeopleSoft systems, the data is not included in tables F7601B and F7611B. Therefore, data for those *notas fiscais* is not written to tables F76101B and F76111B when you run the *Nota Fiscal* Conversion program. You use the Maintenance of Fiscal Books program (P76B1001) to add data for inbound and outbound *notas fiscais* to tables F76101B and F76111B before you run the *Nota Fiscal* Conversion program. You can also use this program to revise or delete *nota fiscal* records.

Forms Used to Add Inbound and Outbound Nota Fiscal Records

Form Name	FormID	Navigation	Usage
Nota Fiscal Revisions	W76B1001B	Fiscal Reports - Brazil (G76B111), Inbound Nota Fiscal Maintenance Click Add on Work with Nota Fiscal.	Add header information for an inbound *nota fiscal*.
Work with Nota Fiscal	W76B1001A	Fiscal Reports - Brazil (G76B111), Outbound Nota Fiscal Maintenance	Add header information for an outbound nota fiscal.
Work with Fiscal Books	W76B1001C	Select Nota Fiscal Detail from the Form menu on Nota Fiscal Revisions.	Access the Fiscal Book Revisions form
Fiscal Book Revisions	W76B1001D	Click Add on Work with Fiscal Books.	Enter item information

Setting Up Processing Options for Inbound Nota Fiscal Maintenance and Outbound Nota Fiscal Maintenance (P76B1001)

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 PeopleSoft 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.

Default

This processing option specifies whether the system processes inbound or outbound *notas fiscais.*

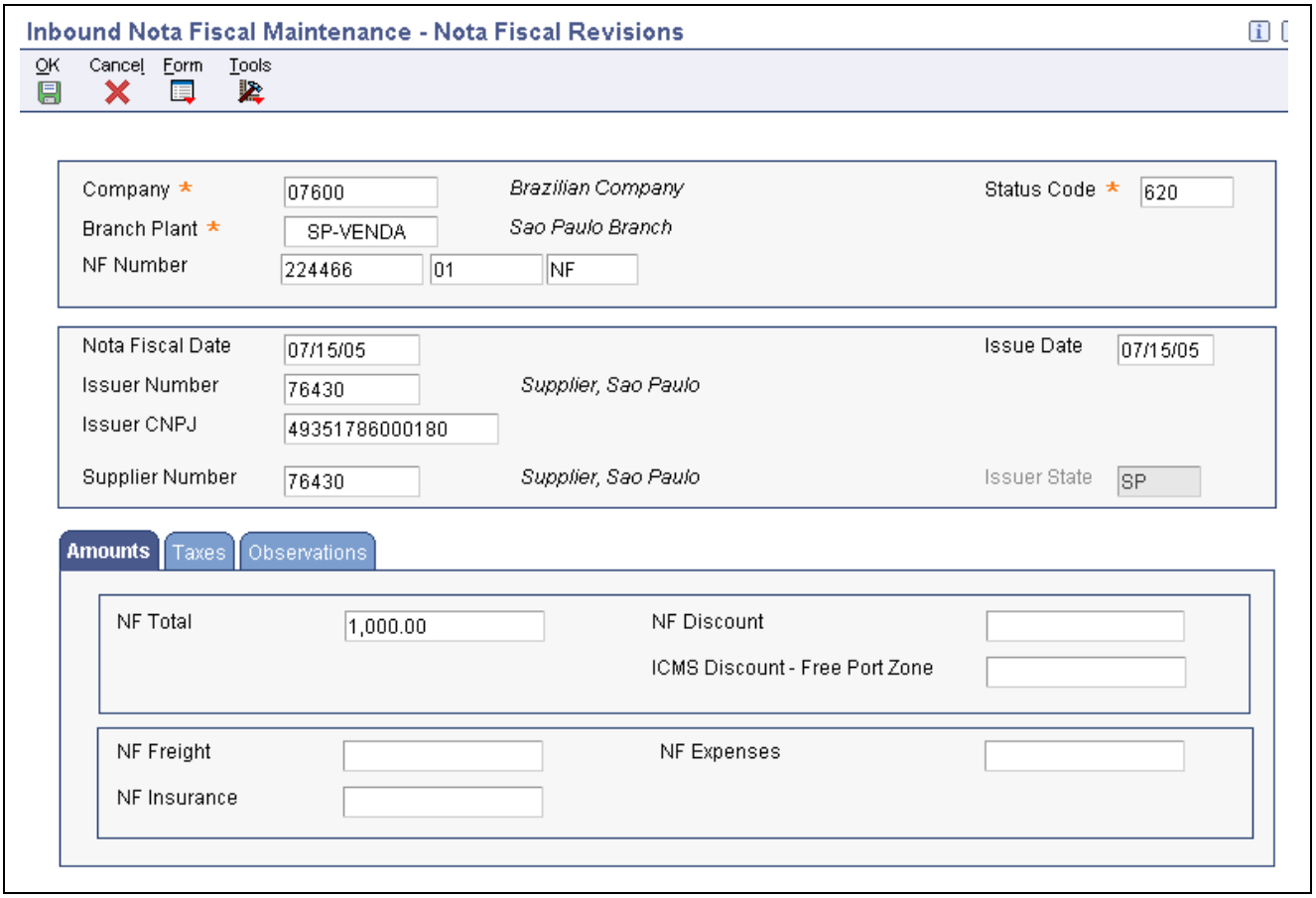
1. Nota Fiscal Type Specify whether you work with inbound or outbound. *notas fiscais.* Values are:

E: Inbound

S: Outbound

Adding a Nota Fiscal Record for Fiscal Books

Access the *Nota Fiscal* Revisions form.



Nota Fiscal Revisions form

Status Code A user defined code (40/AT) that indicates the status of the line.

Nota Fiscal Date The date of the *nota fiscal.*

Issuer CNPJ The issuer CGC number.

Supplier Number The address book number of the supplier who issued the *nota fiscal.*

Issue Date For inbound *notas fiscais,* the date that you received the *nota fiscal.* For outbound *notas fiscais,* the date that you issued the *nota fiscal.*

NF Total The total amount of the *nota fiscal.* The system calculates the total as follows:

Merchandise + IPI tax amount + ICMS Substitute tax amount + Complementary Expenses - Discounts

ICMS Discount - Free Port Zone The amount of the discount available to a free port zone customer.

Fiscal Message Code 01 A code by which records in the Inbound Registry and the Outbound Registry are sorted for summary purposes. You must select a code from the Fiscal Messages/Observations UDC (76BM1).

Fiscal Message Code 02 A code by which records in the Inbound Registry and the Outbound Registry are sorted for summary purposes. You must select a code from the Fiscal Messages/Observations UDC (76B/M1).

Fiscal Comment Code A code that appears in a comments column in the Inbound Registry and the Outbound Registry. You must select a code from the Fiscal Message/Observations UDC (76B/M1).

NF Value 01 An amount that the system associates with the Fiscal Message Code 01 and the Fiscal Comment Code fields. The system totals the amounts in this field for each Fiscal Message Code summary for the Inbound Registry and the Outbound Registry, and prints the total along with the value in the Fiscal Message Code 01 field. The value in the NF Value 01 field is also displayed with the Fiscal Comment Code in the comment column in the Inbound Registry and the Outbound Registry.

NF Value 02 An amount that the system associates with the Fiscal Message Code 02 and the Fiscal Comment Code fields. The system totals the amounts in this field for each Fiscal Message Code summary for the Inbound Registry and the Outbound Registry, and prints the total along with the value in the Fiscal Message Code 02 field.

Fiscal Classification A code that specifies groups of products, as defined by the local tax authorities. The product groups are based on taxing conventions and other national statistics. The system uses this code to determine the applicable tax rate for a product.

Tax Situation String filler 1.

Gross Weight The total weight of the item, including packaging, pallets, and so on.

Weight Unit The unit measure on which the item weight is calculated, such as liter, kilo, and so on.

Extended Price The number of units multiplied by the unit price.

IPI Code The monetary amount of the IPI tax.

IPI Rate The rate at which the IPI tax is assessed.

IPI Tax The IPI tax amount that is printed on the *nota fiscal.*

ISS Rate The rate at which ISS tax is assessed.

Reduction Basis	The amount on which ICMS taxes are assessed. In this case, the ICMS taxable amount is reduced due to the sale of given products.
IPI Reduction	The amount on which IPI taxes are assessed. In this case, the IPI taxable amount is reduced due to the sale of given products.

Maintaining ICMS and IPI Tax Information for Fiscal Books

This section provides an overview of ICMS and IPI tax information for fiscal books and discusses how to:

- Add ICMS and IPI demonstrative codes.
- Add ICMS and IPI collection information for fiscal books.
- Add comments for ICMS and IPI taxes for fiscal books.

Understanding ICMS and IPI Tax Information for Fiscal Books

The Verification of ICMS/IPI program (P76B1002) lets you enter this type of information about the ICMS and IPI taxes that you paid:

- Demonstration Codes (76B/TD) that represent the type of credit or debit.
- Tax payments made, including the payment date and where the payment was made.
- Comments about the payment.

The Verification of ICMS/IPI program populates these tables:

- Verification ICMS/IPI - Statement (F76B102).
- Verification ICMS/IPI - Information (F76B103).
- Verification ICMS/IPI - Comments (F76B104).

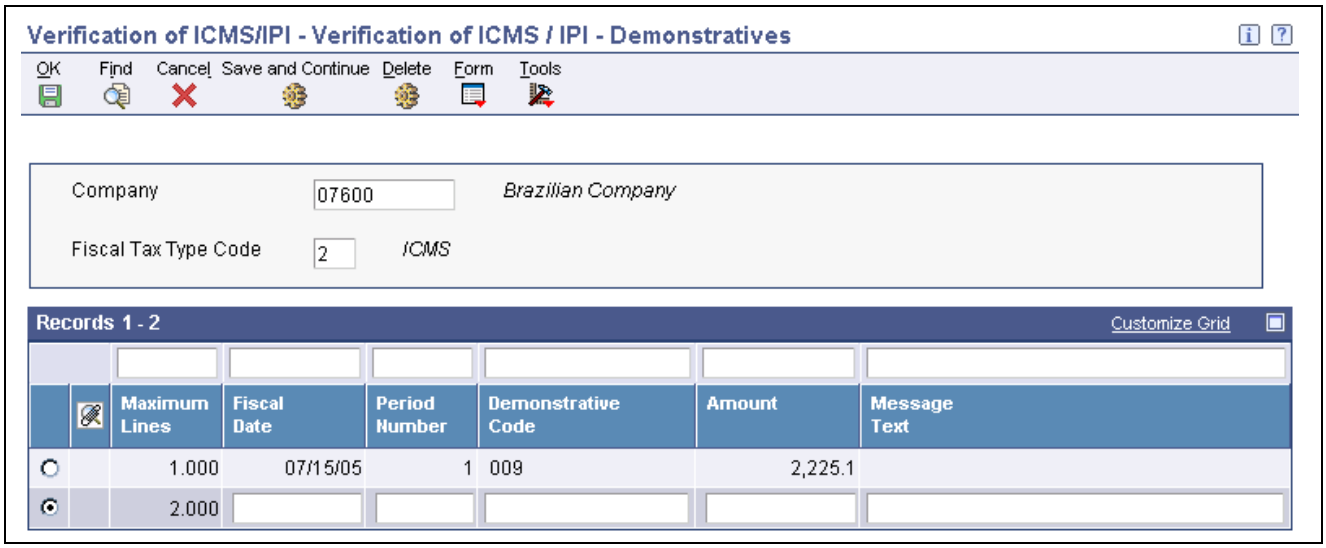
The system uses these tables to write information to the Verification of IPI report (R76B4002) and the Verification of ICMS report (R76B4003).

Forms Used to Maintain ICMS and IPI Taxes

Form Name	FormID	Navigation	Usage
Verification of ICMS/IPI - Demonstratives	W76B1002A	Fiscal Reports - Brazil (G76B111), Verification of ICMS/IPI	Add codes from the Demonstrative Codes UDC (76B/TD) to specify whether an ICMS or IPI tax is a credit or debit. The system prints this information in the ICMS Verification fiscal book.
Verification of ICMS/IPI - Collection Document	W76B1002B	Select Collection Document from the Form menu on Verification of ICMS/IPI - Demonstratives.	Add information about the payment of ICMS and IPI taxes, including the date paid and the confirmation number
Verification of ICMS/IPI - Observations	W76B1002C	Select Comments from the Form menu on Verification of ICMS/IPI - Demonstratives.	Add comments that print at the end of the Verification of IPI and the Verification of ICMS reports.

Adding ICMS and IPI Demonstrative Codes

Access the Verification of ICMS/IPI - Demonstratives form.

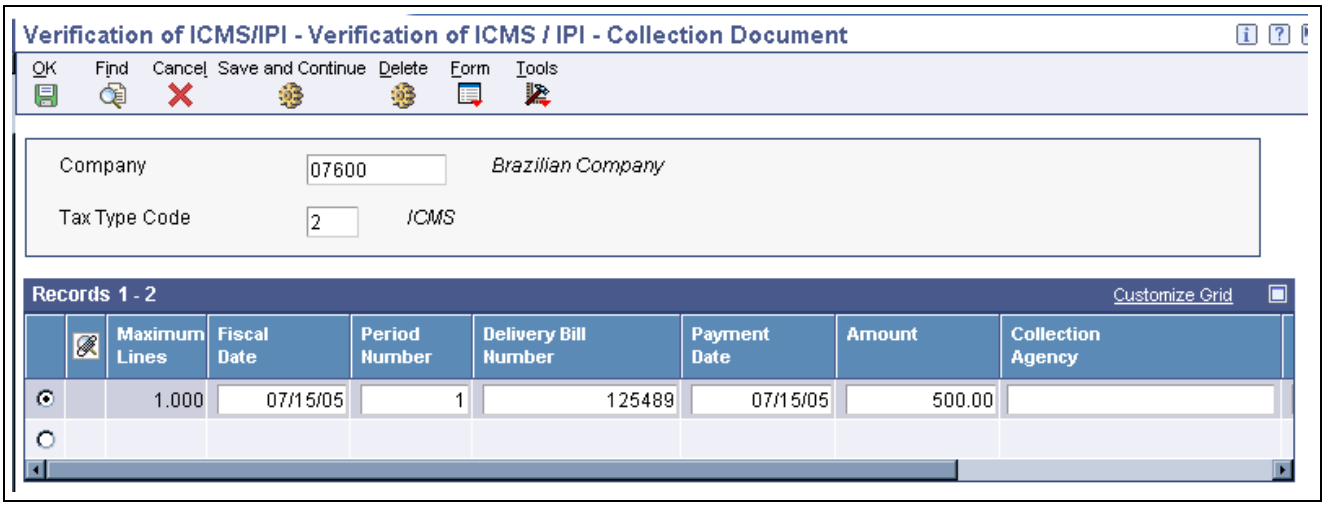


Verification of ICMS / IPI - Demonstratives form

Demonstrative Code A code from the Demonstration Code UDC table (76B/TD).

Adding ICMS and IPI Collection Information for Fiscal Books

Access the Verification of ICMS/IPI - Collection Document form.



Verification of ICMS / IPI - Collection Document form

Delivery Bill Number Fiscal delivery bill number.

Payment Date The date of the *nota fiscal.*

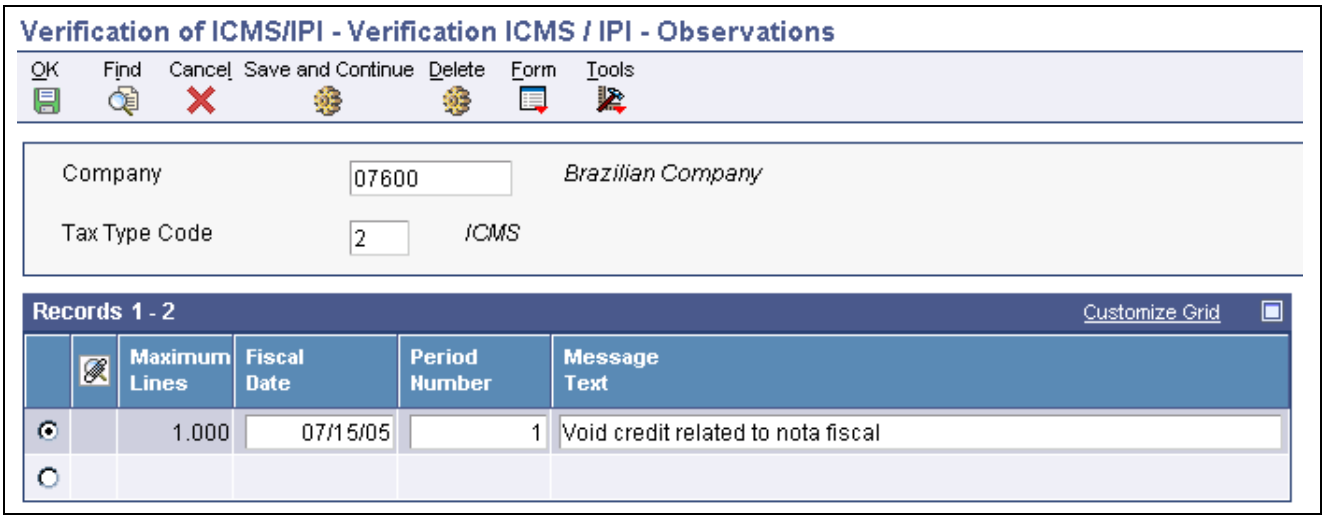
Collection Agency A remark about an item.

Delivery Date For inbound *notas fiscais,* the date that you received the *nota fiscal.* For outbound *notas fiscais,* the date that you issued the *nota fiscal.*

Delivery Location The text that names or describes an address. This 40-character alphabetic field appears on a number of forms and reports. You can enter dashes, commas, and other special characters, but the system cannot search on them when you use this field to search for a name.

