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PeopleSoft Enterprise Commitment Control 9.0 PeopleBook

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About This PeopleBook Preface

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

This preface discusses:

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

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

PeopleSoft Enterprise Application Prerequisites

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

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

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

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

Application Fundamentals

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

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

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

Documentation Updates and Printed Documentation

This section discusses how to:

- Obtain documentation updates.
- Download and order printed documentation.

Obtaining Documentation Updates

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

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

See Also

Oracle's PeopleSoft Customer Connection, http://www.oracle.com/support/support_peoplesoft.html

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- Order printed, bound volumes.

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Additional Resources

The following resources are located on Oracle's PeopleSoft Customer Connection website:

Resource	Navigation
Application maintenance information	Updates + Fixes
Business process diagrams	Support, Documentation, Business Process Maps
Interactive Services Repository	Support, Documentation, Interactive Services Repository
Hardware and software requirements	Implement, Optimize + Upgrade; Implementation Guide; Implementation Documentation and Software; Hardware and Software Requirements
Installation guides	Implement, Optimize + Upgrade; Implementation Guide; Implementation Documentation and Software; Installation Guides and Notes
Integration information	Implement, Optimize + Upgrade; Implementation Guide; Implementation Documentation and Software; Pre-Built Integrations for PeopleSoft Enterprise and JD Edwards EnterpriseOne Applications
Minimum technical requirements (MTRs)	Implement, Optimize + Upgrade; Implementation Guide; Supported Platforms
Documentation updates	Support, Documentation, Documentation Updates
PeopleBooks support policy	Support, Support Policy
Prerelease notes	Support, Documentation, Documentation Updates, Category, Release Notes
Product release roadmap	Support, Roadmaps + Schedules
Release notes	Support, Documentation, Documentation Updates, Category, Release Notes
Release value proposition	Support, Documentation, Documentation Updates, Category, Release Value Proposition
Statement of direction	Support, Documentation, Documentation Updates, Category, Statement of Direction
Troubleshooting information	Support, Troubleshooting
Upgrade documentation	Support, Documentation, Upgrade Documentation and Scripts

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Typographical Conventions and Visual Cues

This section discusses:

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

Typographical Conventions

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

Typographical Convention or Visual Cue	Description
Bold	Indicates PeopleCode function names, business function names, event names, system function names, method names, language constructs, and PeopleCode reserved words that must be included literally in the function call.
Italics	Indicates field values, emphasis, and PeopleSoft Enterprise or other book-length publication titles. In PeopleCode syntax, italic items are placeholders for arguments that your program must supply. We also use italics when we refer to words as words or letters as letters, as in the following: Enter the letter *O*.
KEY+KEY	Indicates a key combination action. For example, a plus sign (+) between keys means that you must hold down the first key while you press the second key. For ALT+W, hold down the ALT key while you press the W key.
`Monospace font`	Indicates a PeopleCode program or other code example.
“ ” (quotation marks)	Indicate chapter titles in cross-references and words that are used differently from their intended meanings.
. . . (ellipses)	Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax.
{ } (curly braces)	Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe (|).

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Typographical Convention or Visual Cue	Description
[ ] (square brackets)	Indicate optional items in PeopleCode syntax.
& (ampersand)	When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object. Ampersands also precede all PeopleCode variables.

Visual Cues

PeopleBooks contain the following visual cues.

Notes

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

Note. Example of a note.

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

Important! Example of an important note.

Warnings

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

Warning! Example of a warning.

Cross-References

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

Country, Region, and Industry Identifiers

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

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

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

Country Identifiers

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

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Region Identifiers

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

- Asia Pacific
- Europe
- Latin America
- North America

Industry Identifiers

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

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

Currency Codes

Monetary amounts are identified by the ISO currency code.

Comments and Suggestions

Your comments are important to us. We encourage you to tell us what you like, or what you would like to see changed about PeopleBooks and other Oracle reference and training materials. Please send your suggestions to your product line documentation manager at Oracle Corporation, 500 Oracle Parkway, Redwood Shores, CA 94065, U.S.A. Or email us at appsdoc@us.oracle.com.

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

Common Elements Used in PeopleBooks

As of Date	The last date for which a report or process includes data.
Business Unit	An ID that represents a high-level organization of business information. You can use a business unit to define regional or departmental units within a larger organization.
Description	Enter up to 30 characters of text.
Effective Date	The date on which a table row becomes effective; the date that an action begins. For example, to close out a ledger on June 30, the effective date for the ledger closing would be July 1. This date also determines when you can view and change the information. Pages or panels and batch processes that use the information use the current row.

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Once, Always, and **Don't Run**	Select Once to run the request the next time the batch process runs. After the batch process runs, the process frequency is automatically set to Don't Run. Select Always to run the request every time the batch process runs. Select Don't Run to ignore the request when the batch process runs.
Process Monitor	Click to access the Process List page, where you can view the status of submitted process requests.
Report Manager	Click to access the Report List page, where you can view report content, check the status of a report, and see content detail messages (which show you a description of the report and the distribution list).
Request ID	An ID that represents a set of selection criteria for a report or process.
Run	Click to access the Process Scheduler request page, where you can specify the location where a process or job runs and the process output format.
SetID	An ID that represents a set of control table information, or TableSets. TableSets enable you to share control table information and processing options among business units. The goal is to minimize redundant data and system maintenance tasks. When you assign a setID to a record group in a business unit, you indicate that all of the tables in the record group are shared between that business unit and any other business unit that also assigns that setID to that record group. For example, you can define a group of common job codes that are shared between several business units. Each business unit that shares the job codes is assigned the same setID for that record group.
Short Description	Enter up to 15 characters of text.
User ID	An ID that represents the person who generates a transaction.

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PeopleSoft Enterprise Commitment Control PeopleBook Preface

This preface discusses Oracle's:

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

Note. This PeopleBook documents only page elements that require additional explanation. If a page element is not documented with the process or task in which it is used, then it either requires no additional explanation or is documented with the common elements for the section, chapter, or PeopleBook.

PeopleSoft Enterprise Products

This PeopleBook refers to these products:

- PeopleSoft Enterprise Billing.
- PeopleSoft Enterprise General Ledger.
- PeopleSoft Enterprise Payables.
- PeopleSoft Enterprise Project Costing.
- PeopleSoft Enterprise Purchasing.
- PeopleSoft Enterprise Receivables.
- PeopleSoft Enterprise Cost Management
- PeopleSoft Enterprise Inventory
- PeopleSoft Enterprise Budgeting
- PeopleSoft Enterprise Payroll
- PeopleSoft Enterprise Human Resources
- PeopleSoft Enterprise Expenses
- PeopleSoft Enterprise Grants
- PeopleSoft Enterprise Time and Labor
- PeopleSoft Enterprise e-Procurement

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PeopleSoft Enterprise Application Fundamentals

The*PeopleSoft Enterprise Commitment Control PeopleBook* provides you with setup and processing information to use Commitment Control effectively and to implement Commitment Control according to your organizational or departmental needs. However, additional essential information describing the setup and design of your system resides in other documentation. The other documentation consists of important topics that apply to many or all PeopleSoft Enterprise applications across the Financial Management Solutions (FMS), Enterprise Service Automation (ESA), and Supply Chain Management (SCM) product lines. You should be familiar with the contents of these PeopleBooks.

The following PeopleBooks apply specifically to PeopleSoft Commitment Control.

- *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook.*
- *PeopleSoft Enterprise General Ledger 9.0 PeopleBook.*
- *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook.*

In addition, the PeopleBooks for the PeopleSoft Enterprise applications that feed source transactions to Commitment Control provide important information about how Commitment Control works with those applications.

Pages With Deferred Processing

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

See Also

Enterprise PeopleTools PeopleBook 8.48: PeopleSoft Application Designer

Common Elements Used in This PeopleBook

Account	Classifies the nature of a transaction for corporate accounting and reporting.
Accounting Period	The accounting period in which the transaction takes place.
Affiliate	ChartField used to map transactions between business units when using a single inter unit account.
Alt Acct (alternate account, AltAccount)	ChartField that identifies the nature of a transaction for statutory accounting and reporting. This field appears only if you enable the Alternate Account option for your organization and for the general ledger business unit.
Activity ID	Activity ID is assigned to the individual tasks or events you want to update in a project.

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Amount Type See Commitment Control Amount Type.

Amounts in Base Currency See Base Currency.

As of Date The date on which data you are searching for or performing a function upon is valid. For example, if you are defining a budget closing set, entering an as of date of 12/31/2002 instructs the Budget Close process to perform balance roll forward calculations based on the ledger amounts that are or were valid on that date.

Associated Revenue The total amount of the revenue in the revenue budget associated with the budget. This displays either the collected or recognized revenue based on your selection on the Budget Definitions component.

Available Budget For expenditure budgets, the amount available in the budget after deducting commitments and expenses from the budgeted amount.

For revenue budgets, it is the revenue estimate amount less the recognized revenue amount.

Base Currency Also *Amounts in Base Currency.* The currency of the primary general ledger detail ledger.

Begin Date and End Date On pages that show options at the control ChartField and budget attributes level, these dates restrict budget journal entries to budget periods that are at least partially within these dates. This also restricts source transactions to those whose transaction (accounting) dates fall within these dates.

Budget Commitment Control ledger type (amount type) that records the total budgeted amount for a control budget. Budget amounts are entered in the Enter Budget Journals component.

Budget Checking Header Status Also referred to as Budget Checking Status, Budget Header Status, and Budget Status.

Records budget-checking results. Can be one of the following:

- *E (Error)*: The transaction failed budget checking.
- *N (Not Checked)*: The Budget Processor has not processed the transaction or you have changed the source transaction and you must run the Budget Processor again.
- *V (Valid)*: The transaction passed budget checking and the Budget Processor has updated the control budget ledger (LEDGER_KK).

Note. This field is sometimes labeled Budget Header Status, but it is not the same as the Budget Header Status field when budgets are posted and although this field is sometimes labeled Budget Status, it is not the same as the Budget Status field that indicates whether a budget is open, closed, or on hold.

See Chapter 9, "Managing Budget Exceptions," Understanding Exception Handling and Notification, page 233.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Understanding Entering and Posting Commitment Control Budget Journals, page 153.

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Budget Checking Process Status

Records the results of a batch Budget Processor run. Can be one of the following:

- *Document in Process:* The process is in progress.
- *Errors Exist:* The process completed successfully, but the transactions have budget checking errors and warnings.
- *Process Unsuccessful:* The process ended abnormally.
- *No Errors or Warnings:* The process completed successfully and the transactions had no errors or warnings. The process updates the control budget.
- *Only Warnings Exist:* The process completed successfully, but the transactions have warning exceptions. The process updates the control budget.
- *Unrecorded Errors Exist:* The process completed successfully, but the transactions have budget checking errors—too many to record them all. You must correct existing errors in the control budget and the source transaction and run the process again.

Budget Close Status

Also Budget Closed.

Indicates whether the budget has been closed by the Budget Close COBOL process (FSPYCLOS). Status can be:

- *Closed (C)*: Budget is validated for the run control and successfully closed.
- *Invalid (I)*: Closing Run Control Validation report has been run with errors.
- *No Status (N)*: Budget Close process has not been run on this budget.
- *Partial (P)*: The Commitment Control ledger group is partially closed; that is, not all budget rows were covered by the Budget Close process.
- *Unclosed (U)*: Budget has been closed and reopened.
- *Validated (V)*: Closing Run Control Validation report has been run with no errors but Budget Close process has not been run.

To change the status of a budget that has been closed by the Budget Close process, you must unclose the budget using that same process (FSPYCLOS).

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Budget Close Status, page 294.

Budget Header Status

See Budget Checking Header Status.

Budget Period

ChartField that represents a time segment that the system uses to divide budgets.

Budget Ref (budget reference)

ChartField that identifies unique budgets when individual budgets share budget keys and overlapping budget periods.

Budget Status

Also referred to as *Status*

Indicates whether the budget is *Open, Closed,* or on *Hold.*

- *Open*: The budget can still accept transactions.

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- *Closed*: The budget is closed to transactions. You cannot enter budget journals, and the Budget Processor fails all transactions that would impact the budget.
- *Default*: The budget status is set to default from a higher level—either the budget attributes, control ChartField, or control budget definition level.
- *Hold*: The budget is on hold. The Budget Processor fails transactions that would reduce the available balance, but you can enter and post budget journals.

Note. Budget status is applied manually. The Budget Close Status, on the other hand, is updated by Budget Close COBOL process (FSPYCLOS).

See also Budget Checking Header Status.

Budget Type

Can be either Revenue or Expenditure.

On some pages, it is synonymous with Commitment Control ledger group.

Budgetary Only

When you define a ChartField value and select this option, the ChartField value can be used for budget purposes only and is not available for recording actual transactional entries. This option is available for all fully configurable ChartFields, including DEPTID. You usually establish budget control using summary Budgetary Only ChartField values instead of establishing a budget for each detail transactional ChartField value. You then set up ChartField translation trees to roll up the detail transactional level ChartField values to the summary budgetary level values.

Business Unit

An identification code that represents a high-level organization of business information. You can use a business unit to define regional or departmental units within a larger organization.

Calendar ID

Budget period calendar ID.

ChartField 1, ChartField 2, and **ChartField 3**

ChartFields that you configure to meet your accounting requirements.

Class

Can be used to identify specific appropriations.

Collected Revenue

Commitment Control ledger type (amount type) for revenue that has been collected.

Commitment Control Amount Type

Determines which Commitment Control ledger is updated by the source transaction. Can be one of the following:

- *Actuals and Recognized:* Actual amount of the expenditure or the recognized revenue. Transactions update the expense or recognized ledger, depending on the ledger group.
- *Actuals, Recognize and Collect:* Amount of revenue booked and collected.
- *Collected Revenue:* Amount of revenue collected.
- *Dynamic:* You specify the amount type when you enter the transaction. Applies to General Ledger journals, Project Costing journals, and generic third-party transactions.

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- *Encumbrance:* Amount of the funds that you are legally obligated to spend when you create a transaction such as a contract or a purchase order. Not an actual transaction.
- *Planned:* Amount that you plan to spend. This amount is only an estimate and not an actual transaction. Also see Planning.
- *Pre-encumbrance:* Amount that records the funds that you intend to spend but are not legally obligated to expend. This occurs, for example, when you create a requisition. Not an actual transaction.

Commitment Control Transaction Date

Activity Log date for the Commitment Control transaction.

Also refer to the Commitment Control Transaction ID for additional related information.

Commitment Control Transaction ID

Activity Log transaction number for the Commitment Control transaction.

When you budget-check a source transaction, the system creates activity lines, each of which can affect multiple budget definitions (ledger groups). The activity log creates a Commitment Control transaction ID and Commitment Control transaction date for each source transaction. The Commitment Control transaction ID and Commitment Control transaction date thus have a one-to-one correspondence with a source transaction, such as a single general ledger journal or a single voucher.

Commitment Control Transaction Line

The Commitment Control transaction line number has a one-to-one correspondence to a single source transaction line, such as a single general ledger journal line or single voucher line.

See the Commitment Control Transaction ID for additional related information.

Commitment Control Ledger Group

A group of ledgers that comprise the structure of a control budget definition. Often used synonymously with budget definition.

Commitment Control Options

See Control Options.

Control ChartField

The key ChartField that the Budget Processor uses to determine whether or not to enforce budget-checking.

For example, if you select DeptID as the control ChartField for the budget definition, you can then identify specific departments over which the Budget Processor enforces budgetary control using this budget definition and other departments which are exempt from budgetary control.

Control Options

Describes the degree of budgetary control:

- *Default from Higher Level*: Commitment Control is set to default from a higher level—either the budget attributes, control ChartField, or control budget definition level.
- *Control*: Transactions that cause budget exceptions generate errors or warnings.
- *Tracking w/ Budget* (tracking with budget): Track transaction amounts against a budget but do not issue error exceptions unless there is no corresponding budget row. Pass if budget row exists, even for a zero amount, but issue warnings for exceptions. Also sometimes referred to as *Track BD.*

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- *Track w/o Budget* (tracking without budget): Track transactions even if there is no budget set up. If a budget row exists and there are exceptions, issue warnings. Also sometimes referred to as *Track.*
- *Control Initial Document*: Control expenditures against the initial document only. Transactions are stopped and error messages issued only if budget constraints would be exceeded when the initial document is processed. Transactions that pass budget checking on the initial document, such as a purchase requisition, are automatically passed on all subsequent documents, such as a purchase order or payment voucher, even if budget constraints are exceeded at the time they are processed. However, if the ChartFields are changed in subsequent documents from those values in the initial document, the transaction can fail if the ChartField combination does not exist as a budget. Also *Ctrl Init.*

Note. Negative budgets cannot be set to *Control.* They can be set to *Tracking w/ Budget* or *Track w/o Budget.*

Currency — Code that identifies the type of currency for an amount, such as USD or GBP.

Dept (department) — ChartField that indicates who is responsible for or affected by the transaction.

Description — Freeflow text up to 256 characters.

Effective Date — Date on which a table row becomes effective; the date that an action begins. For example, if you want to close out a ledger on June 30, the effective date for the ledger closing would be July 1. This date also determines when you can view and change information. Pages and batch processes that use the information use the current row.

Encumbrance — Commitment Control ledger type (amount type) for amounts that you are legally obliged to spend. Contracts and purchase orders are typical encumbrance transactions.

Expense — Commitment Control ledger (amount type) for actual expenditure amounts.

Fiscal Year — The fiscal year (twelve month period) in which the transaction takes place.

Foreign Amount — The amount in the entry currency.

Fund — ChartField that represents structural units for education and government accounting.

Fund Affiliate — ChartField used to correlate transactions between funds when using a singe intraunit account.

Funding Source — Amount to be spent that is allocated from expenditure and revenue budgets to a lower level distribution, such as to a project or program.

Language — The language in which you want the field labels and report headings of your reports to print. The field values appear as you enter them.

Ledger Group — On most PeopleSoft Commitment Control pages, this refers to the *Commitment Control Ledger Group.*

Maximum Rows — The maximum number of data rows you want to view in a scroll area. Often also applies to the scroll area of secondary pages you access from an initial page.

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Monetary Amount	The amount in the base currency of the primary ledger.
Oper Unit (operating unit)	ChartField used to identify a location, such as a distribution warehouse or sales center.
Operating Unit Affiliate	ChartField used to correlate transactions between operating units when using a singe intraunit account.
PC Business Unit	Business unit assigned to a project in PeopleSoft Project Costing.
Percent Available	The percentage of the budget that is available after you deduct expenses and commitments.
Period	Accounting period.
Planning	Commitment Control ledger type (amount type) to record estimated amounts that you plan to spend. Can also be used to record third-party source transactions that precede pre-encumbrance documents. The latter usage requires defining a new source transaction type. See Planned and compare with Pre-encumbrance.
Pre-encumbrance	Commitment Control ledger type (amount type) for amounts that you expect to expend, but which you have no legal obligation to expend. A requisition is a typical pre-encumbrance transaction.
Process Frequency	Designates the appropriate frequency in the Process Frequency group box: • *Once:* Executes the request the next time the batch process runs. After the batch process runs, the process frequency is automatically set to *Don't Run.* • *Always:* Executes the request every time the batch process runs. • *Don't Run:* Ignores the request when the batch process runs.
Process Monitor	This link takes you to the Process List page, where you can view the status of submitted process requests.
Process Status (for a Budget Processor instance)	The status of a Budget Processor run can be one of the following: • *Errors Exist*: The transaction failed budget checking. • *Process Unsuccessful*: The budget checking process failed. • *No Errors or Warnings*: The budget check was successful and there were no warning messages. • *Only Warnings Exist*: The Budget Processor issued a warning, but it updated the control budget. • *Unrecorded Errors Exist*: The transaction has more errors than the Budget Processor recorded. You cannot override budget checking.
Program	ChartField that identifies groups of related activities, cost centers, revenue centers, responsibility centers, and academic programs. Tracks revenue and expenditures for programs.
Project	ChartField that captures information for project/grants accounting.
Quantity	The statistical amount for the transaction. Appears only for budgets that track statistical amounts.

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RSA	See remaining spending authority.
Recognized Revenue	Commitment Control ledger type (amount type) for revenue that has been booked but not yet collected.
Remaining Spending Authority	For expenditure budgets, RSA is typically calculated by subtracting the sum total of pre-encumbrances, encumbrances and expenditures from the posted budget amount. If you have included a expenditure budget tolerances or your expenditure budget is associated with a revenue budget, the system includes with the posted budget amount, the revenue and finally any expenditure budget tolerance when calculating RSA. For revenue budgets, RSA is calculated by subtracting the sum total of recognized revenue from the posted budget amount.
Request Number	System-generated number to order a series of requests within a run control.
Report ID	The report identifier.
Report Manager	This link takes you to the Report List page, where you can view report content, check the status of a report, and see content detail messages (which show you a description of the report and the distribution list).
Resource Type	ChartField that identifies a type of resource, such as labor or materials, the use of which is associated with a cost. Used in conjunction with resource categories, subcategories, and groups.
Revenue Estimate	Commitment Control ledger type (amount type) for revenue estimate budget amounts. It records the total revenue you expect to generate in a budget period.
Ruleset	A RuleSet defines a group of Chartfield values that share common budgetary attributes such as keys, calendars, and translation trees. RuleSets are used to allow different kinds of budgetary structures to be housed in the same Commitment Control Ledger Group. A Commitment Control budget definition must have at least one default RuleSet but may have many RuleSets defined based on the requirements for budget accounts.
SetID	A code that represents a set of control table information or TableSets. A TableSet is a group of tables (records) necessary to define your organizations accounting structure and processing options.
Short Description	Freeflow text up to 15 characters.
Statistics Code	ChartField that identifies non-monetary statistical amounts.
Status	Indicates whether a row in a table is *Active* or *Inactive*. You cannot display inactive rows on transaction pages or use them for running batch processes. Inactivate rather than delete data you no longer use in order to maintain an audit trail. Contrast with Budget Status.
Tolerance	Also Budget Tolerance, Tolerance %. The percentage variance over budget that you allow a transaction and still allow it to pass budget checking.
Unit	Business unit.

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User ID	The system identifier for the individual who generates a transaction.
Year	A calendar or fiscal year.
	Click to view information about a page or page element.

See Also

Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Budget Close Status, page 294

Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 24

Chapter 2, “Understanding PeopleSoft Commitment Control,” Underlying Data Structure of PeopleSoft Commitment Control, page 4

Chapter 3, “Setting Up Basic Commitment Control Options,” Rulesets, page 27

Enterprise PeopleTools PeopleBook: Using PeopleSoft Applications

Enterprise PeopleTools PeopleBook: PeopleSoft Process Scheduler

Enterprise PeopleTools PeopleBook, “Using PeopleSoft Applications,” Working with Pages, Using Effective Dates

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CHAPTER 1

Getting Started With PeopleSoft Enterprise Commitment Control

This chapter provides an overview of Oracle's PeopleSoft Enterprise Commitment Control implementation and discusses:

- Commitment Control business processes.
- Commitment Control integration.
- Commitment Control implementation.

Note. Clear all check boxes on the Installation Options - Products page for products that you have not licensed and are not using. As delivered, all check boxes for all products whether licensed or unlicensed are selected on the Products page and this can result in unnecessary setup for the unlicensed products and can also cause performance issues.

PeopleSoft Commitment Control Business Processes

PeopleSoft Enterprise Commitment Control provides the following business processes:

- Control budget creation and adjustment.
- Budget checking of PeopleSoft and third-party source transactions.
- Budget error and warning notification and override.
- Inquiry on budgets and budget-checking activity.
- Budget closing.
- Archiving

These business processes are discussed in the business process chapters of this PeopleBook.

PeopleSoft Commitment Control Integration

PeopleSoft Commitment Control integrates with the following PeopleSoft Enterprise applications:

- General Ledger
- Payables
- Receivables
- Billing
- Cost Management

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- Inventory
- Budgeting
- Payroll
- Human Resources
- Expenses
- Grants
- Project Costing
- Time and Labor
- Purchasing
- e-Procurement

Integration considerations are discussed in the implementation chapters of this PeopleBook.

Integration with third-party applications is discussed in this PeopleBook. For supplemental information about third-party application integration, access the PeopleSoft Customer Connection website.

Note. Commitment control does not support value added tax (VAT).

See Also

Chapter 6, "Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications," page 143

PeopleSoft Commitment Control Implementation

PeopleSoft Setup Manager enables you to review a list of setup tasks for your organization for the products that you are implementing. The setup tasks include the components that you must set up, listed in the order in which you must enter data into the component tables, and links to the corresponding PeopleBook documentation.

Other Sources of Information

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

See Also

Enterprise PeopleTools PeopleBook: PeopleSoft Setup Manager

Enterprise PeopleTools PeopleBook: PeopleSoft Component Interfaces

About These PeopleBooks

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CHAPTER 2

Understanding PeopleSoft Commitment Control

This chapter provides an overview of Oracle's PeopleSoft Commitment Control.

Understanding PeopleSoft Commitment Control

Commitment Control is an optional feature of the PeopleSoft Enterprise Financials, Enterprise Service Automation, and Supply Chain Management product lines that enables you to control expenditures actively against predefined, authorized budgets. In particular, Commitment Control enables you to:

- Create and maintain control budgets.
- Check actual transactions (such as actual expenditures and revenues) against control budgets.
- Check imminent future financial obligations (pre-encumbrances and encumbrances) against control budgets.
- Check recognized revenue against revenue estimate budgets.

When you set up control budgets, you associate them with a particular General Ledger business unit. You also define the kinds of transactions you are to check against your control budgets. Once your budgets are established, you check these transactions against your budgets, the passing or failing of the transactions depending on the remaining available budget amount and the degree of budgetary control you set up for your budgets.

Depending on how you set up Commitment Control security, users can adjust a transaction that fails budget checking or adjust the budgets that the transaction failed against and budget-check the transaction again. Also, if you grant users the authority, users can override budget checking and allow a transaction to exceed the budget.

In this section, we discuss:

- Commitment accounting.
- The underlying data structure of PeopleSoft Commitment Control.
- The budget-checking process.
- An example of control budget setup and budget checking.
- Accounting examples.

Commitment Accounting

Commitment accounting is an integral part of budgetary control. By establishing and tracking commitments to spend and receive amounts—and by checking these amounts against budgets—an organization can readily report on and control future spending and revenue.

In Commitment Control, we provide three expenditure commitment amount types and one revenue commitment amount type:

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- *Planned*: A free-form non-actuals amount.

  Can be used as a memo entry or an entry to estimate future spending. Can also be used to record third-party source transactions that precede pre-encumbrance documents. The latter usage requires defining a new source transaction type.

- *Pre-encumbrance*: Amount that you expect to spend, but which you have no legal obligation to spend.

  A requisition is a typical pre-encumbrance transaction.

- *Encumbrance*: Amount that you have a legal obligation to spend in the future.

  Issuance of a purchase order to a vendor is a typical encumbrance transaction.

- *Recognized Revenue*: Revenue that you have booked and expect to receive.

Except in the case of federal government accounting, your *actuals ledger* does not store planned, pre-encumbrance, and encumbrance amounts, and it might or might not store recognized revenue amounts. (Federal accounting also records encumbrances in the actuals ledger and treats them as actual transactions.)

The Commitment Control ledgers and activity logs store pre-encumbrance amounts, encumbrance amounts, and recognized revenue amounts.

When you use Commitment Control, you can check both commitments and actual transactions, or expenditures, against control budgets. The following procedure from the procurement life cycle is a typical example of budget checking from commitment through actual transaction:

1. When you generate a requisition, use Commitment Control to check it against the appropriate budgets and post it as a pre-encumbrance in the Commitment Control ledger.
2. When a requisition becomes a purchase order, use Commitment Control to liquidate the pre-encumbrance and post the purchase order amount as an encumbrance (subject to liquidation rules you define).
3. When the purchased goods or services are delivered and the purchase order becomes a voucher, use Commitment Control to liquidate the encumbrance and post the expenditure.

Underlying Data Structure of PeopleSoft Commitment Control

Commitment Control uses the ledger and ledger group structure of General Ledger to store control budgets in the Commitment Control Ledger Data table (LEDGER_KK). Each *control budget definition* (or set of budgets sharing the same rules) is defined in the system as a Commitment Control ledger group consisting of Commitment Control ledgers, each of which stores a different amount type, such as pre-encumbrance, encumbrance, and expenditure.

A simple organization might have the following budget configuration:

- An expenditure Commitment Control *ledger group* consisting of a *budget ledger, pre-encumbrance ledger, encumbrance ledger,* and *expenditure ledger.*

  That is to say, it consists of a ledger for control budget amounts and a ledgers for each transaction amount type you process against your control budgets as shown in the following table:

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Ledger Group	Budget Ledger	Pre-encumbrance Ledger	Encumbrance Ledger	Expenditure Ledger
ORG	ORG_BUD	ORG_PRE	ORG_ENC	ORG_EXP

Some expenditure ledger groups may also include a *planned* ledger, which can be used for planned expenditures that have not yet solidified to the point of the need for the issuing of a requisition.

- A revenue Commitment Control *ledger group* consisting of a revenue estimate *budget ledger,* a revenue *recognized ledger,* and a revenue *collected ledger,*as shown in the following table:

Ledger Group	Budget Ledger	Recognized Ledger	Collected Ledger
REVEST	REVEST_BUD	REVEST_REC	REVEST_COL

In other words, within a control budget definition, each amount type has its own *bucket,* and this structure is reflected in the ledger group and ledger structure.

The way control budget data is actually stored in the Commitment Control Ledger Data table is similar to this example:

Ledger	Fiscal Year	Acct Period	Fund	Account	DeptID	Budget Period	Posted Total Amt
ORG_ BUD	2003	1	100	50000	1000	2003	100000
ORG_PRE	2003	1	100	50000	1000	2003	30000
ORG_ ENC	2003	3	100	50000	1000	2003	50000
ORG_ EXP	2003	3	100	50000	1000	2003	25000
REVEST_ BUD	2003	1	100	40000	1000	2003	125000
REVEST_ REC	2003	1	100	40000	1000	2003	30000
REVEST_ COL	2003	2	100	40000	1000	2003	50000

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Each time a budget-checked transaction updates the Commitment Control Ledger Data table, it updates the posted total amount.

Note. The remaining available budget balance is not a stored amount, but is calculated when you run budget checking.

Using the ledger table structure in General Ledger for Commitment Control setup enables you to take advantage of other General Ledger processes, such as revaluation, ChartField translation, allocations, and summary ledgers. However, be aware that Commitment Control ledgers and ledger groups do not function in all respects as do General Ledger detail ledgers and ledger groups.

Commitment Control documentation often uses synonymously the terms *amount type* and *ledger*.

Also, the *Commitment Control Ledger Data table* at times is referred to as the *Commitment Control ledger* or *budget ledger*. It is important to remember these distinctions, as well as the synonymous use of these terms when a particular aspect of Commitment Control budget is being discussed.

Note. Ledgers defined by the Commitment Control ledger template can have different sets of ChartFields than do General Ledger detail ledgers. These can include General Ledger and Projects ChartFields, as well as the Budget Period ChartField.

Budget Checking Process

Commitment Control enables you to check source transactions from many PeopleSoft and third-party applications against your control budgets.

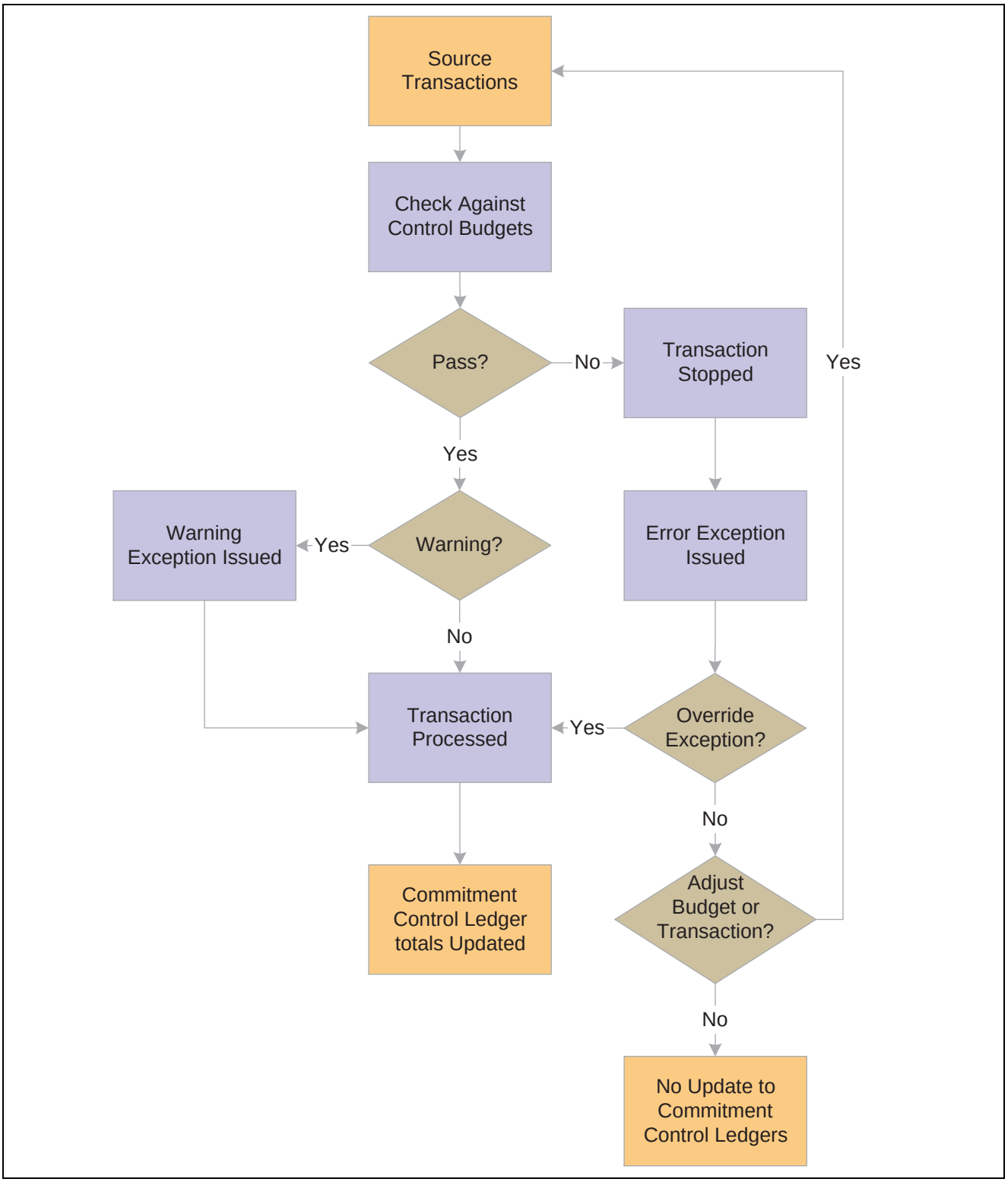
When a transaction exceeds the available budget amount, the system either stops the transaction and issues an error notice or passes the transaction with a warning notice, depending on the processing rules that you set up in your control budget definition, budget attributes, and source transaction type definition.

You can include expenditure budget tolerances and link revenue budgets to increase available spending, or remaining spending authority (RSA), for expenditure budgets. However, in the interest of simplicity, this introductory documentation and examples do not include tolerances and revenue budget linkage, which are discussed in detail in later chapters.

You can also set up Commitment Control to provide early warnings of possible future budget exceptions. Such warnings are triggered when commitments and expenditures reach a predetermined percentage of the total budgeted amount.

The following diagram provides a simplified view of Commitment Control budget-checking functionality:

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Processing source transactions against control budgets

At the center of Commitment Control is the Budget Processor (FS_BP), an application engine process that performs both budget journal posting and transaction budget-checking.

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See Also

Chapter 8, "Processing Source Transactions Against Control Budgets," page 201

Example of Commitment Control Budget Setup and Usage

The following highly simplified example shows how to set up an expenditure budget and budget-check the procurement life cycle of an expense transaction.

Setup and Budget Entry

This example assumes certain processing rules, which we do not discuss here and for the sake of simplicity, it does not include tolerances and revenue budget linkage that increase available spending even when the expenditure budget is exceeded. This scenario can vary, depending on the rules you define for the control budgets and source transaction types.

1. Presupposes that you define a general ledger business unit and ledger group in PeopleSoft General Ledger.

Business Unit	Ledger Group	ChartFields
EG004	ACTUALS	ACCOUNT, DEPTID, PRODUCT, AFFILIATE

2. Define an expenditure-type Commitment Control ledger group.

Commitment Control Ledger Group	Ledgers
ORG	ORG_BUD
	ORG_PRE
	ORG_ENC
	ORG_EXP

3. Set up a budget period calendar.

Budget Period	Dates
Q103	01/01/2003 to 03/31/2003
Q203	04/01/2003 to 6/30/2003
Q303	07/01/2003 to 09/30/2003
Q403	10/01/2003 to 12/31/2003

4. Set up the control budget definition for the Commitment Control ledger group.

   The following are the key ChartFields and the budgetary-level ChartField values.

ChartField	Values
ACCOUNT	600000, 640000

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ChartField	Values
DEPTID	000
BUDGET_PERIOD	Q103, Q203, Q303, Q403

You usually set up budget control at a summarized ChartField value level instead of establishing a budget for each detail ChartField value combination. You set up ChartField translation trees to roll detail (transaction level) values up to budgetary-level values.

Summary Budgetary ChartField Value Level	Detail ChartField Value Level
Account 600000	Account 601000 rolls up to 600000.
	Account 602000 rolls up to 600000.
	Account 603000 rolls up to 600000.
Account 640000	Account 641200 rolls up to 640000.
	Account 641500 rolls up to 640000.
Department ID 000	Department ID 100 rolls up to Department ID 000.
	Department ID 200 rolls up to Department ID 000.
	Department ID 400 rolls up to Department ID 000.

5. Associate the Commitment Control ledger group with the general ledger business unit and actual ledger group shown in step 1.
6. Enter budget amounts for each budget.

Account	DeptID	Budget Period	Budget Amount
600000	000	Q103	4000
600000	000	Q203	5000
600000	000	Q303	5000
600000	000	Q403	5000
640000	000	Q103	2000
640000	000	Q203	2000

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Account	DeptID	Budget Period	Budget Amount
640000	000	Q303	2000
640000	000	Q403	2000

Budget Checking

The following is an example of simple expenditure cycle.

1. Create a requisition.

GL BU	Date	Acct	DeptID	Prdt	Budget Date	Qnty	Amnt
EG004	06/15 /03	601000	100	NB100	06/15 /03	5	500

2. Budget-check the requisition.

   In the budget-checking process, the transaction ChartField values are translated to the budgetary values Account 600000 and DeptID 000. The budget date is translated to Budget Period Q203.

   If this is the first transaction, there is 5000 available in the budget for Account 600000, Dept ID 000, and Budget Period Q203, so the requisition passes budget checking. The Budget Processor updates the pre-encumbrance ledger for the budget.

Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expense Amount	Available Budget Amount
5000	*500*	0	0	*4500*

Note. This table is laid out for explanatory purposes only and does not reflect the structure of the data stored in the system. Note also that in reality available budget is a calculated amount, not a stored amount.

3. Create a purchase order for this requisition.

GL BU	Date	Acct	DeptID	Prdt	Budget Date	Qnty	Amnt
EG004	06/20/03	601000	100	NB100	06/20/03	5	550

4. Budget-check the purchase order.

   The amount for the purchase order is 550, while the amount for the requisition is 500. When the Budget Processor liquidates the pre-encumbrance (requisition), there remains 5000 available in the budget, so the 550 purchase order passes budget checking.

   The Budget Processor liquidates the requisition and updates the pre-encumbrance and encumbrance ledgers for the budget.

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Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expense Amount	Available Budget Amount
5,000	*0*	*550*	0	*4450*

Because the purchase order amount exceeds the requisition amount, the system fully reverses the pre-encumbrance, leaving a zero balance. Pre-encumbrances do not become negative when they are liquidated.

Note. Had the purchase order been equal to or less than the requisition amount, the Budget Processor would have liquidated the pre-encumbrance (requisition) and updated the encumbrance ledger with the purchase order amount without budget checking.

5. Create a payables voucher when you receive the goods from the vendor.

GL BU	Date	Acct	DeptID	Prdt	Budget Date	Qnty	Amnt
EG004	06/30/03	601000	100	NB100	06/30/03	5	540

6. Budget-check the voucher.

   The Budget Processor liquidates the encumbrance and updates the expense ledgers for the budget.

Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expense Amount	Available Budget Amount
5,000	0	*0*	*540*	*4460*

You can elect quantity-based or monetary amount-based liquidation. Quantity based liquidation is done through the various applications that feed into Commitment Control. The above example assumes you chose to use quantity based liquidation. Therefore, the Budget Processor reverses the full 550 purchase order amount for the five units, rather than the lower 540 amount indicated on the voucher.

The example below assumes you had chosen *instead* to use *monetary amount based liquidation,* only 540 of the encumbrance would have been reversed, leaving a balance amount of 10 in the encumbrance ledger.

Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expenditure Amount	Available Budget Amount
5,000	0	*10*	*540*	*4450*

When you close your purchase orders, the Budget Processor checks the purchase order again, relieving the 10 encumbrance amount.

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Budget Amount	Pre-encumbrance Amount	Encumbrance Amount	Expenditure Amount	Available Budget Amount
5,000	0	*0*	*540*	*4460*

7. You can then use the system within Payables to post the voucher, create its journal entry using Journal Generator, and mark the journal as *budget checked* so that it is not budget-checked again when you post it to the actuals ledger in General Ledger.

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CHAPTER 3

Setting Up Basic Commitment Control Options

This chapter provides an overview of the setting up of basic commitment control options and discusses how to:

- Enable commitment control for specific applications.
- Set commitment control installation options.
- Define commitment control ledger names and ledger groups.
- Define commitment control budget period calendars.
- Define translation trees for budget key ChartFields.
- Set up control budget definitions.
- Associate control budget ledgers with business units.
- Set up Commitment Control for a business unit and general ledger ledger group.
- Set up, allocate, and inquire on funding sources.
- Set up budget journal entry event codes.
- Define control budget attributes.
- Set up associated revenue and expenditure budgets.

Note. Some of Oracle's PeopleSoft Enterprise Commitment Control setup options, including those for setting up source transaction types, security, exception notifications, and budget closing, are covered in separate chapters and sections of this peoplebook that are specific to those subjects.

See Also

Chapter 4, "Setting Up Commitment Control Source Transaction Types," page 101

Chapter 5, "Setting Up Commitment Control Security," page 121

Chapter 9, "Managing Budget Exceptions," page 233

Chapter 11, "Closing and Withdrawing Commitment Control Budgets," page 289

Understanding Basic Commitment Control Setup

This section discusses:

- Enabling Commitment Control.
- Installation options for default budget date, reversal date, and budget period liquidation option.
- ChartField definition.

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- Control budget setup.
- Commitment Control ledgers and ledger groups.
- Control ChartFields.
- Key ChartFields and translation trees.
- Budget period calendars and cumulative budgeting.
- Rulesets.
- Hierarchy of control budget attributes.
- Multiple setIDs in a control budget definition.
- Parent and child budgets.
- Statistical budgeting.
- Balancing entries.
- Project Costing and control budgets with funding source.
- Budget reference ChartField.
- Budget journal entry event codes.
- Commitment Control detail tracking ledger groups.
- Associated expenditure and revenue budgets.

Note. Because the planning process might differ in the setup order, refer to the chapter, "Getting Started With Commitment Control."

See Chapter 1, "Getting Started With PeopleSoft Enterprise Commitment Control," page 1.

Enabling Commitment Control

You must enable Commitment Control for the PeopleSoft applications whose transactions you want to check against control budgets.

You use the Installed Products page in Installation Options. When you enable Commitment Control for an application, all transactions initiated from that application are presented to the Budget Processor Application Engine process (FS_BP); however, the transactions that actually undergo budget checking depend on your control budget definitions, source transaction type definitions, and other setup options.

If you disable Commitment Control for an application by clearing the check box for that application on the Installed Products page, the Budget Processor bypasses all transactions initiated from the application as well as all transactions sent from the application directly to PeopleSoft Enterprise General Ledger to be processed as journal entries, even if General Ledger is enabled for Commitment Control. The only exception occurs when the transactions from a Commitment Control disabled application are sent to a Commitment Control enabled application other than General Ledger. In that case, the transactions can be budget-checked in the Commitment Control enabled application or when they are sent from that enabled application to a Commitment Control enabled General Ledger.

You can enable and disable Commitment Control for specific PeopleSoft applications at any time, but disabling Commitment Control for an application during a budget period might corrupt the consistency and integrity of your data.

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Carefully consider document processing relationships when you determine which applications to enable or disable for Commitment Control. For example, it is impractical to enable Commitment Control for PeopleSoft Enterprise Purchasing and not enable Commitment Control for PeopleSoft Enterprise Payables. This is because encumbrances in your ledgers are never liquidated in that situation unless you perform a manual journal adjustment in General Ledger.

Some PeopleSoft applications are automatically enabled for Commitment Control when you install them. These includes:

- PeopleSoft Enterprise Payroll for North America.
- PeopleSoft Enterprise Time and Labor when the PeopleSoft Enterprise Project Costing application is enabled for Commitment Control and the standard PeopleSoft Enterprise Project Costing/Time and Labor interface is in place.

Enabling Commitment Control for Third-Party Applications

You enable or disable budget checking for the journals generated from third-party (non-PeopleSoft) applications on the Accounting Entry Definition page in General Ledger. If you select Skip Commitment Control In GL, the Budget Processor skips journals that are generated through the Journal Generator (FS_JGEN) from outside source transactions. If you clear the Skip Commitment Control In GL check box, journals that are generated from outside source transactions have to be budget-checked in General Ledger before the journals can be posted.

Warning! Just enabling applications and business units for Commitment Control is not necessarily enough to use the functionality, because many applications have dependencies with other applications that require you to maintain integration points between those applications for valid budget checking and notification.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Enabling Commitment Control for Specific Applications, page 41

Chapter 6, "Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications," page 143

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Using Journal Generator," Defining Accounting Entries

Installation Options for Default Budget Date, Reversal Date, and Budget Period Liquidation Option

The Commitment Control page that is accessed from the Installation Options page enables you to select a default budget date scheme for your requisitions, purchase orders, and vouchers.

Values include:

Accounting Date Default: Select to default the budget date to the document accounting date.

Predecessor Doc Date Default: Select to copy the budget date from the predecessor documents distribution.

In addition you can select one of the Reversal Date Options to control how the *rebudget checking* of a document is recorded when you change the document date.

Values include:

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Prior Date: With this option the system backs out old entries, using the fiscal year and accounting period as they were originally recorded. For example, a purchase order originally created in period 1 is recorded as an encumbrance entry in period 1. However, if you then change the purchase order in period 2, giving it a new accounting date, the system reverses the purchase out of period 1 and rebooks it to period 2.

Current Date: Using the current date option, entries are backed out and rebooked in period 2 – leaving period 1 unchanged. Period 2 then has the net change to the document.

See Chapter 8, "Processing Source Transactions Against Control Budgets," Budget Processor, page 203.

You can also select a BP Liquidation Option (budget period liquidation option).

Values include:

Current Document Budget period: Select to default liquidation to the budget period of the document being processed. For example, a purchase order originally recorded as an encumbrance for budget period 1, results in the liquidation of the encumbrance in the budget period of the expenditure that might have actually occurred in and been assigned to budget period 2.

Note. There is a special scenario when choosing this option. If the ruleset ChartField is changed between the current document and its predecessor and the two ruleset ChartFields belong to different rulesets that have different budget period calendars, the budget period of the liquidation entry does not use the budget period of the current document. Instead, the system uses the predecessor's ruleset ChartField to get the corresponding budget period calendar, and derives the liquidation budget period based on the calendar and the current document's budget date.

Prior Document Budget period: Select to default liquidation to the budget period of the prior document. For example, if a purchase order has a budget period of 1, when the expenditure occurs that liquidates the encumbrance, the liquidation occurs in the budget period assigned to the purchase order that created the original encumbrance, that is to say, budget period 1.

See Chapter 8, "Processing Source Transactions Against Control Budgets," Budget Processor, page 203.

ChartField Definition

All delivered General Ledger and Project Costing ChartFields are available as key ChartFields for Commitment Control.

Configuring ChartFields for Commitment Control

If the delivered ChartFields do not meet your requirements, you can configure Commitment Control ChartFields for your specific organizational practices.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Configuring ChartFields".

Budget Reference ChartField

Commitment Control provides a budget reference ChartField that uniquely identifies a budget. The budget reference ChartField enables you to perform comprehensive reporting on budgets that span multiple years and that overlap other multiyear budgets.

See Chapter 3, "Setting Up Basic Commitment Control Options," Budget Reference ChartField, page 36.

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Budgetary-Only ChartField Values

When you define a ChartField *value* and select this option, the ChartField value can be used for *budget purposes* only and is not available for recording actual transactional entries. With the exception of the affiliate ChartFields, the Budgetary Only option is available for ChartFields supported by Commitment Control.

You usually establish budget control using summary Budgetary Only ChartField values instead of establishing a budget for each detail transactional ChartField value. You then set up ChartField translation trees to roll up the detail transactional level ChartField values to the summary budgetary ChartField level values.

For example, if Account is a key ChartField, and you budget at a translated level, you designate your budget level accounts as budgetary only when you define them in the Account component. Budgetary only accounts are then available for budgeting but unavailable for use at the source transaction level. This prevents users from using high level roll up accounts in detail transactions.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Defining and Using ChartFields," Adding Account Values.

Commitment Control Override for Account

When you define an Account ChartField value and select this option on the Account page, the Account value is not subject to budget controls and will always pass budget checking. Transactions containing account values with the override option will pass budget checking regardless of the control ChartField value and the budget processor issues warnings instead of errors for all exceptions that can be overridden.

Use this option when you want certain accounts, such as those for taxes or payroll, to pass budget checking even if there is not a budgeted amount.

See Chapter 9, "Managing Budget Exceptions," Understanding Exception Handling and Notification, page 233.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Defining and Using ChartFields," Adding Account Values.

Control Budget Setup

You set up control budgets in two stages. In the first stage, you establish Commitment Control ledgers and ledger groups and then set up budget definitions by attaching processing parameters to the ledger groups. Within a control budget definition, you can set up one or more *Rulesets,* or sets of key ChartFields, translation rules, and budget period calendars. Rulesets may be thought of as groups of budgets that have common characteristics such as budget keys, translation rules, and calendars. If all of your budgets use the same ChartFields, translation rules, and calendars, you may just use the default Ruleset created by the budget definition without having to specify any range of values. You can also attach certain budget-checking options to specific values of the *control ChartField* (the values for which determine if the Budget Processor considers a transaction for budgetary control). The following table lists the process for setting up control budget definitions:

Entity	Parameters	Setup Location	Prerequisites
Commitment Control Ledger Group Structure	• Structure of budget type (Ledgers in the ledger group) • Ledgers that affect available budget • ChartFields that balance	• Ledger Template component • Detail Ledger component • Detail Ledger Group component	

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Entity	Parameters	Setup Location	Prerequisites
Control Budget (commitment control ledger group definition)	• Control options, (such as track only) • Budget status (hold, open, and closed) • Tolerance • Funding source control • Associated CC ledger group (such as, parent and child) • Parent budget type • Control ChartField • Ruleset ChartField, tree, and level • Balancing entries requirement • Statistical budgeting • Child budgets exceed parents option • Offsets for balancing entries • Excluded account types • Expiration ChartField • Budget period status (open, closed, default, and hold)	• Control Budgets Options page • Offsets page • Excluded Accounts Types page • Expiration ChartFields page • Budget Period Status page	• Translation tree for Ruleset ChartField • Funding Source Definition (if funding source control is enabled)

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Entity	Parameters	Setup Location	Prerequisites
Rulesets	• Valid Ruleset ChartField Values • Budget calendar • Budget keys • Translation tree and level for each key • Default accounts	• Ruleset ChartField page • Keys and Translations page	• Translation trees for key ChartFields • Budget calendars
Control ChartField Values	• Valid control ChartField values • Control options • Budget status • Tolerance • Begin and end dates • Cumulative calendar • Funding source requirements • Default entry event	Control ChartField page	

You now attach each Commitment Control ledger group to a business unit and the general ledger (GL) ledger group for that business unit whose transactions you want to budget-check. You can then set certain budget-checking options for specific budgets (ChartField combinations) for a business unit. You can also associate specific revenue and expenditure budgets for a business unit so that revenues automatically increase spending limits.

