

PeopleSoft®

EnterpriseOne 8.93
Translation Tools
PeopleBook

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Translation Tools PeopleBook
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About These EnterpriseOne PeopleBooks Preface

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

This preface discusses:

- EnterpriseOne application prerequisites
- Obtaining documentation updates
- Typographical elements and visual cues
- Comments and suggestions

Note

EnterpriseOne PeopleBooks document only fields that require additional explanation. If a field 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.

EnterpriseOne Application Prerequisites

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

See the *Foundation Guide*.

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

You should be familiar with navigating the system and adding, updating, and deleting information by using EnterpriseOne menus and forms. 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 EnterpriseOne applications most effectively.

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 can find a variety of useful and timely materials, including updates to the full PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM.

Note

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 Website, <http://www.peoplesoft.com/corp/en/login.jsp>

Typographical Conventions and Visual Cues

This section discusses:

- Typographical conventions
- Visual cues

Typographical Conventions

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

Typographical Convention or Visual Cue	Description
<i>Italics</i>	Indicates emphasis, topic titles, and titles of PeopleSoft or other book-length publications. Also used in code to indicate variable values.
Key+Key	A plus sign (+) between keys means that you must hold down the first key while you press the second key. For example, Alt+W means hold down the Alt key while you press W.
Monospace font	Indicates a PeopleCode program or other code example.
“ ” (quotation marks)	Indicates an adjective that is used in a way that might not be readily understood without the quotation marks, for example "as of" date, "as if" currency, "from" date, and "thru" date.

Cross-references	EnterpriseOne PeopleBooks provide cross-references either below the heading “See Also” or preceded by the word See. Cross-references lead to other documentation that is pertinent to the immediately preceding documentation.
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Visual Cues

EnterpriseOne PeopleBooks contain the following visual cues:

- Notes
- Cautions

Notes

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

Note

Example of a note.

Cautions

Text that is preceded by *Caution* is crucial and includes information that concerns what you must do for the system to function properly.

Caution

Example of a caution.

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 you can send e-mail comments to doc@peoplesoft.com.

While we cannot guarantee an answer to every e-mail message, we will pay careful attention to your comments and suggestions.

PeopleSoft Software

PeopleSoft software supports manufacturing, financials, distribution/logistics, and human resource operations for multisite and multinational organizations. An organization's business needs determine what application suites are installed in its enterprise system. Complex business situations might require several application suites to achieve a comprehensive solution. PeopleSoft combines those applications with an integrated toolset and tailors them to meet the needs of each business.

Application suites are created from combinations of systems. For example, the Financial Suite includes system 03B (Accounts Receivable), system 04 (Accounts Payable), system 09 (General Accounting), system 12 (Fixed Assets), and others. Systems, in turn, consist of executable functions, forms, reports, database tables, and other components that are designed for specific business needs.

You use PeopleSoft Translation Tools to translate each component of each system in PeopleSoft software.

Prerequisite

Before you begin translating PeopleSoft software, you should familiarize yourself with the following guides:

- ❑ *Foundation Guide*
- ❑ *Development Tools Guide*
- ❑ *Development Guidelines for Application Design Guide*

PeopleSoft Translation Tools

PeopleSoft Translation Tools are tools that translate PeopleSoft software products from a source language, such as English, into multiple target languages quickly and efficiently.

PeopleSoft Translation Tools provide the following features:

- | | |
|-------------------------------|--|
| Contextual References | As you translate the interface, you can view items in context. |
| Consistency Features | You can view previously translated terms to ensure a consistent translation. |
| Automated Translations | When you choose an item to translate, the PeopleSoft Translation Tools searches the database for that item. If it finds a match, Translation Tools automatically displays the translation. |

In most translation applications, items appear in context. For example, all items within a task appear together, and the items of a form are shown the way that they appear in the software so that you can view the context while translating.

During the translation cycle for a new release of PeopleSoft software, the items to be translated are made available to the translators through the Delta Process. The Delta Process extracts the translatable items from the software, stores these items in a PeopleSoft-supported database, and assigns status codes to the items.

When extracting the translatable items from the software, the Delta Process compares the new release of PeopleSoft software with the previous release to locate the changes, and assigns a status of 20 (Untranslated) to new or changed items.

As you translate using PeopleSoft Translation Tools, you update items on a PeopleSoft-supported database every time that you click OK.

Caution

The system has no lock capability, and two or more translators can access and translate the same item at the same time. The last translation saved is the translation reflected in the system. If two or more translators are working on the same system, they should divide their work to ensure that they do not overwrite each other's work.

PeopleSoft software contains a variety of application suites, or verticals, that relate to different departments within an organization, such as distribution, manufacturing, and human resources. Multiple systems reside within each vertical.

You might be assigned to translate the human resources and financial verticals. As you translate different systems, you will notice that, due to the subject of the applications, terms used in one system are not used in others.

Although you can translate the software items in any order, PeopleSoft recommends that you translate the software interface in the following order:

1. Glossary entries (using a translation memory such as TRADOS)
2. Data dictionary items
3. Processing options
4. Forms
5. Reports
6. Menus
7. Tasks
8. User defined codes
9. Resource files
10. Miscellaneous items

Consistency Features

PeopleSoft Translation Tools provide features that enable you to translate consistently. Because a single term can have multiple meanings, you should translate source terms consistently throughout a system. You use consistency features to ensure that previously translated terms are consistent with current translations.

Suggestions

When you choose a previously translated item, PeopleSoft Translation Tools enters the selected translations in the Source and Target translation fields. You can set up PeopleSoft Translation Tools to suggest the previous translation or to always suggest the data dictionary description, even when the item has an override.

The suggestions for previous translations come from your source language database. PeopleSoft Translation Tools allows you to add new suggestions as well as edit existing ones.

Space Constraints

A fixed amount of space is available for each translatable item. Because translated information requires varying lengths of text, you might have to abbreviate your translations. When you have exceeded the number of bytes allotted for an item, the system generates one of the following warnings:

- Abbreviate the translation
- Use another term
- Check the preview (Many forms have maximum and minimum buttons that allow the user to control the length of the controls)

Translating Controls

The amount of space available for the translation is measured either in characters or pixels, depending on the type of control chosen. The following table shows the 9 types of controls available and whether the control uses a pixel-or character-based measurement:

Control	Space Measurement
Push Button	Pixel-based
Check Box	Pixel-based
Radio Button	Pixel-based
Static Text	Pixel-based
Group Box	Pixel-based
Hyper Button	Character-based
Bitmap	Character-based
Text Variable	Character-based
Control	Pixel-based

Search and Replace

Each PeopleSoft translation application except FASTR, Favorites, and Menus, includes a search and replace feature. Each tool has slightly different search and replace functionality and, depending on the type of text, requires separate search criteria. You access the search and replace feature from each tool separately. For example, you cannot perform a search of UDC items and replace them using the F79750: Forms Design Aid (FDA) tool.

Spell Check

You can use the Microsoft Word spell check feature with most PeopleSoft Translation Tools. Before using spell check in PeopleSoft Translation Tools, you must choose the appropriate language options in Microsoft Word. You can only use spell check for single-byte languages. You should use the spell check feature before you save translations.

Default Codes Used in PeopleSoft Translation Tools

Within PeopleSoft Translation Tools, all translatable items must have a status code. Status codes indicate:

- The status of each translatable item
- Whether the item is ready to be packaged in the software
- The location of the item in the translation process

As you translate, you enter the appropriate status codes to ensure that the source terms do not appear in the software. During the software mastering process, only translated items with the following statuses appear in the software:

- Complete (status = 11)
- FDA/RDA DD Default (status = 15)
- Review (status = 25)

If a translated item has any other status codes assigned, the source term for that translated item appears in the software.

In addition to the status codes, two other types of codes further define the translatable item:

- Reason
- Skip

The delta process updates the Reason code to indicate the type of change (for example, a text or size change). You update the Skip code to indicate why you did not translate the item (for example, the item is test data or a translation is not needed for your language). If you assign a Skip code to an item, the Source text appears in the software.

Translatable PeopleSoft Items

The translatable items in PeopleSoft software include the following:

- Data dictionary items
- Glossary entries
- Processing options
- Forms
- Reports
- Tasks
- User defined codes
- Resource files
- Miscellaneous items

You can use PeopleSoft Translation Tools to translate all items. However, you can use a translation memory, such as TRADOS, to translate glossary items for processing options and data items.

Data Dictionary Items

The data dictionary stores the text items used for row and column headings, alpha descriptions, and glossaries (F1 or field-level helps) for reuse. When translating these text items, you should view the associated glossary entry, if available, to understand the context of the data dictionary item and to ensure that you are using consistent translations.

Glossary Entries

Glossary entries describe data dictionary items and their use in the software. You can view glossaries from multiple applications by using PeopleSoft Translation Tools. Being able to view the glossaries from multiple applications allows you to see their context while you translate. You translate each entry using a translation memory, such as TRADOS.

Because glossaries can contain hundreds of lines of information, they are among the most time-consuming components to translate.

Processing Options

You can use processing options to customize most PeopleSoft applications according to your needs. Processing options allow you to supply parameters to control how a program functions. For example, processing options allow you to:

- Specify defaults for certain form displays
- Control the format in which information appears on reports
- Change how a form displays information

You translate all of the tabs and the processing option text on the processing option forms.

Forms

When you access an interactive application, a form appears. Each form contains a title and a variety of controls, tabs, grid items, and hyper controls, all of which must be translated.

Reports

Similar to forms, reports contain grid items, controls, and titles that must be translated. Column items and section controls correspond to data dictionary items.

Tasks

PeopleSoft software contains task menus that allow access to subtasks, applications, and reports. As you translate tasks, all task items and submenus appear together so that you can view them in context.

Some tasks must be translated with a different tool than that which you use to translate the task items.

User Defined Codes

User defined codes (UDCs) are codes and descriptions in the software that provide you with an easy way to choose a value from a list. UDCs are stored in tables within PeopleSoft software, and you access them from these tables.

Each user defined code contains a description of the option as well as a code for that option. You translate only the descriptions; the codes remain the same in every language.

Resource Files

Resource files (for example, files with extensions such as .rc, .dll, .exe) are applications generated by third-party tools (for example, Java and C++) that appear throughout PeopleSoft software. These items are not PeopleSoft items, but they must be translated into the target language or users will see source text. These files include error messages, toolbar menus, and the legal disclaimer.

Miscellaneous Items

A few items in the PeopleSoft software interface cannot be included in any of the previous categories, and PeopleSoft Translation Tools does not recognize them. These miscellaneous items are contained in specific tables within the PeopleSoft software and include user defined time periods and the names of the months. You translate miscellaneous items by using the FASTR and Favorites applications.

Accessing the PeopleSoft Translation Tools

You access all the PeopleSoft translation tools through the Translation Applications menu (GH791). On the Translation Applications menu, all translation applications appear in a tree. When you access any of the translation tools for the first time, the system displays default information. When you access the tools; you see the information that you last entered when you last exited the program (for example, product code, status, and so on.). No translation items appear until you search for them.

► To access any translation tools

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator.

- The Senior Translations version of the program automatically updates the translation item status to 11 (Complete) from a status of 20 (Untranslated) or 25 (Edit/Review).
 - The Junior Translations version of the program automatically updates the translation item status to 25 (Edit/Review) from a status of 20 (Untranslated). If the item is already at a status 25, the status does not change automatically.
1. To begin translating, click Translation Tools and then choose one of the translation applications (for example, F7920 : Resource Text Translations (RTT)).
 2. Click OK.

Note

Subsequent navigations in the Translation Tools documentation assume that you are a senior translator.

Reviewing Audit Information for a Delta Process

You can review the audit information for a Delta Process to ensure that the Delta Process has been run over the items that you want to translate. The Delta Process determines what development changes have occurred in PeopleSoft translation tables over a specific period. The process compares the PeopleSoft translation tables, as they are at the time that you run the process, with the Production or Mastered versions, as they were when you last ran the process.

► **To review audit information for a Delta Process**

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then choose Translation Tools:

1. On the View tab, click a translation tool, and then click the Audit tab.
2. Review the following fields:
 - Object Name
 - Status Description
 - Delta Total Records
 - Delta Change Records
 - Delta Begin Date
 - Delta End Date
 - Delta Begin Time
 - Delta End Time
 - Delta User

Understanding Information Common to All Tabs

Many of the tabs on the Fix/Inspect forms in the PeopleSoft Translation Tools contain the same information. You should be familiar with the following information before using the PeopleSoft Translation Tools.

The examples in this chapter are taken from different translation tools. However, you can find the information defined in all translation tools.

View Tab

The View tab contains display and option information for individual items, files, and objects.

Audit Tab

The Audit tab contains audit trail information for an individual translation item or for an object.

Status Totals Information

The status totals are the total number of translation items that were transferred when the last Delta Process was run.

Translator or Translation Audit Information

The translator or translation audit information identifies who last translated an item, when it was translated, and so on.

Audit Trail Information

The audit trail information provides you detailed information about who accessed an item.

Glossary Tab

The Glossary tab contains the glossary information for items that have glossaries. Each Glossary tab contains header information—for example, the data item name and a description.

The Glossary tabs contain two panes. The top pane is the source pane or untranslated text. The bottom pane is the target pane or translated text. You cannot always change the text in these panes. The Translating the Data Dictionary section of this guide explains all you need to know about the Glossary tab and translating data dictionary items.

The Source and Target Panes

The source and target panes are located in the common area. The common area is located in the lower section of almost all of the forms of the PeopleSoft Translation Tools. When you click an item in the detail area, the current source and target text appears in the fields in the common area.

Pane	Explanation
Source	Displays the term or text in source language. The application also uses this field to store variable-length terms or text for use by PeopleSoft Translation Tools.
Target	Displays the term or text in target or translation language. The application also uses this field to store variable-length terms or text for use by PeopleSoft Translation Tools.

All common areas in the PeopleSoft Translation Tools forms contain Status, Change Type, and Skip Reason information for the individual item that you choose to translate.

PeopleSoft Translation Tools Options

You can customize the appearance and performance of the PeopleSoft Translation Tools to suit your translation style and to allow the system to assist you in translation.

Display

You access the translation applications from a tree. You can customize the tree to either limit or expand your view of the data items that you want to translate. Click the following options to define your view:

- Source
- Target
- Both

Field	Explanation
Source	Display only the source text.
Target	Display only the target text.
E	Display both the source and target text.

Move by Status

The Move by Status feature allows you to specify which translation items appear when you finish translating the current item. The Move by Status feature moves to the next item at the status that you specified on the Find/Browse (Work With . . .) form.

For example, if you are working only on translation items at status 20 (Untranslated), with the Move by Status feature turned on, the system displays only those items at status 20. You can specify any status in the translation process.

► To turn on Move by Status

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then choose any of the following translations tools:

F79750 : Forms Design Aid (FDA)

F79760 : Report Design Aid (RDA)

F98306 : Processing Options (PO)

1. On the Find/Browse form (Work With . . .), complete the following field and click Find:

- Status

The status that you specify here is the status at which the system displays the records when you turn on Move by Status.

2. Choose an item from the detail area and click Select.
3. In the translation application that you are using, click the following option to turn it on:
 - Move by Status
4. Enter your translation in the Target field and click OK.

The translation tool saves the translation and then displays the next item with the same status.

Moving from Item to Item

PeopleSoft Translation Tools allow you to move from item to item without having to exit the translation tool in which you are working. You have two options that allow you to move from item to item:

- Move Previous and Move Next
- Previous and Next

Using the Move Previous or Move Next Features

The Move Previous and Move Next option allows you to view the items in the detail area of the previous “Work With” form. You can use both of these features to move from item to item in the detail area of the “Work With” form on which you searched for items.

You can use the Move Previous or Move Next features only in the following PeopleSoft Translation Tools:

- F79750 : Forms Design Aid (FDA)
- F79760 : Report Design Aid (RDA)
- F98306 : Processing Options (PO)

Using the Previous and Next Features

You use the Previous and Next features for much the same reason that you use the Move Previous or Move Next features. The Previous and Next features, however, are different in the following ways:

- They function independently of the Move by Status.
- They move to the next or previous item in the detail area of the previous “Work With” form regardless of whether you turn on Move by Status.

While you can use the Previous and Next features in all of the PeopleSoft Translation Tools, you might find that you do not need them in the tools that have the Move Previous or Move Next features.

Checking the Spelling of Your Translations

PeopleSoft Translation Tools uses the spell check feature within Microsoft Word. You must set up the options in Word for your target language. If you do not set them up, the spell check feature will not work properly.

Warning

Ensure that you close Microsoft Word before running the spell check feature in PeopleSoft Translation Tools. PeopleSoft Translation Tools launches the spell check feature regardless of whether Microsoft Word is open. If Microsoft Word is open when you run the spell check, it might shut down without saving any work in progress.

Prerequisite

- ❑ Close all sessions of Microsoft Word before you run spell check in PeopleSoft Translation Tools. If Word is open when you run spell check, Word might shut down without saving any work that you have open.

Manual Spell Check

Before you advance to the next item to be translated, you can check the spelling of the item. The Spelling tab highlights any misspelled words.

► To manually check the spelling

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then choose any translation tool.

1. Locate and choose any translation item other than a glossary item.
2. Choose Spell Check from the Form menu.
Misspelled words appear in red.
3. Correct any spelling errors.
4. Click one of the following options:

- OK

The PeopleSoft Translation Tool saves the translation, updates the status, and displays the next item in the Source data field.

- Save

The PeopleSoft Translation Tool saves the translation and updates the status.

Auto Spell Check

You can specify that PeopleSoft Translation Tools automatically spell check your translations as you enter them. To do so, turn on the Auto Spell Check option. The following task demonstrates how to turn on the Auto Spell Check option in the F7920 : Resource Text Translations tool. You can use the Auto Spell Check feature in almost any tool.

► **To auto spell check**

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translation (RTT).

1. On Work With Resource Text Translation, complete the following fields and then click Find:
 - Selected File Name
 - Status
 - Language
2. Click an item in the tree menu and then click Select.
Alternatively, you can double-click a translation item in the tree menu.
3. On the Resource Text Translation form, turn on the Auto Spell Check option.

Auto Hot Key

A hot key is a key sequence that automatically launches a shortcut when pressed (for example, CTRL + C is a hot key for the command Copy). The Auto Hot Key feature allows you to automatically copy the source hot key into the target translation. Alternatively, you can manually copy the hot key from the source field into the target field if the source and target hot keys are the same.

Changing Item Status

Each time that you revise a translation item and click OK, the system automatically updates the item status. The next status that the system chooses in the translation process depends on which version of the tool you are using. The following table describes the versions and the next status to which the system moves a translation item when you click OK.

If you are using:	The system automatically updates the translation item to:
Senior Translations	11 (Complete) from a status of 20 (Untranslated) or 25 (Edit/Review)
Junior Translations	25 (Edit/Review) from a status of 20 (Untranslated) If the item is already at status 25, the status does not change.

You can manually change the status of the translation process. For example, if you are using a Senior Translations version and you are unsure if the item is translated accurately, you can change the item to 25 (Edit/Review) to indicate that it should be reviewed.

► **To change item status**

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, complete the following fields and then click Find:

- Selected File Name
- Status

The default value in the Status field comes from a processing option for the version that you are using.

- Language

The default value in the Language field comes from your PeopleSoft user profile.

2. Choose an item and click Select.

3. Translate the item and click OK.

The F7920 : Resource Text Translations (RTT) tool saves the translation with the appropriate status code based on the version (junior or senior) that you are using.

See Also

- *Additional Information: Status Codes* in the *Translation Tools Guide* for a description of the PeopleSoft Translation Tools status codes

Entering Translations Manually

When you begin translating items, the system provides suggestions from previous translations. These suggestions come from your source language database. The system populates your target fields with these suggestions. You can enter translations manually, such as when the item is new and you do not agree with the suggestion or when the suggestion is a fuzzy match that would require a great deal of editing. (A fuzzy match is a source text that only partially matches the target text.)

You can enter translations manually on any Fix/Inspect form in any of the PeopleSoft Translation Tools.

► **To enter a translation manually**

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then choose F7920 : Resource Text Translation.

1. On Work With Resource Text Translation, complete the following fields and then click Find.,
 - Selected File Name
 - Status
 - L
2. Choose an item in the tree menu and then click Select
Alternatively, you can double-click a translation item in the tree menu.

The Resource Text Translation form displays the source text.
3. In the Target field, enter the translated text.
4. Click OK.
PeopleSoft Translation Tools saves the translation and updates the status.
5. Click Next.
PeopleSoft Translation Tools displays the next item in the list.

Copying Translations

Many times the source text is a sufficient explanation for the target item or you cannot translate the target item. You can use the following features to copy information from the source text fields into the translation target fields.

Copy Source	Copies the text for all source fields to the translation target fields.
Copy Alpha	Copies the translation for the Alpha description into the row and column translation fields. (Use this feature for data dictionary translation only.)
Copy Row	Copies the translation for the row description into the translation field for the column description. (Use this feature for data dictionary and translation tools only.)
Copy Previous	Copies the translation for the last saved translation into all translation fields.
Copy Tab	Copies the translation from the Short Name field to the Long Name field. (Use this feature for processing options translation only.)