Adding Comments for ICMS and IPI Taxes for Fiscal Books

Access the Verification of ICMS/IPI - Observations form.



Verification ICMS / IPI - Observations form

Maintaining GNRE Information for Fiscal Books

This section provides an overview of GNRE and discusses how to add GNRE information.

Understanding GNRE (Guia Nacional De Recolitimento de Tributos Esaduais)

GNRE *(Guia Nacional De Recolitimento de Tributos Esaduais)* is a document that you use to pay ICMS substitution tax in Brazil. When you pay the tax, the bank gives you a confirmation number to acknowledge that you paid the tax. You must enter the confirmation number into the PeopleSoft system so that the number can be reported in the fiscal books. The system writes the information to the GNRE Table (F76B105) and uses the information to generate record type 55 when you generate the magnetic tape for reporting purposes.

Forms Used to Maintain GNRE Information

Form Name	FormID	Navigation	Usage
Maintenance of GNRE	W76B1003A	Fiscal Reports - Brazil (G76B111), Maintenance of GNRE	Enter the confirmation number that the bank sends to you for GNRE.

Adding GNRE Information

Access the Maintenance of GNRE form.

Company From The company whose data you want to work with.

New GNRE Number The confirmation number that a bank gives to you, acknowledging that you paid ICMS Substitution tax by using a GNRE document.

Tax ID The identification code required by various tax authorities. This can be a social security number, federal or state corporate tax ID, sales tax number, and so on. The system verifies the number and prints the separators in their correct format, according to the value of TAXC (Person/Corporation Code). If no value exists for TAXC, the system uses the Corporate Entity.

Attention Accounts Payable users: The Supplier Master record supplies the default value for the tax ID for 1099 processing.

Payment Date For inbound *notas fiscais,* the date that you received the *nota fiscal.* For outbound *notas fiscais,* the date that you issued the *nota fiscal.*

Company State The state code of the company that issued the *nota fiscal.*

Destination State A user defined code (00/S) that specifies the state or province. This code is usually a postal service abbreviation.

Bank Number The bank number.

Bank Branch Number The bank branch number.

Due Date The date of the *nota fiscal.*

Amount	A base or default price that is used with multipliers from the pricing rules to develop discounted prices. If no formula applies to an item or no discounts apply to a customer, the system uses this price without adjustments.
Fiscal Month	The base month.
Fiscal Year	The base year.
Agreement or Protocol Number	A remark about an item.

Generating ICMS Magnetic Files (Sintegra)

This section provides an overview of the ICMS magnetic files and discusses how to:

- Run the Generate ICMS Magnetic Files - Sintegra program (R76B201)
- Set processing options for the Generate ICMS Magnetic Files - Sintegra program (R76B201)

Understanding ICMS Magnetic Files (Sintegra)

The Generate ICMS Magnetic Files - Sintegra program (R76B201) lets you create the flat file that you must submit for fiscal books reporting. Beginning in January 2003, the Brazilian government requires that you use the flat file layout as described in law *Convenio* ICMS 69/02 when you electronically submit the fiscal books for transactions that occurred after December 31, 2002. You use the format that is required by *Convenio* ICMS 57/95 for transactions that occurred prior to January 1, 2003. You specify the format that the system uses in the *Convenio* processing option.

The system reads records from these tables to populate the flat file:

- *Nota Fiscal* - Header (Fiscal Books) (F76101B).
- *Nota Fiscal* - Detail (Fiscal Books) (F76111B).
- *Nota Fiscal* Taxes Header - Brazil (F76B001).
- Item ASOF File (F41112).
- GNRE Table (F76B105).
- Branch/Plant Fiscal Company X-Reference - Brazil (F7606B).

The system reads tables F76111B, F76B101, and F76B001 to create record type 54 records that are based on data from *notas fiscais*. The record type 54 records that the system creates from tables F76111B and F76101B contain data about IPI and ICMS taxes. The record type 54 records that the system creates from table F76B001 contain data about Programa de Integração Social/Programa de Formação do Patrimônio do Servidor Público (PIS/PASEP) and Contribuição para Financiamento da Seguridade Social (COFINS) tax credits.

The system reads table F41112 to create record type 74 records that are based on transactions for which no *nota fiscal* exists, such as inventory adjustments.

What You Should Know About Processing Record Types 54, 74, and 75

The system generates record type 54 records from data in the *Nota Fiscal* - Detail (Fiscal Books) table (F76111B) and generates record type 74 records from data in the Item ASOF File table (F41112). The system then writes record type 75 records that are based on the data in record type 54 or record type 74 records.

Note. The information in this topic refers only to record type 54 records that are based on data in table F76111B. The system also creates record type 54 records that are based on data in the *Nota Fiscal* Taxes Header - Brazil table (F76B001), but it does not create record type 75 records that are based on those record type 54 records.

The system generates record types 54, 74, and 75 records according to these rules:

- When you set the Record Type 74 processing option to 1, the system creates records from data in table F41112. You can populate table F41112 only on a monthly basis. Therefore, the data that the system uses to populate records for record type 74 always encompasses an entire month, even when you set the From Date and Thru Date processing options to encompass a period of less than a month.

  For example, if you set the From Date processing option to December 1, 2005, and the Thru Date processing option to December 15, 2005, the system applies that reporting period to all record types except record type 74. For record type 74, the system populates records for the period of December 1, 2005, through December 31, 2005.

- The system generates these records when you set the processing options as follows:

Processing Options	Results
Processing options are set as follows: • Record type 54 = 1 • Record type 74 = 1 • Record type 75 = 1 • Files by State = 1	The system writes to the flat file as follows: • The system does *not* generate record type 74 records when the Files by State processing option is set to 1, even when the Record type 74 processing option is set to 1. Consequently, the system does not generate record type 75 records that are based on record type 74 records when the Files by State processing option is set to 1. • The system generates record type 54 records from data in table F7611B and then generates record type 75 records as follows: • If both table F76111B and table F41112 contain data for an item, the system writes a record type 54 record and a record type 75 record that is based on the record type 54 record; it does *not* create a record type 74 record for the item. • If the system writes a record type 54 record for the item, the system writes a separate text file for each state for the record type 54 record and the record type 75 record. • The system writes a single record type 75 record for each item from record type 54 records.
Processing options are set as follows: • Record type 54 = 1 • Record type 74 = 1 • Record type 75 = 1 • Files by State = 0	The system writes to the flat file as follows: • The system generates record type 54 records from data in table F76111B and record type 74 records from data in table F41112, and then it generates record type 75 records as follows: • If both table F76111B and table F41112 contain data for an item, the system writes a record type 54 record and a record type 75 record that is based on the record type 54 record, and a record type 74 record for the item. The system does not create a record type 75 record that is based on the record type 74 record. • The system generates record type 74 records and record type 75 records that are based on record type 74 records, only when no data for an item exists in table F76111B and a quantity for an item exists in table F41112. • The system writes a single record type 75 record for each item from record type 54 and record type 74 records. • Record type 75 records that are based on record type 74 records contain no tax data because they are based on table F41112.

Record Type 54 Records That are Based on Tables F76111B and F76101B

The system creates record type 75 records that are based on the record type 54 records, if they exist, and based on record type 74 records, if they exist. The system writes only one record type 75 record for each item. The item data in table F76111B takes precedence over data in table F41112. In other words, if a record type 54 record and record type 74 record exist for an item, the system writes the data from record type 54 record to record type 75. You specify in processing options whether the system creates record type 74, 54, and 75 records.

If the system creates record type 75 records that are based on record type 54 records, the record type 75 records in the flat file contain values for these fields:

- Tax Situation Code
- IPI Tax Rate
- ICMS Tax Rate
- ICMS Reduction Basis
- ICMS Substitution Basis

If the system creates record type 75 records that are based on record type 74 records, the record type 75 records in the flat file contain zeros for the previously mentioned fields.

Record Type 54 Records That are Based on Table F76B001

If table F7B001 contains an amount (other than zero) for PIS/PASEP or COFINS tax credits, the system sums the amounts for the taxes and writes a record type 54 to the flat file as illustrated in this table:

Segment Number	Segment Value
01 (Type)	54.
02 (CNPJ)	The CNPJ of the supplier on inbound transactions, or the CNPJ of the customer on outbound transactions.
03 (Model)	The *Nota Fiscal* Mode code.
04 (Series)	The *nota fiscal.* series number.
05 (Number)	The *nota fiscal.* number.
06 (CFOP)	The Transaction Nature Code from the first line of a multiple line *nota fiscal.*
07 (CST)	Zero
08 (Item Sequence)	993
09 (Item Code)	Blanks
10 (Quantity)	Zero
11 (Amount)	The sum of the PIS and COFINS taxes for the *nota fiscal.* from table F76B001.
12 (Discount Amount)	Zero
13 (ICMS Basis)	Zero
14 (ICMS Basis for Substitution Tax)	Zero
15 (IPI Amount)	Zero
16 (ICMS Rate)	Zero

Modifications to the Sintegra Flat File for 2003

As of January 2003, the format for the flat file for sending Sintegra data was modified by the Brazilian government. The PeopleSoft systems supports both the new format that is required by law *Convenio* ICMS 69/02 and the old format that is required by law *Convenio* ICMS 57/95.

Prerequisites

Before you complete the tasks in this section:

- Run the Item Ledger As Of Record Generation program (R41542) to populate the Item ASOF File table (F41112) so that the system can create record type 74.
- Set the processing options for the Generate ICMS Magnetic Tape - Sintegra program (R76B201).
- Set up the Ownership Code values in a Branch/Plant category code.

Running the Generate ICMS Magnetic Files - Sintegra Program

Select Fiscal Reports - Brazil (G76B111), Generate ICMS Magnetic Files - Sintegra.

Setting the Processing Options for Generate ICMS Magnetic Files - Sintegra (R76B201)

These processing options specify the company, dates, and type of notas fiscais and fiscal books with which you want to work.

Default

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

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *nota fiscal* for which you want to process data.

3. Thru Date Use this processing option to specify the ending date of the *nota fiscal* for which you want to process data.

4. Print Report Specify whether the system prints a verification report. The report is a dump of the text files. Values are:

Blank: Do not print a report.

1: Print a report.

5. Purpose of File Specify the purpose of the text file. Values are:

1: Initial submission of text file.

2: Resubmission of text file.

3: Submission of information that was missing from initial submission.

4: Submission of text file with corrected information.

5: Submission of text file due to the original submission containing information for an incorrect State

6. Nature of Transactions Specify the type of transactions contained in the text file.

7. Summarize Record Type 75 Specify how the system writes type 75 records to the text file. Values are:

1: Summarize records and write by Second Item Number, ICMS Substitution Code, ICMS Rate, and Reduction Rate.

2: Write records by Second Item Number.

File Properties

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

1. Directory Name Specify the directory where the system saves the text file that it generates.

2. Text File Name Specify the name of the text file.

3. Files by State Specify whether the system creates separate text files for each state. The system creates separate text files for record type 54 and record type 55 records, and for record type 75 records that are based on record type 54 records. Values are:

Blank: Do not create separate text files. The system appends .TXT to the name that you entered in the Text File Name processing option.

1: Create separate text files. The system names each text file by preceding the name that you entered in the Text File Name processing option with the state code and appending .TXT to the name that you entered in the Text File Name processing option. For example, if you enter Outbound in the Text File Name processing option, for the state of São Paulo, the system writes the file name as: SPOUTBOUND.TXT.

4. Equipment Model Specify the machine model where the text file was created. The system prints this information on a label that you can attach to a diskette.

5. Media Recording Density Specify the media recording density. The system prints this information on a label that you can attach to a diskette.

Company

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

1. Contact Name Specify the name of the person authorized to handle questions or problems about the text file.

2. Contact Telephone Number Specify the telephone number of the person authorized to handle questions or problems about the text file.

3. Company Facsimile Number Specify the number of the company's facsimile machine.

4. Street Address Specify the street address of the company.

5. Building Number Specify the building number of the company.

6. Additional Address Information Specify additional address information for the company.

7. City or County Specify the city or county for the company.

8. Zip Code Specify the postal code number for the company.

9. Branch/Plant (Business Unit) Category Code Enter the category code of the branch/plant (business unit) in which you have set up the Ownership Code. If you leave this processing option blank, the system uses category code 30.

Processing

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

1. Record type 50 Specify whether you want to create this type of record. Values are:

Blank: Do not create records for this record type.

1: Create records. The system lists *nota fiscal* headers and total amounts.

2. Record type 51 Specify whether you want to create this type of record. Values are:

Blank: Do not create records for this record type.

1: Create records. The system lists *nota fiscal* headers and total amounts.

3. Record type 53 Specify whether you want to create this type of record. Values are:

Blank: Do not create records for this record type.

1: Create records. The system lists *nota fiscal* headers and total amounts.

4. Record type 54 Specify whether you want to create this type of record. Values are:

Blank: Do not create records for this record type.

1: Create records. The system lists *nota fiscal* headers and total amounts.

5. Record type 55 Specify whether you want to create this type of record. Values are:

Blank: Do not create records for this record type.

1: Create records. The system lists *nota fiscal* headers and total amounts.

6. Record type 70 Specify whether you want to create this type of record. Values are:

Blank: Do not create records for this record type.

1: Create records. The system lists *nota fiscal* headers and total amounts.

7. Record type 75 Specify whether you want to create this type of record. Values are:

Blank: Do not create records for this record type.

1: Create records. The system lists *nota fiscal* headers and total amounts.

8. Record type 74 Specify whether the system creates records for record type 74. The Files by State processing option must be blank, and the Record type 74 processing option must be set to 1 to generate records for record type 74. Values are:

Blank: Do not create records for this record type.

1: Create records for record type 74.

9. Convenio Specify the flat file format for the magnetic file. Values are:

Blank: Use the format that is required by law *Convenio* ICMS 31/99.

1: Use the format that is required by law *Convenio* ICMS 69/02.

NF Futura

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

1. Billing Invoice. Specify the suffix for the transaction nature codes that represent billing invoices. The system reports *notas fiscais* that have transaction nature codes that end with the suffix that you enter as a *Nota Fiscal Futura,* and prints 0 (zero) for the tax amount on the report.

2. Delivery. Specify the suffix for the transaction nature codes that represent the taxes for merchandise shipped after a billing invoice is sent. *Notas fiscais* that have transaction nature codes that end with the suffix that you enter are reported as a *Nota Fiscal Futura.*

Purging Incomplete Fiscal Book Records

This section provides an overview of purging incomplete fiscal book records and discusses how to purge incomplete fiscal book records:

Understanding Purging Incomplete Fiscal Book Records

This program deletes the incomplete *notas fiscais* from the *Nota Fiscal* - Header (Fiscal Books) table (F76101B) and the *Nota Fiscal* - Detail (Fiscal Books) table (F76111B), and prints a report listing the records that were deleted. When you run this program, the system deletes *notas fiscais* that have a header record and no detail record, and those that have a detail record and no header record.

Prerequisites

Before you complete the tasks in this section:

- Verify ICMS and IPI Taxes.
- Revise *nota fiscal* records, as necessary.
- Revise GNRE records, as necessary.
- Set up the cross-reference for transaction nature codes.

  See Chapter 7, "(BRA, CHL, PER) Setting Up the System for Brazil, Chile, and Peru," (BRA) Setting Up a Cross-Reference for Transaction Nature Codes, page 00.
- Generate the Fiscal Books work files.

Purging Incomplete Fiscal Book Records

Select Fiscal Records - Brazil (G76B111), Integrity Report.

Printing Fiscal Books Reports

This section provides an overview of printing fiscal books and discusses how to:

- Print the Issuer Code List report.
- Set processing options for Issuer Codes List (R76B4004).
- Print the Product Codes List report.
- Set processing options for Product Code List (R76B4005).
- Print the retained ICMS report.
- Set processing options for *Notas Fiscais* With Retained ICMS (R76B4007).
- Print the Listing of Interstate Operations report.
- Set processing options for Interstate Operation Listing (R76B4008).
- Print the interstate operations for inbound transactions report.
- Set processing options for Interstate Operation Form - Inbound (R76B4009).
- Print the interstate operations for outbound transactions report.
- Set processing options for Interstate Operation Form - Outbound (R76B4010).
- Print the Annual Declaration - IPM report.
- Set processing options for Annual Declaration - IPM (R76B4012).

Understanding Printing Fiscal Books Reports

Fiscal books reports provide supplementary data for the fiscal books that you submit to the government. You produce fiscal books reports for the same tax reporting period as the fiscal books.

Prerequisites

Before you complete the tasks in this section:

- Verify ICMS and IPI Taxes.
- Revise *nota fiscal* records, as necessary.
- Revise GNRE records, as necessary.
- Set up the cross-reference for transaction nature codes.

  See Chapter 7, "(BRA, CHL, PER) Setting Up the System for Brazil, Chile, and Peru," (BRA) Setting Up a Cross-Reference for Transaction Nature Codes, page 00.
- Generate the Fiscal Books work files.

Printing the Issuer Code List Report

The Issuer Code List report lists the codes that are associated with the suppliers which appear on the selected *notas fiscais.* You can generate this report from a menu option; the system automatically generates this report when you generate the Inbound Book report (R76B4000) in final mode. You send the Issuer Code List report to the appropriate government agency along with the Inbound Registry Fiscal Book.

Select Fiscal Records - Brazil (G76B111),Issuer Code List.

Setting Processing Options for Issuer Codes List (R76B4004)

Use these processing options to set default information.

Default

These processing options specify the company, and the beginning and ending dates for the *notas fiscais* that the system processes.