The following table lists the additional budget setup:

Setup Process	Parameters	Setup Location
Attaching Commitment Control ledger groups to business unit and general ledger (GL) ledger group	• Include pre-encumbrance in available budget calculation. • Allow increase spending authority. **Note.** The allow increase spending authority option permits credit transactions against expenditure budgets or debit transactions against revenue transactions to increase the budgets remaining spending authority (RSA) above the budgeted amount.	Ledgers for a Unit component

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Setup Process	Parameters	Setup Location
Individual Budget Attributes	• Select by business unit and ChartField combination. • Control options. • Budget tolerance. • Budget status	Budgets Attributes component
Associate Revenue and Expenditure Budgets	• Select by business unit and ChartField. • Ledger groups must already be associated in Control Budget Definition	Associate Budgets component

When this setup is complete, you can enter budget amounts in the Enter Budget Journals component.

Note. Amount versus quantity based liquidations is determined in the various applications.

See Also

Chapter 7, "Entering and Posting Commitment Control Budget Journals," page 153

Commitment Control Ledgers and Ledger Groups

Setting up control budget definitions is synonymous with establishing processing rules for a Commitment Control ledger group. Depending on the budgeting requirements of your organization , you may need one or many expenditure budget definitions and one or many revenue budget definitions. For example, your organization may require a high-level appropriation budget definition with one set of rules and a lower-level organization budget definition with another set of rules; or your organization may require a corporate budget definition in one currency and divisional budget definitions in other currencies.

In any case, for each GL ledger group and business unit combination (each actuals ledger) whose transactions you want budget-checked, you need at least one budget definition—that is, a Commitment Control ledger group. You can associate as many budget definitions as you want with a particular GL ledger group for a business unit, but each budget definition can be associated with only one GL ledger group for a particular business unit.

You establish your Commitment Control ledgers and ledger groups (budget definitions) by using the Detail Ledger and Ledger Group components in General Ledger before you define the rules for your budget definitions (Commitment Control ledger groups) in the Budget Definitions component. However, before you establish your Commitment Control ledgers and ledger groups, you must understand the budget definition process and plan all of the budget definitions that you will use.

To familiarize yourself with the rules and options you establish in the Budget Definitions component, see the sections that follow and the section, Setting Up Commitment Control Budget Definitions.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Control Budget Definitions, page 51

Chapter 2, "Understanding PeopleSoft Commitment Control," Underlying Data Structure of PeopleSoft Commitment Control, page 4

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Setting Up Ledgers"

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Control ChartFields

Budget definitions are defined by a single *control ChartField,* which is the ChartField that the Budget Processor considers when determining *whether* a given transaction line is subject to the rules associated with a particular budget definition. For example, if you select DeptID as the control ChartField for the budget definition, you can then identify specific departments over which the Budget Processor enforces budgetary control, and other departments that are exempt from budgetary control.

When the Budget Processor receives a transaction with a ChartField value that is a control ChartField value for a budget definition, the Budget Processor applies the processing rules for that budget definition (unless you override some of those rules at the level of the control ChartField value, individual budget, or source transaction type).

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Hierarchy of Control Budget Attributes, page 28

Chapter 3, "Setting Up Basic Commitment Control Options," Key ChartFields and Translation Trees, page 21

Key ChartFields and Translation Trees

Key ChartFields and translation trees determine how the Budget Processor identifies the correct budgets for a transaction that is submitted for budget checking.

Key ChartFields

When you set up control budget definitions, you specify budget *keys,* which are the ChartFields that you require for budget journals and source transactions.

Budget journals and source transactions that do not have values for budget key ChartFields will fail posting and budget checking. However, you can use the Value Required option to instruct the budget processor to bypass transaction lines if certain key ChartFields are not present on the transaction being budget checked. .

The Control ChartField and the Ruleset ChartField are always required as keys for all Rulesets. Each Ruleset in a budget definition can have its own set of additional budget keys.

See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Ruleset ChartFields, page 56.

Translation Trees

Most enterprises budgets are at a level above the level of their detail source transaction ChartField values. For example, while you might record source transactions to separate accounts for outside copy service and use another account for copier paper stock and supplies, for your budgets you would probably group transactions for both these accounts and tracks them at a summary level in an account called Office Supplies. To be included in budgetary control and tracking, the copy services and inhouse copy supplies accounts that you enter on transactions require translation to the budgetary Office Supplies account.

By translating source transactions to Commitment Control budgets, translation trees provide a convenient way to budget at a high level while using detail-level ChartFields in transactions. Using trees, you set up a hierarchy of ChartField values, such as accounts, with all of the budgetary-level values at the same level or even at more than one budgetary level, for example, if you have parent and child budgets that budget at different levels. When you set up budget definitions, you enter the tree name and appropriate budgetary level for each key ChartField. The Commitment Control Posting process can then determine which ChartField values are valid for budget journals, and how to roll source transaction ChartField values up to those budgetary ChartField values for budget-checking against the appropriate budget.

You must have a tree for each ChartField that you use as a budget key and that you want to translate.

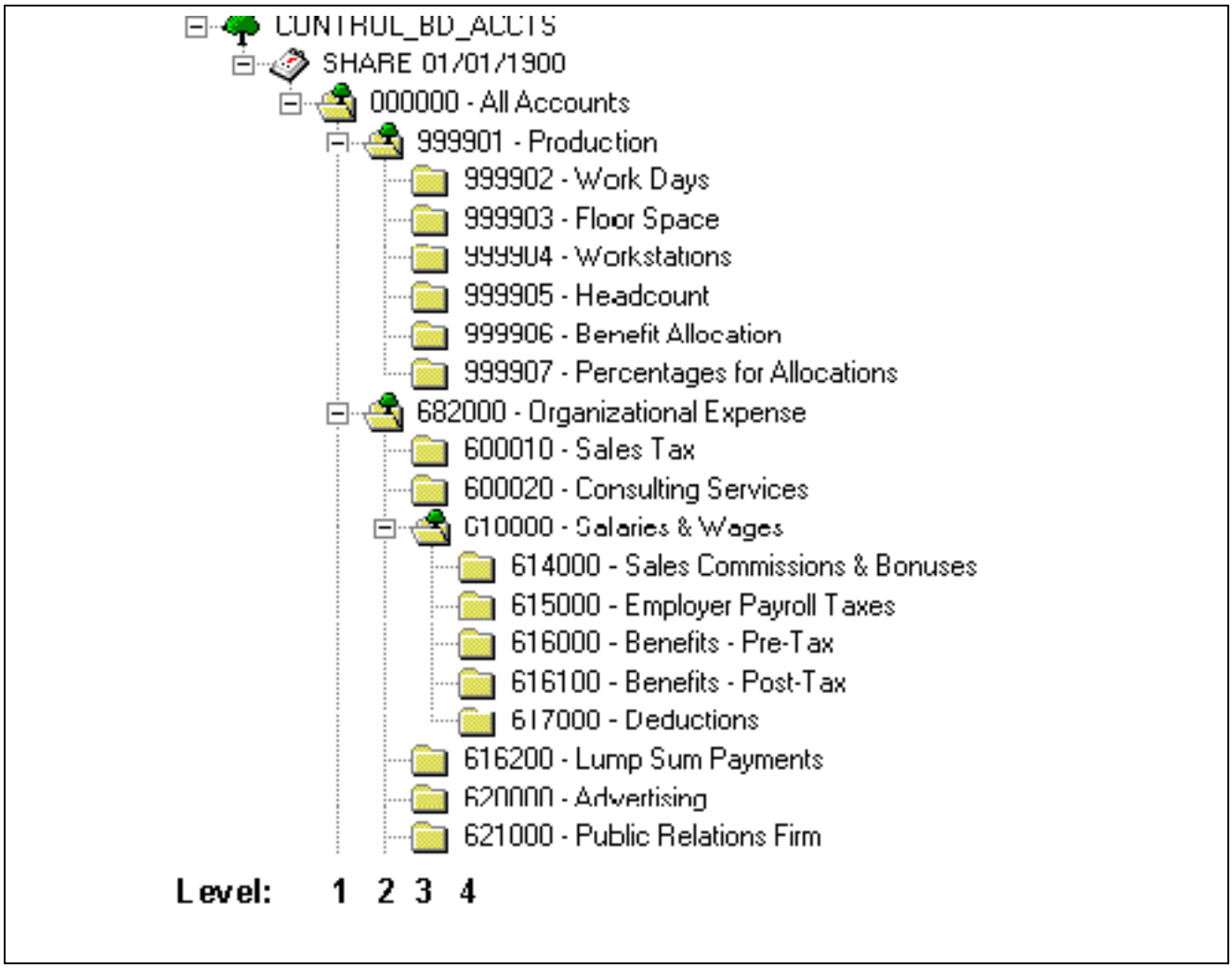
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The budget processor references the version of the tree that has the greatest effective date that is less than or equal to the budget definitions effective date that is used to process a particular transaction. The budget definition's effective date is based on the budget date specified on each source transaction line.

Note. The budget processor looks to the latest translation tree, that is the tree with the latest effective date, whether it is active or inactive when processing transactions with dates after the latest effective dated tree. For example, assume you have a tree for which the initial effective date is January 1, 1900 and its status is active. If you then create a tree for February 1, 2005 and set the status to inactive, the budget processor still looks to the latest tree with the effective date of February 1, 2005 for any transactions dated on or after February 1, 2005. Under these conditions the budget processor does not process using the active tree dated January 1, 1900 but issues a message that there is an invalid tree because it looks to the February 1, 2005 tree, and it is inactive.

Accounts Tree Example

The following example illustrates how tree levels translate data.



Sample translation tree

The sample translation tree contains the following levels, beginning with the level 1 node:

- Level1: Node 000000
- Level2: 999901 and 682000

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- Level3: 999902−999907, 600010−600020, 610000, and 616200−621000
- Level4: 614000−617000

When you define a control budget definition, you enter the tree level at which you want to define budgets for each key ChartField. Suppose that you want to budget at account ChartField level 3 for the sample translation tree. You enter tree level 3 for account on the Keys and Translations page. All account values found at level 3 and levels 2 and 1 above it are then valid for budget journals, and all source transaction account values below level 3 roll up for budget checking to the budgets that you define at that level. Budget Journal processing validates against the translation rules that you established in your budget definition in the tree to ensure that you selected the correct value for the budget account.

On the Control ChartField page, you can also choose whether or not to include all control ChartField values at your budgeting level or to exclude some. The results depending on your choices are:

- If you select the All Values option, then all control ChartField values at or above the tree level you entered on the Keys and Translations page are valid for budgeting and budget-checking. Source transactions with any value for the control ChartField are budget checked.
- If you clear the All Values check box, you must enter each value that you want to be valid for budgeting on the ChartField Values grid. Only source transactions with values that translate to the values in the list are budget checked.

For example, assume that you are budgeting at level 3. You clear the All Values check box and enter the values 999901 and 610000 onto the ChartField Values grid. You encounter the following:

- If a purchase order has the level 4 account 614000, the Budget Processor translates the account to 610000 by using the tree and level information that you entered on the Keys and Translations page. The Budget Processor checks account 610000.
- If a second purchase order has the level 3 account 616200, the Budget Processor translates the account to itself.

  Because 616200 is not one of the level 3 accounts that you entered as valid for budget checking, the Budget Processor does not budget check this transaction.

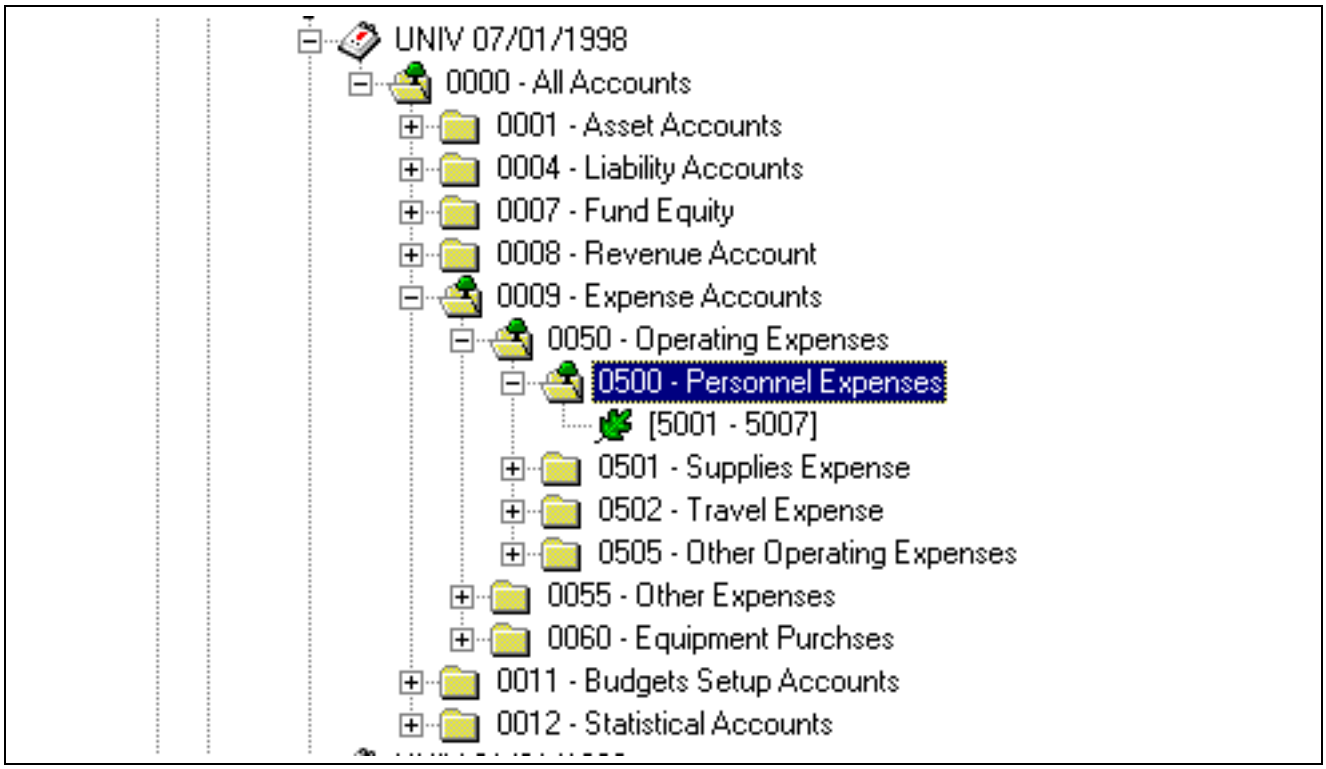
Winter Trees and Spring Trees

Commitment Control can use either *winter trees* or *spring trees* to translate budget keys.

A winter tree uses the detail value table for nodes and has no leaves. In other words, each node is a valid detail ChartField value. In the previous section The Accounts Tree Example shows a winter tree.

A spring tree is a hybrid between a node-only winter tree and a summer tree. A summer tree uses the PS_TREE_NODE table for nodes and a detail value table for leaves. A spring tree uses a detail value table for the nodes as well as the leaves:

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Spring tree

In this spring tree, the 0500 account is a budget-level node, whereas accounts 5001-5007 are detail-level leaves that roll up to the 0500 node. Note that you can define leaves in spring trees as ranges of detail values.

Spring trees reduce tree maintenance by allowing you to add ChartField values to the system without having to update trees, as long as new values are within a detail-value range already defined for the tree.

Whether you use spring or winter trees, each node must be a valid ChartField value. You must therefore assign the detail table name as the tree node table in the tree structure.

See Also

Chapter 3, “Setting Up Basic Commitment Control Options,” Rulesets, page 27

Chapter 3, “Setting Up Basic Commitment Control Options,” ChartField Definition, page 16

Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Translation Trees for Budget Key ChartFields, page 49

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Summarizing ChartFields Using Trees”

Budget Period Calendars and Cumulative Budgeting

A budget period represents a time segment that the system uses to divide budgets. You can use the budget period ChartField to establish varying time periods for budgeting and to have budget periods that may differ from fiscal year calendar dates.

You define budget periods by creating budget period calendars. You can define both *detail budget period calendars* and *summary budget period calendars,* which are based on multiple detail budget period calendars.

Detail budget period calendars define the periods to which budgets apply.

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Summary budget period calendars enable you to collapse information from multiple detail budget periods into a summary period. For example, a summary budget period calendar can group monthly control budget periods by quarter or year. They are useful for inquiries. You can use the Budgets Overview page to view budget amounts by summary budget period for ledger groups that use the corresponding (detail) budget period calendars.

Note. Do not confuse *summary budget period calendars* with *summary calendars.* Summary budget period calendars are all budget period detail calendars but each calendar can be defined in different increments of time, such as monthly, annually, or as multi— year calendars.

A budget period detail calendar is similar to a fiscal year detail calendar. However, budget periods may be independent of fiscal periods and may start and stop at any point in a fiscal year or period.

Set up as many budget period calendars as necessary. You can apply a budget period calendar to any number of budget definitions for which you want to use the same budget period parameters.

By using Rulesets, you can apply different calendars to different budgets within a budget definition.

Using the Budget Date to Determine the Budget Period

The Budget Processor uses the budget date on a source transaction, with the budget period calendar defined for the Commitment Control budgets, to determine the budget period of the Commitment Control budget against which the transaction is to be processed.

The budget date is populated automatically depending on the default budget date option you select on the Installation Options — Commitment Control page, but you can also override it for some source transactions, depending on your Commitment Control security access.

Budgeting Without Budget Period Calendars

You do not need to use budget period calendars with all budget definitions. For example, you can define a project budget with no budget periods. If you do not specify the budget period calendar when you set up your budget definition, the system uses a blank budget period instead of performing a lookup against the budget period calendar. Use the begin and end date fields on the Control ChartField page or Budget Attributes component to define the time span of the budget.

Using Begin and End Dates With Budget Period Calendars

You can enter begin and end dates on the Control ChartField page and the Budget Attributes component to restrict budget journal entries to budget periods, for which the dates are at least partially within the specified spending range . Entering begin and end dates also restricts source transactions to those for which transaction dates fall within these dates. The setting of begin and end dates on the Control ChartField page establishes a higher level default. You might want to use Budget Attributes to enter exceptions to the defaults by setting individual begin and end dates for detail budgets.

Cumulative Budgeting

You can set up your budgets to allow spending against the available balances in a defined range of budget periods when a transaction would otherwise exceed the balance in the current period.

For example, you budget check a transaction in the amount of 150 that affects budget period 2001Q3. You set up cumulative budgeting such that the Budget Processor searches for available balances in all budget periods for 2001. As the following table shows, the available balance for 2001Q3 is 100 and is not enough to cover the transaction. However, the cumulative available balance for 2001Q3 is 300. Therefore, the transaction passes budget checking. If you do not set up cumulative budgeting, the transaction fails.

(Italicized values are derived calculations.)

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Ledger	Account	DeptID	Budg. Per.	Amount	Available Balance	Cum. Avail. Balance
ORG_BUD	50001	100	2001Q1	-100	*100*	*100*
ORG_BUD	50001	100	2001Q2	-100	*100*	*200*
ORG_BUD	50001	100	2001Q3	-100	*100*	*300*
ORG_BUD	50001	100	2001Q4	-100	*100*	*400*

You can set up cumulative budgeting in two ways:

- You can use a budget period calendar as a cumulative calendar.

  Although you should define the cumulative calendar as a detail budget calendar rather than a summary budget calendar, the cumulative calendar must summarize the detail budget periods that are defined for the budget. Thus, each cumulative budget period defines the range of detail budget periods whose balances are available for spending.

  For example, your budget uses a monthly budget period calendar (calendar ID *MN).* The cumulative calendar that you assign is a budget period calendar that summarizes the monthly detail budget period calendar into quarters (calendar ID *QR):*

Budget Periods for Calendar *MN*	Budget Periods for Calendar *QR*
• 2001M01 (01/01/01 to 01/31/01) • 2001M02 (02/01/01 to 02/28/01) • 2001M03 (03/01/01 to 03/31/01)	2001Q1 (01/01/01 to 03/31/01)
• 2001M04 (04/01/01 to 04/30/01) • 2001M05 (05/01/01 to 05/31/01) • 2001M06 (06/01/01 to 06/30/01)	2001Q2 (04/01/01 to 06/30/01)

  When you budget-check a transaction whose budget date falls in budget period 2001M05, the available balances from both periods 2001M04 and 2001M05 add up to the cumulative available balance.

  You can enable cumulative budgeting at the Ruleset and assign cumulative calendars at the Ruleset, control ChartField, and budget attributes levels.

  See Chapter 3, "Setting Up Basic Commitment Control Options," Hierarchy of Control Budget Attributes, page 28.

- You can define a date range for cumulative budgeting by using begin and end dates instead of the cumulative calendar.

  Available balances for all of the budget periods included within the date range are then potentially available for spending. (That is, all current and prior budget periods within the date range are available for any given transaction.)

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In the following example, when you budget-check a transaction whose budget date falls in budget period 2001M02, the available balances from both periods 2001M01 and 2001M02 add up to the cumulative available balance.

Budget Periods for Calendar*MN*	Date Range for Cumulative Budgeting
• 2001M01 (01/01/01 to 01/31/01) • 2001M02 (02/01/01 to 02/28/01) • 2001M03 (03/01/01 to 03/31/01)	01/01/01 to 03/31/01

You can select the date range option at the Ruleset, control ChartField, and budget attributes levels. You specify the dates at the budget attributes or at budget journal entry.

A cumulative period encompass future periods. For example if included in the range, a transaction coming in period 06 can spend funds within period 09. Cumulative budgeting looks at all periods including those future to the transaction.

Note. The remaining spending authority (RSA) warning W35 is not available for cumulative budgeting.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Rulesets, page 27

Chapter 3, "Setting Up Basic Commitment Control Options," Defining Commitment Control Budget Period Calendars, page 45

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Control Budget Definitions, page 51

Chapter 5, "Setting Up Commitment Control Security," Applying Security Rules to Security Events, page 138

Chapter 7, "Entering and Posting Commitment Control Budget Journals," Entering Budget Journal Lines, page 171

Rulesets

Some organizations require that a budget definition includes more than one set of the following rules:

- Key ChartFields required for budget journals and source transactions.
- Translation tree and level at which you budget for the key ChartFields.
- Budget period calendar, which specifies valid budget periods.

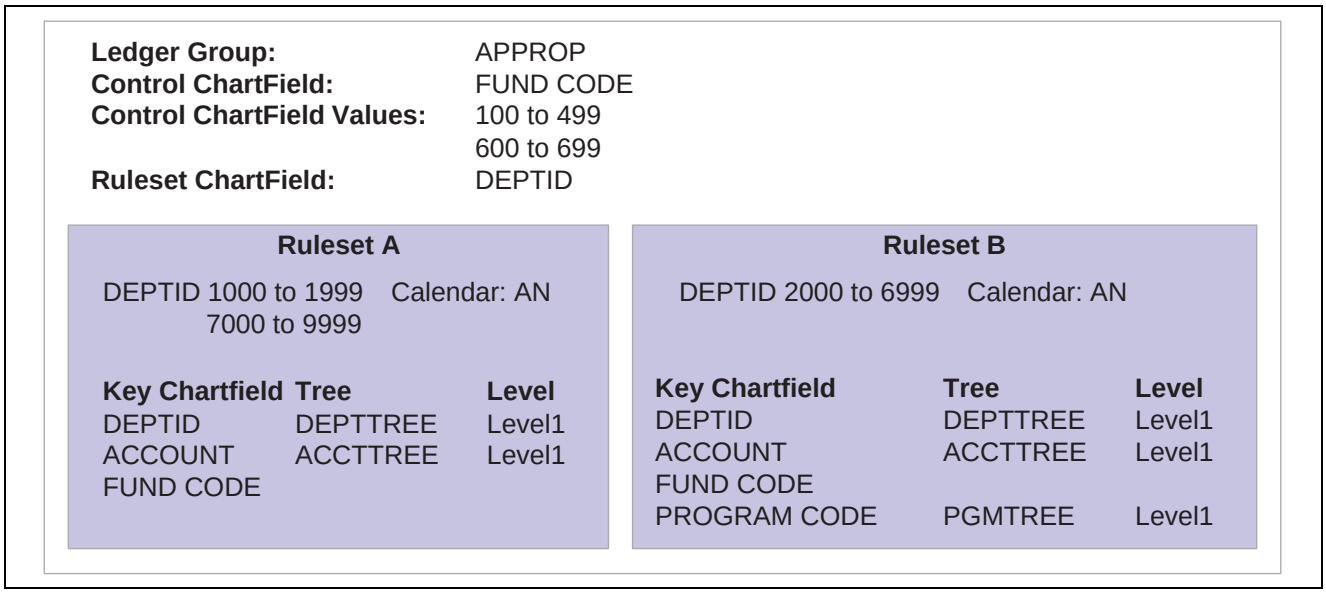
You can, for example, budget at a higher translation level for a few of the budgets in your budget definition. You can also have some budgets in a budget definition that require an additional key ChartField, such as program ID or project ID, for tracking purposes.

For this reason, budget definitions include subsets, called Rulesets. Each Ruleset defines a different set of keys, translations, and budget period calendar.

Each budget definition has a Ruleset ChartField the values of which are used by the Budget Processor to determine which Ruleset each source transaction line should reference. You define the Ruleset ChartField values that apply to each Ruleset. The system automatically creates a default Ruleset, which is used for any Ruleset ChartField values that you do not explicitly assign to a Ruleset.

The following is an example of the use of rulesets:

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Using Rulesets

The appropriation budget definition in the Using Rulesets example requires two Rulesets, because departments 2000 to 6999 require program codes on budget journals and source transactions for tracking purposes, whereas departments 1000 to 1999 and 7000 to 9999 do not. In all other respects, the appropriation budgets for these departments use the same processing rules (except for the attributes that you can override below the Ruleset level).

If you have only one set of budget keys, translation rules, and budget calendar for a budget definition, use the default Ruleset as your single Ruleset, with the control ChartField as the Ruleset ChartField. It is unnecessary, in that case, to enter any data onto the Ruleset page. If Budget Processor cannot find a Ruleset with the values matching the transaction, the Default Ruleset is used, provided the transaction is subject to control in that ledger.

Note. Rulesets must be mutually exclusive and complete, so that there are no multiple or missing setup parameters for a single ChartField value. When you save the Keys and Translations page, the Ruleset ChartField list is edited to ensure that there are no overlaps. When the Ruleset ChartField itself is translated , the system ensures that no node is split across two different Rulesets.

See Also

Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 21

Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 24

Hierarchy of Control Budget Attributes

Among the attributes that you apply when you define control budgets are:

Control Options

Control: Strictly control transactions against budgeted amounts. Error exceptions are logged when transactions exceed the budgeted amount.

Tracking with Budget: Track transaction amounts against a budget, but do not issue error exceptions unless there is no corresponding budget row. Pass if budget row exists, even for a zero amount, but issue warnings when transactions exceed the budgeted amount.

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Track without Budget: Track transactions even if there is no budget setup. If a budget row does exist, warnings will be logged when transactions exceed the budgeted amount. If no budget row exists, no warning is issued.

No warnings is issued for commitment control detail tracking ledger groups with the control option track without budget.

Control Initial Document: Control expenditures against the initial document only. Transactions are stopped and error messages issued only if budget constraints are exceeded when the initial document is processed. Transactions that pass budget checking on the initial document, such as a purchase requisition, are automatically passed on all subsequent documents, such as a purchase order or payment voucher, even if budget constraints are exceeded when they are processed.

Budget Status Indicates whether the budget is *Open, Closed,* or on *Hold.*

Open: The budget can still accept transactions.

Closed: The budget is closed to transactions.

You cannot enter budget journals, and the Budget Processor fails all transactions that impact the budget.

Hold: The budget is on hold.

The Budget Processor fails any transaction that reduces the available balance, but you can enter and post budget journals.

Budget Tolerance Percentage variance over budget that you allow for a transaction to pass budget checking.

You can apply these attributes at the control budget definition, the control ChartField, the budget attributes, and (in the case of control options only) the source transaction definition as follows:

- The control budget definition defines processing rules for the entire control budget definition (ledger group).
- The control ChartField defines processing rules for individual values of the budgetary control ChartField.
- Budget attributes define processing rules by business unit and specific ChartField combination.
- The source transaction definition enables you to define one processing rule—control option—by source transaction type.

You can also apply the following budget date-related rules at more than one level in the hierarchy.

Begin Date and **End Date** Begin and end dates prevent source transaction and budget lines for which the budget date does not fall within these dates from passing the budget checking process.

Cumulative Calendar Cumulative budgeting enables the application of unused funds from prior and future budget periods if funds are insufficient in the present period.

You can apply these date-related rules at the Ruleset definition, the control ChartField, and the budget attributes. The sections on Budget Period Calendars and Cumulative Budgeting provide instructions about applying these rules at each level in the hierarchy.

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Processing rules defined at the control ChartField override those defined at the Budget Period, Ruleset and control budget definition levels. Those defined at the budget attributes override the control ChartField, Budget Period, Ruleset, and budget definition rules, and those defined at the source transaction level override all of the other levels.

In the following table, note that rules, or attributes, set at the various levels, default down through the list and override up through the list.

Rules Default Down and Override UP
Budget Definition
Ruleset
Budget Period
Control ChartField
Budget Attributes
Source Transaction Definition

In other words, rules defined for a control budget definition apply to the entire budget definition and to any rows not overridden at one of the lower levels. Here are some examples:

- *Control Budget Definition:* Budget tolerance is set at 3 percent for all budgets in the ledger group.
- *Control ChartField:* The control ChartField is defined as DeptID.

  Tolerance could be set at 5 percent for DeptID 14000, 12 percent for DeptID 42000. All other DeptIDs keep the 3 percent tolerance that you set at the budget definition level.
- *Budget Attributes:* Set tolerance at 10 percent for business unit US005, Account 540000, and DeptID 14000.

  All other ChartField combinations with DeptID 14000 have their tolerance set at 5 percent, as defined for the control ChartField. The Remaining DeptIDs keep the 3 percent tolerance that you define at the budget definition.
- *Source Transaction Definition:* Because you can only set the control option at this level, the tolerance rules for all source transaction types default from the budget attributes and above.

See Also

Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 24

Chapter 9, “Managing Budget Exceptions,” page 233

Multiple SetIDs Within a Control Budget Definition

Commitment Control enables you to share budget definitions across setIDs and business units.

Sharing a Control Budget Definition Across Business Units With Different ChartField SetIDs

Suppose that you have a budget definition for an organization with three business units (US001, US002, and FRA01) and three setIDs (SHARE, NA000, and EU000).

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Business Unit Code	SetID for CC_ORG	SetID for Account	SetID for Departments
US001	SHARE	SHARE	SHARE
US002	SHARE	NA000	SHARE
FRA01	SHARE	EU000	EU000

In the example, one budget definition, with setID SHARE and Ledger Group CC_ORG, is shared by all three business units of an organization.

The key ChartFields are the same for all three business units of the organization, but in the Ruleset Keys grid on the Ruleset ChartField page, each Ruleset established requires three rows: one for setIDs SHARE and NA000, and one for EU000.

If the control ChartField is designated as DeptID, then the ChartField Values grid on the Control ChartField page requires two sets of data: one for setID SHARE, to be shared by business units US001 and US002, and a second set of data for setID EU000 to be used by business unit FRA01. If, instead, you designate the control ChartField as Account, you would need to have three sets of data in the ChartField Values grid, one for each of the three setIDs.

You also perform the same setup in the Budget Entry Offsets and Source Transaction Offsets scroll areas on the Offsets page and the setIDs for Excluded Account Types and setIDs for Excluded Accounts scroll areas on the Excluded Accounts page.

Note. Balancing, or offset lines are not created on the budget journals but are created during the posting process and are stored in the commitment control activity log.

Sharing a Control Budget Definition Across Business Units With Different SetIDs for Ledger Groups

If you have business units with different setIDs for General Ledger ledger groups, then you must define identical Commitment Control ledger groups for each setID in order to share a control budget definition.

Suppose that business units US001, US002, and FRA01 are sharing *SHARE* for their Commitment Control setID, but each uses its own setID for GL ledger groups. For example, business unit US001 uses SHARE for GL ledger groups, US002 uses NA000, and FRA01 uses EU000. The business units can still share the control budget definition (because all three use SHARE for Commitment Control), as long as you define three different Commitment Control ledger groups, one for each, sharing the same ledger group name and template but having different setIDs. They do not need to share the exact same ledgers—one ledger group can dispense with the pre-encumbrance ledger, for example, whereas the others include it. In the following example, the ledger group names are all the same, as are the budget, expense, encumbrance, and pre-encumbrance ledger names:

SetID	Ledger Group Name	Ledgers
SHARE	CC_ORG	ORG_BUD, ORG_EXP, ORG_ENC, ORG_PRE

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SetID	Ledger Group Name	Ledgers
NA000	CC_ORG	ORG_BUD, ORG_EXP, ORG_ENC, ORG_PRE
EU000	CC_ORG	ORG_BUD, ORG_EXP, ORG_ENC

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Control Budget Definitions, page 51

Parent and Child Budgets

In Commitment Control, you can build a hierarchy between budget definitions such that a *parent budget* has one or more *child budgets.* The budget amounts for each child budget together represent the amount in the parent budget's *bucket,* but divided into smaller *buckets*, or budgets for each of the child budgets. You might have an appropriation budget, for example, that is a parent to multiple organization budgets; you therefore set up an appropriation budget definition as a parent to the organization budget definition:

Budget Definition	Fund Code	Account	DeptID	Budget Period
APPROP	200	6840000	000	2000
ORG	200	6842000	115	2000M01
ORG	200	6843000	210	2000M01

In this example, the two organization budgets shown represent departmental allotments of an appropriation, representing different accounts and budgeted by monthly budget periods.

Source transactions checked against a child budget are also checked against the parent budget if both budget definitions are attached to the General Ledger (actuals) ledger group. Likewise, the sum of child budget amounts usually equal the parent budget amount, although they may add up to less and may even exceed the parent budget if you select the Child Budget Exceeds option on the Control Budget Options page when you set up the child budget definition.

Along with parent budget control over child budget amounts, a common rationale for this structure is due to parent budget being typically created at a very high level, while the child budgets are usually created at a more detailed level.

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Important! If you do not select the Child Budget Exceeds option, the system performs a validation each time you post a budget journal to ensure that the total across all child budget amounts in the child budget ledger does not exceed the parent budget amount. However, if more than one child definition is associated with a parent budget definition, the system does not add child budget amounts across child budget definitions to arrive at a total child budget amount to validate against the parent budget. Rather, the system views each child budget definition as the "same money" in "different slices," and it only validates the child budget amounts within the child budget definition for the budget journal. Therefore, if you have more than one child budget definition associated with a parent budget definition, and those child budget definitions do not represent the "same money," your child budgets can exceed your parent budget even if you do not select the Child Budget Exceeds option.

Setting Up Parents and Children

To create the parent-child relationship:

1. Include the ChartField values for the parents and the children on the same budget key translation trees.

   The ChartField values of the parent budget must be at a level the same as or higher than the child's, to ensure that each child budget is translated to its parent budget.

2. Define the parent budget definition.
3. Define the child budget definition.

   When you indicate the parent budget definition on the Control Budget Options page, the system automatically copies the parent's control ChartField, control ChartField values, Ruleset ChartField, Ruleset ChartField values and key ChartFields into the child budget definition. You can add more key ChartFields to the child, but it must contain all of the parent key ChartFields and trees. The translation levels for the key ChartFields in the child budget definition can be lower than that of the parent.

Automatic Generation of Parent Budget Level Activity From Child Budget and Budget Adjustment Journals

After you have setup your parent child budgets, Commitment Control provides the option for automatic generation of parent budget level activity to streamline the entry, adjustment and transfer functions for multilevel budgeting with complex budget hierarchies. Using the parent budget automatic generation feature, the budgeting impact associated with child level budget journal entries can be automatically reflected at all levels *above* the specified originating child budget entry level. This functionality can save a significant amount of time because budget maintenance can be done at the lowest child level and the system automatically handles the budget impacts associated with each of the higher parent budget levels. This is sometimes referred to as, *bottom-up* budgeting.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 161.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Defining Control Budget Options, page 52

Chapter 10, "Inquiring on Budgets and Transaction Activities," Viewing Parent and Child Budget Relationships, page 283

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Statistical Budgeting

You can use statistics codes in Commitment Control to track non-monetary amounts to facilitate financial analysis and reporting. Set up statistical budget checking in the Budget Definitions component by selecting Enable Statistical Budgeting on the budget definition. Statistics budgets do not have rules and settings separately defined; instead, they follow the settings in the regular hierarchy. The Budget Processor bypasses rather than fail source transactions that do not have a statistics code entered.

Note. While statistical budgeting can still be used at the ledger level it is not supported by funding source functionality and cannot be tracked at the funding source level.

When the budget processor relieves budgetary commitments in the procure-to-pay document flow (liquidations), if the successor document has the same statistics code as that of its predecessor, the predecessor document statistical amount will be liquidated, just as it is with the monetary amount liquidation. However, if the successor does not have the statistics code or has a statistics code but it is different from its predecessor's, the predecessor's statistical amount will not be liquidated. This is because the system cannot determine how much to liquidate. In such cases, the successor passes budget checking, but a warning exception message, No Stat Liquidate - Diff Code, is logged.

If you establish associated budget links between statistical budgets, the statistical code value must be the same for the expenditure and the revenue budget combination because the budget processor gets the revenue amounts by using the statistical code of the expenditure budget.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Control Budget Definitions, page 51

Balancing Entries

You can require the system to generate offsets for Commitment Control ledgers for every budget journal or transaction that the system processes by selecting Entries Must Balance on the Control Budget Options page. You must then select offset accounts for budget entries and source transaction types on the Offsets page.

This setup provides a fully balanced budget definition, which is convenient if your organization must perform balanced reporting of budget activity.

Note. Balancing, or offset lines are not created on the budget journals but are created during the posting process and are stored in the commitment control activity log.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Control Budget Definitions, page 51

Project Costing and Control Budgets With Funding Source

You can establish funding sources, such as grants, donations, or endowments, and allocate amounts from those funding sources to multiple project budgets. When you perform budget checking on project transactions, the system checks the transaction amount against the sum of the allocations in the project budget.

Note. Project budgets are created and posted in Project Costing. You can maintain hierarchies of project control budgets (such as between project budgets and phase budgets) by defining parent-child relationships and a projects translation tree.

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See *PeopleSoft Enterprise Project Costing 9.0 PeopleBook* , "Budgeting Project Costs and Revenue," Setting Up Budgets in PeopleSoft Project Costing.

Setting Up Project Budgets With Funding Source Control

To set up project budgets with funding source control, you define your funding sources, set up associated expenditure and revenue budgets, and allocate the funding sources to each project. Use the following setup procedure:

1. Establish Commitment Control ledgers and ledger groups for a project expenditure budget definition and a project revenue budget definition in the Detail Ledger and Ledger Groups components.
2. Define funding sources on the Funding Source Definition page.

   You enter funding source amounts and adjustments on the Funding Source Transaction Logs grid, and also descriptive information about the funding source. The page calculates the total funding source amount by aggregating the amounts that you enter on the grid.
3. Define a project expenditure budget definition in the Budget Definitions component:
   - Select the Enable Funding Source check box on the Control Budget Options page. By entering the revenue ledger group that you created in step 1 in the Revenue Track field on the same page, and after saving the expenditure budget definition, the system automatically creates the related revenue budget definition with the same parameters as the expenditure budget, except the Commitment Control Option, which is *Track w/o Budget,* and the excluded account types, which you must define. You can also add a second key ChartField to the revenue budget definition to further refine your identification of revenue sources.
   - Do not assign a budget period calendar.
   - You must enter the valid Project ID values on the Control ChartField page and select or clear the Funding Source Required check box for each. This alerts the system about whether or not a project is funding source-controlled. You can also enter the budget begin and end dates for the project.
4. On the Funding Source Allocation page, enter the overall amount approved for the project and then allocate funding sources and amounts for each Project ID that requires funding source tracking. Each row on the Funding Source Allocation Details grid must have a unique Funding Source, even if the spend option is different.

   You can specify this allocation as a Percentage or Priority method. For the Percentage allocation method, you can define funding source amounts as a percentage of the overall spending amount for the project or as a flat spending cap amount. For the Priority method, assign each funding source a unique non zero priority number. The system still saves the allocation with a zero priority number, but the Budget Processor cannot use this allocation because a funding source error is in effect for such cases. You also define whether a funding source amount can be spent immediately (budgeted), upon revenue being recognized or upon revenue being collected. For the recognized and collected revenue spending options, you define the percentage of revenue that can apply toward your project expenditure budget, up to the spending cap. The same revenue cannot be assigned to different funding sources. If there are more that two revenue rows, the secondary key identified in the revenue budget definition can be used to distinguish the revenue amounts.

   The following example presents funding source allocations for a project. Italicized values represent system-calculated amounts.

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Project ID	Funding Source	Spend Option	Spending Cap	% of Revenue	% of Overall Amount
PROJ23	NIH0014	Budgeted	5000	NA	*25*
PROJ23	UNIV17	Recognized	*10000*	75	50
PROJ23	PRAT01	Budgeted	5000	NA	*25*

In this example, the total spending amount for Project ID PROJ23 is 20000, although the available spending amount at any given moment depends on the amount of revenue recognized from funding source UNIV17. The project can use up to 75 percent of the recognized revenue from funding source UNIV17, up to the 10000 spending cap. Fifty percent of the overall expenditure budget for the project comes from funding source UNIV17, 25 percent from NIH0014, and 25 percent from PRAT01.

You can allocate funding sources to as many projects and business units as you prefer. The system validates that you do not over allocate a funding source.

5. Enter budget journals for budgeted funding source allocation rows.

   The Commitment Control Posting Process Application Engine process (FS_BP) validates that the funding source allocation is already defined and that the sum of the budget journal amount for one funding source does not exceed the spending cap defined on the Funding Source Allocation page.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Parent and Child Budgets, page 32

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up, Allocating, and Inquiring on Funding Sources, page 68

Budget Reference ChartField

Commitment Control provides a ChartField called *Budget Reference* (BUDGET_REF) that uniquely identifies a budget, enabling you to identify separate multiyear overlapping budgets that share the same combination of non-budget reference ChartFields.

To take advantage of the budget reference ChartField, you must define it as a key ChartField for the control budget definition, and you must enter budget reference ChartField values on the budget journal and all spending transactions for the budget definition.

Multiyear Overlapping Budgets

Budget reference primarily enables unique identification of multiyear overlapping budgets with shared ChartFields. Typically, these are appropriations that are made every year but last a number of years. For example, your organization receives an appropriation each fiscal year. You can use these appropriations to fund spending for three years, so that the appropriation granted in 2002 is eligible to fund spending from July 1, 2001 to June 30, 2004 (budget periods 2002, 2003, and 2004), and the 2003 appropriation can fund spending from July 1, 2002 to June 30, 2005 (budget periods 2003, 2004, and 2005), and so on:

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2002 Appropriation	2003 Appropriation	2004 Appropriation
2002	NA	NA
2003	2003	NA
2004	2004	2004
NA	2005	2005
NA	NA	2006

If these appropriations budgets share the same ChartField combination, the system has no way of distinguishing the appropriations with overlapping budget periods, unless there is a unique identifier for each appropriation. To report your spending by both fiscal year and appropriation grant, you must identify both the fiscal year and the appropriation for each spending transaction. In this example, each budget period represents a fiscal year, but you need a budget reference to identify each appropriation.

To set up the budget reference ChartField to distinguish multiyear overlapping budgets such as those in the preceding example, perform the following steps:

1. Define budget reference ChartField values for each appropriation budget by using the Budget Reference page.

   You may want the budget reference to refer to the resolution that created the appropriation, or the chapter ID, or a time associated value. In this scenario, we define budget references RES2002, RES2003, and RES2004.

   See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Defining and Using ChartFields," Adding Budget Reference Values.

2. (Optional) Define a budget period calendar with periods by which you must report.

   In this example, we set up budget periods that mimic fiscal years, starting on July 1 and ending on June 30.

3. Set up a control budget definition that includes budget reference as a key ChartField.

   If your budget definition uses a budget period calendar, multiyear overlapping appropriations require cumulative budgeting. Do not select Derive Dates or assign a cumulative calendar on the Keys and Translations page. Instead, you should enter the begin and end dates for the multiyear appropriation when you enter the budget journal.

   If your budget definition does not use a budget period calendar, you can enter the date range for the appropriation at the control ChartField, at the budget attributes, or at budget journal entry.

   In this scenario, we call the budget definition CC_MY.

   See Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24.

4. Enter and post a budget journal for the multiyear appropriation.

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Enter the budget reference just as you would any ChartField value. Enter the begin and end dates for the appropriation and click Generate Budget Period Lines to generate journal lines for each budget period covered by the appropriation.

Ledger Group	Acct	Fund	Bud Ref	Bud Period	Amnt	Begin Date	End Date
CC_MY	50000	100	RES2002	2002	3000000	07/01/01	06/30/04
CC_MY	50000	100	RES2002	2003	0	07/01/01	06/30/04
CC_MY	50000	100	RES2002	2004	0	07/01/01	06/30/04

You can enter either the entire amount of the budget on the first line and zero on the remaining lines, as in preceding table, or an amount on each line.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Entering Budget Journal Lines, page 171.

Each time you create a source transaction for this appropriation budget definition, you enter the budget reference of the appropriation that you want to spend against, just as you would any ChartField value. As long as a sufficient cumulative available balance exists across all of the budget periods included in the appropriation, the transaction will pass. When it comes time to report on spending against the appropriation, you can easily identify all of the transactions that hit the appropriation in a budget period, fiscal year, or accounting period.

If you do not use a budget period calendar, then cumulative budgeting is not an issue. The Budget Processor treats the spending range of the budget as a single budget period.

Budget Journal Entry Event Codes

You have the option of entering entry event codes in budget journals to create entry event transactions.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Setting Up Entry Events.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Defining Entry Event Codes and *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Setting Up and Processing Commitment Control Budget Journals with Entry Events.

Commitment Control Detail Tracking Ledger Groups

Most organizations budget at a translated level higher than the source transactions that they budget-check. Because the Budget Processor translates source transactions to the budgeted ChartField value level, standard Commitment Control ledger groups do not store transaction-level ChartField values for commitments. And although expenditure transactions are stored in the actuals or recording ledger with their untranslated, or transaction-level ChartFields, the pre-encumbrance and encumbrance transactions are not recorded in the actuals ledger at all.

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To capture detail ledger rows and record transactions at an untranslated level for such non-actuals transactions, you define a commitment control ledger group as a *detail* ledger group by selecting the Commitment Detail Ledger check box on the Commitment Control Options page of the Ledger for a Unit component. Detail ledgers must also be set to the Track without Budget option on the Control Budget Options page. Tracking only is performed, no budget checking is done, no warnings are issued and there is no validation of remaining spending authority (RSA) performed for a detail ledger group.

Note. No budget checking is done and no errors or warnings are issued for detail budget ledgers. This is the case even if control options might be set in the budget definition or budget attributes and even if the control option is set to control.

On the other hand, if the option Track w/o Budget is selected but the detail option is not selected for the budget ledger, (it is not a detail ledger) the system checks to see if the budget row exists, and if so, perform budget checking and issue warnings.

When you budget-check a transaction, the Budget Processor updates the ledgers in the standard Commitment Control ledger group at the translated level and the ledgers in the "Commitment Control detail ledger group" at the untranslated level. You can therefore inquire and report on non-actuals transactions at the detail level, without having to use the transaction activity logs.

For example, a requisition in the amount of 450 has Account 6842000, DeptID 615, Budget Period 2003Q2. Account 6842000 rolls up to Account 6840000 for budgeting. The Budget Processor updates the pre-encumbrance ledger for the expenditure control budget with the following ledger row: Account 6840000, DeptID 615, Budget Period 2003Q2, amount 450. It also updates the pre-encumbrance ledger in the *detail ledger group* with the following detail ledger row: Account 6842000, DeptID 615, Budget Period 2003Q2, amount 450.

Note. If you use entry events with PeopleSoft Enterprise Purchasing, the Entry Event Processor (FS_EVENTGEN) generates entry event accounting lines for pre-encumbrance and incumbrance Purchasing transactions by selecting transaction rows from the Commitment Control detail ledger group. Entry events generate accounting lines to record the pre-encumbrance and encumbrances in the actuals ledger. To facilitate this, you must select the Commitment Detail Ledger check box for the Commitment Control detail ledger group when you assign Commitment Control ledger groups to a business unit and GL ledger group in the Ledgers for a Unit component. The Entry Event Processor looks for this selection to identify the ledger group that contains pre-encumbrance and encumbrance transactions from Purchasing. Also note that funding source with entry event functionality is not supported.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66

Associated Expenditure and Revenue Budgets

You can use the Associated Budgets component to define a relationship between revenue budgets and expense budgets. Its purpose is to increase budgeted expenditure limits automatically in relationship to budgeted, recognized, or collected revenue.

Before you can use the Associated Budgets component, you must indicate the associated expenditure budget definition when you define the revenue budget definition in the Budget Definitions component.

You have the following options when you associate budgets:

- You can designate one or more revenue budgets to increase the available spending for an expenditure budget.

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- You can designate one or more expenditure budgets to have available spending increased by a revenue.
- You can make the revenue available for spending when it is budgeted, recognized, or collected, or you can increase the available spending for an expenditure budget by the greater of the collected or budgeted amount, the greater of the recognized or budgeted amount, or the lesser of either combination.
- You must assign a percentage of the revenue amount up to a maximum amount or cap to apply toward the spending balance.

The Budget Processor uses this data to determine whether a sufficient spending balance is available to pass a specific transaction. If there is an insufficient available budget balance for a transaction in the expenditure budget, the Budget Processor looks up the related revenue budget activity to determine if there are sufficient amounts provided by the revenue budget to increase the available spending for the associated expenditure budget to pass the transaction. The Budget Processor passes or fails the source transaction accordingly.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Associated Revenue and Expenditure Budgets, page 98

Chapter 10, "Inquiring on Budgets and Transaction Activities," Understanding Budget Inquiries, page 265

Common Elements Used in This Chapter

Control Options

Describes the degree of budgetary control:

- *Default from Higher Level*: Commitment Control is set to default from a higher level—either the budget attributes, control ChartField, or control budget definition level.
- *Control:* Transactions that cause budget exceptions and generate errors or warnings.
- *Tracking w/ Budget* (tracking with budget): Track transaction amounts against a budget but do not issue error exceptions unless there is no corresponding budget row. Pass if budget row exists, even for a zero amount, but issue warnings for exceptions. Also sometimes referred to as *Track BD.*
- *Track w/o Budget* (tracking without budget): Track transactions even if there is no budget set up. If a budget row exists and there are exceptions, issue warnings. Also sometimes referred to as *Track.*

  No warning is issued for the track without budget control option with commitment control detail tracking ledger groups.
- *Control Initial Document:* Control expenditures against the initial document only. Transactions are stopped and error messages issued only if budget constraints would be exceeded when the initial document is processed. Transactions that pass budget checking on the initial document, such as a purchase requisition, are automatically passed on all subsequent documents, such as a purchase order or payment voucher, even if budget constraints are exceeded at the time they are processed. However, if the ChartFields are changed in subsequent documents from those values in the initial document, the transaction can fail if the ChartField combination does not exist as a budget. Also *Ctrl Init.*

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Note. Negative budgets should not be set to *Control.* They must be set to *Tracking w/ Budget* or *Track w/o Budget.*

Cumulative Cal (cumulative calendar)

A budget period calendar that logically summarizes multiple budget periods in the Ruleset budget period calendar into single, larger periods. A calendar defined with annual budget periods, for example, can act as a cumulative calendar for a calendar defined with quarterly periods.

Use to define a range of budget periods for cumulative budgeting.

See Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24.

Derive Dates

Select when cumulative budgeting is enabled if you want a cumulative calendar to define the range of budget periods that are available for cumulative budgeting.

Clear when cumulative budgeting is enabled if you want to enter a date range to define the range of budget periods that are available for cumulative budgeting.