Note

For data dictionary items, always translate the alpha description first so that the copy functions are available for the row and column translations.

Copying the Source Item

If the source item has no translation in the target language, you can copy the source item into the Target field.

You should copy source text only to help you format your translations; you should never save the source text as your translation. If the source text does not require translation, assign the item status 30 Other (Skip Reason). Status 30 skips the translation for that item. If you do not assign status 30 to the item, the system displays the source text.

► To copy the source item

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then choose F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, complete the following fields and click Find:
 - Selected File Name
 - Status
 - Language
2. Choose an item and click Select.

The Resource Text Translation form displays the source item in the Source field.
3. Choose Copy Source from the Form menu.

The source item appears in the Target field.
4. Translate the item.
5. Click OK.

Using Suggestions

PeopleSoft Translation Tools allow consistency and save time by allowing you to use items that have already been translated. When PeopleSoft Translation Tools find a previously translated item, it automatically completes the Target field so you can use the suggestion and immediately go to the next untranslated item.

Alternatively, you can search for translated items manually. When using suggestions, you should consider whether you want to retrieve suggestions manually or let the system retrieve them automatically, and whether you want to save your own translations as suggestions.

The suggestions data field, located in the lower right of the translation tool forms, contains the following entries:

- None
No appropriate translations exist for this source term.
- Exists (Loaded)
The data field contains a lightning bolt icon, which indicates that a suggested translation is available for this source term. When you click the icon, the Suggestion -Search & Select form appears. You then can search for the most appropriate translation for the source term.
- More Exists
The data field contains a lightning bolt icon, which indicates that more than one suggested translation is available for this source term. When you click the icon, the Suggestion -Search & Select form appears. You then can search for the most appropriate translation for the source term.
- DD Default
The data field contains a light bulb icon, which indicates that appropriate translations are available for this source term. When you click the icon, the Data Dictionary Translation form appears.
- Not checked
Based on the status of the term, the system did not search the database for any suggested translations.

You can use the Suggestions on any Fix/Inspect (Work With. . .) form in any of the PeopleSoft Translation Tools except the following:

- F83100: FASTR Date Title
- F83100: FASTR Column Headings
- F91100: Favorites Relationships and Properties

You also can access it directly From the Translation Tools menu (GH791) by choosing either Senior Translations or Junior Translations, depending on your role, and then choosing Suggestions from the Form menu.

Manually Searching for Suggestions

PeopleSoft Translation Tools allow you to manually search for and use previously translated items. You manually research translations when you are not satisfied with the default suggestions.

► To manually search for suggestions

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, complete the following fields and then click Find:
 - Selected File Name
 - Language

2. Choose an item in the detail area and then click Select.
Alternatively, you can double-click a translation item in the detail area.

3. On the View tab of Resource Text Translation, ensure that the Suggestions option is turned on.

4. In the Length field, enter the number of beginning characters you want PeopleSoft Translation Tools to search when finding matches.

For example, if you enter 5, PeopleSoft Translation Tools uses the first five characters of source text to search for and retrieve matching translated items.

- If PeopleSoft Translation Tools finds only one term and the Target field is blank, it automatically loads the text into the Target field. If the existing translation is accurate for your item, continue to step 7. The Suggestion Search & Select icon also appears here.
 - If PeopleSoft Translation Tools finds more than one term, it displays the Suggestion Search Select icon with the text More Exists.
5. Choose Suggestions from the Form menu.

Note

The compressed description in the Source Search Text data field contains the search text without spaces, slashes, dashes, commas, or other special characters. The compressed description is the field used in the Data Dictionary Name Search.

6. To search for translations, on Suggestion - Search & Select, enter search criteria in the appropriate fields on the form and click Find.
7. Choose the translation you want to use from the detail area, and click Select.
The Resource Text Translation form appears, displaying the translation that you chose from the Target data field.

8. Click OK.

The PeopleSoft Translation Tool saves the translation and updates the status.

9. Click Next to move to the next translation item.

Automatically Searching for Suggestions

If you are translating items with a status 20 (Untranslated), you can use PeopleSoft Translation Tools to automatically search for and use previously translated items. PeopleSoft Translation Tools alerts you if it finds more than one option for the item you are translating. You can make your search general or more specific by selecting the number of characters you want to search on in the Source term. For example, you can specify your search by directing the software to retrieve only those items that match the first 40 characters of the Source term. Alternatively, you can make your search more general by directing the software to retrieve only those terms that match fewer characters.

► To automatically search for suggestions

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, complete the following fields and then click Find:
 - Selected File Name
 - Status
 - Language

2. Click an item in the detail area and then click Select.

Alternatively, you can double-click a translation item in the detail area.

3. Ensure that the Suggestions option is turned on.
4. In the Length field, enter the number of beginning characters you want PeopleSoft Translation Tools to search when finding matches.

For example, if you enter 5, PeopleSoft Translation Tools uses the first five characters of source text to search for matching translated items.

- If PeopleSoft Translation Tools finds only one term and the Target field is blank, it automatically loads the text into the Target field. If the existing translation is accurate for your item, continue to step 7. The Suggestion Search & Select icon also appears here.
- If PeopleSoft Translation Tools finds more than one term, it displays the Suggestion Search & Select icon with the text More Exists.

Note

The compressed description in the Source Search Text data field contains the search text without spaces, slashes, dashes, commas, or other special characters. The compressed description is the field used in the Data Dictionary Name Search.

5. Click the icon or choose Suggestions from the Form menu if you are not satisfied with the suggestion that was loaded.
6. On Suggestion - Search & Select, choose the translation you want to use.

7. Click Select.

The Resource Text Translation Text form appears, displaying the text that you chose from the Translation field.

8. Click OK.

The PeopleSoft Translation Tool saves the translation and updates the status.

9. Click Next to move to the next translation item.

Adding Translations as Suggestions

You can add your translations as a suggestion for you or other translators to use later. You have two options when adding translations; each option adds the suggestion differently. Perform one of the following when you add a translation as a suggestion:

You	The system
Click OK	Automatically saves the translation to the code page as well as the Translations Suggestions (F7910) table as a suggestion if the following conditions exist: <ul style="list-style-type: none"> • The Suggestion option is turned on. • The suggestion does not already exist.
Choose Add Suggestion from the form menu	Saves the translation to the Translations Suggestions (F7910) table.

You can use suggestions on any Fix/Inspect (Work With. . .) form in most of the PeopleSoft Translation Tools.

► To add a translation as a suggestion

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, complete the following fields and then click Find:
 - Selected File Name
 - Status
 - Language
2. Click an item in the detail area and then click Select.
Alternatively, you can double-click a translation item in the detail area.
3. On the View tab of the Resource Text Translation form, ensure that the Suggestions option is turned on.
4. In the Target field, enter the translation for the current item and perform one of the following actions:
 - Click OK

- From the Form menu, choose Add Suggestion.

Updating or Deleting Suggestions

You can update or delete a suggestion using the Translation Suggestion Search and Select (P7910S) program. You can access this application from any of the PeopleSoft Translation Tools. The PeopleSoft Translation tools themselves do not update or delete suggestions.

After you have created a suggestion for one item of source text, you cannot add an additional suggestion for that exact source text. If the record exists, the system does not add another. If you need to update that suggestion, you have the following options:

Update You might want to update the suggestion if:

- The text has changed slightly.
- The space requirements have changed (you have either more or less space for the translation).

Delete You might want to delete the suggestion if:

- The source text is obsolete.
- The suggestion was added by mistake.
- It is easier to delete the suggestion and enter another than to update the current one.

► To update or delete suggestions

Use one of the following navigations:

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator. On PeopleSoft Translation Tools choose a translation tool.

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator. Choose Suggestions from the Form menu, and then complete steps 5 through 8. You might want to do this if you need to go directly to Suggestions to perform maintenance on the suggestions.

The following steps use the Resource Text Translations tool as an example.

1. On Work With Resource Text Translation, complete the following fields and then click Find:
 - Selected File Name
 - Status
 - Language
2. Click an item in the detail area and then click Select.
Alternatively, you can double-click a translation item in the detail area.
3. On Resource Text Translation, turn on the Suggestions option, and then choose Suggestions from the form menu.
4. On Suggestion - Search & Select, locate the record that you want to update or delete.
5. Click the record in the detail area, and then choose Update Suggestions from the Form menu.

If no suggestions appear in the detail area, you must add one.

6. On Work With Translation Suggestions, complete the following fields (if needed), and then click Find:
 - Source Search Text
 - L
 - Product Code
7. Click a record in the detail area and then click OK.
8. If you want to delete the suggestion, click Delete and then go to step 9.
9. If you want to update the suggestion, click Select and then go to step 8.
10. Update or delete your suggestion in the Target field, and then click OK.
11. Click Cancel.

Using Source and Target Preview

The PeopleSoft Translation Tools offer many features to help you further refine the data, structure, and physical appearance of your translations. The following features help you refine your translations:

Source Preview This feature allows you to view source objects as they appear in the software. Use the source preview to review software objects in the source language for content and format as you make translation choices.

Target Preview This feature allows you to view target objects as they will appear translated in the software. Use the target preview to review your software objects in your target language for content and format as you make translation choices.

The following PeopleSoft Translation Tools have Source Preview and Target Preview:

- F79750 : Forms Design Aid (FDA)
- F79760 : Report Design Aid (RDA)
- F9203 : Data Dictionary (DD) Alpha
- F98306 : Processing Options (PO)

► **To use source or target preview**

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then choose any translation tool with source or target preview.

1. Choose an item in the detail area.
2. From the Form menu, choose one of the following:
 - Source Preview
 - Target Preview

Using Keyboard Shortcuts

Using keyboard shortcuts saves you valuable time when translating. You can use the following keyboard shortcuts to move between tabs and items on the PeopleSoft Translation Tools forms.

Ctrl+Tab	Moves between tabs from left to right.
Ctrl+Shift+Tab	Moves between tabs from right to left.
Alt+X	Moves to the next item on a Find/Browse (Work With. . .) form.
Alt+V	Moves to the previous item on a Find/Browse (Work With. . .) form.
Alt+O or Enter	OK.
Ctrl+End	Moves to the last selection in the detail area.

The Search and Replace Translation Tool

The Search and Replace workspace consists of a form with three or four of the following tabs: General, Application, Search Text, and Find/Replace. The number of tabs depends on which translation tool you are using.

General Tab

When you access the Search and Replace tool from a PeopleSoft Translation application's Find/Browse (Work With. . .) form, the form that appears consists of the upper and lower common areas with the detail area in between. The detail area of the General tab is the only area that is different for every application.

The General tab allows you to further define your search criteria. For example, if you know the Date Translated – From and the Date Translated – Through, you can limit your search to that period of translation.

Application Tab

When you access the Search and Replace tool from an application's Find/Browse (Work With. . .) form, the form that appears consists of several tabs. The Application Tab is different for each of the four applications. Each Application tab consists of data fields that you use to define your search and replace.

Application Tab on Forms Design Aid (FDA)

The Application tab on Forms Design Aid (FDA) allows you to further define your search criteria. For example, if you know the Form Name and the Data Item, you can limit your search to that form and the data item that appears on it.

Application Tab on Report Design Aid (RDA)

The Application tab on Report Design Aid (RDA) allows you to further define your search criteria. For example, if you know the Object Name you can limit your search for the text on only that object.

Application Tab on Processing Options (PO)

The Application tab on Processing Options (PO) allows you to further define your search criteria. For example, you can limit your search according to PO Text Type.

Application Tab on Solution Explorer Tasks

The Application tab on Solution Explorer Tasks allows you to further define your search criteria. For example, if you know the Task ID, you can limit your search for the text on that object only.

Search Text Tab

When you access the Search and Replace tool from an application's Find/Browse (Work With. . .) form, the form that appears consists of several tabs. All Search Text tabs are the same for each application.

Find and Replace Tab

When you access the Search and Replace tool from an application's Find/Browse (Work With. . .) form, the form that appears consists of several tabs. The Find and Replace feature allows you to find specific search strings of translated text for the application that you are in and replace them with a new or updated translation. You can replace each instance individually or you can replace all instances. The Find and Replace tab is the same for each application.

When you choose the Replace Translation option, the system searches for the selected source translation that matches the term in the detail area that you want to replace. When the system finds a match, the source translation appears in the Source field, and your proposed replacement translation appears in the Target field. You have the following choices when you replace text:

When you choose:	The system:
Replace	Replaces only current text and remains on that text
Replace Next	Replaces only current text and finds the next text match
Replace All	Replaces all text in the detail area with matching criteria and returns to the top of the grid

Using the Search and Replace Tool

The Search and Replace tool exists in all of the tools except for the following:

- F83100 : FASTR Date Title
- F83110 : FASTR Column Headings

- F91100 : Favorites Relationships and Properties

When you replace a translation and save it, PeopleSoft Translation Tools allow you to proceed to the next item on your list. Continue replacing translated items until you have completed your list for all of the applications.

Prerequisite

- Review *Additional Information: Jargon and Overrides* in the *Translation Tools Guide*.

Using the Search and Replace Tool

Within PeopleSoft software, you work with source language data terminology and translate this terminology into a variety of target languages. The Search and Replace tool helps you locate a specific term in the source or target language and review all of the associated translation variations for a record. The Search and Replace tool is specific to each translation application, and therefore allows the user to search and update only existing files relevant to that application.

You can use wildcard characters to expand your search or if you are not sure of the spelling of your search term. Several types of wildcards exist. The PeopleSoft Translation Tools use an asterisk (*).

Asterisks (*) substitute a string of characters of any length at the beginning of the string, the end of the string, or both. Asterisks (*) specify 0 (zero) or more alphanumeric characters. You can use wildcards to obtain special results. The following table illustrates wildcard use in the Search and Replace tool (where *string* equals any alphanumeric string).

Search String	Description	Search Text Example	Source Results	Target Results
string*	Begin Wild	Code*	Code Page	Página de código
*string	End Wild	*Code	Purge Code	Código de depuración
string	Total Wild	*Code*	Managerial Analysis Code 1	Cód de análisis gerencial 1
string	Exact	Code	Code	Código

Once you define your search criteria, you can find and replace the following types of text strings:

- Text strings with other text strings only
- Text strings with text strings containing spaces
- Text strings with spaces only
- Text strings with nulls

The following table illustrates a sample search. One carat (^) equals one space.

Search Text Example	Replace text strings with. . .	You enter the following in the Find field. . .	You enter the following in the Replace field. . .	Target Results
Code	Other text strings	*Código*	CódXigo	CódXigo
Code	Text strings containing spaces	Código*	*C^^^ódigo*	C^^^ódigo
Code*	One blank	Código*	*^Código*	^Código
Code*	More than one blank	Código*	*Cód^^^igo*	Cód^^^igo
Code*	Null	Código*	*	(blank)

The most effective way to perform the search and replace is to complete the search criteria on the tabs in the following order:

1. General
2. Search Text
3. Find/Replace

► **To define your general search criteria**

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, complete any of the following fields and click Find:
 - Selected File Name
 - Status
 - Language
2. From the Form menu, choose Search / Replace.

The system updates the header of the Search and Replace form with some of the information that you entered in the header area of the Work With Resource Text Translation form, such as Selected File Name and Language. However, the system does not update the Status field with the value from the Status field on the Work With Resource Text Translation form. Instead, it supplies the default value of 11 (Complete) because you normally want to search for completed items only.

Depending on the application from which you access the Search and Replace feature, different search criteria appear. For example, if you access the Search and Replace feature from F0004 : User Defined Code (UDC) Types and the fields in the header contain values, the search criteria are the product code and the language.

3. On the General tab, complete any of the search fields, and then click Find.

Note

You can search only for the following statuses when using the Search and Replace feature:

- 11 (Complete)
 - 20 (Untranslated)
 - 25 (Edit/Review)
-

After you define your general search criteria and review the results in the detail area, you can either define your search text or find and replace target items.

► **To define your search text**

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, complete any of the following fields and click Find:

- Selected File Name
- Status
- Language

2. From the Form menu, choose Search / Replace.
3. On Search and Replace, click the Search Text tab.

The system updates the detail area of the Search and Replace form with the information from the General tab.

4. To further define your search, complete any of the search fields, and then click Find:

- Source
- Target
- Primary Search
- Source

An option that specifies whether the system searches for a match on the source description first and then the target description. If the system finds a match, it then checks the target description for a match based on the search criteria chosen in the Secondary Search.

- Target

An option that specifies whether the system searches for a match on the target description first and then the source description. If the system finds a match, it then checks the source description for a match based on the search criteria chosen in the Secondary Search.

- Secondary Search
- Case Sensitive

An option that specifies whether the search is case sensitive. If you turn this option on, it applies to the Primary Search that you did not choose. For example, if Source is chosen in Primary Search, the case sensitivity option applies to Target.

- Equal To

An option that specifies whether the system returns items to the detail area for which the Source and Target items match. If you turn this option on, the system returns only those items for which both the Source and the Target items contain the string you entered in the Source or Target field. If you do not turn this option on, the system returns only items for which the Source matches but Target does not.

After you define your search text and review the results in the detail area, you can find and replace target items.

► To find and replace target items

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, complete any of the following fields and click Find:
 - Selected File Name
 - Status
 - Language
2. From the Form menu, choose Search / Replace.
3. On Search / Replace, click the Find/Replace tab and complete the following fields:
 - Find
 - Replace with
4. From the Form menu, choose one of the following:
 - Next
The system chooses the next item in the detail area.
 - Replace
The system replaces the current item in the detail area.
 - Replace / Next
The system replaces the current item and then chooses the next item in the detail area.
 - Replace All
The system replaces all items in the detail area.

- Previous
The system chooses the previous item in the detail area.
- Top
The system chooses the uppermost item in the detail area.

Approving Target Items

You can use the Search and Replace Tool to approve target items; for example, target items changed by the Multiple Release Exact Match program (P7903).

► To approve target items

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, choose Search / Replace from the Form menu without completing any fields.

The system updates the header of the Search and Replace form with some of the information that you entered in the header area of the Work With Resource Text Translation form, such as Selected File Name and Language. However, the system does not update the Status field with the value from the Status field on the Work With Resource Text Translation form. Instead, it supplies the default value of 11 (Complete) because you normally want to search for completed items only.

Depending on the application from which you access the Search and Replace feature, different search criteria appear. For example, if you access the Search and Replace feature from F0004: User Defined Code (UDC) Types and the fields in the header contain values, the search criteria are the product code and the language.

2. On the General tab, complete the following fields and click Find:

- Status

Filter Status = 36:Exact Match

- Language
- Last Translator

Last Translator = XTRANS (eXact TRANSlation)

3. Choose a record in the detail area.
4. From the Form menu, choose Review Approved to update items to 11 (Complete).

Prerequisite

- Set the processing options for version ZJDE0003 (Quality Assurance) of the Translation Tools program to 36:Exact Match.

Saving Translations

When you save a translation, PeopleSoft Translation Tools save the translation to the Code Page Environment and perform the following actions:

- If you click OK, the PeopleSoft Translation Tools save the translation, updates the status code to 11 (Complete) in the compare environment, and automatically displays the next available item in the following PeopleSoft Translation Tools:
 - F79750 : Forms Design Aid (FDA)
 - F79760 : Report Design Aid (RDA)
 - F98306 : Processing Options (PO)

For all other PeopleSoft Translation Tools, you use the Next or Previous buttons to display the next available item for translation.

- If you click Save on the above applications, the current item is saved: however, the next available item does not automatically display.

The status that you apply to a translated item depends on the status of the item when you opened it. If the item's status was 20 (Untranslated), each tool updates the status to the default value specified in the processing options for that tool, which is either 11 (Complete) or 25 (Edit/Review).

Caution

You must save your work after each translation. The system does not prompt you to save the translation before choosing another item, so be sure to save your work.

Resource Text Translation

Resource files (for example, files with extensions such as .rc, .dll, .exe) are the applications generated by third-party tools (C++ and Java). They appear throughout PeopleSoft products and include error messages, toolbar menus, and the legal disclaimer. Resource file items can be a single word or a short paragraph. To ensure consistency, one translator should translate all resource files for one language using the Resource Text Translation program (P79201). Resource files occur throughout PeopleSoft software; they are grouped by file rather than product code.

You translate all resource items using the F79201 : Resource Text Translations (RTT) tool. In addition to translating items, you can retrieve and use existing translations, check the spelling of your text, change the status of an item, save translated items, search for and replace target text, and so on.

You have three options when translating resource files. You can enter a translation manually, copy the source text that has already been translated manually, or use suggestions.

Many items in the resource files include a hot key. Hot keys can be localized to your specific language, but standards should be followed for consistency.

Because resource files are not grouped by product code, you generally translate them in the order that they appear in the tool (RTT). Resource text, however, is grouped by the resource file and parent identifier.