1. Fiscal Company: Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

Printing the Product Codes List Report

The Product Code List report (R76B4005) provides a list of the items and their associated product codes that appear on the selected *notas fiscais.*

Select Fiscal Records - Brazil (G76B111),Product Code List.

Setting Processing Options for Product Codes List (R76B4005)

Use this processing option to set default information.

Default

This processing option specifies the company for which you want to process *nota fiscal* data.

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

Printing the Retained ICMS Report

This report lists the *notas fiscais* that contained ICMS substitution for a specified period. You generate this report by state, based on the client state, and send it to each state government.

Select Fiscal Reports - Brazil (G76B111),*Notas Fiscais* with Retained ICMS.

Setting Processing Options for Notas Fiscais With Retained ICMS (R76B4007)

Use these processing options to define how the system processes data.

Selection

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

1. Nota Fiscal Date Specify the beginning date of the *notas fiscais* for which you want to process data.

2.. Fiscal Company Specify the company for which you want to process *nota fiscal* data.

Printing the Listing of Interstate Operations

This report lists the *notas fiscais* that you issued in a specified period. You generate the report by state, based on the customer state, and send it to each state government.

Select Fiscal Records - Brazil (G76B111),Listing of Interstate Operations.

Setting Processing Options for Interstate Operation Listing (R76B4008)

Use these processing options to set default values.

Default

These processing options specify the company, dates, and type of *nota fiscal* for which you want to process data.

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

4. Nota Fiscal Type Specify whether you work with inbound or outbound *notas fiscais.* Values are:

E: Inbound

S: Outbound

Printing the Interstate Operations for Inbound Transactions Report

This report summarizes taxes for inbound *notas fiscais.* The system groups the records by the issuer state. You send the report to the state where the company resides.

Select Fiscal Records - Brazil (G76B111),Interstate Operation Form - Inbound.

Setting Processing Options for the Interstate Operation Form - Inbound (R76B4009)

Use these processing options to specify default values.

Default

These processing options specify the company and dates for which you want to process *nota fiscal* data.

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

Printing the Interstate Operations for Outbound Transactions Report

This report summarizes taxes on outbound *notas fiscais*. The system groups the records by the issuer state. You send the report to the state where the company resides.

Select Fiscal Records - Brazil (G76B111),Interstate Operation Form - Outbound.

Setting Processing Options for the Interstate Operation Form - Outbound (R76B4010)

Use these processing options to specify default values.

Default

These processing options specify the company and dates for which you want to process *nota fiscal* data.

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

Printing the Annual Declaration - IPM Report

The Annual Declaration - IPM report provides a summary of the ICMS taxes paid for the year.

Select Fiscal Records - Brazil (G76B111). Annual Declaration - IPM

Setting Processing Options for Annual Declaration - IPM (R76B4012)

Use these processing options to set default values.

Default

These processing options specify the company and dates for which you want to process *nota fiscal* data.

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

Printing the DIPI Summaries and Statements

This section provides an overview of the DIPI summaries and statements report and discusses how to:

- Print the DIPI summaries and statements report.
- Set processing options for DIPI Summaries and Statements.

Understanding the DIPI Summaries and Statements Report

The DIPI Summaries and Statements program (R76B4006) produces two reports that contain a summary of IPI taxes based on transaction nature codes:

- The FICHA 23 - *Entradas e Creditos* report (Inbounds and Credits) provides information about inbound transactions.
- The FICHA 24 - *Saidas e Debitos* report (Outbounds and Debits) provides information about outbound transactions.

The system determines the layout of the Ficha 23 and Ficha 24 reports by accessing the DIPI Inbound Report Line Defs UDC table (76B/DI) and the DIPI Outbound Report Line Defs UDC table (76B/DO). These UDC tables contain values for transaction nature codes in the Codes field, values for the report (ficha) in the Description 01 field, and line numbers in the Description 02 field.

When you run the DIPI Summaries and Statements program, the system:

- Reads the value in the Transaction Nature Code field in the *Nota Fiscal* - Detail (Fiscal Books) table (F76111B) for the transactions that you process.
- Compares the transaction nature codes from table F76111B to the values in the 76B/DI UDC and 76B/DO UDC
- Determines the section of the report and line for which to include the transaction data.

For example, suppose these values exist in the 76B/DI UDC table:

Codes	Description 01	Description 02
111	23	01
114	23	05
211	23	01
235	23	04
312	23	08
394	23	10

When you run the DIPI Summaries and Statements program, the system includes all transactions that have a transaction nature code of 111 and 211 on line 01 of the Ficha 23 report.

FICHA 23 - Entradas e Creditos

The FICHA 23 - *Entradas e Creditos* report contains totals for three columns of data as described in this table:

Report	Columns	Totals
FICHA 23 - Entradas e Creditos (Inbounds and Credits)	Inbound transactions with credits (Com Creditos)	• Inbound transactions for the domestic market *(Entradas-Mercado Nacional)*. • Inbound transactions for foreign markets *(Entradas-Mercado Externo)*. • Total of the inbound transactions for domestic and foreign markets *(Total Das Entradas)*. • Total of other credits *(Total de Outros Creditos)*. The system completes this field with zeros.
	Inbound transactions without credits *(Sem Creditos)*.	• Inbound transactions for the domestic market *(Entradas-Mercado Nacional)*. • Inbound transactions for foreign markets *(Entradas-Mercado Externo)*. • Total of the inbound transactions for domestic and foreign markets *(Total Das Entradas)*. • Total of other credits *(Total de Outros Creditos)*. The system completes this field with zeros.
	Inbound transactions with credited IPI tax *(IPI Creditado)*	• Inbound transactions for the domestic market *(Entradas-Mercado Nacional)*. • Inbound transactions for foreign markets *(Entradas-Mercado Externo)*. • Total of the inbound transactions for domestic and foreign markets *(Total Das Entradas)*. • Total of other credits *(Total de Outros Creditos)*. The system completes this field with zeros. • Total of credited IPI *(Total Do IPI Creditado)*.

The system adds up the amounts for records for the FICHA 23 - *Entradas e Creditos* report by transaction nature codes and prints the summed amounts for the codes on each line as follows:

- Line 01:
- Transaction nature codes: 111, 121, 171, 211, 221, 271.
- Line 02:
- Transaction nature codes: 112, 122, 172, 212, 222, 272.
- Line 03
- Transaction nature codes: 113, 213.
- Line 04
- Transaction nature codes: 131, 132, 177, 178, 231, 232, 235, 277, 278.
- Line 05
- Transaction nature codes: 114, 123, 124, 133, 134, 142, 143, 144, 151, 153, 154, 155, 161, 162, 163, 164, 165, 170, 173, 174, 175, 176, 179, 182, 185, 186, 191, 192, 193, 194, 195, 196, 197, 198, 199, 214, 224, 233, 234, 242, 243, 244, 251, 252, 253, 254, 255, 261, 262, 263, 264, 265, 270, 273, 274, 275, 276, 279, 285, 286, 291, 292, 293, 294, 295, 296, 297, 298, 299.
- Line 06
- Sum of lines 01 through 05.
- Line 07
- Transaction nature code: 311.
- Line 08
- Transaction nature code: 312.
- Line 09
- Transaction nature code: 321, 322.
- Line 10
- Transaction nature code: 313, 323, 324, 351, 352, 353, 354, 391, 394, 397, 399.
- Line 11
- Sum of lines 07 through 10.
- Line 12
- Sum of lines 06 and 11.
- Line 13, 14, 15, 16.
- Other Credits. The system completes these lines with zeros.
- Line 17
- Sum of lines 13 through 16.
- Line 18
- Sum of lines 12 and 17.

FICHA 24 - Saidas e Debitos

The FICHA 24 - *Saidas e Debitos* report (Outbounds and Debits) contains totals for three columns of data as described in this table:

Report	Columns	Totals
FICHA 24 - *Saidas e Debitos* (Outbounds and Debits)	Outbound transactions with debits *(Com Debitos)*	• Outbound transactions for the domestic market *(Saidas-Mercado Nacional)*. • Outbound transactions for foreign markets *(Saidas-Mercado Externo)*. • Total of the outbound transactions for domestic and foreign markets *(Total Das Saidas)*. The system completes this field with zeros.
	Outbound transactions without debits *(Sem Debitos)*	• Outbound transactions for the domestic market *(Saidas-Mercado Nacional)*. • Outbound transactions for foreign markets *(Saidas-Mercado Externo)*. • Total of the outbound transactions for domestic and foreign markets *(Total Das Saidas)*. The system completes this field with zeros.
	Outbound transactions with debited IPI tax *(IPI Debitado)*	• Outbound transactions for the domestic market *(Saidas-Mercado Nacional)*. • Outbound transactions for foreign markets *(Saidas-Mercado Externo)*. • Total of the outbound transactions for domestic and foreign markets *(Total Das Saidas)*. • Total of other debits *(Total de Outros Debitos)*. The system completes this field with zeros. • Total of debited IPI *(Total Do IPI Debitado)*.

The system sums the amounts for records for the FICHA 24 - *Saidas e Debitos* report by transaction nature codes and prints the summed amounts for the codes on each line as follows:

- Line 01:
- Transaction nature codes: 511, 514, 516, 521, 525, 571, 611, 614, 616, 618, 621, 625, 671, 672.
- Line 02:
- Transaction nature codes: 512, 515, 517, 522, 573, 574, 612, 615, 617, 619, 622, 626, 673, 674.
- Line 03:
- Transaction nature codes: 513, 613.
- Line 04:
- Transaction nature codes: 531, 532, 577, 578, 631, 632, 635, 677, 678.
- Line 05:

- Transaction nature codes: 523, 524, 533, 534, 542, 543, 544, 545, 551, 552, 553, 561, 562, 563, 575, 576, 579, 581, 585, 586, 587, 588, 589, 591, 592, 593, 594, 595, 596, 597, 599, 623, 624, 633, 634, 642, 643, 644, 645, 651, 652, 653, 661, 662, 663, 670, 675, 676, 679, 685, 686, 687, 688, 689, 691, 692, 693, 694, 695, 696, 697, 699.
- Line 06:
- Sum of lines 01 through 05.
- Line 07:
- Transaction nature codes: 711, 716.
- Line 08:
- Transaction nature codes: 712, 717.
- Line 09:
- Transaction nature codes: 731, 732.
- Line 10:
- Transaction nature codes: 733, 734, 741, 761, 799.
- Line 11:
- Sum of lines 07 through 10.
- Line 12:
- Sum of lines 06 and 11.
- Line 13, 14, 15, 16, 17:
- Other Debits. The system completes these lines with zeros.
- Line 18:
- Sum of lines 13 through 17.
- Line 19:
- Sum of lines 12 and 18.

Prerequisite

Before you complete the tasks in this section, verify that the DIPI Inbound Report Line Definitions UDC table (76B/DI) and the DIPI Outbound Report Line Definitions UDC table (76B/DO) contain the values that you need to process the inbound and outbound transactions.

Printing the DIPI Summaries and Statements Report

Fiscal Records - Brazil menu (G76B111). DIPI Summaries and Statements

Setting Processing Options for DIPI Summaries and Statements (R76B4006)

Use these processing options to set default values.

Default

These processing options specify the company and dates for which you want to process *nota fiscal* data, and the beginning credit balance.

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

4. Credit Balance Specify the period beginning credit balance for IPI taxes. Because the system does not carry over the balance from the previous month, you must enter the ending balance for last month as the beginning balance for this month. The ending balance for the previous month is on the IPI Verification report for that month. You generate the IPI Verification report when you run the Verification of IPI program (R76B4002).

Printing the DIPI Annual Movements Report

This section provides an overview of the DIPI annual movements report and discusses how to:

- Print the DIPI Annual Movements report.
- Set processing options for DIPI Annual Movements (R76B4011).

Understanding the DIPI Annual Movements Report

The DIPI Annual Movements program (R76B4011) produces a report that lists the customers who comprise the top 80 percent of the sales that are generated for a company, up to 100 customers. If more than 100 customers comprise the top 80 percent, the report lists only the top 100 customers.

The report lists the customers by each of these categories:

- The Ficha 25 section of the report lists the issuers of raw materials/merchandise *(Remetentes de Insumos/Mercadorias)*.
- The Ficha 26 section of the report lists the customers for inbound raw materials and merchandise *(Entradas de Insumos/Mercadorias)*.
- The Ficha 27 section of the report lists the recipients of raw materials and merchandise *(Destinatarios de Produtos/Mercadorias/Insumos)*.
- The Ficha 28 section of the report lists the customers for outbound raw materials and merchandise *(Saidas de Produtos/Mercadorias/Insumos)*.

Prerequisite

Set up the DIPI Annual Movements Report UDC table (76B/DA).

Printing the DIPI Annual Movements Report

Select Fiscal Records - Brazil (G76B111),DIPI Annual Movements.

Setting Processing Options for DIPI Annual Movements (R76B4011)

Use these processing options to set default values.

Default

These processing options specify the company and dates for which you want to process *nota fiscal* data.

1. Fiscal Company: Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

Generating Fiscal Books

This chapter provides an overview of each fiscal book that you can generate, and discusses how to:

- Print the inbound registry fiscal book.
- Set processing options for Inbound Registry (R76B4016).
- Print the outbound registry fiscal book.
- Set processing options for Outbound Registry (R76B4001).
- Print the outbound registry for ISS fiscal book.
- Set processing options for Outbound Registry - ISS (R76B4015).
- Print the IPI verification fiscal book.
- Set processing options for Verification of IPI (R76B4002).
- Print the ICMS verification fiscal book.
- Set processing options for Verification of ICMS (R76B4003).
- Print the inventory records fiscal book.
- Set processing options for Inventory Record (R76B4013).
- Print the manufacturing and inventory control fiscal book.
- Set processing options for Record of Manufacturing Control and Inventory (R76B4014).

Understanding the Fiscal Books to Generate for Brazil

The federal government in Brazil requires that you produce fiscal books according to a specified schedule. You electronically send the fiscal books to the government.

These applications generate fiscal books:

- Inbound Book (R76B4000).
- Outbound Book (R76B4001).
- Verification of IPI (R76B4002).
- Verification of ICMS (R76B4003).
- Inventory Record (R76B4013).
- Record of Manufacturing Control and Inventory (R76B4014).
- Outbound Registry - ISS (R76B4015).
- Inbound Registry - São Paulo (R76B4016).

Inbound Registry Fiscal Book

The Inbound Registry batch program generates a report that meets the requirements for the Inbound Fiscal Book. The report includes information about inbound *notas fiscais,* including the transaction nature, state, value, and the tax amount and percentage.

In the detail section, the report totals the ICMS and IPI taxes on the *notas fiscais* for each date in the date range that you specify in the processing options.

In the summary section, the report totals ICMS tax by transaction nature for each state. You specify how the report handles IPI tax by setting processing options.

Outbound Registry Fiscal Book

The Outbound Registry batch program (R76B4001) generates a report that meets the requirements for the Outbound Fiscal Book. The report includes information about outbound *notas fiscais*, including the transaction nature, state, value, and the tax amount and percentage.

In the detail section, the report totals the ICMS and IPI taxes on the *notas fiscais* for each date in the date range that you specify in the processing options.

In the summary section, the report totals ICMS tax by transaction nature for each state. You specify how the report handles IPI tax by setting processing options.

IPI Verification Fiscal Book

This report produces a credit and debit summary of IPI tax amounts that is based on the inbound and outbound *notas fiscais.* If the company is subject to IPI taxes, you must generate this report every ten days.

ICMS Verification Fiscal Book

This report produces a credit and debit summary of ICMS tax amounts that is based on the inbound and outbound *notas fiscais.* You must generate this report monthly.

Inventory Records Fiscal Book

The system uses records in the Item ASOF File table (F41112) to create the Inventory Records Fiscal Book. Before you print the Inventory Records Fiscal Book, you must update the records in table F41112.

Printing the Inbound Registry Fiscal Book

Select Fiscal Reports - Brazil (G76B111), Inbound Registry.

Setting Processing Options for Inbound Registry (R76B4016)

Use these processing options to set default values, define how the system processes data, and specify the text to print at the end of the report.

Default

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

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

4. Proof/Final Mode Specify whether the system runs the batch program in proof or final mode. Values are:

Blank: Run in proof mode.

1: Run in final mode.

5. Fiscal Book Code Specify the type of fiscal book for which you want to convert data. You select a code from the Fiscal Book Code UDC (76/FB).

Processing

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

1. Supplier Number Specify whether the Address Book number or the Tax ID number of the supplier prints on the report. Values are:

Blank: Use the tax ID number (CNPJ)

1: Use the Address Book number

2. Monthly Summary Specify whether a summary section prints on the report. Values are:

Blank: Do not print summary.

1: Print summary. The system prints a summary of ICMS and IPI tax amounts by Transaction Nature and tax rate percentage for the range of dates set by the From Date and Through Date processing options for this program.

3. Billing Invoices Specify the suffix for the transaction nature codes that represent billing invoices. The system reports *notas fiscais* that have transaction nature codes that end with the suffix that you enter as a *Nota Fiscal Futura,* and prints 0 (zero) for the tax amount on the report.

Text

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

1. Text 1 Specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 1 processing option.

2. Amount 1 Specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 1 processing option.

3. Text 2 Specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 2 processing option.

4. Amount 2 Specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 2 processing option.

5. Text 3 Specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 3 processing option.

6. Amount 3 Specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 3 processing option.

Printing the Outbound Registry Fiscal Book

Select Fiscal Reports - Brazil (G76B111),Outbound Registry.

Setting Processing Options for Outbound Registry (R76B4001)

These processing options specify how the system creates the Outbound Fiscal Book. When you run this program in final mode, the system changes the status code for canceled *notas fiscais* to 997, changes the status code for all other *notas fiscais* to 987, and updates the last print date in the Fiscal Books Next Number Control - Brazil table (F7602B).