You enter cumulative date ranges on the Budget Attributes component or at budget entry.

Enabling Commitment Control for Specific Applications

You must enable Commitment Control for the PeopleSoft applications that will have transactions that you want to check against control budgets by selecting the check box for that application on the Installed Products page.

Do not enable or disable Commitment Control for an application unless you know precisely what effect your action will have on that and other applications.

Enabling is an initial step only and other setup is required before you can successfully process transactions against control budgets

See Chapter 3, "Setting Up Basic Commitment Control Options," Enabling Commitment Control, page 14.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Options for Installed PeopleSoft Applications.

Setting Commitment Control Installation Options

The following discusses how to:

- Set budget date, reversal date and budget period liquidation options.
- Use funding source optional informational fields.
- Set online server and run control options.
- Enable Pop up for error and warnings messages.

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Page used to Set Commitment Control Installation Options

Page Name	Object Name	Navigation	Usage
Commitment Control	INSTALLATION_KK	Set Up Financials/Supply Chain, Install, Installation Options, Commitment Control	Use to set default budget date, required reversal date and budget period liquidation method. Use to make available and label 3 user defined optional informational fields on the Commitment Control Funding Source page. Use to set online budget checking options for server, run control prefix, process instance, maximum wait time and to display pop up messages to alert you to errors and warnings encountered in online budget processing.

Setting Budget Date, Reversal Date and Budget Period Liquidation Options

Access the Commitment Control page.

You have the option to set a default budget date. You are required to select a reversal date option and a budget period liquidation option.

See Chapter 8, "Processing Source Transactions Against Control Budgets," Budget Processor, page 203.

See Chapter 3, "Setting Up Basic Commitment Control Options," Installation Options for Default Budget Date, Reversal Date, and Budget Period Liquidation Option, page 15.

Using Funding Source Optional Information Fields

Access the Commitment Control page.

If you are using the funding source allocation feature you can activate and label 2 optional descriptive fields and a date filed. The fields are descriptive and have no system logic functions.

See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Informational Field Options, page 84.

Setting Online Server and Run Control Options

Access the Commitment Control page.

You can select online budget checking server and run control options to:

- Select the server on which to execute online budget processing.
- Specify a run control prefix.
- Specify the last process instance.

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- Specify the maximum wait time in minutes.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Commitment Control Installation Options.

Enabling Pop Up for Error and Warnings Messages

Access the Commitment Control page.

Pop Up Error/Warning Message

Select this check box option to receive a pop up for error and warning messages when any online budget check results in an error or warning message being issued for a transaction in a supported product. Among the products that support the pop up message are General Ledger, Payables, and Receivables.

If you receive the pop up message after budget checking a transaction, you are directed by the message to the commitment control budget checking exception pages.

Use the exception pages for your particular product and type of transaction. You can search using the appropriate process status and see the details for transactions as described in the documentation for the particular PeopleSoft product.

See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Using Commitment Control in General Ledger," Reviewing and Correcting Journal Entries with Budget Checking Errors.

Defining Commitment Control Ledger Names and Ledger Groups

Before you can define the rules and attributes of your Commitment Control ledger groups, you must establish the ledgers that make up those ledger groups and do the same for the ledger groups themselves. This involves naming each ledger and ledger group, attaching the ledgers to their ledger groups, selecting which ledgers affect the available budget balance, and selecting the balancing ChartFields for the ledger group.

This section discusses how to:

- Review the delivered Commitment Control ledger template.
- Establish Commitment Control ledgers.
- Establish Commitment Control ledger groups.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Commitment Control Ledgers and Ledger Groups, page 20

Review the Delivered Commitment Control Ledger Template

Commitment Control delivers a ledger template, COMMITMENT, which accelerates ledger creation by predefining the physical attributes of control budget ledgers. Because all control budget ledgers must share these attributes, you need not define any other Commitment Control ledger templates.

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To review the Commitment Control ledger template:

1. Access the Ledger Template page.
2. Open the *COMMITMENT* ledger template.
3. Review the delivered records and fields.

Note. You can optionally specify a secured reporting view (LED_RPTG_KK_VW) in the Secured Rptg VW field to secure access to the ledger by authorized user IDs during PS/nVision reporting. Because this is an optional security field, if you do not specify a ledger reporting view, PS/nVision provides reporting directly against the ledger. Use the Ledger Security page to specify which user IDs have access to the ledger data. If you specify the reporting view and an unauthorized user tries to access the ledger, PS/nVision displays all zeros for ledger amounts on the report.

See PeopleSoft Enterprise PeopleTools PeopleBook: PS/nVision, Setting Up PS/nVision Security, Implementing PS/nVision Ledger-Based Data Security

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Setting Up Ledgers," Defining a Ledger Template

Establishing Commitment Control Ledgers

Before you establish the Commitment Control ledger groups, you must name and establish the ledgers that make up the groups.

To add a Commitment Control ledger:

1. Access the Detail Ledger component.
2. Enter a description of the ledger on the Definition page.
3. Select the Commitment ledger template to attach the ledger to that template and to define the ledger as a Commitment Control ledger type.

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Setting Up Ledgers," Defining a Ledger Template

Establishing Commitment Control Ledger Groups

You establish Commitment Control ledger groups in the Ledger Group component.

To add a Commitment Control Ledger Group:

1. Access the Ledger Group component.
2. On the Definition page, enter a description for the ledger group.
3. Select the Commitment ledger template to attach the ledger group to that template and to define the ledger group as a Commitment Control ledger group type.

   The Commitment Control ledger template defines the Ledger record, which determines the ChartField and Edit Table defaults that populate the ChartFields page of the Ledger Group component.

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4. Select either the Commitment Control Expense or Commitment Control Revenue ledger group type to attach the ledger group to the ledger group type.

   Note. The Keep Ledgers in Sync check box is unavailable when you select a Commitment Control ledger template.

5. In the Ledger Details grid, enter a row for each Commitment Control ledger that you want in the ledger group.

   Select the Commitment Control ledger type for each ledger. You can select only one ledger of each ledger type.

6. For expenditure ledger groups, select the Affect Spending Authority check box if transactions successfully processed against the ledger are to affect the available budget balance.

   For example, if you want the system to track pre-encumbrance, encumbrance, and expenditure transactions against the budget in an expenditure ledger group, but you do not want pre-encumbrance transactions to reduce the available budget balance, select Affect Spending Authority for the budget, encumbrance, and expenditure ledgers and clear it for the pre-encumbrance ledger. All four ledgers are updated each time their transaction types are processed, but only budget journals and transactions that are stored in the encumbrance and expenditure ledgers affect the calculation of the budget's available spending amount.

   However, when Funding Source control is involved, only transactions that impacted those ledgers set to Affect Spending Authority are recorded in the Funding Source Distribution tables. In the previous example, the pre-encumbrance transactions will not be recorded in the Funding Source Distribution tables.

   You can override your selection for pre-encumbrance amounts at the level of a specific business unit and GL ledger group in the Ledgers for a Unit component.

   See Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66.

7. On the ChartField page, review the default Edit Table and View associated with each of the ChartFields for the ledger group.

   The Commitment Control ledger template populates the ChartFields and their default Edit Tables and Views.

8. On the Balance page, select the Balance check box for the ChartFields that you want to balance for the ledger group.

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Setting Up Ledgers," Linking Ledgers to a Ledger Group

Defining Commitment Control Budget Period Calendars

To define commitment control budget period calendars, use the following components:

- Budget Period Calendar (BUDG_PER_CALENDAR)
- Budget Period Calendar Builder (CALENDAR_BLDR_BP)

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- Summary BP Calendar (SUMMARY_BP_CAL)

This section discusses how to:

- Create budget period calendars manually.
- Create budget period calendars automatically.
- Create summary budget period calendars.

Automatic calendar building provides an easy way to create budget periods over a range of time. Creating budget period calendars manually is useful when you need to completely control all aspects of the calendar creation process.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24

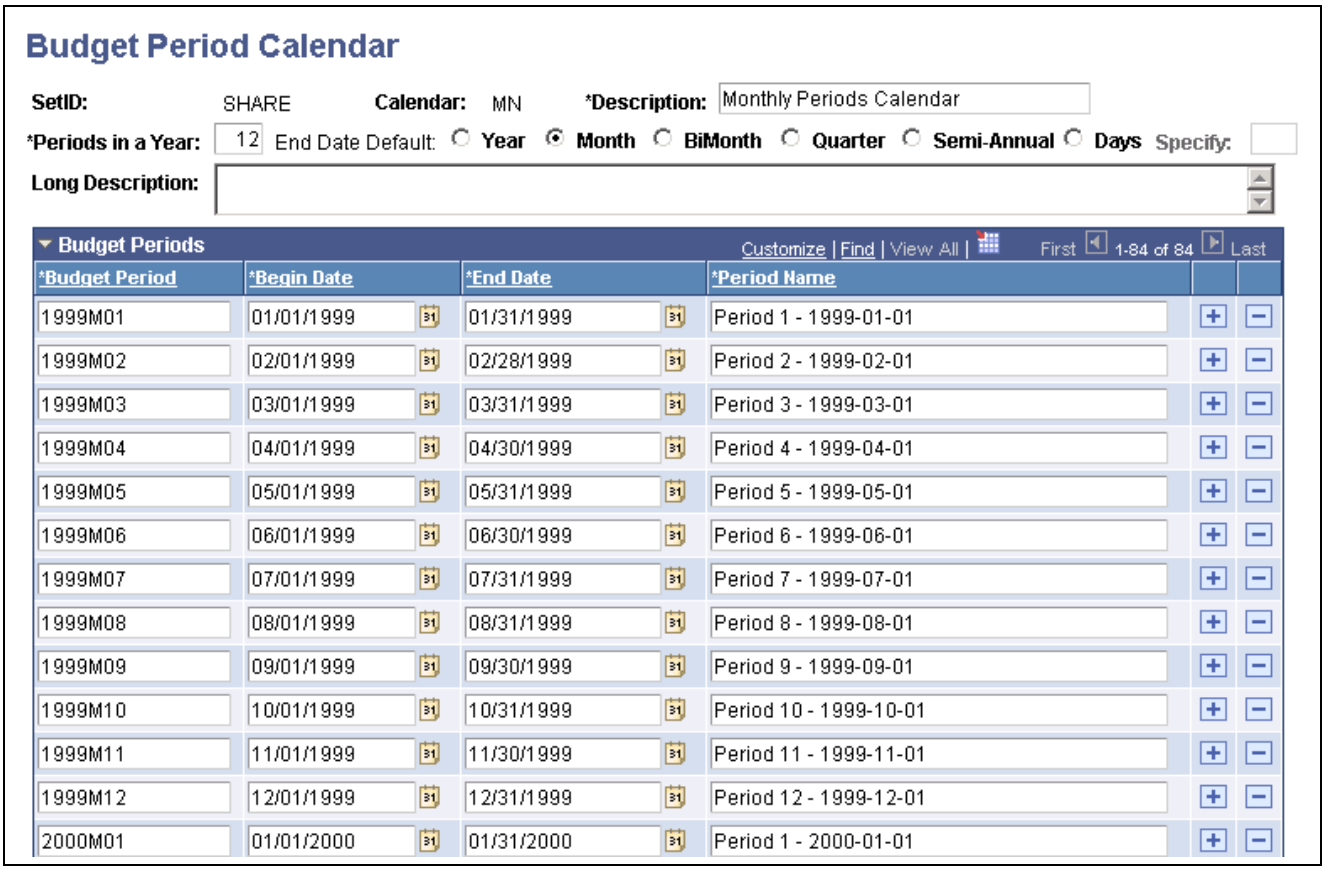
Pages Used to Define Commitment Control Budget Period Calendars

Page Name	Object Name	Navigation	Usage
Budget Period Calendar	BUDG_PER_CALENDAR	Set Up Financials/Supply Chain, Common Definitions, Calendars/Schedules, Budget Period Calendar	Create a (detail) budget period calendar manually.
Budget Period Calendar Builder	CALENDAR_BLDR_BP	Set Up Financials/Supply Chain, Common Definitions, Calendars/Schedules, Budget Period Calendar Builder	Create a (detail) budget period calendar automatically.
Summary Budget Period Calendar	SUMMARY_BP_CAL	Set Up Financials/Supply Chain, Common Definitions, Calendars/Schedules, Summary BP Calendar	Create a Commitment Control summary budget period calendar.

Creating Budget Period Calendars Manually

Access the Budget Period Calendar page.

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Budget Period Calendar page

To create budget periods manually:

1. Enter a short Calendar description.
2. Enter the number of budget Periods in a Year.

   When you press TAB to exit the Periods in a Year box, the system selects the End Date Default that most closely matches the number of periods that you selected.

   Note. When defining a Multi-Year Budget Period calendar, this filed is no longer applicable. Just enter 1 as the value to bypass the system validation.

   ---

3. Accept or change the End Date Default by selecting the Year, Month, Bimonthly, Quarter, Semi-Annual, or Days option.

   This controls the period of time that is added to the begin date that you specify in the Budget Periods grid for each period.

   If you select Days as your end date default type, indicate the default number of days to the end of the period in the Specifyfield that is next to the Days option.

   Note. When defining a Multi-Year Budget Period calendar, this filed is not applicable. Accept the default. You can override the default in the following step 4.

   ---

4. In the Budget Periods grid, enter a Budget Period ID and Begin Date. The End Date defaults based on your selection of End Date Default, but you can override it.

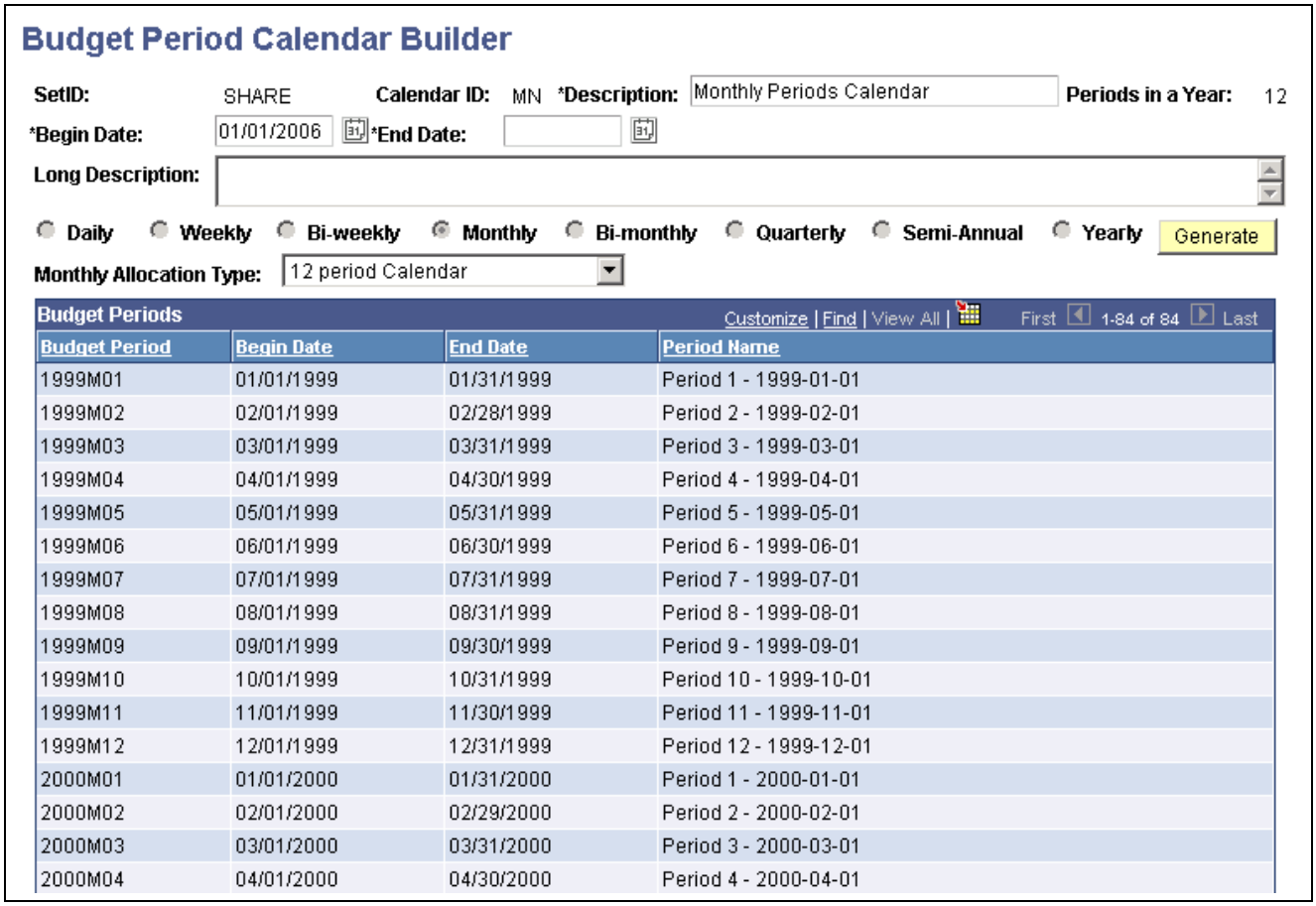
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No gaps or overlaps should exist between one period's end date and the next period's begin date. Name the budget period IDs in such a way that you can use wildcards to perform budget inquiries with a partial budget period ID value. For example, if you name the budget periods 2002M01, 2002M02, and so on, you can enter *2002%* as the budget period value of an inquiry to display the budgets for all year 2002 monthly budget periods.

5. Enter a descriptive Period Name for each budget period.
6. Add as many budget periods as necessary.

Creating Budget Period Calendars Automatically

Access the Budget Period Calendar Builder page.



Budget Period Calendar Builder

SetID: SHARE Calendar ID: MN *Description: Monthly Periods Calendar Periods in a Year: 12

*Begin Date: 01/01/2006 *End Date:

Long Description:

Daily Weekly Bi-weekly Monthly Bi-monthly Quarterly Semi-Annual Yearly Generate

Monthly Allocation Type: 12 period Calendar

Budget Periods — Customize | Find | View All | First 1-84 of 84 Last

Budget Period	Begin Date	End Date	Period Name
1999M01	01/01/1999	01/31/1999	Period 1 - 1999-01-01
1999M02	02/01/1999	02/28/1999	Period 2 - 1999-02-01
1999M03	03/01/1999	03/31/1999	Period 3 - 1999-03-01
1999M04	04/01/1999	04/30/1999	Period 4 - 1999-04-01
1999M05	05/01/1999	05/31/1999	Period 5 - 1999-05-01
1999M06	06/01/1999	06/30/1999	Period 6 - 1999-06-01
1999M07	07/01/1999	07/31/1999	Period 7 - 1999-07-01
1999M08	08/01/1999	08/31/1999	Period 8 - 1999-08-01
1999M09	09/01/1999	09/30/1999	Period 9 - 1999-09-01
1999M10	10/01/1999	10/31/1999	Period 10 - 1999-10-01
1999M11	11/01/1999	11/30/1999	Period 11 - 1999-11-01
1999M12	12/01/1999	12/31/1999	Period 12 - 1999-12-01
2000M01	01/01/2000	01/31/2000	Period 1 - 2000-01-01
2000M02	02/01/2000	02/29/2000	Period 2 - 2000-02-01
2000M03	03/01/2000	03/31/2000	Period 3 - 2000-03-01
2000M04	04/01/2000	04/30/2000	Period 4 - 2000-04-01

Budget Period Calendar Builder page

To create a budget period calendar automatically:

1. Enter a short Calendar ID description.
2. Enter the Begin Date of the first period and the End Date of the final period.

   Note. The end date is not limited to the current year or the year of the begin date.

3. Select a period type for this calendar by selecting Daily, Weekly, Bi-weekly, Monthly, Bi-monthly, Quarterly, Semi-Annual, or Yearly.

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The period type (and, if the period is monthly, the Monthly Allocation Type) determines the value that the system displays in the Periods in a Year field.

4. If you selected Monthly as the calendar period type, select one of the following options as the Monthly Allocation Type:

12 period Calendar	Calendar months.
13 period Calendar	Four weeks each.
445 Calendar, 454 Calendar, and **544 Calendar**	Twelve *non-monthly* periods, divided into four sets of three periods each, with the three periods in each set made up, respectively, of either 4, 4, and 5 weeks; 4, 5, and 4 weeks; or 5, 4, and 4 weeks.

5. Click Generate.

   The Budget Periods grid displays a row for each period in the range that you indicated.

Note. You cannot automatically create a Multi-Year Budget Period calendar. It must be created manually.

Creating Summary Budget Period Calendars

Access the Summary Budget Period Calendar page.

To create summary budget period calendars:

1. Enter a short description of the Calendar ID.
2. Select the Detail Calendar that you want to summarize.

   For example, if the summary calendar is to summarize monthly budget period data into quarterly or annual periods, select the monthly (detail) budget period calendar.
3. In the Detail Period Ranges for each Summary Calendar Period grid, enter a Budget Period ID and a descriptive Period Name, then select From Budget Period and To Budget Period.

   The from and to values prompt from the detail calendar that you specified. If, for example, you create quarterly summary budget periods based on a monthly detail budget, select the first and last periods of the quarter. There should be no gaps or overlaps between the ending detail period you select for one quarter and the beginning period that you select for the next quarter.

Defining Translation Trees for Budget Key ChartFields

This section discusses how to set up translation trees for key ChartFields.

See Also

Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 21

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Page Used to Define Translation Trees for Budget Key ChartFields

Page Name	Object Name	Navigation	Usage
Commitment Control Budgetary Control Tree Audit	RUN_GLS8007	Commitment Control, Budget Reports, Budgetary Control Tree Audit, Commitment Control Budgetary Control Tree Audit	Request a run of the Commitment Control Budgetary Control Tree Audit SQR report (GLS8007), which audits all budget key ChartField translation trees for completeness and accuracy. The report verifies the tree structure and definition options and identifies all ChartField values not defined as tree nodes or represented as tree details.

Setting Up Translation Trees for Budget Key ChartFields

Include the following steps when you define translation trees for key ChartFields:

1. Assign the detail table name as the tree node table in the tree structure.

   Each node must be a valid ChartField value, and you cannot use general labels such as ALLACCTS or ASSETS. For the account tree, or any tree based on a fully configurable ChartField, you can take advantage of the Budgetary Use Only check box and use a view selecting accounts with budgetary use only value of *y* as the tree node table.

2. On the Tree Definitions and Properties page:
   a. Select the *COMMITMENT CONTROL* category.
   b. Clear the All Detail Values in this Tree and the Allow Duplicate Detail Values check boxes.
   c. Select Strictly Enforced levels.

3. When you define levels, clear the All Values box for all but the first level.

   Warning! Level names cannot contain spaces.

4. After you define a tree, run the Budgetary Control Tree Audit report (GLS8007) to validate the following:
   - Tree structure and tree definition settings.
   - That all ChartField values are defined on the tree or represented by a detail node range.

Run the report when you add new ChartField values. Also run the report periodically to make sure that all ChartFields are represented in the appropriate tree.

You must have a tree for each ChartField that you use as a budget key and that you want to translate.

The budget processor references the version of the tree that has the greatest effective date that is less than or equal to the budget definitions effective date that is used to process a particular transaction. The budget definition's effective date is based on the budget date specified on every source transaction line.

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The budget processor looks to the latest translation tree, that is the tree with the latest effective date, whether it is active or inactive when processing transactions with dates after the latest effective dated tree. For example, assume you have a tree for which the initial effective date is January 1, 1900 and its status is active. If you then create a tree for February 1, 2005 and set the status to inactive, the budget processor still looks to the latest tree with the effective date of February 1, 2005 for any transactions dated later than February 1, 2005. Under these conditions the budget processor will not process using the active tree dated January 1, 1900 but issues a message that there is an invalid tree because the February 1, 2005 tree is inactive.

Important! Do not include a ChartField value more than once in a tree. The audit may not report duplicate values if they occur at different translation levels.

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Summarizing ChartFields Using Trees"

Setting Up Control Budget Definitions

To set up control budget definitions, use the Budget Definitions component (KK_BUDGET).

This section discusses how to:

- Define control budget options.
- Define Ruleset ChartFields.
- Define budget keys and translations.
- Define Expiration ChartFields.
- Define Budget status by Budget Period.
- Define control ChartFields.
- Define offsets.
- Define excluded account types and accounts.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Control Budget Setup, page 17

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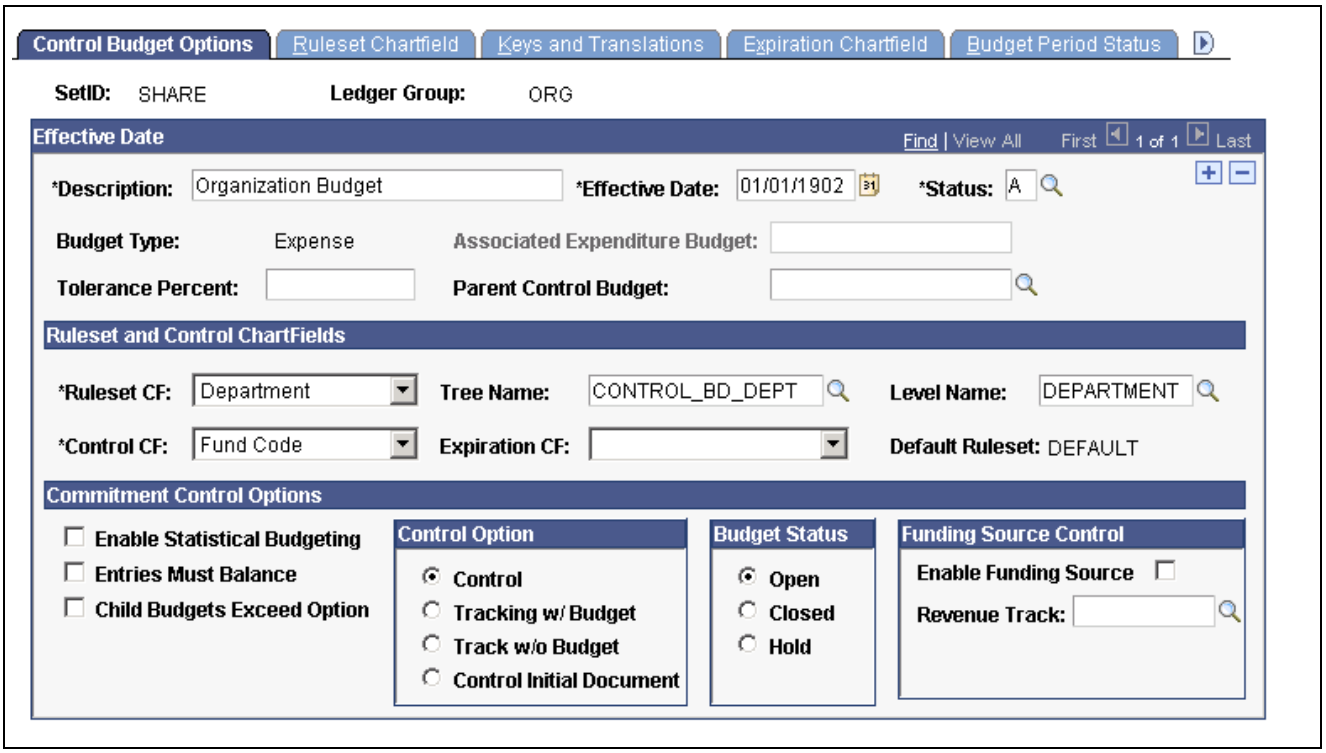
Pages Used to Set Up Control Budget Definitions

Page Name	Object Name	Navigation	Usage
Control Budget Options	KK_BUDG1	Commitment Control, Define Control Budgets, Budget Definitions, Control Budget Options	Define the budget's general parameters, including control ChartField, parents and children, associated budget definition, control options, Ruleset ChartField, and status.
Ruleset Chartfield	KK_BUDG7	Commitment Control, Define Control Budgets, Budget Definitions, Ruleset Chartfield	Define the Ruleset ChartField values for each Ruleset.
Keys and Translations	KK_BUDG3	Commitment Control, Define Control Budgets, Budget Definitions, Keys and Translations	Specify the ChartFields and calendar used to identify budgets for each Ruleset.
Expiration ChartField	KK_BUDG8	Commitment Control, Define Control Budgets, Budget Definitions, Expiration ChartField	Use with an Expiration ChartField that you defined on the Control Budget Options page to establish beginning, ending, and expiration dates for a budget.
Budget Period Status	KK_BUDG9	Commitment Control, Define Control Budgets, Budget Definitions, Budget Period Status	Use to set budget status by Budget Periods. For a particular Budget Period you can Open, have Closed, put on Hold, or Default to a higher level the status of a budget.
Control ChartField	KK_BUDG4	Commitment Control, Define Control Budgets, Budget Definitions, Control ChartField	Override and define budget options and attributes for particular control ChartField values.
Offsets	KK_BUDG5	Commitment Control, Define Control Budgets, Budget Definitions, Offsets	Set up offset accounts for balancing source transaction and budget entries. This page is only available if the Entries Must Balance check box is selected on the Control Budget Options page.
Excluded Account Types	KK_BUDG6	Commitment Control, Define Control Budgets, Budget Definitions, Excluded Account Types	Specify the account types to exclude from processing for this control budget definition.

Defining Control Budget Options

Access the Control Budget Options page.

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Control Budget Options page

Budget Type Either *Revenue* or *Expense.* Inherited from the ledger group definition.

Associated Expenditure Budget For a revenue ledger group, select the expenditure ledger group whose limits are to be increased by revenue budgets in this budget definition (optional). You specify associated revenue and expenditure budgets on the Associated Budgets page.

Tolerance Percent The percentage variance over budget allowed before the system creates an exception. You can override this value at lower definition levels.

Note. Negative tolerances are not supported.

Parent Control Budget If this budget definition is a child in a hierarchy of budget definitions, select its parent budget definition here. This establishes the connection between the two budget definitions, enabling the system to enforce the relationship.

When you press TAB to exit this field, the system populates the budget definition with the parent's processing rules. Parents and children must share the same control, Ruleset, and key ChartFields, although the children can have additional key ChartFields.

Parents and children must use the same budget translation trees for the ChartFields that they share, with the parent budget's ChartField values on an equal or higher level than the child's. This ensures that each child budget is translated to its parent budget.

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Ruleset and Control ChartFields

Ruleset CF (ruleset ChartField)

Select the Ruleset ChartField and, optionally, the Tree Name and tree Level Name where the Budget Processor should look for the ChartField values valid for the Ruleset.

For expenditure budget definitions with funding source control, the Ruleset ChartField must be the same as the Control ChartField.

Control CF (control ChartField)

Enter the key ChartField that the Budget Processor uses to determine whether or not to enforce budget checking.

(USF) Expiration CF (expiration ChartField)

Use this field and the associated functionality to control and categorize processing against expired or closed budgets. Select a ChartField, typically *Budget Reference,* the value of which is used when you establish begin dates, expiration dates and end dates for a budget using the Expiration ChartField page that is located within this same component. The value selected can then be used to categorize a budget as open, expired or closed. All ChartFields supported in Commitment Control as budget keys are available.

Note. Use this field in conjunction with Entry Event functionality to automatically generate budgetary entries for *upward* and *downward* adjustments of obligations against expired budgets as required by United States Federal Government accounting.

See Chapter 8, "Processing Source Transactions Against Control Budgets," Processing Transactions Against Expired and Closed Budgets, page 228.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Using Entry Event Codes for Upward and Downward Adjustments.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Using Entry Events with Commitment Control Budgets.

Default Ruleset

The default Ruleset for any Ruleset ChartField values that you do not specify on the Ruleset ChartField page. You specify the default Ruleset on the Ruleset ChartField page.

Commitment Control Options

Enable Statistical Budgeting

Select the check box to enable budget checking of non-monetary statistical amounts to facilitate financial analysis and reporting.

Entries Must Balance

Select the check box to make the system generate offset entries for every budget journal or transaction that it processes. The system uses the offset accounts specified on the Offsets page and balances by budget period and the balancing ChartFields that you selected when you established the Commitment Control ledger group.

Clear to make the system post budget entries as entered, with single-sided transaction entries posting when budget ledgers are updated.

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Note. Balancing, or offset lines are not created on the budget journals but are created during the posting process and are stored in the commitment control activity log.

Child Budgets Exceed Option

Select the check box to let the sum of child budgets exceed the parent budget limit when you enter budget journals. This option has no effect on budget checking of source transactions.

Note. If you do not select the Child Budget Exceeds option, the system performs a validation each time you post a budget journal to ensure that the total across all child budget amounts in the child budget ledger does not exceed the parent budget amount. However, if more than one child definition is associated with a parent budget definition, the system does not add child budget amounts across child budget definitions to arrive at a total child budget amount to validate against the parent budget. Rather, the system views each child budget definition as the "same money" in "different slices," and it only validates the child budget amounts within the child budget definition for the budget journal. Therefore, if you have more than one child budget definition associated with a parent budget definition, and those child budget definitions do not represent the "same money," your child budgets can exceed your parent budget even if you do not select the Child Budget Exceeds option.

See Chapter 3, "Setting Up Basic Commitment Control Options," Parent and Child Budgets, page 32.

Control Option

Select the degree of budgetary control that you want for this budget definition. You can override this value at lower levels.

See "PeopleSoft Enterprise Commitment Control PeopleBook Preface," Common Elements Used in This PeopleBook, page xxiv.

Budget Status

You can override this value at lower levels.

See "PeopleSoft Enterprise Commitment Control PeopleBook Preface," Common Elements Used in This PeopleBook, page xxiv.

Funding Source Control

If you decide to set up an expenditure budget definition with funding source tracking, select Enable Funding Source and, in the Revenue Track field, enter the revenue ledger group that tracks the funding source amounts. (You must have already established the revenue ledger group.)

The related revenue budget definition is created automatically when you save the budget definition, with the same parameters as the expenditure budget definition, except for the following parameters:

- The Commitment Control option is Track w/o Budget.
- You must manually exclude expenditure account types on the Excluded Account Types page for the revenue budget definition.
- You can add a Key ChartField to the revenue budget definition, but it must contain at minimum, the Project ID or whatever the Control ChartField is for the expenditure budget plus a second key ChartField, such as Department, to distinguish recognized and collected revenue assigned to multiple funding

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sources for the same budget in the same funding source allocation. For example, if funding sources FS1 and FS2 both have *recognized* revenue allocated, the revenue must be allocated to FS1 using a different department ChartField value than the Department ChartField value used to allocate *recognized* revenue for FS2. The same is true for FS1 and FS2 in that both have *collected* revenue allocated, or one is *recognized* revenue allocated and another *collected* revenue allocated.

Note. If you make subsequent changes to the budget definitions, they must be made manually.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Control ChartFields, page 21

Chapter 3, "Setting Up Basic Commitment Control Options," Key ChartFields and Translation Trees, page 21

Chapter 3, "Setting Up Basic Commitment Control Options," Rulesets, page 27

Chapter 3, "Setting Up Basic Commitment Control Options," Hierarchy of Control Budget Attributes, page 28

Chapter 3, "Setting Up Basic Commitment Control Options," Statistical Budgeting, page 34

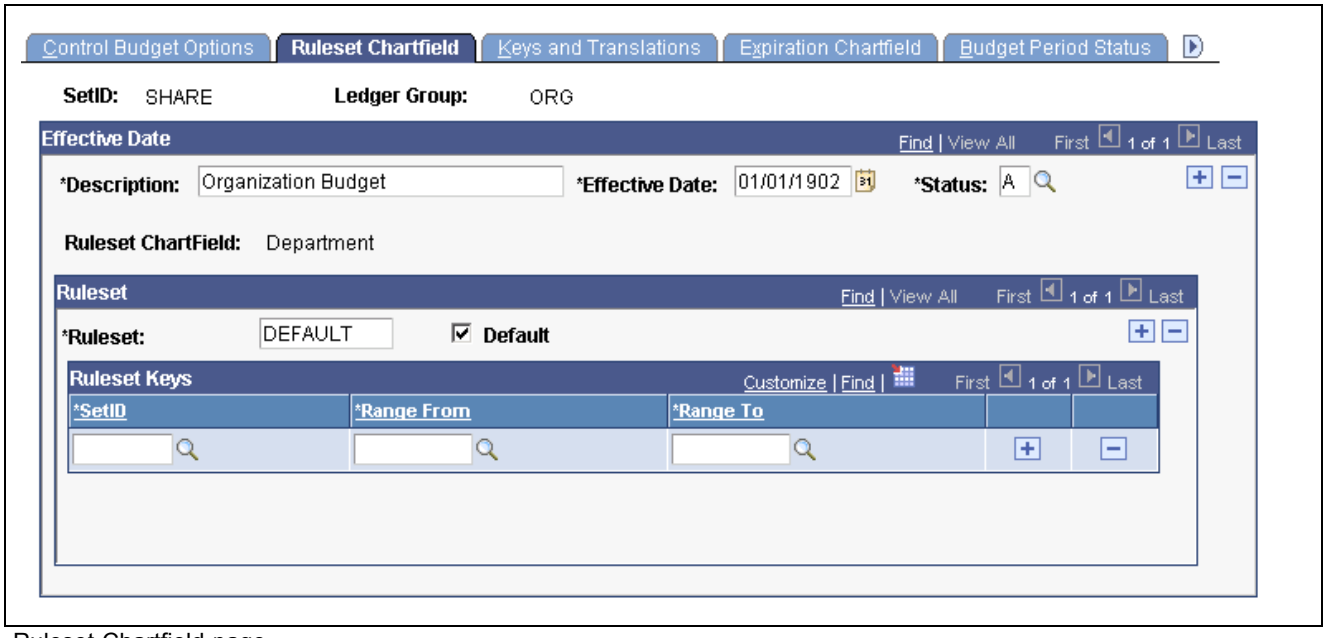
Chapter 3, "Setting Up Basic Commitment Control Options," Balancing Entries, page 34

Chapter 3, "Setting Up Basic Commitment Control Options," Project Costing and Control Budgets With Funding Source, page 34

Chapter 3, "Setting Up Basic Commitment Control Options," Parent and Child Budgets, page 32

Defining Ruleset ChartFields

Access the Ruleset Chartfield page.



Ruleset Chartfield page

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Ruleset

Enter the Ruleset name. Select Default for the Ruleset to be use as the default for any Ruleset ChartField values that you do not specify on this page. If you only require one Ruleset for your budget definition, you do not need to enter any values on this page.

Note. The Budget Processor also uses the default Ruleset when budget-checking a source transaction that has no value for the Ruleset ChartField. If the Value Required check box on the Keys and Translations page is selected for the Ruleset ChartField, the Budget Processor issues a "Key ChartField is Blank" exception.

Ruleset Keys

Enter the setID for each range of Ruleset ChartField values to which the Ruleset applies.

Note. The system performs validations that prevent you from including the same Ruleset ChartField value in more than one Ruleset.

See Also

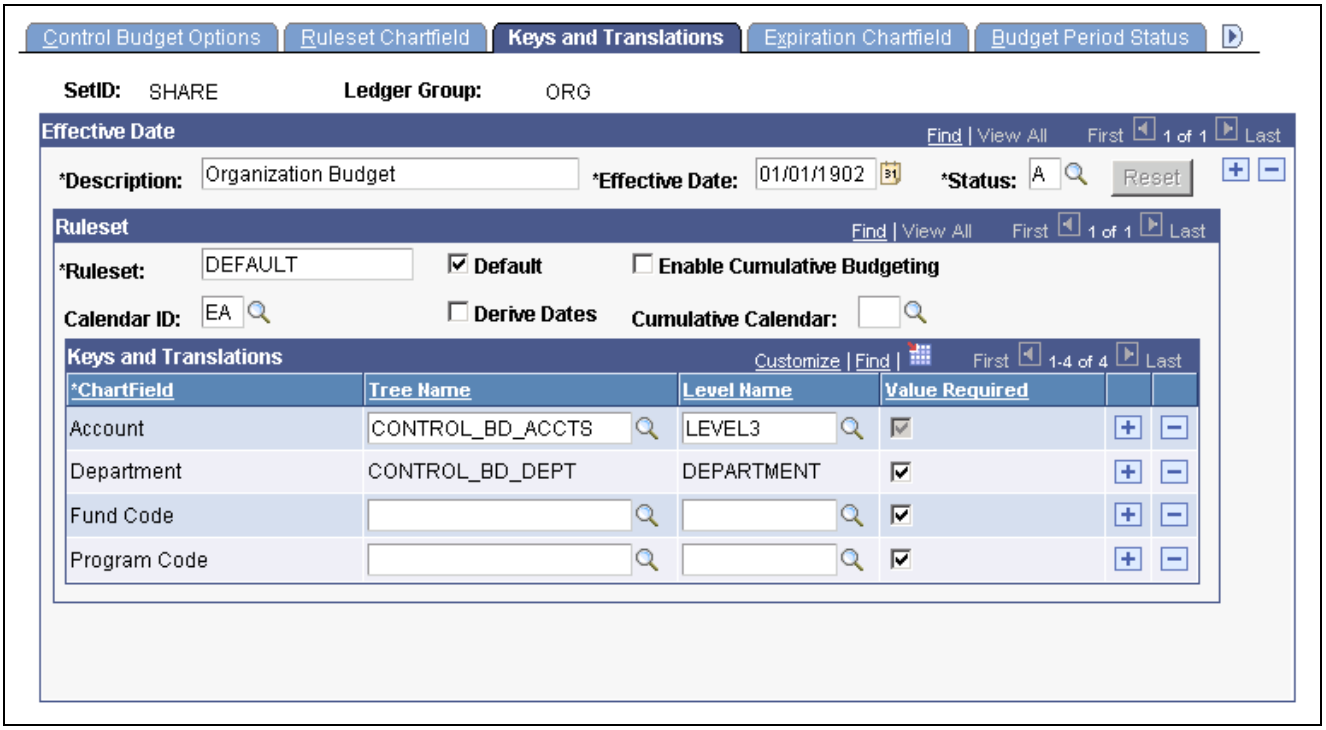
Chapter 3, "Setting Up Basic Commitment Control Options," Rulesets, page 27

Chapter 3, "Setting Up Basic Commitment Control Options," Multiple SetIDs Within a Control Budget Definition, page 30

Chapter 9, "Managing Budget Exceptions," page 233

Defining Budget Keys and Translations

Access the Keys and Translations page.



Keys and Translations page

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Reset

When you click the Reset button, all existing budget key and translation, ruleset and control ChartField data is overridden on the child budget definition and replaced with data from the specified parent budget definition. If you have changed a parent since you established the parent and child relationship, you must update its children. Also click Reset if you changed the child but want to set it back to the definition values of the parent.

Ruleset

Ruleset

The Rulesets that you entered on the Ruleset Chartfield page appear.

Calendar ID

Select the primary budget period calendar to specify the budget periods valid for the Ruleset. If you do not specify a calendar ID for the Ruleset, the entire budget is viewed as a single period. Whether or not you select a calendar ID, you can restrict valid dates for transactions to affect the budget. You set these restrictions on the Control ChartField page.

Note. Do not select a calendar ID for budget definitions with funding source tracking. You can set budget begin and end dates for control ChartField values on the Control ChartField page.

Enable Cumulative Budgeting

Select to allow spending against the available balances in a defined range of budget periods when a transaction would otherwise exceed the balance in the current period.

To make the Budget Processor obtain the range of budget periods available for cumulative budget checking, select Derive Dates and enter a cumulative calendar ID in the Cumulative Calendar field.

A cumulative calendar is a budget period calendar that logically summarizes multiple budget periods in the Ruleset budget period calendar into single, larger periods. A calendar that is defined with annual budget periods, for example, can act as a cumulative calendar for a calendar that is defined with quarterly periods.

When a source transaction is presented for budget checking, the Budget Processor performs the following:

- Queries the cumulative calendar for the cumulative budget period that contains the budget date of the transaction.
- Queries the primary calendar for the detail budget periods that compose the cumulative budget period.
- Budget-checks the transaction against the cumulative available amounts in the current and prior budget periods that make up the cumulative period.

Derive Dates and **Cumulative Calendar**

If you click the Derive Dates check box, you must select a Cumulative Calendar. This option is available at 3 levels: Subtype, Control ChartField and Budget Attributes. If you clear the Derive Dates check box at any of the 3 levels, you must enter a cumulative date range for each affected budget combination. The dates are specified in the budget attributes either directly or via budget journal entry.

See Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24.

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Keys and Translations

ChartField

Add a row for each key ChartField for the Ruleset.

If you do not intend to translate budget keys, make the rest of the fields in the grid blank. You can limit the ChartField values valid for budgeting on the Control ChartField page and the Excluded Account Types page.

Note. When funding source is enabled only 1 key ChartField can be specified. It is typically project, but it can be any ChartField.

For project expenditure budget definitions with funding source tracking enabled, the single Ruleset key ChartField is Project ID—the same as the Ruleset ChartField and the Control ChartField. Project revenue budget definitions for funding source tracking can include one additional key ChartField besides the Project ID.

Tree Name and **Level Name**

If you use trees to translate transaction-level ChartField values to higher-level budget ChartField values, enter the tree name and level name of the budget ChartField values for each ChartField.

If you specify a tree and level, then valid values for budgeting include all the tree nodes that are at or above the specified level (or rather, the indicated level and all higher levels). Valid values for source transactions at levels below the tree level that you specify roll up to the specified level for budget checking.

Value Required

Select for a key ChartField to require the ChartField on all source transactions processed against control budgets. Any transactions that do not carry the ChartField receive budget errors.

If the Value Required check box is clear and no value exists for the ChartField on a transaction, the transaction bypasses budget checking against the budget definition.

A transaction line will bypass a budget definition if the source transaction line has values for all required ChartFields, but has blanks for one or more ChartFields that are not required.

Important! Select Value Required only for ChartFields that are common to all Commitment Control ledger groups. For example, you have an appropriation ledger group, an organization ledger group, and a project ledger group. Also assume that the project ledger group is defined with Project ID as the control ChartField, Ruleset ChartField, and key ChartField. Also assume that most source transactions you budget-check do not include Project ID. If you require values for Project ID, then the Budget Processor returns exceptions for source transactions that pass budget checking for the appropriation and organization budgets, because they fail the project budgets. If you don't require values for Project ID, then source transactions that do not include Project ID bypass the project budgets—as they should—and pass budget checking for the remaining budget ledgers.

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See Also

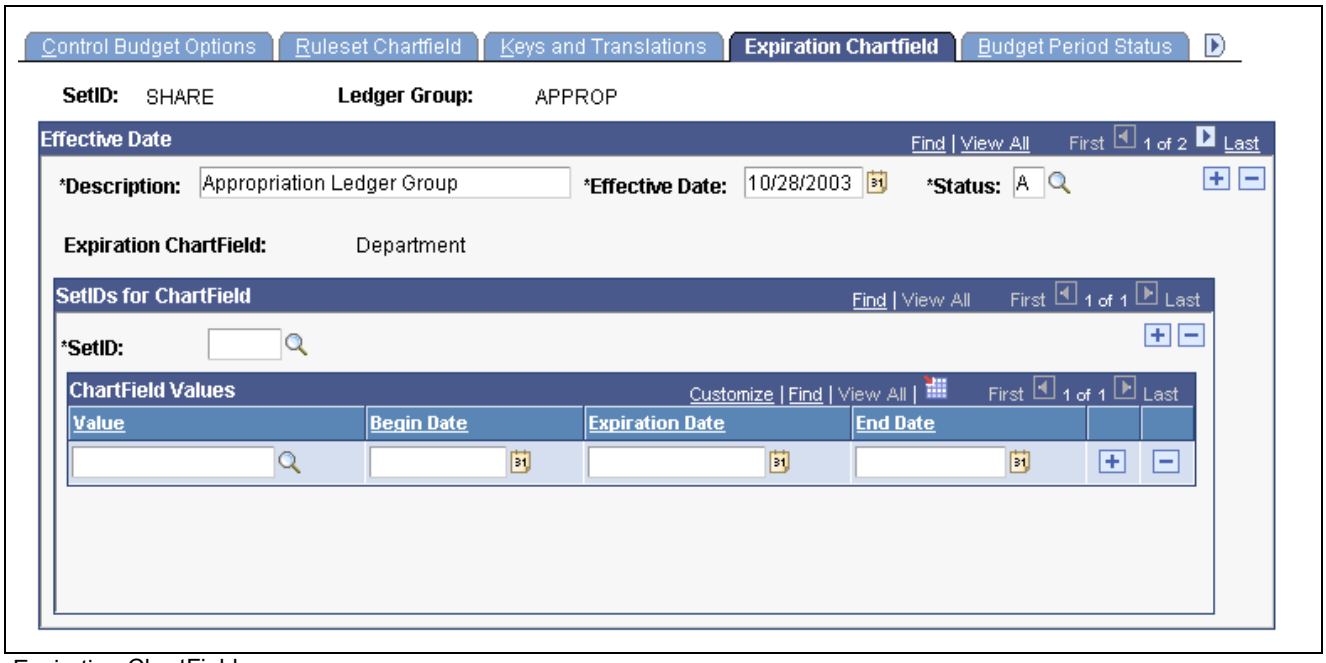
Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24

Chapter 3, "Setting Up Basic Commitment Control Options," Key ChartFields and Translation Trees, page 21

Chapter 3, "Setting Up Basic Commitment Control Options," Rulesets, page 27

Defining Expiration ChartFields

Access the Expiration ChartField page.



Expiration ChartField page

Expiration ChartField Displays the Expiration ChartField that you define on the Control Budget Options page within the budget definition.

SetID Select a setID to uniquely identify the set of ChartField values and dates you enter here.

(USF) Value Enter a value or multiple values that identify a valid budget year or years for United States Federal Government budgets. For a five year budget or appropriation the value might be BY2002-2006.

(USF) Begin Date Enter the first date a budget is available for obligation. For example, for a United States Government budget the Begin Date for BY2002-2006 is October 1, 2001.

(USF) Expiration Date Enter the last date funds are available for obligation for this budget. For example, the five-year appropriation budget reference BY2002-2006, has the Expiration Date of September 30, 2006. The budget processor uses this date to categorize a budget as expired. When categorized as expired, transactions from Purchasing and Payables that impact the expired budget can optionally have their entries generated to appropriate US SGL (United States standard general ledger) budgetary accounts for expired budgets by the Entry Events generator.

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(USF) End Date

Enter the last date payments can be processed against the budget. The budget is in effect *closed* on this date and the system does not allow processing against the budget. For example, for a United States Federal Government budget assume the End Date is five years after the Expiration Date. Then, for a single year appropriation BY2002, the end date is September 30, 2007. For BY2002-2006 the End Date is September 30, 2011. Both budgets would be closed on their respective End Dates.

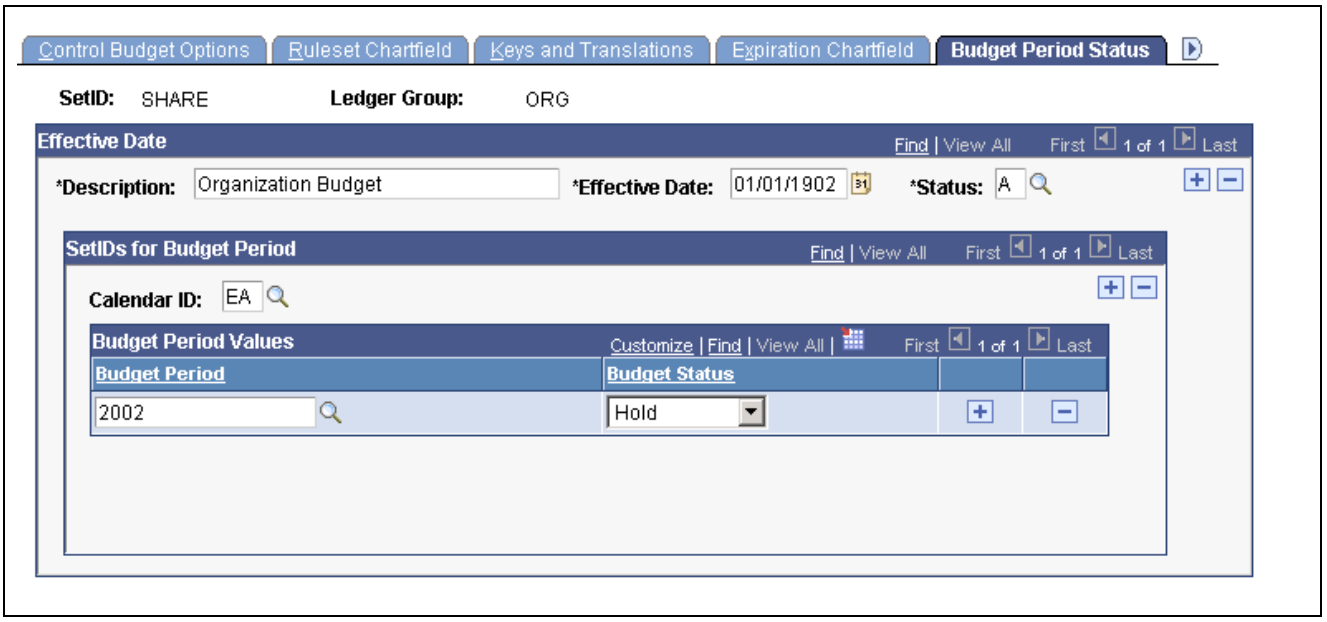
The United States Federal requirement is that payments for closed budgets can be processed against the current budget but payments cannot exceed one percent of budget. The one percent set aside of current year budget for prior year obligations is handled by manually creating a separate budget in the current year for the amount. Invoices that are received after the budget is closed would be recorded against the one percent budget in the current year.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Using Entry Event Codes for Upward and Downward Adjustments.