Note

Resource files have names such as jdeuser.dll, and the items are contained in these files. The parent identifier is sometimes just a number (for example, 128), and does not necessarily tell you what kind of item you are translating. Often, you can deduce that you are working with a dialog, but nothing as specific as the Calendar or Calculator.

Translating Service Pack Resources

Resource Text Translation (RTT) comes from DLLs and Java files that are part of SourceSafe and the Service Pack trees. This information is not part of standard Pristine Data Sources or tables. The translating service pack resources process includes an extract and update for the resources in the DLLs and Java files.

The Resource Life Cycle is associated with Service Packs (for example, SP14, SP15, and so on) and not a major release (for example, Xe or B9).

► To translate service pack resources

You run several different processes when you translate service packs. Your programs could be in a different location (Rtt.exe, for example). The following steps give you high-level guidance so that you do not miss any of the steps in the process.

Your Mastering group should perform some of these steps, and your Translation group should perform others. The following steps indicate which group should perform which task.

Order is critical for resource processing. The following steps must be completed in order.

1. The Mastering group extracts the RTT files into a source Delta environment using the Rtt.exe.
2. The Mastering group runs the Delta Process using the Translation Delta Process program (R79800) for each compare environment for each tier.
3. The Mastering group runs the Check Delete Status program (R79802) to update orphaned records in the status stable. The process runs all languages simultaneously for each compare environment.
4. Either the Translation group or the Mastering group rebuilds the keys by language using either the Delta Purge and Rebuild Process program (R79801) or the Resource Text Translation program (P79201).

Note

Any translator can perform this step. Use the Rebuild Key option from the Form menu of the Resource Text Translation program (P79201).

5. The Translation group translates the source items using the Resource Text Translation program (P79201). Translate each language.
6. The Mastering group runs the Delta Purge and Rebuild Process program (R79801) to purge the records set to a status of 99 (Purge from System). Run this process once for each language.
7. The Mastering group builds the package (.dll and .jar files) using the Rtt.exe. Run this process once for each language.
8. The Translation group checks the package (.dll and .jar files) using Visual C++, EnterpriseOne Standalone, and language install on a Web Server for Java and HTML. Check the package for each language.

Note

Everything done by language needs to use the appropriate setup for the language and code pages.

Translating Resource Text

Resource Text Translation (RTT) finds and displays items by matching the search criteria you enter in the fields or on the Query by Example (QBE) line. The information you enter in these fields remains until you change it. The files that appear contain the items that you will translate.

► **To translate resource text**

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F7920 : Resource Text Translations (RTT).

1. On Work With Resource Text Translation, complete the following fields and click Find:
 - Selected File Name
 - Status
 - Language

Notes

The F7920 : Resource Text Translations (RTT) tool retrieves the resource items that match the search criteria and displays them in the detail area.

Any language that you search on that is not specified in your user profile is read-only.

If you leave any of the fields blank, the system uses the default value of * (asterisk), which equals a search for all items.

2. On Work With Resource Text Translation, choose a record in the detail area and then click Select.
3. On Resource Text Translation, click the item in the Menu Tree that you want to review or translate.
4. Enter your translation in the Target window, and then click OK to save it.
You must enter a translation. The system does not save blank records.

Translating the Data Dictionary

Data dictionary items include check boxes, radio buttons, text fields, grid items, and help text that appear throughout PeopleSoft software. The data dictionary stores the descriptions for these items. Each data dictionary item contains at least one of the following components:

- Alias - an alpha code given to a data dictionary item
- Alpha description - the title that appears in the help text in the software when you press F1
- Row description - the text that describes controls
- Column description – the text that describes grid items
- Glossary - the full description text in paragraph form when you press F1

The Data Dictionary Translation Process

Translating a data dictionary item is an iterative six-step process, as described below:

1. Choose the data dictionary item you want to translate.
2. Review both the data item components for context and the suggestions for appropriateness.
3. Enter the translation manually or copy existing translations.
4. Check the spelling.
5. Review space constraints.
6. Save the translation and start the process over again.

The PeopleSoft data dictionary translation tools use many of the same processes repeatedly.

Prerequisite

- ❑ Review Additional Information: Jargon and Overrides in the Translation Tools Guide to understand how to translate overridden and jargon items.

The Relationship Between Data Dictionary Items and the Forms Design Aid (FDA) Translation Tool

The data dictionary translations you enter are the translations for their corresponding forms. Therefore, when you access a form in the Forms Design Aid (FDA) Translation Tool (P797501), the data dictionary translation appears as the field description unless the item has an override. The status for the form items in the Forms Design Aid (FDA) Translation Tool remains at a status of 20 (Untranslated) until you save the translation. When you save the translation, the item moves to a status of 15 (FDA/RDA DD Default).

When you edit a data dictionary translation, FDA items that are not overridden by a language are set to a status of 25 (Edit (Review)). You can view the list of language-overridden and non-overridden forms in the English Non-Overridden Forms box. When you access the affected forms in the Forms Design Aid (FDA) Translation Tool, the edited translation appears in the Translation field.

Using *SAME

When translating an alpha description that has jargon applied, two fields appear for both the Source and Target columns: Alpha - Base and Alpha Description. If the translation of the base description is correct for the alpha description, you can reuse the base description by entering *SAME in the Translation field.

Data Dictionary Tools

You use three data dictionary language translation tools to translate data dictionary items:

- F00165 (GT92002): Data Dictionary (DD) Glossaries
- F9202 : Data Dictionary (DD) Row / Column
- F9203 : Data Dictionary (DD) Alpha

You access all of these tools through the Translation Tools menu (GH791).

Displaying Data Dictionary Items

When you access any of the data dictionary translation tools, the data items for the system and status you specified appear. You can select an item by double-clicking it or by choosing the item in the detail area and clicking Select.

If you are looking for a specific item, you can use the Find button to search by alias. You also can search for a specific item from a different system. To display all items in another system, specify a new system in the Product Code field. You can view and edit translation items in a product code not specified in your user profile.

The Find/Browse (Work With . . .) form allows you to search for data dictionary items that require translation or review. You can search for data items by product code, language, status, or all three. When you select an item on one of these forms, you access the Data Dictionary Translations form.

Data Dictionary Space Constraints

A fixed amount of space is available for most data dictionary items. Alpha and row descriptions are allotted 40 characters, and column descriptions are allotted 20 characters for the top translation field and 20 characters for the bottom translation field.

Although your translation might fit within the space allotted in the data dictionary translation tool, it might not fit in the space allotted in the Forms Design Aid (FDA) Translation Tool. In other words, not all forms allow 40 characters for controls.

A data dictionary item can be used on many forms, and those forms might all allow different amounts of space. The data dictionary translation tool finds the form that allows the least amount of space, and displays the amount so that you can enter a translation that will fit in all forms. If you exceed the space available, a warning message appears.

Note

To view a non-overridden form or a form with a translation override, click the form name in the English Non-Overridden Forms box.

Translating Alpha, Row, and Column Descriptions

The Data Dictionary Language Translation program (P799201) treats alpha descriptions as individual items with their own status codes. When you translate, you must choose to work with either alpha, or row and column descriptions. Because most alpha descriptions have related row and column descriptions, it is best to translate alpha descriptions first.

Row and column descriptions make up one item. One status code applies to both descriptions.

See Also

- ❑ *PeopleSoft Translation Tools* in the *Translation Tools Guide*
- ❑ *Space Constraints* in the *Translation Tools Guide*

Translating Glossary Entries in PeopleSoft Software

The glossary is the help text that you see when you press F1. As you translate items, review the glossary entry to understand the context in which the data dictionary item is used. If you notice a mistake in the translated glossary entry, you can edit it on the Glossary tab.

Note

PeopleSoft Translation Tools do not have a translation memory.

► To translate glossary entries in PeopleSoft software

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F00165 (GT92002) : Data Dictionary (DD) Glossaries.

1. On the Work With Glossary Data Dictionary Translation form, complete the following fields and click Find:
 - Product Code
 - Glossary
 - Status
 - Skip from
 - Skip to
 - Language
2. Choose a data item in the detail area and then click Select.
3. On Data Dictionary Translation, click the Glossary tab.

4. Enter your translation in the lower media object window.
5. Click OK to save your changes.

The data item moves to the next workflow status. When you click OK, Translation Tools saves the changes and updates the status. The new glossary item will appear on the Translation tab the next time the Delta Process is run.

Filtering Glossaries

You can filter the glossaries to select exactly the ones that you want to export. You might want to filter glossaries to control the size of the output file.

► To filter glossaries

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F00165 : (GT92002) Data Dictionary (DD) Glossaries.

1. On Work With Glossary Data Dictionary Translation, click the Filter tab, complete the following fields, and then click Find:
 - Product Code
 - Glossary Group
 - Status
 - Skip From
 - Skip To
 - Language

Your user profile saves the values that you enter. These values reappear the next time that you log in. If you are using TRADOS, you should limit the size of your export to 0.5 MB. TRADOS can only receive files less than 0.5 MB in size. If your file is larger than 0.5 MB, TRADOS displays an error. You will have to experiment to determine how many records equal 0.5 MB because glossary records vary in size.

2. Click the XML tab.

You now can export glossaries from PeopleSoft software.

Exporting Glossaries from PeopleSoft Software

After you complete the steps to filter glossaries, you must export the glossary data from PeopleSoft software.

On export, an XML file is saved to the file path specified in the File Path (Folder) field. The file name is created using the primary filters located on the Filter tab. The system uses the following primary filters to build the export file naming convention. The File Path (Folder) field is limited to 30 characters.

*Language_TranslationStatus_SystemCode_GlossaryGroup_
DataItemFrom_DataItemTo.XML*

The following example illustrates a typical file name:

S_20_01_D_A_L.XML

Where:

S = Spanish

_20 = Untranslated

_01 = Address Book

_D = Glossary Group

_A = Data Items from A

_L = Data Items to L

Data items can be used in a range, such as A to L, or be specific, such as AN8 or LNGP.

In the file name on the XML tab, the wildcards (*) that you might have used on the Filter tab are substituted for a plus sign (+). A plus sign should work across all ASCII code pages. Additionally, the system uses a default path naming convention in the file name field. PeopleSoft recommends that you do not change this naming convention.

► **To export glossaries from PeopleSoft software**

On Work With Glossary Data Dictionary Translation, click the XML tab.

1. Ensure that a file path is specified as a root directory in the following field:
 - File Path (Folder)

A literal folder must be set up to handle the export/import (C:\ is the default). You must have the same file path set up in your root directory as is specified here. The File Path (Folder) field is limited to 30 characters.
2. Ensure that you have a file name in the following field.
 - File Name
3. Click one of the following options:
 - Source

Source text is exported.
 - Target

Target text is exported.
 - Remove Hard Return

Important

Choosing the the Remove Hard Return option will remove all hard returns from the glossary records. The import process does not reinsert the hard returns.

4. After you have entered the appropriate filters, specified the File Path (Folder) field, and determined the text option, from the Form menu, choose Export.

An XML file has been created.

5. You can now use your translation memory to translate glossaries.

Translating Glossaries in a Translation Memory

PeopleSoft Translation Tools provide the ability to filter glossary information, including the alpha description, and create an XML file.

An example of a translation memory tool is TRADOS. The TRADOS Tag Editor allows you to use translation memory, including the TRADOS Translators Workbench. After translation is complete, the Translation Memory Editor saves translated data in an XML file. PeopleSoft Translation Tools then import the XML file into the correct environment and code page in PeopleSoft software and include preview functionality, which allows translators to validate the data.

► To translate glossaries in TRADOS

1. Complete the steps to export glossaries:
2. From the Form exit, choose TM Editor.
3. Either the TagEditor for TRADOS will open or the TM Editor listed in the processing options will open.
4. Edit the glossaries using the translation memory functions.
5. Choose File Save as Target and replace the XML file.

You now can import glossaries into PeopleSoft software.

Importing Glossaries into PeopleSoft Software

You import the glossaries into PeopleSoft Software similar to the way that you exported them.

► To import glossaries into PeopleSoft software

After you complete the steps to translate glossaries, you must import the glossary data into PeopleSoft software.

1. Ensure that you have saved the data in the XML file.
PeopleSoft software uses the primary filters to build the import file naming convention. Ensure that the file name is exactly the same as when you exported it.
2. From the Form menu, choose Import.
3. The status records are updated to Translation Memory at status 35.

You now can validate the glossaries.

Validating Glossaries in PeopleSoft Software

You can validate your glossaries after you import them back into PeopleSoft Software.

► To validate glossaries in PeopleSoft software

After you complete the steps to import glossaries, you can validate the glossary data in PeopleSoft software.

1. On Work With Glossary Data Dictionary Translation, choose a record in the detail area and then click Select.
2. On Data Dictionary Translation, click the Glossary tab and then verify that the glossary text was imported correctly.
3. From the Form menu, choose Target Preview and then verify the format of the F1 help.
4. Validate all glossaries that you imported again.

Editing Data Dictionary Alpha or Row, and Column Entries

You can edit Alpha and Row, and Column Entries dynamically. Editing them dynamically allows you greater consistency when translating the data dictionary.

► To edit data dictionary alpha or row, and column entries

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then choose either F9202 : Data Dictionary (DD) Row / Column or F9203 : Data Dictionary (DD) Alpha.

1. On the Fix/Inspect (Work With . . .) form, locate the records that you want to translate.
2. Choose an item in the detail area and then click Select.
3. On Data Dictionary Translation, click the Translation tab.
4. Complete the following target fields as necessary:
 - Alpha Description
Enter an alpha description translation.
 - Row Description
Enter a row description translation.
 - Column Title
Enter a column title translation for Column 1 or Column 2 or both.
5. Click OK.

Note

PeopleSoft Translation Tools accept a blank translation field only for Column Title 2 fields. If you are unsure about a translation, change the status of the item to 25 (Edit/Review) and review it later.

Copying Existing Items

You copy translation items for a variety of reasons. For example, you might want to use some of the source application names in your translation since application names are often alphanumeric

► To copy existing items

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then choose either F9202 : Data Dictionary (DD) Row / Column or F9203 : Data Dictionary (DD) Alpha.

1. On the Fix/Inspect (Work With . . .) form, locate the records that you want to translate.
2. Choose an item in the detail area and then click Select.
3. On Data Dictionary Translation, click the Translation tab.
4. On the Form menu, choose one of the following options:
 - Copy Source
Copies the information from the source field to the target field.
 - Copy Alpha
Copies the information for the Alpha description into the row and column target field.
 - Copy Row
Copies the information for the row description into the target field for the column description.
 - Copy Previous
Copies the information from the last saved translation into the target field.
5. Click OK to save your changes.

Translating Processing Options

Processing options (POs) allow users to control how an interactive or batch application manages data. Users choose processing options to customize the way applications and reports look and function.

Because processing options are written in paragraph form and can contain hundreds of lines of information, they are typically one of the most time consuming components to translate.

Understanding the Processing Option (PO) Translation Process

Within PeopleSoft software, users work with forms to access, view, and enter information. These forms are made up of many items, such as radio buttons, text fields, check boxes, and data dictionary-based items.

To users, processing options appear as tabbed forms containing fields, drop-down menus, buttons, and other objects found on system forms. Users utilize these objects by entering information into these fields, choose options from these drop-down menus, click buttons, and so on.

When users place their cursor over the tab name, a definition of the tab appears. You must translate both the tab name and its definition. In Processing Option Text Translation, the tab name appears followed by each object that appears on a tab. Use the PO Translation Tool to translate items from your Source language into your Target language.

You translate all processing options using the Processing Options Translation Tool. In addition to translating items, you can retrieve and use existing translations, spell check your work, change the status of an item, save translated items, and view glossary definitions.

Displaying Processing Option Items

The F98306 : Processing Options (PO) Translation Tool allows you to search for and display PO items by product code, language, status, object name, or any combination of these criteria in the detailed area. Searching for items using these options allows you to specify the PO items displayed.

► To display processing option items

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F98306 : Processing Options (PO).

1. On Work With Processing Option Text Translation, complete any or all of the following fields and click Find:
 - Product Code
 - Language
 - Status

An option that allows you to see all the details for the items in the detail area. To return to a summarized view, turn the option off.

2. In the detail area, choose the item that you want to translate and click Select.
3. Translate your item.
4. Click OK.

Processing Option Text Translation Form

After you have selected an item on the Work With Processing Option Text Translation form, the Processing Option Text Translation form appears. This form contains three tabs: View, Audit, and Glossary. Use these tabs to complete all translation requirements, including changing translation status, viewing item history, and comparing with the glossary content.

Processing Option View Tab

The View tab displays a consolidated view of information for each PO. Use it to perform actual translations, change item status, review translations, view object information, and so on.

The View tab provides the Status and Description followed by the translation of that description for the selected processing option. You can view the source, translation text, or both depending on which of the following options you turn on:

- Source
- Target
- Both

Processing Option Audit Tab

The Audit tab displays historical and statistical information for each PO item. Use it to view when the item was last translated, how many items are not translated, who last translated the item, and so on.

Processing Option Glossary Tab

The Glossary tab contains glossary information (including the Data Item Help ID Override) assigned to a data dictionary item. Use it to make contextual comparisons in order to more accurately translate an item.

Entering Processing Option Translations

The Processing Options Translation Tool provides multiple methods to enter translations. You can enter translations manually, copy the source language, or use a previous translation.

Processing Option Space Constraints

For each item in the Source Tab Page or Source Tab Page fields, a fixed amount of space (40 bytes) is available for the target text. Because translations usually require more space in most target languages than they do in source languages, you might have to abbreviate your translations. As you type a translation, the Processing Options Translation Tool keeps track of the number of bytes used. When you exceed the 40 bytes allotted, the cursor stops, preventing you from entering any more characters. When this happens, either abbreviate the translation or use another term.

See Also

- ❑ *Space Constraints* in the *Translation Tools Guide*

Copying Description Data

If no translation exists for the source term, you can use the Copy Source option to copy the source text term into the target text field. This copy capability helps you maintain the formatting of the source text.

► To copy description data

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F98306 : Processing Options (PO).

1. On Work With Processing Option Text Translation, locate the processing option records that you want to translate.
2. Choose an item in the detail area and click Select.

The Processing Option Text Translation form appears, displaying the Status, Source Description, and Target Description in the common area.

Note

- Tabs are used to control the processing of the associated items.
 - To see the processing option in context, you can use either the Source Preview or Target Preview option from the Form menu.
-

3. Double-click the Media Object Column in the detail area to choose the desired item Tab for translation.

A green check mark in the Media Object Column identifies the item as translated.

A red “X” in the Media Object Column identifies the item as untranslated.

The data for the selected Tab appears in the common area with the data initially displayed in the source and target (Tab-Page), each with two short data fields.

4. Translate the source text on Line 1.

5. From the form menu, choose Copy Tab.

The term is copied from line 1 to line 2 (top to bottom).

6. Click OK to save the translation.

When you click OK, the system saves the translation, updates the status, and displays the next item of the chosen status in the Source data field.

When you click Save, the system saves the translation, updates the status, but does not move on to the next item in the list.

Using Source and Target Preview

The PeopleSoft Translation Tools offer many features to help you further refine the data, structure, and physical appearance of your translations. The following features help you refine your translations:

Source Preview This feature allows you to view source objects as they appear in the software. Use the source preview to review software objects in the source language for content and format as you make translation choices.

Target Preview This feature allows you to view target objects as they will appear translated in the software. Use the target preview to review your software objects in your target language for content and format as you make translation choices.

The following PeopleSoft Translation Tools have Source Preview and Target Preview:

- F79750 : Forms Design Aid (FDA)
- F79760 : Report Design Aid (RDA)
- F9203 : Data Dictionary (DD) Alpha
- F98306 : Processing Options (PO)

► To use source or target preview

From the Translation Tools menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then choose any translation tool with source or target preview.

1. Choose an item in the detail area.
2. From the Form menu, choose one of the following:
 - Source Preview
 - Target Preview

Additional Processing Option Tool Features

The Processing Option Text Language Translation tool has many additional features to assist you.

Get Specs

From the Form menu, you can choose the Get Specs option. This option downloads the latest specifications for forms and processing options for the current release. You use this feature when you find discrepancies between the software and preview of the forms and POs.

Top

From the Form menu, you can choose Top to bring you back to the first item of the list in the current template that you are translating. You use this feature when translating processing option templates that are very long.

Data Dictionary Glossary Exit

From the Form menu, you can access the Data Dictionary translation tool. You can use the Data Dictionary glossary exit to update or add a Data Dictionary translation.

Translating Forms

Within PeopleSoft software, users work with forms to access, view, change, and enter information. Forms consist of many items, such as radio buttons, text fields, check boxes, and column headings that are based on data dictionary items.

You use the F79750 : Forms Design Aid (FDA) translation tool to translate form items from your source language into your target language. (Only applications that are created using the PeopleSoft application Forms Design Aid are translated using the F79750 : Forms Design Aid (FDA) translation tool.) The Forms Design Aid (FDA) translation tool does the following:

- Displays form items in the context that they appear in the PeopleSoft software
- Shows related data dictionary items when available
- Contains reference features
- Tracks productivity

The Form Translation Process

Translating form items requires more than just looking at a term and entering a translation. The terminology you use depends greatly on the context in which the term is used.