Default

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

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

4. Proof/Final Mode Specify whether the system runs the batch program in proof or final mode. Values are:

Blank: Proof mode.

1: Final mode.

5. Fiscal Book Code Specify the type of fiscal book for which you want to convert data. You select a code from the Fiscal Book Code UDC (76/FB).

6. IPI Tax Print Specify whether the system prints details or a summary of IPI taxes, or does not print IPI taxes. Values are:

1: Print a line for every IPI tax record for each transaction nature code on a *nota fiscal.*

2: Print a summary of the IPI taxes for each *nota fiscal.*

3: IPI taxes are not printed.

Processing

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

1. Monthly Summary Specify whether a summary section prints on the report. Values are:

Blank: Do not print summary.

1: Print summary. The system prints a summary of ICMS and IPI tax amounts by Transaction Nature and tax rate percentage for the range of dates set by the From Date and Through Date processing options for this program.

2. Billing Invoices Specify the suffix for the transaction nature codes that represent billing invoices. The system reports *notas fiscais* that have transaction nature codes that end with the suffix that you enter as a *Nota Fiscal Futura,* and prints 0 (zero) for the tax amount on the report.

3. Delivery Specify the suffix for the transaction nature codes that represent the taxes for merchandise shipped after a billing invoice is sent. *Notas fiscais* that have transaction nature codes that end with the suffix that you enter are reported as a *Nota Fiscal Futura.*

Text

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

1. Text 1 Specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 1 processing option.

2. Amount 1 Specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 1 processing option.

3. Text 2 Specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 2 processing option.

4. Amount 2 Specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 2 processing option.

5. Text 3 Specify text that will print at the end of the report. The text you enter in this processing option prints next to the amount that you enter in the Amount 3 processing option.

6. Amount 3 Specify an amount that will print at the end of the report. The amount you enter in this processing option prints next to the text that you enter in the Text 3 processing option.

Printing the Outbound Registry for ISS Fiscal Book

Select Fiscal Reports - Brazil (G76B111), Outbound Registry - ISS.

Setting Processing Options for Outbound Registry - ISS (R76B4015)

These processing options specify how the system creates the Outbound Registry for ISS Fiscal Book.

When you run this program in final mode, the system changes the status code for canceled *notas fiscais* to 997, changes the status code for all other *notas fiscais* to 987, and updates the last print date in the Fiscal Books Next Number Control table (F7602B).

Default

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

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

4. Proof/Final Mode Specify whether the system runs the batch program in proof or final mode. Values are:

Blank: Proof mode

1: Final mode

5. Services Nota Fiscal Specify the Transaction Nature code that is associated with Services.

6. Fiscal Book Code Specify the type of fiscal book for which you want to convert data. You select a code from the Fiscal Book Code UDC (76/FB).

Processing

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

1. Status Code 1 Select a code from the Activity/Status Codes UDC (40/AT) to represent canceled *notas fiscais.*

2. Status Code 2 Select a code from the Activity/Status Codes UDC (40/AT) to represent canceled *notas fiscais.*

3. Status Code 3 Select a code from the Activity/Status Codes UDC (40/AT) to represent canceled *notas fiscais.*

4. Status Code 4 Select a code from the Activity/Status Codes UDC (40/AT) to represent canceled *notas fiscais.*

Text

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

1. Text 1 Specify text that prints at the end of the report. You can enter up to 35 characters.

2. Text 2 Specify text that prints at the end of the report. You can enter up to 35 characters.

3. Text 3 Specify text that prints at the end of the report. You can enter up to 35 characters.

4. Text 4 Specify text that prints at the end of the report. You can enter up to 35 characters.

Printing the IPI Verification Fiscal Book

SelectFiscal Reports - Brazil (G76B111), Verification of IPI.

Setting Processing Options for Verification of IPI (R76B4002)

These processing options specify how the system writes information for verifying IPI taxes. When you run this program in final mode, the system changes the status code for canceled *notas fiscais* to 997, changes the status code for all other *notas fiscais* to 987, and updates the last print date in the Fiscal Books Next Number Control table (F7602B).

Default

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

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

4. Fiscal Book Code Specify the type of fiscal book for which you want to convert data. You select a code from the Fiscal Book Code UDC (76/FB).

Processing

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

1. Proof/Final Mode Specify whether the system runs the batch program in proof or final mode. Values are:

Blank: Proof mode.

1: Final mode.

2. Billing Invoice Specify the suffix for the transaction nature codes that represent billing invoices. The system reports *notas fiscais* that have transaction nature codes that end with the suffix that you enter as a *Nota Fiscal Futura,* and prints 0 (zero) for the tax amount on the report.

4. Delivery Specify the suffix for the transaction nature codes that represent the taxes for merchandise shipped after a billing invoice is sent. *Notas fiscais* that have transaction nature codes that end with the suffix that you enter are reported as a *Nota Fiscal Futura.*

Printing the ICMS Verification Fiscal Book

SelectFiscal Reports - Brazil (G76B111), Verification of ICMS.

Setting Processing Options for Verification of ICMS (R76B4003)

These processing options specify how the system writes information for verifying ICMS taxes. When you run this program in final mode, the system changes the status code for canceled *notas fiscais* to 997, changes the status code for all other *notas fiscais* to 987, and updates the last print date in the Fiscal Books Next Number Control table (F7602B).

Default

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

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. From Date Specify the beginning date of the *notas fiscais* for which you want to process data.

3. Thru Date Specify the ending date of the *notas fiscais* for which you want to process data.

4. Fiscal Book Code Specify the type of fiscal book for which you want to convert data. You select a code from the Fiscal Book Code UDC (76/FB).

Processing

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

1. Proof/Final Mode Specify whether the system runs the batch program in proof or final mode. Values are:

Blank: Proof mode

1: Final mode

2. Billing Invoice Specify the suffix for the transaction nature codes that represent billing invoices. The system reports *notas fiscais* that have transaction nature codes that end with the suffix that you enter as a *Nota Fiscal Futura,* and prints 0 (zero) for the tax amount on the report.

3. Delivery Specify the suffix for the transaction nature codes that represent the taxes for merchandise shipped after a billing invoice is sent. *Notas fiscais* that have transaction nature codes that end with the suffix that you enter are reported as a *Nota Fiscal Futura.*

4. Summary by Rate Specify whether the system prints a summary by ICMS tax interest rate. The system will break and print summaries when the rate changes.

Printing the Inventory Records Fiscal Book

SelectFiscal Reports - Brazil (G76B111), Inventory Records.

Setting Processing Options for Inventory Record (R76B4013)

Use these processing options to define default values.

Default

These processing options specify how the system creates the Inventory Records Fiscal Book.

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. Month Enter a two-digit value for the month for which the system processes records. For example, enter *05* for May. You must complete this processing option.

3. Year Specify the year on which to report. Enter a four-digit value.

4. Items with Zero Balance Specify whether the system includes items with a zero balance on the report. Values are:

Blank: Do not include items with a zero balance on the report.

1: Include items with a zero balance on the report.

5. Proof/Final Mode Specify whether the system runs the batch program in proof or final mode. Values are:

Blank: Proof mode

1: Final mode.

6. Fiscal Book Code Specify the type of fiscal book for which you want to convert data. You select a code from the Fiscal Book Code UDC (76/FB).

Printing the Manufacturing and Inventory Control Fiscal Book

Select Fiscal Reports - Brazil (G76B111),Manufacturing and Inventory Control.

Setting Processing Options for Record of Manufacturing Control and Inventory (R76B4014)

Use these processing options to specify how the system creates the Manufacturing and Inventory Control Fiscal Book.

Default

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

1. Fiscal Company Specify the company for which you want to process *nota fiscal* data. If you leave this processing option blank, the system processes records for all companies.

2. Month Enter a two-digit value for the month for which the system processes records. For example, enter *05* for May. You must complete this processing option.

3. Year Specify the year on which to report. Enter a four-digit value.

4. Proof/Final Mode Specify whether the system runs the batch program in proof or final mode. Values are:

Blank: Proof mode

1: Final mode.

5. Third Item Number Specify whether the system prints the third item number on the report. Values are:

Blank: Do not print the third item number.

1: Print the third item number.

6. Fiscal Book Code Specify the type of fiscal book for which you want to convert data. You select a code from the Fiscal Book Code UDC (76/FB).

CHAPTER 24

(BRA) Electronic GIA Workbench

This chapter provides an overview of the electronic GIA workbench, an overview of GIA record types, and discusses how to:

- Add company profiles.
- Work with *Declarao do Indice de Participao dos Municipios* (DIPAM-B) codes.
- Work with electronic *Guia de Informação e Apuração* (GIA) occurrences and sub-item codes.
- Set up City Codes.
- Extract GIA data.
- Create GIA records manually.
- Modify GIA records.
- Delete GIA Records.
- Print GIA data.
- Send GIA data.
- Purge GIA data.

Understanding the Electronic GIA Workbench

GIA de Imposto sobre Circulação de Mercadorias e Serviços (ICMS) is the ICMS Assessment and Information form. Taxpayers use the GIA to report their economic activities, such as the selling and purchasing of goods within a state and between states. The GIA provides a record of the ICMS tax that is due to the state government. The GIA is sent to the tax authorities of the state government in an electronic flat file in a format that is specified by the state.

Note. The PeopleSoft systems supports only the requirements of the state of São Paulo.

You obtain the data for the GIA flat files by running the Nota Fiscal Conversion program (R76B200A). The Nota Fiscal Conversion program reads the Nota Fiscal Header - Brazil table (F7601B) and the Nota Fiscal Detail - Brazil table (F7611B), and populates the Nota Fiscal - Header (Fiscal Books) table (F76101B) and the Nota Fiscal - Detail (Fiscal Books) table (F76111B). You then run the Extract GIA program (R76B130). The Extract GIA program reads the data in tables F76101B and F76111B, and populates the F76B130 table and the F76B131 table. You can then use the Electronic GIA Workbench program (P76B130) to maintain the records in tables F76B130 and F76B131. The Electronic GIA Workbench program also lets you manually add records for transactions that do not exist in tables F7601B and F7611B. After you make any needed modifications, you generate the flat files that you send to the state government.

What You Should Know About the Flexible Field

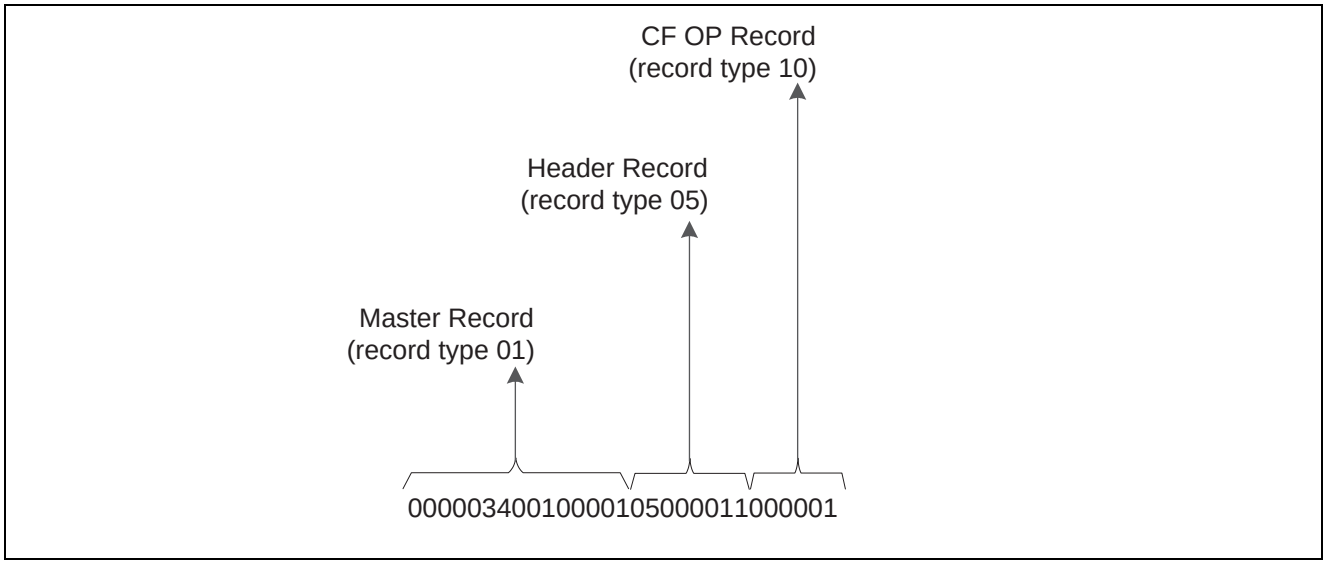
The Flexible Field is a 400-character field (data item GIFF) in the Electronic GIA Detail table (F76B131). When you run the Extract GIA program, the system reads data in the F76101B table and the F76111B table and writes a series of text strings, each up to 400-characters, to the Flexible Field in table F76B131. When you load GIA records in the Electronic GIA Workbench program, the system parses the text in the Flexible Field into the appropriate fields on the Electronic GIA Revision form.

If you manually create records by using the Electronic GIA Workbench program, the system creates the text string that it writes to the Flexible Field by concatenating the values that you enter in the fields on the Electronic GIA Revision form. The system displays the text string in the Electronic GIA Revision form when you click Find after completing a record.

What You Should Know About the String Key Field

The system uses the value in the String Key field to determine the order of the data in the flat file. Additionally, the String Key field on the Electronic GIA Workbench form shows the ancestry of a record. For example, a CFOP record (record type 10) can exist only as a child of a header record (record type 05). A header record can exist only as a child of a master record (record type 01). Because of these dependencies, the value in the String Key field for a CFOP record contains information about each of the antecedents. In this example, the value for the String Key field contains 30 characters: the first 15 characters contain information about the master record, characters 16 through 22 contain information about the header record, and characters 23 through 30 contain information about the CFOP record.

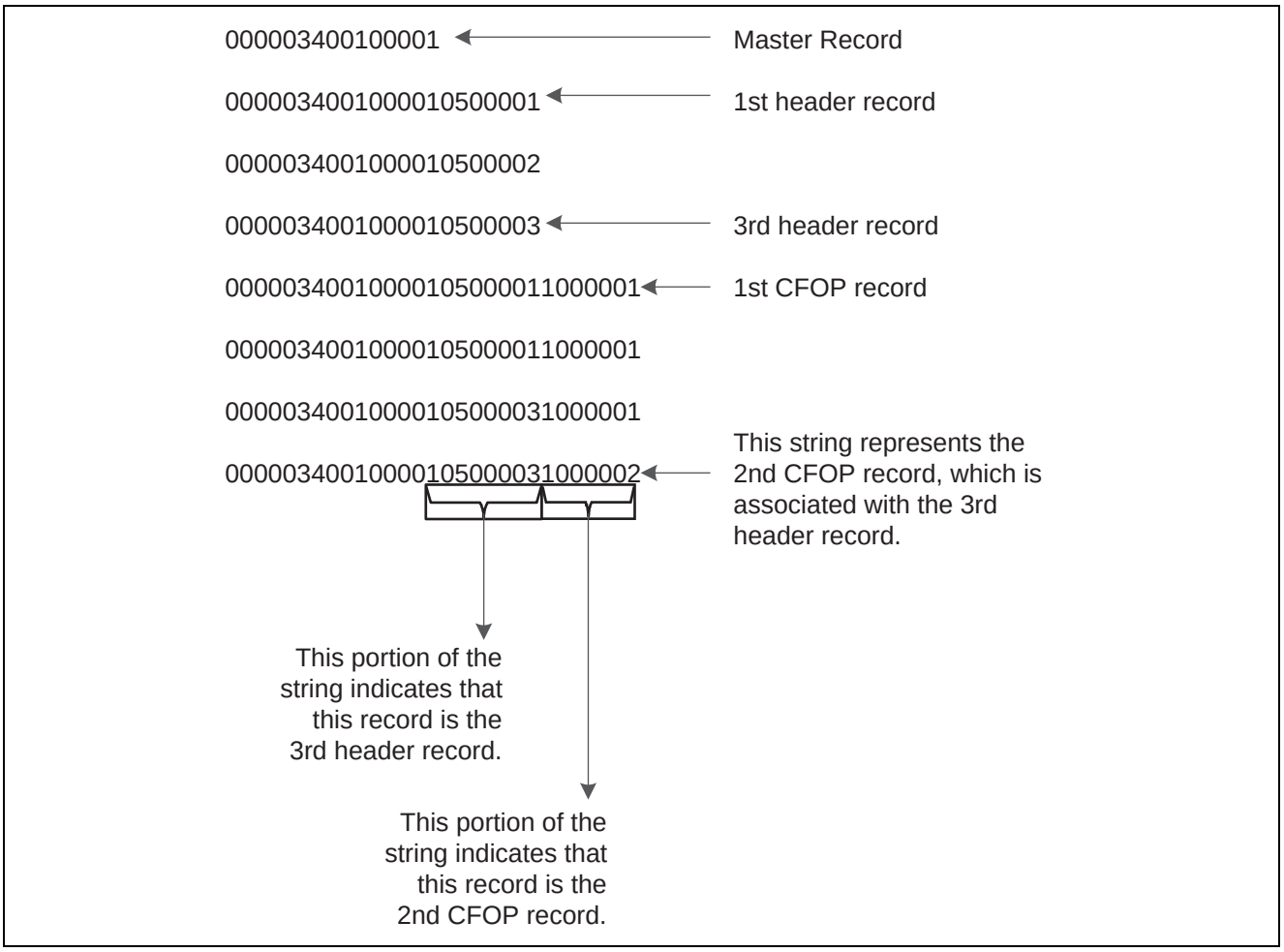
This diagram shows an example of a value in the String Key field:



String Key field

You can use the value in the String Key field to determine which child record belongs to which parent record. For example, when you run the Extract GIA program, the system creates a CFOP record for each transaction nature code for each company in the company profile that you select. If the company profile contains five companies (which the system displays as record type 05) and each company has *notas fiscais* for five transaction nature codes, the system creates 25 CFOP records. Although the 25 CFOP records are the descendants of five different parents, all 25 records are displayed consecutively in the Electronic GIA Workbench. The value in the String Key field reveals which child records (record type 10) belong to each parent record (record type 05).