See Chapter 8, "Processing Source Transactions Against Control Budgets," Processing Transactions Against Expired and Closed Budgets, page 228.

Defining Budget Status by Budget Period

Access the Budget Period Status page.



Budget Period Status page

Calendar ID

Select the budget period calendar encompassing the budget periods for which you are setting a manual budget status.

Budget Period

Select budget periods within the Calendar ID for which you are changing the status.

Budget Status

You can set the budget status manually on the Budget Definitions - Control Options page, the Budget Definitions -Budget Period Status page, the Budget Definitions - Control ChartField page, or the Budget Attributes page. Status

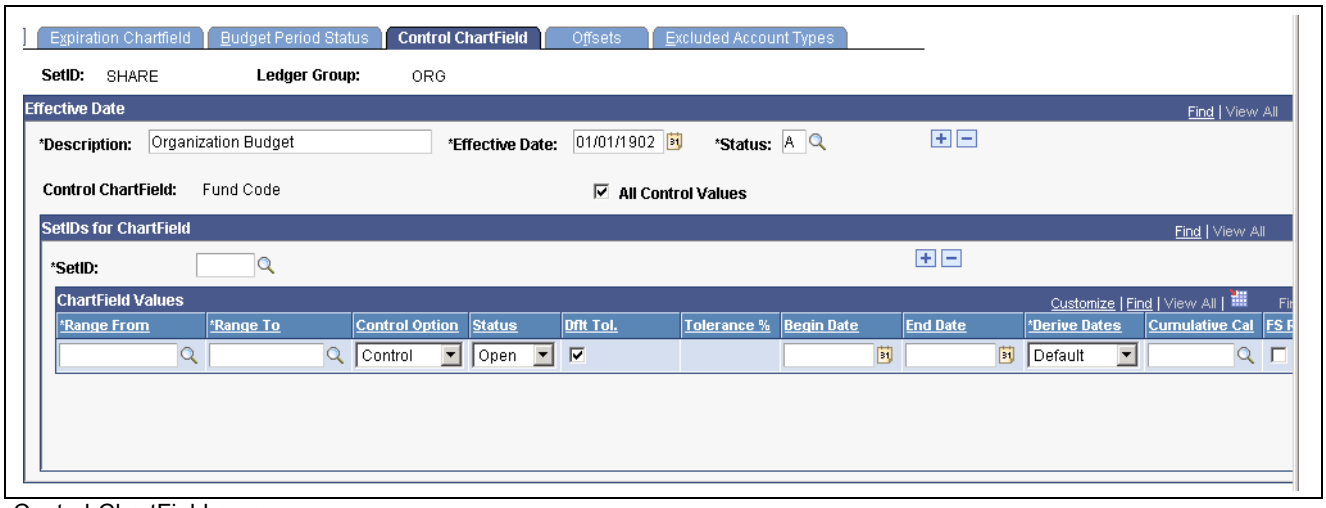
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set on the Budget Period Status page is second in the hierarchy to that set on the Control Options page. It can be overridden at lower levels. Use this option to set the status for one or more budget periods within a budget calendar. Possible values are:

- *Open*: The budget can accept transactions.
- *Closed*: The budget is closed to transactions. You cannot enter budget journals, and the Budget Processor fails all transactions that might impact the budget.
- *Default*: The budget status is set to default from the control budget definition level. Default is to the next higher level in the hierarchy of control.
- *Hold*: Use to place the budget on hold. The Budget Processor fails transactions that would reduce the available balance, but you can enter and post budget journals.

Defining Control ChartFields

Access the Control ChartField page.



Control ChartField page

All Control Values Select to enable all ChartField values for the control ChartField at or above the tree level that you entered on the Keys and Translations page for budgeting. If you want to enable only certain control ChartField values for budget-checking purposes, clear the All Control Values check box and specify your control ChartField values in the ChartField Values grid on this page.

ChartField Values

Enter ChartField values both to specify values for budget checking (if you cleared the All Control Values check box), and to override the default tolerance, status, or other attributes for a specific ChartField value, whether or not you selected All Control Values.

The options that you select here override the defaults that you defined on the Control Budget Options page. You can, in turn, override these for specific business unit or budget combinations in the Budget Attributes component.

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Range From and **Range To** — Enter a range of ChartField values that share control options. To enter one value, repeat it in both fields.

Control Option — The control options are described in the common elements topic of this chapter.

Status — Budget status.

Dflt Tol. (default tolerance) — Select to apply the over-budget tolerance percentage from the Control Budget Options page to this row.

Begin Date and **End Date** — Enter values for either or both of these dates to restrict budget journal entries to budget periods that are at least partially within these dates. This also restricts source transactions to those whose budget dates fall within these dates.

For example assuming that the budget date is equal to the accounting date, and the budget calendar is composed of 12 monthly budget periods, beginning with January. If the Begin Date is February 15, 2000, and there is no end date, budget journal entries for budget periods 2 and 3 are postable, but those for period 1 are invalid. A purchase order with an accounting date of February 14, 2000 fails, but a purchase order with an accounting date of February 16, 2000 passes, assuming that funds are available. The End Date field affects transactions similarly.

Note. You can also use these fields to restrict time periods for budget definitions without assigned budget period calendars, such as those with funding source tracking.

Derive Dates — Described in the common elements topic in this chapter.

Cumulative Cal (cumulative calendar) — Described in the common elements topic in this chapter.

FS Required (Funding Source Required) — This option is only applicable to budget definitions that have funding source control enabled on the Control Budget Options page. Clear to disable funding source control for the row.

Note. You must enable funding source control on the Control Budget Options page and select this check box for specific control ChartField values before you can allocate funding sources to the values using the Funding Source Allocation page.

Dflt Entry Event (default entry event) — Select an entry event to support processing for generated parent budgets when applicable. The field is applicable only when entry events have been enabled at the installation level.

This field is used by the budget posting process to populate entry event for the system generated parent budget when the use default entry event option has been selected and the entry event is either optional or required by the parent budget definition.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 161.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 185.

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See Also

Chapter 3, “Setting Up Basic Commitment Control Options,” Hierarchy of Control Budget Attributes, page 28

Chapter 3, “Setting Up Basic Commitment Control Options,” Control ChartFields, page 21

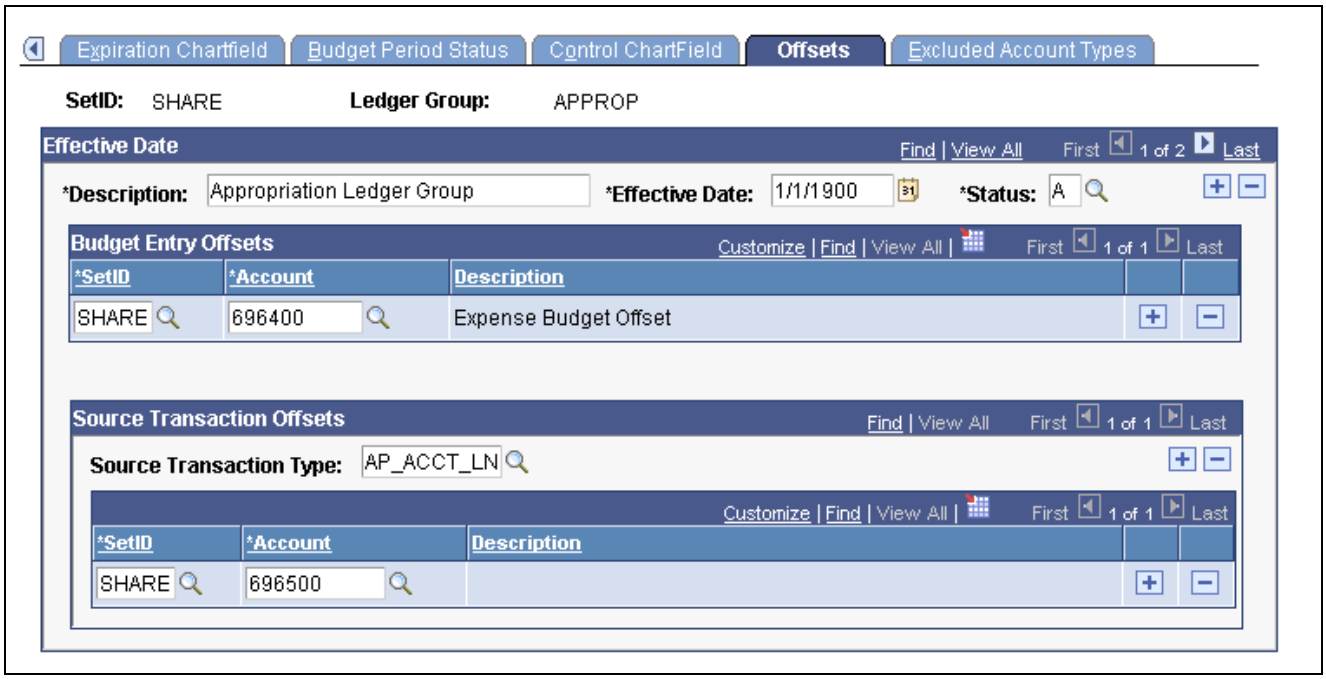
Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Control Budget Options, page 52

Chapter 3, “Setting Up Basic Commitment Control Options,” Key ChartFields and Translation Trees, page 21

Chapter 3, “Setting Up Basic Commitment Control Options,” Multiple SetIDs Within a Control Budget Definition, page 30

Defining Offsets

Access the Offsets page.



Offsets page

If you selected Entries Must Balance on the Control Budget Options page, you must enter a default account value for at least one setID in the Budget Entry Offsets grid. You must also enter a Source Transaction Offset account for each Source Transaction Type that affects this budget definition.

You can enter a source transaction offset row with a blank source transaction type value. This can serve as a default. When the budget processor runs it looks for a specific entry for the source transaction type that is being processed. If a row is not found, it looks for a blank row and if it finds a blank row, it uses the specified offset account to create the balancing line or lines.

Note. Balancing, or offset lines are not created on the budget journals but are created during the posting process and are stored in the commitment control activity log.

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See Also

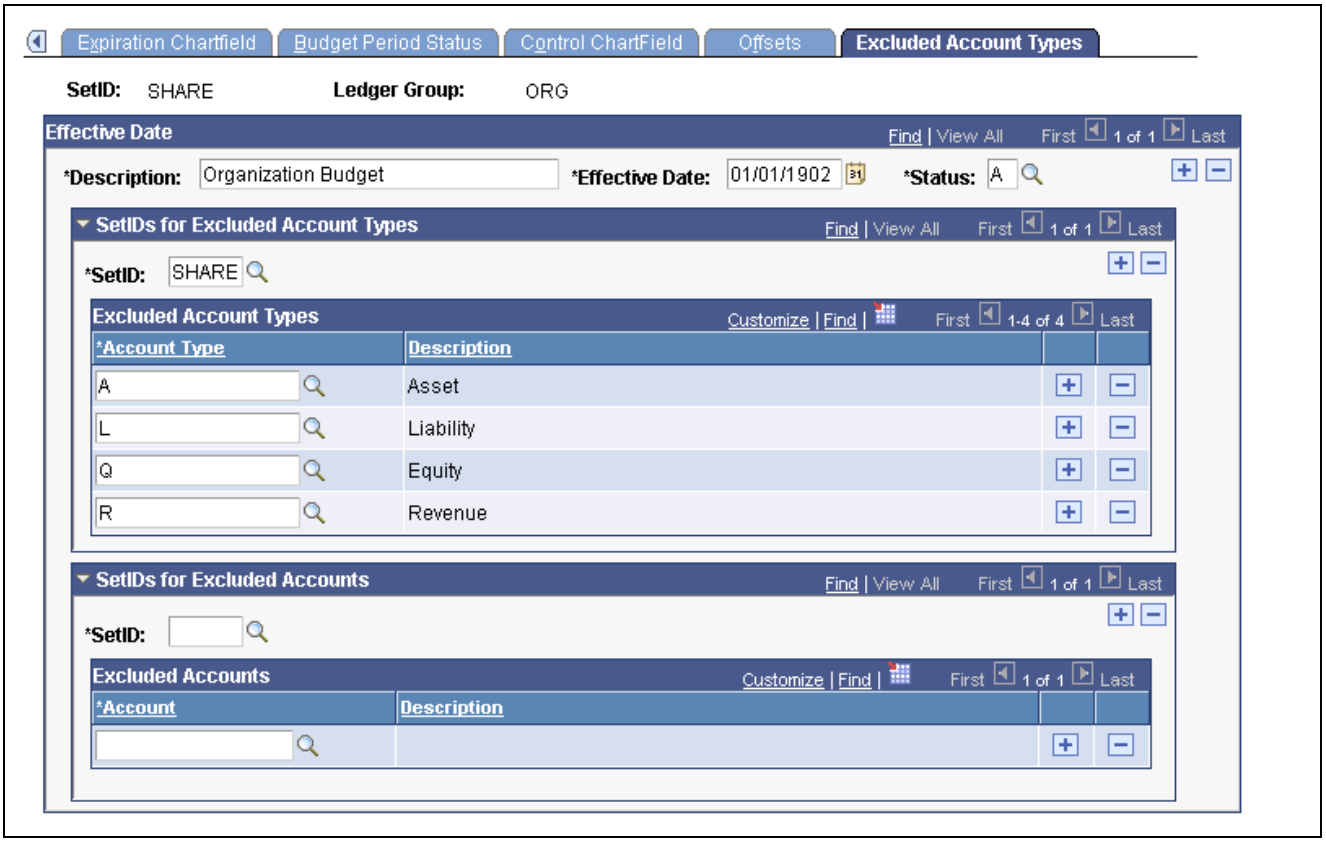
Chapter 3, "Setting Up Basic Commitment Control Options," Balancing Entries, page 34

Chapter 3, "Setting Up Basic Commitment Control Options," Multiple SetIDs Within a Control Budget Definition, page 30

Chapter 4, "Setting Up Commitment Control Source Transaction Types," page 101

Defining Excluded Account Types and Accounts

Access the Excluded Account Types page.



Excluded Account Types page

SetIDs for Excluded Account Types

SetID Select a setID for which you want to exclude *all* accounts for an account type for budget processing.

Excluded Account Types Select the account types that you want to exclude from budget processing against this Commitment Control ledger group.

SetIDs for Excluded Accounts

SetID Select a setID for which you want to exclude just *some* accounts from among the *included* account types from budget processing.

Excluded Accounts Select the accounts that you want to exclude from budget processing.

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Example of Excluded Account and Types

For an expenditure budget definition, you exclude all asset, liability, and equity accounts from budget checking by selecting them in the Excluded Account Types grid. If you also want to exclude inventory transactions from budget checking, you enter your inventory expensed accounts in the Excluded Accounts grid.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Multiple SetIDs Within a Control Budget Definition, page 30

Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group

To set up commitment control for a business unit and General Ledger ledger group, use the Ledgers For A Unit component (BUSINESS_UNIT_LED).

This section discusses how to:

- Add Commitment Control ledger groups to a business unit.
- Set business unit and general ledger ledger group options.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Control Budget Setup, page 17

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Setting Up Ledgers," Linking Ledgers to a Ledger Group

Pages Used to Set Up Commitment Control for a Business Unit and General Ledger Ledger Groups

Page Name	Object Name	Navigation	Usage
Ledgers for a Unit - Definition	BUSINESS_UNIT_LED1	Set Up Financials/Supply Chain, Business Unit Related, General Ledger, Ledgers For A Unit, Definition	Select a GL ledger group for which you want to enable Commitment Control.
Ledgers for a Unit - Commitment Control Options	BUSINESS_UNIT_LED5	Set Up Financials/Supply Chain, Business Unit Related, General Ledger, Ledgers For A Unit, Commitment Control Options	Enable Commitment Control for a business unit and GL ledger group, add control budget definitions (Commitment Control ledger groups), and set up related options.

Adding Commitment Control Ledger Groups to a Business Unit

To set up Commitment Control for a business unit and GL ledger group:

1. Access the Ledgers for a Unit component for the business unit.

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2. On the Definition page, select a ledger type of Detail Ledger and the ledger group whose transactions you want processed against Commitment Control budgets.
3. On the Commitment Control Options page, select Enable Commitment Control.
4. In the Include Pre-Encumbrance in RSA field, select *Include, Exclude,* or *Default.*

   This determines whether or not pre-encumbrance amounts reduce the remaining spending authority, or available budget balance.

   Default instructs the system to keep the selection that you made when you established the Commitment Control ledger group on the Ledger Group - Definition page.

   See Chapter 3, "Setting Up Basic Commitment Control Options," Establishing Commitment Control Ledger Groups, page 44.
5. Select the Commitment Control ledger groups against which to budget-check transactions for this business unit and GL ledger group.

   You can associate multiple Commitment Control ledger groups with a particular GL ledger group. For example, you can have both expenditure and revenue control budgets, as well as organizational and departmental budgets. You can associate all of these with the same GL ledger group.
6. (Optional) If you previously set up entry events processing for General Ledger, select *Disabled, Optional,* or *Required* for the budget journals that you post to each Commitment Control ledger group.

   If you disable entry events for a Commitment Control ledger group, you cannot enter entry events codes when you create budget journal entries or budget closing journal entries. If you make entry events optional, you can enter entry events codes but you are not required to do so. If you make entry events required, the Commitment Control Posting process (FS_BP) and the Closing Run Control Validation process (GLS1211) fail any journals that you attempt to post without including entry events codes.
7. (Optional) If one of the Commitment Control ledger groups is a Commitment Control Detail ledger group (for capturing pre-encumbrance and encumbrance transactions at the detail level), select Commitment Detail Ledger.

   You can select only one Commitment Control detail ledger group per business unit.

   Note. There is no validation of remaining spending authority (RSA) for the ledger group identified as the "Commitment Detail Ledger", which is used to track pre-encumbrances, encumbrances, at a detail level without performing the remaining spending calculations

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   See Chapter 3, "Setting Up Basic Commitment Control Options," Commitment Control Detail Tracking Ledger Groups, page 38.
8. (Optional) Select Allow Incr Spending Authority (allow increased spending authority) to allow credits to increase a control budget's available budget balance so that it exceeds the original budgeted amount.

   For example, if you make a purchase in Budget Period 2002Q1, return the item, and issue a credit in Budget Period 2002Q2, this credit can increase the available budget balance in Budget Period 2002Q2 above the original budgeted amount. This option allows you to prevent or allow such an increase.

Setting Business Unit and General Ledger Ledger Group Options

You can also use the Ledgers for a Unit component to:

- Indicate the control budget definitions that you want to associate with the business unit and GL ledger group.

  The system uses this information to determine against which control budgets the Budget Processor checks source transactions for the business unit.

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- Select whether pre-encumbrance transactions affect the available budget balance calculation.
- Identify the Commitment Control Detail ledger group for the business unit.
- Select whether credit transactions can increase the available budget balance above the originally budgeted amount.

You can associate as many budget definitions as necessary with a particular GL ledger group, but each budget definition can be associated with only one GL ledger group for a particular business unit. If you attach multiple control budget definitions, the Budget Processor uses the rules for the control budget definitions to determine which budget journal entries and which source transactions are checked against particular budgets.

Setting Up, Allocating, and Inquiring on Funding Sources

To set up and allocate funding sources, use the Commitment Control Installations Options page, (INSTALLATION_KK), the Funding Source component, (KK_FUND_SOURCE,) and the Funding Source Allocation component (KK_FS_ALLOCATION). To inquire on activities for funding source, use the Review Fund Source Activities component, (KK_FS_ALOG_INQ,) and the Review Fund Source Allocations component, (KK_FS_INQA) .

This section provides an overview of funding source and discusses how to:

- Define informational field options.
- Define funding sources.
- Allocate funding sources.
- Inquire on funding source allocation.
- Inquire on funding source activity.
- Drill-down to available budget and revenue.
- Drill-down to planned, pre-encumbrance, encumbrance, and expenditure activity.
- Drill-Down to the activity log.

Understanding Funding Source and Control Budgets

This section discusses:

- Budget definitions with funding source tracking and control.
- Basic budget setup procedures with funding source control.
- Sample budget setup with funding source.
- Funding source examples using percentage allocation.
- Funding source examples using priority allocation.
- Allocation of revenue transactions.
- Tolerances, caps and the impact of allocation changes
- Use of the parent child budget structure with funding source.
- Funding source inquiry.
- Archiving funding source records.

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Budget Definitions With Funding Source Tracking and Control

Funding source control is done using optional functionality that tracks and controls expenditures against the following sources:

- *Expenditure* budgets
- Recognized revenue
- Collected revenue

Note. Expenditure budget is a funding source; not budgeted revenue. Budgeted revenue is not applicable as a funding source until it is recognized or collected.

Funding sources represent *expenditure* budget amounts and *recognized* or *collected* revenue from such things as appropriations, grants, donations and endowments. By nature budgeted expenditure amounts are immediately available for spending by funding source. However revenue is available for spending by funding source only upon being recognized or collected.

At any time after defining the expenditure and revenue control budgets you can set up funding source functionality to *track* and *control* transactions by funding source at the same time that these transactions are also being budget checked and controlled by the overall control budget.

To use funding source functionality with recognized and collected revenue, you must define an associated revenue control budget to be used with the expenditure budget.

By nature when a revenue budget is associated with a related expenditure budget, it is to provide additional spending authority from revenues. You can use funding source in conjunction with the associated revenue budgets to allocate recognized, and collected revenue for spending by the related expenditure budgets.

Use the Budget Definitions component to define a control budget definition with funding source tracking and control. After you create the expenditure control budget definition, you can have the system automatically define a related revenue control budget to support the tracking and control of transactions using funding source functionality.

The system created revenue budget definition uses the same budget Control ChartField as its related expenditure budget for its Control, Ruleset, and Key ChartField. You must add an additional key ChartField to the revenue budget definition to further refine the identification of revenue when there are multiple funding sources allocating recognized and collected revenue.

Funding sources can be allocated to expenditure budgets (ledger groups) as available spending using either the *percentage* or *priority* method but not by both methods within the same funding source allocation.

Information about the total allocation of each funding source, which budgets funds are allocated to and the expenditures against each funding source are readily available using delivered inquiries.

See Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Up Control Budget Definitions, page 51.

Basic Budget Setup Procedures With Funding Source Control

To set up budgets with funding source control, you set up the associated expenditure and revenue budgets, define the funding sources, and allocate the funding sources to the expenditure budget.

The following are basis setup procedures:

1. Set up commitment control ledgers and a ledger group for an expenditure budget definition and revenue budget definition.

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Define the budget definition using the Budget Definitions component (KK_BUDGET.) If a commitment control ledger is set to NOT Affect Spending Authority as is sometimes done for the pre-encumbrance ledgers, the spending for that ledger is not distributed to the Funding Source Distribution tables, and is excluded from funding source editing and inquiry.

You can have the system automatically generate an associated revenue budget definition by entering the revenue ledger group in the Revenue Track field under Funding Source Control on Control Budget Options page of the expenditure budget definition.

You can use any ChartField as the Control ChartField for a funding source enabled budget. However, the Control ChartField and Ruleset ChartField must be the same.

Typically, funding source control is used with project budgets. For funding source enabled project expenditure and revenue budgets the Control ChartField and Ruleset ChartField must be Project ID. In addition Project ID is the only key ChartField that you can use for funding source enabled project expenditure budgets.

See Chapter 3, "Setting Up Basic Commitment Control Options," Project Costing and Control Budgets With Funding Source, page 34.

2. On the Control Budgets Options page click the Enable Funding Source check box and in the Revenue Track field, enter the revenue ledger group that is to provide the funding source revenue amounts.
3. Click the FS Required (funding source required) check box for the budget Control ChartField on the Control ChartField page of expenditure and, if applicable, the revenue budget definition.

   When allocating a budgeted funding source to one specific control ChartField, it has to be on the expenditure budget definition's Control ChartField page with FS Required selected.

   When allocating a revenue type funding source to one specific control ChartField, it has to be on the revenue budget definition's Control ChartField page with FS Required selected.
4. Define funding sources on the Commitment Control Funding Source page.

   Enter funding source amounts and adjustments on the Funding Source Transaction Logs grid. The page calculates the total funding source amount by aggregating the amounts that you enter on the grid and also displays a running total of the amounts applied using the funding source allocation page.

   Define fund sources by *all* business units *or control access* to fund source information by defining a funding source by a single or multiple business units that are accessible to selected users of your choosing.

   Using the Installation Options – Commitment Control page you can activate and use 3 user defined fields to report and track fund source information.

   When activated, the two additional character fields and one date field are available on the Funding Source Definition page. The fields are for information only and do not programmatically impact the allocation process or spending against funding allocations.
5. Attach funding source enabled expenditure and revenue ledger groups to a specific business unit that requires funding source control using the Ledger for A Unit component.
6. On the Commitment Control Funding Source Allocation page, enter the overall spending amount approved for the budget and allocate funding sources and amounts for each Control ChartField for which you require the use of funding source tracking. Use one of the following methods to allocate funding sources:

   - *Percentage:* You can define funding source amounts as a percentage of the overall spending amount, and establish a spending cap amount for each funding source.

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- *Priority:* You can choose to allocate and expend against the overall spending amount by priority. Establish a spending cap amount for each funding source.

  For example, you decide that you want to first spend against FS5 (fund source 5) and then by FS1 (funding source 1), and so on according to the spending priority that you define.

  The page automatically sums up the spending caps, and put the sum in the Allocated Amount field. For both methods, the allocated amount has to be equal to the overall spending amount for the budget processor to be able to use the allocation. If the allocated amount is greater than the overall spending amount, you can not save the page. But if the allocated amount is less that the overall spending amount, you can save the page, but the budget processor is not able to use this allocation because the Funding Source Error flag is activated in such cases.

  Note. The percentage and priority methods are mutually exclusive and the two methods cannot be used in combination for the same funding source allocation.

  You can save a funding source allocation for which you have not yet fully completed the allocation; however, the system will not process expenditures against the funding source allocation until you have reopened the Commitment Control Funding Source Allocation page and fully allocated the overall spending amount that you assigned to the funding source allocation. You cannot override a partial allocation or a zero priority number error generated by Budget Processor.

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7. Enter expenditure budget journal entries for the budgeted funding source allocation rows and process revenue transactions to provide recognized, or collected revenue for the revenue type funding source allocation rows.

   The Commitment Control Budget Posting Application Engine process (FS_BP) validates that a referenced funding source allocation for a transaction is already defined and that the sum of the budget journal amounts for a funding source does not exceed the spending cap defined on the Funding Source Allocation page. The Commitment Control Budget Checking process prevents spending against a Control ChartField that is funding source enabled but for which the funds have not yet been fully allocated.

Note. Statistical budgeting and entry event are not supported by funding source functionality.

Sample Budget Setup With Funding Source

The following is a sample budget setup for business unit FS01. Only user IDs that have access to FS01 information will have access to the funding source information. You can specify all or one or more business units depending on the level of access to the funding source that you want to grant users. Funding source access is dependent on the security access granted to a user ID for business unit and ledger groups.

It is not shown in this table, but it is assumed that the expenditure ledger group FS_EXP contains the commitment control ledgers BUD, ENC, PRE, and EXP and the associated commitment control revenue ledger group FS_REV contains the ledgers RBUD (revenue budget), REC (recognized revenue), and COL (collected revenue). The table depicts a basic budget setup and environment for the funding source examples that follow.

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Budget Definition	FS_EXP	FS_REV	Notes
Control Option	Control	Track with Budget	Choosing the percentage as opposed to the priority methods results in somewhat different related system behavior for different control options for the expenditure control budget. The control option for the revenue budget is typically Track with Budget and has little direct effect on funding source because funding source allocates only recognized and collected revenue and not budgeted revenue.
Control ChartField	Project ID	Project ID	The Control ChartField is usually Project ID but it can be any ChartField, such as Department or Fund. Funding source control is enabled for the Control ChartField of the expenditure budget and for the revenue budget when you also allocate recognized and collected revenue.
Ruleset ChartField	Project ID	Project ID	The Ruleset ChartField must be the same as the Control ChartField. In general, Rulesets enable you to assign different budget options to selected Control ChartField values.
Enable Funding Source	On	On	This option is selected on the Control Budget Options page.
Associated Revenue Ledger Group (budget)	FS_REV	Not Applicable	Enter the associated revenue ledger group in the Revenue Track field on the Control Budget Options page.
Key ChartFields	Project ID	Project ID, Department	Key ChartField are required and when funding source revenue spend options are used, a secondary key ChartField might be required. The requirement for a second key occurs when revenue spend options of recognized and collected are used and when two or more funding sources have the same revenue spend option with the same Key ChartField value. For example if funding sources FS1 and FS2 have the spend option of *collected* you can use different department values for funding source FS1 and FS2 to avoid allocating the same collected revenue to both funding sources. The same is true for *recognized* revenue.

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Budget Definition	FS_EXP	FS_REV	Notes
All Control Values	Clear	Clear	Select to enable all ChartField values for the Control ChartField at or above the tree level that you entered on the Keys and Translations page for budgeting. If you want to enable only certain Control ChartField values for budget-checking purposes (as in this example where only Aero and Devl are used), clear the All Control Values check box and specify Control ChartField values in the ChartField Values grid on Control ChartField page.
Control ChartField Values	Aero, Devl	Aero, Devl	Aero and Devl are Project ID values.
Control ChartField Funding Source Required	Selected	Selected	In addition to enabling funding source control on the Control Budget Options page, select this Funding Source Required check box for specific control ChartField values on the Control Chartfield page. This must be done before you can allocate funding sources to them on the Funding Source Allocation page.

Funding Source Examples Using Percentage Allocation

Assume the following funding source setup using the *percentage* method.

Control CF Project ID	Overall Amount	Funding Source	Type of Revenue or Spend Option	Allocated Amount	%	Available Amount	Revenue %	Key ChartField Value
Aero	5000	FS1	Budgeted	2500	50%	2500	0	0
		FS2	Recognized	2500	50%	2500	100%	14000
Devl	1000	FS3	Budgeted	1000	100%	NA	NA	NA

The 5000 overall amount is the total amount approved for expenditure that must be funded by some combination of expenditure budget and recognized revenue for the Control ChartField, Aero, which identifies the applicable control expenditure budget that is being funded.

The table also reflects the posting of an expenditure budget journal entry in the amount of at least 2500 and of an additional source transaction entry recording recognized revenue of 2500 for a total of 5000 in the available amount column and is available for spending by the Aero project.

For example, when an expenditure (AP1) is entered through Payables for project Aero in the amount of 3000, the full amount is recorded by the system in the budget ledger table as an expenditure against the specified overall project budget. At the same time the budget processor also checks the expenditure against the funding source allocation for available amount and for the applicable percentages that you specified for expenditure by the funding sources.

The AP1 *expenditure* is allocated to the funding sources as specified by the funding source percentages as shown in the following table:

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Source Transaction ID	Project Control ChartField	Funding Source	Amount
AP1	Aero	FS1	1500
AP1	Aero	FS2	1500

The budget processor checks each line for available budget or revenue, liquidates encumbrances, records the expenditure, and calculates the remaining spending authority (RSA.)

Control ChartField Project ID	Funding Source	Budget	Recognized Revenue	Pre-Enc	Enc	Expenditure	RSA
Aero	FS1	2500		1500 -1500	1500 -1500	1500	1000
Aero	FS2		2500	1500 -1500	1500 -1500	1500	1000

The following illustrates a source transaction error that results when there is a defined funding source allocation but an unavailability of funds for that funding source.

A requisition *pre-incumbrance* is allocated to the funding sources as specified by the funding source percentages as shown in the following table:

Source Transaction ID	Project Control ChartField	Funding Source	Amount
PINC1	Aero	FS1	1500
PINC1	Aero	FS2	1500

Assume that the recognized revenue that is allocated for FS2 does not occur (is not earned and recognized) by the time the pre-incumbrance transaction (PINC1) in the amount of 3000 is processed. Fifty percent of the pre-incumbrance, or 1500, is covered by the expenditure budget that is allocated to FS1 and passes funding source checking. However, when the budget processor checks FS2 for available recognized revenue for the remaining 50 percent of the pre-incumbrance, the budget processor errors out the source transaction (PINC1) with a budget header status of *E* for error.

Control ChartField	Funding Source	Budget	Recognized Revenue	Pre-Enc	Enc	Expen	Status and RSA
Aero	FS1	2500		1500			1000
Aero	FS2		No revenue recognized	1500			Error

By clicking the *E* status link (located on online transaction pages) , you are transferred to the source transaction exception page where the message, “Available Funding Insufficient” is displayed for this type of error.

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When a Control ChartField (expenditure budget) is funding source enabled, a transaction can pass budget checking at the overall expenditure budget level but fail budget checking at the associated funding source level. The end result is that the transaction fails budget checking (has a budget header status E).

Because the transaction has failed budget checking nothing is recorded against the overall budget or funding source and there is no synchronization issue. You must determine the cause of the problem and fix it for the transaction to be able to pass budget checking and get a valid budget header status.

The *percentage* funding source examples so far have assumed a budget control option of *Control.*

The following describes the action of each budget control option if the Control ChartField on source transaction is by percentage allocation and transaction exceeds the available funding for a funding source:

- *Control:* If the transaction exceeds the available funding allocation for its fund source, the transaction errors out with the exception “Available Funding Insufficient" logged for the specific funding source or sources, and must be corrected.

  If a user has access and overrides the exception, the overage is applied by relative percentage allocation to the funding sources within the allocation. In such cases, a warning exception “Override ’Fund Insufficient’ " is logged for the specific funding source or sources.

  Note. The priority method exhibits different control behavior, which is discussed in the section dealing with the priority example.

- *Track With Budget:* The transaction passes budget checking and any overage is applied by relative percentage allocation to the funding sources within the allocation. In such case, a warning exception “Exceeds Available Funding" is logged for the specific funding source or sources.
- *Track Without Budget:* The same scenario occurs as for *Track With Budget.*
- *Control Initial Document:* For the initial transaction document (such as the requisition in the procure-to-pay document flow), the scenario is the same as that for *Control* but all subsequent documents (such as the purchase order and voucher in the procure-to-pay document flow) are treated as *Track With Budget.*

Note. When Budget Processor handles predecessors in the liquidation flow with funding source enabled, the amounts distributed to each funding source are also recorded to a new liquidation table (KK_LQD_FS). When the Budget Processor handles the successors to the predecessor transactions, the liquidation amounts on the control ChartField of relief rows are distributed to each funding source based on the percentage as defined on the Funding Source Allocation page. The Budget Processor checks the funding source liquidation amounts against the new liquidation table, to ensure that no over-liquidation happens.

Credit of Expenditure Transactions Using Percentage Allocation

Reductions of charges or credit to expenditures, such as credit memos or other credit transactions, can be used to increase the funding source available amount. In effect, the increase is reestablishing amounts previously charged against the funding sources by adding back to the funding sources the credit amount without regard to the remaining spending authority (RSA) effect at the business unit and ledger group level.

Credits are applied using the following logic and is true for all control options:

- A credit transaction is processed against all funding sources utilizing the existing relative percentage allocations.
- The credit transaction amount can exceed the available amount for one or more funding sources after the distribution and a warning is provided.
- If the credit amount exceeds the overall amount (the total of all funding sources) defined on the Funding Source Allocation page, the transaction errors out without provision for override.

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Such a condition might occur when an erroneous entry is made with too many zeros.

Note. The credit amount on relief rows of liquidation follows the liquidation rule, not the rule for crediting of expense transactions.

Funding Source Examples Using Priority Allocation

The priority method enables you to allocate expenditure budget amounts, and recognized or collected revenue to funding sources and use the funding sources in sequence against source transactions associated with a project ID or other Control ChartField (that identify a control budget). Basically, the funding source you assign first priority is drawn down by application of source transactions and when it is exhausted, the remaining and future transaction amounts (pre-incumbrances, encumbrances, and expenditures) are applied to the funding sources in an order defined by you for the second, third and so on priorities.

The *priority* funding source distribution examples use the same budget setup, business unit, ledgers and ledger groups as the previous percentage examples, but the focus is changed to the budget having the *Devl* Control ChartField. While the example is the same in that the allocation of expenditure budget amounts, and recognized or collected revenue for expenditure is still by funding source, it is different in that there is a user defined priority in the sequence of availability of the funding sources for source transactions.

As with the percentage method, source transactions (pre-encumbrances, encumbrances and expenditures) that are budget checked against the available funding can pass the overall budget (in this case *Devl*) but still fail funding source budget checking.

Assume the following funding source setup using the *priority* method.

Control CF Project ID	Overall Amount	Funding Source	Type of Revenue or Spend Option	Allocated Amount	Priority	Available Amount	Revenue %	Key ChartField Value
Devl	10000	FS3	Budgeted	1000	1	1000		
		FS5	Recognized	5000	2		100%	14000
		FS1	Recognized	1000	3		100%	24000
		FS2	Budgeted	3000	4	3000		

Assume the expenditure budget journals for FS3 and FS2 are posted and the following expenditures are processed by the budget processor for the Devl project budget. (For the sake of simplicity, assume there are no prior encumbrances but only expenditures.)

Source Transaction	Business Unit	Account	Budget	Amount
AP3	FS01	500000	Devl	500
GL1	FS01	500000	Devl	6000

The budget processor distributes the source transaction lines according to the priority of the allocation for the funding sources as follows:

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Source Transaction	Funding Source	Allocation Amount	Available Amount	Expenditure	Funding Balance	Status
AP3	FS3	1000	1000	500	500	Pass
GL1	FS3	1000	500	500	0	Fail
	FS5	5000	0			
	FS1	1000	0			
	FS2	3000	3000	5500		

The AP3 source transaction passes budget checking because there is sufficient funding in the priority one funding source FS3 with 500 in funding left over to cover the GL1 transaction. However, the GL1 source transaction fails because FS5 and FS1 are skipped by the system due to no recognized revenue having been journaled and because the available budgeted amount for FS2 (3000) is not sufficient to cover the 5500 (6000–500) expenditure for GL1. If however, the GL1 source transaction were reduced to 3500 instead of 6000 it would pass budget checking for funding source.

The priority funding source examples assume the budget control option of *Control.*

The following describes the action of each budget control option if the Control ChartField on source transaction is by priority allocation and transaction exceeds the total available funding for the allocation:

- *Control:* If the transaction exceeds the total available funding for its fund sources, the transaction fails budget checking and errors out with the exception “Available Funding Insufficient" logged for all funding sources.

  If you override the exception, the overage is applied to the last priority funding source used (that is to say the most currently used). In such cases, a warning exception “Override ’Fund Insufficient’ " is logged for all funding sources.
- *Track With Budget:* Source transaction that exceeds the total available funding amount passes budget checking, and the overage is applied to the last priority funding source used. In such case, a warning exception “Exceeds Available Funding" is logged for all funding sources.
- *Track Without Budget:* The same scenario occurs as for *Track With Budget.*
- *Control Initial Document:* For the initial source transaction document, such as requisition in the procure-to-pay document flow, the scenario is the same as that for *Control.* All subsequent source transaction documents, such as purchase order and voucher in the procure-to-pay document flow, are treated as *Track With Budget.*

Note. When the Budget Processor handles predecessors in the liquidation flow with funding source enabled, the amounts distributed to each funding source is also recorded to a new liquidation table (KK_LQD_FS). Later, when the Budget Processor handles the successors to the predecessors, the liquidation amounts on the control ChartField of the relief rows are distributed to each funding source based on the priority as defined on the Funding Source Allocation page as well as the liquidation amounts stored in the new liquidation table. The Budget Processor ensures that over-liquidation does not happen.

Credit of Expenditure Transactions Using Priority Allocation

Reductions of charges or credit to expenditures, such as credit memos or other credit transactions, can be used to increase the funding source available amount. In effect, the increase is reestablishing amounts previously charged against the funding sources by adding back to the funding sources the credit amount without regard to the remaining spending authority (RSA) effect at the business unit and ledger group level.

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Credits are applied using the following logic and is true for all control options:

- A credit transaction is processed against the current funding source where *current* is defined as the first funding source to have available amounts not yet spent.
- If the credit transaction amount exceeds the total available amount for the current funding source, the process passes the credit transaction in full and provides a warning.
- If the credit transaction amount exceeds the overall amount (the total of all funding sources) defined on the Funding Source Allocation page, the transaction errors out without provision for override.

  Such a condition might occur when an erroneous entry is made with too many zeros.

Note. The credit amount on relief rows of liquidation follows the liquidation rule, not the rule for the crediting of expense transactions.

Allocation of Revenue Transactions

There are 2 types of revenue available for funding source:

- Recognized
- Collected

Recognized and collected revenue become available for use by a funding source when revenue source transaction are recorded in the General Ledger, Billing, or Receivables applications as a receivable (when due or earned) and as collected (when actual cash is received.)

Revenue budgets typically are used to track the recognition and collection of revenue and are sometimes used to control the total mount of revenue that can be received. Revenue budgets might or might not equal to the amount of a related expenditure budget, and they do not track and control spending. That is the function of the expenditure budget. However, revenue transactions when they are linked to an expenditure budget can add to the spending authority over and above the amount of the expenditure budget.

In a similar manner, encumbrances and expenditures can be tracked and controlled by funding source using allocated amounts from related expenditure budgets and also from:

- Recognized revenue from a related revenue ledger group.
- Collected revenue from a related revenue ledger group.

If you use the system to automatically create the revenue budget definition using information available from the expenditure budget definition, the default is for the system to also use the expenditure Control ChartField and option setup for the revenue Control ChartField and option setup. Funding source enabled expenditure and linked revenue budget definitions must have the same control ChartField. You might want to use a second Key ChartField, such as department, program, or fund in conjunction with the revenue Control ChartField, to distinguish the allocation of revenue transactions when the revenue type is recognized or collected for more than one funding source in a funding source allocation. This is because the system does not allow the same revenue to go to different funding sources in the funding source allocation.

You can specify that the percentage available from recognized or collected revenue be less than or equal to 100% for a particular funding source in a funding source allocation but the remaining collected or recognized revenue is no longer available for allocation. However, if for example, you want two funding sources in the same allocation to use the revenue type of recognized, the second Key ChartField is required to distinguish the revenue funds that you intend to be available to each of the funding sources. If a second key were not used to record and allocate the revenue, you could not enter more than one funding source with the revenue type spending option. The second key ChartField is necessary when revenue funds are expected to be shared by multiple funding sources and to prevent overspending of recognized or collected revenue.

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Changes in available revenue for a funding source might result in the funding source available amount being reduced or even result in a negative amount (in such cases, the amount available to the Funding Source Allocation page is zero) because of such things as customer refunds or retraction of proffered funding from a particular entity. The result of recording such accounting transactions is a reduction in the recognized revenue and a resulting reduction of available spending for funding sources dependent on that revenue.

If this occurred under the percentage allocation method, it might result in *future* failure of funding source budget checking for expenditures that you must deal with depending on the budget control option that you originally selected.

Under the priority method any funding source that has a negative available amount is considered by the system to have a zero available balance and the budget processor moves on to the next funding source with available funding in the sequence of priority that you established.

Tolerances, Caps and the Impact of Allocation Changes

Tolerances are not supported for funding source enabled budgets. If you enter them they are ignored for funding source budget checking and remaining spending calculations.

Caps provide upper limits on availability of a funding source for spending within an overall allocation. The cap and the overall amount that is approved for the funding source allocation and Control ChartField budget, which in most cases is the total amount of a project budget, are related. For both Percentage and Priority methods, you can enter in the Cap field the maximum amount of the funding source that can be spend for the budget that is entered in the Overall Amount field. However, for Percentage method only, the system calculates and displays the percentage of the overall amount in the % of Overall field. For the Percentage method, you can also choose to enter an amount directly in the % of Overall field, and the system calculates the spending cap amount.

Changes to funding source parameters have only forward effect after spending against them begins. No restatement or rebudget checking is available. If setup is modified, the budget processor checks future transaction based on available spending and the current allocation setup.

Funding source allocation does not restrict you from decreasing an allocation amount or cap that is in conflict with the spending to date. However, a warning message is displayed by the system when you do so.

Use of the Parent Child Budget Structure With Funding Source

Funding source must be enabled at the highest parent budget level.

For example, assume the following budgetary hierarchy:

- Grand parent
- Parent
- Child

In this example funding source must be set up at the grand parent Control ChartField level. All 3 budget ledger groups must have the same Control ChartField but each level can have additional Key ChartFields.

To use the functionality that creates the parent from the child budget journals, enter the budget journals at the child budget level and enter the funding source that is to be used by the system in the creation of the highest level budget journals.

See Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 185.

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Associate related revenue budgets with the highest level expenditure budget and funding source distribution setup. Checking is done at the highest budget level. However, commitments and expenditures are processed at the lowest budget level and must be translated to the highest level where funding source tracking and control occurs.

Funding Source Inquiry

Two inquires provide information about funding source allocation and activities based on the current date. Both inquiries check the result against row level security and commitment control security and show results that pass security checking.

- Review Fund Source Allocation.

  View allocations of funding sources and see the distribution of sources (budget and revenue) by funding source or by Control ChartField. Selection criteria is not required but depending on the criteria you provide a variety of information presentation is possible.

  You must select the view by option; other criteria is optional.

  If you want to view the funding source allocation for a specific ChartField, enter a business unit value that is used for filtering the ChartField and its values because both are SETID based.

  However, the business unit is not used as part of the inquiry criteria. Results display all business units that have funding source allocations setup if the data passes checking based on the row level securities and commitment control securities. The business unit is only used for filtering data displayed in prompts on ChartField and its values when you click the prompt button.

- Review Fund Source Activities.

  Shows the expenditures and encumbrances for the funding source specified. You can further drill down on amount types to see the source transactions that make up the amounts distributed by funding source. You must specify the funding source but depending on the other criteria you specify, you can effectively filter the transactional activity displayed by Control ChartField and Control ChartField value.

  This inquiry provides a summary view that is broken down by Control ChartField. You can view the spending activities based on a specific ChartField. You can then click the amount to drill down to the summary for the business unit and ledger group. You can then drill down to the activity logs that show the detail of the transaction. Finally you can drill down to the source transaction.

Note. If the expenditure ledger does not have the Affect Spending Authority option selected for the ledger groups, the budget process does not record for the spending ledger on the funding source level (LEDGER_KK_FS). It only records at the ChartField level in LEDGER_KK. Therefore, you might see a zero amount for a spending type while there are actual transactions that already passed budget checking.

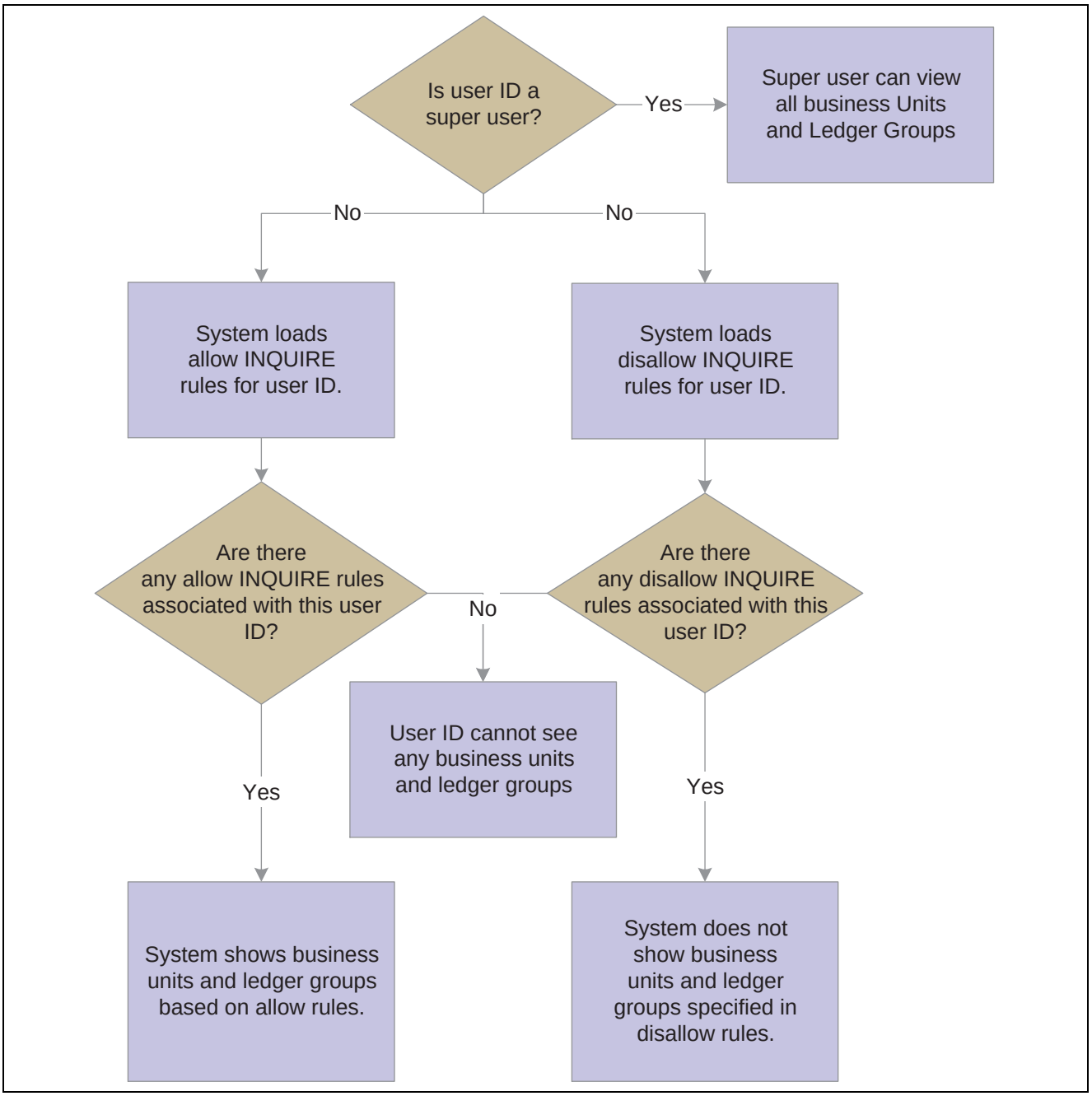
Commitment control security augments the security provided by PeopleSoft applications and PeopleTools for row level security for business units and ledger groups. However, the displaying of results for funding source inquires is primarily based on commitment control security setup.

Funding source inquires reference the commitment control Budget Inquire (INQUIRE) security event and your particular related securities setup and rules to determine which business units and ledger groups, that are found by any given search criteria, are displayed in the search results for a particular user ID.

Access to data for funding source allocations and activity inquiries depends on both commitment control and row level security. However, the total allocation amount and amount not allocated, which is the total defined funding source amount less the sum of the allocations that were already setup across business unit and control ChartField are calculated regardless of row level and commitment control security.

This diagram shows security behavior and the allow and disallow rules as applied to inquiry.

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Inquiry security

See Chapter 5, "Setting Up Commitment Control Security," page 121.

Workflow

The Notify button at the bottom of the Commitment Control Funding Source and Commitment Control Funding Source Allocation pages enables a user ID to access the Send Notification page to enter a personal message and send an email or worklist notification to an individual or group when an event occurs that requires the notification of others.