For example, the word *job* might refer to an employee's position in a human resources context, but might refer to batch processing in an accounting context. So the translation you use in one system might not be appropriate in another.

This concept is especially critical when translating forms because an individual form might be used in more than one system. In these instances, you must ensure that the translation is appropriate in context for both systems.

As you translate forms, you must pay attention to overrides, context, and proposed translations.

Note

No field exists on the form for you to check if you want to apply a language override.

Prerequisite

- Review *Additional Information: Jargon and Overrides* in the *Translation Tools Guide*.

Single Line Items

Single line items are the individual items that make up a form. These items, such as controls and grids, relate to a data dictionary item. The base data dictionary description is used for these items unless an override is applied. You can translate the following single line items within a form:

Single Line Item	Explanation
Title	In PeopleSoft Translation Tools, the form title appears in the upper left hand corner of PeopleSoft software forms and beneath the Form folder in the menu tree of the Forms Design Aid Text form.
Control	Controls are the text fields, check boxes, static text, and radio buttons that appear in PeopleSoft forms. Many controls correspond to a data dictionary item.
Menu Hyper Controls	In PeopleSoft software, menu hyper controls access applications and forms. They are the options available from the drop-down menus at the top of PeopleSoft forms as well as from the Exit bar.
Tabs	In PeopleSoft forms, tabs act as separators for groups of controls. Users click the tabs to display a new group of controls. Tabs appear in the menu trees (as for controls), but are labeled as tabs in the translation area when you choose them.
Grid Items	Grid items are row and column headers for the table. Grid items correspond to the column description for a data dictionary item. On a form, they are the column titles in the detail area.
Text Variables	In PeopleSoft software, multiple line items are used for text strings and runtime text substitution. Text variables are stored as strings and can be used as an alternative to hard coding text strings in assignments. Developers use text variables instead of hard-coded text because text variables are easier to maintain. You translate text variables; you do not translate hard-coded text.

Using Overrides

When an English override is applied to an item within an application, it means that a developer overrode a data dictionary description and entered an alternate description.

When an item does not have an English override, the base data dictionary description automatically appears in the Target field. Controls and grids within a form in an application correspond to a data dictionary item. If development has not overridden the text, you should assign the data item the DD Default (status 15 FDA/RDA DD Default) when you translate.

When an English override is applied to an item, the Text Overridden check box in the Text Information group is turned on in the Forms Design Aid Text form. In these cases, a language override is also applied automatically. You cannot clear the Text Overridden check box when the English description was overridden. The text must be translated because the DD Default cannot be used. Use the Suggestions option to ensure consistent terminology when translating overridden items.

Note About Overrides Versus Data Dictionary Descriptions

When you change a default value for a data dictionary item, the change is made dynamically in every instance of the software. Changes to overrides must be made to each individual instance.

Removing Overrides

If the base translation is not appropriate in the context of the application's form, you have the following options:

- Change the item to status 15 (FDA/RDA DD Default) to apply a language override. The new translation you enter applies only to the item for that particular application.
- Apply an override yourself. Use status 11 (Complete) to apply a language override. The new translation you enter applies only to the item for that particular application.
- Remove a language override by changing the status to 11 (Complete). When you do this, PeopleSoft Translation Tools display the data dictionary translation for you to review and replace as necessary.

The Forms Design Aid (FDA) Translation Tool

The F79750 : Forms Design Aid (FDA) Tool is designed to provide *contextual* translation. The tool uses tree structures on different tabs to define the context. You use the tabs on this form as well as the features from the Form menu to review and translate FDA items.

Forms Design Aid View Tab

The View tab displays the individual items within a form. The translation functions that appear in the common area at the bottom of the form do not change. You can display forms, choose the items you want to translate, enter translations, change the status of an item, and perform various other tasks related to translating items. When you have selected a form title, a green arrow displays next to the Target data field to assist you in determining where you are in the list.

Forms Design Aid Audit Tab

The Audit tab displays the statistics for items contained in the form. You cannot enter or change any of the displayed items. The data field information in the common area remains the same as on the original View tab.

Forms Design Aid Tasks Tab

The Tasks tab allows you to view tasks from within the F79750 : Forms Design Aid (FDA) application. You translate tasks from the Task Language Translation program (P799000).

Forms Design Aid Data Dictionary Tab

The Data Dictionary tab allows you to view the Alpha, Row, Column, or FDA text that appears on the form within the F79750 : Forms Design Aid (FDA) application. You translate data dictionary items from the Data Dictionary Language Translation program (P799201). Double-click a data dictionary item in the tree to access the Data Dictionary Language Translation program.

Forms Design Aid Glossary Tab

The Glossary tab allows you to view a glossary for a data item. You can view the source glossary on this tab, but you cannot revise the glossaries on this tab. You translate data dictionary items and glossaries from the Data Dictionary Language Translation program (P799201). Double-click a data dictionary item in the tree on the Data Dictionary tab to access the Data Dictionary Language Translation program.

Forms Design Aid Processing Options Tab

The Processing Option tab allows you to view processing options associated with a program. You translate processing option items from the Processing Option Text Translation program (P7998306). Double-click an item in the menu tree to access the Processing Option Text Translation program.

Entering Form Translations

Forms can be accessed from multiple PeopleSoft programs and menus. The Form Name begins with the letter W, followed by the application code and a letter. For example, in the Form Name W0101A, W indicates that it is a form, 0101 indicates that the form belongs to program P0101, and A indicates that it is the first form for the application. When you translate forms, you translate all the single line items for that form, such as form title, controls, menu hyper controls, grids items, and so on.

Form Space Constraints

Grid items, titles, and certain controls (radio buttons, text boxes, and static text) are measured in pixels, while menu hyper items, tabs, and the remaining controls are measured in characters. Because terms might take up more space in the Target language than in Source language, it can be difficult to meet space constraints, and you may have to abbreviate your translations.

You can view the space available and space used in the Text Information area of the Forms Design Aid Text form. As you tab out of a field, the system calculates the space used. If you exceed the space available, the cursor stops, and you must shorten the translation before you can save it.

Prerequisite

- Review *Additional Information: Jargon and Overrides* in the *Translation Tools Guide*.

Translating Tabs, Controls, and Titles

Tabs, controls, and titles are all translated in the same way. When you choose one of these items, the Source term appears in the Source field, and you enter the translation in the Target field.

► To translate tabs, controls, and titles

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F79750 : Forms Design Aid (FDA).

1. On Work with Forms Design Aid Text, complete the following fields and click Find:

- Product Code
- Status
- Language
- Status Details

This option allows you to see all of the details for the items in the detail area. To return to a summarized view, turn this option off.

2. Click an item in the detail area and click Select.
3. On Forms Design Aid Text, click the View tab and then click an item in the menu tree.
4. Enter your translation in the Target data field.
5. Click OK to save your translation.

When you click OK, the system saves the translation, updates the status, and displays the next item of the chosen status in the Source data field.

When you click Save, the system saves the translation and updates the status, but does not move on to the next item in the list.

Translating Menu Hyper Items

When translating menu hyper items, you must translate both the long and short text descriptions. Each menu hyper item also has a keyboard shortcut, or hot key, and, if a menu hyper item is associated with the text descriptions, this key must be included in the translation. The following table describes the parts of a menu hyper item:

Menu hyper items short text descriptions	Short text descriptions are the abbreviated menu options that access applications.
Menu hyper item long text descriptions	Long descriptions provide an unabbreviated description of menu hyper items.
Hot keys	Hot keys are the keyboard shortcuts used to choose menu options. Users can choose a menu option by pressing Alt + (hot key). A letter in the menu option acts as the hot key and is indicated by & (ampersand) preceding the letter. For example, the menu hyper short description File (&F) indicates that the hot key for the File option is F.

Important

If you have the literal & (ampersand) in your translated text, you must enter && (two ampersands) to represent the symbol. If you do not enter && (two ampersands), the software represents your translation as a hot key.

When you choose a menu hyper item, both the menu hyper short and menu hyper long text descriptions appear in the common area of the Forms Design Aid Text form.

► To translate menu hyper items

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F79750 : Forms Design Aid (FDA).

1. On Work with Forms Design Aid Text, complete the following fields and click Find:
 - Product Code
 - Status
 - Language
 - Status Details

This option allows you to see all the details for the items in the detail area. To return to a summarized view, turn this option off.

2. Choose an item in the detail area and click Select.
3. On Forms Design Aid Text, choose a menu hyper item in the menu tree.
Both the short and long text descriptions appear in the common area.
4. Type a translation for the menu hyper item short description.
5. Type a translation for the menu hyper item long description.

6. Click OK.

When you click OK, the system saves the translation, updates the status, and displays the next item of the chosen status in the Source data field.

When you click Save, the system saves the translation and updates the status, but does not move on to the next item in the list.

Translating Grid Items

Grid items are the column headings that appear in the detail area of PeopleSoft forms. Each grid item can contain multiple words. Two lines are allocated to each grid item (Column 1 and Column 2). When you select an item, two translation fields appear in the common area.

When you choose a grid item, the Space Used field displays the amount of space used for both the top and bottom translation fields.

► To translate grid items

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F79750 : Forms Design Aid (FDA).

1. On Work with Forms Design Aid Text, complete the following fields and click Find:

- Product Code
- Status
- Language
- Status Details

This option allows you to see all the details for the items in the detail area. To return to a summarized view, turn this option off.

2. Choose an item in the detail area and click Select.
3. On the View tab, click a grid item in the menu tree.
4. Translate the item in the Target field.
5. Click OK.

When you select OK, the system saves the translation, updates the status, and displays the next item of the chosen status in the Source data field.

When you select Save, the system saves the translation and updates the status, but does not move on to the next item in the list.

Translating Reports

You create reports using the PeopleSoft application named Report Design Aid (RDA). Reports are generally referred to as Universal Batch Engines (UBEs) because they not only present data in report form, but they also can be used to create batch programs that perform certain actions.

Reports are used to view trends, outcomes, and information from PeopleSoft applications. Use the RDA Translation Tool to translate interface items of PeopleSoft reports from the source language into your target language.

The Report Translation Process

You translate reports by selecting untranslated items within your assigned system. You should translate report items in the following manner way

1. Display the first report in the list
2. Translate the following items:
 3. Report title
 4. Page headers
 5. Page details
 6. Columns

Note

Section titles do not need to be translated.

7. Save your work

When you save a translation, the PeopleSoft Translation Tool displays the next item of the chosen status. Continue translating items until no untranslated items remain.

Prerequisite

- Review *Additional Information: Jargon and Overrides* in the *Translation Tools Guide*.

Versions

Different versions of the same report often exist. The base report or template is marked with a plus sign (+), and versions are usually named XJDE0001, XJDE0002, ZJDE0001, and so on.

A version is a user-defined set of specifications. These specifications control how applications and reports run. You use versions to group and save a set of user-defined processing option values or data selection and sequencing options. Interactive versions are associated with applications (usually as a task selection). Batch versions are associated with batch jobs or reports. To run a batch process, you must choose a version.

Using Overrides

When an English override is applied to an item within an application, it means that a developer overrode a data dictionary description and entered an alternate description.

When an item does not have an English override, the base data dictionary description automatically appears in the Target field. Controls and grids within a form in an application correspond to a data dictionary item. If development has not overridden the text, you should assign the data item the DD Default (status 15 FDA/RDA DD Default) when you translate.

When an English override is applied to an item, the Text Overridden check box in the Text Information group is turned on in the Forms Design Aid Text form. In these cases, a language override is also applied automatically. You cannot clear the Text Overridden check box when the English description was overridden. The text must be translated because the DD Default cannot be used. Use the Suggestions option to ensure consistent terminology when translating overridden items.

Note About Overrides Versus Data Dictionary Descriptions

When you change a default value for a data dictionary item, the change is made dynamically in every instance of the software. Changes to overrides must be made to each individual instance.

Removing Overrides

If the base translation is not appropriate in the context of the application's form, you have the following options:

- Change the item to status 15 (FDA/RDA DD Default) to apply a language override. The new translation you enter applies only to the item for that particular application.
- Apply an override yourself. Use status 11 (Complete) to apply a language override. The new translation you enter applies only to the item for that particular application.
- Remove a language override by changing the status to 11 (Complete). When you do this, PeopleSoft Translation Tools display the data dictionary translation for you to review and replace as necessary.

The Report Design Aid (RDA) Translation Tool

The Report Design Aid (RDA) Translation Tool consists of the following tabs: View, Audit, Tasks, Data Dictionary, Glossary, and Processing Options.

Report Design Aid View Tab

On the View tab of the Report Design Aid Text form, you can display all of the items for the selected report in a menu tree view. When you click an item in the tree, the current Source term, the Target term, and the status appear in the data fields of the common area.

Report Design Aid Audit Tab

The Audit tab displays the selected statistics for items contained in the report. You cannot enter or change any of the displayed items. The information in the common area remains the same as appears on the View tab.

Report Design Aid Tasks Tab

The Task tab lists the selected report's tasks in a tree format for you to review. All of the entries are derived from the database by the system and cannot be changed.

Report Design Aid Data Dictionary Tab

The Data Dictionary tab contains the selected report's data items and user defined codes (UDC) in a menu tree view. You cannot enter or change any of the displayed items.

Note

You can access the data dictionary translation tools to edit data dictionary and user defined code items from the RDA tools by double-clicking on a node from the data dictionary folder or by choosing DD from the Form menu.

Report Design Aid Glossary Tab

The Glossary tab contains the selected data item's glossary text. The glossary tab allows you to view the glossary for the Source and Target language. You cannot edit the glossary from this tab. To edit the glossary, choose DD from the Form menu. In addition, the data field information in the common area remains the same as appears in the View tab.

Report Design Aid Processing Options Tab

On the Processing Options tab, you can view all of the selected report's processing options items for translation in the menu tree format.

Note

You can access the Processing Option text translation tool to edit processing option text from the RDA tools by double-clicking on a node from the Processing Options folder.

Translating Report Titles, Page Headers, Page Details, and Columns

Reports can be accessed from multiple PeopleSoft programs and menus. The report name begins with the letter R, followed by the application name. For example, in the report name R01010Z, R indicates that it is a report and 01010Z indicates that the report belongs to program P0101. When you translate reports, you translate all of the items for that report, such as the report title, page headers, page details, and columns.

► To translate report titles, page headers, page details, and columns

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F79760 : Report Design Aid (RDA).

1. On Work with Report Design Aid Text, complete the following fields and click Find:
 - Status
 - Language
 - Program IDOptional. In the detail area.
2. Click an item in the detail area and click Select.
3. On Report Design Aid Text, click the View tab, and then click an item in the menu tree.
4. Enter your translation.
5. Click OK to save your translation.

When you click OK, the system saves the translation, updates the status, and displays the next item of the chosen status in the Source data field.

Translating Solution Explorer Tasks

Tasks are menu items and application names that appear in PeopleSoft software. The Solution Explorer task translation tools display the menu name, followed by each application that appears when users choose the menu in PeopleSoft software.

You use the following Solution Explorer tools to translate solution tasks:

- F9000 : Solution Explorer Tasks
- F9005 : Solution Explorer Variant Tasks
- F9006 : Solution Explorer Variant Task Details

The Solution Explorer Task Translation Process

To users, menus and tasks appear as lists, or *trees*, from which users choose applications in PeopleSoft software. These trees are multi-tiered, and often contain several levels of options. When users place their cursor over the menu or application name, a definition appears. You must translate the name and its definition. In the Solution Explorer Task translation tool, each tab name is followed by each object in a menu tree.

The Solution Explorer Task Translation Tool

You translate all menus and tasks items using the Solution Explorer task translation tool. In addition to translating items, you can retrieve and use existing translations, check the spelling of your work, change the status of an item, save translated items, search for and replace target text, and so forth.

Working with Task Translation

The entry point to the Solution Explorer task translation tool is the Work With Task Translations form. Use this form to search for and select items that needs to be translated. You can search for items using a variety of search criteria, such as language, product code, and translation status.

Solution Explorer Tasks Translation Form

After you have selected an item from the Work With Task Translations form, the Task Translation form appears. This form contains two tabs: View and Audit. Use these tabs to complete all translation requirements, including changing translation status and viewing item history.

Solution Explorer Tasks Translation View Tab

You can choose an item to translate or edit by clicking in the menu tree. When you choose an item, the tool highlights the item and populates the source and target fields with the associated text.

The View tab displays a consolidated view of information for each menu or task item. Use this tab to perform actual translations, change item status, view object information, and so on.

Solution Explorer Tasks Translation Audit Tab

The Audit tab displays historical and statistical information for each menu or task item. You can review audit information for a delta item to see who translated it last, its source, and so on. You do not need to check this information as part of the daily translation process. However, it is a vital part of troubleshooting a problem item caused by the translation tools or the delta process.

You can also translate the item currently displayed on this form, although you cannot translate additional items.

Translating Menu or Task Items

The Solution Explorer task translation tools allow you to search for and display menu and tasks items by various search criteria, including product code, language, status, task, or any combination of these criteria. Searching for items using these options allows you to specify the menu and task items displayed.

Note about Item Searches

The Solution Explorer task translation tools retrieve the task items that match the search criteria and display them in the detail area.

Any language that you search on that is not specified in your user profile is read-only.

If you leave any of the fields blank, the system uses the default value of * (asterisk), which equals a search for all items.

► To translate menu or task items

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F9005 : Solution Explorer Variant Tasks.

1. On Work With Variant Description Translations, complete any of the following fields and click Find:
 - Product Code
 - Status
 - Task View ID
 - Language
2. Choose the item that you want to translate and click Select.
The Variant Description Translation form appears.
3. Choose an item from the menu tree.
4. Translate the item.
5. Click OK.

Translating User Defined Codes

Within PeopleSoft forms, users must often enter information into text fields. Many times, users can choose the information from a list of items called User Defined Codes (UDCs). UDCs are codes and descriptions in PeopleSoft software that provide users with an easy way to choose a value from a list. UDCs are stored in tables within PeopleSoft software, and are accessed from these tables.

Each UDC contains a description of the option as well as a code for that option. Only the descriptions must be translated; the codes remain the same in every language.

The User Defined Code Translation Process

User Defined Codes (UDCs) are stored in tables that contain at least one item and can hold an unlimited number of items. The User Defined Code (UDC) translation tool displays all items in a table at once in order for you to view them in context.

The User Defined Code (UDC) Translation Tool

You translate all User Defined Codes (UDCs) from the PeopleSoft UDC translation tools. In addition to translating items, you can retrieve and use existing translations, check the spelling of your work, change the status of an item, save translated items, search for and replace target text, and view glossary definitions.

You use two tools to translate UDCs. You choose which tool to use based on what you want to translate. The function of each tool is as follows:

- | | |
|--|---|
| F0004 : User Defined Code (UDC) Types | Use this tool if you are translating only UDC Types. UDC Types are the actual code table titles. |
| F0005 : User Defined Codes (UDC) | Use this tool if you are translating only the UDC Codes or want to see all untranslated UDC items. This tool shows you all the UDC Codes as well as the associated UDC Types, regardless of their translation status. |

Both of these tools function similarly. However, if you decide to start translating using the F0005 : User Defined Codes (UDC) tool, you must use the F0004 : User Defined Code (UDC) Types tool to verify that you have translated all UDC Types. You must do this because the UDC Code tool does not show you any untranslated code types if no untranslated UDC Codes exist. Both of the UDC translation tools consist of the Work With User Defined Code Type Language Translation form and the User Defined Codes Translation form.

Work With User Defined Code Type Language Translation Form / Work With User Defined Code Language Translation Form

The entry points to the User Defined Code (UDC) Translation tool are either the Work With User Defined Code Type Language Translation form or the Work With User Defined Code Language Translation form. Use these forms to search for and choose items that you want to translate. You can search for items using various search criteria, such as language, product code, translation status, and UDC types.

You use the following four data fields to search for UDC items to translate:

- Product Code
- Language (L)
- Status
- UDC Types

These data fields allow you to specify the limits to be used in selecting the items to be translated. The most restrictive specification is a specific code in each data field; the least restrictive specification is the wild card * (asterisk) in a data field.

User Defined Codes Translation Form

After you have chosen an item from the Work With User Defined Code Type Language Translation form or the Work With User Defined Code Language Translation form, the User Defined Codes Translation form appears. This form contains the following tabs: View, Glossary, and Audit. Use these tabs to complete all translation requirements, including changing translation status, comparing glossary content, and viewing item history.

Choosing Items from the Tree

You choose items to translate from the View tab. The View tab displays a consolidated view of information for each UDC item. The tree view displays all items according to the item you selected on the “Work With...” form. The information that is displayed depends on the display options you choose. You can use the View tab to select text for translation, perform actual translations, change item status, view object information, and so forth.

You can choose an item to translate or edit by clicking it in the menu tree. When you choose an item, the system populates the following fields:

- UDC Type
- UDC Code
- Source

The Source fields always populate with the source text.