This diagram shows an example of the relationship between parent and child records in the String Key field:



Interpreting the String Key field

This table describes the information contained in the String Key field for each record type:

Record Type	String Key Field
01 (Master)	The value in the String Key field for a master record contains 15 characters. • The first 8 characters denote the next numbering scheme. This sequence of characters increments according to the next numbers that you set up in the 10th next numbering position for system 76B. • Characters 9 - 15 denote the number of the master record. Because each GIA can have only one master record, characters 9 through 15 are always *0100001*.

Record Type	String Key Field
05 (Header)	The value in the String Key field for a header record contains 22 characters. • Characters 1 - 15 are the characters for the master record that is the parent of the header record. • Characters 16 and 17 are always *05*. • Characters 18 through 22 denote the number of the header record.
10 (CFOP)	The value in the String Key field for a CFOP record contains 30 characters. • Characters 1 - 15 are the characters for the master record that is the parent of the header record that is the parent of the CFOP record. • Characters 16 through 22 are the number of the header record that is the parent of the CFOP record. • Characters 23 and 24 are always *10*. • Characters 25 through 30 are the number of the CFOP record.
14 (Interstate)	The value in the String Key field for an interstate record contains 37 characters. • Characters 1 - 15 are the characters for the master record that is the parent of the header record that is the parent of the CFOP record that is the parent of the interstate record. • Characters 16 through 22 are the number of the header record that is the parent of the CFOP record that is the parent of the interstate record. • Characters 23 through 30 are the number of the CFOP record that is the parent of the interstate record. • Characters 31 and 32 are always *14*. • Characters 33 through 36 are the number of the interstate record.

Record Type	String Key Field
18 (ZFM/ALC)	The value in the String Key field for a ZFM/ALC record contains 43 characters. • Characters 1 through 15 are the characters for the master record that is the parent of the header record that is the parent of the CFOP record that is the parent of the interstate record that is the parent of the ZFM/ALC record. • Characters 16 through 22 are the number of the header record that is the parent of the CFOP record that is the parent of the interstate record that is the parent of the ZFM/ALC record. • Characters 23 through 30 are the number of the CFOP record that is the parent of the interstate record that is the parent of the ZFM/ALC record. • Characters 31 through 36 are the number of the interstate record that is the parent of the ZFM/ALC record. • Characters 37 and 38 are always *18*. • Characters 39 through 43 are the number of the ZFM/ALC record.
20 (Occurrences)	The value in the String Key field for an occurrences record contains 29 characters. • Characters 1 through 15 are the characters for the master record that is the parent of the header record that is the parent of the occurrences record. • Characters 16 through 22 are the number of the header record that is the parent of the CFOP record that is the parent of the interstate record. • Characters 23 and 24 are always *20*. • Characters 25 through 29 are the number of the occurrences record.
25 (State Tax ID)	The value in the String Key field for a state tax ID record contains 36 characters. • Characters 1 through 15 are the characters for the master record that is the parent of the header record that is the parent of the occurrences record. • Characters 16 through 22 are the number of the header record that is the parent of the CFOP record that is the parent of the interstate record. • Characters 23 through 29 are the number of the occurrences record. • Characters 30 and 31 are always *25*. • Characters 32 through 36 are the number of the state tax ID record.

Record Type	String Key Field
26 (Substitute Tax ID)	The value in the String Key field for a substitute tax ID record contains 36 characters. • Characters 1 through 15 are the characters for the master record that is the parent of the header record that is the parent of the occurrences record. • Characters 16 through 22 are the number of the header record that is the parent of the CFOP record that is the parent of the interstate record. • Characters 23 through 29 are the number of the occurrences record. • Characters 30 and 31 are always *26*. • Characters 32 through 36 are the number of the substitute tax ID record.
27 (Substituted Tax ID)	The value in the String Key field for a substituted tax ID record contains 36 characters. • Characters 1 through 15 are the characters for the master record that is the parent of the header record that is the parent of the occurrences record. • Characters 16 through 22 are the number of the header record that is the parent of the CFOP record that is the parent of the interstate record. • Characters 23 through 29 are the number of the occurrences record. • Characters 30 and 31 are always *27*. • Characters 32 through 36 are the number of the substituted tax ID record.

Record Type	String Key Field
30 (DIPAM-B)	The value in the String Key field for a DIPAM-B record contains 30 characters. • Characters 1 - 15 are the characters for the master record that is the parent of the header record that is the parent of the DIPAM-B record. • Characters 16 through 22 are the number of the header record that is the parent of the DIPAM-B record. • Characters 23 and 24 are always *30*. • Characters 25 through 30 are the number of the DIPAM-B record.
31 (Exportation Record)	The value in the String Key field for an exportation record contains 30 characters. • Characters 1 through 15 are the characters for the master record that is the parent of the header record that is the parent of the exportation record. • Characters 16 through 22 are the number of the header record that is the parent of the exportation Record. • Characters 23 and 24 are always *31*. • Characters 25 through 30 are the number of the exportation record.

What You Should Know About the GIA Keyword

The GIA keyword (data item GIKW) consists of text that, along with the company profile, identifies the GIA record. You associate a GIA keyword with a company profile when you generate a GIA or when you manually create a GIA. The system uses the combination of the GIA keyword and company profile as the identifier for the GIA.

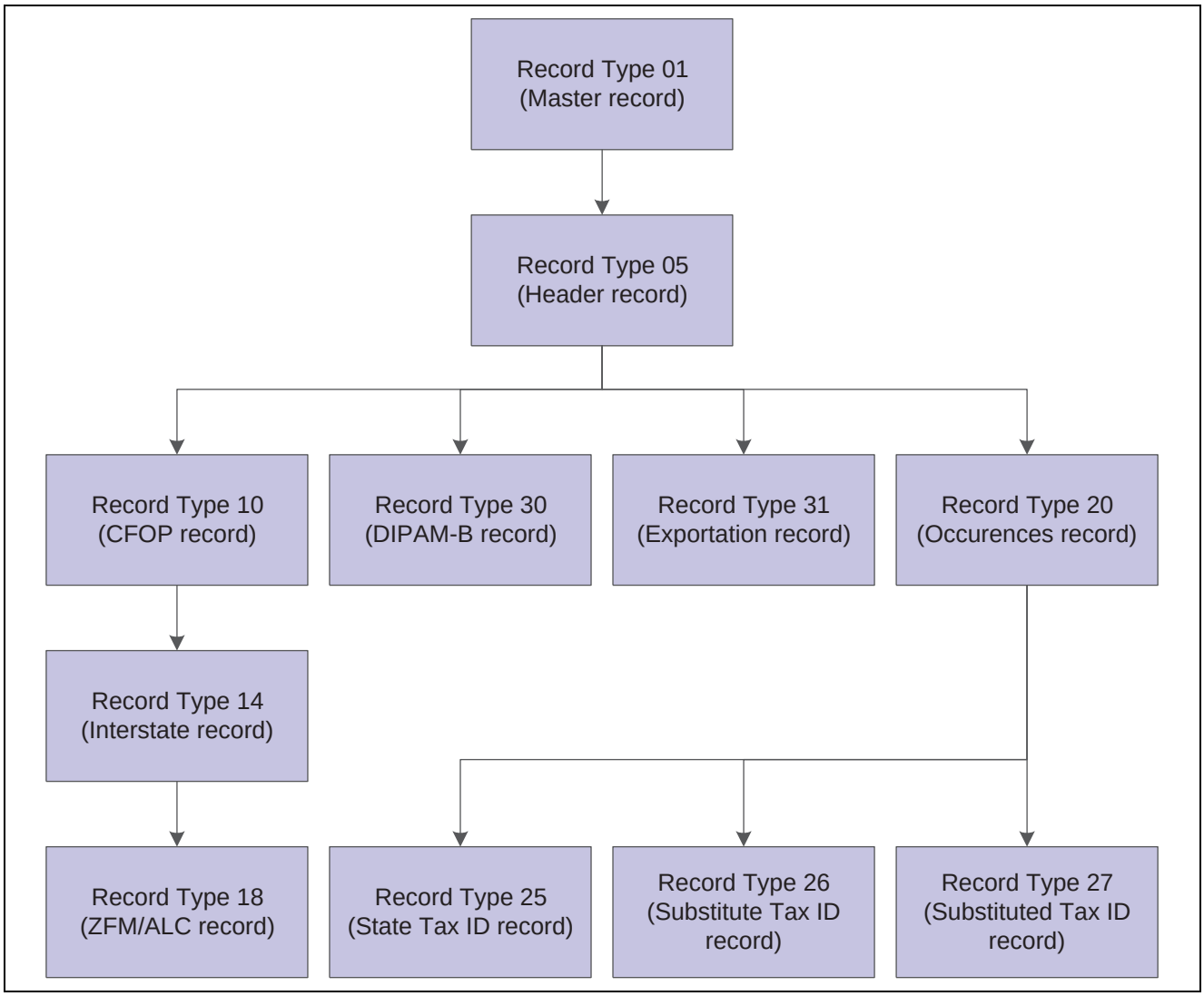
You cannot change a GIA keyword. If the GIA must have a different GIA keyword, you must purge the GIA that is assigned an incorrect GIA keyword, regenerate the GIA, and ten assign it the correct keyword.

Consider using a specific naming convention for the GIA keywords to make GIAs easier to identify. For example, you might use 1 for the first reporting period, 2 for the second reporting period, and so on.

Understanding GIA Record Types

Each GIA record type is a set of records that have the same structure. The state government determines the structure and data contained in each record type. Some GIA record types exist only if another type of record exists. This dependent relationship is referred to as a parent/child relationship. For example, an interstate record (record type 14) can exist only if there is a CFOP record (record type 10). When referring to the relationship between an interstate record and a CFOP record, the interstate record is considered as the child record of the CFOP record (the parent record).

This chart shows the parent/child relationships between record types:



Parent/Child Relationships Between GIA Record Types

Record Type 01 (Master)

Record type 01 is the master record. Only one master record exists for a GIA, and all GIAs have a master record. The master record is the parent record of record type 05 (Header).

The master record contains data about the GIA, such as the date and time when the GIA was generated, and the layout version in which the GIA was generated. When you run the Extract GIA program, the system creates a master record that is based on the processing options that you set for the Extract GIA program. You can also manually create a master record for transactions for which no *notas fiscais* exist.

Record Type 05 (Header)

Record type 05 is the header record. The system creates one header record for each company in the company profile that you select when you run the Extract GIA program. If you manually create a GIA, you must manually create one header record for each company in the company profile that you select. The header record is the child of the master record (type 01) and is the parent of record types 10 (CFOP), 20 (occurrences), 30 (DIPAM-B), and 31 (exportation record).

Each header record contains data about a company in the company profile and information about the GIA. For example, each header record contains the state tax ID, the CNAE number, and the ICMS amounts for the company, as well as the number of child records that are attached to the header record.

Record Type 10 (CFOP)

Record type 10 is the CFOP record. The system creates a CFOP record for each transaction nature code for each company in the company profile that you select when you run the Extract GIA program. For example, when you run the Extract GIA program, the system creates a CFOP record (record type 10) for each transaction nature code for each company in the company profile that you select. If the company profile contains five companies (which the system displays as record type 05) and each company has *notas fiscais* for five transaction nature codes, the system creates 25 CFOP records.

The system populates the CFOP record with data from the Nota Fiscal - Header (Fiscal Books) table and the Nota Fiscal - Detail (Fiscal Books) table. If you manually create a GIA, you must manually create a CFOP record for each transaction nature code for each company in the company profile that you select. The CFOP record is a child of the header record and the parent of record type 14 (Interstate).

Each CFOP record contains information about the ICMS tax information for a specific transaction nature code.

Record Type 14 (Interstate)

Record type 14 is the interstate record. The system creates an interstate record for each state for which a record type 10 exists. The system populates the interstate record with data from the Nota Fiscal - Header (Fiscal Books) table and the Nota Fiscal - Detail (Fiscal Books) table. If you manually create a GIA, you must manually create an interstate record for each state for which a record type 10 exists. The interstate record is a child of a CFOP record and the parent of record type 18 (ZFM/ALC).

Each interstate record contains information about the ICMS taxes for the specified state.

Record Type 18 (ZFM/ALC)

Record type 18 is the ZFM/ALC record. The system creates an ZFM/ALC record for each sales transaction that occurred in a free port zone. The system populates the ZFM/ALC record with data from the Nota Fiscal - Header (Fiscal Books) table and the Nota Fiscal - Detail (Fiscal Books) table. If you manually create a GIA, you must manually create a ZFM/ALC record for each sales transaction that occurred in a free port zone. The ZFM/ALC record is a child of an interstate record and has no descendants.

Each ZFM/ALC record contains information about the sales transactions that occurred in a free port zone, including the amount of the transaction and the city code of the free port zone.

Record Type 20 (Occurrences)

Record type 20 is the occurrences record. The system creates occurrences records when you run the Extract GIA program if you entered occurrences records in the Electronic GIA Occurrences program (P76B128B). If you did not enter occurrences records in the Electronic GIA Occurrences program, you must enter them in the Electronic GIA Workbench program if any occurrences apply to the reporting period for which you extracted GIA data. The system populates the occurrences record with data from the F76B128B table. The occurrences record is a child of the header record and is the parent of record types 25 (State Tax ID), 26 (Substitute Tax ID), and 27 (Substituted Tax ID).

Each occurrences record contains information about the transaction, including the sub-item code, the legal argument, and the date of the occurrence.

Record Type 25 (State Tax ID)

Record type 25 is the state tax ID record. The system creates a state tax ID record when you run the Extract GIA program if the parent occurrence record has an occurrence type of 0 and the sub-item code is one of these codes:

- 00218
- 00219
- 00704
- 00705
- 00706
- 00707
- 00729
- 00730

If you manually create a GIA, you must manually create a state tax ID record as appropriate. The state tax ID record is a child of an occurrences record and has no descendants.

Record Type 26 (Substitute Tax ID)

Record type 26 is the substitute tax ID record. The system creates a substitute tax ID record type when you run the Extract GIA program if the parent occurrence record has an occurrence type of 0 and the sub-item code is one of these codes:

- 00210
- 00211

If you manually create a GIA, you must manually create a Substitute Tax ID record as appropriate. The Substitute Tax ID record is a child of an occurrences record and has no descendants.

Record Type 27 (Substituted Tax ID)

Record type 27 is the Substituted Tax ID record. The system creates a Substituted Tax ID record type when you run the Extract GIA program if the parent occurrence record has an occurrence type of 1 and the sub-item Code is one of these codes:

- 00701
- 00702

If you manually create a GIA, you must manually create a substituted tax ID record as appropriate. The substituted tax ID record is a child of an occurrences record and has no descendants.

Record Type 30 (DIPAM-B)

Record type 30 is the DIPAM-B record. The system creates a DIPAM-B record for each DIPAM-B code for each company that is included in the company profile that you select.

If you manually create a GIA, you must manually create a DIPAM-B record as appropriate. The DIPAM-B record is a child of a header record and has no descendants.

Record Type 31 (Exportation Record)

Record type 31 is the exportation record. The system does not create this record; you must create it manually.

Adding Company Profiles

This section provides an overview of company profiles and discusses how to add a company profile.

Understanding Company Profiles

You set up company profiles to group companies for ICMS reporting purposes. For example, you might set up a company profile that includes all of the companies with which you do business that are located in a particular state.

The company profile that you want to use must exist in the GIA Company Profile table (F76B129) before you use the Extract GIA program to automatically generate GIA records or before you manually create a GIA. When you create a GIA either manually or automatically by using the Extract GIA program, you associate a GIA keyword (GIKW) with the company profile. The combination of the keyword and the company profile comprises the unique GIA identifier.

You use the Electronic GIA Company Profile program (P76B129) to set up company profiles.

Note. You cannot display existing company profiles when you click Find on the Electronic GIA Company Profile form. You must complete the Company Profile field before you click Find; the system does not return any results if the field is blank. To view existing profiles, click Search next to the Company Profile field, and then click Find on the Electronic GIA Company Profile Search & Select form.

Forms Used to Add a Company Profile

Form Name	FormID	Navigation	Usage
Electronic GIA Company Profile	W76B129A	Electronic GIA - Brazil (G76B1111), Company Profiles	Enter the name for the new profile, and add each company that you want to add to the profile.

Adding a Company Profile

Access the Electronic GIA Company Profile form.



Electronic GIA Company Profile file

Fiscal Company Enter the company whose data you want to work with.

Working With DIPAM-B Codes

This section provides an overview of DIPAM-B codes and discusses how to:

- Define DIPAM-B codes.
- Associate transaction nature codes to DIPAM-B codes.

Understanding Electronic GIA DIPAM-B Codes

DIPAM codes are government codes that summarize several transaction nature codes. You use the Electronic GIA DIPAM-B Code program (P76B127A) to set up valid DIPAM-B codes for ICMS tax reporting. After you set up valid DIPAM-B codes, you use the DIPAM-B Cross Reference program (P76B127B) to associate the DIPBM-B codes with transaction nature codes.