The Send Notification page references the routing preferences for each recipient to determine the default delivery options. The system assumes that:

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- Security administrators set appropriate values for any user on the User Profile page.
- Users set the appropriate values on their My System Profile pages.

Notifications can be sent by way of worklist or by email.

See Appendix B, "Delivered Workflows for PeopleSoft Commitment Control," page 331.

See Chapter 9, "Managing Budget Exceptions," page 233.

See PeopleSoft Enterprise PeopleTools PeopleBook: Workflow Technology, Administering PeopleSoft Workflow

Archiving Funding Source Records

Archiving of the LEDGER_KK_FS, KK_LQD_FS, and KK_ACT_LOG_FS tables is supported by PeopleSoft archiving functionality.

See Chapter 12, "Archiving for Commitment Control," page 319.

Pages Used to Set up, Allocate, and Inquire on Funding Sources

Page Name	Object Name	Navigation	Usage
Commitment Control	INSTALLATION_KK	Set Up Financials/Supply Chain, Install, Installation Options, Commitment Control	Use to make available and label 3 user defined optional informational fields on the Commitment Control Funding Source page.
Control Budgets Options	KK_BUDG1	Commitment Control, Define Control Budgets, Budget Definitions, Control Budget Options	In the Funding Source Control dialog box select the Enable Funding Source check box and in the Revenue Track field, enter the revenue ledger group that is to provide funding source amounts. See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Control Budget Options, page 52.
Control ChartField	KK_BUDG4	Commitment Control, Define Control Budgets, Budget Definitions, Control ChartField	Click the FS Required (funding source required) check box for the desired Control ChartField values. See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Control ChartFields, page 62.
Commitment Control Funding Source	KK_FUND_SOURCE	Commitment Control, Define Control Budgets, Funding Source, Commitment Control Funding Source	Identify funding sources and enter funding amounts.

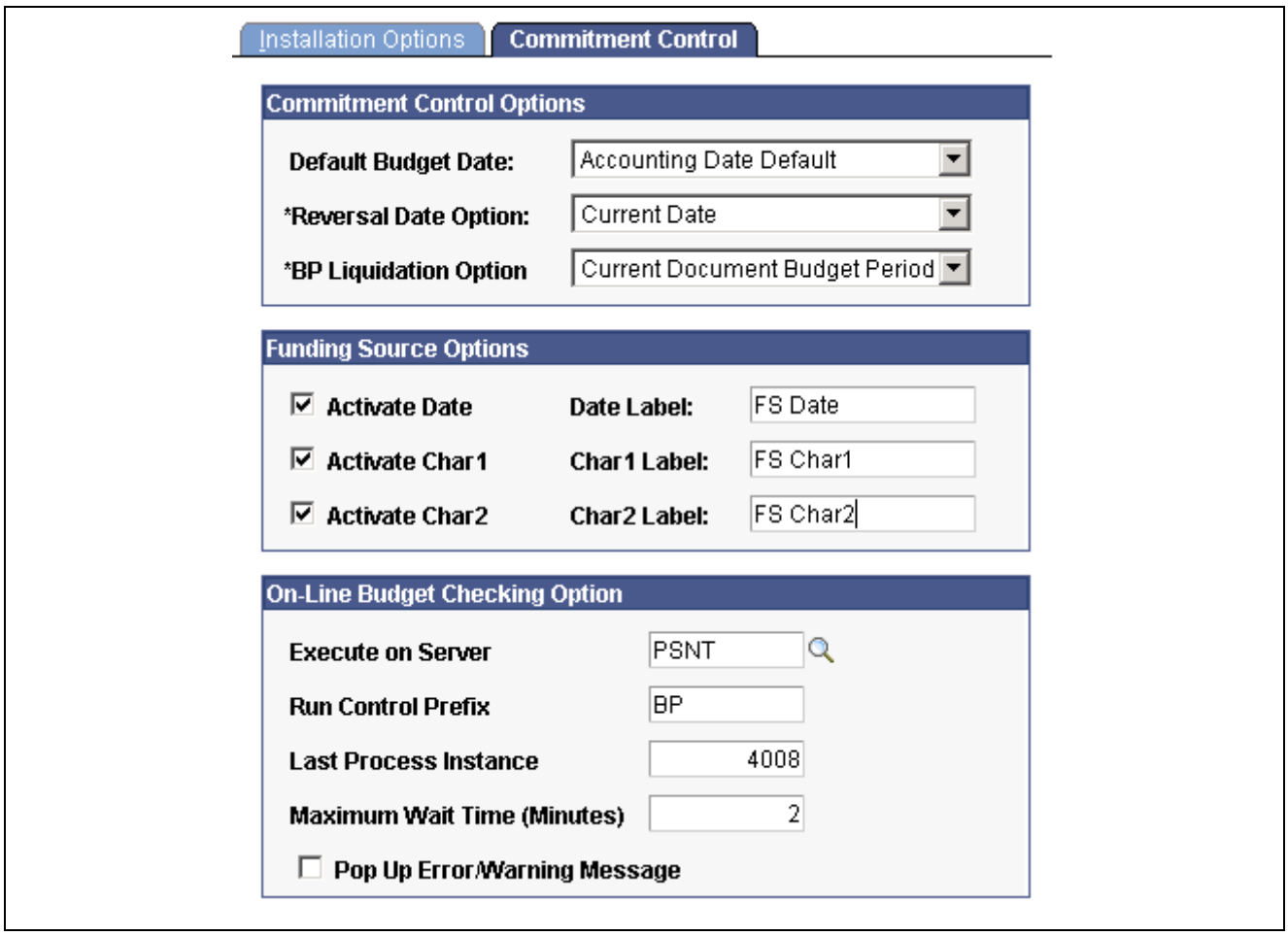
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Page Name	Object Name	Navigation	Usage
Commitment Control Funding Source Allocation	KK_FS_ALLOCATION	Commitment Control, Define Control Budgets, Funding Source Allocation, Commitment Control Funding Source Allocation	Allocate funding source amounts to a budget and identify spending options.
Review Funding Source Allocation	KK_FS_INQA	Commitment Control, Review Budget Activities, Review Fund Source Allocations, Review Funding Source Allocation	View the allocation of funding sources for expenditure budgets (control ChartFields) and recognized and collected revenue by funding source or control ChartField.
Review Fund Source Activities	KK_FS_ALOG_INQ	Commitment Control, Review Budget Activities, Review Fund Source Activities, Review Fund Source Activities You can also select the Review Fund Source Activities link on the Commitment Control Funding Source Allocation page. You can also select the Review Fund Source Activities link on the Review Fund Source Allocations page.	View spending activities at control ChartField and ChartField value for a specific funding source.
Fund Source Available Amount Drill-Down	KK_FS_BUDREV_DRL	Click amount link under Budget and Revenue on the Review Fund Source Activities page.	Displays the available amount for a funding source by control ChartField, business unit, ledger group by currency for budgeted, recognized, and collected revenue, There is no further drill down from this page.
Fund Source Spending Amount Drill-Down	KK_FS_LEDKK_DRL	Click a linked amount in the expense, encumbrance, pre-encumbrance, or planned columns on the Review Fund Source Activities page to access this page. From this page you can further drill to the Fund Source Activity Log Drill-Down page.	Provides progressively detailed information about expenditures and encumbrance by funding source, control ChartField, business unit, ledger group and currency.
Fund Source Activity Log Drill-Down	KK_FS_ALOG_DRL	Click the button in the Drill to Activity Log column.	Click the Drill Down button in the first column, which take you to the source transaction detail page.

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Defining Informational Field Options

Access the Installation Options – Commitment Control page.



Installation Options – Commitment Control page

Funding Source Options

Activate Date and **Date Label** — Click the check box and enter a label for the optional informational date field that is then made available on the Commitment Control Funding Source page.

Activate Char 1 and **Char 1 Label** — Click the check box and enter a label for the optional informational character field that is then made available on the Commitment Control Funding Source page.

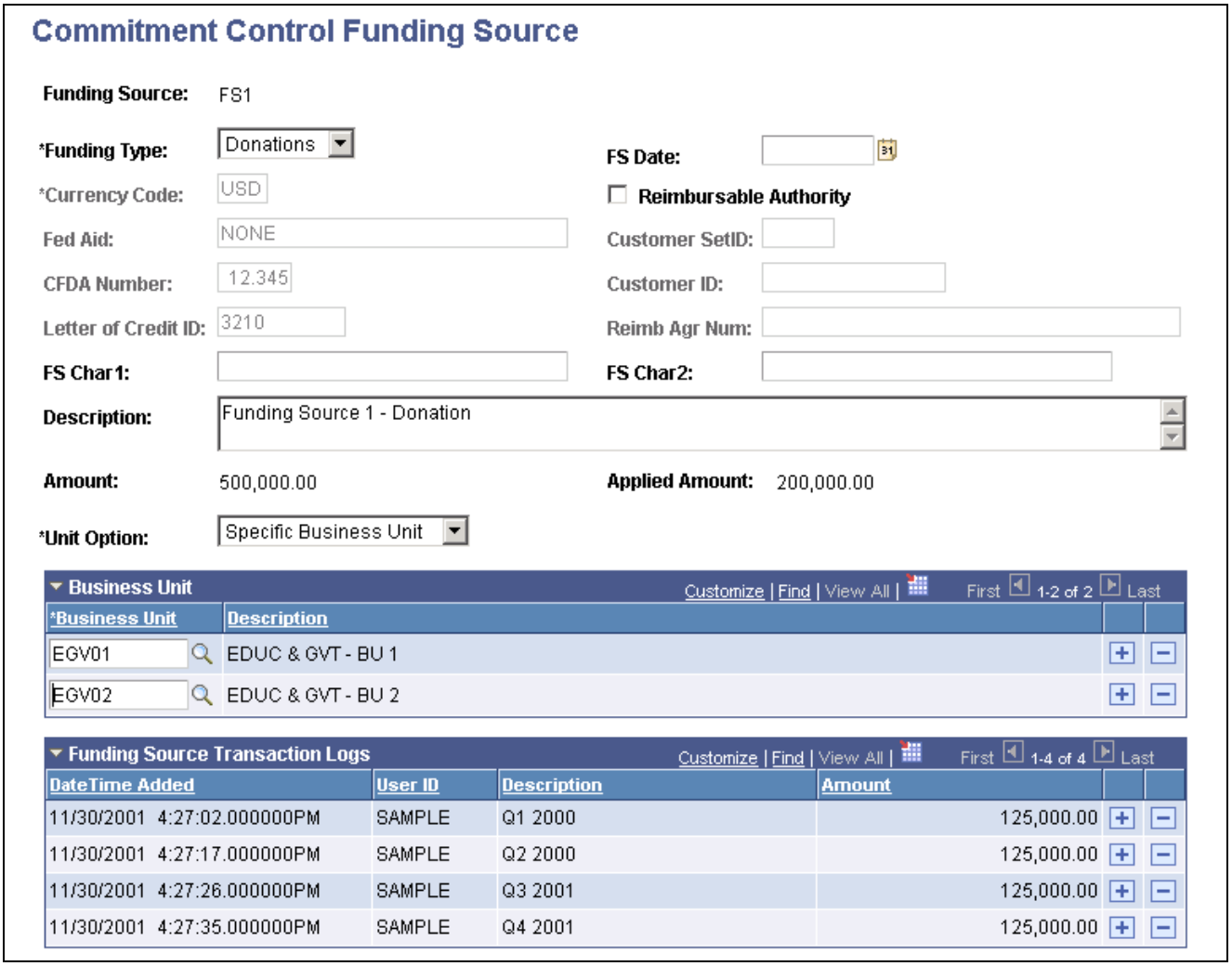
Activate Char 2 and **Char 2 Label** — Click the check box and enter a label for the optional informational character field that is then made available on the Commitment Control Funding Source page.

Note. All 3 fields are optional and user defined informational fields. They have no programmatic or inquiry functionality. If you activate a field you must provide a field label. You cannot Activate Char 2 if you do not first Activate Char 1.

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Defining Funding Sources

Access the Commitment Control Funding Source page.



Commitment Control Funding Source page

Funding Type

Select one of the following: *Bond, Donations, Federal, Internal, Local, or State.*

These values are descriptive only.

FS Date, FS Char1, and **FS Char2**

Enter supplemental date and descriptive information.

These informational fields are user defined options and are available only if you activate and name the fields on the Installation Options - Commitment Control page.

See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Informational Field Options, page 84.

Reimbursable Authority

Click the check box and enter values in the Customer SetID, Customer ID, and Reimbursable Agr Num (reimbursable agreement number) boxes for the reimbursable authority.

Fed Aid (federal aid)

Displays the name of the federal aid agency, if appropriate.

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CFDA Number (catalog of federal domestic assistance number)	A number for an assistance program administered by departments and establishments of the Federal government.
Amount	Displays the sum of all row amounts that you enter in the Funding Source Transaction Logs grid of this page.
Applied Amount	Displays the total amounts allocated from this funding source and applied to various commitment control budgets by using the Commitment Control Funding Source Allocation page. The system displays the applied amount and uses this field to ensure that you do not over allocate the funding source Amount field.
Unit Options	The default value for this field is *All Business Units,* which enables access to this funding source by all business units when doing funding source allocation. Select the value *Specific Business Unit* to further control access to this funding source by one or more of the business units that you specify in the Business Unit grid that becomes available. You can only allocate this funding source to business units to which you are given access.

When you select *Specify Business Unit,* use the add or delete buttons to add or delete business units in the Business Unit grid to provide access to funding source when doing funding source allocation.

Each row in the Funding Source Transaction Logs grid is additive and not alterable. To adjust the total funding source Amount field, add or delete a row. Add rows as needed by selecting the add button; however, only five fields are displayed at a time. Use the scroll to see additional rows. The Date Time Added and the User ID fields are populated by the system when the row is added. Date Time Added is an informational fields.

Enter a Description and Amount for each row added.

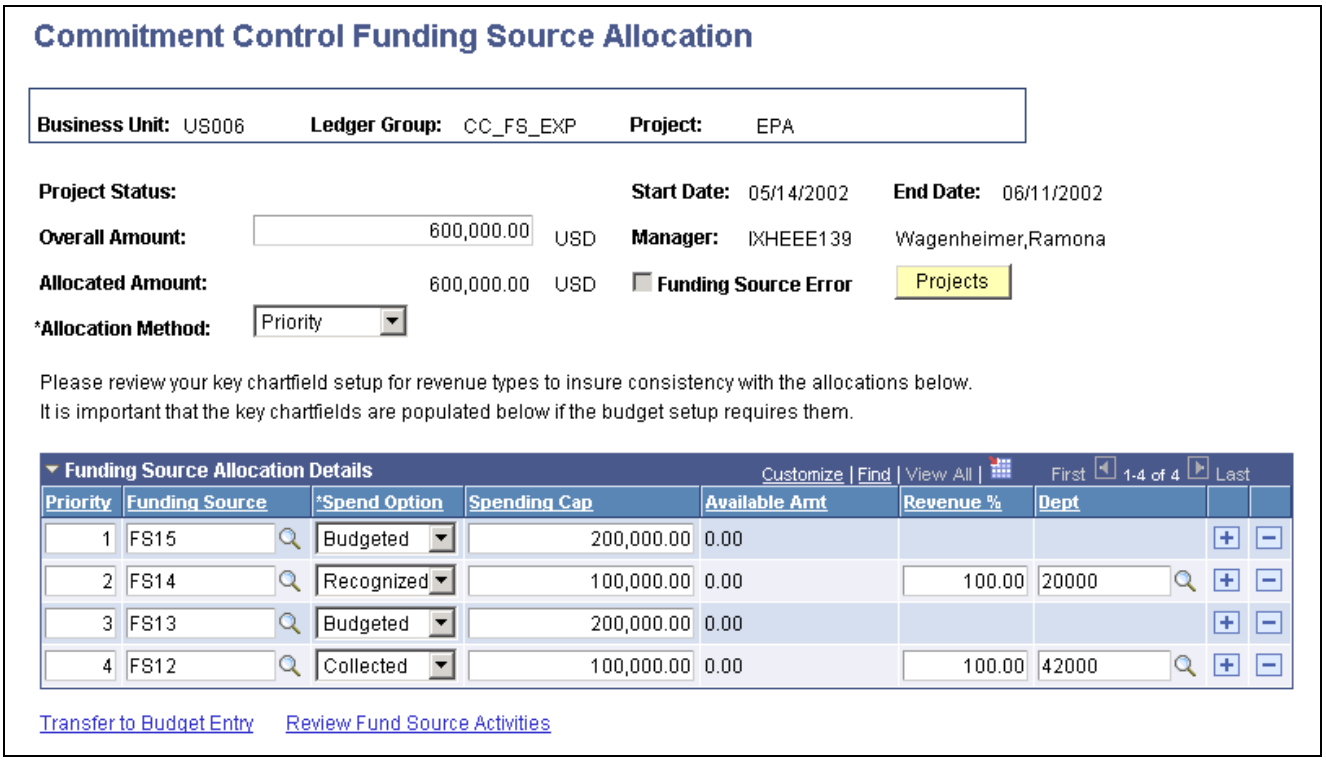
Note. Business units, which have prior funding source allocations cannot be deleted from the funding source page.

See Chapter 3, "Setting Up Basic Commitment Control Options," Allocating Funding Sources, page 86.

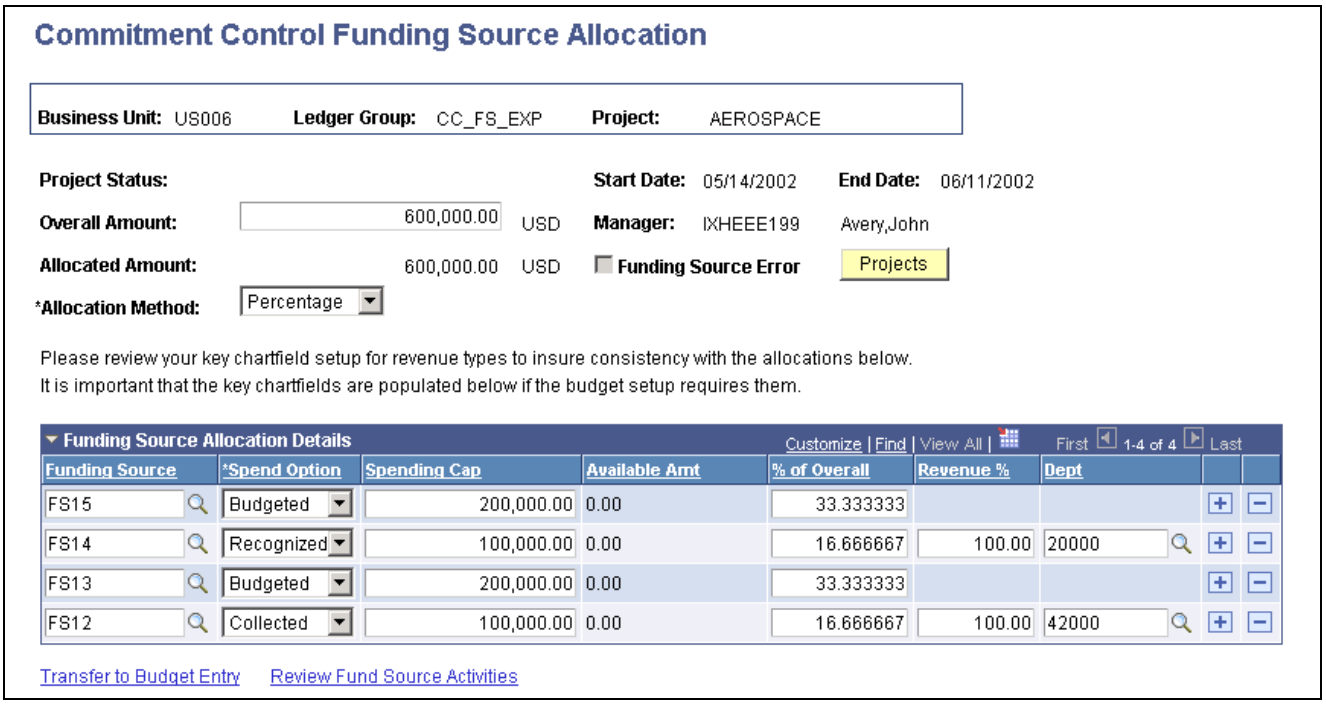
Allocating Funding Sources

Access the Commitment Control Funding Source Allocation page.

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Commitment Control Funding Source Allocation page for priority allocation (1 of 2)



Commitment Control Funding Source Allocation page for percentage allocation (2 of 2)

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Note. Review your key ChartField setup for revenue types to insure consistency with the funding source allocations. It is important that the key ChartFields are populated if the budget setup requires them. Funding source allocation is not effective dated, while the budget definition is. The budget definition can have a row with a secondary key such as department and another row with a secondary key such as program. In such cases, the Allocation page shows both department and program on the revenue rows. Confirm that you have appropriate secondary key value populated, because the system does not make this determination for you.

To access this page for an existing funding source allocation or to create a new allocation, enter the business unit, the funding source enabled expenditure ledger group, and the project, or control ChartField, to which you are allocating funding sources.

Project Status This field is available only if the control ChartField is project. If you have installed PeopleSoft Project Costing, statuses displayed are *Budgeted, Closed, Hold, Open* or *Proposed.* If you have not installed PeopleSoft Project Costing, statuses displayed are *Approved, Completed, In Progress,* or *Proposed.*

Note. The Project Status field is informational only, as are the Start Date, End Date, and Manager fields. They are only available when the control ChartField is project.

Overall Amount Enter the total amount of the spending cap approved for this allocation. The allocated amount cannot exceed the overall amount.

Allocated Amount The system displays the total amount of funding that you designated in the Funding Source Allocation Details grid for spending by this allocation.

Note. When you save the page, the system displays a warning if the allocated amount is less than the overall amounts and selects the Funding Source Error check box. You must fully allocate the funding source overall amount before transactions can be processed for the project, or control ChartField. If the allocated amount is great than the overall amounts, you can not save the page.

Projects Click this button to access the Project General Information page in Project Costing, where you can further configure project attributes. (If the control ChartField is not project or you do not have Project Costing installed, the link is not available.)

Funding Source Error This is a display only check box. When you save the page, the system compares the Overall Amount against the Allocated Amount. If the Allocated Amount is less than the Overall Amount, the system issues a warning message and the Funding Source Error check box is selected by the system.

System also issue a warning message and selects this Error box when the allocation method is Priority, but some or all rows have zero Priority number.

If the Funding Source Error check box is selected by the system, budget checking fails.

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Note. The system allows you to save the allocation of funds on the Commitment Control Funding Source Allocation page even if the Overall Amount is not fully allocated. This enables you to close and later access the Commitment Control Funding Source Allocation page to complete the funding source allocation. However, the budget processor prevents spending against a control ChartField that is funding source enabled but its funding sources are not fully allocated.

Allocation Method

You can choose to allocate by:

- Priority: Allocate and expend against the overall funding source amount by priority.
- Percentage: Define funding source amounts as a percentage of the overall spending amount for the control ChartField or as a flat spending cap amount. The spending will be distributed to each funding source based on the percentages.

Priority

This field becomes available if you choose to allocate and expend against the overall funding source amount by priority by selecting the Allocation Method of *Priority.* For example, you decide that you want to first spend against a particular funding source until it is totally expended and then by another, and so on according to a spending priority that you define. You indicate the funding source spending priority by entering 1 for the funding source with the first priority and then 2, 3, and so on to indicate in descending order the desired priority of funding source availability for spending.

Note. Each funding source row must have an unique non-zero priority number, but they do not necessarily have to be in order, for example you can assign orders of 2, 6, and 9 to three funding sources. You must fully complete the priority order before saving the page or the Funding Source Error check box is selected by the system and you cannot process transactions against this allocation. If you set a priority as zero, the Funding Source Error check box is selected by the system.

Funding Source

You define funding source codes and establish their amounts on the Commitment Control Funding Source page. List those here that are to be allocated to this combination of business unit, expenditure ledger group and control ChartField, or project.

Spend Option

Select how the funding source amount is to be made available for spending:

- *Budgeted:* Amount is budgeted and available (posted) in the expenditure budget ledger.
- *Collected:* Amount is available when revenue is collected.
- *Recognized:* Amount is available when revenue is recognized.

Note. You must enter a budget journal for any budgeted allocation rows. Until you enter and successfully post a budget journal for a budgeted row, the available amount for that row is zero.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," page 153.

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Spending Cap

You determine and enter the maximum amount of the funding source that can be spent for this allocation.

When you are using the percentage method and enter this amount, the system calculates the % of Overall field amount. However, if you directly enter the % of Overall field amount, the system calculates the spending cap amount.

Available Amt (available amount)

The amount of this funding source that is available. The system calculates this value when you save the page.

- *Budgeted:* Amounts become available after you enter and post a budget journal for the amount.
- *Recognized:* Amounts become available when revenue is recognized, and times the Revenue % you entered, up to the cap. For negative recognized revenue, zero will be in available amount field.
- *Collected:* Amounts become available when revenue is collected, and times the Revenue % you entered, up to the cap. For negative collected revenue, zero will be in available amount field.

Note. Until you enter and successfully post a budget journal for a budgeted row, the available amount for that row is zero. The available amount for *Recognized* and *Collected* funding sources depends on having posted the amounts and also depends on the percentage of revenue allowed and the spending cap.

% of Overall

Percentage of the overall funding source total amount that is funded by this funding source. This field is available when using the percentage method.

Revenue %

For collected and recognized spending options, you must enter the percentage of the funding source revenue amount that you can spend for this funding source on the project or control ChartField in this allocation, up to the spending cap.

At save time, the system checks to ensure that you have not commit more than 100 percent of the funding source revenue amount.

Department

This could also be another ChartFields, such as Product, Program or Fund. Whatever the ChartField, it becomes available when you define additional key ChartFields for the related revenue budget definition. Select values for the additional key ChartFields to further refine your allocation of funding sources.

Note. You must define and use a second Key ChartField in conjunction with the revenue Control ChartField, to distinguish the allocation of revenue transactions when the revenue type is recognized or collected for more than one funding source in a funding source allocation. This is because the system disallows the same revenue amount going to different funding sources in an allocation.

Note. At save time, the system checks all allocated funding source amounts on the page against the total amount for each funding source to ensure that none of the funding sources are over allocated.

Transfer to Budget Entry

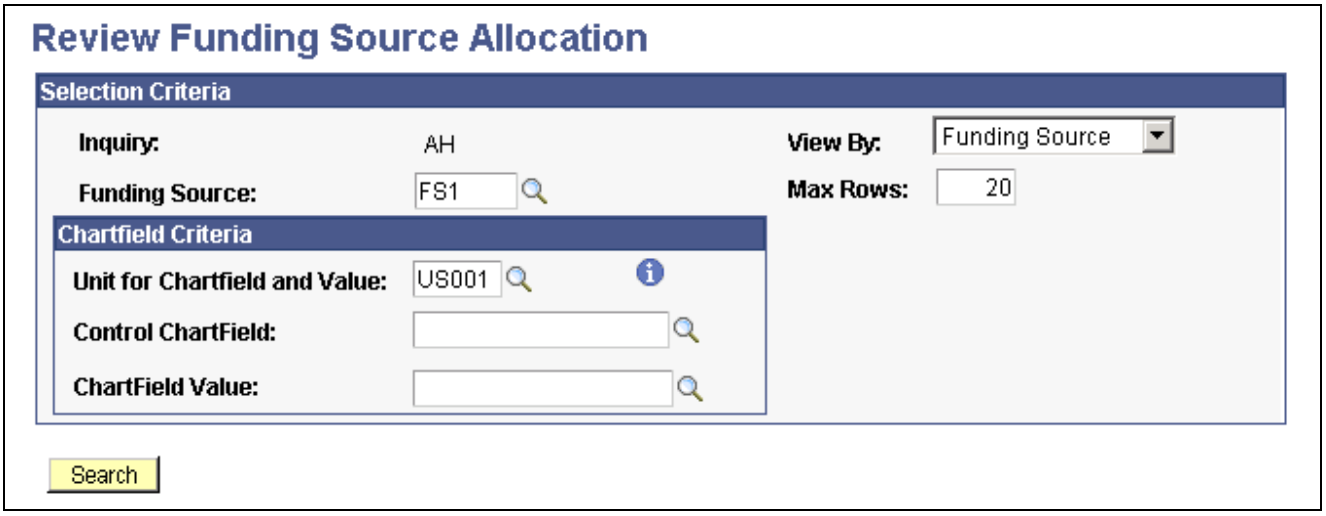
This link is provided for convenience to enable you to readily create budget journal entries to budget amounts for budgeted funding sources.

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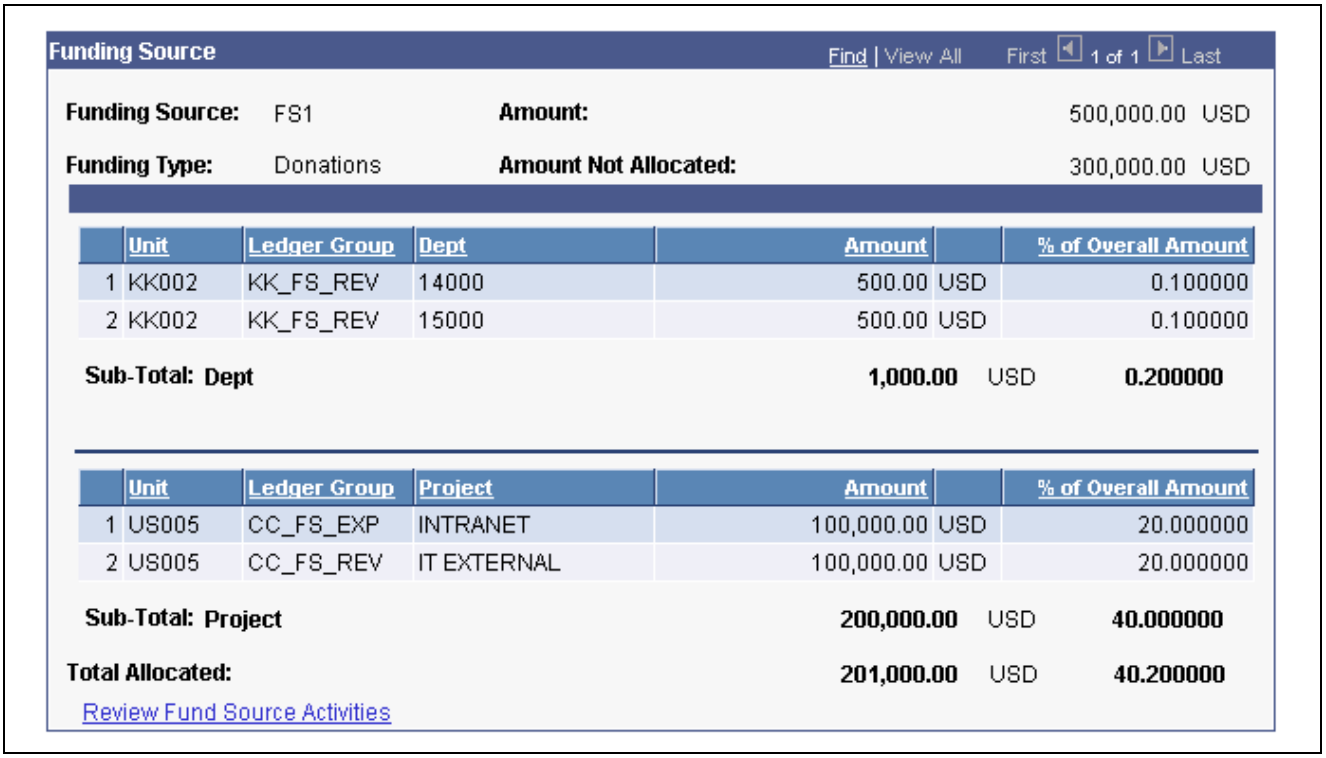
Review Fund Source Activities This link is provided for convenience in accessing the Review Fund Source Activities page to readily gather information about transactions and remaining spending for this funding source allocation.

Inquiring on Funding Source Allocation

Access the Review Funding Source Allocation page.



Review Funding Source Allocation page (1 of 2)



Review Funding Source Allocation page (2 of 2)

Max Rows (maximum rows) Limit the number of funding sources returned if the view by option is *Funding Source.*

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The value you enter also limits the number of control ChartFields returned if the view by option selected is *Control Chartfield.*

This feature improves performance if there are more rows than can be retrieved without causing a Timeout warning and the system stops retrieving. The fields default value is 100.

Unit for Chartfield and Value To facilitate selecting values for both the Control Chartfield and the Chartfield Value fields, the value of the Unit for Chartfield and Value field defaults to the business unit that you previously set up as the default for user preferences. This makes available in the prompt lists for control ChartField and values the values that you setup for the default business unit.

Use the View By field to choose the inquiry perspective that determines how you want to view inquiry results.

View By the Funding Source Inquiry Perspective

From the funding source perspective you can:

- View inquiry results by funding source for all Control ChartFields, and all ChartField values for all funding sources.

  To do so, select Funding Source from the view by drop down menu. If you leave funding source, control ChartField and ChartField blank, the result includes all funding sources, all control ChartField and all ChartField values for which you have funding source allocations setup.

- View inquiry results by funding source but limit the results to only a Control ChartField of interest, all its control ChartField values, and all funding sources.

  To do so, select Funding Source from the view by drop down menu. Select a business unit from the prompt for Unit for Chartfield and Value field, select a control ChartField from the prompt and leave the ChartField Value field blank.

- View Inquiry results by funding source but limit the results to a specific fund source, control ChartField and ChartField Value.

  To do so, select Funding Source from the drop down menu. Select a business unit from the prompt for the Unit for Chartfield and Value field, select a Control ChartField from the prompt, and select a valid value from the Chartfield Value prompt.

- View inquiry results by funding source but limit the results to Control ChartField *values* of interest and all applicable funding sources.

  To do so, select the funding source from the drop down menu, select a control ChartField, and specify a control ChartField Value while leaving the Funding Source field blank.

View By the Control ChartField Inquiry Perspective

From the control ChartField perspective you can:

- View inquiry by Control ChartField for all Control ChartFields, all control ChartField values, and all funding sources.

  To do so, select the Control ChartField from the view by drop down menu and leave the Funding Source, Control Chartfield and the Chartfield Values fields blank.

- View inquiry by Control ChartField for a particular Control ChartField, all values for the Control ChartField, and all funding sources.

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To do so, select Control Chartfield from the view by drop down menu. Select a business unit from the prompt for the Unit for Chartfield and Value field, select a control Chartfield from the prompt and leave the Chartfield Value field blank. Also, leave the Funding Source field blank.

- View inquiry by Control ChartField for a Control ChartField, a particular control ChafrtField value and all funding sources.

  To do so, select Control Chartfield from the view by drop down menu. Selects a business unit from the prompt for the Unit for Chartfield and Value field, select a control Chartfield from the prompt and select a valid value from the Chartfield Value field prompt. Leave the Funding Source field blank.

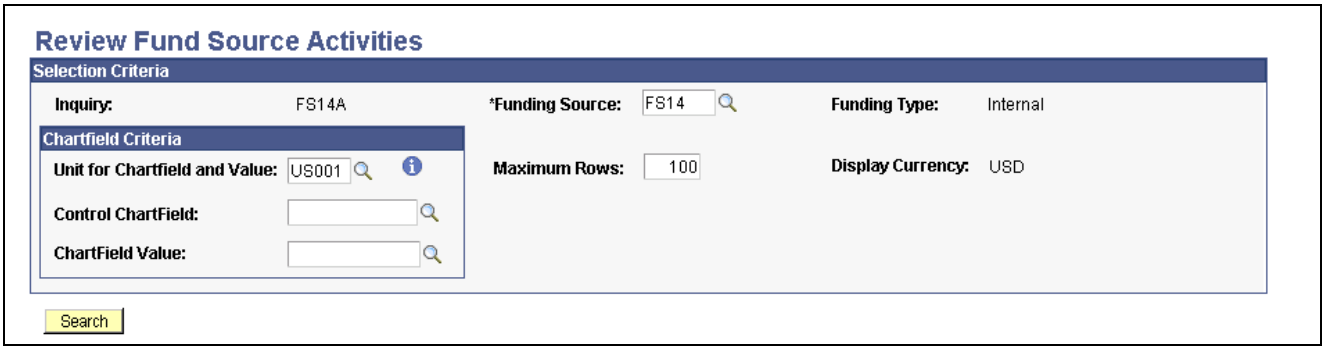
- View inquiry by Control ChartField for a Control ChartField, a control ChafrtField value and a funding source.

  To do so, select Control Chartfield from the view by drop down menu. Select a Funding Source. Selects a business unit from the prompt for the Unit for Chartfield and Value field. Select a Control Chartfield from the prompt and select a valid value from the Chartfield Value prompt.

Review Fund Source Activities Click this link to access the Review Fund Source Activities page.

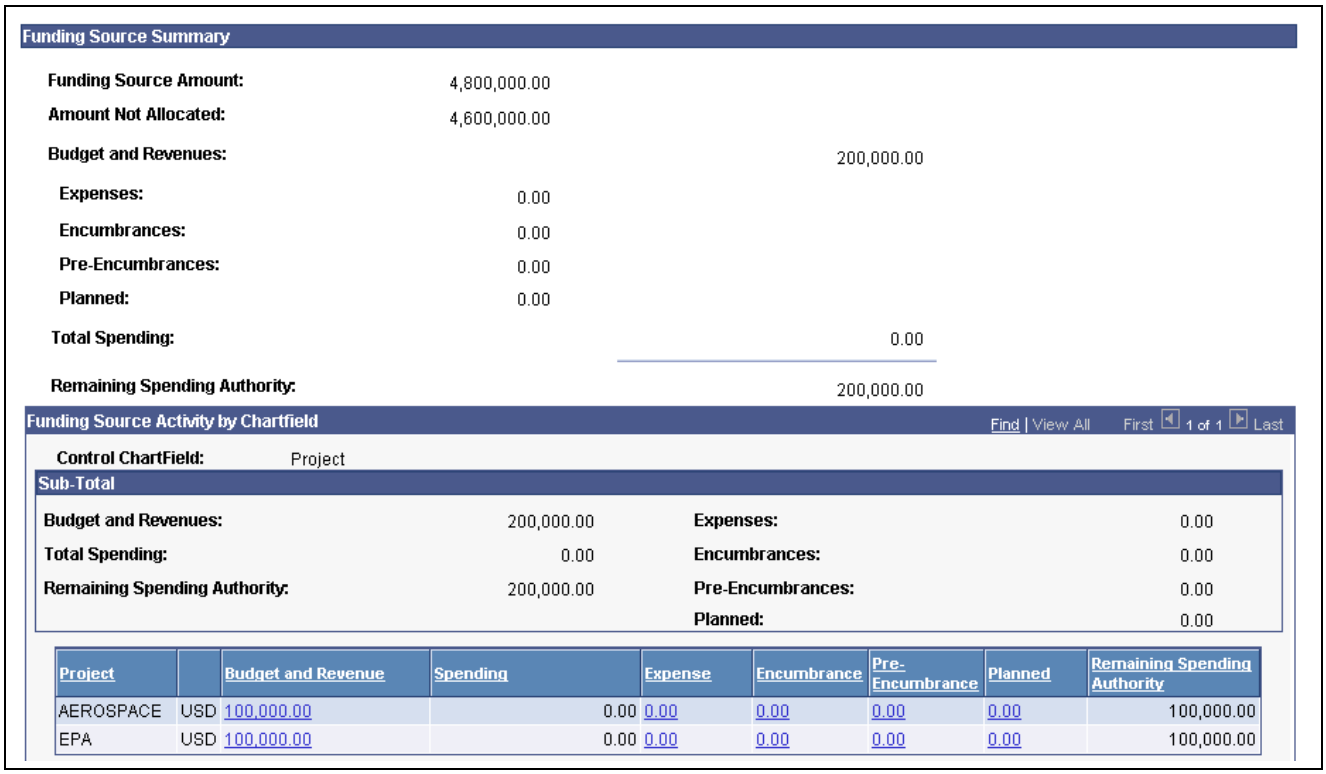
Inquiring on Funding Source Activity

Access the Review Fund Source Activities page.



Review Fund Source Activities page (1 of 2)

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Review Fund Source Activities page (2 of 2)

Funding Source Amount Displays the defined funding source amount at time of the inquiry.

Amount Not Allocated Displays the total defined funding source amount less the sum of the allocations across projects, departments, programs, and so on.

This amount is displayed without regard to the row level security access of the user for business unit and ledger group and commitment control security.

Budget and Revenues Click an amount link under this heading for a control ChartField value row to access the Fund Source Available Amount Drill-Down page, which displays the available amount for a funding source by control ChartField, business unit, ledger group (budget) by currency for budgeted expenditures, and recognized and collected revenue.

Spending The displayed amount is the total of all pre-encumbrances, encumbrances, expenses, and planned amounts against this control ChartField for the funding source.

Expense, Encumbrance, Pre-Encumbrance, and **Planned** Click an amount link under one of these heading for a particular control ChartField value row to access the Fund Source Spending Amount Drill-Down page, which displays the amounts for funding sources by control ChartField, business unit, ledger group (budget) and currency for expenditures, planned, pre-encumbrances and encumbrances. From the Fund Source Spending Amount Drill-Down page you can click the Drill to Activity Log icon to drill to the Fund Source Activity Log Drill-Down page. The Fund Source Activity Log Drill-Down page enables you to click the Drill Down icon for a particular row in the activity log for a funding source and control ChartField to view the underlying transaction.

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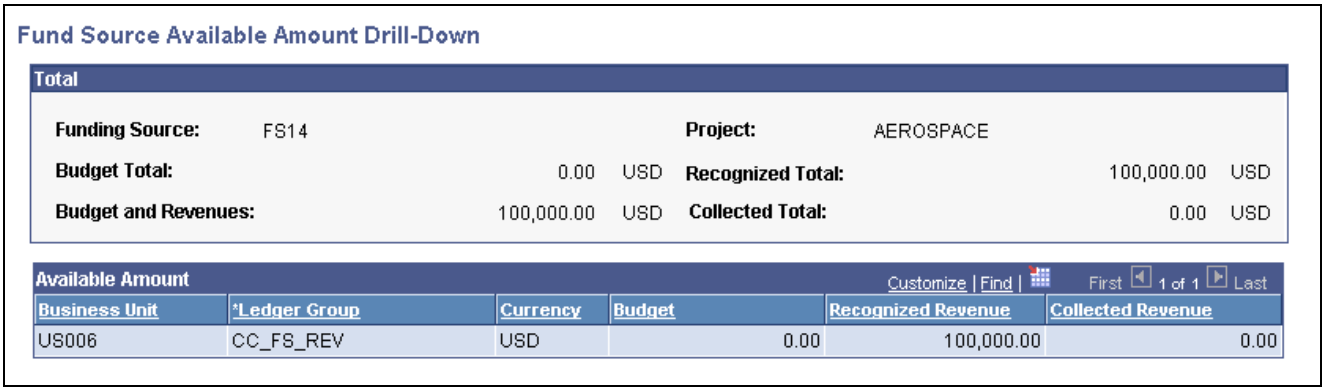
Note. If an expenditure ledger does not have the Affect Spending Authority option selected for the ledger group, the budget process does not record the spending on the funding source level (LEDGER_KK_FS). The process records spending at the ChartField level (LEDGER_KK) only. Therefore, you might see a zero amount for a spending type when there are actual transactions that already passed budget checking.

Remaining Spending Authority Represents the amount available for future expenditures, encumbrance, pre-encumbrances, and planned.

Budget and Revenue, Expense, Encumbrance, Pre-encumbrance, and **Planned** Click a linked amounts in these columns in the Funding Source by Activity by ChartField section of the Review Fund Source Activities page to access the . From this page you can further drill to the Fund Source Activity Log Drill-Down page.

Drilling-Down to Available Budget and Revenue

Access the Fund Source Available Amount Drill-Down page.



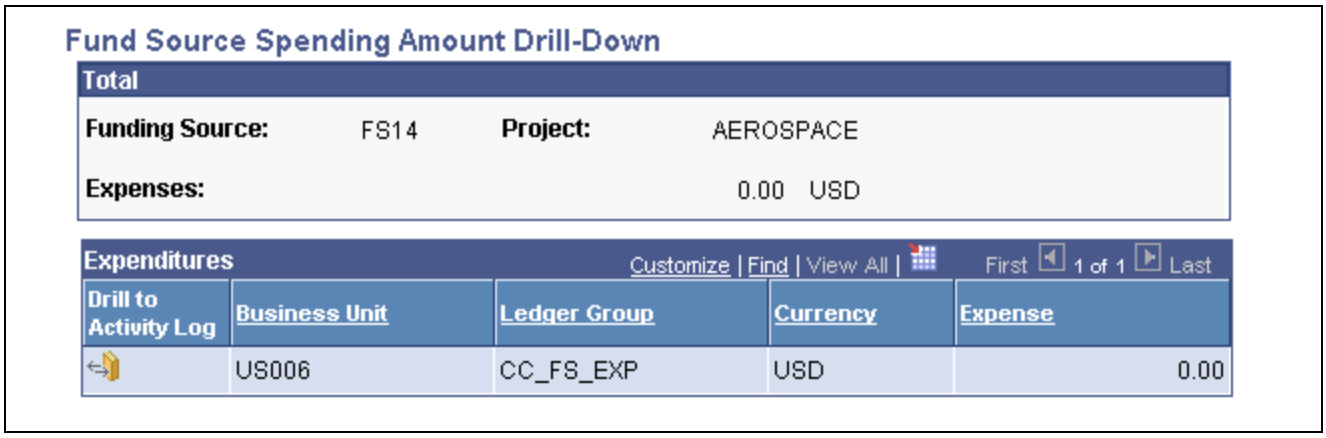
Fund Source Available Amount Drill-Down page

This page displays the budget and revenue amounts available to the funding source by business unit and ledger group.

Drill-down to Planned, Pre-encumbrance, Encumbrance, and Expenditure Activity

Access the Fund Source Spending Amount Drill-Down page.

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Fund Source Spending Amount Drill-Down page

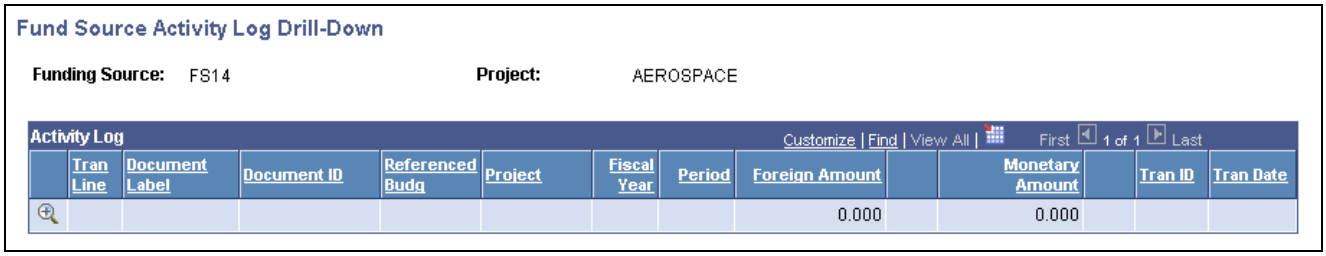
This page displays planned, pre-encumbrance, encumbrance, and expenditure posted against the specified funding source by business unit and ledger group. The page changes to displays planned, pre-encumbrance, encumbrance, and expense activity depending on the amount link that you click.



Click to access the Fund Source Activity Log Drill-Down page.

Drilling-Down to the Activity Log

Access the Fund Source Activity Log Drill-Down page.



Fund Source Activity Log Drill-Down page

View for the funding source the transaction lines, their amounts and their associated documents referenced to the impacted budget for the affected fiscal year and period.



Click to access the document for the particular transaction line.

Setting Up Budget Journal Entry Event Codes

You can enter entry event codes on the budget journal line to generate entry event accounting entries. Although PeopleSoft predefines the BUDG process and steps, you may need to modify the existing steps depending on the name of your budget ledger and budget ledger group.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Defining Entry Event Codes.

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Defining Control Budget Attributes

To define control budget attributes, use the Budget Attributes component (KK_BD_ATTRIB).

You can use the optional Budget Attributes component to refine budget processing options for a specific business unit and ChartField combination. Attributes that you assign through this component override all attributes specified at a higher level. Conversely, any budget whose attributes you do not configure through the Budget Attributes page inherits its attributes from a higher level.

See Also

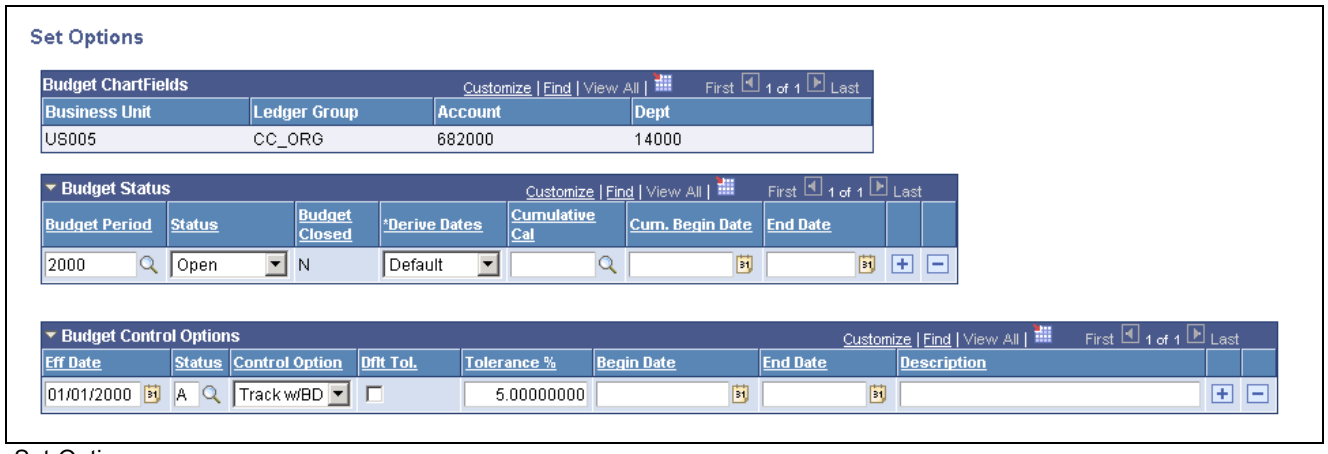
Chapter 3, "Setting Up Basic Commitment Control Options," Hierarchy of Control Budget Attributes, page 28

Pages Used to Define Control Budget Attributes

Page Name	Object Name	Navigation	Usage
Commitment Control Budget Attributes	KK_BD_ATTRIB_PNL	Commitment Control, Define Control Budgets, Budget Attributes, Commitment Control Budget Attributes	Select ChartField combinations for which to set budget attributes on the Budget Attributes - Set Options page.
Set Options	KK_BD_ATTRIB_SEC	Click the Set Options link on the Commitment Control Budget Attributes page.	Set the budget status, begin and end dates, cumulative budgeting parameters, control option, and tolerance percentage for a particular budget (ChartField combination).

Setting Budget Attributes for Individual Budgets

Access the Budget Attributes - Set Options page.



Set Options page

To set budget attributes for individual budgets:

1. On the Budget Attributes page, enter the ChartField combinations for the budgets for which you want to define attributes.

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2. To modify budget processing attributes for a budget, click Set Options to open the Budget Attributes - Set Options page.
3. On the Budget Attributes - Set Options page, select the budget processing attributes that you want.

   The options in the Budget Status grid are set according to Budget Period; all other options are effective-dated.

   Cum. Begin Date (cumulative begin date) and *End Date* become available to define a range of budget periods for cumulative budgeting when you select the *Enable Cumulative Budgeting* check box on the Budget Definitions — Keys and Translations page.

   Select Dflt Tol. (default tolerance) to inherit the tolerance that is defined for the control ChartField value. Use the Begin Date and End Date in the Budget Control Options grid to define a valid spending range for a given budget combination.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24

Setting Up Associated Revenue and Expenditure Budgets

To set up associated revenue and expenditure budgets, use the Associated Budgets component (KK_ASSOC_BD).