- Target

The Target fields only populate when a translation exists.

► To choose an item from the tree

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F0005 : User Defined Codes (UDC).

1. On Work With User Defined Code Language Translation, complete the following fields and click Find:
 - Product Code
 - Status

- Language
 - UDC Types
2. Click the item in the detail area that you want to translate, and click Select.
The User Defined Codes Translation form appears with the item you chose displayed in the Tree view.
 3. In the menu tree, click the item you want to review or translate.

Reviewing Glossary Information for UDCs

UDCs can be associated with data items. The Glossary tab contains information that describes that data dictionary item. You use the Glossary tab to make contextual comparisons in order to accurately translate an item.

► To review glossary information for UDCs

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F0005 : User Defined Codes (UDC).

1. On Work With User Defined Code Language Translation, locate the user defined code records that you want to translate.
2. Choose an item in the detail area and click Select.
3. Choose an item from the tree menu.
4. On User Defined Codes Translation, choose an item and click the Glossary tab.
5. Review the glossary.

The Glossary tab form contains information assigned to a data dictionary item. Use it to make contextual comparisons in order to accurately translate an item. You can translate the item currently displayed on this form, although you cannot translate additional items. You translate the glossary using the Data Dictionary Language Translation program (P799201).

Translating User Defined Code Items

You have three options when translating user defined code items: you can enter translations manually, copy the source item, or use the suggestion process.

The UDC Translation tool allows you to search for and display UDC items using various search criteria, which you enter in the data fields of the form. The search criteria include product code, language, status, UDC types, or any combination of these criteria.

► To enter a translation manually

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F0005 : User Defined Codes (UDC).

1. On Work With User Defined Code Language Translation, locate the user defined code records that you want to translate.
2. Choose an item and click Select.

The User Defined Codes Translation form appears, displaying the source term in the Source field.

3. In the Target field, enter the translated text.
4. Click OK.

When you click OK, PeopleSoft translation tools saves the translation and updates the status. You have to click Next to move to the next untranslated item.

Copying the Source Item

You can either enter a translation manually or use the following features to copy information into a target field.

► To copy the source item

From the Translation Applications menu (GH791), choose either Senior Translations or Junior Translations, depending on whether you are a senior or junior translator, and then F0005 : User Defined Codes (UDC).

1. On Work With User Defined Code Language Translation, locate the user defined code records that you want to translate.
2. Choose an item in the detail area, and then click Select.

The User Defined Codes Translation form appears, displaying the source item in the Source field.

3. Choose a record in the menu tree.
4. On the toolbar of the form, click Form and then click the Copy Source option.

The source item appears in the Target field.

5. Click OK to save your translation.

Space Constraints

A fixed amount of space is available for the translated text of each item. Because translated text usually requires more space for most target languages, you might have to abbreviate your translations.

Translating across Multiple Releases or Environments

You might have to translate more than one release at a time if you translated:

- In a prior release and your translations need to be matched in a current release
- In the current release and you want to leverage those translations again
- In the current release and your translations need to be matched in a prior release

The Multiple Release Exact Match program (P7903) uses source text to locate target text with the exact same text strings. Using Multiple Release Exact Match across multiple releases or environments has the following benefits:

- Ensures no disconnect between source and target text
- Provides cost-effective budgeting of your language assets
- Provides consistent terminology
- Eliminates production time for matching text
- Accelerates the quality assurance process

Matching Criteria for Updates and Audits in the Multiple Release Exact Match Program (P7903)

The Multiple Release Exact Match program (P7903) requires specific matching criteria in order to update status, audit trail, and target translations. The following table documents those criteria and what the program does when it finds or does not find the specified criteria. The table also shows which source and target translation items it uses when matching them for updates and for creating audit trails.

Criteria	Program Response
Reports and Forms (Data Dictionary Verification and Status Update)	Data Dictionary Verification <ul style="list-style-type: none"> • The program verifies the source data dictionary items against the Data Field Display Text table (F9202) translations to ensure that a data item name exists but no text overrides exist. Data Dictionary Status Update <ul style="list-style-type: none"> • If the program finds a data item name and no text override, it updates the data dictionary status to 15 (DD Default) when you run the Multiple Release Exact Match program in final mode.
Source	If the program detects blank source items, the status of the item is updated to Skip (30) when you run the Multiple Release Exact Match program in final mode.

Primary Source Text	The program always matches the primary source text against the text in the secondary search environment.
Primary Source and Status	The primary source text and status must exist, and the program always verifies against the primary target.
Secondary Source	The secondary source, status, and target must exist for an exact match.
Status Verification	The Multiple Release Exact Match program verifies whether the: <ul style="list-style-type: none"> • Primary Date translated is a null (does not exist) date • Secondary Date Translated is greater than or equal to the Primary Date Translated • Primary Target is null (does not exist) or blank • Secondary Complete Status is equal to Secondary Search Complete Status
Audit Trail	In the Primary Update Code Page Environment, the Audit Trail information updates: <ul style="list-style-type: none"> • Last Translator to XTRANS (use XTRANS with Search/Replace & Review Approved) • Date Translated to Secondary Last Date Translated • User, PID, Job, Date, and Time to the Current Audit Information • Primary Selection Status (20) to Primary Update Status (36)

► **To translate across multiple releases or environments**

You must be a Senior Translator to run the Multiple Release Exact Match program (P7903).

From the Translation Applications menu (GH791), choose Exact Match Quality Assurance, and then Translation Tools.

1. On PeopleSoft Translation Tools, from the form menu, choose Exact Match.
2. Complete the criteria in the following categories:
 - Language
You can change languages to submit more than one language.
 - Mode
You can run the process in Preliminary or Final mode.
 - Preliminary
The system does not update records. It only reports the total number of records.
 - Final
The system updates records to the primary compare and code page environments.

Note

You should run the Exact Match process in Preliminary mode first. Preliminary mode allows you to verify your record totals.

- Selection Filter
- Primary Product Code

You use the primary product code in conjunction with the status selection in the primary compare environment to define your record set.

Note

You should repeat the process for each individual product code. If you do not enter a value in the Primary Product Code field, the system searches all product codes for matching records.

- Status
- Primary Selection Status

The record status that the system selects from primary environment. This value is typically 20 (Untranslated).

- Secondary Complete Status

The record status that the system matches against the selection status in the secondary environment. This value is typically 11 (Complete).

- Primary Update Status

The record status that the system uses to update records in the primary environment. This value is typically 36 (Exact Match).

- Primary Skip Status

The record status that the system uses to update blank records in the primary environment. This value is typically 30 (Skip).

- Compare Environments

- Primary Update

The compare environment that the system uses to select and update matching records that it finds from the secondary environment.

- Secondary Search

The compare environment that the system uses to verify the secondary complete status and the source text of the match type.

- Code Page Environments

- Primary Update

In Final mode, the code page environment from which the system updates the secondary code page environment after a match is found.
 - Secondary Search

Once the match is found the secondary compare environment, the code page data that the system uses to update the primary environment.
 - Match Type
 - None

No match is required.
 - Source and Key

The source and the primary key of each table must match.
 - Source and Product Code

The source term and product code must match.
 - Source

Same term (Default) must match but in any product code. It does not have to be the product code that you specified in the Primary Product Code field.
3. In the detail area, choose the tables that you want to include in the exact match process.
- a. From the Form menu, choose one of the following:
 - Yes

Include all tables in the exact match process.
 - No

Exclude all tables from the exact match process. This option clears all tables from the process so that you can select only those you want.
 - b. Alternatively, you can include or exclude tables from the exact match process by double-clicking a cell in the Include column and typing one of the following values:
 - 1

Include the table in the exact match process.
 - 0

Exclude the table in the exact match process.

4. From the Form menu, choose Submit.

Alternatively, you can choose the Submit button on the header of the form.

Clicking Submit runs the Multiple Release Exact Match batch process (R79850) and produces a report.

After you run the Exact Match process in Final Mode, you should review and approve the results.

Additional Information: Product Codes

The following table shows some of the product codes for the PeopleSoft verticals and their systems. For an up-to-date and comprehensive list, see user defined code (98/SY).

Product Code	Description
00	Foundation Environment
01	Address Book
02	Electronic Mail
03	Accounts Receivable
03B	Enhanced Accounts Receivable
03C	Issue Management System
0301	Credit Management
04	Accounts Payable
05	Time Accounting/HRM Base
05A	PeopleSoft HR & PR Foundation
05C	PeopleSoft HR & PR Foundation - Canadian
05T	Time Entry
05U	PeopleSoft HR & PR Foundation - US
06	Payroll
07	Payroll
07S	Payroll SUI
07Y	US Payroll Year End
08	Human Resources
08B	Benefits Administration
08C	PeopleSoft HR Canadian
08H	Health and Safety
08P	Position Control
08R	Recruitment Management

Product Code	Description
08U	PeopleSoft HR - US
08W	Wage and Salary
09	General Accounting
09E	Expense reimbursement (ERS)
10	Financial Reporting
10C	Multi-Site Consolidations
11	Multi-Currency/Euro
11C	Cash Basis
12	Fixed Assets
13	Equipment Plant Management
14	Modeling, Planning, Budgeting
15	Property Management
16	Profit Management (EPS)
17	Customer Service Management System
17A	Ariba Integration
17C	Call Management (part of CSMS)
17X	Travel & Expense Mgt Powered by Extensity
18	Time Management
19	Utility CIS
20	Energy base
21	Lease Management
2101	MTI Electrical Distribution
22	Production
23	Revenue Distribution
24	Gas Contracts
25	Joint Interest Billing

Product Code	Description
26	Gas Balancing
27	Investor Services
29	AFE Accounting
30	Product Data Management
30A	Product Costing
3010	Process Data Management
31	Shop Floor Management
31A	Manufacturing Accounting
3110	Process Control
32	Sales Configurator
32C	CustomWorks Configurator
33	Capacity Planning
34	Requirements Planning
34A	Advanced Planning & Scheduling (APS)
35	Enterprise Facility Planning
36	Forecasting
37	Quality Management
38	Agreement Management
39	Advanced Stock Valuation
40	Inventory/OP Base
4010	Advanced Price Adjustment
41	Inventory Management
41B	Bulk Stock Management
42	Sales Management
42A	Lead Opportunity Management
42B	Sales Order Entry

Product Code	Description
42E	ECS Sales Management
43	Procurement
44	Subcontract Management
44H	Homebuilder Management
4401	Homebuilder Management
45	Advanced Pricing
46	Warehouse Management
47	Electronic Commerce
48	Work Order Processing
48S	Service Billing
49	Transportation Management
50	Job Cost Base
51	Job Costing (Job Cost Accounting)
52	Contract Billing
53	Change Management
55-59	Reserved for Clients
60-69	Reserved for Custom
70	Multi-National Products
71	Client Server Applications
72	WorldVision
73	M&D Complementary Products
74	EMEA Localization
74H	Hungary
74I	Ireland
74L	Portugal
74M	Denmark Localization

Product Code	Description
74N	Nordics Localization
74O	Norway Localization
74P	Poland Localization
74R	Russian
74S	Spain Localization
74T	Turkey
74W	Sweden Localization
74Z	Czech Republic
75	ASEAN Localization
75A	Australian Payroll
75C	China
75H	Thailand Localization
75I	India
75K	Korea Localization
75N	New Zealand
75T	Taiwan Localization
75Z	New Zealand Localization
76	Latin American Localization
76A	Argentina Localization
76B	Brazil
76C	Columbia Localization
76H	Chile Localization
76M	Payroll (Mexico)
76P	Peru Localization
76V	Venezuela Localization
77	Canadian Payroll

Product Code	Description
77Y	Canada Payroll Year End
79	Translation Tools
80	Business Intelligence
81	DREAM Writer (WorldSoftware only)
82	World Writer
83	Management Reporting - FASTR
84	Distributive Data Processing
85	Custom Programming
86	Electronic Doc. Interchange
87	Internal
88	Cautious Purge System
89	Conversion Programs
91	Documentation
92	Computer Assisted Design
93	Computer Assisted Programming
94	Security Officer
95	Sleeper
96	Computer Operations
96P	NO INFO ON THIS SYSTEM
97	Software Installation
98	Technical Tools
98E	Electronic Burst and Bind
98FT	Form Type
98SA	Sample Application
99	Technical Tools-Internal
99D	Technical Tools-DASD Sizer (reporting syst. only)

Product Code	Description
99M	Technical Tools-Masters/Update (reporting syst. only)
99P	NO INFO ON THIS SYSTEM
D3N	dcLINK (data collection)
H00	Foundation (UDC only)
H01	Address Book (incl. ALL mail)
H03	Accounts Receivable
H03B	New Accounts Receivable
H04	Accounts Payable
H05	Standalone Time Accounting
H07	Payroll
H08	Human Resources
H09	General Accounting
H12	Fixed Assets
H13	Plant/Equipment Mgmt
H15	Commercial Property Management
H30	Product Data Management
H301	Process Data Management
H31	Shop Floor Management
H311	Process Control
H32	Configuration Management
H33	Capacity Requirements Planning
H34	DRP/MRP/MPS
H35	Enterprise Facility Planning
H36	Advanced Forecasting
H40	Inventory/OP Base
H41	Inventory Management

Product Code	Description
H415	Bulk Inventory Management
H42	Sales Order Processing
H43	Procurement
H44	Contract Management
H44H	Homebuilder Management
H45	Sales Analysis
H46	Warehouse Management
H50	Job Cost Base
H72	Client/Server Base
H73	Client Service - A/P Voucher Entry
H74	CS - Pay Time Entry
H75	CS - Sales Order Entry
H76	CS - Training & Development
H78	CS - Travel Expense Management
H79	Translation Tools
H90	PeopleSoft Tools
H91	Design Tools
H92	Interactive Engine / OL
H93	Data Base and Communications
H94	Batch Engine
H95	Technical Resources/Applications
H96	Deployment
H97	Automated Testing Tools
H98	Internet
H99	Product Version Control
H99P	Technical Tools-OWPVC Internal

Product Code	Description
JE42	Sales Order/Pricing (ECS Enhancements)
JE44	Distribution Contracts (ECS Enhancements)
JE48	Automated Gantry Inter. (ECS Enhancements)

Additional Information: Status Codes

Translation tools use three types of status codes to help you identify where items are in the translation process.

- Status
- Reason
- Skip

The following tables list the status codes in PeopleSoft Translation Tools.

Status codes identify the status associated with a text item. The status allows editors and translators to make changes according to the change type.

The following table illustrates some of the status codes that you can use. For an up-to-date and comprehensive list, see the following user defined code lists.

- H79/TS – for status codes
- H79/CT – for reason codes
- H79/SR - for skip statuses

Numeric Status Code	Description
01	Not Translated. Assign this status to source terms that you cannot translate into the target language.
11	Complete. After you have translated an item and saved it, you must change its status to complete. All translation tools automatically change the status to Complete when you save the translation using the Senior Translations version. Only items with a Complete (11) or Edit/Review (25) status appear in the final translated software. Therefore, it is extremely important that you save each translation and make sure the status changes to Complete.
15	Data Dictionary Default. The Forms Design Aid (FDA) and Report Design Aid (RDA) translation tools use this status code.
20	Untranslated. This is the untranslated status for all items in PeopleSoft software.
25	Edit (Review). In the Junior Translations version, the system changes the status to Edit when you press OK. When another translator edits the translation and finalizes it, the system changes the status to Complete (11).

30	Other (Skip Reason). Use the Skip Reason to force the source text to appear in the application. 60: The item contains test data. 61: Unnecessary for all languages. 62: Unnecessary for this language. 64: Waiting for application development.
35	Translation Memory. At this status, the item has been exported to a translation memory and then reimported to PeopleSoft software.
99	Purge from System. The Delta Process automatically assigns this status; the user never assigns this status.

Reason codes are codes that define the change to the text. Many items will be set to untranslated with a type of new item.

Numeric Status Code	Description
40	New Item
41	Text and Size Change
42	Text change
43	Minor Text Change
44	Size Change

Skip Reason allows the editor or translator to assign the reason for skipping a text edit.

Numeric Status Code	Description
00	Normal
60	Test Data. The item contains test data.
61	Unnecessary for all languages.
62	Unnecessary for this language. The item is specific to the U.S. or Canada.
63	Waiting for application developer.
64	Insufficient Length. The translation does not fit in the allotted space.

Additional Information: Jargon and Overrides

The use of overrides and jargon is the most complex aspect of translating PeopleSoft software. Jargon and overrides are concepts that apply to the Data Dictionary (DD), Forms Design Aid (FDA), and Report Design Aid (RDA) translation tools.

Jargon and overrides tell the software what type of information should display in certain situations. Developers apply jargon when modifying items within the Data Dictionary, and they apply overrides when modifying the descriptions that appear on forms.

You might see different text on a form if you run it from the Fast Path instead of running it from a task.

Developers must define different field descriptions on the same form depending on how the programs are called. For example, program P1234 calls form W1234A, which has a field description "abc." If another program calls form W1234A, for example P5678, then form W1234A displays this field description as "xyz" instead of "abc." The following table illustrates this concept:

Program		Form		Data Item
P1234	calls	W1234A	displays	abc
P5678	calls	W1234A	displays	xyz

According to programming standards, programmers must program jargon and overrides without using event rules (ER). Runtime engines execute the ER. When you run a program using the Fast Path, the runtime engines execute this ER.

To understand jargon and overrides, you must first understand the Data Dictionary.

The Data Dictionary

The Data Dictionary (DD) stores the descriptions for all the controls, text fields, buttons, F1 help, and other items that appear on forms in PeopleSoft software. Each data dictionary item contains the following four descriptions: alpha description, row description, column description, and glossary.

- Alpha description
The alpha description is the title of the F1 Help in PeopleSoft software, which is the glossary entry in the software.
- Row description
When a data dictionary item is used as a control, such as a field, check box, or radio button, the row description is used as the text for the control.
- Column description
When the data dictionary item is used as a grid item, such as a column heading in a report or form, the column description is used as the text for the grid item.
- Glossary
The glossary is the help text that appears when a user presses F1. It explains what a field in a form means or how it used in the software. The alpha description appears as the title of the help text.

Data Dictionary Jargon

Each data dictionary item can be used on many different forms. As developers use and reuse data dictionary items, they can modify the descriptions for the items. To do this, they apply jargon. Jargon allows developers to customize data dictionary text so that an alternate description appears, depending on the context and system code in which the item is used.

Developers can apply two types of jargon to data dictionary items:

- Alpha and glossary
- Row and column

Jargon is applied to form controls and grid items when the data dictionary default value is used. Using the data dictionary is always preferred because terminology changes can be managed through the data dictionary instead of a form-by-form vocabulary override basis. Once a translator overrides the item with a specific translation, jargon can no longer be applied. In the case that jargon does not exist, you should work with content developers or product experts to add new jargon terminology to the data dictionary so that the proper jargon translation can be applied during runtime processing.

Important

If you create an override for a translation item, that translation item is static and cannot be used dynamically anywhere else. You will have to maintain overrides individually. Therefore, you should use the data dictionary default values whenever possible.

Alpha Jargon

When a new glossary entry, or F1 help, is applied to an item, the developer changes the alpha description because it is the title of the F1 help. In these instances, a developer would apply alpha jargon.

Alpha jargon can apply to individual forms or entire systems. For instance, when a data dictionary item is used in the same context throughout an entire system, the developer would apply system-level alpha jargon. When an item is used in a different context in only one form, the developer would apply form-level alpha jargon.

In the following example, the data item AN8 has both system-level jargon (identified by 12, 15, 19, and so on in the Product Code Reporting column) and form-level jargon (identified by W03013B, W0401A, W0474N3B, and so on in the ScrnRpt Name column) applied.

Row and Column Jargon

Developers apply row and column jargon when they want a description other than the base description to appear on a form. Row and column jargon can apply only to entire systems.

For example, the base description for the data dictionary item AN8 is Address Book Number. When the data item is used without any jargon, the system displays it as Address Number.

However, when used in Product Code 42 (Sales Management), the item is more appropriately described as Sold To.

The new description, Sold To, is a new data dictionary item. This new item appears as Product Code 00 with a Reporting Code of 42. In this instance, all forms in system 42 that contain the data dictionary item AN8 will display Sold To.

When you translate row and column jargon, the DD translation tool updates the status of each form item in which the jargon data dictionary item is used to DD Default (status = 15). When you begin translating forms, you must search for all items with a DD Default (status = 15) and verify that the translation fits in the allotted space on the individual forms.

Forms Design Aid (FDA) Overrides

Overrides are similar to jargon except that they occur at the form level. The two types of FDA overrides are English and Translation.

English Overrides

PeopleSoft forms can be reused in multiple systems. In these cases, developers apply English overrides to data dictionary items and enter alternate descriptions. Developers can apply English overrides to specific forms but not to entire systems.

For example, when a form is called from system 30, a text field might be described as Customer Number. When called from system 31, the same text field might be described as Address Book Number. When you translate the forms in system 30, you will only see the description Customer Number.