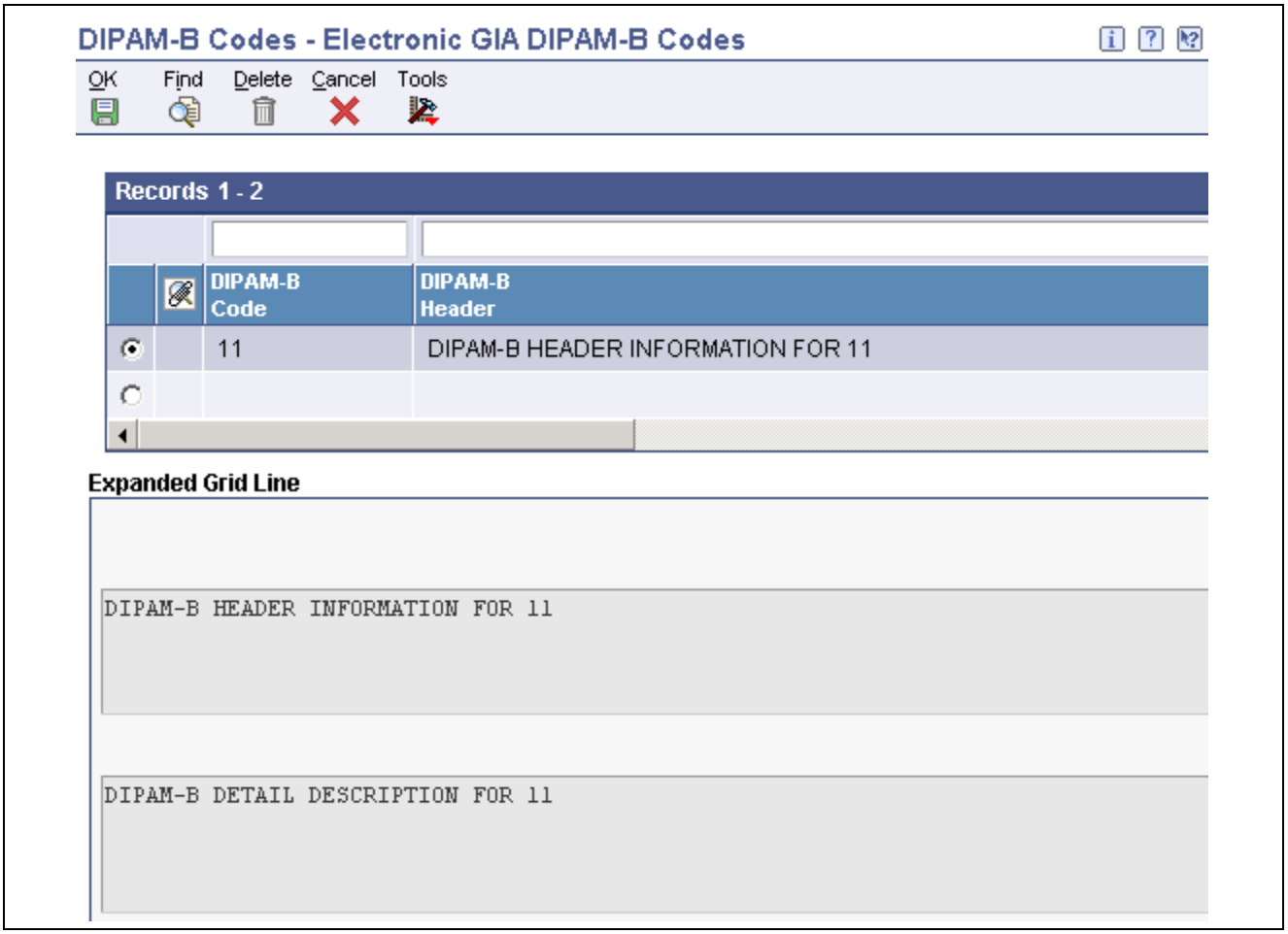
Note. You complete the DIPAM-B Header field and the DIPAM-B Description field in the grid. The system displays the values in the DIPAM-B Header and DIPAM-B Description fields in the Expanded Grid Line area when you select an existing DIPAM-B Code in the detail area.

Forms Used to Work With DIPAM-B Codes

Form Name	FormID	Navigation	Usage
Electronic GIA DIPAM-B Codes	W76B127AA	Electronic GIA - Brazil (G76B1111), DIPAM-B Codes	Define DIPAM-B codes.
Electronic GIA DIPAM-B Cross Reference	W76B127BA	Electronic GIA - Brazil (G76B1111), DIPAM-B Cross Reference	Associate Transaction Nature codes to DIPAM-B codes.

Defining DIPAM-B Codes

Access the Electronic GIA DIPAM-B Codes form.

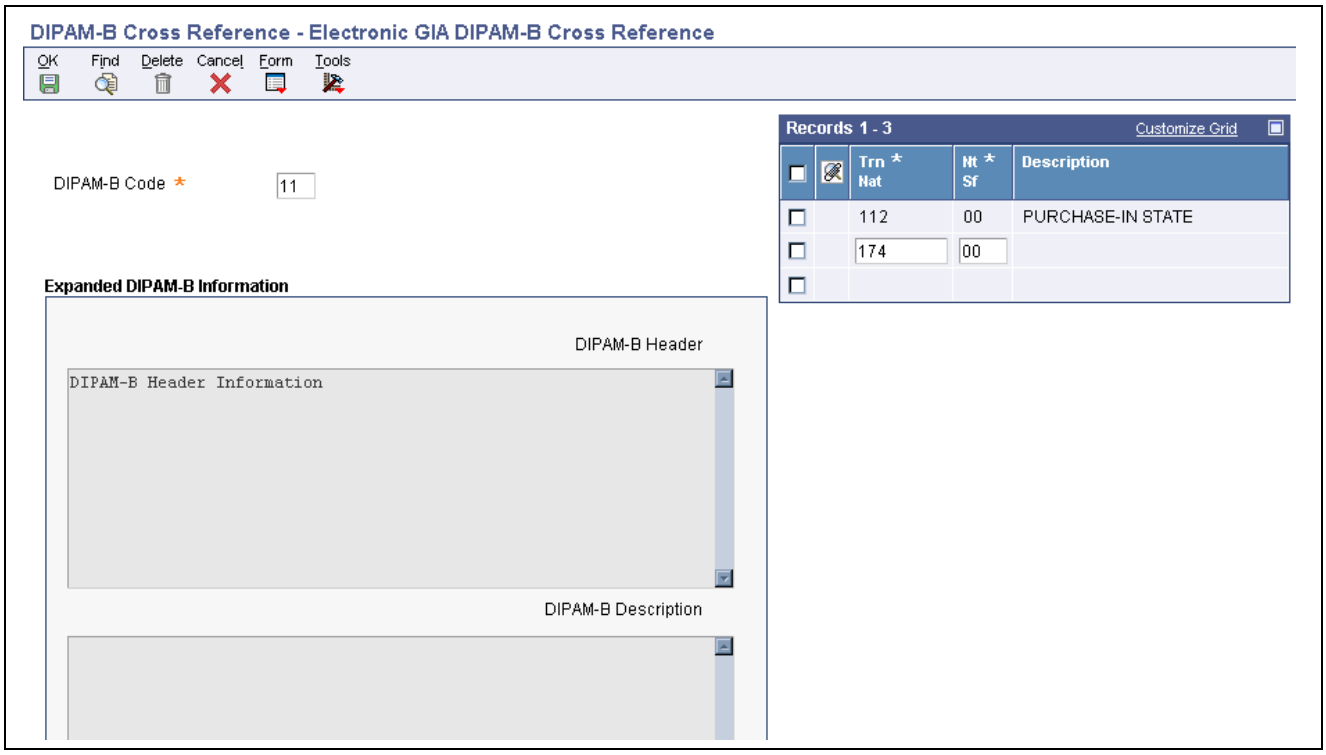


Electronic GIA DIPAM-B Codes form

DIPAM-B Header The legal text associated with a DIPAM-B code.

Associating Transaction Nature Codes to DIPAM-B Codes

Access the Electronic GIA DIPAM-B Cross Reference form.



Electronic GIA DIPAM-B Cross Reference Form

Working With Electronic GIA Occurrences and Sub-Item Codes

This section provides an overview of occurrences and sub-item codes and discusses how to:

- Define GIA sub-item codes.
- Define occurrences.

Understanding Occurrences and Sub-Item Codes

Sub-item codes are government codes that identify actions which are associated with transactions that are subject to ICMS taxes, or that supply additional information about the transactions. For example, a sub-item code might define debits, credits, or deductions. Occurrences identify when the action that is identified by a sub-item code occurred. You create occurrence records for transactions that do not fall under the normal taxation rules.

You set up sub-item codes by using the Electronic GIA Sub-Item Code program (P76B128A). Generally, you set up the sub-item codes once and then modify them as necessary.

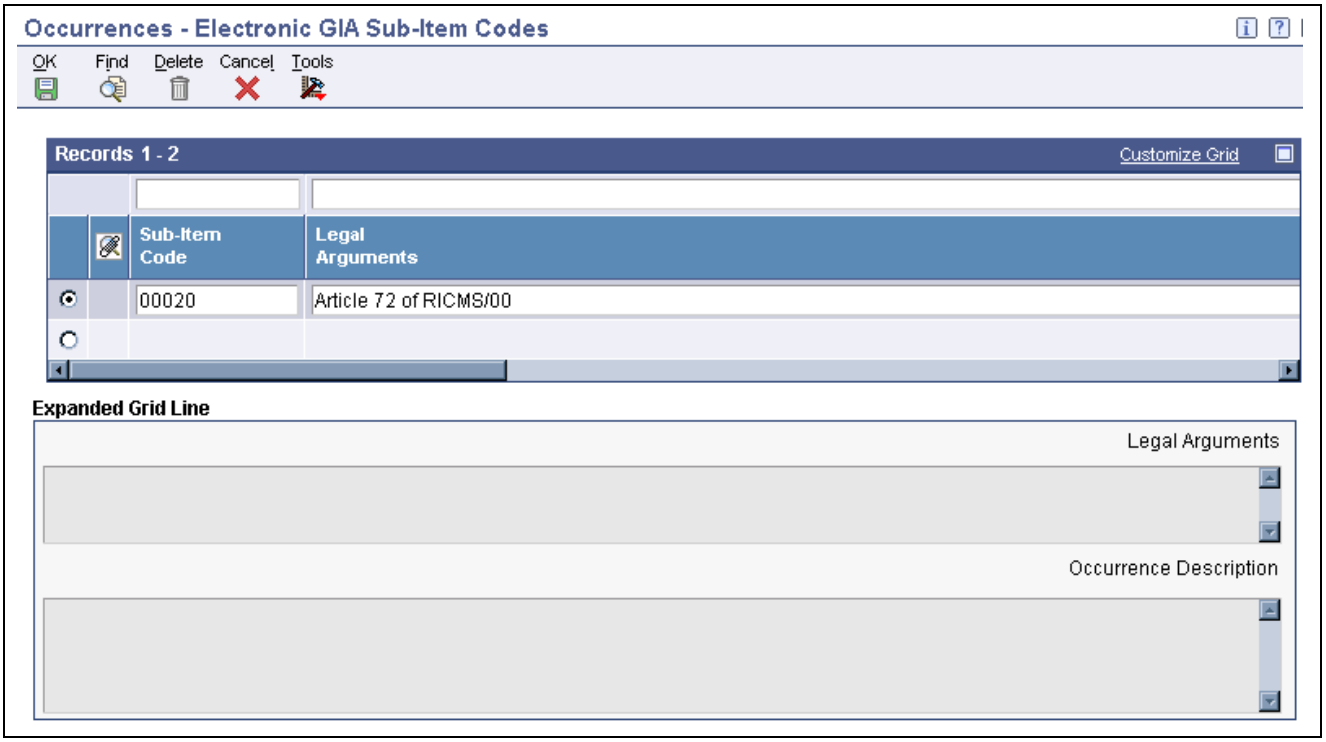
Before you extract GIA records, you use the Electronic GIA Occurrences program (P76B128B) to enter the occurrences that occurred during the time frame for which you extract GIA records. Occurrences records are child records of header records (record type 5).

Forms Used to Work With Sub-Items and Occurrences

Form Name	FormID	Navigation	Usage
Electronic GIA Sub-Item Codes	W76B128AA	Electronic GIA - Brazil (G76B1111), Occurrences	Enter the sub-item code, legal argument, and occurrence description for each occurrence.
Electronic GIA Occurrences	W76B128BA	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select Occurrence from the Form menu on Electronic GIA Workbench.	Enter information for occurrences.

Defining GIA Sub-Item codes

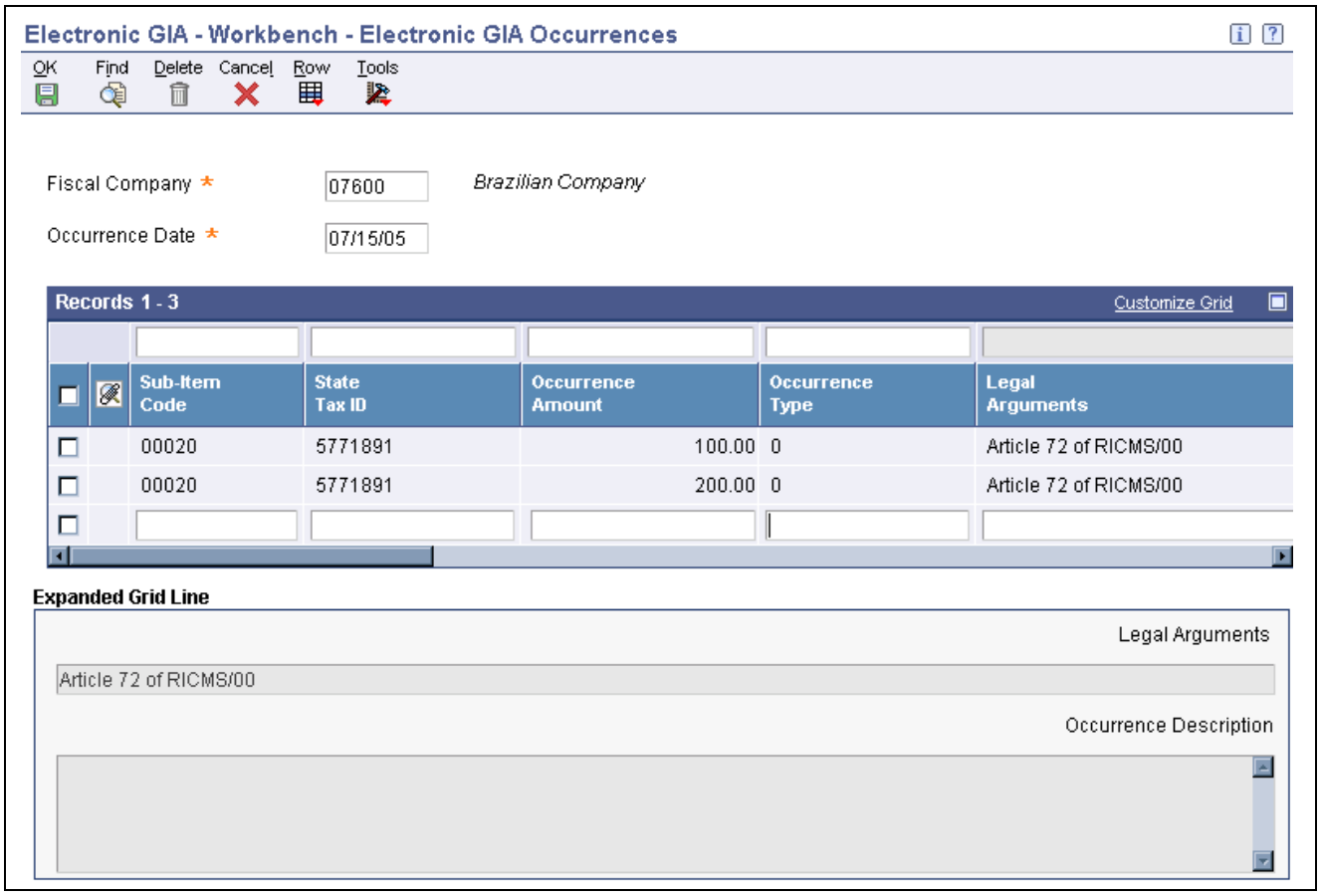
Access the Electronic GIA Sub-Item Codes form.



Occurrences - Electronic GIA Sub-Item Codes form

Defining GIA Occurrences

Access the Electronic GIA Occurrences form.



Electronic GIA Occurrences form

Setting Up City Codes

This section provides an overview of setting up city codes and discusses how to set up city codes.

Understanding Setting Up City Codes

You set up electronic city codes to associate a numeric code with a city and state. The Brazilian government provides the codes that you must use. When you set up the GIA city codes, you must enter the city name exactly as it appears in the Address Book records for the customers. When you run the Extract GIA program, the system uses the electronic GIA city codes for record types 18 and 30.