The Associated Budgets component provides an optional feature that you can use to define a relationship between revenue budgets and expenditure budgets. The Associated Budgets component increases expenditure limits automatically in response to budgeted, recognized, or collected revenue. You must first associate the revenue and expenditure Commitment Control ledger groups in the Budget Definitions component.

Do not use this component to associate revenue budgets with expenditure budgets for funding source tracking. It is automatically done by the system using information you provide on the Funding Source Allocations page.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Associated Expenditure and Revenue Budgets, page 39

Chapter 3, "Setting Up Basic Commitment Control Options," Project Costing and Control Budgets With Funding Source, page 34

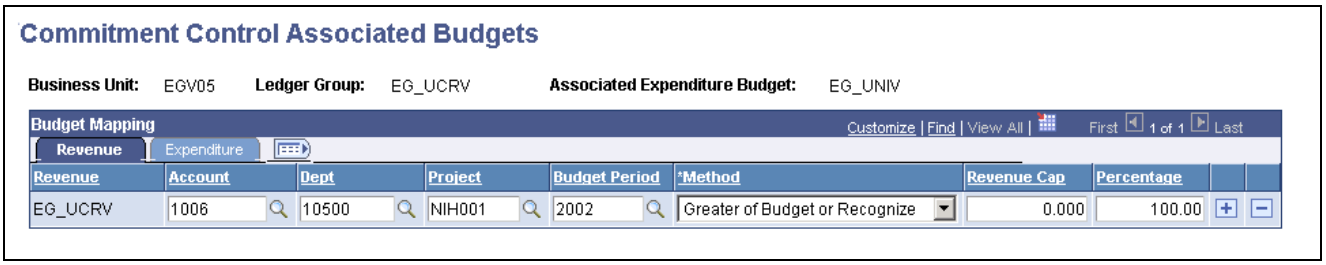
Page Used to Set Up Associated Revenue and Expenditure Budgets

Page Name	Object Name	Navigation	Usage
Commitment Control Associated Budgets	KK_ASSOC_BD	Commitment Control, Define Control Budgets, Associated Budgets, Commitment Control Associated Budgets	Associate revenue budgets with expenditure budgets so that revenue can automatically increase expenditure limits.

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Associating Revenue and Expenditure Budgets

Access the Commitment Control Associate Budgets page .



Commitment Control Associate Budgets page Revenue tab

Note. Because each pair of associated revenue and expenditure budgets appears on the same line, use the expanded (as opposed to the tabbed) Budget Mapping grid to be sure that you map the proper revenue budget to the correct expenditure budget.

Associated Expenditure Budget

You establish the associated expenditure budget definition when you set up the revenue budget definition on the Budget Definitions - Control Budget Options page.

Revenue tab

A column exists for each of the revenue ledger group's key ChartFields. Enter the ChartField values and budget period that designate the revenue budget that increases the available budget balance for the associated expenditure budget.

You can enter the same revenue budget more than once if you want it to increase the available budget balance for more than one expenditure budget.

Method

Select whether the revenue is to be made available for spending when it is *Budgeted, Collected,* or *Recognized.* You can also select one the following:

- *Greater of Budget or Collected*
- *Greater of Budget or Recognized*
- *Lesser of Budget or Collected*
- *Lesser of Budget or Recognized*

Note. You can use the same revenue ChartField combination to fund multiple expenditures and the revenue method can be different for each association. The only requirement is that the sum of the revenue percentages cannot exceed 100% for any given revenue ChartField combination.

Revenue Cap

Maximum amount of the revenue budget available for spending.

Percentage

Percentage of the revenue budget available for spending.

You can enter a percentage and a cap to indicate that a percentage of the revenue budget is available, but only up to the cap. If no amount is entered as a cap, the system assumes that the ceiling is 0.00 which implies no revenue funds are available for that expenditure budget.

The page validates that the total percentage across all rows for a single revenue budget does not exceed 100.

Expenditure tab

A column exists for each expenditure ledger group's key ChartFields. Enter the ChartField values and budget period that designate the expenditure budget

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whose available budget balance is increased by the associated revenue budget on the same line.

You can enter the same expenditure budget more than once if you want more than one revenue budget to increase its available budget balance.

Note. Select only valid budgeting ChartField values, as determined by your trees and setup data.

Note. If you establish associated budget links between statistical budgets, the statistical code value must be the same for the expenditure and the revenue budget combination because the budget processor gets the revenue amounts by using the statistical code of the expenditure budget.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Defining Control Budget Options, page 52

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CHAPTER 4

Setting Up Commitment Control Source Transaction Types

This chapter provides an overview of source transaction type setup and discusses how to define source transaction types.

Understanding Source Transaction Type Setup

Much of the documentation in this chapter is for information only, and no modifications should be made to the pages unless stated otherwise. Any changes to most of the pages constitutes a customization and should be performed by a programmer with extensive experience in Oracle's PeopleSoft Enterprise application code, usually with the help of PeopleSoft configuration experts.

For the Budget Processor to know how to process a source transaction, such as a purchase order or billing invoice, it needs to recognize the transaction as belonging to one of the *source transaction types* defined for Commitment Control.

PeopleSoft delivers the following source transactions types specific to its enterprise applications:

Source Transaction Type	Description
AP_ACCT_LN	Voucher (gain, loss, close)
AP_ACCTDSE	Voucher (discount earned)
AP_VCHR_NP	Voucher (non-prorated item)
AP_VOUCHER	Voucher
AR_MISCPAY	Direct Journal Payments
AR_REVEST	Receivables
BI_INVOICE	Billing Invoice
CM_TRNXTN	Cost Management Transaction

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Source Transaction Type	Description
EX_EXCLOSE	Close Expense Reports
EX_EXSHEET	Expense Sheet
EX_TRVAUTH	Travel Authorization
GENERIC	Generic Transaction
GL_BD_JRNL	General Ledger Budget Entry
GL_JOURNAL	General Ledger Journal
GM_FA	Facilities and Administration
GM_FA_UPG	Facilities and Administration (For Upgrade Budget Processor only)
HR_PAYROLL	Payroll Transaction
PC_BUDGET	Project Budget
PC_JOURNAL	Project Journal
PO_POENC	Purchase Order
PO_POENCNP	PO (non-prorated item)
PO_PROCARD	Procurement Card
PO_RAENC	Receipt Accruals - Encumbrance
PO_RAEXP	Receipt Accruals - Expense
REQ_PRECNP	Purchase Requisition - Non-prorated
REQ_PREENC	Purchase Requisition

Source transaction types define the following parameters:

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- The commitment control amount type (pre-encumbrance, encumbrance, expenditure, and so forth) associated with the transaction type.
- The records and fields in which each type of transaction is stored.
- The source transaction temporary table used in the budget processor application engine program.
- The transaction type that gets referenced (for reversal or liquidation) by the transaction, along with the records and fields in which the referenced transaction is stored.
- The order in which source transactions of a type are processed.

  If nothing is specified, the Budget Processor processes the transaction based on the keys defined on the header record.
- The details required for the PeopleCode "Transfer()" function to perform page transfers from source transaction entry, inquiry, and adjustment pages to the appropriate budget exception handling pages, and vice versa.
- Criteria that enable the Budget Processor to select particular transactions for budget checking (such as purchase requisitions with a status code of *open, approved,* or *cancelled)*.
- The source transaction record fields that the Budget Processor updates with the budget-checking status.
- The records and fields accessed to display source transaction information on budget exceptions pages and to provide links to the source transaction drill-down pages.
- Budgetary control options (*control, control initial document, track with budget, track without budget,* or *default from higher level*) and budget-checking override options for the transaction type.
- The option to update the Commitment Control Transaction Log to provide an audit trail of all budget-checking activity for the source transaction type.
- The option to skip monetary and budget attributes related edits for source transactions lines that have previously been budget checked and have a status of V or W; however, configuration related edits, such as ChartField not found in tree, are still logged.

These definitions appear on the Source Transactions component. Because these definitions depend on the data structure of other PeopleSoft applications, all but the budgetary control options, budget-checking override options, and transaction log option come predefined for each delivered source transaction type, and should not be changed except in special circumstances, such as when you configure Commitment Control to work with third-party source applications. You should therefore use the Source Transactions component primarily to review and familiarize yourself with the parameters that define each source transaction type.

However, you can freely change the budgetary control options, budget-checking override options, and transaction log option on the Options page without affecting other applications. The budgetary control options you select here override the options you set at higher levels in the control budget options hierarchy. Likewise, the budget-checking override options you select here can disable budget-checking override ability for a transaction type, even for users with override security access.

Warning! Do not add source transaction types or change the values in any of the Source Transactions component pages other than the Options page. Any changes that you make require corresponding changes to other tables and PeopleSoft applications. If you do need to change any of these values, the modifications should be performed only by programmers with extensive experience in PeopleSoft application code, usually with the help of PeopleSoft configuration experts.

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See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Hierarchy of Control Budget Attributes, page 28

Chapter 5, "Setting Up Commitment Control Security," Security Events, page 123

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Using Journal Generator," Defining Accounting Entries

Defining Source Transaction Types

To define source transaction types, use the Source Transaction Definition component (KK_SOURCE_TRAN).

In this section we discuss how to:

- Define basic source transaction type parameters.
- Define source transaction fields.
- Define source transaction page transfers.
- Define source transaction selection criteria.
- Define source transaction status fields.
- Define source transaction referenced record keys.
- Define source transaction page events.
- Define source transaction options.

Pages Used to Define Source Transaction Types

Page Name	Object Name	Navigation	Usage
Source Transactions - Definition	KK_SOURCE_TRAN1	Commitment Control, Define Control Budgets, Source Transactions, Definition	Specify the Commitment Control source transaction amount type, the related reference transaction type, their header and line records, and the key record for the reference transaction type.
Source Transactions - Fields	KK_SOURCE_TRAN2	Commitment Control, Define Control Budgets, Source Transactions, Fields	Specify the source transaction header and line fields that the Budget Processor uses to perform budget checking and exception handling.

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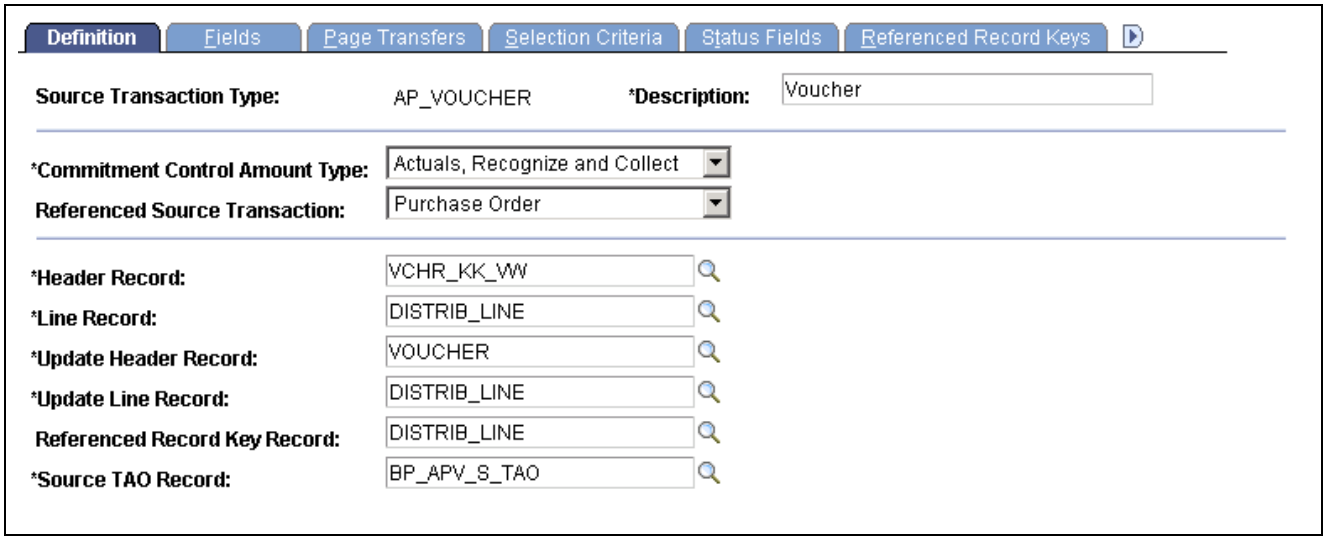
Page Name	Object Name	Navigation	Usage
Source Transactions - Page Transfers	KK_SOURCE_TRAN3	Commitment Control, Define Control Budgets, Source Transactions, Page Transfers	Specify information about transfers between the originating source transaction pages and the budget exception handling pages. The values entered on this page allow for push-button transfer of information between the source transaction type's entry, inquiry, and adjustment pages and budget exception handling pages. These values indicate where the results of budget-checked transactions are transferred.
Source Transactions - Selection Criteria	KK_SOURCE_TRAN4	Commitment Control, Define Control Budgets, Source Transactions, Selection Criteria	Specify field name and field value criteria for selecting source transactions for budget-checking.
Source Transactions - Status Fields	KK_SOURCE_TRAN5	Commitment Control, Define Control Budgets, Source Transactions, Status Fields	Specify source transaction header fields to update with budget-checking results.
Source Transactions - Referenced Record Keys	KK_SOURCE_TRAN6	Commitment Control, Define Control Budgets, Source Transactions, Referenced Record Keys	Link identical key fields whose object names are different in the source transaction than they are in the reference transaction. Use this page when, for example, the name of a key field for purchase orders is different from the name of the same key field for referenced requisitions.
Source Transactions - Page Events	KK_SOURCE_TRAN7	Commitment Control, Define Control Budgets, Source Transactions, Page Events	Specify system data that enables exception handling and budget inquiry to display budget-checking results and source transaction information. Page events use common components and dynamic programs for exception handling. You can also define up to two source header fields that can be used as criteria filters in the activity log inquiry.

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Page Name	Object Name	Navigation	Usage
Source Transactions - Options	KK_SOURCE_TRAN8	Commitment Control, Define Control Budgets, Source Transactions, Options	Define budget-checking options for the source transaction type. Your choices override the Commitment Control options that you defined for control budget definitions, control ChartFields, and control budget attributes.

Defining Basic Source Transaction Type Parameters

Access the Source Transactions - Definition page.



Source Transactions - Definition page

Commitment Control Amount Type

Determines which Commitment Control ledger is updated by the source transaction. It can be one of the following:

- *Actuals and Recognized:* Actual amount of the expenditure or the recognized revenue. Transactions update the expense or recognized ledger, depending on the ledger group.
- *Actuals, Recognize and Collect:* Amount of revenue booked and collected.
- *Collected Revenue:* Amount of revenue collected.
- *Dynamic:* You specify the amount type when you enter the transaction. Applies to General Ledger journals and generic third party transactions.
- *Encumbrance:* Amount of the funds that you are legally obligated to spend when you create a transaction, such as a contract or a purchase order. Not an actual transaction.
- *Planned:* Amount that you plan to spend. This amount is only an estimate and not an actual transaction. You can also use it to record third-party source transactions that precede pre-encumbrance documents. The latter usage requires configuring an existing source transaction type or defining a new one.

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- *Pre-Encumbrance:* Amount that records the funds that you intend to expend but are not legally obligated to expend. This occurs, for example, when you create a requisition. It is not an *actual* transaction.

Note. With the exception of source transaction types that have been assigned the *Dynamic* amount type, a source transaction type always updates the Commitment Control ledger indicated by the Commitment Control amount type defined here. An accounts payable voucher, for example, updates the expense or recognized and collected ledgers, if the Commitment Control amount type defined for it is (as it should be) *Actuals, Recognized and Collected.*

Note. If the source transaction contains a line whose account value does not belong in the amount type assigned for the transaction (such as a revenue account in a purchase order transaction line, where purchase orders are defined as encumbrance amount types), the Budget Processor does not update the Commitment Control ledger table with that line.

Referenced Source Transaction

The transaction type that is reversed, in full or in part, when the transaction type defined on this page is processed.

For example, an encumbrance transaction (such as a purchase order) usually reverses a related pre-encumbrance (such as a purchase requisition). The amount of the pre-encumbrance's value that would be reversed when the encumbrance is processed depends on whether or not you use quantity- or amount-based liquidation. You make that selection on the Ledgers for a Unit - Commitment Control Options page.

Header Record and **Line Record**

The Budget Processor uses these to select and process data for the source transaction type. The header and line records determine the prompts on the Fields page.

Update Header Record and **Update Line Record**

The Budget Processor updates the status fields on these records with the results of budget checking.

Note. The update header record and update line record are physical tables or they can be SQL views if they only reference a single table. The header record and line records may be views based on the same physical table as the update header record and update line record.

Referenced Record Key Record

The record that contains the key fields that link the source transaction to the record that contains the referenced source transaction. For example, for a source transaction type of *Voucher,* the DISTRIB_LINE record contains the key fields that link vouchers to the purchase orders stored in the PO_LINE_DISTRIB record.

The Referenced Record Key Record field field value is usually the same as the Update Line Record field value, but the Referenced Record Key Record field could point to a sibling table instead (for example, if you require requisitions for some purchase orders, but not for others).

The referenced record key record entered here determines the Source Transaction Field Names that prompt on the Referenced Record Keys page.

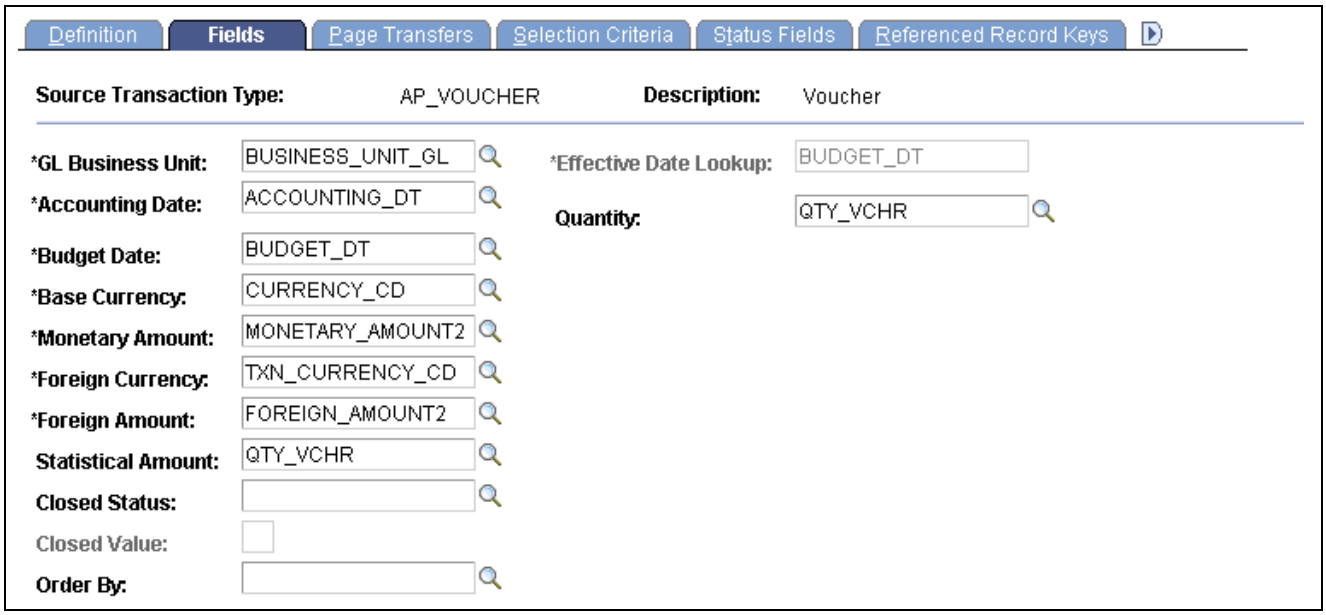
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Source TAO Record The temporary table used in the budget processor application engine program to store the source header and line data.

Note. Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

Defining Source Transaction Fields

Access the Source Transactions - Fields page.



Source Transaction - Fields page

The Budget Processor must know which source transaction header record fields and line record fields map to which Commitment Control fields.

The Commitment Control fields that map to fields on the source transaction header record are Accounting Date and the following:

Order By The field that the Budget Processor uses to control the order (ascending) in which source documents are processed. If no Order By field is specified, the transactions are processed in the order of the fields defined as key fields on the "Header Record" which is specified on the "Definition" tab.

For example for AP_VOUCHER, the key fields on VOUCHER are BUSINESS_UNIT and VOUCHER_ID. If you do not specify a value in the "Order By" field, the Budget Processor orders by BUSINESS_UNIT and VOUCHER_ID.

The Commitment Control fields that map to fields on the source transaction line record are GL Business Unit (general ledger business unit), Budget Date, Base Currency, Monetary Amount, Foreign Currency, Foreign Amount, and the following fields:

Statistical Amount The field that represents the transaction's quantity, as opposed to amount. This is used to calculate the amount to liquidate from the referenced transaction if quantity-based liquidation is used. If no statistical amount field is specified, monetary amount-based liquidation is used regardless of other option settings.

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Closed Status The field on the line record that defines whether the transaction is open or closed. When a transaction is closed, the Budget Processor liquidates all of its remaining unliquidated Commitment Control ledger amounts.

Closed Value Closed Status field value that indicates the transaction has been closed.

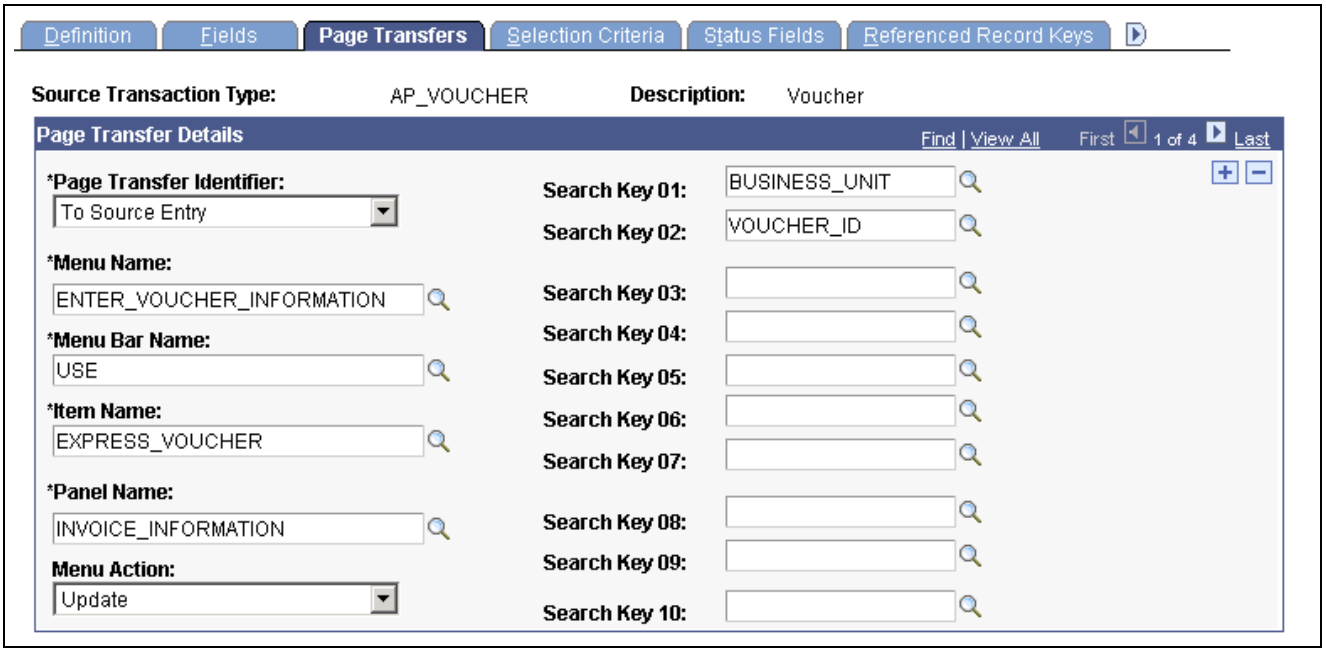
Effective Date Lookup This is the effective date field that is used to determine the effective date of the budget definition.

Quantity Field used for statistical budgeting.

Note. Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

Defining Source Transaction Page Transfers

Access the Source Transactions - Page Transfers page.



Source Transaction - Page Transfers page

This page indicates the parameters required to enable the dynamic use of the PeopleCode Transfer function for page transfers.

Page Transfer Identifier Indicates the type of page to transfer to. The available types include:

- *To Exception Header:* Exception handling header page specific to the source transaction.
- *To Exception Header SearchBox:* Search dialog for the exception handling header page specific to the source transaction.
- *To Source Adjustment:* Page where source transactions are corrected.
- *To Source Adjustment 2:* Additional page where transactions are corrected.
- *To Source Entry:* Page where the source transactions are entered.
- *To Source Entry 2:* Additional page where transactions are entered.

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- *To Source Inquiry:* Page to inquire upon a source transaction.
- *To Source Inquiry 2:* Additional page to inquire upon a source transaction.

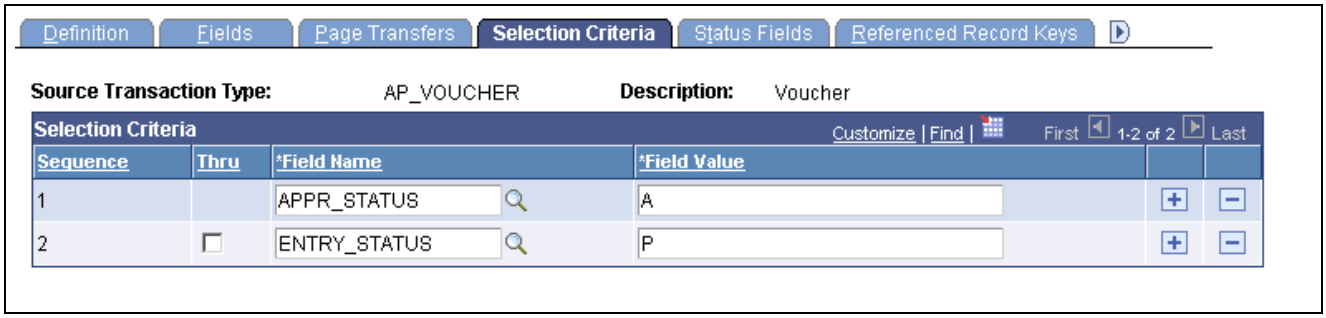
Search Keys 01 through **Search Key 10**: Search keys to be used in the PeopleCode Transfer function. These prompt off of the fields available in the Source Transactions record (KK_SOURCE_TRAN).

The Menu Name, Menu Bar Name, Item Name, Panel Name, and Menu Action indicate the navigation to be used for the page transfer.

Note. Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

Defining Source Transaction Selection Criteria

Access the Source Transactions - Selection Criteria page



Source Transactions - Selection Criteria page

Indicate the Selection Criteria that the Budget Processor uses to select transactions for budget checking.

Use the Thru (through) check box to manipulate the operand for multiple selection criteria. If the Field Name on two adjacent lines is the same, but there is a different *Field Value* leave the check box on the second line clear to indicate an *OR* operation between the two values. Select the Thru check box to indicate a range of field values.

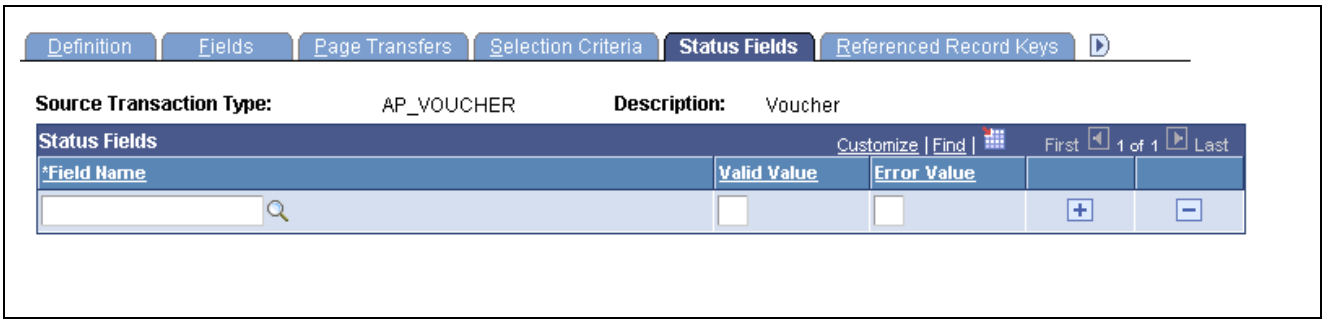
If the field names on two or more adjacent lines are different, the system forces the Thru check box to be clear, and an *AND* operation is in effect between the lines. Only transactions that meet the field name and field value conditions for both (or all) of the adjacent lines are selected for budget-checking.

Note. Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

Defining Source Transaction Status Fields

Access the Source Transactions - Status Fields page.

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Source Transactions - Status Fields page

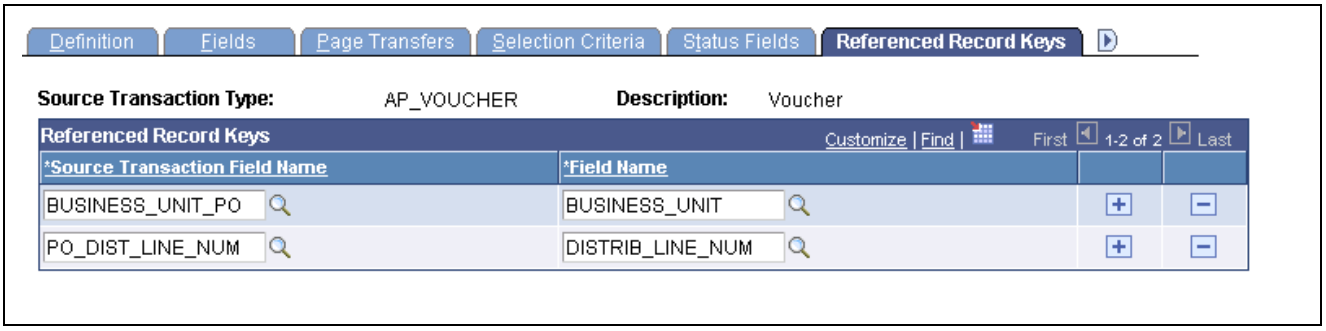
For each source transaction header status field that you want updated by the results of budget checking, indicate the Field Name, Valid Value, and Error Value. The only values that you cannot alter are those for the BUDGET_HDR_STATUS (Budget Header Status) field, which the Budget Processor always populates with *V* (for valid) or *E* (for error).

If you enter only a Valid Value, the status field is updated only if there are no budget errors. If you enter only an Error Value, the status field is updated only if there are budget errors. If you enter both values, the field is populated by the results of the budget check.

Note. Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

Defining Source Transaction Referenced Record Keys

Access the Source Transactions - Referenced Record Keys page.



Source Transactions - Referenced Record Keys page

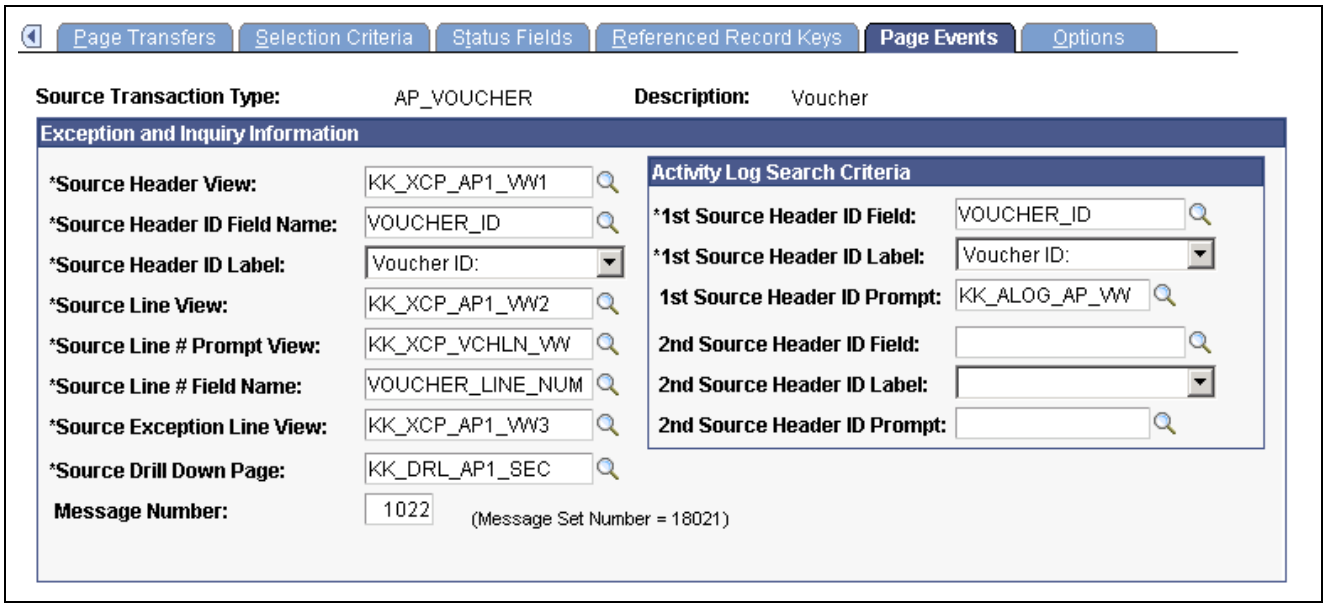
To link two identical but differently named key fields that have to be referenced to one another, indicate the source transaction type's field under Source Transaction Field Name and indicate the referenced transaction key field name under Field Name. The value in the Referenced Record Key Record field on the Source Transactions - Definition page determines the prompts for the Source Transaction Field Name.

Note. Only in rare circumstances should these values be changed, and then only by programmers with extensive experience in PeopleSoft application code.

Defining Source Transaction Page Events

Access the Source Transactions - Page Events page.

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Source Transactions - Page Events page

The data displayed on this page enables exception handling to display the appropriate values for specific source transactions using common functions in the PeopleCode behind the exception and inquiry pages.

Source Header View Links the source transaction header data with the Budget Processor header data.

Source Header ID Field Name Represents the source transaction document for display purposes.

Source Header ID Label Label for the Source Header ID field. For display purposes.

Source Lines View Links the source transaction line data with Budget Processor line data.

Source Line # Prompt View Used as % editable for the line field on the source transaction's Line Exceptions page.

Source Line # Field Name Highest level line number field for the source transaction type.

Source Exception Line View Links the source transaction line data with Budget Processor line data and budget exception data.

Source Drill Down Page Displays source transaction line drill down page.

Message Number Message catalog number for the displayed name for the source transaction line drill-down.. System data ranges from #1022 to #1038 for the 17 source transaction types.

Message Set Number Message catalog set for the drill-down page's displayed title (auto-defaulted to 18021).

Note. You should change these values only in rare circumstances. Only programmers with extensive experience in PeopleSoft application code should make changes to these values.

Activity Log Search Criteria

Selections for both the 1st Source Header ID Field and the 2nd Source Header ID Field are derived from the key fields of the Header Record that is defined on the Definition tab of the Source Transactions page. The values in the two fields must be different.

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Select a value that corresponds to the field. Selections for 1st and 2nd Source Header ID Prompt are views that are delivered by PeopleSoft.

Note. The fields are referenced in the Page Events tab under activity log search criteria. The page is delivered configured and you usually will not change any of the setup. This information is provided for use only in the event that you want to change the search criteria.

When the data type of the Source Header ID field is either Date, Time or DateTime, the corresponding Source Header ID Prompt becomes disabled.

The following two tables list the delivered 1st and 2nd source header IDs and the prompt tables associated with them.

1st Source Header ID and Associated Prompt Tables

This table is a list of the 1st Source Header Field inquiry criteria and is the same as the value that is setup in the KK_PANEL_EVENT.KK_HEADER_ID_FIELD).

KK_SOURCE_TRAN	RECNAME_HEADER	KEYS OTHER THAN (BU AND HEADER ID)	VIEWS
AP_ACCT_LN	VCHR_ACT_HDR_VW	VOUCHER_ID	KK_ALOG_AP_VW
AP_ACCTDSE	VCHR_ACT_DSE_VW	VOUCHER_ID	KK_ALOG_AP_VW
AP_VCHR_NP	VCHR_HDR_NP_VW	VOUCHER_ID	KK_ALOG_AP_VW
AP_VOUCHER	VCHR_KK_VW	VOUCHER_ID	KK_ALOG_AP_VW
AR_MISCPAY	ARCC_PAY_HDR_VW	DEPOSIT_ID	KK_ALOG_ARM_VW
AR_REVEST	AR_CC_TRAN_VW	CUST_ID	KK_ALOG_ARR_VW
BI_INVOICE	BI_ACCT_KK_VW	INVOICE	KK_ALOG_BI_VW
CM_TRNXTN	CM_KK_HDR_VW	INV_ITEM_ID	KK_ALOG_CM_VW
EX_EXCLOSE	EX_SHEET_HDR	SHEET_ID	KK_ALOG_EXP1_VW
EX_EXSHEET	EX_SHEET_HDR	SHEET_ID	KK_ALOG_EXP1_VW
EX_TRVAUTH	EX_TAUTH_HDR	TRAVEL_AUTH_ID	KK_ALOG_EXP2_VW
GENERIC	COMCNTL_TRN_HDR	TRANS_NBR	KK_ALOG_GEN_VW
GL_JOURNAL	JRNL_HEADER	JOURNAL_ID	KK_ALOG_GL_VW
GL_BD_JRNL	KK_BUDGET_HDR	JOURNAL_ID	KK_ALOG_BD_VW
GM_FA	GM_PRJ_RHDR_VW	PROJECT_ID	KK_ALOG_GM_VW
GM_FA_UPG	GM_PRJ_RHDR_UPG	PROJECT_ID	KK_ALOG_GM_VW
HR_PAYROLL	HR_KK_HDR	RUN_DT	NA

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KK_SOURCE_TRAN	RECNAME_HEADER	KEYS OTHER THAN (BU AND HEADER ID)	VIEWS
PC_COLL	INTFC_PC_KK_VW	INTFC_ID	KK_ALOG_PC_VW
PC_ENC	INTFC_PC_KK_VW	INTFC_ID	KK_ALOG_PC_VW
PC_JOURNAL	INTFC_PC_KK_VW	INTFC_ID	KK_ALOG_PC_VW
PC_PREENC	INTFC_PC_KK_VW	INTFC_ID	KK_ALOG_PC_VW
PO_CCBATCH	CC_LINE1_TAO	EMPLID	KK_ALOG_PO4_VW
PO_PROCARD	CC_TRANS_LINE	EMPLID	KK_ALOG_PO4_VW
PO_POENC	PO_HDR	PO_ID	KK_ALOG_PO1_VW
PO_POENCNP	PO_HDR_NP	PO_ID	KK_ALOG_PO1_VW
PO_RAENC	RECV_ENC_HDR_VW	RECEIVER_ID	KK_ALOG_PO3_VW
PO_RAEXP	RECV_EXP_HDR_VW	RECEIVER_ID	KK_ALOG_PO3_VW
REQ_PRECNP	REQ_HDR_NP	REQ_ID	KK_ALOG_PO2_VW
REQ_PREENC	REQ_HDR_PR	REQ_ID	KK_ALOG_PO2_VW

2nd Source Header ID and Associated Prompt Tables

This table is a list of key fields for the 2nd Source Header ID. The first field that is listed under “KEYS OTHER THAN (BU AND HEADER ID) is delivered as the 2nd Source Header ID field. NONE indicates that there is no other key field.

KK_SOURCE_TRAN	RECNAME_HEADER	KEYS OTHER THAN (BU AND HEADER ID)	VIEWS
AP_ACCT_LN	VCHR_ACT_HDR_VW	NONE	NA
AP_ACCTDSE	VCHR_ACT_DSE_VW	NONE	NA
AP_VCHR_NP	VCHR_HDR_NP_VW	NONE	NA
AP_VOUCHER	VCHR_KK_VW	NONE	NA
AR_MISCPAY	ARCC_PAY_HDR_VW	DEPOSIT_BU PAYMENT_SEQ_NUM	KK_ALOG_ARM_VW1 KK_ALOG_ARM_VW2
AR_REVEST	AR_CC_TRAN_VW	ITEM ITEM_LINE ITEM_SEQ_NUM CC_GROUP_SEQ_NUM	KK_ALOG_ARR_VW1 KK_ALOG_ARR_VW2 KK_ALOG_ARR_VW3 KK_ALOG_ARR_VW4

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KK_SOURCE_TRAN	RECNAME_HEADER	KEYS OTHER THAN (BU AND HEADER ID)	VIEWS
BI_INVOICE	BI_ACCT_KK_VW	ACCOUNTING_DT	NA
CM_TRNXTN	CM_KK_HDR_VW	DT_TIMESTAMP SEQ_NBR	KK_ALOG_CM_VW_2
EX_EXCLOSE	EX_SHEET_HDR	NONE	NA
EX_EXSHEET	EX_SHEET_HDR	NONE	NA
EX_TRVAUTH	EX_TAUTH_HDR	NONE	NA
GENERIC	COMCNTL_TRN_HDR	TRANS_DT	NA
GL_JOURNAL	JRNL_HEADER	JOURNAL_DATE UNPOST_SEQ	KK_ALOG_GL_VW_2
GM_FA	GM_PRJ_RHDR_VW	ACTIVITY_ID RESOURCE_ID	KK_ALOG_GM_VW_1 KK_ALOG_GM_VW_2
GM_FA_UPG	GM_PRJ_RHDR_UPG	ACTIVITY_ID RESOURCE_ID	KK_ALOG_GM_VW_1 KK_ALOG_GM_VW_2
HR_PAYROLL	HR_KK_HDR	SEQNUM KK_AMOUNT_TYPE ACCOUNTING_DT	KK_ALOG_HR_VW_1 KK_ALOG_HR_VW_2
PC_COLL	INTFC_PC_KK_VW	KK_DISTRIB_STATUS PROCESS_INSTANCE	KK_ALOG_PC_VW_1 KK_PROC_INS_VW1
PC_ENC	INTFC_PC_KK_VW	KK_DISTRIB_STATUS PROCESS_INSTANCE	KK_ALOG_PC_VW_1 KK_PROC_INS_VW1
PC_JOURNAL	INTFC_PC_KK_VW	KK_DISTRIB_STATUS PROCESS_INSTANCE	KK_ALOG_PC_VW_1 KK_PROC_INS_VW1
PC_PREENC	INTFC_PC_KK_VW	KK_DISTRIB_STATUS PROCESS_INSTANCE	KK_ALOG_PC_VW_1 KK_PROC_INS_VW1

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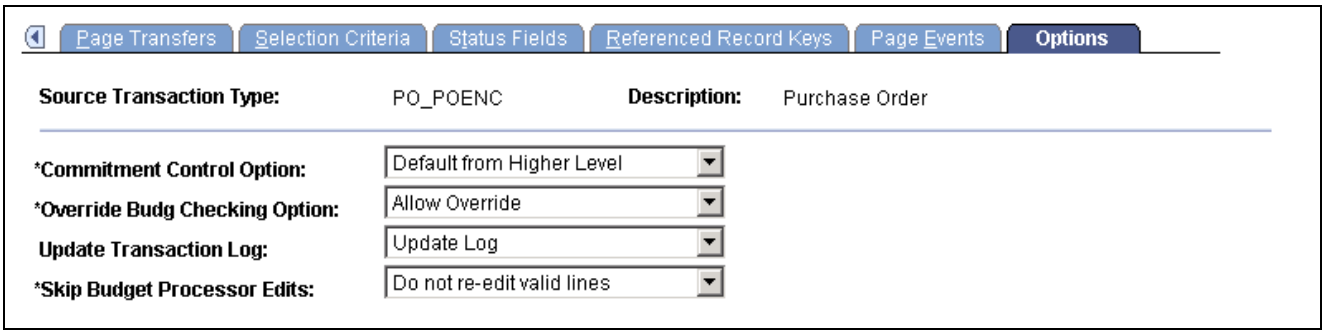
KK_SOURCE_TRAN	RECNAME_HEADER	KEYS OTHER THAN (BU AND HEADER ID)	VIEWS
PO_CCBATCH	CC_LINE1_TAO	CREDIT_CARD_ VENDOR CRDMEM_ACCT_NBR TRANS_NBR SEQUENCENO TRANS_DT LINE_NBR DTTM_STAMP	KK_ALOG_PO3_VW1 KK_ALOG_PO3_VW2 KK_ALOG_GEN_VW KK_ALOG_PO3_VW3 KK_ALOG_PO3_VW4
PO_POENC	PO_HDR	NONE	NA
PO_PROCARD	CC_TRANS_LINE	CREDIT_CARD_ VENDOR CRDMEM_ACCT_NBR TRANS_NBR SEQUENCENO TRANS_DT LINE_NBR DTTM_STAMP	KK_ALOG_PO3_VW1 KK_ALOG_PO3_VW2 KK_ALOG_GEN_VW KK_ALOG_PO3_VW3 KK_ALOG_PO3_VW4
PO_RAENC	RECV_ENC_HDR_VW	RECV_LN_NBR RECV_SHIP_SEQ_NBR DISTRIB_LINE_NUM DST_ACCT_TYPE APPL_JRNL_ID ACCOUNTING_PERIOD FISCAL_YEAR ORIGINAL_TRANS DT_TIMESTAMP	KK_ALOG_PO4_VW1 KK_ALOG_PO4_VW2 KK_ALOG_PO4_VW3 KK_ALOG_PO4_VW4 KK_ALOG_PO4_VW5 KK_ALOG_PO4_VW6 KK_ALOG_PO4_VW7 KK_ALOG_PO4_VW8

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KK_SOURCE_TRAN	RECNAME_HEADER	KEYS OTHER THAN (BU AND HEADER ID)	VIEWS
PO_RAEXP	RECV_EXP_HDR_VW	RECV_LN_NBR	KK_ALOG_PO4_VW1
		RECV_SHIP_SEQ_NBR	KK_ALOG_PO4_VW2
		DISTRIB_LINE_NUM	KK_ALOG_PO4_VW3
		DST_ACCT_TYPE	KK_ALOG_PO4_VW4
		APPL_JRNL_ID	KK_ALOG_PO4_VW5
		ACCOUNTING_PERIOD	KK_ALOG_PO4_VW6
		FISCAL_YEAR	KK_ALOG_PO4_VW7
		ORIGINAL_TRANS	KK_ALOG_PO4_VW8
		DT_TIMESTAMP	
REQ_PRECNP	REQ_HDR_NP	NONE	NA
REQ_PREENC	REQ_HDR_PR	NONE	NA

Defining Source Transaction Options

Access the Source Transactions - Options page



Source Transactions - Options page

Note. You can adjust the field values on this page at any time. The selections you make here for the commitment control option override the options you selected at the budget attributes, control ChartField, or control budget definition.

Commitment Control Option

Select the degree of budgetary control:

- *Control:* Transactions that cause budget exceptions generate errors or warnings.
- *Control Initial Document:* Control expenditures against the initial document only.

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Transactions are stopped and error messages issued only if budget constraints would be exceeded when the initial document is processed. Transactions that pass budget checking on the initial document, such as a purchase requisition, are automatically passed on all subsequent documents, such as a purchase order or payment voucher, even if budget constraints are exceeded at the time they are processed.

- *Default from Higher Level:* Commitment Control is set to default from a higher level, such as the budget attributes, control ChartField, or control budget definition level.
- *Track w/o Budget* (Tracking without Budget): Track transactions even if there is no budget set up. If a budget row exists and there are exceptions, issue warnings. Also Track.
- *Tracking w/ Budget* (Tracking with Budget): Track transaction amounts against a budget but do not issue error exceptions unless there is no corresponding budget row. Pass if budget row exists, even for a zero amount, but issue warnings for exceptions.

Override Budg Checking Option (override budget checking option)

- *Allow Override:* Select to allow users with override security access to pass a transaction manually if it failed budget checking.
- *Do not Allow Override:* Select to make this transaction type inaccessible to any budget or transaction override. This is only effective if the override event is inactive within commitment control security.

Note. Override budget checking option is only applicable when commitment control security for the *override* event is *not*active. When you are using commitment control security for the override event, the setting for this option is not evaluated. Only the commitment control security rules are evaluated to determine whether a user can override a budget checking exception. If you are not using commitment control security, then this field is evaluated and when set to Allow Override, the user is permitted to override budget exceptions that are considered *overridable.* The list of overridable versus non-overridable exceptions is in the Managing Budget Exceptions chapter.

See Chapter 9, "Managing Budget Exceptions," page 233.

Update Transaction Log

Select a value to determine whether the source transaction type updates the Commitment Control Transaction Log (KK_TRANS_LOG).

The Commitment Control Transaction Log provides the ability to track historical budget-checking activity at the untranslated document level. This table records all successful budget-checking transactions sequentially, including reversal entries. For example, if you budget check a purchase order with Fund 100 and then change the Fund to 200 and re-budget-check the purchase order, you can use the Commitment Control Transaction Log to see this history. Each time you budget-check a transaction, a sequence number on the record increments by 1.

You can use the Commitment Control Transaction Log table in conjunction with data in the KK_SOURCE_HDR table, the KK_SOURCE_LN table, and the KK_ACTIVITY_LOG table to research historical activity, reconcile discrepancies, and attest to the accuracy of accounting data maintained within the Commitment Control ledgers.

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Skip Budget Processor Edits

Select one of these values to determine whether source transaction lines that have a budget line status of Vor W coming into the budget checking process undergo budget attribute edit and budget checking routines. These are the monetary and budget attributes related edits. Configuration related edits, such as edits for ChartFields not in the tree or budget definition not found continue to be logged.

- Do not re-edit valid lines
- Re-edit valid lines

Because Purchasing and Expenses are the only products that manage the budget line status field on documents, this option is displayed for only the Source Transaction Definitions listed below:

- PO_POENC
- PO_POENCNP
- REQ_PREENC

For all other definitions, the field is not available on the page and the systems defaults to Re-edit valid lines.

If the ChartFields, amounts, or dates associated with a source line are changed, he budget line status is changed to N so that the line is rechecked.

Note. Valid lines are still picked up and processed by the budget processor. This feature simply suppresses the Budget Attribute and Budget Checking related exceptions. Any setup related errors associated with the source lines is still logged. For example: The Budget is Closed and the Budget Date is Out of Bounds exceptions are suppressed. However, setup related errors, such as *the account is not defined in the translation tree* or a *budget definition could not be found* is logged.

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CHAPTER 5

Setting Up Commitment Control Security

This chapter provides an overview of setting up security for Commitment Control and describes how to:

- Set up security fields.
- Set up security events.
- Set up security rules.
- Assign security rules to user IDs, permission lists, and dynamic views.
- Run the Commitment Control Security process (KSEC_FLAT) and Commitment Control Security report (GLC8572).
- Set up PS/nVision reporting security.

Understanding Commitment Control Security

Commitment Control security augments the security used by your PeopleSoft Enterprise applications, enabling you to secure the Commitment Control functions, such as creating or modifying budgets or overriding exceptions, that a user may perform on ChartField combinations for which you have established control budgets.

To set up Commitment Control security, you define a series of security rules that enable particular commitment control functions for particular budgets. You then apply those security rules to user IDs, permission lists, or dynamic views consisting of user IDs and associated ChartFields.

In this section, we discuss the following:

- Security set up order.
- Security events.
- Security rules.
- Security rule assignment.

Security Set up Order

Use the following order for setting up security for Commitment Control:

1. Enable standard PeopleSoft application security. Define users, roles, and permission lists.

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Note. Coordination of overall system security options and commitment control security is important. For example, if you select options on the Security Options page by user ID and if you select only the Business Unit check box and not the Ledger check box, the user is not able to select any ledger group for budget journals. Instead the system returns the message "No matching values were found" and the user cannot select ledger groups.

In other words, when the Security Options page has User ID Level Security checked, for any user who wants to access Ledger Group, the Ledger check box for Secured Fields must be checked and Ledger by User ID must be appropriately setup.

2. Security field setup comes predefined. We recommend that you not edit any of the fields on this page unless you are configuring (making changes, such as adding deleting, activating, inactivating, or renaming) Commitment Control ChartFields.

   If you are configuring ChartFields, define the ChartFields that you want to secure on the Security Field Setup page. You can establish security for any ChartField that you define as a key ChartField in the control budget definition, as well as Budget Period, Ledger Group, and Ledger.