When an English override exists, the translation is automatically overridden.

Note Concerning the FDA Translation Tool and English Overrides

In the FDA Translation Tool, you can view the items that have overrides. Items that have overrides have a check mark in the Text Overridden check box.

Language Overrides

As a translator, you can enter a language override when the description of an item does not fit the context of the form. A translation override applies only to the item as it is used on a particular form. Although the following circumstances might require language overrides, use language overrides sparingly:

- The data dictionary translation does not fit in the allotted space in a form.
- The data dictionary translation is not appropriate for the context.

EnterpriseOne PeopleBooks Glossary

“as of” processing	A process that is run at a specific point in time to summarize item transactions.
52 period accounting	A method of accounting that uses each week as a separate accounting period.
account site	In the invoice process, the address to which invoices are mailed. Invoices can go to a different location or account site from the statement.
active window	The window that contains the document or display that will be affected by current cursor movements, commands, and data entry in environments that are capable of displaying multiple on-screen windows.
ActiveX	A technology and set of programming tools developed by Microsoft Corporation that enable software components written in different languages to interact with each another in a network environment or on a web page. The technology, based on object linking and embedding, enables Java applet-style functionality for Web browsers as well as other applications (Java is limited to Web browsers at this time). The ActiveX equivalent of a Java applet is an ActiveX control. These controls bring computational, communications, and data manipulation power to programs that can “contain” them—for example, certain Web browsers, Microsoft Office programs, and anything developed with Visual Basic or Visual C++.
activity	In Advanced Cost Accounting, an aggregation of actions performed within an organization that is used in activity-based costing.
activity driver	A measure of the frequency and intensity of the demands that are placed on activities by cost objects. An activity driver is used to assign costs to cost objects. It represents a line item on the bill of activities for a product or customer. An example is the number of part numbers, which is used to measure the consumption of material-related activities by each product, material type, or component. The number of customer orders measures the consumption of order-entry activities by each customer. Sometimes an activity driver is used as an indicator of the output of an activity, such as the number of purchase orders that are prepared by the purchasing activity. See also cost object.
activity rule	The criteria by which an object progresses from a given point to the next in a flow.
actual cost	Actual costing uses predetermined cost components, but the costs are accumulated at the time that they occur throughout the production process.
adapter	A component that connects two devices or systems, physically or electronically, and enables them to work together.
add mode	The condition of a form where a user can enter data into it.
advanced interactive executive	An open IBM operating system that is based on UNIX.
agent	A program that searches through archives or other repositories of information on a topic that is specified by the user.

aging	A classification of accounts by the time elapsed since the billing date or due date. Aging is divided into schedules or accounting periods, such as 0-30 days, 31-60 days, and so on.
aging schedule	A schedule that is used to determine whether a payment is delinquent and the number of days which the payment is delinquent.
allegato IVA clienti	In Italy, the term for the A/R Annual VAT report.
allegato IVA fornitori	In Italy, the term for the A/P Annual VAT report.
application layer	The seventh layer of the Open Systems Interconnection Reference Model, which defines standards for interaction at the user or application program level.
application programming interface (API)	A set of routines that is used by an application program to direct the performance of procedures by the computer's operating system.
AS/400 Common	A data source that resides on an AS/400 and holds data that is common to the co-existent library, allowing PeopleSoft EnterpriseOne to share information with PeopleSoft World.
assembly inclusion rule	A logic statement that specifies the conditions for using a part, adjusting the price or cost, performing a calculation, or using a routing operation for configured items.
audit trail	The detailed, verifiable history of a processed transaction. The history consists of the original documents, transaction entries, and posting of records and usually concludes with a report.
automatic return	A feature that allows a user to move to the next entry line in a detail area or to the first cell in the next row in several applications.
availability	The expression of the inventory amount that can be used for sales orders or manufacturing orders.
available inventory	The quantity of product that can be promised for sale or transfer at a particular time, considering current on-hand quantities, replenishments in process, and anticipated demand.
back office	The set of enterprise software applications that supports the internal business functions of a company.
backhaul	The return trip of a vehicle after delivering a load to a specified destination. The vehicle can be empty or the backhaul can produce less revenue than the original trip. For example, the state of Florida is considered a backhaul for many other states—that is, many trucking companies ship products into the state of Florida, but most of them cannot fill a load coming out of Florida or they charge less. Hence, trucks coming out of Florida are either empty or produce less revenue than the original trip.
balance forward	The cumulative total of inventory transactions that is used in the Running Balance program. The system does not store this total. You must run this program each time that you want to review the cumulative inventory transactions total.

balance forward receipt application method	A receipt application method in which the receipt is applied to the oldest or newest invoices in chronological order according to the net due date.
bank tape (lock box) processing	The receipt of payments directly from a customer's bank via customer tapes for automatic receipt application.
base location	[In package management] The topmost location that is displayed when a user launches the Machine Identification application.
basket discount	A reduction in price that applies to a group or "basket" of products within a sales order.
basket repricing	A rule that specifies how to calculate and display discounts for a group of products on a sales order. The system can calculate and display the discount as a separate sales order detail line, or it can discount the price of each item on a line-by-line basis within the sales order.
batch job	A job submitted to a system and processed as a single unit with no user interaction.
batch override	An instruction that causes a batch process to produce output other than what it normally would produce for the current execution only.
batch process	A type of process that runs to completion without user intervention after it has been started.
batch program	A program that executes without interacting with the user.
batch version	A version of a report or application that includes a set of user-defined specifications, which control how a batch process runs.
batch/lot tracking	The act of identifying where a component from a specific lot is used in the production of goods.
batch/mix	A manufacturing process that primarily schedules short production runs of products.
batch-of-one processing	A transaction method that allows a client application to perform work on a client workstation, and 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, store-and-forward.
binary large object (BLOB)	A collection of binary data stored as a single entity in a [file].
binder clip	See paper clip.
black products	Products that are derived from the low or heavy end of the distillation process—for example, diesel oils and fuel oils. See also white products.
blend note	Document that authorizes a blending activity, and describes both the ingredients for the blend and the blending steps that occur.

blend off	Reworking off-specification material by introducing a small percentage back into another run of the same product.
blind execution	The mode of execution of a program that does not require the user to review or change the processing options set for the program, and does not require user intervention after the program has been launched.
boleto	In Brazil, the document requesting payment by a supplier or a bank on behalf of a supplier.
bolla doganale	VAT-Only Vouchers for Customs. In Italy, a document issued by the customs authority to charge VAT and duties on extra-EU purchasing.
bookmark	A shortcut to a location in a document or a specific place in an application or application suite.
bordero & cheque	In Brazil, bank payment reports.
broker	A program that acts as an intermediary between clients and servers to coordinate and manage requests.
BTL91	In the Netherlands, the ABN/AMRO electronic banking file format that enables batches with foreign automatic payment instructions to be delivered.
budgeted volume	A statement of planned volumes (capacity utilization) upon which budgets for the period have been set.
bunkering	A rate per ton or a sum of money that is charged for placing fuel on board; can also mean the operation itself.
business function	An encapsulated set of business rules and logic that can normally be re-used by multiple applications. Business functions can execute a transaction or a subset of a transaction (check inventory, issue work orders, and so on). Business functions also contain the APIs that allow 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	Encapsulated, reusable business logic that is created by using through event rules rather than C programming. Contrast with embedded event rule. See also event rule.
business object library	[In interoperability] The repository that stores EnterpriseOne business objects, which consist of Java or CORBA objects.
business unit	A financial entity that is used to track the costs, revenue, or both, of an organization. A business unit can also be defined as a branch/plant in which distribution and manufacturing activities occur. Additionally, in manufacturing setup, work centers and production lines must be defined as business units; but these business unit types do not have profit/loss capability.

business view	Used by EnterpriseOne applications to access data from database tables. A business view is a means for selecting specific columns from one or more tables with data that will be used in an application or report. It does not select specific rows and does not contain any physical data. It is strictly a view through which data can be handled.
business view design aid (BDA)	An EnterpriseOne GUI tool for creating, modifying, copying, and printing business views. The tool uses a graphical user interface.
buy-back crude	In foreign producing oil countries, that portion of the host government's share of "participation crude" which it permits the company holding a concession to "buy back."
CAB	In Italy, the bank branch code or branch ID. A five-digit number that identifies any agency of a specific bank company in Italy.
cadastro de pessoas fisicas	Cadastro de pessoas fisicas. In Brazil, the federal tax ID for a person.
category code	A code that identifies a collection of objects sharing at least one common attribute.
central object	A software component that resides on a central server.
central objects merge	A process that blends a customer's modifications with the objects in a current release with objects in a new release.
central server	A computer that has been designated to contain the originally installed version of the software (central objects) for deployment to client computers.
certificate input	See direct input.
certificate of analysis (COA)	A document that is a record of all of the testing which has been performed against an item, lot, or both, plus the test results for that item and lot.
change management	[In software development] A process that aids in controlling and tracking the evolution of software components.
change order	In PeopleSoft, an addendum to the original purchase order that reflects changes in quantities, dates, or specifications in subcontract-based purchasing. A change order is typically accompanied by a formal notification.
chargeback	A receipt application method that generates an invoice for a disputed amount or for the difference of an unpaid receipt.
chart	EnterpriseOne term for tables of information that appear on forms in the software. See forms.
check-in location	The directory structure location for the package and its set of replicated objects. This location is usually \\deploymentserver\release\path_code\package\packagename. The subdirectories under this path are where the central C components (source, include, object, library, and DLL file) for business functions are stored.

checksum value	A computed value that depends on the contents of a block of data, and that is transmitted or stored with the data to detect whether errors have occurred in the transmission or storage.
class	[In object-oriented programming] A category of objects that share the same characteristics.
clean cargo	Term that refers to cargoes of gasoline and other refined products. See also dirty cargo.
client access	The ability to access data on a server from a client machine.
client machine	Any machine that is connected to a network and that exchanges data with a server.
client workstation	A network computer that runs user application software and is able to request data from a server.
ClieOp03	In the Netherlands, the euro-compliant uniform electronic banking file format that enables batches with domestic automatic direct debit instructions and batches with domestic payment instructions to be delivered.
ClieOp2	In the Netherlands, the uniform electronic banking file format that enables batches with domestic automatic direct debit instructions and batches with domestic payment instructions to be delivered.
cluster	Two or more computers that are grouped together in such a way that they behave like a single computer.
co-existence	A condition where two or more applications or application suites access one or more of the same database tables within the same enterprise.
cold test	The temperature at which oil becomes solid. Generally considered to be 5 degrees F lower than the pour point.
commitment	The number of items that are reserved to fill demand.
common object request broker architecture	An object request broker standard that is endorsed by the Object Management Group.
compa-ratio	An employee's salary divided by the midpoint amount for the employee's pay grade.
component changeout	See component swap.
component object model (COM)	A specification developed by Microsoft for building software components that can be assembled into programs or add functionality to existing programs running on Microsoft Windows platforms. COM components can be written in a variety of languages, although most are written in C++, and can be unplugged from a program at runtime without having to recompile the program.

component swap	In Equipment/Plant Management, the substitution of an operable component for one that requires maintenance. Typically, you swap components to minimize equipment downtime while servicing one of the components. A component swap can also mean the substitution of one parent or component item for another in its associated bill of material.
conference room pilot environment	An EnterpriseOne environment that is used as a staging environment for production data, which includes constants and masters tables such as company constants, fiscal date patterns, and item master. Use this environment along with the test environment to verify that your configuration works before you release changes to end-users.
configurable network computing (CNC)	An application architecture that allows interactive and batch applications that are composed of a single code base to run across a TCP/IP network of multiple server platforms and SQL databases. The applications consist of re-usable business functions and associated data that can be configured across the network dynamically. The overall objective for businesses is to provide a future-proof environment that enables them to change organizational structures, business processes, and technologies independently of each other.
configurable processing engine	Handles all “batch” processes, including reporting, Electronic Data Exchange (EDI) transactions, and data duplication and transformation (for data warehousing). This ability does not mean that it exists only on the server; it can be configured to run on desktop machines (Windows 95 and NT Workstation) as well.
configuration management	A rules-based method of ordering assemble-to-order or make-to-order products in which characteristics of the product are defined as part of the Sales Order Entry process. Characteristics are edited by using Boolean logic, and then translated into the components and routing steps that are required to produce the product. The resulting configuration is also priced and costed, based on the defined characteristics.
configured item segment	A characteristic of a configured item that is defined during sales order entry. For example, a customer might specify a type of computer hard drive by stating the number of megabytes of the hard drive, rather than a part number.
consuming location	The point in the manufacturing routing where a component or subassembly is used in the production process. In kanban processing, the location where the kanban container materials are used in the manufacturing process and the kanban is checked out for replenishment.
contra/clearing account	A G/L account 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.
contribution to profit	Selling price of an item minus its variable costs.
control table	A table that controls the program flow or plays a major part in program control.
control table workbench	During the Installation Workbench process, Control Table Workbench runs the batch applications for the planned merges that update the data dictionary, user defined codes, menus, and user overrides tables.

control tables merge	A process that blends a customer's modifications to the control tables with the data that accompanies a new release.
corrective work order	A work order that is used to formally request unscheduled maintenance and communicate all of the details pertaining to the requested maintenance task.
corrective work order	A work order that is used to formally request unscheduled maintenance and communicate all of the details pertaining to the requested maintenance task.
cost assignment	Allocating resources to activities or cost objects.
cost component	An element of an item's cost—for example, material, labor, or overhead.
cost object	Any customer, product, service, contract, project, or other work unit for which you need a separate cost measurement.
cost rollup	A simulated scenario in which work center rates, material costs, and labor costs are used to determine the total cost of an item.
costing elements	The individual classes of added value or conversion costs. These elements are typically materials, such as raw and packaging; labor and machine costs; and overhead, such as fixed and variable. Each corporation defines the necessary detail of product costs by defining and tracking cost categories and subcategories.
credit memo	A negative amount that is used to correct a customer's statement when he or she is overcharged.
credit notice	The physical document that is used to communicate the circumstances and value of a credit order.
credit order	A credit order is used to reflect products or equipment that is received or returned so that it can be viewed as a sales order with negative amounts. Credit orders usually add the product back into inventory. This process is linked with delivery confirmation.
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.
crude oil assay	A procedure for determining the distillation curve and quality characteristics of a crude oil.
cumulative update	A version of software that includes fixes and enhancements that have been made since the last release or update.
currency relationships	When converting amounts from one currency to another, the currency relationship defines the from currency and the to currency in PeopleSoft software. For example, to convert amounts from German marks to the euro, you first define a currency relationship between those two currencies.
currency restatement	The process of converting amounts from one currency into another currency, generally for reporting purposes. It can be used, for example, when many currencies must be restated into a single currency for consolidated reporting.

current cost	The cost that is associated with an item at the time a parts list and routing are attached to a work order or rate schedule. Current cost is based on the latest bill of material and routing for the item.
customer pricing rules	In Procurement, the inventory pricing rules that are assigned to a supplier. In Sales, inventory pricing rules that are assigned to a customer.
D.A.S. 2 Reporting (DAS 2 or DADS 1)	In France, the name of the official form on which a business must declare fees and other forms of remuneration that were paid during the fiscal year.
data dictionary	A dynamic repository that is used for storing and managing a specific set of data item definitions and specifications.
data source workbench	During the Installation Workbench process, Data Source Workbench copies all of the 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.
data structure	A description of the format of records in a database such as the number of fields, valid data types, and so on.
data types	Supplemental information that is attached to a company or business unit. Narrative type contains free-form text. Code type contains dates, amounts, and so on.
datagram	A self-contained packet of information that is forwarded by routers, based on their address and the routing table information.
date pattern	A period of time that is set for each period in standard and 52-period accounting and forecasting.
DCE	See distributed computing environment.
DEB	See déclaration d'échange de biens.
debit memo	In Accounts Payable, a voucher that is entered with a negative amount. Enter this type of voucher when a supplier sends you a credit so that you can apply the amount to open vouchers when you issue payment to the supplier.
debit memo	A form that is issued by a customer, requesting an adjustment of the amount, which is owed to the supplier.
debit statement	A list of debit balances.
de-blend	When blend off does not result in a product that is acceptable to customers. The further processing of product to adjust specific physical and chemical properties to within specification ranges. See also blend off.
déclaration d'échange de biens (DEB)	The French term that is used for the Intrastat report.
delayed billing	The invoicing process is delayed until the end of a designated period.

delta load	A batch process that is used to compare and update records between specified environments.
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	The specific information that makes up a record or transaction. Contrast with summary.
detail information	Information that primarily relates to individual lines in a sales or purchase order.
direct connect	A transaction method in which a client application communicates interactively and directly with a server application. See also batch-of-one immediate, store-and-forward.
direct input	The system calculates the net units when you enter gross volume, temperature, and gravity or density. This data is generally entered during product receiving from the certificate that is prepared by an independent inspector.
direct ship orders	A purchase order that is issued to a third-party supplier who designates the destination as the customer. A direct ship sales order is also created for the customer. Direct ship orders occur when a product is not available from a company-owned or company-operated source, so the system creates an order to ship the product from a third-party source directly to the customer. Sometimes referred to as a drop ship or third-party supply.
direct usage	Consumption of resources that are attributable to specific production runs because the resources were directly issued to the schedule/order.
director	An EnterpriseOne user interface that guides a user interactively through an EnterpriseOne process.
dirty cargo	Term that refers to crude oil cargoes or other non-refined petroleum cargoes. See also clean cargo.
dispatch planning	Efficient planning and scheduling of product deliveries. Considerations include: Dispatch groups Scheduled delivery date Scheduled delivery time Preferred delivery date Preferred delivery time Average delivery time for that geographical location Available resources Special equipment requirements at the product's source or destination.

displacement days	The number of days that are calculated from today's date by which you group vouchers for payment. For example, if today's date is March 10 and you specify three displacement days, the system includes vouchers with a due date through March 13 in the payment group. Contrast with pay-through date.
display sequence	A number that the system uses to re-order a group of records on the form.
distributed computing environment (DCE)	A set of integrated software services that allows software which is running on multiple computers to perform seamless and transparently to the end-users. DCE provides security, directory, time, remote procedure calls, and files across computers running on a network.
distributed data processing	Processing in which some of the functions are performed across two or more linked facilities or systems.
distributed database management system (DDBMS)	A system for distributing a database and its control system across many geographically dispersed machines.
do not translate (DNT)	A type of data source that must exist on the AS/400 because of BLOB restrictions.
double-byte character set (DBCS)	A method of representing some characters by using one byte and other characters by using two bytes. Double-byte character sets are necessary to represent some characters in the Japanese, Korean, and Chinese languages.
downgrade profile	A statement of the hierarchy of allowable downgrades. Includes substitutions of items, and meeting tighter specifications for those products with wider or overlapping specification ranges.
DTA	Datenträgeraustausch. A Swiss payment format that is required by Telekurs (Payserv).
dual pricing	To provide prices for goods and services in two currencies. During the euro transition period, dual pricing between the euro and Economic and Monetary Union (EMU) member currencies is encouraged.
dynamic link library (DLL)	A set of program modules that are designed to be invoked from executable files when the executable files are run, without having to be linked to the executable files. They typically contain commonly used functions.
dynamic partitioning	The ability to dynamically distribute logic or data to multiple tiers in a client/server architecture.
economy of scale	A phenomenon whereby larger volumes of production reduce unit cost by distributing fixed costs over a larger quantity. Variable costs are constant; but fixed costs per unit are reduced, thereby reducing total unit cost.
edit mode	A processing mode or condition where the user can alter the information in a form.
edit rule	A method that is used for formatting user entries, validating user entries, or both, against a predefined rule or set of rules.

embedded event rule	An event rule that is specific to a particular table or application. Examples include form-to-form calls, hiding a field that is based on a processing option value, or calling a business function. Contrast with business function event rule. See also event rule.
employee work center	A central location for sending and receiving all 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. With respect to workflow, the Message Center is MAPI compliant and supports drag-and-drop work reassignment, escalation, forward and reply, and workflow monitoring. All messages from the message center can be viewed through EnterpriseOne messages or Microsoft Exchange.
Emulator	An item of software or firmware that allows one device to imitate the functioning of another.
encapsulation	The ability to confine access to and manipulation of data within an object to the procedures that contribute to the definition of that object.
engineering change order (ECO)	A work order document that is used to implement and track changes to items and resulting assemblies. The document can include changes in design, quantity of items required, and the assembly or production process.
enhanced analysis database	A database containing a subset of operational data. The data on the enhanced analysis database performs calculations and provides summary data to speed generation of reports and query response times. This solution is appropriate when external data must be added to source data, or when historical data is necessary for trend analysis or regulatory reporting. See also duplicated database, enterprise data warehouse.
enterprise server	A computer containing programs that collectively serve the needs of an enterprise rather than a single user, department, or specialized application.
EnterpriseOne object	A re-usable 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. See also object.
EnterpriseOne process	Allows EnterpriseOne clients and servers to handle processing requests and execute transactions. A client runs one process, and servers can have multiple instances of a process. EnterpriseOne processes can also be dedicated to specific tasks (for example, workflow messages and data replication) to ensure that critical processes do not have to wait if the server is particularly busy.
EnterpriseOne web development computer	A standard EnterpriseOne Windows developer computer with the additional components installed: Sun's JDK 1.1. JFC (0.5.1). Generator Package with Generator.Java and JDECOM.dll. R2 with interpretive and application controls/form.