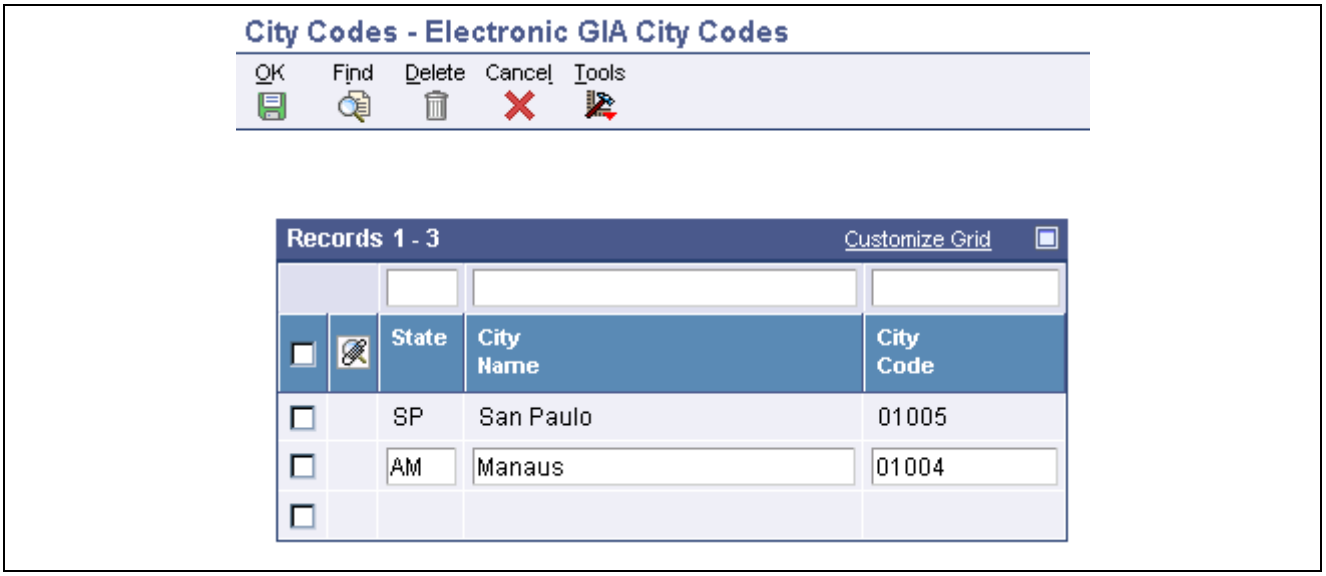
You use the Electronic GIA City Codes program (P76B132) to set up GIA city codes.

Forms Used to Set Up City Codes

Form Name	FormID	Navigation	Usage
Electronic GIA City Codes	W76B132A	Electronic GIA - Brazil (G76B1111), City Codes	Set up Electronic GIA City Codes.

Setting Up City Codes

Access the Electronic GIA City Codes form.



Electronic GIA City Codes form

City Name The city name that is associated with the City Code.

Extracting GIA Data

This section provides an overview of the extraction process and discusses how to:

- Set processing options for Extract GIA (R76B130).
- Set processing options for Electronic GIA - Workbench (P76B130).
- Run the Extract GIA program.

Understanding the Extraction Process for GIA Data

You obtain the data for the GIA flat files by running the I/O Nota Fiscal Conversion program. The Nota Fiscal Conversion program reads the F7601B and the F7611B tables, and populates the F76101B and F76111B tables. You then run the Extract GIA program to populate the Electronic GIA Header table (F76B130) and the Electronic GIA Detail table (F76B131).

The system produces a report that shows the fiscal companies that are included in table F76B130.

Note. Tables F76101B and F76111B do not contain all of the data that is required for fiscal books reporting. You must manually enter data for record type 31, and for some fields in other record types. You enter this required data in the Electronic GIA - Workbench program.

You must manually create exportation records (record type 31). The system does not create this record type when you run R76B130.

See Chapter 24, "(BRA) Electronic GIA Workbench," Creating GIA Records Manually, page 00.

Important! If you complete the fields on the Extract GIA form with the profile, keyword, and dates that you used for a previous GIA submission, the system purges the previous GIA and then creates a new GIA with the same unique identifier.

Prerequisites

Before you complete the tasks in this section:

- Verify that a company profile exists for the companies for which you want to extract GIA data.
- Verify that the required GIA DIPAM-B codes exist in the GIA Valid DIPAM-B table (F76B127A) and that required cross-references between the DIPAM-B codes and transaction nature codes exist in the GIA DIPAM-B Cross-Reference table (F76B127B).
- Verify that the required GIA occurrences and sub-item codes exist in the GIA Occurrences table (F76B128B).
- Verify that the required GIA City Codes exist in the GIA City Codes table (F76B132).
- Run the Nota Fiscal Conversion program to populate the F76101B and the F76111B tables. The Extract GIA program obtains data from tables F76101B and F76111B.
- Set the processing options for the Electronic GIA - Workbench program. You must specify in the processing options for the Extract GIA program the version of the Extract GIA program that you want to run. You can access the processing options only through Interactive Versions.
- Set the processing options for the Extract GIA program. You can access the processing options only through Batch Versions.

Forms Used to Extract GIA Data

Form Name	FormID	Navigation	Usage
Extracting GIA	W76B130B	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select Extract GIA from the Report menu on Electronic GIA Workbench.	Identify the data that you want to select.

Setting Processing Options for Extract GIA (R76B130)

You access the processing options for Extract GIA through Batch Versions.

Defaults

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

1. GIA Lay Out Version (Required) Specify the layout version that the system uses to generate the GIA file. The government of São Paulo determines the specifications of the layouts.

2. GIA Type (Required) Specify whether the GIA submission is the original or a substitute submission. The value that you enter must exist in the GIA Type UDC table (76B/G2).

3. PeopleSoft Federal Tax ID (Required) Specify the Federal Tax ID (CNPJ) required for record type 05 in the GIA table.

Setting Processing Options for Electronic GIA - Workbench (P76B130)

You access the processing options for Electronic GIA - Workbench through Interactive Versions.

Defaults

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

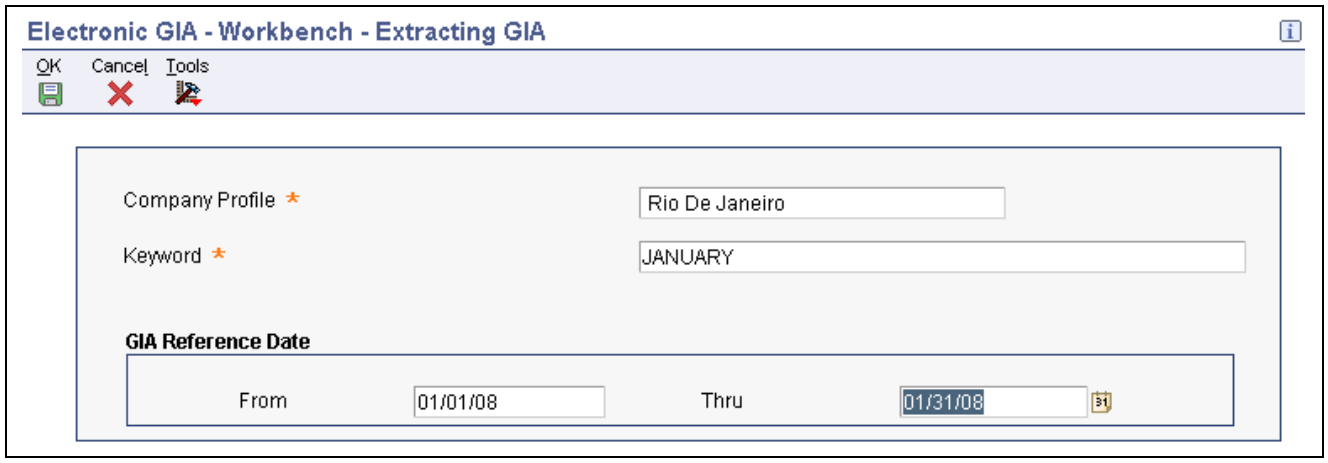
1. Extract GIA (R76B130) Specify the version that the systems uses when it launches the Extract GIA program. If you do not complete this processing options, the system uses version ZJDE0001.

2. Print GIA (R76B131) Specify the version that the systems uses when it launches the Print GIA program. If you do not complete this processing options, the system uses version ZJDE0001.

3. Send GIA (R76B132) Specify the version that the systems uses when it launches the Send GIA program. If you do not complete this processing options, the system uses version ZJDE0001.

Running the Extracting GIA Program

Access the Extracting GIA form.



Extracting GIA form

Creating GIA Records Manually

This section provides an overview of manually creating GIA records and discusses how to:

- Create a master record manually.
- Create a child record manually.

Understanding the Manual Creation of GIA Records

When you run the Extract GIA program to create GIAs, the system automatically creates most of the child records for each parent record type. However, when you manually create a GIA master record (record type 01), you must manually create all other record types. You use the Electronic GIA - Workbench program to manually create GIA records.

You create a master record and then each child record as needed. The system does not automatically populate any of the data for the records that you create. You must manually enter the necessary data.

You cannot create child records for record types 18, 25, 26, 27, 30, or 31. These record types are not parent records for any other record type.

If you manually create records by using the Electronic GIA - Workbench program, the system creates the text string that it writes to the Flexible Field by concatenating the values that you enter in the fields on the Electronic GIA Revision form. The system displays the text string in the Electronic GIA Revision form when you click Find after completing a record.

Prerequisites

Before you complete the tasks in this section:

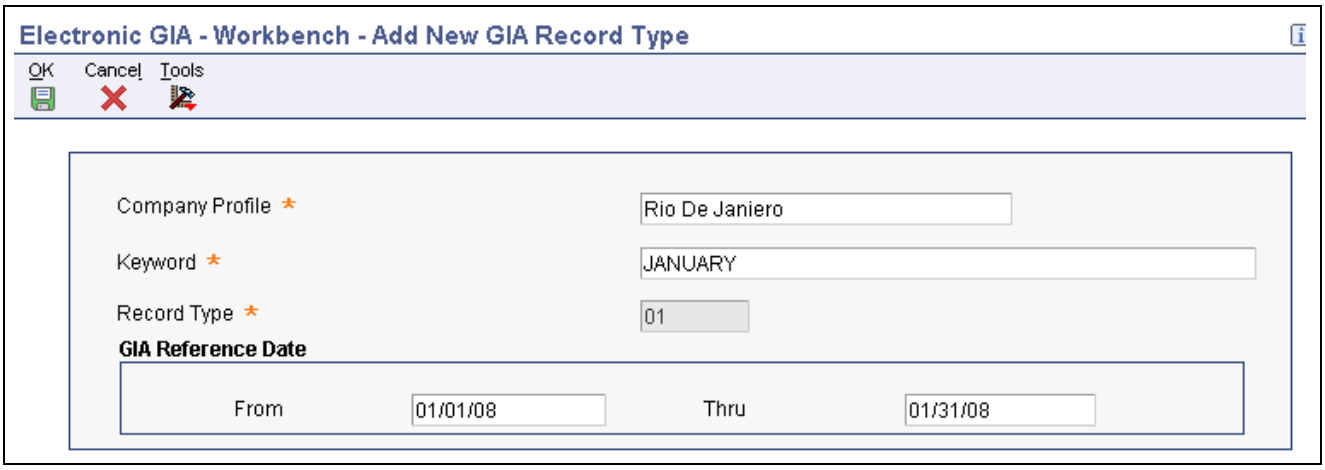
- Verify that a company profile exists for the companies for which you want to extract GIA data.
- Become familiar with GIA record types.

Forms Used to Create GIA Records Manually

Form Name	FormID	Navigation	Usage
Add New GIA Record Type	W76B130B	Electronic GIA - Brazil (G76B111), Electronic GIA - Workbench Select Create New GIA and then click Add on Electronic GIA Workbench.	Create a new master record (record type 01).
Add New GIA Record Type	W76B130B	Select a parent record in the detail area and then click Add on the Electronic GIA Workbench.	Create a new child record manually.

Creating a Master Record Manually

Access the Add New GIA Record Type form.



Add New GIA Record Type form

Record Type Enter a code that identifies the type of GIA record. The code that you enter must exist in the UDC table for GIA record types (76B/G6). GIA record types are defined by the government.

If you are creating a child record for a master (01), CFOP (10), or interstate (14) parent record, the system automatically assigns the allowed child record type. For a header (05) or occurrences (20) parent record, you must enter a record type that is a valid child record type of that parent record. If you enter a record type that is not a valid child record type, the system displays an error message.

Creating a Child Record Manually

Access the Add New GIA Record Type form.

Modifying GIA Records

This section provides an overview of modifying GIA records and discusses how to:

- Modify a GIA master record.
- Modify a GIA header record.
- Modify a GIA CFOP record.
- Modify a GIA interstate record.
- Modify a GIA ZFM/ALC record.
- Modify a GIA occurrences record.
- Modify a GIA state tax ID record.
- Modify a GIA substitute tax ID record.
- Modify a GIA substituted tax ID record.
- Modify a GIA DIPAM – B record.
- Modify a GIA exportation record.

Understanding How to Modify GIA Records

After you extract GIA data, you can review and modify as necessary the data that the system wrote to the F76B130 and F76B131 tables. You can also add records to and delete child records from parent records.

When you add or delete child records, the system recounts the number of child records that are associated with the parent record and updates the appropriate field in the parent record. For example, suppose that a CFOP record (record type 10) has three interstate records (record type 14) associated with it. The Total - Record Type 14 field for the CFOP records displays a value of *3*. If you delete one interstate record from the CFOP record, the system changes the value in the Total - Record Type 14 field to a value of *2*.

Forms Used to Modify GIA Records

Form Name	FormID	Navigation	Usage
Electronic GIA Revision, 01 - Master tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select a master record and then click Select on Electronic GIA Workbench.	Modify a GIA master record (record type 01).
Electronic GIA Revision, 05 - Header tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select a header record (record type 05) and then click Select on Electronic GIA Workbench.	Modify a header record (record type 05).
Electronic GIA Revision, 10 - CFOP tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select a CFOP record (record type 10) and then click Select on Electronic GIA Workbench.	Modify a CFOP record (record type 10).
Electronic GIA Revision, 14 - Interstate tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select an interstate record (record type 14) and then click Select on Electronic GIA Workbench.	Modify an interstate record (record type 14).
Electronic GIA Revision, 18 - ZFM/ALC tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select a ZFM/ALC record (record type 18) and then click Select on Electronic GIA Workbench.	Modify a ZFM/ALC record (record type 18).

Page Name	Object Name	Navigation	Usage
Electronic GIA Revision, Occurrences tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select an occurrences record (record type 20) and then click Selecton Electronic GIA Workbench.	Modify a GIA occurrences record (record type 20).
Electronic GIA Revision, State Tax ID tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select a state tax ID record (record type 25) and then click Select on Electronic GIA Workbench.	Modify a GIA state tax ID record (record type 25).
Electronic GIA Revision, Substitute Tax ID tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select a substitute tax ID record (record type 26) and then click Select on Electronic GIA Workbench.	Modify a substitute tax ID record (record type 26).
Electronic GIA Revision, Substituted Tax ID tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select a substituted tax ID record (record type 27) and then click Select on Electronic GIA Workbench.	Modify a substituted tax ID record (record type 27).
Electronic GIA Revision, DIPAM - B tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select a DIPAM - B record (record type 30) and then click Select on Electronic GIA Workbench.	Modify a DIPAM - B record (record type 30).
Electronic GIA Revision, Exportation Record tab	W76B130F	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select an exportation record (record type 31) and then click Select on Electronic GIA Workbench.	Modify an exportation record (record type 31).

Modifying a GIA Master Record

Access the Electronic GIA Revision, 01- Master tab.

Generation Date Displays the date when the GIA was extracted and generated.

Generation Time Displays the time when the GIA was extracted and generated.

Layout Version Identifies the GIA layout version that was used in the GIA extraction.

Total - Record Type 05 Displays the number of type 05 records that exist for a type 01 parent record.

Modifying a GIA Header Record

Access the Electronic GIA Revision form, 05 - Header tab.

Tax ID Enter the identification code required by various tax authorities. This can be a social security number, federal or state corporate tax ID, sales tax number, and so on. The system verifies the number and prints the separators in their correct format, according to the value of TAXC (Person/Corporation Code). If no value exists for TAXC, the system uses the Corporate Entity.

Attention Accounts Payable users: The supplier master record supplies the default value for the tax ID for 1099 processing.

Reference Enter the GIA reference date that is represented in this format: YYYYMM.

GIA Initial Reference Enter the GIA reference date that is represented in this format: YYYYMM.

Type Enter a code that indicates the type of GIA record. The code that you enter must exist in the GIA Type (76B/G2) UDC table.

Flag for Transaction Enter a code that identifies if any *notas fiscais* for a specified fiscal company exist that fall within the specified date range for processing.

Sent Flag An option that indicates whether the GIA flat file has been sent to the government. Values are:

0: The GIA has not been sent.

1: The GIA has been sent.

ICMS Tax Receivable Amount Enter the total of the ICMS receivable amounts in the GIA reporting period.

PeopleSoft Tax ID Enter the identification code required by various tax authorities. This can be a social security number, federal or state corporate tax ID, sales tax number, and so on. The system verifies the number and prints the separators in their correct format, according to the value of TAXC (Person/Corporation Code). If no value exists for TAXC, the system uses the Corporate Entity.

Attention Accounts Payable users: The supplier master record supplies the default value for the tax ID for 1099 processing.

ICMS Fixed Amount Enter the total of the ICMS fixed amount in the GIA reporting period.

Total - Records Type 10 Enter the number of type 10 records that exist for a type 05 parent record.

Total - Record Type 20 Enter the number of type 20 records that exist for a type 05 parent record.

Total - Record Type 30 Enter a code that indicates how many type 30 records exist for a type 05 parent record.

Total - Record Type 31 Enter a code that indicates how many type 31 records exist for a type 05 parent record.

Modifying a GIA CFOP Record

Access the Electronic GIA Revision form, 10 - CFOP tab.

Nota Fiscal Total Amount Enter the total of the *notas fiscais* in the GIA reporting period.

ICMS Taxable Amount Enter the total of the ICMS taxable amount in the GIA reporting period.

ICMS Exempt Amount Enter the total of the ICMS-exempt amount in the GIA reporting period.