3. Select the events that you want to secure on the Security Events page.

   Commitment Control predefines the seven events that can trigger security: Budget Entry or Adjustment, Budget Transfers, Bypass Budget, Budget Override, Budget Date Override, Workflow Notification, and Budget Inquiry.

   The default security setting for these events is *inactive.*

   Note. It is useful to know which events you want to secure before you proceed with security setup, however, it might be helpful to defer activating security events until just before running the security build process. The security build process builds the security records only for events that are activated. Deferring activation enables you to verify that the security rules you are building correctly enforce the security events, and it insures that you are not hampered by security being activated during setup or until you are ready for security to be applied.

4. Define security rules for these events in the Rule Definitions component.

   Security rules apply event security to the ChartField combinations (budgets) that you want to secure.

5. Assign security rules to individual user IDs and permission lists to tell the system which events a user has the authority to conduct for specific budgets. You can also apply security rules dynamically, using a pre-defined record that contains the user IDs and the ChartField or ChartFileds defined in a dynamic rule group. Use the Associate Rules to User ID, Assoc Rules to Permission List, or Attach Dynamic Rules pages.

6. Run the Commitment Control Security process (KSEC_FLAT), also known as the security flattening process, from the Request Build page.

   This process uses security rules and assignments to populate the tables that the system uses to check security authority during transaction entry. This Application Engine process must be run before security rules and assignments become effective.

7. You can Run the Commitment Control Security report (GLC8572) to view the results of the Commitment Control Security process.

The system uses these security settings to enforce security for Commitment Control *across all applications* in your installation. Any event that requires security processing initiates a call to the security function on a predetermined trigger, such as entering or saving a page. The system does not process any events that fail the security rule for the user ID.

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See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Key ChartFields and Translation Trees, page 21

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Securing Your System"

Enterprise PeopleTools 8.48 PeopleBook: PeopleSoft Security

Security Events

Commitment Control uses security events to enable you to specify the budgetary functions, or events, on which the system enforces security. There are seven event types for which you can enable security:

- Budget Entry or Adjustment
- Budget Transfer
- Budget Override
- Budget Date Override
- Bypass Budget
- Workflow Notification
- Budget Inquire

You enable security separately for each event on the Security Events page. This enables you to decide whether to implement security across all control-budgeting functions (events) or a limited set of functions. For example, you may want to enable security for budget journal entry and adjustments to limit this activity to a small set of users, but not enable security for inquiring on existing budgets so that all users can check on the status of a budgeted amount.

The following table shows how each security event restricts access to Commitment Control functions when you activate it. The table also provides links to detailed discussions of the functions themselves:

Security Event	Functions	Further Discussion
Budget Entry or Adjustment (ENT_ADJT)	Enables you to restrict budget journal (budget amount) entry to a limited set of users. You can also restrict users to specific budgets using ChartField values.	See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Understanding Entering and Posting Commitment Control Budget Journals, page 153.
Budget Transfers (TRANSFER)	Enables you to restrict or add constraints to the ability of the user to transfer funds from one budget to another.	See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Understanding Entering and Posting Commitment Control Budget Journals, page 153.

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Security Event	Functions	Further Discussion
Budget Override (OVERRIDE)	Enables you to restrict or add constraints to the ability of the user to override budget checking. Budget- checking override enables users to override budget checking exceptions for a new transaction or to pass a transaction that has failed budget checking. **Note.** If Commitment Control security is active for the budget override event, the commitment control security rules will supersede the override setting for the Source Transaction Definition . The override setting on the Source Transaction Definition is taken into consideration by the system only when the override event is inactive within Commitment Control security. **Note.** Override at the transaction level, or header level, as for a complete override of a journal entry, can be done by a super user only. Overrides at the individual budget level for source transactions can be established for other than a super user rule.	See Chapter 9, "Managing Budget Exceptions," Understanding Exception Handling and Notification, page 233. See Chapter 4, "Setting Up Commitment Control Source Transaction Types," Defining Source Transaction Options, page 117.
Workflow Notification (NOTIFY)	The notification feature in Commitment Control enables users to be notified by workflow when budget exceptions occur or when a specified percentage of the budget has been used (Early Warning notification). Activating the Workflow Notification security event enables you to limit the budgets that a user can specify for notification.	See Chapter 9, "Managing Budget Exceptions," Understanding Exception Handling and Notification, page 233.
Budget Inquire (INQUIRE)	Enables you to limit the users who can view control budgets.	See Chapter 10, "Inquiring on Budgets and Transaction Activities," page 265. See Chapter 9, "Managing Budget Exceptions," page 233.

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Security Event	Functions	Further Discussion
Bypass Budget (BYPASS)	Enables you to limit the users who can create a General Ledger journal that bypasses budget checking entirely (as opposed to overriding a budget checking exception). A journal that bypasses budget checking never updates the control budget ledger. This function is reserved for occasions such as when a user needs to correct a suspense journal that was generated from within a source application like Purchasing and whose accounting entries have already been budget-checked. Users may also want to bypass budget checking for journals that are created in the allocation process, when, for example: • Source transactions are already budget-checked. • The allocation process is being used to create a reporting ledger that uses a standard ledger template. **Note.** You can attach this event only to a Super User security rule.	See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Making General Ledger Journal Entries," Entering Journal Header Information. See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Processing Journals," Correcting Journal Errors.
Budget Date Override (BUDG_DT)	Enables you to limit the users who can override the system-defined budget date on a source transaction. **Note.** You can attach this event only to a Super User security rule.	See Chapter 8, "Processing Source Transactions Against Control Budgets," Budget Processor, page 203.

Security Rules

Security rules enable you to establish which security events can be performed on which budgets and which transactions independent of any specific user until such time as you apply the rules to a user or users. For example, you can create one security rule to enable budget entry, transfers, notification, and inquiry for a budget (or group of budgets) and create a different security rule that enables only inquiry for the same budget (or budget group). After you define your security rules, you can assign these rules to a specific user ID or all the users and roles assigned to a permission list. You can also use a dynamic rule group, which uses a SQL view that joins user IDs with ChartField values to dynamically assign users access to budgets with particular ChartField values.

The following rules govern how Commitment Control applies security rules to user IDs and permission lists:

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- For events that do not require a Super User rule, you can create security rules that *allow* access to the budgets you specify for the security events you specify. You can also create security rules that *disallow* such access.

  Note. A Super User rule is required to perform budget override, date override, and bypass at the transaction level.

  When you assign a user to a security rule that allows access, the system denies the user access to any budgets and active security events that are not specified in that security rule, unless that user is assigned to another security rule that does allow access to budgets and security events not specified in the first security rule.

  When you assign a user to a security rule that disallows access, the system denies the user access to the budgets and active security events you specify and gives the user access to all other budgets for those security events, unless that user is assigned to another security rule that disallows access to those unspecified budgets.

  The choice between allow and disallow can save you time and effort when defining security rules. When you want to allow access to only a few budgets, use the allow attribute to specify them. When you want to allow access to all but a handful of budgets, use the disallow attribute to specify those that you want to deny access to instead of entering rows and rows of allowed budgets.

  Note. All users automatically have access to *inactive* security events for all budgets, regardless of the security rules you establish.

- You can create security rules defined solely for Super Users.
- You can assign multiple security rules to a single user—that is, a user may have one set of security rights for one group of budgets and a different set of security rights for another group of budgets.

  If you grant a user multiple security rules, and the security rules provide conflicting security access, the security rules that disallow access take precedence.
- You must set up and assign security rules for users to provide access to any security event that is active. If no security rules for a particular security event are assigned to a user, then that user has no access to that security event for any budget.

The following example provides a simplified illustration of how you can use security rules to limit a user's access to a specific set of events for a set of budgets.

Table 1: Associating Security Rules with Security Events:

Sec Rule	Bdgt (CF combo)	ENT_ ADJT	Transfer	NOTIFY	INQUIRE	Override	BUDG_ DT	BYPASS
A	Budget #1: Account 10000, DeptID 35000	Y	N	Y	Y	N	N	N

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Sec Rule	Bdgt (CF combo)	ENT_ ADJT	Transfer	NOTIFY	INQUIRE	Override	BUDG_ DT	BYPASS
B	Budget #2: Account 10015, DeptID 35000	N	N	Y	Y	N	N	N
C	All Budgets	N	N	N	Y	N	N	N

Table 2: Associating User IDs with Security Rules:

User ID	User	Security Rules
TJON	Jones,Tammy	A, B
RSMI	Smith,Roger	B
HBRO	Brown,Harry	C

User Tammy Jones is associated with security rules A and B. According to security rule A, Ms. Jones has the security to perform the following events on budget #1: entering and adjusting, inquiring, and receiving notifications about exceptions. Security rule B enables her to inquire on and be notified of exceptions for Budget #2.

User Roger Smith, also associated with security rule B, can be notified whenever an exception for Budget #2 occurs and can inquire on budgetary information. However, unlike Tammy Jones, Mr. Smith cannot perform any events for Budget #1.

User Harry Brown is a Junior Financial Analyst in the corporate group. Security rule C lets him inquire on the budgetary information for all budgets, but he cannot perform any substantive actions on these budgets.

Grouping Budgets for Security

You can define security rules for specific budgets and for a range or group of budgets. Instead of specifying each individual ChartField combination that you want to include within a security rule, you can specify ranges of budgets by entering ranges of ChartField values.

There are three parameters you can use to enter ranges of ChartFields:

- *Range:* enter the first and last ChartField value in a range. If you enter account 10000 as the start value and 20000 as the end value, for example, you include all budgets with accounts 10000 through 20000 that meet the other ChartField value criteria in the ChartField combination.
- *Wild Card:* enter a wildcard (%). For example, if you enter department 14%, you include all budgets with departments beginning with 14 that meet the other ChartField value criteria in the ChartField combination. If

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you enter *%* alone, you include budgets for all departments that meet the other ChartField value criteria in the ChartField combination.

- *Tree:* enter a translation tree and node to include budgets for that node and all the ChartField values that are children of that node (and which meet the other ChartField value criteria in the ChartField combination). Usually you can use the key ChartField translation trees you set up for control budget definitions.

Note. You use *Explicit* when you want to select a *single* ChartField value, which you enter in the Start field.

See Chapter 3, "Setting Up Basic Commitment Control Options," Key ChartFields and Translation Trees, page 21.

Here is an example of how you can use grouping parameters to define a group of budgets for a security rule. Assume that you entered the following ChartField values in a security rule:

ChartField Combination Set#1:

ChartField	Parameter	Start	End	Tree	Node
ACCOUNT	Wildcard	501%	--	--	--
DEPTID	Range	30000	32000	--	--

ChartField Combination Set#2:

ChartField	Parameter	Start	End	Tree	Node
ACCOUNT	Tree	--	--	BUD_ ACCOUNT	682000
DEPTID	Wildcard	335%	--	--	--
PRODUCT	Range	200	250	--	--

The following is an excerpt from the BUD_ACCOUNT ChartField tree for this example:

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Accounts ChartField tree excerpt

Assume the following budgets are defined:

ACCOUNT	DEPTID	PRODUCT
501020	20010	--
501020	*30000*	--
501025	*30200*	--
500500	31000	--
620000	35000	220

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ACCOUNT	DEPTID	PRODUCT
621000	*33510*	*230*
616200	*33510*	*245*
501020	33510	245

Your security rule would apply to the budgets whose ChartField values appear in *italics* in the table.

Conflicting Security Rules

If a budget action, or event, by a user passes any one rule, it passes the security check completely. The exception to this is when there are one or more rules that conflict. In a conflicting rules situation, the default is to disallow and the action fails security.

For example, if rule 1 is allow budget entry for Deptid 10000 through 20000 and rule 2 is to Disallow budget entry for Deptid 12000 through 21000 and both rules are assigned to the same user there is a conflict. Any attempt by that user to do a budget entry for Deptid 12000 through 20000 fails Commitment Control security.

Dynamic Security Rules

You use dynamic rules to assign security events to a ChartField that you define as a bind variable rather than a particular value or range of values. The bind variable is resolved by a view, called the dynamic rule record, that associates a user ID with a ChartField value.

See the discussion of Attaching Rules to Dynamic Rule Groups in the section, Security Rule Assignment, below.

Security Rule Assignment

Once you have defined your security rules and applied those rules to events and business units, you are ready to attach the rules to users. You have the option to attach rules to single user IDs, to permission lists, or to dynamic rule groups.

Attaching Rules to User IDs

Assigning security rules to user IDs enables you to attach specific security rules to individuals. This can be tedious and can require a lot of maintenance for a large number of users, but it does provide a useful method for attaching special rules (such as a Super User rule) to select users.

Attaching Rules to Permission Lists

Often you need to assign the same budget security to all the users of a permission list. While you could assign the security rule to each individual user, this would produce a maintenance issue in that if you needed to add a new security rule, you would have to add this rule multiple times. By taking advantage of the permission lists set up as part of your standard PeopleSoft application security, you can attach rules to a permission list, which then enables these rules for all users associated with the permission list.

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Attaching Rules to Dynamic Rule Groups

In cases where a user is associated with a particular ChartField value, such as a manager and a department ID, you can create *dynamic security rules* and *dynamic rule groups*. Dynamic rule groups use a SQL view that you must define yourself, called the *dynamic rule record*, that joins the user ID and the ChartField value. Each user in the dynamic rule group has access to the budgets that include the ChartFields that the user is associated with in the dynamic rule record, for the security events defined in the dynamic security rule. This is far more convenient than creating and maintaining separate rules and attaching them individually to each user.

To set up dynamic rule groups, do the following:

1. Define a dynamic security rule in the Rule Definitions component. This rule assigns a bind variable to the ChartField that is resolved by the dynamic rule record.
2. Use Application Designer to define a dynamic rule record, a SQL view that includes the user ID field and the ChartField that uses the parameter *Bind* in the dynamic rule. For an example of a dynamic rule record, see the delivered record KK_DYN1 by opening the record in the PeopleSoft Application Designer.
3. Define a dynamic rule group by attaching the dynamic security rule to the dynamic rule record on the Attach Dynamic Rules page.

The Commitment Control Security process (KK_SEC_FLAT) creates security rows using the user ID and ChartField values from the dynamic rule record rows.

Dynamic Rule Group Example

Assume you want to allow department managers to inquire only on their own departmental budgets. Do the following:

1. Define a dynamic security rule with department ID (DEPTID) defined as a bind variable and apply it to the Budget Inquire security event.
2. Define a dynamic rule record with the fields user ID (OPRID) and department ID, based on a join of the DEPT_TBL, the PERSONAL _DATA table, and the OPRALIAS table:

```
SELECT a.deptid
, C.OPRID
FROM PS_DEPT_TBL A
, PS_PERSONAL_DATA B
, PSOPRALIAS C
WHERE A.MANAGER_NAME = B.NAME
AND B.EMPLID = C.EMPLID
```

3. Define a dynamic rule group by attaching the dynamic security rule to the dynamic rule record.
4. Run the Commitment Control Security process.

See Also

Chapter 5, “Setting Up Commitment Control Security,” Assigning Commitment Control Security Rules, page 139

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Setting Up Commitment Control Security Fields

To set up commitment control security fields, use the Field Setup component (KSEC_CHARTFIELD).

This section describes how to enable ChartFields for Commitment Control security.

See Also

Chapter 5, "Setting Up Commitment Control Security," Security Set up Order, page 121

Page Used to Define Security Fields

Page Name	Object Name	Navigation	Usage
Commitment Control Security Field Setup	KSEC_CHARTFIELD	Commitment Control, Define Budget Security, Field Setup, Commitment Control Security Field Setup	Define key ChartFields to be used when defining security rules in the Security Rules component, along with the prompt table for each key ChartField. These values are delivered by PeopleSoft. Do not make changes on this page unless you are doing a reconfiguration of your ChartFields.

Defining Security Fields

Access the Commitment Control Security Field Setup page.

Warning! Do not edit the delivered security fields unless you are configuring your Commitment Control ChartFields.

Security Field Do not make changes to these fields unless you are changing your ChartField configuration from that delivered. If you make changes, you can select a field for which you want to enable security. Security can be enabled for any field that is a key ChartField for control budget definitions, including Budget Period, Ledger Group, and Ledger.

Record Name (table name) Do not make changes to these fields unless you are changing the configuration of the delivered ChartFields. These values are the record, or table, names that the system prompts against when you specify field values for a ChartField on the Rule Definition page. Use the records defined in the Commitment Control ledger template as the RECNAME or the RECNAME_EFFDT.

Setting Up Commitment Control Security Events

To set up commitment control security events, use the Events component (KSEC_EVENT_ENTRY).

This section describes how to activate security for specific Commitment Control functions, known as security events.

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See Also

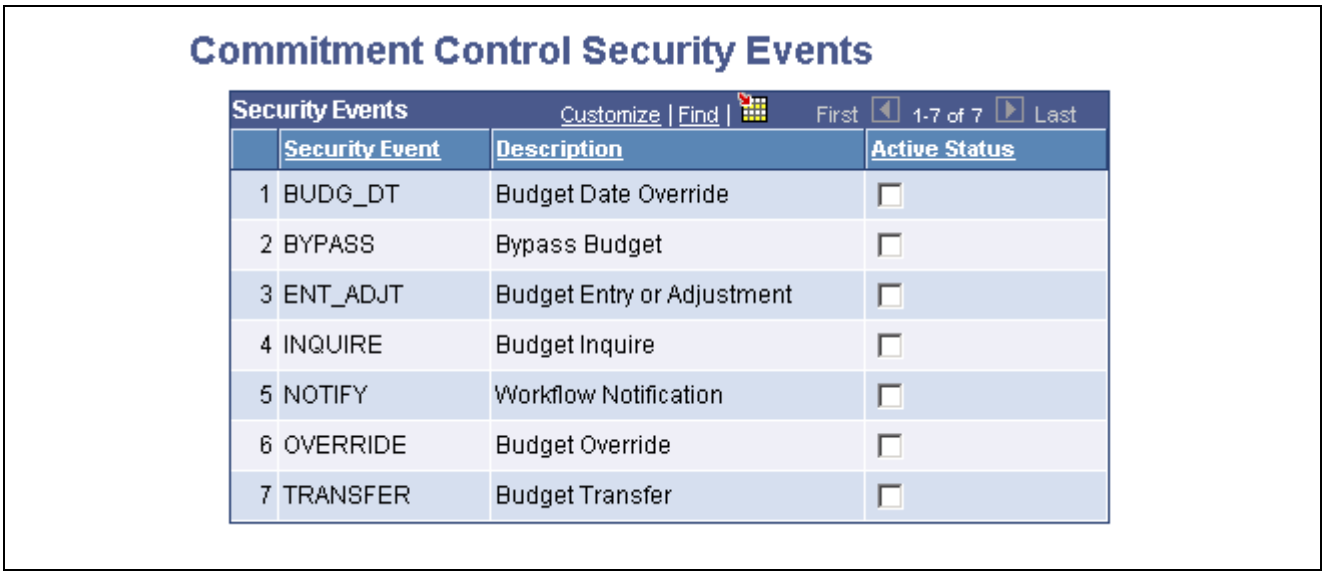
Chapter 5, "Setting Up Commitment Control Security," Security Events, page 123

Page Used to Activate Security Events

Page Name	Object Name	Navigation	Usage
Commitment Control Security Events	KSEC_EVENT_ENTRY	Commitment Control, Define Budget Security, Events, Commitment Control Security Events	Activate and inactivate security for specific Commitment Control functions, or *events*.

Activating Security Events

Access the Commitment Control Security Events page.



Commitment Control Security Events page

Check the check box for any of the seven security events (commitment control functions) to which you want to restrict access or add constraints to the use of the events.

Setting Up Commitment Control Security Rules

To set up commitment control security rules, use the Security Rule Definition component (KSEC_RULE_ENTRY).

Security rules enable you to establish, independently of any specific user, which security events can be performed on which budgets. Setup for security rules consists of two steps, described in this section:

1. Defining the security rules and applying them to business units.
2. Applying the security rules to security events.

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See Also

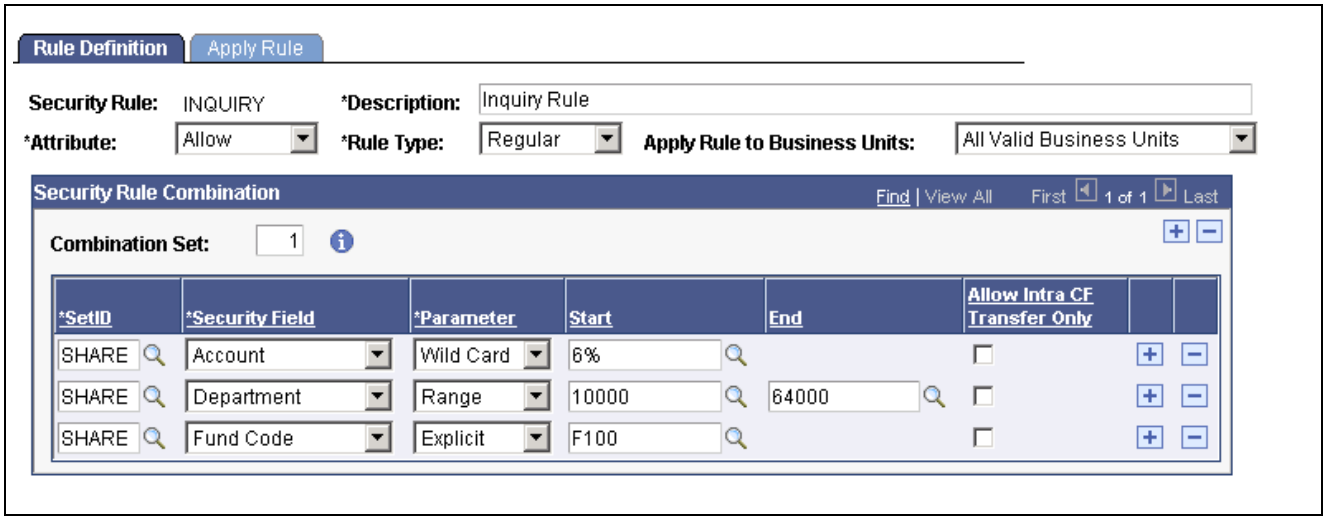
Chapter 5, "Setting Up Commitment Control Security," Security Set up Order, page 121

Pages Used to Define Security Rules

Page Name	Object Name	Navigation	Usage
Rule Definition	KSEC_RULE_ENTRY	Commitment Control, Define Budget Security, Rule Definitions, Rule Definition	Specify the key ChartField values and business units that define the budgets included in a security rule.
Apply Rule	KSEC_RULE_APPLY_TO	Commitment Control, Define Budget Security, Rule Definitions, Apply Rule	Apply the attributes that you defined on the Rule Definition page to one or more security events.

Defining Security Rules

Access the Rule Definition page.



Rule Definition page

Attribute Select one of the following:

- *Allow:* Create a security rule that allows users access to the ChartField combinations that you specify in the Security Rule Combination scroll area, for the business units you specify in the Apply Rule to Business Units scroll area, and the security events that you specify on the Apply Rule page. Users are denied access to any ChartField combinations, security events, and business units that you do not specify, unless they have access through another security rule.
- *Disallow:* Create a security rule that prevents a user from accessing the ChartField combinations that you specify in the Security Rule Combination scroll area for the business units you specify in the Valid Business Units scroll area and the security events that you specify on the Apply Rule page. Users are granted access to any ChartField combinations that you do not specify for the security events and business units that you do specify.

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- *Super User:* Create a Super User security rule. When you select *Super User,* the system automatically makes the Security Rule Combination scroll area unavailable. Users attached to a Super User rule have access to all budgets and business units for the event or events you specify on the Apply Rule page.
- Of the following security events, the only event that makes a distinction between transaction level and budget level is the Budget Override event. The other two have to be associated with a Super user rule:
  - Budget Date Override
  - Bypass Budget
  - Budget Override

Rule Type Select one of the following:

- *Regular:* Use when you attach the rule either to a user or to a permission list.
- *Dynamic:* Use when you attach the rule to a dynamic rule group.

Security Rule Combination

Combination Set Each combination set represents a budget or range of budgets (depending on the parameters you use to select ChartField values). When you add a new combination set, the system generates a sequential combination set number.

When more than one ChartField is being secured in combination with other ChartFields, establish combination sets for a rule as opposed to defining individual rules for each ChartField value or range of ChartField values. To control for multiple ChartFields that are interrelated, create a rule using multiple ChartField Combination Sets.

For example if a user is to have access to the following ChartFields for these specific values:

- Departments 14000 to 20000 and 30000 to 42000.
- Funds F200 to F400 and F500.

Create the following ChartField Combination Sets for one rule:

- Rule 1 Combination Set 1.
  - DEPTID 14000 to 20000.
  - FUND F200 to F400.
- Rule 1 Combination Set 2
  - DEPTID 14000 to 20000.
  - FUND F500.
- Rule 1 Combination Set 3
  - DEPTID 30000 to 42000.
  - FUND F200 to F400.
- Rule 1 Combination Set 4
  - DEPTID 30000 to 42000

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- FUND F500

  Do not create separate rules for each ChartField value or range of values. A separate rule for each of the ChartField values or ranges of values in the above example, even if run sequentially, results in user access to unintended budgets. This is because system logic allows update for any row that passes any one rule.

Budget ChartField Values and Budget ChartField Tree Values

Security Field

Select a key ChartField for the budget or budgets you want to include in the combination set. You specify each ChartField and its value or values on a separate row.

The ChartField must be on the list of security fields defined on the Security Field Setup page. This list also includes budget period, ledger group, and ledger.

Observe the following rules when adding security ChartFields:

- When you add a combination set, be careful to include only key ChartFields of the budgets for which the rule is used.

  You can use budget period with any security rule. However, you can use ledger only with Budget Entry (ENT_ADJT) and Budget Transfer (TRANSFER.) You can use ledger group with any security rule that does not apply to the Budget Entry or Adjustment security event or the Budget Transfer security event. If you include non-key ChartFields in a security rule, the budgets defined by that ChartField combination fails the security rule. The result could be that the security rule grants access to budgets that you did not intend it to or denies it to budgets that you did, depending on whether you selected *Allow* or *Disallow* as the attribute.

- You must include offset accounts among the Account values in a security rule that applies to a balancing Commitment Control ledger group, if the security rule applies to the Budget Entry or Adjustment event or the Budget Transfer event. You enable balancing on the Budget Definitions - Control Budget Options page.

- You must use ledger group as a security ChartField for the Budget Inquire and Workflow Notification events if you want to enable access to self-service pages.

Parameters

Select the parameter the system is to use to identify valid ChartField values:

- *Bind:* Uses a bind value for the ChartField.

  This bind value is resolved by the dynamic record that you specify when you attach this rule to a dynamic rule group on the Attach Dynamic Rules page.

Note. Any rule that contains a bind parameter should be specified as a dynamic rule type on this page and attached to a dynamic rule group before you run the Commitment Control Security process (KSEC_FLAT).

See Chapter 5, "Setting Up Commitment Control Security," Attaching Dynamic Rules, page 140.

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- *Explicit:* Use to select a single ChartField value, which you enter in the *Start* field.
- *Range:* Use to enter a range of ChartField values.
- *Tree Node:* Use to enter a node in the ChartField translation tree, such that the security rule includes all children for that node.

  When you select *Tree Node*, you must enter a *Tree* and a *Node* on the *Budget ChartField Tree Values* tab. That tab appears only when you select *Tree Node.*

  You can usually use the key ChartField translation trees you set up for defining control budget definitions.

  Note. *Note.* If you change the tree used by the rule, you must re-save the rule to capture the tree changes and rerun the security build process (KSEC_FLAT).

  See Chapter 3, "Setting Up Basic Commitment Control Options," Key ChartFields and Translation Trees, page 21.

- *Wild Card:* Use standard PeopleSoft wildcard characters to enter a ChartField value or group of values.

  For example, enter Account 200% to include all accounts starting with 200 (200001 to 200999).

Allow Intra CF Transfer Only (allow intra ChartField transfer only)

Select to limit budget transfers to budgets that share the same value for the ChartField.

For example, if the combination set includes all of the Accounts in the range 100001 to 100010 and you have selected Allow Intra CF Transfer Only for Account, then users assigned to the security rule will be able to transfer budget amounts only between budgets that share in common Account 100001, and between budgets that share in common Account 100002, and so forth. Users are not able to transfer budget amounts between budget for account 100001 and budget for account 100002.

When you are using a combination of ChartFields, set up the combination in the same rule. For example, create rule #1 to allow a user to transfer budgets ranging from accounts 100001 to account 100002 but only for department 1234. You create the ability to transfer and the restriction for department 1234 all in rule #1. Do not create a rule for the Account ChartField, then a rule for the Department CharField.

A separate rule for each of the ChartField values or ranges of values, even if run sequentially, results in user access to unintended budgets. This is because system logic allows update for any row that passes any one rule.

Note. Use only for security rules that apply to the Budget Transfer security event and use only with a rule attribute of *Allow.*

Apply Rule to Business Units

Apply the rule either to all valid business units or to the business units you specify in the grid.

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Applying Security Rules to Security Events

Access the Apply Rule page.

Apply Rule to Security Events

Security Event Select the security events to which you want the security rule to apply:

- *ENT_ADJT:* Budget Entry or Adjustment
- *TRANSFER:* Budget Transfers
- *OVERRIDE:* Budget Override
- *NOTIFY:* Workflow Notification
- *INQUIRE:* Budget Inquire
- *BYPASS:* Bypass Budget
- *BUDG_DT:* Budget Date Override

OVERRIDE at the transaction level, or header level as for a complete override of a journal entry, can be done only by a *Super User*. However, overrides at the individual budget level do not have to be associated with a super user rule.

BYPASS, and *BUDG_DT* are available only if you select *Super User* as an attribute on the Rule Definition page.

Note. A security event need not be active for you to apply security rules to it, but the system only enforces security rules on active security events.

See Chapter 5, "Setting Up Commitment Control Security," Security Events, page 123.



Click to see a discussion of why you should or should not include ledger group as a security field for this event. You enter security fields in the ChartField column on the Rule Definition page.

Applicable Modules for Budget Date Event

Available only when you select the *BUDG_DT*(budget date override)Security Event.

All Modules Click to allow budget date override for all feeder application modules.

Specify Modules Click to specify which feeder application modules allow budget date override. Enter selections in the *Module* field.

Applicable Source Transactions for Override Event

Available only when you select the *OVERRIDE*(budget override)Security Event.

All Source Transactions Click to allow transaction override for all source transaction types.

Specify Source Transactions Click to specify which source transaction types allow budget checking overrides. Enter selections in the *Source Transaction Type* fields.

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Note. Selecting *Do not Allow Override* as the Override Budget Checking option for a source transaction type on the Source Transactions - Options page is only effective if the override event is inactive within commitment control security.

Assigning Commitment Control Security Rules

To assign commitment control security rules, use the following components:

- Attach Rules to User ID (KSEC_OPR_RULES).
- Attach Rules to Permission List (KSEC_CLSS_RULES).
- Attach Dynamic Rules (KSEC_DYN_RULES).

Once you have defined your security rules, you must assign them to users. This section describes how to:

- Assign security rules to a user ID.
- Assign security rules to a permission list.
- Assign dynamic rules to dynamic rule groups.

See Also

Chapter 5, "Setting Up Commitment Control Security," Security Rule Assignment, page 130

Chapter 5, "Setting Up Commitment Control Security," Setting Up Commitment Control Security Rules, page 133

Pages Used to Assign Commitment Control Security Rules

Page Name	Object Name	Navigation	Usage
Assign Commitment Control Security Rule to User ID	KSEC_OPR_RULES	Commitment Control, Define Budget Security, Assign Rule to User ID, Assign Commitment Control Security Rule to User ID	Assign security rules to individual user IDs. You can attach multiple security rules to a user ID.
Assign Commitment Control Security Rule to Permission List	KSEC_CLSS_RULES	Commitment Control, Define Budget Security, Assign Rule to Permission List, Assign Commitment Control Security Rule to Permission List	Assign security rules to permission lists. You can attach multiple security rules to a permission list.
Assign Commitment Control Security Rule to Dynamic Group	KSEC_DYN_RULES	Commitment Control, Define Budget Security, Assign Rule to Dynamic Group, Assign Commitment Control Security Rule to Dynamic Group	Assign security rules to dynamic rule groups. You can attach multiple security rules to a dynamic rule group. The security rules identify the ChartField values and thus the users for whom you are assigning security.

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Attaching Rules to User IDs

Access the Assign Commitment Control Security Rule to User ID page.

Select the security rules you want to assign to the user ID. You can assign only *Regular* rule types to user IDs. If the security rules you assign have conflicting *Allow/Disallow* attributes, the *Disallow* attribute takes precedence. For example, if security rule A allows inquiries on budgets with account 10000 and security rule B disallows inquiries on account 10000, security rule B takes precedence for account 10000.

Attaching Rules to Permission List

Access the Assign Commitment Control Security Rule to Permission List page.

The same factors that apply to attaching rules to User IDs apply when you attach rules to permission lists.

Attaching Dynamic Rules

To attach dynamic security rules to a dynamic group:

1. Define a dynamic rule record for the security rule.
2. In Application Designer, create a view that includes:
    a. User ID (OPRID).
    b. The ChartField that uses the parameter *bind* in the dynamic security rule.

    For an example, see the delivered sample dynamic record KK_DYN1, which includes department ID and user ID. This view was created with the following SQL:

```
SELECT a.deptid
, C.OPRID
FROM PS_DEPT_TBL A
, PS_PERSONAL_DATA B
, PSOPRALIAS C
WHERE A.MANAGER_NAME = B.NAME
AND B.EMPLID = C.EMPLID
```

3. Access the Assign Commitment Control Security Rule to Dynamic Group page by entering a dynamic rule group ID and the dynamic rule record.
4. Select the security rules you want to assign to the user ID.

    You can assign only *Dynamic* rule types to dynamic rule groups, and only dynamic rules that define the ChartField on the dynamic rule record as a bind variable. If the security rules you assign have conflicting *Allow/Disallow* attributes, the *Disallow* attribute takes precedence. For example, if security rule A allows inquiries on budgets with account 10000 and security rule B disallows inquiries on account 10000, security rule B takes precedence for account 10000.

See Also

Chapter 5, “Setting Up Commitment Control Security,” Defining Security Rules, page 134

Enterprise PeopleTools 8.48 PeopleBook: PeopleSoft Application Designer

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Running the Commitment Control Security Application Engine Process (KSEC_FLAT) and the Commitment Control Security Report (GLC8572)

Before your security rules and assignments can take affect, you must run the Commitment Control Security Application Engine process (KSEC_FLAT) to create the tables used by the system to check security access. You can view the results of the process on the Commitment Control Security report (GLC8572).

Pages Used to Run the Commitment Control Security Process

Page Name	Object Name	Navigation	Usage
Request Build Commitment Control Security	KSEC_AE_RNCNTL	Commitment Control, Define Budget Security, Request Build, Request Build Commitment Control Security	Request a run of the Commitment Control Security Application Engine process (KSEC_FLAT). This process creates the security rules that are evaluated during transaction entry. No security rules are in effect until you run this process. Ensure that you activate security events that you wish to use prior to running this process. There are no request parameters required on this page.
Commitment Control Budget Security Report)	RUN_GLC8572	Commitment Control, Define Budget Security, Security Report, Commitment Control Budget Security Report	Request a run of the Commitment Control Security Report (GLC8572). This Crystal report shows the security rules assigned to each User ID and permission list, along with details about the budgets and security events included in the security rules. There are no request parameters required on this page.

See Also

Chapter 5, “Setting Up Commitment Control Security,” Setting Up Commitment Control Security Rules, page 133

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Setting Up PS/nVision Reporting Security

Use the commitment control ledger template (COMMITMENT) to provide the option to access a secured reporting view for restricted commitment control ledger access for PS/nVision reports as discussed in the PeopleTools security documentation.

Specify the ledger reporting view LED_RPTG_KK_VW in the Secured Rptg Vw (secured reporting view) field to secure access to commitment control ledgers by authorized user IDs during PS/nVision reporting. Because this is an optional security field, if you do not specify a ledger reporting view, PS/nVision provides reporting directly against the ledger.

Page Used to Set Up PS/nVision Reporting Security

Page Name	Object Name	Navigation	Usage
Templates - Record Definitions	LEDGER_TEMPLATE1	General Ledger, Ledgers, Templates, Record Definitions	Optionally specify a ledger reporting view in the Secured Rptg Vw (secured reporting view) field to enforce PS/nVision reporting security.

See Also

Enterprise PeopleTools 8.48 PeopleBook: PS/nVision, Setting Up PS/nVision Security, Implementing PS/nVision Ledger-Based Data Security

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Securing Your System,” Granting nVision Reporting Access

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CHAPTER 6

Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications

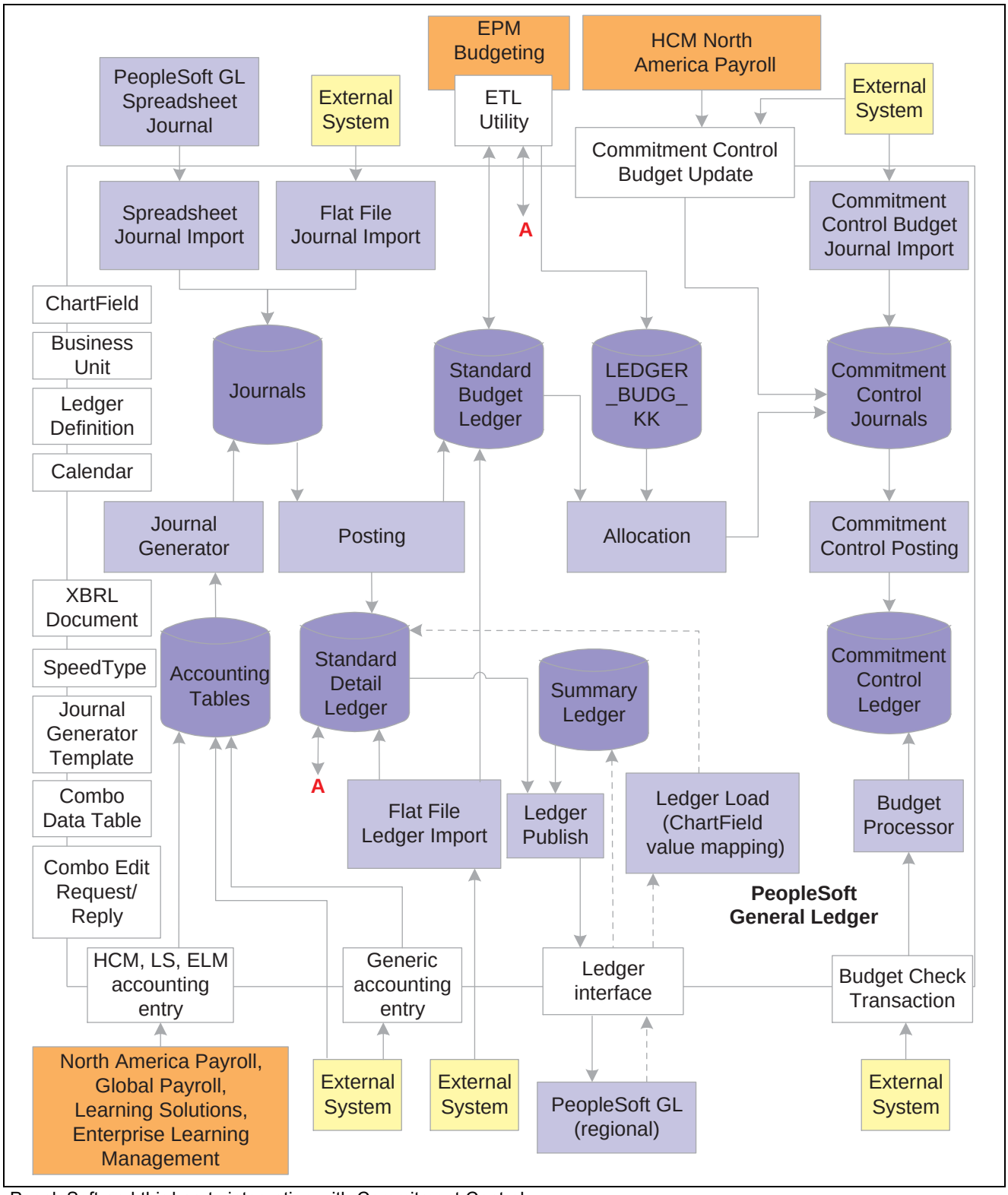
This chapter discusses the:

- Integration diagram of commitment control with PeopleSoft and third-party applications.
- Integration of commitment control with PeopleSoft applications.
- Integration of commitment control with third-party applications.

Integration Diagram of Commitment Control With PeopleSoft and Third-Party Applications

The following diagram shows the major integrations for Oracle's PeopleSoft Enterprise applications and third-party applications with commitment control as well as related general ledger integrations:

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PeopleSoft and third party integration with Commitment Control

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Integration of Commitment Control with PeopleSoft Applications

Oracle's PeopleSoft Enterprise Commitment Control enables you to create *budgets* and budget check source *transactions* originating in various PeopleSoft applications.

Commitment Control integrates with the following PeopleSoft Enterprise subsystem applications:

- Billing
- Budgeting
- Expenses
- General Ledger
- Grants
- Inventory/Cost Management
- Payables
- Payroll
- Procurement Card
- Project Costing
- Purchasing
- eProcurement
- Receivables

Creating Budgets and Checking Source Transactions from Subsystem Applications

Use the common instructions in the Commitment Control PeopleBook and the detail instructions in the PeopleBooks for the various PeopleSoft subsystem applications to set up control budgets and check source transactions.

In the following sections are discussed additional setup considerations because of dependencies between some applications that arise when one application is used with commitment control and the other is not or when one application is installed and the other is not.

See Also

Chapter 8, "Processing Source Transactions Against Control Budgets," page 201

Commitment Control and Inter Application Dependencies

Since some PeopleSoft applications depend on each other to perform key functions, you may have to do some additional setup if you enable Commitment Control for one but not for the other interdependent applications. Some PeopleSoft application from different product line might rely on PeopleSoft Enterprise Financials and Supply Chain Management applications to handle Commitment Control processing for them.

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PeopleSoft Inventory and PeopleSoft Purchasing Dependencies

If you use both Inventory and Purchasing and you do not enable Commitment Control for Purchasing, you need to modify the source transaction definition for Inventory. Delete the value in the Referenced Source Transaction field on the Source Transactions - Definition page for the CM_TRNXTN source transaction definition. The Budget Processor uses this field to liquidate pre-encumbrances and encumbrances.

If you use both applications and you do not enable Commitment Control for Inventory, the system does not liquidate requisitions that would have been liquidated by inventory transactions. If you must liquidate a purchasing transaction in the Commitment Control ledger, you can create a general ledger journal to reverse the amount. This procedure is not recommended.

Note. You enable Commitment Control for Inventory; however, Cost Management actually creates the source transactions for Inventory.

PeopleSoft Payables and PeopleSoft Purchasing Dependencies

If you use both Payables and Purchasing and you do not enable Commitment Control for Purchasing, modify the source transaction definition for Payables so that the system does not expect to liquidate encumbrances. Delete the value in the Referenced Source Transaction field on the Source Transactions - Definition page for the following source transaction definitions:

- AP_ACCT_LN
- AP_ACCTDSE
- AP_VCHR_NP
- AP_VOUCHER

The Budget Processor uses the Referenced Source Transaction field to liquidate pre-encumbrances and encumbrances.

PeopleSoft Billing and PeopleSoft Receivables Dependencies

Revenue source transactions come from Billing and Receivables. Billing updates only recognized revenue ledgers, and Receivables can update both recognized and (or) collected revenue ledgers.

The way Billing and Receivables update the Commitment Control ledgers depends on which application you enable for Commitment Control and the General Ledger options you select at the system level, business-unit level, and bill-type level for accounting entry generation.

If you enable Commitment Control for both Billing and Receivables, the system does the following, depending on the General Ledger entries option:

- If Billing creates the general ledger accounting entries, the system uses the source transactions in Billing to update recognized revenue ledgers. It uses the source transactions in PeopleSoft Receivables to update collected revenue ledgers. The system uses the ChartFields for the billing transaction for the collected revenue transactions.
- If Receivables creates the general ledger accounting entries, the system uses the source transactions in Receivables to update both recognized revenue and collected revenue.
- If you select the option to create no general ledger accounting entries, the system uses the source transactions in Receivables to update both recognized revenue and collected revenue.

Depending on the General Ledger option, if you enable Commitment Control for Billing but not Receivables, the system does the following :

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- If Billing creates the general ledger accounting entries, the system uses the source transactions in Billing to update recognized revenue.

  The system does not update collected revenue.

- If Receivables creates the general ledger accounting entries, the system does not track recognized or collected revenue.
- If you select the Billing option to create no general ledger accounting entries, the system does not track recognized or collected revenue.

If you enable Commitment Control for Receivables but not Billing, the system does the following, depending on the General Ledger option:

- If Billing creates the general ledger accounting entries, the system does not update recognized revenue.

  The system uses the source transactions in Receivables to update collected revenue and uses the billing transaction ChartField values to identify the collected revenue transactions.

- If Receivables creates the general ledger accounting entries, the system uses the source transactions in Receivables to update both recognized revenue and collected revenue.
- If you select the option in Receivables to create no general ledger accounting entries, the system uses the source transactions in Receivables to update both recognized revenue and collected revenue.

Depending on the General Ledger option, if you enable Commitment Control for Billing but you do not have Receivables installed, the system does the following:

- If Billing creates the general ledger accounting entries, the system uses the source transactions in Billing to update recognized revenue.

  The system does not update collected revenue.

- If you select the option in Billing to create no general ledger accounting entries, the system tracks neither recognized nor collected revenue.

If you do not have Billing installed and you enable Commitment Control for Receivables, the system uses the source transactions in Receivables to update both recognized and collected revenue.

PeopleSoft Time and Labor and PeopleSoft Project Costing Dependencies

You can enable Commitment Control for Project Costing to update Commitment Control ledgers with Time and Labor transactions. After interfacing Time and Labor transactions to the Transaction Interface table in Projects, run the PROJ_RESOURCE loader process (PC_INTFEDIT) in Projects that loads the time and labor transactions and calls the Budget Processor to budget check these transactions. You can override the transactions just as you would override any other Project Costing transaction that failed budget checking.

See Also

Chapter 4, “Setting Up Commitment Control Source Transaction Types,” Defining Basic Source Transaction Type Parameters, page 106

Integrating Commitment Control with PeopleSoft Budgeting

You can export budget and ledger data from Commitment Control to Budgeting and load budgets from Budgeting to Commitment Control.

If Budgeting is installed, reference the appropriate PeopleBook for detail instructions about creating budgets and sending them to Commitment Control.

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Once the data is staged in the financial database, you can create an allocation set to extract the budget data and create budget journals for posting to Commitment Control ledgers.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Processing Allocations".

See *PeopleSoft Enterprise Budgeting PeopleBook*

See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Integrating and Transferring Information Among Applications".

Loading Budgets from PeopleSoft Human Resources

Use PeopleSoft Human Resources to define budgets for earnings and employer-paid deductions and taxes. You use the Commitment Control Budget Update Enterprise Integration Point (IP) to update Commitment Control budgets with the budget journals received.

You run the Budget Export to GL process (BUD014.sqr) from Human Resources to publish budget data to General Ledger using the Commitment Control Budget Update IP. Upon receiving budget data at the Financial database, the IP automatically runs the Commitment Control Posting process (FS_BP) to edit and post the budget journal to the Commitment Control ledger.

If you later need to adjust budgets in Human Resources, the system uses the same Commitment Control Budget Update IP to send data containing the new budget journal and the original budget journal ID. The Commitment Control Posting process reverses the original journal and creates the new journal in the Commitment Control ledger.

To use the Commitment Control Budget Update IP, you must activate the COMMIT_CNTRL_BUDGET_ UPDATE application message and its related integration objects.

The Budget Export to GL process publishes human resources department budget data to the general ledger. The subscription process (COMMIT_CNTRL_BUDGET_UPDATE) creates and posts commitment control budget journals to the LEDGER_KK table.

See Also

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, "Integrating and Transferring Information Among Applications"

Chapter 6, "Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications," Loading Budgets from Third-Party Applications, page 150

PeopleSoft Human Resources PeopleBook: Administering Budgets and Requirements

Budget Checking PeopleSoft Payroll Transactions

You can interface payroll *encumbrance* data to Commitment Control by running the Encumbrance GL Interface process (PAYGL03.sqr).

Use the Actuals GL Interface process (PAYGL02.sqr) to send actual payroll *expenditure* transactions to General Ledger.

You budget check encumbrance and expenditure transactions in General Ledger after receiving them from Payroll.

The source transactions from the Actuals GL Interface process (PAYGL02.sqr) liquidate the transactions from the Encumbrance GL Interface process (PAYGL03.sqr).

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After General Ledger and Commitment Control receive the source transactions, run the Budget Processor from the Budget Check HR Payroll page in Commitment Control to update the control budgets.

If there are any error exceptions when you budget check from Commitment Control, the Budget Processor automatically overrides the entire transaction and generates a warning exception. You can receive warning exceptions for payroll transactions using the HR Payroll Exceptions component.

Run the Journal Generator process after running the Budget Processor. You run Budget Processor directly against the payroll accounting table. Journal Generator creates journals out of the same payroll accounting table; however, it marks the journals with *Skip Commitment Control* so that the items are not budget checked again by the budget processor from the resulting journals.

Setup for Budget Checking Payroll Transactions

To receive payroll transactions, activate the Payroll Accounting Transaction (PAYROLL_ACCTG_ TRANSACTION) message and its related integration objects. This IP carries encumbrance and expenditure source transactions to update Commitment Control. The expenditure transactions from the same IP is also used by Journal Generator to create journals in General Ledger.

The Payroll Accounting Transaction message is sent from payroll when you have completed a payroll and are ready to send the ChartField distribution (general ledger accounts) to the financials database using the general ledger interface PAYGL01.sqr (for non commitment accounting) and PAYGL02.sqr (for commitment accounting).

The PAYGL03.sqr process prepares encumbrance data. Before you can post encumbrance data, calculate it using either the Fiscal Year Encumbrances process (PSPENANN) or the Nightly Encumbrances process (PSPENNHT) in payroll. Use the Fiscal Year Encumbrances process to calculate encumbrances for the entire fiscal year. Use the Nightly Encumbrances process to update encumbrance data as you make changes to budgets or employees. After calculating encumbrance using these processes, run the Encumbrance GL Interface (PAYGL03.sqr) to post the results to the general ledger so that they can be budget checked and update the Commitment Control ledger.

The PAYGL02.sqr process prepares actuals transactions to be published to the general ledger. This process also liquidates encumbered amounts to reflect that the actuals for that pay period have been processed. All processed transactions are reflected on the Department Budget Actuals page.

After the subscription code populates the HR_ACCTG_LINE table, you can run the Journal Generator process against the table to create general ledger journals. These journals are marked to bypass budget checking. A second part of the subscription code populates the HR_KK_HDR table. The Budget Processor can then be run to update the Commitment Control ledger to reflect payroll activity.

You enable Commitment Control accounting in Human Resources by department in the Department Table component. You can enable Commitment Control for encumbrances only, actuals only, or both. The system uses the setting for the department and the settings on the Source Transactions - Selection Criteria page for the HR_PAYROLL source transaction definition to determine if it should process a payroll source transaction.

See Also

Chapter 8, “Processing Source Transactions Against Control Budgets,” page 201

Chapter 4, “Setting Up Commitment Control Source Transaction Types,” Defining Source Transaction Selection Criteria, page 110

PeopleSoft Human Resources PeopleBook: Administering Budgets and Requirements

Chapter 4, “Setting Up Commitment Control Source Transaction Types,” Defining Source Transaction Selection Criteria, page 110

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Integration of Commitment Control with Third-Party Applications

This section discusses loading budgets from third-party applications.

Commitment Control enables you to receive *budget* entries and budget checks source *transactions* from third-party applications.

Loading Budgets from Third-Party Applications

If you formulate budgets in a third-party application, you can interface the budget information to General Ledger and maintain the budget information directly in the Commitment Control ledger. You must first set up Commitment Control ledger groups and budget definitions for the budget journals.