environment workbench	During the Installation Workbench process, Environment Workbench 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.
equivalent fuel	A barrel of equivalent fuel supplies six million BTUs of heat. Fuel gas quantities are usually calculated as equivalent fuel barrels in economic calculations for refinery operations.
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.
ESR	Einzahlungsschein mit Referenznummer. A pay slip with a reference number.
event rule	[In EnterpriseOne] A logic statement that instructs the system to perform one or more operations that are based on an activity that can occur in a specific application, such as entering a form or exiting a field.
exit bar	[In EnterpriseOne] The tall pane with icons in the left portion of many EnterpriseOne program windows.
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. Sometimes referred to as a business unit.
fast path	[In EnterpriseOne] A command prompt that allows the user to move quickly among menus and applications by using specific commands.
file handle	A temporary reference (typically a number) that is assigned to a file which has been opened by the operating system and is used throughout the session to access the file.
file server	A computer that stores files to be accessed by other computers on the network.
find/browse	A type of form used to: Search, view, and select multiple records in a detail area. Delete records. Exit to another form. Serve as an entry point for most applications.
firm planned order (FPO)	A work order that has reached a user defined status. When this status is entered in the processing options for the various manufacturing programs, messages for those orders are not exploded to the components.
fiscal date pattern	A representation of the beginning date for the fiscal year and the ending date for each period in that year.
fix/inspect	A type of form used to view, add, or modify existing records. A fix/inspect form has no detail area.

fixed quantity	A term that indicates the bill of material relationship between a parent item and its components or ingredients. When a bill of material component has a fixed quantity relationship to its parent, the amount of the component does not change when the software calculates parts list requirements for different work order quantities. Contrast with variable quantity.
flexible account numbers	The format of account numbers for journal entries. The format that you set up must be the three segments: Business unit. Object. Subsidiary.
form design aid (FDA)	The EnterpriseOne GUI development tool for building interactive applications and forms.
form exit	[In EnterpriseOne] An option that is available as a button on the Form Exit bar or as a selection in the Form menu. It allows users to open an interconnected form.
form interconnection	Allows one form to access and pass data to another form. Form interconnections can be attached to any event; however, they are normally used when a button is clicked.
form type	The following form types are available in EnterpriseOne: Find/browse. Fix/inspect. Header detail. Headerless detail. Message. Parent/child. Search/select.
form-to-form call	A request by a form for data or functionality from one of the connected forms.
framework	[In object-oriented systems] A set of object classes that provide a collection of related functions for a user or piece of software.
frozen cost	The cost of an item, operation, or process after the frozen update program is run; used by the Manufacturing Accounting system.
frozen update program	A program that freezes the current simulated costs, thereby finalizing them for use by the Manufacturing Accounting system.
globally unique identifier (GUI)	A 16-byte code in the Component Object Model that identifies an interface to an object across all computers and networks.
handle	[In programming] A pointer that contains the address of another pointer, which, in turn, contains the address of the desired object.

hard commitment	The number of items that are reserved for a sales order, work order, or both, from a specific location, lot, or both.
hard error	An error that cannot be corrected by a given error detection and correction system.
header	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.
header information	Information that pertains to the entire order.
hover help	A help function that provides contextual information or instructions when a cursor moves over a particular part of the interface element for a predefined amount of time.
ICMS	Imposto sobre circulação de mercadoria e serviços. In Brazil, a state tax that is applied to the movement of merchandise and some services.
ICMS Substituto	Imposto sobre circulação de mercadoria e serviços substituto. In Brazil, the ICMS tax that is charged on interstate transactions, or on special products and clients.
ICMS Substituto-Markup	See imposto sobre circulação de mercadoria e serviços substituto-markup.
imposto de renda (IR)	Brazilian income tax.
imposto sobre produtos industrializados	In Brazil, a federal tax that applies to manufactured goods (domestic and imported).
imposto sobre services (ISS)	In Brazil, tax on services.
inbound document	A document that is received from a trading partner using Electronic Data Interface (EDI). This document is also referred to as an inbound transaction.
indented tracing	Tracking all lot numbers of intermediates and ingredients that are consumed in the manufacture of a given lot of product, down through all levels of the bill of material, recipe, or formula.
indexed allocations	A procedure that allocates or distributes expenses, budgets, adjustments, and so on, among business units, based on a fixed percentage.
indirect measurement	Determining the quantity on-hand by: Measuring the storage vessels and calculating the content's balance quantity. or Theoretically calculating consumption of ingredients and deducting them from the on-hand balance.
indirect usage	Determining what should have been used by multiplying receipt quantity of the parent times the quantity per statement in the formula, recipe, or bill of material. This transaction typically affects both consumption on schedule as well as issue from on-hand balances.

in-process rework	<p>Recycling a semi processed product that does not meet acceptable standards. Further processing takes the product out of a given operation and sends it back to the beginning of that operation or a previous operation (for example, unreacted materials).</p> <p>Rework that is detected prior to receipt of finished goods and corrected during the same schedule run.</p>
INPS withholding tax	Instituto Nazionale di Previdenza Sociale withholding tax. In Italy, a 12% social security withholding tax that is imposed on payments to certain types of contractors. This tax is paid directly to the Italian social security office.
inscrição estadual	ICMS tax ID. In Brazil, the state tax ID.
inscrição municipal	ISS tax ID. In Brazil, the municipal tax ID.
integrated toolset	Unique to EnterpriseOne is an industrial-strength toolset that is embedded in the already comprehensive business applications. This toolset is the same toolset that is used by PeopleSoft to build EnterpriseOne interactive and batch applications. Much more than a development environment, however, the EnterpriseOne integrated toolset handles reporting and other batch processes, change management, and basic data warehousing facilities.
integrity test	A process that is used to supplement a company's internal balancing procedures by locating and reporting balancing problems and data inconsistencies.
interbranch sales order	A sales order that is used for transactions between branch/plants other than the selling branch/plant.
Interoperability	The ability of different computer systems, networks, operating systems, and applications to work together and share information.
inventory pricing rule	A discount method that is used for purchases from suppliers and sales to customers. The method is based on effectivity dates, up-to quantities, and a factor by which you can mark up or discount the price or cost.
inventory turn	The number of times that the inventory cycles, or turns over, during the year. A frequently used method to compute inventory turnover is to divide the annual costs of sales by the average inventory level.
invoice	An itemized list of goods that are shipped or services that are rendered, stating quantities, prices, fees, shipping charges, and so on. Companies often have their invoices mailed to a different address than where they ship products. In such cases, the bill-to address differs from the ship-to address.
IP	See imposto sobre produtos industrializados.
IR	See imposto de renda.
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.
ISS	See imposto sobre servicos.

jargon	An alternate data dictionary item description that EnterpriseOne or PeopleSoft 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 and provides middleware services for security and state maintenance, along with data access and persistence.
JDBNET	A database driver that allows heterogeneous servers to access each other's data.
jde.ini	A PeopleSoft file (or member for AS/400) that provides the runtime settings that are required for EnterpriseOne initialization. Specific versions of the file or member must reside on every machine that is running EnterpriseOne, including workstations and servers.
JDE.LOG	The main diagnostic log file of EnterpriseOne. Always located in the root directory on the primary drive. Contains status and error messages from the startup and operation of EnterpriseOne.
JDEBASE Database Middleware	PeopleSoft proprietary database middleware package that provides two primary benefits: <ol style="list-style-type: none"> 1. Platform-independent APIs for multidatabase access. These APIs are used in two ways: <ol style="list-style-type: none"> a. By the interactive and batch engines to dynamically generate platform-specific SQL, depending on the data source request. b. As open APIs for advanced C business function writing. These APIs are then used by the engines to dynamically generate platform-specific SQL. 2. Client-to-server and server-to-server database access. To accomplish this access, EnterpriseOne is integrated with a variety of third-party database drivers, such as Client Access 400 and open database connectivity (ODBC).
JDECallObject	An application programming interface that is used by business functions to invoke other business functions.
JDEIPC	Communications programming tools that are used by server code to regulate access to the same data in multiprocess environments, communicate and coordinate between processes, and create new processes.
JDENET	PeopleSoft proprietary middleware software. JDENET is a messaging software package.
JDENET communications middleware	PeopleSoft proprietary communications middleware package for EnterpriseOne. It 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 EnterpriseOne supported platforms.
just in time installation (JITI)	EnterpriseOne's method of dynamically replicating objects from the central object location to a workstation.
just in time replication (JITR)	EnterpriseOne's method of replicating data to individual workstations. EnterpriseOne replicates new records (inserts) only at the time that the user needs the data. Changes, deletes, and updates must be replicated using Pull Replication.

Kagami	In Japan, summarized invoices that are created monthly (in most cases) to reduce the number of payment transactions.
latitude	The X coordinate of the location of an item in the warehouse. The system can use latitude, longitude, and height when suggesting locations for putaway, replenishment, and picking.
laytime (or layhours)	<p>The amount of time that is allotted to a tanker at berth to complete loading or discharging cargo. This time is usually expressed in running hours, and is fixed by prior agreement between the vessel owner and the company that is chartering the vessel. Laytime is stipulated in the charter, which states exactly the total of number of hours that are granted at both loading and unloading ports, and indicates whether such time is reversible. A statement of “Seventy-Two Hours, Reversible” means that a total of 72 hours is granted overall at both ports, and any time saved at one port can be applied as a credit at the other port.</p> <p>For example, if the vessel uses only 32 hours instead of 36 hours to load cargo, it can apply an additional four hours to the 36 hours allotted at the discharge port. Such considerations are important for purposes of computing demurrage.</p>
leading zeros	A series of zeros that certain facilities in PeopleSoft systems place in front of a value that is entered. This situation normally occurs when you enter a value that is smaller than the specified length of the field. For example, if you enter 4567 in a field that accommodates eight numbers, the facility places four zeros in front of the four numbers that you enter. The result appears as 00004567.
ledger type	A code that designates a ledger which is used by the system for a particular purpose. For example, all transactions are recorded in the AA (actual amounts) ledger type in their domestic currency. The same transactions can also be stored in the CA (foreign currency) ledger type.
level break	The position in a report or text where a group of similar types of information ends and another one begins.
libro IVA	Monthly VAT report. In Italy, the term for the report that contains the detail of invoices and vouchers that were registered during each month.
line of business	A description of the nature of a company’s work; also a tool to control the relationship with that customer, including product pricing.
linked service type	A service type that is associated with a primary service type. Linked service types can be cancelled, and the maintenance tasks are performed when the primary service type to which they are linked comes due. You can specify whether the system generates work orders for linked service types, as well as the status that the system assigns to work orders that have already been generated. Sometimes referred to as associated service types. See also primary service type and service type.
livro razao	In Brazil, a general ledger report.
load balancing	The act of distributing the number of processes proportionally to all servers in a group to maximize overall performance.

location workbench	During the Installation Workbench process, Location Workbench 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.
log files	Files that track operations for a process or application. Reviewing log files is helpful for troubleshooting problems. The file extension for log files is .LOG.
logic data source	Any code that provides data during runtime.
logical compartment	One of two ways that is identified in the transportation constants to display compartments on vehicles. Logical display numbers the compartments sequentially. For example, if two vehicles are on a trip and each vehicle has three compartments, the logical display is 1,2,3,4,5,6.
logical file	A set of keys or indices that is used for direct access or ordered access to the records in a physical file. Several logical files can have different accesses to a physical.
logical shelf	A logical, not physical, location for inventory that is used to track inventory transactions in loan/borrow, or exchange agreements with other companies. See also logical warehouse.
logical warehouse	Not a physical warehouse containing actual inventory, but a means for storing and tracking information for inventory transactions in loan/borrow, or exchange agreements with other companies.
longitude	The Y coordinate of the location of an item in the warehouse. The system can use latitude, longitude, and height when suggesting locations for putaway, replenishment, and picking.
LSV	Lastschriftverfahren. A Swiss auto debit format that is required by Telekurs (Payserv).
mail merge	A mass-mail facility that takes names, addresses, and (sometimes) pertinent facts about recipients and merges the information into a form letter or a similarly basic document.
mailmerge workbench	[In EnterpriseOne] An application that merges Microsoft Word 6.0 (or higher) word-processing documents with EnterpriseOne records to automatically print business documents.
main fuels	Usually refers to bulk fuel products, but sometimes includes packaged products.
maintenance loop	See maintenance route.
maintenance route	A method of performing PMs for multiple pieces of equipment from a single preventive maintenance work order. A maintenance route includes pieces of equipment that share one or more identical maintenance tasks which can be performed at the same time for each piece of equipment. Sometimes referred to as maintenance loop.

maintenance work order	In PeopleSoft EnterpriseOne systems, a term that is used to distinguish work orders created for the performance of equipment and plant maintenance from other work orders, such as manufacturing work orders, utility work orders, and engineering change orders.
manufacturing and distribution planning	Planning that includes resource and capacity planning, and material planning operations. Resource and capacity planning allows you to prepare a feasible production schedule that reflects your demand forecasts and production capability. Material Planning Operations provides a short-range plan to cover material requirements that are needed to make a product.
mapping	A set of instructions that describes how one data structure passes data to another.
master business function	An interactive master file that serves as a central location for adding, changing, and updating information in a database.
master business function	A central system location for standard business rules about entering documents, such as vouchers, invoices, and journal entries. Master business functions ensure uniform processing according to guidelines that you establish.
master table	A database table that is used to store data and information that is permanent and necessary to the system's operation. Master tables might contain data such as paid tax amounts, supplier names, addresses, employee information, and job information.
matching document	A document that is associated with an original document to complete or change a transaction. For example, a receipt is the matching document of an invoice.
media object	An electronic or digital representation of an object.
media storage objects	Files that use one of the following naming conventions that are not organized into table format: Gxxx, xxxGT, or GTxxx.
memory violation	An error that occurs as the result of a memory leak.
menu selection	An option on a menu that initiates a software function directly.
message center	A central location for sending and receiving all EnterpriseOne messages (system- and user-generated), regardless of the originating application or user.
messaging application programming interface (MAPI)	An architecture that defines the components of a messaging system and how they behave. It also defines the interface between the messaging system and the components.
metal content	A series of properties of a blended product that help to determine its suitability for a prescribed purpose.
metals management	The process of maintaining information about the location and status of durable product containers such as liquid petroleum gas (LPG) cylinders.
mobile inventory	Inventory that is transferred from a depot to a barge or truck for milk-run deliveries.

modal	A restrictive or limiting interaction that is created by a given condition of operation. Modal often describes a secondary window that restricts a user's interaction with other windows. A secondary window can be modal with respect to its primary window or to the entire system. A modal dialog box must be closed by the user before the application continues.
model work order	For scheduled preventive maintenance or for a condition-based alert, a model work order functions as a template for the creation of other work orders. You can assign model work orders to service types and condition-based alerts. When the service type comes due or the alert is generated, the system automatically generates a work order that is based on information from the model work order.
modeless	Not restricting or limiting interaction. Modeless often describes a secondary window that does not restrict a user's interaction with other windows. A modeless dialog box stays on the screen and is available for use at any time, but also permits other user activities.
multiple stocking locations	Authorized storage locations for the same item number at locations, in addition to the primary stocking location.
multitier architecture	A client/server architecture that allows multiple levels of processing. A tier defines the number of computers that can be used to complete some defined task.
named event rules (NER)	Also called business function event rules. Encapsulated, re-usable business logic that is created by using event rules, rather than C programming.
national language support (NLS)	Mechanisms that are provided to facilitate internationalization of both system and application user interfaces.
natureza da operação	Transaction nature. In Brazil, a code that classifies the type of commercial transaction to conform to the fiscal legislation.
negative pay item	An entry in an account that indicates a prepayment. For example, you might prepay a supplier before goods are sent or prepay an employee's forecasted expenses for a business trip. The system stores these pending entries, assigning them a minus quantity as debit amounts in a designated expense account. After the prepaid goods are received or the employee submits an expense report, entering the actual voucher clears all of the negative pay items by processing them as regular pay items. Note that a negative pay item can also result from entering a debit memo (A/P) or a credit memo (A/R).
net added cost	The cost to manufacture an item at the current level in the bill of material. Thus, for manufactured parts, the net added cost includes labor, outside operations, and cost extras applicable to this level in the bill of material, but not materials (lower-level items). For purchased parts, the net added cost also includes the cost of materials.
next status	The next step in the payment process for payment control groups. The next status can be either WRT (write) or UPD (update).
node	A termination point for two or more communications links. A node can serve as the control location for forwarding data among the elements of a network or multiple networks, as well as performing other networking and, in some cases, local processing.

non-inventory items	See non-stock items.
non-list price	A price for bulk products that is determined by its own algorithms, such as a rolling average or commodity price plus.
non-prime product	A manufactured product with revenue potential that is less than the product planned for, or scheduled to be produced.
non-stock items	Items that the system does not account for as part of the inventory. For example, office supplies, or packaging materials can be non-stock items.
nota fiscal	In Brazil, a legal document that must accompany all commercial transactions.
nota fiscal fatura	In Brazil, a nota fiscal and invoice information.
notula	In Italy, the process whereby a business does not recognize value added tax until the payment of a voucher.
object configuration manager (OCM)	EnterpriseOne's object request broker and the control center for the runtime environment. It keeps track of the runtime locations for business functions, data, and batch applications. When one of these objects is called, the Object Configuration Manager directs access to it by using defaults and overrides for a given environment and user.
object embedding	When an object is embedded in another document, an association is maintained between the object and the application that created it; however, any changes made to the object are also only kept in the compound document. See also object linking.
object librarian	A repository of all versions, applications, and business functions that are reusable in building applications.
object linking	When an object is linked to another document, a reference is created with the file in which the object is stored, as well as with the application that created it. When the object is modified, either from the compound document or directly through the file in which it is saved, the change is reflected in that application as well as anywhere it has been linked. See also object embedding.
object linking and embedding (OLE)	A technology for transferring and sharing information among applications by allowing the integration of objects from diverse applications, such as graphics, charts, spreadsheets, text, or an audio clip from a sound program. OLE is a compound document standard that was developed by Microsoft Corporation. It enables you to create objects with one application, and then link or embed them in a second application. Embedded objects retain their original format and links to the application that created them. See also object embedding, object linking.
object management workbench (OMW)	The change management system that is used for EnterpriseOne development.

object-based technology (OBT)	A technology that supports some of the main principles of object-oriented technology: Classes. Polymorphism.I Inheritance. Encapsulation.
object-oriented technology (OOT)	Brings software development past procedural programming into a world of re-usable programming that simplifies development of applications. Object orientation is based on the following principles: Classes. Polymorphism.I Inheritance. Encapsulation.
offsetting account	An account that reduces the amount of another account to provide a net balance. For example, a credit of 200 to a cash account might have an offsetting entry of 200 to an A/P Trade (liability) account.
open database connectivity (ODBC)	Defines a standard interface for different technologies to process data between applications and different data sources. The ODBC interface comprises set of function calls, methods of connectivity, and representation of data types that define access to data sources.
open systems interconnection (OSI)	The OSI model was developed by the International Standards Organization (ISO) in the early 1980s. It defines protocols and standards for the interconnection of computers and network equipment.
order detail line	A part of an order that contains transaction information about a service or item being purchased or sold, such as quantity, cost, price, and so on.
order hold	A flag that stops the processing of an order because it has exceeded the credit or budget limit, or has another problem.
order-based pricing	Pricing strategy that grants reductions in price to a customer. It is based upon the contents and relative size (volume or value) of the order as a whole.
outbound document	A document that is sent to a trading partner using EDI. This term is also referred to as an outbound transaction.