ICMS Others Amount Enter the total of other ICMS amounts in the GIA reporting period.

Other Taxes Amount Enter the total of other taxes, such as IPI tax, for the GIA reporting period.

Total - Record Type 14 Enter the number of type 14 records that exist for a type 10 parent record.

Modifying a GIA Interstate Record

Access the Electronic GIA Revision form, 14 - Interstate tab.

Total Amount for Taxpayers Enter the total of the *notas fiscais* for taxpayers in the GIA reporting period.

ICMS Taxable Amount for Taxpayers Enter the total of the ICMS taxable amount for taxpayers in the GIA reporting period.

Total Amount for Non-Taxpayers Enter the total of the *notas fiscais* for non-taxpayers in the GIA reporting period.

ICMS Taxable Amount for Non-Taxpayer Enter the total of the ICMS taxable amount for non-taxpayers in the GIA reporting period.

Others Operations Amount Enter the totals of the other operation amount in the GIA reporting period.

ICMS Tax Subst Amount Oil or Energy (ICMS tax substitution amount oil or energy) Enter the total of the ICMS tax substitution amounts for oil and energy in the GIA reporting period.

ICMS Tax Subst Amount Non-Oil/Energy (ICMS tax substitution amount non–oil/energy) Enter the total of the ICMS tax substitution amounts for non-oil and non-energy in the GIA reporting period.

Flag For Free Zone Operation Enter a code that indicates whether the transaction has free-zone discounts.

Total - Record Type 18 Enter the number of type 18 records that exist for a type 14 parent record.

Modifying a GIA ZFM/ALC Record

Access the Electronic GIA Revision form, 18 - ZFM/ALC tab.

Nota Fiscal Date Enter the date of the *nota fiscal.*

Fiscal Item Value Enter the fiscal item value.

CGC Tax ID Carrier Enter the CGC tax identification number that identifies the carrier.

Modifying a GIA Occurrences Record

Access the Electronic GIA Revision form, Occurrences tab.

Associated Sub-Item Amount Enter the amount associated with an occurrence.

Occurrence Type Enter the code that identifies the GIA occurrence type. The code that you enter must exist in the Occurrence Type (76B/G4) UDC table.

Total - Record Type 25 Enter the number of type 25 records that exist for a type 20 parent record.

Total - Record Type 26 Enter the number of type 26 records that exist for a type 20 parent record.

Total - Record Type 27 Enter the number of type 27 records that exist for a type 20 parent record.

Modifying a GIA State Tax ID Record

Access the Electronic GIA Revision form, State Tax ID tab.

Issuer State Inscription Enter the issuer state inscription.

Associated Occurrence Amount Enter the total monetary amount of an occurrence for a specific state tax ID during the GIA reporting period.

Modifying a GIA Substitute Tax ID Record

Access the Electronic GIA Revision form, 26 - Substitute Tax ID tab.

Modifying a GIA Substituted Tax ID Record

Access the Electronic GIA Revision form, 27 - Substituted Tax ID tab.

Modifying a GIA DIPAM - B Record

Access the Electronic GIA Revision form, 30 - DIPAM - B tab.

DIPAM-B Amount Enter the total of the DIPAM-B amount that is associated with a DIPAM-B code.

Modifying a GIA Exportation Record

Access the Electronic GIA Revision form, Exportation Record tab.

Deleting GIA Records

When you delete a GIA record in the Electronic GIA - Workbench application, the system deletes the record that you select and all of the child records that are associated with that record. When you delete child records from a parent record, the system updates the fields in the parent record that disclose the number of child records that are attached to the parent record. For example, suppose that a CFOP record (record type 10) has three interstate records (record type 14) associated with it. The Total - Record Type 14 field for the CFOP records display a value of *3*. If you delete one interstate record from the CFOP record, the system changes the value in the Total - Record Type 14 field to a value of *2*.

When you delete GIA records by using the Electronic GIA Workbench application, the system deletes the records only from the F76B130 and F76B131 tables; it does not delete records in the F7601B and the F7611B tables.

Form Used to Delete GIA Records

Form Name	FormID	Navigation	Usage
Electronic GIA Workbench	W76B130A	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench	Select GIA records to delete from the electronic GIA workbench.

Deleting GIA Records

Access the Electronic GIA Workbench form.

Printing GIA Data

You run the Print GIA program (R76B131) to produce a report that contains the GIA data that resides in the Flexible Field in the F76B131 table. The system prints up to 200 characters per line in the detail section of the report.

Prerequisite

Set the processing options for the Electronic GIA - Workbench program. You must specify in the Print GIA processing option the version of the Print GIA program that you want to run. You can access the processing options only through Batch Versions.

Form Used to Print GIA Data

Form Name	FormID	Navigation	Usage
Printing GIA	W76B130B	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Select Print GIA from the Report menu on Electronic GIA Workbench.	Print GIA data.

Printing GIA Data

Access the Printing GIA form.

Sending GIA Data

This section provides an overview of sending GIA data and discusses how to:

- Set processing options for Send GIA (R76B132).
- Sending GIA data.

When you run the Send GIA program, the system reads the Flexible Field in the F76B131 table and creates the flat file in the location that you specify in the processing options. You then send the flat file to the Brazilian government. The Send GIA program also produces a report that lists the number of records that the system writes to the flat file.

Important! If you run the Send GIA program for a company profile and keyword combination for which you previously created a flat file and set the processing options to write the flat file to the same location and file name, the system deletes the previously created flat file.

After you create the flat file, you must access the Brazilian government website to validate the data in the file. This validation takes place outside of the system and is not discussed in this documentation for generating and sending GIA records.

Prerequisites

Before you complete the tasks in this section:

- Set the processing options for the Electronic GIA - Workbench program.

  You must specify in the Send GIA processing option the version of the Send GIA program that you want to run. You can access the processing options only through Batch Versions.

- Set the processing options for the Send GIA program.

  You can access the processing options only through Batch Versions.

Forms Used to Send GIA Data

Form Name	FormID	Navigation	Usage
Sending GIA	W76B130B	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench. Select Send GIA from the Report menu on Electronic GIA Workbench.	Send GIA data.

Setting Processing Options for Send GIA (R76B132)

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 PeopleSoft 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.

Process

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

1. Directory Name (Required)	Specify the directory in which the system creates the GIA flat file (for example, c:\b9\printqueue\).
2. File Name (Required)	Specify the name of the GIA flat file created by the Send GIA program (R76B132). You must use .txt as the file extension. For example, you could name the flat file: gia1201.txt.
3. Ignore GIA Status	Specify whether the system verifies the GIA status. Values are: Blank: Update GIA status to 1 (GIA Sent). *1:* Generate an error message and do not create the GIA flat file if the GIS Status is equal to 1.

Sending GIA Data

Access the Sending GIA form.

Purging GIA Data

You purge GIA data to delete GIA records from the F76B130 and F76B131 tables.

When you purge GIA data, the system deletes all of the records that are associated with a combination of company profile and keyword. The system deletes the records only from the F76B130 and F76B131 tables; it does not delete records in the F7601B and F7611B table.

Forms Used to Purge GIA Data

Form Name	FormID	Navigation	Usage
Electronic GIA Workbench	W76B130A	Electronic GIA - Brazil (G76B1111), Electronic GIA - Workbench Complete the Company Profile and Keyword fields in the header area and then select Purge GIA from the Form menu on Electronic GIA Workbench.	Purge GIA data.

Purging GIA Data

Access the Electronic GIA Workbench form.

APPENDIX A

Delivered Workflow for PeopleSoft EnterpriseOne Sales Order Management

This appendix discusses the delivered workflow for PeopleSoft EnterpriseOne Sales Order Management.

See Also

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Workflow Tools

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Delivered Workflow for PeopleSoft EnterpriseOne Sales Order Management

This section discusses the PeopleSoft EnterpriseOne Sales Order Management workflow.

JDESOENTRY Workflow Process

This section discusses the JDESOENTRY Workflow Process.

Description

Workflow Description	When you activate the JDESOENTRY Workflow process and the system puts an order on hold, an action message is sent to the person responsible for the hold code notifying them that the current order is on hold.
Workflow Trigger	After you click OK to accept the sales order, the system checks the processing option on the Workflow tab of Sales Order Entry (P4210) to determine if workflow is active. The system also checks the processing options for hold codes and compares the order against the order hold information.
Workflow Action	The approver for order entry receives a message in the electronic work bench indicating that an order is on hold. The approver then selects the link to the application "Work with held orders" to release this order.

Workflow Objects

System	42B
Workflow Object Name	JDESOENTRY
Object IDs	N4201570, B4200310
Event Description / Function Name	WorkflowProcessingSOE
Sequence / Line Number	10

Acknowledgment Workflow

This section discusses the Acknowledgment Workflow.

Description

Workflow Description	Alerts the user when the system receives an EDI Acknowledgment for an outbound EDI message and whether the outbound message was accepted or rejected.
Workflow Trigger	When a record is added, either manually or via flat file conversion, to the Acknowledgment Header table. The system resolves preferences based on the Acknowledgment Code. For example, if the order is accepted or rejected. If the system finds a preference, the system launches the workflow.
Workflow Action	The user receives a message indicating that the Acknowledgment was either accepted or rejected. There is detail information, such as Sold To, Ship To, Shipment Number, Invoice Number, that assists the user in determining what outbound message was either accepted or rejected.

Workflow Objects

System	42B
Workflow Object Name	K470600
Object ID	N4700600
Event Description / Function Name	LaunchAcknowledgmentWorkflow
Sequence / Line Number	45

Sales Order Change Approval

This section discusses the Sales Order Change Approval workflow.

Description

Workflow Description	The Approval Process Required for Sales Order Changes processing option on the Audit Log tab of Sales Order Entry must be set to activate workflow. When a user changes certain fields on a sales order and clicks OK, the system places the order on hold and sends a message to the specified approver. The system enters an AH hold code for approval hold. The system releases the order and accepts the change only when the approver accepts the change.
Workflow Trigger	When a user attempts to change any of these fields on a sales order: Quantity (Transaction and Secondary), Unit of Measure (Transaction and Secondary), Price (Unit and Extended), Requested Date, Promised Delivery, and Payment Terms.
Workflow Action	The approver for changes to the order receives a message in the work center under the queue “SO Change Approval”. The approver then selects the message to see the details of the change and a link to the workflow allows the approver to accept or reject the change. The approver can also enter comments regarding the approval or rejection.

Workflow Objects

System	42B
Workflow Object Name	JDESOCHNG
Object IDs	N4202130, B4200310
Event Description / Function Name	ApprovalProcessWorkflow
Sequence / Line Number	25

APPENDIX B

PeopleSoft EnterpriseOne Sales Order Management Reports

This appendix provides an overview of sales history reports and enables you to:

- View summary tables of all reports.
- View details for selected reports.

Sales Order Management Reports

You generate various Sales Order Management reports to review order status information about:

- Open orders
- Held orders
- Backorders

You can also access and review several types of sales history information.

PeopleSoft EnterpriseOne Sales Order Management Reports: A to Z

This table lists the PeopleSoft EnterpriseOne Sales Order Management Reports, sorted alphanumerically by report ID.

Report ID and Report Name	Description	Navigation
R004203 Prepayment Transaction Report	Use this report to determine which transactions are at which statuses.	Prepayment Processing (G42131), Prepayment Transaction Report
R42600 Sales Ledger Report	Use this report to analyze sales history.	Sales Order Reports (G42111), Sales Ledger Report
R42611 Sales Analysis Summary	Use this report to review period-to-date and year-to-date sales amounts and sales margin.	Sales Order Reports (G42111), Sales Analysis Summary

Report ID and Report Name	Description	Navigation
R42620 Open Orders by Customer Reports	Use this report to review: • Orders that have been picked but not shipped • Orders that have been picked but not billed • Open orders that exceed the customer's requested ship date	Sales Orders Reports (G42111), Open Orders by Customer Reports
R42632 Open Orders by Item Reports	Use this report to review the number of open orders for an item and determine how to fill them using availability information.	Sales Order Reports (G42111), Open Orders by Item Reports
R42640 Held Orders Reports	Use this report to review a list of all sales orders that are on hold for these reasons: • Credit • Profit margin • Partial order hold • Price review	Sales Orders Reports (G42111), Held Orders Reports

PeopleSoft EnterpriseOne Selected Sales Order Management Reports

This section provides detailed information, including processing options, for individual reports. The reports are listed alphanumerically by report ID.

R004203 - Prepayment Transaction Report

You can use the Prepayment Transaction Report (R004203) to determine which transactions are at which statuses. Based on data selection, the report can list prepayments that are authorized but not settled or transactions that are in error.

Processing Options for Prepayment Transaction Report (R004203)

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.

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Purge

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

1. Purge Prepayment Transactions	Leave blank and prepayment transactions are not purged. Enter *1* to purge settled prepayment transactions.

R42600 - Sales Ledger Report

You generate the Sales Ledger Report program (R42600) to analyze sales history Depending on the version of the Sales Ledger Report that you select, you can analyze sales history in these ways:

- By order (document) type, such as phone orders, blanket orders, COD orders, and credit orders
- By line type, such as stock sales, non-stock sales, freight, and miscellaneous charges
- By order status, such as shipped, backordered, or canceled
- By customer, salesperson, or order entry person
- By customer payment terms
- By price amounts

In the order activity rules, you can specify the steps in the process where the system records entries to the S.O. Detail Ledger File table (F42199).

Because the S.O. Detail Ledger File table can contain multiple records for a single order detail line, you must specify either a next or last status code in the data selection for the Sales Ledger Report. If you do not specify a status code, the report can overstate historical sales information.

The most common reasons why information does not print on this report is:

- You did not specify the correct status code in the processing options.
- The order has one or more hold codes.
- The system did not update the Sales Summary History File (F4229) table when you ran the Update Customer Sales program (R42800).

Verify that the processing options for the Update Customer Sales program (R42800) are set to update records in the Sales Summary History File table (F4229).

See Chapter 20, “Running the End of Day Processes,” Updating Customer Sales, page 00.

Processing Options for Sales Ledger Report (R42600)

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.

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Dates

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

From Date Enter the beginning date range for the report.

Thru Date (through date) Enter the ending date range for the report.

R42611 - Sales Analysis Summary

You generate the Sales Analysis Summary program (R42611) to review period-to-date and year-to-date sales amounts and sales margin. The Sales Analysis Summary program retrieves information from the Sales Summary History File table (F4229).

The most common reasons why information does not print on this report is:

- You did not specify the correct status code in the processing options.
- The order has one or more hold codes.
- The system did not update the Sales Summary History File (F4229) table when you ran the Update Customer Sales program (R42800).

Verify that the processing options for the Update Customer Sales program (R42800) are set to update records in the Sales Summary History File table (F4229).

See Chapter 20, “Running the End of Day Processes,” Updating Customer Sales, page 00.

Processing Options for Sales Analysis Summary (R42611)

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 PeopleSoft 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 system implementation, you can change processing options each time you run a program.

Enter requested period start date	Starting Date (in the range of SPC expiration dates) to be used to build the workfile for review. This date should be entered in MM/DD/YY format.
Enter requested period end date	The ending date (in the range of SPC expiration dates) to be used to build the workfile for review. This date should be entered in MM/DD/YY format.

R42620 - Open Orders by Customer Reports

You print Open Orders by Customer Reports (R42620) to review:

- Orders that have been picked but not shipped
- Orders that have been picked but not billed
- Open orders that exceed the customer's requested ship date

You can generate different versions of this report to review:

- Open orders and their total amount
- Open orders beyond a specific date
- Open orders for a specific document type or line type

This report includes backordered items if you have set a processing option in sales order entry to create a backorder when inventory is not available. You must release backorders into the order process before generating this report to reflect accurate backorder and open order information.

If you use Demand Scheduling, the report displays the Scheduled Pick Time (PDTT) in the Date/Time column.

See Also

Chapter 10, "Entering Additional Orders," page 00

Processing Options for Open Orders by Customer Reports (R42620)

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 PeopleSoft 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.

CURRENCY PROC (processing)

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

Currency Print Option Enter *1* to print amounts in Foreign Currency. Enter *2* to print amounts in both Foreign and Domestic Currency. If you leave this processing option blank, only Domestic Currency amounts will print.

R42632 - Open Orders by Item Reports

You generate the Print Open Sales Orders by Item program (R42632) to review the number of open orders for an item and determine how to fill them using availability information.

This report prints the detail line items within each of the sales orders and sorts the information by item number. It prints the on-hand quantities for each item within a warehouse location.

If you use Demand Scheduling, the report displays the Scheduled Pick Time (PDTT) in the Date/Time column.

Verify that all necessary backorders have been released for processing.

R42640 – Held Orders Reports

Use this report to review a list of all sales orders that are on hold for these reasons:

- Credit
- Profit margin
- Partial order hold
- Price review

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 rational 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 *business unit* .

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 table.

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 that 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.

nota fiscal In Brazil, a legal document that must accompany all commercial transactions for tax purposes and that must contain information required by tax regulations.

nota fiscal factura In Brazil, a nota fiscal with invoice information.

See also *nota fiscal.*

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.

workbench A program that enables users to access a group of related programs from a single entry point. Typically, the programs that you access from a workbench are used to complete a large business process. For example, you use the EnterpriseOne Payroll Cycle Workbench (P07210) to access all of the programs that the system uses to process payroll, print payments, create payroll reports, create journal entries, and update payroll history. Examples of PeopleSoft EnterpriseOne workbenches include Service Management Workbench (P90CD020), Line Scheduling Workbench (P3153), Planning Workbench (P13700), Auditor's Workbench (P09E115), and Payroll Cycle Workbench.

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. Z tables also can be used to retrieve PeopleSoft EnterpriseOne data. Z 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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