outturn	<p>The quantity of oil that is actually received into a buyer's storage tanks when a vessel is unloaded. For various reasons (vaporization, clingage to vessel tank walls, and so on), the amount of a product pumped into shore tankage at unloading is often less than the quantity originally loaded onto the vessel, as certified by the Bill of Lading. Under a delivered or CIF outturn transaction, the buyer pays only for the barrels actually "turned out" by the vessel into storage.</p> <p>When a buyer is paying CIF Bill of Lading figures, a loss of 0.5% of total cargo volume is considered normal. Losses in excess of 0.5%, however, are either chargeable to the seller or are covered by specialized insurance that covers partial, as well as total, loss of the cargo.</p>
overhead	<p>In the distillation process, that portion of the charge that leaves the top of the distillation column as vapor. This definition is strictly as it relates to ECS.</p>
override conversion method	<p>A method of calculating exchange rates that is set up between two specific currencies. For those specific currencies, this method overrides the conversion method in General Accounting Constants and does not allow inverse rates to be used when calculating currency amounts.</p>
package / package build	<p>A collection of software that is grouped into a single entity for modular installation. 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 the installation program can find them on the deployment server. It is a point-in-time "snapshot" of the central objects on the deployment server.</p>
package location	<p>The directory structure location for the package and its set of replicated objects. This location is usually \\deployment server\release\path_code\package\ package name. The replicated objects for the package are placed in the subdirectories under this path. This location is also where the package is built or stored.</p>
package workbench	<p>During the Installation Workbench process, Package Workbench 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.</p>
packaged products	<p>Products that, by their nature, must be delivered to the customer in containers which are suitable for discrete consumption or resale.</p>
pane/panel	<p>A resizable subarea of a window that contains options, components, or other related information.</p>
paper clip	<p>An icon that is used to indicate that a media object is attached to a form or record.</p>
parent/child form	<p>A type of form that presents parent/child relationships in an application on one form:</p> <p>The left portion of the form presents a tree view that displays a visual representation of a parent/child relationship.</p> <p>The right portion of the form displays a detail area in browse mode. The detail area displays the records for the child item in the tree.</p> <p>The parent/child form supports drag and drop functionality.</p>

parent/child relationship	See parent/component relationship.
parent/component relationship	<p>1. In Capital Asset Management, the hierarchical relationship of a parent piece of equipment to its components. For example, a manufacturing line could be a parent and the machinery on the line could be components of the line. In addition, each piece of machinery could be a parent of still more components.</p> <p>2. In Product Data Management, a hierarchical relationship of the components and subassemblies of a parent item to that parent item. For example, an automobile is a parent item; its components and subassemblies include: engine, frame, seats, and windows.</p> <p>Sometimes referred to as parent/child relationship.</p>
partita IVA	In Italy, a company fiscal identification number.
pass-through	A process where data is accepted from a source and forwarded directly to a target without the system or application performing any data conversion, validation, and so on.
pay on consumption	The method of postponing financial liability for component materials until you issue that material to its consuming work order or rate schedule.
payment group	A system-generated group of payments with similar information, such as a bank account. The system processes all of the payments in a payment group at the same time.
PeopleSoft database	See JDEBASE Database Middleware.
performance tuning	The adjustments that are made for a more efficient, reliable, and fast program.
persistent object	An object that continues to exist and retains its data beyond the duration of the process that creates it.
pervasive device	A type of intelligent and portable device that provides a user with the ability to receive and gather information anytime, from anywhere.
planning family	A means of grouping end items that have similarity of design or manufacture.
plug-in	A small program that plugs into a larger application to provide added functionality or enhance the main application.
polymorphism	A principle of object-oriented technology in which a single mnemonic name can be used to perform similar operations on software objects of different types.
portal	A Web site or service that is a starting point and frequent gateway to a broad array of on-line resources and services.
Postfinance	A subsidiary of the Swiss postal service. Postfinance provides some banking services.

potency	Identifies the percent of an item in a given solution. For example, you can use an 80% potent solution in a work order that calls for 100% potent solution, but you would use 25% more, in terms of quantity, to meet the requirement ($100 / 80 = 1.25$).
preference profile	The ability to define default values for specified fields for a user defined hierarchy of items, item groups, customers, and customer groups. In Quality Management setup, this method links test and specification testing criteria to specific items, item groups, customers, or customer groups.
preflush	A work order inventory technique in which you deduct (relieve) materials from inventory when the parts list is attached to the work order or rate schedule.
preventive maintenance cycle	The sequence of events that make up a preventive maintenance task, from its definition to its completion. Because most preventive maintenance tasks are commonly performed at scheduled intervals, parts of the preventive maintenance cycle repeat, based on those intervals.
preventive maintenance schedule	The combination of service types that apply to a specific piece of equipment, as well as the intervals at which each service type is scheduled to be performed.
primary service type	A service type to which you can link related service types. For example, for a particular piece of equipment, you might set up a primary service type for a 1000-hour inspection and a linked service type for a 500-hour inspection. The 1000-hour inspection includes all of the tasks performed at 500 hours. When a primary service type is scheduled to be performed, the system schedules the linked service type. See also linked service type.
pristine environment	An EnterpriseOne environment that is used to test unaltered objects with PeopleSoft demonstration data or for training classes. You must have this environment so you can compare pristine objects that you modify.
processing option	A data structure that allows users to supply parameters that regulate the execution of a batch program or report.
product data management (PDM)	In PeopleSoft EnterpriseOne software, the system that enables a business to organize and maintain information about each item which it manufactures. Features of this system, such as bills of material, work centers, and routings, define the relationships among parents and components, and how they can be combined to manufacture an item. PDM also provides data for other manufacturing systems including Manufacturing Accounting, Shop Floor Management, and Manufacturing and Distribution Planning.
product line	A group of products with similarity in manufacturing procedures, marketing characteristics, or specifications that allow them to be aggregated for planning; marketing; and, occasionally, costing.
product/process definition	A combination of bill of material (recipe, formula, or both) and routing (process list). Organized into tasks with a statement of required consumed resources and produced resources.
production environment	An EnterpriseOne environment in which users operate EnterpriseOne software.

program temporary fix (PTF)	A representation of changes to PeopleSoft software that your organization receives on magnetic tapes or diskettes.
project	[In EnterpriseOne] A virtual container for objects being developed in Object Management Workbench.
projected cost	The target expenditure in added value for material, labor, and so on, during manufacture. See also standard cost.
promotion path	The designated path for advancing objects or projects in a workflow.
protocollo	See registration number.
PST	Provincial sales tax. A tax that is assessed by individual provinces in Canada.
published table	Also called a “Master” table, this is the central copy to be replicated to other machines and resides on the “publisher” machine. The Data Replication Publisher Table (F98DRPUB) identifies all of the published tables and their associated publishers in the enterprise.
publisher	The server that is responsible for the published table. The Data Replication Publisher Table (F98DRPUB) identifies all of the published tables and their associated publishers in the enterprise.
pull replication	One of the EnterpriseOne methods for replicating data to individual workstations. Such machines are set up as pull subscribers that use EnterpriseOne’s 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 Data Replication Pending Change Notification table (F98DRPCN).
query by example (QBE)	Located at the top of a detail area, this area is used to search for data to display in the detail area.
rate scheduling	A method of scheduling product or manufacturing families, or both. Also a technique to determine run times and quantities of each item within the family to produce enough of each individual product to satisfy demand until the family can be scheduled again.
rate type	For currency exchange transactions, the rate type distinguishes different types of exchange rates. For example, you can use both period average and period-end rates, distinguishing them by rate type.
real-time	Pertaining to information processing that returns a result so rapidly that the interaction appears to be instantaneous.
receipt routing	A series of steps that is used to track and move items within the receipt process. The steps might include in-transit, dock, staging area, inspection, and stock.
referential integrity	Ensures that a parent record cannot be deleted from the database when a child record for exists.

regenerable	Source code for EnterpriseOne business functions can be regenerated from specifications (business function names). Regeneration occurs whenever an application is recompiled, either for a new platform or when new functionality is added.
register types and classes	In Italian VAT Summary Reporting, the classification of VAT transactions.
relationship	Links tables together and facilitates joining business views for use in an application or report. Relationships that are created are based on indexes.
rélevé d'identité bancaire (RIB)	In France, the term that indicates the bank transit code, account number, and check digit that are used to validate the bank transit code and account number. The bank transit code consists of the bank code and agency code. The account number is alphanumeric and can be as many as 11 characters. PeopleSoft supplies a validation routine to ensure RIB key correctness.
remessa	In Brazil, the remit process for A/R.
render	To include external data in displayed content through a linking mechanism.
repassé	In Brazil, a discount of the ICMS tax for interstate transactions. It is the adjustment between the interstate and the intrastate ICMS tax rates.
replenishment point	The location on or near the production line where additional components or subassemblies are to be delivered.
replication server	A server that is responsible for replicating central objects to client machines.
report design aid (RDA)	The EnterpriseOne GUI tool for operating, modifying, and copying report batch applications.
repost	In Sales, the process of clearing all commitments from locations and restoring commitments, based on quantities from the Sales Order Detail table (F4211).
resident	Pertaining to computer programs or data while they remain on a particular storage device.
retorno	In Brazil, the receipt process for A/R.
RIB	See rélevé d'identité bancaire.
ricevute bancarie (RiBa)	In Italy, the term for accounts receivable drafts.
riepilogo IVA	Summary VAT monthly report. In Italy, the term for the report that shows the total amount of VAT credit and debit.
ritenuta d'acconto	In Italy, the term for standard withholding tax.
rollback	[In database management] A feature or command that undoes changes in database transactions of one or more records.
rollup	See cost rollup.

row exit	[In EnterpriseOne] An application shortcut, available as a button on the Row Exit bar or as a menu selection, that allows users to open a form that is related to the highlighted grid record.
runtime	The period of time when a program or process is running.
SAD	The German name for a Swiss payment format that is accepted by Postfinance.
SAR	See software action request.
scalability	The ability of software, architecture, hardware, or a network to support software as it grows in size or resource requirements.
scripts	A collection of SQL statements that perform a specific task.
scrub	To remove unnecessary or unwanted characters from a string.
search/select	A type of form that is used to search for a value and return it to the calling field.
selection	Found on PeopleSoft menus, selections represent functions that you can access from a menu. To make a selection, type the associated number in the Selection field and press Enter.
serialize	To convert a software object into a stream of bytes to store on a disk or transfer across a network.
server map	The server view of the object configuration mapping.
server workbench	During the Installation Workbench process, Server Workbench 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.
service interval	The frequency at which a service type is to be performed. Service intervals can be based on dates, periods, or statistical units that are user defined. Examples of statistical units are hours, miles, and fuel consumption.
service type	An individual preventive maintenance task or procedure, such as an inspection, lubrication, or overhaul. Service types can apply to a specific piece of equipment or to a class of equipment. You can specify that service types come due based on a predetermined service interval, or whenever the task that is represented by the service type becomes necessary.
servlet	A [small] program that extends the functionality of a Web server by generating dynamic content and interacting with Web clients by using a request-response paradigm.
share path	The network node under which one or more servers or objects reside.
shop floor management	A system that uses data from multiple system codes to help develop, execute, and manage work orders and rate schedules in the enterprise.
silent mode	A method for installing or running a program that does not require any user intervention.

silent post	A type of post that occurs in the background without the knowledge of the user.
simulated cost	After a cost rollup, the cost of an item, operation, or process according to the current cost scenario. This cost can be finalized by running the frozen update program. You can create simulated costs for a number of cost methods—for example, standard, future, and simulated current costs. See also cost rollup.
single-byte character set (SBCS)	An encoding scheme in which each alphabetic character is represented by one byte. Most Western languages, such as English, can be represented by using a single-byte character set.
single-level tracking	Finding all immediate parents where a specific lot has been used (consumed).
single-voyage (spot) charter	An agreement for a single voyage between two ports. The payment is made on the basis of tons of product delivered. The owner of the vessel is responsible for all expenses.
slimer	A script that changes data in a table directly without going through a regular database interface.
smart field	A data dictionary item with an attached business function for use in the Report Design Aid application.
SOC	The Italian term for a Swiss payment format that is accepted by Postfinance.
soft commitment	The number of items that is reserved for sales orders or work orders in the primary units of measure.
soft error	An error from which an operating system or program is able to recover.
software action request (SAR)	An entry in the AS/400 database that is used for requesting modifications to PeopleSoft software.
SOG	The French term for a Swiss payment format that is accepted by Postfinance.
source directory	The path code to the business function source files belonging to the shared library that is created on the enterprise server.
special period/year	The date that determines the source balances for an allocation.
specification merge	The Specification merge is comprised of three merges: Object Librarian merge (via the Object Management Workbench). Versions List merge. Central Objects merge. The merges blend customer modifications with data that accompanies a new release.
specification table merge workbench	During the Installation Workbench process, Specification Table Merge Workbench runs the batch applications that update the specification tables.

specifications	A complete description of an EnterpriseOne object. Each object has its own specification, or name, which is used to build applications.
spot charter	See single-voyage charter.
spot rates	An exchange rate that is entered at the transaction level. Spot rates are not used on transactions between two EMU member currencies because exchange rates are irrevocably fixed to the euro.
stamp tax	In Japan, a tax that is imposed on drafts payable, receipts over 30000 Japanese yen, and all contracts. The party that issues any of the above documents is responsible for this tax.
standalone	Operating or capable of operating independently of certain other components of a computer system.
standard cost	The expected, or target cost of an item, operation, or process. Standard costs represent only one cost method in the Product Costing system. You can also calculate, for example, future costs or current costs. However, the Manufacturing Accounting system uses only standard frozen costs.
standard costing	A costing method that uses cost units that are determined before production. For management control purposes, the system compares standard costs to actual costs and computes variances.
subprocess	A process that is triggered by and is part of a larger process, and that generally consists of activities.
subscriber table	The Subscriber table (F98DRSUB), which is stored on the Publisher Server with the Data Replication Publisher table (F98DRPUB), that identifies all of the subscriber machines for each published table.
summary	The presentation of data or information in a cumulative or totaled manner in which most of the details have been removed. Many systems offer forms and reports that summarize information which is stored in certain tables. Contrast with detail.
super backflush	To create backflush transactions for material, labor, or both, against a work order at predefined pay points in the routing. By doing so, you can relieve inventory and account for labor amounts at strategic points throughout the manufacturing process.
supersession	Specification that a new product is replacing an active product on a specified effective date.
supplemental data	Additional types of data for customers and suppliers. You can enter supplemental data for information such as notes, comments, plans, or other information that you want in a customer or supplier record. The system maintains this data in generic databases, separate from the standard master tables (Customer Master, Supplier Master, and Address Book Master).

supplying location	The location from which inventory is transferred once quantities of the item on the production line have been depleted. In kanban processing, the supplying location is the inventory location from which materials are transferred to the consuming location when the containers are replenished.
system code	A numeric or alphanumeric designation that identifies a specific system in EnterpriseOne software.
system function	[In EnterpriseOne] A named set of pre-packaged, re-usable instructions that can be called from event rules.
table access management (TAM)	The EnterpriseOne component that handles the storage and retrieval of user 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	During the Installation Workbench process, Table Conversion Workbench runs the table conversions that change the technical and application tables to the format for the new release of EnterpriseOne. It also updates the Table Conversions and Controls detail records to reflect completion.
table design aid (TDA)	An EnterpriseOne GUI tool for creating, modifying, copying, and printing database tables.
table event rules	Use table event rules to attach database triggers (or programs) that automatically run whenever an action occurs against the table. An action against a table is referred to as an event. When you create an EnterpriseOne database trigger, you must first determine which event will activate the trigger. Then, use Event Rules Design to create the trigger. Although EnterpriseOne allows event rules to be attached to application events, this functionality is application-specific. Table event rules provide embedded logic at the table level.
table handle	A pointer into a table that indicates a particular row.
table space	[In relational database management systems] An abstract collection of containers in which database objects are stored.
task	[In Solution Explorer and EnterpriseOne Menu] A user defined object that can initiate an activity, process, or procedure.
task view	A group of tasks in Solution Explorer or EnterpriseOne Menu that are arranged in a tree structure.
termo de abertura	In Brazil, opening terms for the transaction journal.
termo de encerramento	In Brazil, closing terms for the transaction journal.
three-tier processing	The task of entering, reviewing, approving, and posting batches of transactions.
three-way voucher match	The process of comparing receipt information to supplier's invoices to create vouchers. In a three-way match, you use the receipt records, the purchase order, and the invoice to create vouchers.

threshold percentage	In Capital Asset Management, the percentage of a service interval that you define as the trigger for maintenance to be scheduled. For example, you might set up a service type to be scheduled every 100 hours with a threshold percentage of 90 percent. When the equipment accumulates 90 hours, the system schedules the maintenance.
throughput agreement	A service agreement in which a business partner agrees to store and manage product for another business partner for a specified time period. The second partner actually owns the stock that is stored in the first partner's depot, although the first partner monitors the stock level; suggests replenishments; and unloads, stores, and delivers product to the partner or its customers. The first partner charges a fee for storing and managing the product.
throughput reconciliation	Reconcile confirmed sales figures in a given period with the measured throughput, based on the meter readings. This process is designed to catch discrepancies that are due to transactions not being entered, theft, faulty meters, or some combination of these factors. This reconciliation is the first stage. See also operational reconciliation.
token	[In Object Management Workbench] A flag that is associated with each object which indicates whether you can check out the object.
tolerance range	The amount by which the taxes that you enter manually can vary from the tax that is calculated by the system.
TP monitor	Transaction Processing 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 can include programs that validate data and format terminal screens.
tracing	The act of researching a lot by going backward, to discover its origin.
tracking	The act of researching a lot by going forward, to discover where it is used.
transaction set	An electronic business transaction (EDI Standard document) composed of segments.
transclude	To include the external data in the displayed content through a linking mechanism.
transfer order	An order that is used to ship inventory between branch/plants within your company and to maintain an accurate on-hand inventory amount. An interbranch transfer order creates a purchase order for the shipping location and a sales order for the receiving location.
translation adjustment account	An optional G/L account used in currency balance restatement to record the total adjustments at a company level.
translator software	The software that converts data from an application table format to an EDI Standard Format, and from EDI Standard Format to application table format. The data is exchanged in an EDI Standard, such as ANSI ASC X12, EDIFACT, UCS, or WINS.

tree structure	A type of graphical user interface that displays objects in a hierarchy.
trigger	Allows you to attach default processing to a data item in the data dictionary. When that data item is used on an application or report, the trigger is invoked by an event which is associated with the data item. EnterpriseOne also has three visual assist triggers: Calculator. Calendar. Search form.
two-way voucher match	The process of comparing purchase order detail lines to the suppliers' invoices to create vouchers. You do not record receipt information.
universal batch engine (UBE)	[In EnterpriseOne] A type of application that runs a noninteractive process.
unnormalized	Data that is a random collection of data elements with repeating record groups scattered throughout. Also see Normalized.
user overrides merge	The User Overrides merge adds new user override records into a customer's user override table.
user-defined code (UDC)	A value that a user has assigned as being a valid entry for a given or specific field.
utility	A small program that provides an addition to the capabilities which are provided by an operating system.
variable numerator allocations	A procedure that allocates or distributes expenses, budgets, adjustments, and so on, among business units, based on a variable.
variable quantity	A term that indicates the bill of material relationship between a parent item and its components or ingredients. When a bill of material component has a variable quantity relationship to its parent, the amount of the component changes when the software calculates parts list requirements for different work order quantities. Contrast with fixed quantity.
variance	1. In Product Costing and Manufacturing Accounting, the difference between the frozen standard cost, the current cost, the planned cost, and the actual cost. 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 by using the current bill of material, routing, and overhead rates. 2. In Capital Asset Management, the difference between revenue that is generated by a piece of equipment and costs that are incurred by the equipment.
versions 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.
VESR	Verfahren Einzahlungsschein mit Referenznummer. The processing of an ESR pay slip with reference line through accounts receivable and accounts payable.

visual assist	Forms that can be invoked from a control to assist the user in determining what data belongs in the control.
voucher logging	The process of entering vouchers without distributing amounts to specific G/L accounts. The system initially distributes the total amount of each voucher to a G/L suspense account, where it is held until you redistribute it to the correct G/L account.
wareki date format	In Japan, a calendar format, such as Showa or Heisei. When a new emperor begins to reign, the government chooses the title of the date format and the year starts over at one. For instance, January 1, 1998, is equal to Heisei 10, January 1st.
wash down	A minor cleanup between similar product runs. Sometimes used in reference to the sanitation process of a food plant.
wchar_t	An internal type of a wide character. Used for writing portable programs for international markets.
web server	A server that sends information as requested by a browser and uses the TCP/IP set of protocols.
work order life cycle	In Capital Asset Management, the sequence of events through which a work order must pass to accurately communicate the progress of the maintenance tasks that it represents.
workfile	A system-generated file that is used for temporary data processing.
workflow	According to the Workflow Management Coalition, workflow means “the automation of a business process, in whole or 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 network server usually containing subsets of data that are replicated from a master network server.
WorldSoftware architecture	The broad spectrum of application design and programming technology that PeopleSoft uses to achieve uniformity, consistency, and complete integration throughout its software.
write payment	A step in processing payments. Writing payments includes printing checks, drafts, and creating a bank tape table.
write-off	A method for getting rid of inconsequential differences between amounts. For example, you can apply a receipt to an invoice and write off the difference. You can write off both overpayments and underpayments.

Z file	For store and forward (network disconnected) user, EnterpriseOne store-and-forward applications perform edits on static data and other critical information that must be valid to process an order. After the initial edits are complete, EnterpriseOne stores the transactions in work tables on the workstation. These work table are called Z files. When a network connection is established, Z files are uploaded to the enterprise server; and the transactions are edited again by a master business function. The master business function then updates the records in your transaction files.
z-process	A process that converts inbound data from an external system into an EnterpriseOne software table or converts outbound data into an interface table for an external system to access.
zusammenfassende melding	In Germany, the term for the EU Sales Listing.

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