There are two methods to import budgets to Commitment Control from third-party applications:

- Use the Commitment Control Budget Update Enterprise Integration Point (IP) to receive Commitment Control journals and update budgets.
- Use the Commitment Control Budget Journal Flat File Import process to import budget data directly from flat files.

Using the Commitment Control Budget Update IP

To use this IP, you must activate the COMMIT_CNTRL_BUDGET_UPDATE application message and it's related integration objects. Please see General Ledger "Integrating and Transferring Information Among Applications" for more details.

The IP receives Commitment Control journals into the PS_KK_BUDGET_HDR and PS_KK_BUDGET_LN tables and automatically runs the Commitment Control Posting process (FS_BP).

Prepare your budget data from the third party system as budget journals and send them to Commitment Control as asynchronous messages using this IP. Just as with any application messages, you can monitor the messaging flow using the Integration Broker Message Monitor, and verify the budget journal posting process from the Process Monitor.

Using a Flat File to Update Budgets

If your external system is not capable of generating application messages to PeopleSoft, you can prepare your budget data in flat files and import the data using the Commitment Control Budget Journal Flat File Import process.

See Also

Chapter 7, "Entering and Posting Commitment Control Budget Journals," page 153

Loading and Budget Checking Third-Party Transactions

Commitment Control enables you to receive source transactions from a third-party application and to budget check them and update the control budget amount for the transactions using the Budget Processor. You use the Budget Check Transaction IP to subscribe to transaction data received from third-party application and to publish the results back to the originating application.

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The Budget Check Transaction IP updates the PS_COMCNTL_TRN_HDR and PS_COMCNTL_TRN_LN tables with the transaction data. It also updates the KK_GEN_TRN_AET table and then uses this information to run the Budget Processor automatically. The Budget Processor checks these transactions as it would any other source transactions and does the following:

- Updates the budget amount for valid transactions, including transactions with warning exceptions.
- Generates error exceptions for transactions that fail budget checking.

The IP then publishes a message back to the third-party application to indicate whether the transaction failed or passed budget checking. The third-party application can use the information in the message to restrict or allow further processing of the transaction.

You can view the third-party transaction on the Generic Transaction Entry page. You can override either the entire third-party transaction or individual budgets from the Generic Transaction exceptions component. Alternatively, you can change the source transaction in the third-party application and publish the message again.

If the third-party application re-sends the same transaction, the Budget Processor replaces the original activity log entries with new entries that reflect the new information and updates the budget as long as the new document has the same ID numbers.

If you use the Budget Check Transaction IP, you can use workflow notification to send email to users of the third-party system when there are error and warning exceptions. The notification process can also send email to users when the available amount in the budget reaches a certain percentage. These users must have a PeopleSoft user profile.

As with any application messages, you can monitor the message publish and subscription using the Integration Broker Message Monitor. You can also verify the budget processor processing details from the Process Monitor.

Setup for Budget-Checking Third-Party Transactions

To use the Budget Check Transaction IP, you must activate the COMMIT_CNTRL_TRAN_CHECK_UPDATE application message and its related integration objects. Please see General Ledger “Integrating and Transferring Information Among Applications” for more details.

You have two options when Commitment Control receives a flat file from a third-party system:

- Insert a middleware layer that converts the file to a message so that Commitment Control can subscribe to the message.
- Convert the file to a message using PeopleTools.

  In this case, define a File Object using Application Designer to map the field columns in your file to the fields in the record. You can then run the Inbound Flat File utility to convert the file into a message.

  See *PeopleSoft Enterprise Components for FSCM 9.0 PeopleBook*, “Using the Flat File Utility”.

If you use Journal Generator (FS_JGEN) to process a third-party transaction that has already been budget-checked using the Budget Check Transaction IP, you should select Skip Commitment Control in GL on the Accounting Entry Definition page for third-party accounting entries so that the Journal Edit process does not budget-check these accounting entries again.

If a third-party transaction references a PeopleSoft transaction (for example a third-party voucher transaction references a PeopleSoft purchase order transaction), you may need to configure the delivered source transaction definition and the corresponding tables that we provide for third-party integration to ensure that the Budget Processor liquidates all pre-encumbrances and encumbrances.

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Budget Checking Third-Party Journals Without Using the Budget Check Transaction IP

You can also budget-check third-party transactions at the journal level without using the Budget Check Transaction IP. Use the Journal Generator (FS_JGEN) and the standard third-party generic accounting entry table to create General Ledger journals from your accounting entries. Clear the Skip Commitment Control in GL check box on the Accounting Entry Definition page for the definition that you use for third-party transactions, so that General Ledger budget checks the journals before you post them.

You can either call the Budget Processor when you run Journal Generator by selecting Budget Check on the Journal Generator Request page, call Budget Processor when you run Journal Edit, or you can run it separately by running the Budget Processor from the Budget Check Journals page in General Ledger.

See Also

Chapter 9, "Managing Budget Exceptions," page 233

Chapter 8, "Processing Source Transactions Against Control Budgets," Budget Checking Third-Party Source Transactions, page 219

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Using Journal Generator," Defining Accounting Entries

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, "Integrating and Transferring Information Among Applications," Creating Journal Entries from Accounting Entries Using Journal Generator

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, "Using Commitment Control in General Ledger"

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CHAPTER 7

Entering and Posting Commitment Control Budget Journals

This chapter provides an overview of entering and posting commitment control budget journals and discusses how to:

- Enter budget journals and budget transfer journals.
- Handle budget journal exceptions.
- Copy budget journals.
- Use combination editing with budget, transfer, and adjustment journals.
- Generate parent budgets, budget adjustments and budget transfers automatically.
- Delete not yet posted budget journals using mass delete.
- Post and unpost control budget journals.
- Run the entry event processor for budget journals.
- Import budget journals from a flat file.

Understanding Entering and Posting Commitment Control Budget Journals

You can manually enter budget journals to establish or change the budgeted amount for a control budget and you can also choose to automatically generate parent budgets or budget transfers from their associated child budget journals. Budget journals post to budget ledgers—whether it is an expenditure budget definition or a revenue budget definition. The way your budget journal entries are processed depends on the rules set up for the budget definition in the Budget Definitions and Budget Attributes components.

This section discusses:

- Budget entries and adjustments.
- Budget transfers.
- Budget journal copying.
- Budget posting process.
- Generate parent budgets, budget adjustments and budget transfers automatically.
- Combination editing for budget and budget adjustment journals.
- Budget journal deletion and unposting.
- Import budget journals from a flat file.

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- Load budget journals from other PeopleSoft applications.
- Prerequisites.
- Common elements.

Budget Entries and Adjustments

You enter budgets and adjustments using journals much as you do in the General Ledger journal process. Enter budget journals in the Enter Budget Journals component.

Security

The Enter Budget Journals component is subject to the security you set up for the Budget Entry or Adjustment security event.

Note. If you do not activate security for the Budget Entry or Adjustment event and for the Budget Transfer event, *anyone* who has general security access to the budget entry, adjustment, and transfer pages is able to enter, adjust, and transfer budget amounts.

Entering Budget Journals

The process below outlines the major steps to enter budget journals and adjustments.

1. Enter budget journal header information on the Budget Header page.

   A journal ID can include journal lines for only one Commitment Control ledger group.

2. Enter budget journal lines on the Budget Lines page.

   You can edit budget journal ChartField combinations and correct errors prior to posting by selecting the *Edit Chartfields* processing option in the Process field and clicking the Process button even if you do not have the security authority to post the journals.

3. Post budget journals in either of the following ways:

   a. Post the budget journals *immediately* using the Budget Lines page by selecting *Post Journal* in the Process field and clicking Process.

      The system verifies that you have security authority for your entries. If the security check passes, the system then calls the Commitment Control Posting (FS_BP) process remotely. Commitment Control Posting performs a series of edits. If the entries pass the edits, the process posts the entries to the budget ledger.

      If entries fail edits, you can check the applicable errors page, correct the errors, and process the journal again. Budget posting errors are viewed from the budget journal exceptions page, which is accessible by a link on the budget journal lines page and from the menu.

      Combination editing errors are viewed using both the budget journal exceptions page and using the budget errors tab on the budget journal page. The budget journal exceptions page displays at a high-level indicating that ChartField errors exist. To see the detail regarding the errors, such as which ChartFields, use the error tab on the journal. If you call combination editing directly using the Edit ChartFields option, information about the errors is only available using the budget error tab.

      Security errors are displayed on the budget error page.

      See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Budget Posting Process, page 157.

   b. Post the budget journals *later* at a time of your choosing by completing the Budget Posting Request page and running the Commitment Control Posting process in batch.

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Save your entries on the Budget Lines page. When you do, the system verifies that you have security authority for your entries. If the entries fail security, you can check the Budget Errors page, correct the errors, and process the Budget Journal posting again.

4. You also have the option to automatically generate and post parent budget level impacts. The same functionality is available from within the Budget Transfer component.

Note. Budget journal entries are not created for the generated parent budgets. The posting process generates and posts the parent level *impacts,* but the generated parent level journal lines are stored in the KK_SOURCE_HDR, KK_SOURCE_LN, and KK_ACTIIVTY_LOG tables.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 161.

Budget Entry Types

To report on budget journal entry activity, each budget journal header row and each budget ledger row carries one of the following budget entry types:

- *Original:* indicates an original budget journal entry.

  This type is used to record adopted or approved budgets.
- *Adjustment:* indicates an adjustment to an original budget.
- *Transfer Original:* indicates a transfer of original budget amounts.
- *Transfer Adjustment:* indicates a transfer of adjusted budget amounts.
- *Closing:* identifies budget journal entries that contain a closing amount for a budget being closed.
- *Roll Forward:* identifies budget journal entries that contain a balance forward amount for a budget that is being closed.

The *Closing* and *Roll Forward* budget entry types are created by the Budget Close (FSPYCLOS) process.

By storing budget entry types and the fiscal year with the accounting period for a journal in the budget ledger (LEDGER_KK), Commitment Control, enables the reporting of budget activity by entry type and fiscal year and accounting period directly from the budget ledger. Budget entry types also enable the proper segregation of budget amounts for GASB reporting.

Journal Classes

Journal class is a user-defined field used to categorize types of journals. Use it to identify budget journal lines for data selection for reports and queries. You set up journal classes on the Journal Class page.

You could, for example, set up a journal class for cost of living adjustments and use it to identify budget journals in that category.

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Defining Financials and Supply Chain Management Common Definitions," Defining Journal Class

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, "Making General Ledger Journal Entries"

Budget Transfers

The Enter Budget Transfer component uses the same pages as the Enter Budget Journals component, and you process and post transfers just as you do regular budget entries, with the following exceptions:

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- The Budget Header page in the Enter Budget Transfer component has different budget entry type options, namely, *Transfer Original* and *Transfer Adjustment.*
- Journal lines must balance.
- The Enter Budget Transfer component is subject to the Budget Transfer security event.

You can transfer amounts only between budgets within a single Commitment Control ledger group and business unit combination.

If the control option for a budget is *control*, then a transfer cannot reduce the budget amount below previously committed amounts. But if the control option is *track with budget*, then a transfer that reduces the budget amount below total commitment amounts can pass budget checking.

You also have the option to automatically generate parent level budget adjustments from child budget adjustment entries.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 161.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 185.

Budget Journal Copying

Open an existing commitment control budget journal using the commitment control Journal Entry page and you can copy it to a new budget journal entry online. This includes posted, unposted, edited and edit required budget journals. Journals having an error status can also be copied.

Note. Offset lines (if required) exist only in the activity log entries. They are not part of the budget journal and are recreated by the budget processor when the journal is posted.

When the copy process finishes successfully, the Commitment Control Journal Entry page is refreshed and is loaded with the newly copied journal.

If commitment control security is activated, the copied journal has a journal status of incomplete (I) that prevents it from being posted either online or in batch. When you save the newly copied journal, the process resets the journal status to none (N) and the commitment control security checking logic verifies security according to your applicable rules.

Security is controlled by the Budget Entry or Adjustment (ENT_ADJ) Security Event, as well as the commitment control security rules and the fields specified in the rules.

Note. If you do not activate security for the Budget Entry, Transfer or Adjustment event, *anyone* who has general security access to these pages is able to enter, adjust, and transfer budget amounts.

Except for budget closing journals, you can use any budget journal as the source journal if you can open it from the commitment control journal entry page. This includes posted, unposted, edited and edit required budget journals.

Copying budget journal across different commitment control setups is not supported. Different setup means that if the journal date of the copied journal refers to a different effective dated row on the budget definition, you cannot copy the journal. The system prevents this action and issues an error message. Duplication of entries across commitment control ledger groups is handled by using the automatic generation of parent budget journals feature that enables you to generate parent budget level impacts from child budget journals.

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Note. Copy journal batch processing is not supported. Budget journals must be copied online.

Most of the data for the new journal comes from the source journal. However, some of the fields are populated from the copy request parameter or system overrides. For example, those lines having a budget period, the budget date is populated with values from the original journal but for lines without budget period, the budget date takes the value from the new journal date.

Currency exchange rates and base amount (monetary amount) are first copied from the source journal. If rate type is specified on the budget line, the copy process repopulates the line exchange rates according to the rate type and currency exchange date of the new journal. The copy process then recalculates the base amount using the new exchange rate.

With the exception of these changes, an exact copy of the source journal is created by the process. This includes all of the auto-generation of parent options that might be included in the original journal.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 161.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 185.

Budget Posting Process

You run the Commitment Control Posting process (FS_BP) to post completed budget journals to the control budget ledgers. There are two ways to run the process. You can initiate it on the Budget Lines page for a single budget journal, or you can request a batch process on the Budget Posting Request page.

Commitment Control Posting Functions

The Commitment Control Budget Processor Application Engine (FS_BP) process performs the following functions:

1. Edits the budget journal entries to ensure that they meet the rules established on the Budget Definitions component and the Budget Attributes pages.

   Validates that the journal meets the following conditions:

   - Budget is not closed.
   - Control ChartField value is valid for the budget definition.

     If the All Values option is selected on the Control ChartField page, you can enter journals for any value of this ChartField. Otherwise, the ChartField value entered on the budget journal must be among those listed in the ChartField Values grid on the Control ChartField page.
   - Key ChartField values are at or above a budgetary-level node of the translation tree, if translation is established in the budget definition.
   - The Journal Date falls within valid dates for the control ChartField, if the ChartField value has beginning and ending dates for spending range.
   - Budget period is valid for the budget ledger, unless no budget calendar is defined for the Ruleset, in which case it validates that budget period is blank.
   - Ledger is valid for the business unit and is a budget ledger.
   - Base currency is correct for the budget ledger.
   - Account is *not* an account type that is excluded for the budget.

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- Account value is *not* excluded for the budget.
- Non-key ChartFields are blank.
- Funding source code is populated, if funding source is enabled on the budget definition and for the control ChartField value.
- Entry events are populated, if entry events are enabled and required.

  If entry events are optional for the Commitment Control ledger group, they are only validated if present. However, if entry event codes are optional at the parent level but are blank, a warning is logged for each such line.

Note. Security and balancing checks (the latter for transfers only) are performed when you save or when you select *Refresh Journal* in the Process field and run it on the Budget Lines page. Security errors result in a budget header status of *S,* for *Security Error.* Balancing errors result in a budget header status of *B,* for *Balancing.*

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2. Creates offsetting lines for budget journal entries (if the Entries Must Balance option is selected on the Control Budget Options page).

Note. The offsets are created in the PS_KK_ACTIVITY_LOG and not in the budget journal itself.

---

3. If you have chosen to use combination editing, it is initiated as a part of the posting process even if you have previously separately run *Edit Chartfields* manually using the Process button on the Budget Lines page.

   Automatically running the combination edits at posting catches the introduction of errors due to ChartField changes made after a manual edit but before the subsequent running of the posting process.

   Run the Edit Chartfields process on line as often as necessary to prove the validity of your entries as you create budget journals and before posting them either on line or in batch.

Note. The Edit Chartfield batch process can only be run as a part of the posting batch process and cannot be run as a batch process separately from the posting process.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 185.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Using Combination Editing with Budget, Transfer, and Adjustment Journals, page 184.

4. If there are errors, the process marks the budget header status as *E,* for *Error.*

Note. When the posting process is run and combination edit errors exist, the budget processor logs a budget checking exception indicating that ChartField errors exist. This sets the journal header status to E. When the combination edit process is run directly using the Edit ChartFields option, the process does not update the header status.

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5. These budget related edits are performed by the process:
   - Journal does not reduce the available budget amount below tolerance.

     Edit check is not performed if the control option is *Tracking with Budget* or *Tracking without Budget.*

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- Journal does not cause a child budget (along with its siblings) to exceed the parent budget limit.

  Edit check is not performed if the Child Budgets Exceed Option is selected on the Control Budget Options page. However, it checks that a parent budget row exists and logs a warning if it does not. If the parent budget definition has more than one child budget definition, the posting process does not sum children across child budget definitions but ensures that each child does not exceed its parent.

  See Chapter 3, "Setting Up Basic Commitment Control Options," Parent and Child Budgets, page 32.

- Negative journal amount does not cause a parent budget to be less than the sum of the children.

  Edit check is not performed if the Child Budgets Exceed Option is selected on the Control Budget Options page. If the parent budget definition has more than one child budget definition, the posting process does not sum children across child budget definitions but ensures that each child does not exceed the parent.

- A funding source has been allocated to the budget on the Funding Source Allocation page, if funding source tracking is enabled.

  The process also updates the funding source allocation row with the journal amount.

- Sum of the budget amount and all funding source allocation revenue rows is less than or equal to the overall budget amount defined on the Funding Source Allocation page, if funding source is enabled.

  If equal, the process permits processing of source transactions.

- Journal amount does not cause the total allocations for a funding source to exceed the authorized funding source amount, if funding source is enabled.

6. If there are no errors, posts the budget journal entries to the budget ledger and marks the budget header status as *Posted (P)*.

   If there are errors in this round of edits, the budget header status becomes *E* (error).

7. If unposting, creates reversing journal entries, posts them to the budget ledger, and marks the original entries as *Unposted (U)*.

   Unposting entries go through all applicable budget checking edits.

8. If entry events processing is enabled for the Commitment Control ledger group, the posting process calls the Entry Event Processor (FS_EVENTGEN) (only for budget journals) if the applicable Skip entry events generator flag is not set. (see section discussing batch and user preferences for online) to generate entry event lines.

9. Validates cumulative begin and end dates. If cumulative budgeting is enabled and the derived dates option is not active and cumulative begin and end dates are not yet defined, then cumulative begin and end dates on budget journal lines become required.

   If any cumulative begin and end dates are changed in journal entry, the process updates the budget attributes table.

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Note. Only budget journals that have no errors are posted.

If entries fail edits, you can access the applicable errors page, correct the errors, and process the journal again. Budget posting errors are viewed from the budget journal exceptions page.

Combination editing errors are viewed using both the budget journal exceptions page and using the budget errors tab on the budget journal page.

The budget journal exceptions page displays at a high-level indicating that ChartField errors exist. To see the detail regarding the errors, such as which ChartFields are involved, use the error tab on the journal. If you call combination editing directly using the Edit ChartFields option, information about errors is only available using the budget error tab.

Avoiding Unanticipated Exceeds Budget Tolerance Error When Reducing Budget

If you attempt to post a budget journal to reduce a budget by its available budget balance *including some or all of the budget tolerance,* the Budget Processor might return an Exceeds Budget Tolerance error. The following is an example.

Assume you have a budget of 10000 with a tolerance of 10%. There is also an encumbrance of 5000 recorded against the budget. The available budget balance, including the tolerance, is 6000.

Budget Row	Budget Amount	Tolerance	Tolerance Amount	Enc	Available Balance	Avail Bal + Tolerance
Original	10000	10%	1000	5000	5000	6000

It would seem that you could enter a new budget journal in the amount of -5500 and that it should pass the budget checking component of the budget posting process. But when you attempt to post, the new budget journal fails posting, because budget posting correctly calculates the available budget balance and tolerance amount based on the budget amount *after the budget is reduced by the new journal.* In other words, reducing the budget by 5500 results in a new budget amount of 4500. The *available budget balance* is then -500 (4500 minus the encumbrance of 5000). Since the tolerance is calculated on the new budget amount, the *available budget balance* including tolerance is -50.

Budget Row	Budget Amount	Tolerance	Tolerance Amount	Enc	Available Balance	Avail Bal + Tolerance
Original	10000	10%	1000	5000	5000	6000
New	4500	10%	450	5000	-500	-50

Because the new budget amount, including tolerance, is 4950, and there is an encumbrance of 5000, the transaction fails.

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This does not mean that budget posting fails any time you post a journal to reduce a budget by an amount higher than the available budget balance but within tolerance. Let's say, for example, that you had a budget of 10000 with a tolerance of 5% and an encumbrance of 5000, and you post a budget journal to reduce the budget amount by 5100. Your new budget amount will be 4900. Including tolerance—which, at 5% of 4900, is 245—your new budget amount is 5145, more than enough to cover the encumbrance, and the journal passes the budget checking component of the budget posting process.

Budget Row	Budget Amount	Tolerance	Tolerance Amount	Enc	Available Balance	Avail Bal + Tolerance
Original	10000	5%	500	5000	5000	5500
New	4900	5%	245	5000	-100	145

Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically

Commitment Control provides the flexibility to design complex multi-layered budgeting structures to support your budgeting requirements. However, after you have set up your budgets and established the budget hierarchy, the manual creation, adjustment and transfer of budgeted amounts can be a tedious and time-consuming task when multiple budget layers are involved.

Commitment Control provides for automatic generation of parent budget level activity to streamline the entry, adjustment and transfer functions for multilevel budgeting with complex budget hierarchies. Using the parent budget automatic generation feature, the budgeting impact associated with child level budget journal entry can be automatically reflected at all levels *above* the specified originating child budget entry level. This functionality saves a significant amount of time because budget maintenance can be done at the lowest child level and the system automatically handles the budget impacts associated with each of the higher parent budget levels. This enables, what might be referred to as, *bottom-up* budgeting.

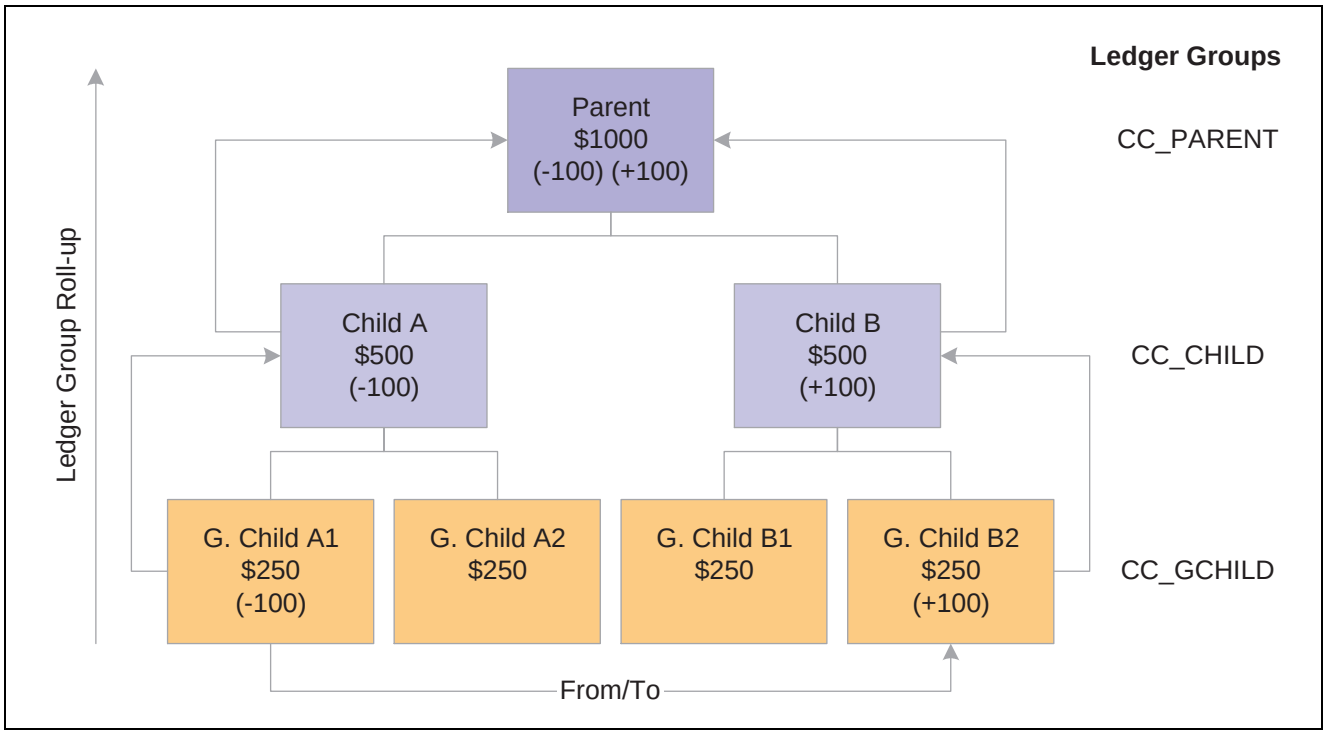
Automatic generation of parent budget impacts revolves around the *originating* journal. The originating journal is a child level budget, budget adjustment, or transfer budget journal, entered manually or by other means, such as journal import or allocations, on which the parent or multiple parent budget level impacts are generated.

The term *impacts* refers to the automatically generated parent entries created and other system provided information depending on prior setup and budget definitions, such as entry event generation.

Note. The automatic generation of parent budgets from child budget journals does not create parent budget journal records. It creates the parent level impacts and post that generated activity to the KK_ACTIVITY_LOG record.

This graphic shows how a budget transfer initiated at the lowest level within a budget hierarchy is reflected at each level in the ledger groups hierarchy:

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Parent budget impacts generated by child budget journal transfer

In this example, 100 USD is transferred from the budget G Child A1 to budget G Child B2 within the same CC_GCHILD ledger group. Assuming that you previously set up the option to automatically generate the parent budget impacts, when the originating child journal is posted, the impact to the CC_CHILD and CC_PARENT ledger groups is automatically generated and posted to the budget ledgers for each successive ledger group in the hierarchy.

The functionality does not support the automatic generation of journals to *transfer* budget amounts directly between ledger groups. For example, it does not support directly transferring 100 USD from G Child A1 to Child A or Child B. The same is true for a transfer from Child A to G Cilld A2 or B2. Neither does it support transfers from G Child A1 to Child A or from G Child B1 to Child B.

Although originating entries are usually made at the lowest child level, your originating budget, budget adjustment or budget transfer journal can be entered at any intermediate level within a budget hierarchy and during posting the system creates the budget impacts for all of the ledger groups that are *at* and *above* the originating budget journal level. No impact is automatically generated below the originating level.

Note. When you increase budget amount enter increases as positive amounts and enter decreases as negative amounts. This is true for both expenditure and revenue budgets.

Automatic generation is not available below an originating level and manual journal entries must be made to affect single levels within a budget hierarchy.

Originating budget journal entries made at intermediate budget group levels result in the total of the intermediate budget and its parent budgets exceeding the child budgets below that intermediate originating budget level. For example, if you are using automatic generation and you increase Child A by entering an originating budget adjustment for 500 USD, its Parent budget is increased to 1500 USD and the total of Child A and Child B equals the 1500 USD total for the Parent budget. However, the total of G Child A1 and A2, 500 USD does not equal their parent budget Child A total of 1000 USD. .

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You might want a condition where Child A exceeds the total budget for G Child A1 and A2 if you plan to budget certain expenditures at the higher budget level of Child A and do not want the budget detail or roll up of expenditures that could be afforded by G Child A1 and A2 for certain categories of expenditures. For example, you might want to budget for total office expense at the Child A level rather than at G Child A1 or A2 levels or have detail amounts for such things as office supplies, machine rental and maintenance for G Child A1 and A2 that rolls up to office expense.

The processing of the budget impacts to all of the ledger groups (including the impact to that of the originating journal entry for the originating child budget) is treated as a single unit of work, so that if an exception is encountered at any level during the posting process, none of the budget ledgers are updated. All levels must pass the posting edits for anything to be committed to the budget ledgers. The same is true when unposting automatically generated journals.

When you do an unpost, the budget processor does not directly remove the posted originating budget journal and the generated impact to other ledger groups. Instead, the budget processor creates a new journal that is a copy of the posted originating version, but with reversed signs for the amounts. After the new journal is created, the budget processor budget checks the newly system generated journal and thereby reverses the impacts of the original journal.

This method of creating and processing the unpost journal is used in order to leave a complete audit trail. The unposting journal will be created with the same journal date as the original. Hence the same set of effective dated budget definition rules will be used.

All automatically generated impacts are distinguished by the system from journal entries that you manually enter or from journals entered by other methods, such as journal import or allocations and can be viewed by clicking the Posted link for the Budget Header Status on the Budget Lines page when the originating journals and their impacts for parent budgets have posted successfully. The link accesses the Commitment Control Activity Log criteria page where you provide inquiry criteria to view the activity created by the process.

Ledger groups that are system generated are visible from the Activity Log and Activity Log Drill-down inquiries.

The source transaction definition as delivered for budget journals specifies JOURNAL_DATE and budget posting uses the originating journal date to perform effective date lookups on all setup related tables when creating journal impacts for parent budgets. Parent budgets mirror originating child budget dates.

Cumulative budgeting can be implemented in one of two ways:

1. Use a cumulative calendar, in which case the cumulative date range is programmatically determined by budget posting when the originating journal is posted.
2. Specify a cumulative date range at the budget attribute level.

   This second method is typically used when using multiple year overlapping budgets.

   The system cannot determine what the cumulative date range should be at the parent budget levels, when a cumulative date range has been specified on the originating budget journal. So, the cumulative dates on the originating journal will not be inherited by the generated parent budgets. Instead, you must manually specify these dates at the various parent budget levels within the Budget Attribute component after the parent budgets have been generated and posted.

   See Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Reference ChartField, page 36.

After all entries are successfully posted, you can view the budget impacts for all affected budgets from within a single inquiry by clicking the Posted link for the Budget Header Status on the Budget Lines page.

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If there are errors after running the budget posting process, click the Errors link for the Budget Header Status to access the Budget Journals Exceptions page to determine the nature of the errors and access the necessary corrections before running the process again. An error encountered at any level in the budget hierarchy errors out and prevents posting of both the originating child budgets as well as the parent impacts.

Note. If you do not activate security for the Budget Entry, Adjustment and for the Budget Transfer event, *anyone* who has general security access to these pages is able to enter, adjust, and transfer budget amounts.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 185.

Combination Editing for Budget and Budget Adjustment Journals

You can edit commitment control budget journals for ChartField combinations online separately from posting or during the batch posting processing as a part of the Budget Processor (FS_BP) Application Engine process, which edits and posts budget journal entries.

Even if you do not have adjustment security authorization, you can run combination editing on line separately from posting to verify that a budget journal passes combination editing prior to posting. However, there is no separate batch request page to run the Edit ChartFields process to perform combination edits as a batch process separately from the posting batch process.

By running the Edit Chartfield process online before posting, you can resolve errors that might exist before they cause delay in the posting process. The process updates the line status, to provide visibility to the lines that failed.

A budget entry that fails combination editing stops further processing during commitment control batch journal posting. If the ChartField combinations are not valid, any further processing for budget related errors is irrelevant until the ChartField errors are corrected. Either all lines pass and the entire journal is posted or if one or more lines fail, nothing is posted. You can view the Budget Errors page to see details about errors requiring correction.

If you automatically generate parent budget journals from child budget journals, no combination editing is performed by the system for the parent budget entries generated further up the budget hierarchy. When combination editing is performed for the originating journals that you make for the child budget and the combinations are found valid at this originating entry level, they are also considered valid for parent budget journals that are automatically generated by the system at the higher budget levels.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Using Combination Editing with Budget, Transfer, and Adjustment Journals, page 184.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Editing ChartField Combinations".

Budget Journal Deletion and Unposting

You can individually delete budget journal *lines* not yet posted on the Budget Lines page in both the Enter Budget Journals and Enter Budget Transfer components. You can also delete multiple *journals* not yet posted using the Delete Journals page.

To reverse *posted* journals, you mark the journals for unposting on the Mark Journals for Unposting page and request a run of the Commitment Control Posting process on the Budget Posting Request page. Commitment Control Posting then creates, budget checks and posts reversing journal entries to the budget ledger.

Note. The reversal of automatically generated parent budget impacts occurs in the same way as that for the originating journal using the budget definition rules and translations.

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See Also

Chapter 7, "Entering and Posting Commitment Control Budget Journals," Entering Budget Journal Lines, page 171

Chapter 7, "Entering and Posting Commitment Control Budget Journals," Deleting Not Yet Posted Budget Journals Using Mass Delete, page 192

Chapter 7, "Entering and Posting Commitment Control Budget Journals," Marking Budget Journals for Unposting, page 195

Import Budget Journals From a Flat File

This process is much like the flat file import process used for importing journals from flat files in General ledger but uses a different run control page.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Importing Budget Journals From a Flat File, page 196.

See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Making General Ledger Journal Entries," Importing Journals from Flat Files.

Load Budget Journals from Other PeopleSoft Applications

You do not have to manually enter budget journals in Commitment Control. You can also enter control budgets through , Budgeting, Human Resources, and third-party applications.

See Also

Chapter 6, "Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications," page 143

PeopleSoft Enterprise Human Resources PeopleBook: Administering Budgets and Requirements

Prerequisites

Before you can enter budget journals, you must do the following:

1. Set up your control budget definitions in the Budget Definitions component and (optionally) your budget attributes in the Budget Attributes component.
2. If you have enabled funding source, you must allocate funding source amounts on the Funding Source Allocation page.
3. Set up security for the Budget Entry or Adjustment event and the Budget Transfer event.

   Note. If you do not activate security for the Budget Entry or Adjustment event and for the Budget Transfer event, *anyone* who has general security access to the page is able to enter, adjust, and transfer budget amounts.

4. If you use journal classes, define them on the Journal Class page.

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See Also

Chapter 3, "Setting Up Basic Commitment Control Options," page 13

Chapter 5, "Setting Up Commitment Control Security," page 121

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Defining Financials and Supply Chain Management Common Definitions," Defining Journal Class

Common Elements

Journal ID Enter a value or select NEXT for a system-assigned value. The system-assigned value appears on the page when you transfer to another page.

Budget Header Status Updated by the Commitment Control Posting process. The status can be any one of the following:

- *N* for *None:* the initial value when you create the journal.
- *I* for *Incomplete:* only applies to copied journals when commitment control security is enabled.
- *E* for *Errors:* editing has been run and the journal has errors.
- *P* for *Posted:* editing has been run and the journal has been posted to the budget ledger.
- *S* for *Security Error:* the person entering the journal did not have security access.
- *B* for *Balance*: unbalanced transfer. When the budget is transferred using the Transfer option, the journal lines must balance.
- *U* for *Unposted:* the journal had been posted and then unposted.

Budget Entry Type Select one of the following values:

- *Original:* indicates an original budget journal entry.

  Used to record adopted or approved budgets. This is the default.
- *Adjustment:* indicates an adjustment to an original budget journal entry.
- *Transfer Original:* indicates an original budget transfer entry (Enter Budget Transfer component only).
- *Transfer Adjustment:* indicates an adjustment to an original budget transfer entry (Enter Budget Transfer component only).

  The following budget entry types are created by the Commitment Control Budget Close process:
- *Closing:* identifies budget journal entries that contain a closing amount for a budget being closed.
- *Roll Forward:* identifies budget journal entries that contain a balance forward amount for a budget that is being closed.

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Entering Budget Journals and Budget Transfer Journals

In this section, we discuss how to:

- Enter budget journal header information.
- Enter budget journal lines.
- View budget journal errors.

Understanding Entering Budget Journals and Budget Transfer Journals

You enter budget journals directly into Commitment Control budgets using the Enter Budget Journals component and budget transfers using the Enter Budget Transfer component.

After creating the initial, or *originating,* budget journal and budget transfer journal, you have the option to automatically generate budget and budget transfer journals for any and all parent budgets above the originating journal level.

Note. The automatic generation of parent budgets from child budget journals does not create parent budget journal records. It creates the parent level impacts and post that generated activity to the KK_ACTIVITY_LOG record.

See Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 161.

See Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 185.

The system can also populate the Enter Budget Journals component with data from other PeopleSoft applications such as Human Resources and , or from a third-party system.

See Also

Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Budget Entries and Adjustments, page 154

Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Budget Transfers, page 155

Chapter 7, “Entering and Posting Commitment Control Budget Journals,” Load Budget Journals from Other PeopleSoft Applications, page 165

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Pages Used to Enter Budget Journals and Budget Transfer Journals

Page Name	Object Name	Navigation	Usage
Budget Header	KK_BD_ENTRY1	Commitment Control, Budget Journals, Enter Budget Journals, Budget Header Commitment Control, Budget Journals, Enter Budget Transfer, Budget Header	Enter budget header information, such as the business unit, journal ID, journal date, Commitment Control ledger group, budget entry type , and currency. Although this page is the same (except for budget entry type labels) whether you access it through the Enter Budget Journals or Enter Budget Transfer components, the security access is different. Different commitment control security events are used to enforce entry and adjustments on budget journal than are used for budget transfers. In addition, because they are different components, the general tools security can be used to limit access.
Budget Lines	KK_BD_ENTRY	Commitment Control, Budget Journals, Enter Budget Journals, Budget Lines Commitment Control, Budget Journals, Enter Budget Transfer, Budget Lines	Enter the transaction lines making up the journal, that include the monetary and statistical amounts and the ChartField values for each transaction. Once you enter the header and lines, you can request journal processing on this page. Although this page is the same whether you access it through the Enter Budget Journals or Enter Budget Transfer components, the security access is different

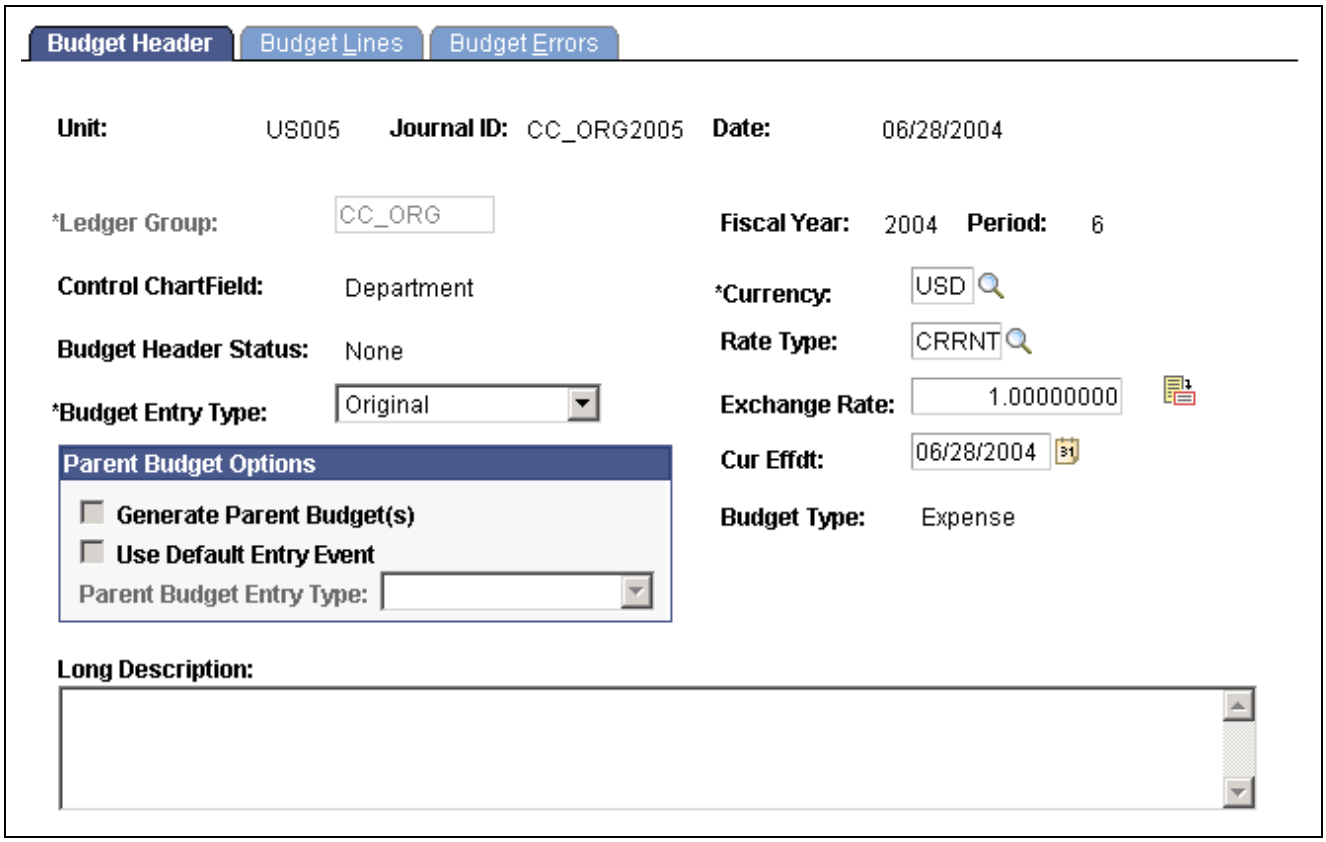
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Page Name	Object Name	Navigation	Usage
Budget Errors	KK_BD_ENTRY_ERR	Commitment Control, Budget Journals, Enter Budget Journals, Budget Errors Commitment Control, Budget Journals, Enter Budget Transfer, Budget Errors	Exceptions are displayed on this page for commitment control security errors, balancing errors when an unbalanced transfer is saved, and for combination editing errors. Edit and budget checking errors are not displayed on this page. They are logged on the commitment control exception table and are viewed by clicking the Budget Header Status value of Error, which becomes a link giving access to the budget journal exceptions page. See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Understanding Handling Budget Journal Exceptions, page 177. The system saves a recycled journal, but it does not post the journal until you correct the errors. Although this page is the same whether you access it through the Enter Budget Journals or Enter Budget Transfer components, the security access is different.
Exchange Rate Detail	EXCH_RT_DTL	Click the Exchange Rate Detail button on the Budget Header or Budget Lines page.	Displays the rules used to calculate exchange rates. You can modify the rate values if the exchange rate definition allows overrides.
Journal Entry Copy Down Option	JOURNAL_COPY_DOWN	Click the Journal Line Copy Down link on the Budget Lines page.	Select the fields you want to copy to the next journal entry line on the Budget Lines page.

Entering Budget Journal Header Information

Access the Budget Header page.

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Budget Header page

Ledger Group When adding a new journal, a lookup is available to select the ledger group for the budget ledger to which this entry is directed.

Currency This field inherits the base currency for the primary ledger of the General Ledger group to which this budget is attached.

Select a new currency if you wish to override the default. Control budget amounts can be entered in any currency, but the Budget Processor and Budget Posting process converts them into base currency amounts for validating budget amounts and verifying the availability of funds when you process source transactions.

The currency code entered here is used as the default currency for the budget journal lines.

Rate Type If you are not using the base currency, enter a rate type for the amount conversion.

The system automatically displays the *Exchange Rate* based on the rate type you select.

Click the Exchange Rate Detail button to open the Exchange Rate Detail page, which displays exchange rate detail information.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook* , “Processing Multiple Currencies,” Defining Market Rates.

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Cur Effdt (currency effective date) Defaults from the *Journal Date.* Enter a new date to override it. The *Cur Effdt* is used to determine the exchange rate.

Budget Entry Type For budget entries using the Enter Budget Journals page these values are available:

- Select *Original* if this is an original budget entry being made for the first time.
- Select *Adjustment* if this is an adjustment to an *original* budget amount.

For budget transfers using the Enter Budget Transfer page these values are available:

- Select *Transfer Original* if this is a transfer of an original budget amount.
- Select *Transfer Adjustment* if this is a subsequent transfer of an adjustment to an original budget amount.

Note. If you do not activate security for the Budget Entry or Adjustment event and for the Budget Transfer event, *anyone* who has general security access to the page is able to enter, adjust, and transfer budget amounts.

Parent Budget Options

Use these options to automatically create parent level budget and budget transfer impacts for a budget hierarchy no matter how many child to parent budget layers there might be.

The Generate Parent Budget (s), Use Default Entry Event, and Parent Budget Entry Type check boxes are available only under certain setup and security options. Details of setup and use of the feature are documented in separate sections dealing with the automatic generation of parent budget journals from child budget journals; the links to which follow.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 161.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 185.

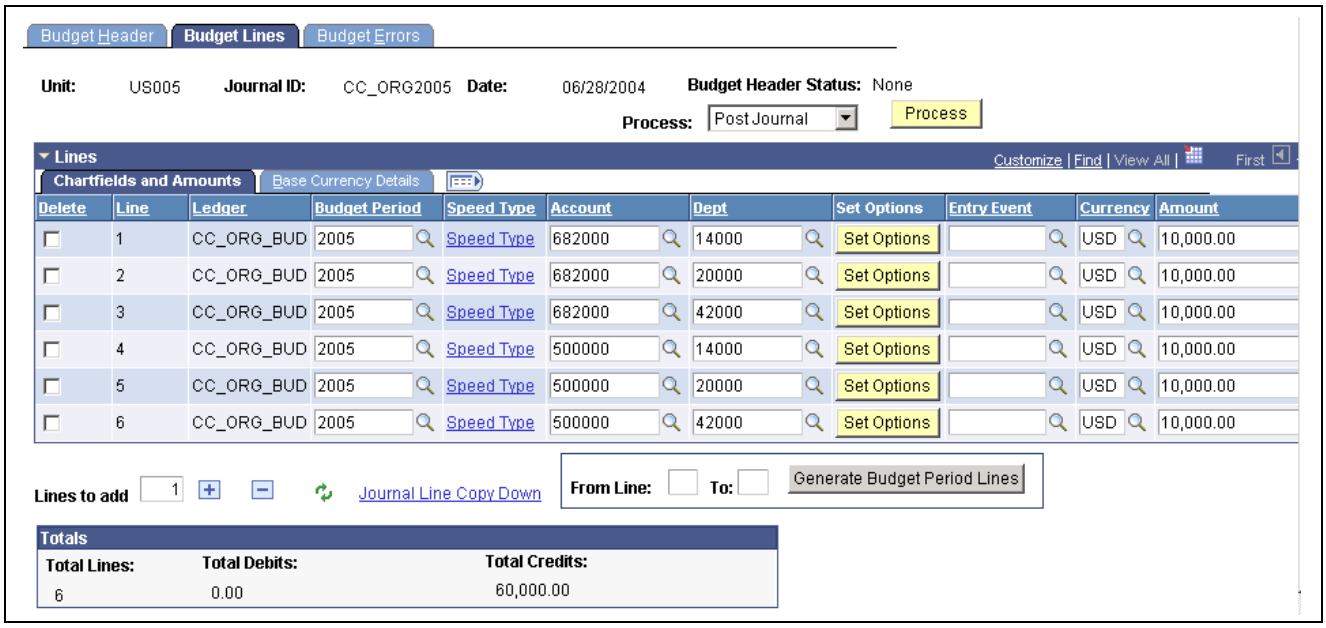
See Also

PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook , "Processing Multiple Currencies"

Entering Budget Journal Lines

Access the Budget Lines page.

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Budget Lines page

Processing Options

Process

Select one of the following processing options and initiate the process by clicking the Process button:

- *Delete Journal:* deletes the current journal. You cannot delete a posted or unposted journal.
- *Edit Chartfields:* edits to determine if the budget journal passes ChartField validation and combination editing rules prior to posting. You can do combination editing directly, without calling the posting process.

  Any errors found are reported on the Budget Errors page. The budget lines status reflects lines that failed combination editing; however, the header status is not updated. With proper security the posting process can later be run and the edits are performed again even if the preliminary Edit Chartfields is run.
- *Post Journal:* initiates the Commitment Control Posting process (FS_BP). The process edits the journal and, if the journal is valid, posts it.

  Note. For reasons of efficiency, you typically edit and post budget entry journals in the background, using the Budget Posting Request page.
- *Refresh Journal:* Refreshes the data on the page with data from the database. You lose unsaved changes if you do a refresh.

Entering Budget Journal Lines

The following elements enable you to manipulate the way you enter journal lines:



To add additional journal lines to the scroll, enter the number of lines you wish to add in the Lines to add field and click the Insert Journal Lines button.

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You can also just click the Insert Journal Lines and Delete Selected Journal Lines buttons to add or delete lines.

All fields from the previous line are copied to the new line or lines. You can limit the fields that are copied by clicking the Journal Line Copy Down link to access the Journal Entry Copy Down Option page, where you can select fields for copying.



To delete specific lines from the journal, select the Delete check box for the lines and click the Delete Selected Journal Lines button.



Click the Refreshbutton to update the journal Totals and process the deferred PeopleCode (for example, prompt table edits).

Generate Budget Period Lines

If you have enabled cumulative budget checking for the budget definition (on the Control Budget Options page), use this button to generate budget journal lines for each budget period within the valid date range of the budget. Do the following:

1. Enter a row of ChartField values and the beginning budget period for each cumulative date range that you want the system to divide into separate journal lines by budget period.
2. If you did not select Derive Dates and a cumulative calendar on the budget definition (Control Budget Options page), enter the *Cumulative Begin Date* and *End Date* on the *Base Currency Details* tab.
3. In the From Line and To fields, enter the range of rows (line numbers) for which the system should generate separate journal lines for each budget period in the cumulative date range.
4. Click *Generate Budget Period Lines.* The system generates a journal line for each budget period in the cumulative date range.
5. Distribute the budget amount among the budget periods, or enter the entire amount into the first period for each cumulative budget.

See Chapter 3, “Setting Up Basic Commitment Control Options,” Budget Period Calendars and Cumulative Budgeting, page 24.

ChartField and Amounts Tab

This tab displays the budget ledger, budget period, and key ChartFields, along with the following:

Speed Type

If you are using a SpeedType key to automatically enter frequently used ChartField combinations, click the SpeedType button and select the appropriate SpeedType code.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Defining and Using ChartFields,” Defining and Using Speed Types.

Set Options

Click to access the Budget Attributes - Set Options page, where you can view and set budget attributes for the budget.

See Chapter 3, “Setting Up Basic Commitment Control Options,” Defining Control Budget Attributes, page 97.

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Funding Source Enter the funding source from which this budget amount was allocated. Not available if funding source is not enabled.

Note. If funding source is enabled for the budget definition and control ChartField value, you must have funding source allocations established before you enter a budget journal and the budget journals must be posted before you can spend against the funding sources.

If you are generating parent budgets from originating child budgets, the system can use the funding source field to automatically populate funding source information for the parent level ledger groups.

Note. Funding source is not supported by combination editing.

See Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up, Allocating, and Inquiring on Funding Sources, page 68.

See Chapter 3, "Setting Up Basic Commitment Control Options," Project Costing and Control Budgets With Funding Source, page 34.

Entry Event Enter any applicable entry event code for this budget journal line:

- The field is not available if entry event is not enabled for the commitment control ledger group.
- It is required if entry events are required for the commitment control ledger group.

Note. You can select a default entry event for control ChartFields on the Control ChartField page to support the optional functionality that provides for parent budgets to be generated from child budgets. The default entry event field on the Control ChartField page is used by the budget posting process to populate entry event for system generated parent budgets when the use default entry event option has been selected and the entry event is either optional or required by the parent budget definition.

See Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events".

Currency The currency code for the business unit defaults from the budget header. If you override it with a currency that is not the base currency for the business unit, you must enter the *Rate Type* and the *Exchange Rate* in the *Base Currency Details* tab to convert the amount.

Amount Monetary amount. To increase the budget, enter a positive amount; to decrease the budget, enter a negative amount.

Budget amounts are stored in the budget ledger in the opposite sign of an amount in an actuals ledger for that entry type. For example, the normal balance for an expense account is a debit. Budget amounts are stored as credits. If you budget 1000 for an expense, you enter it as a positive amount, but it is stored as a credit (negative amount in Commitment Control). If you

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later wished to reduce the budgeted amount to 900, you create a journal line with -100 in the amount field. This is true for both revenue and expenditure type budgets.

Note. You must enter ChartField values from the appropriate budgetary levels of your budget key translations trees, unless you budget without translations. The Commitment Control Posting process checks for ChartFields at proper levels and marks errors.

Note. The ChartFields and Amounts tab displays all the key ChartFields for the Commitment Control ledger group. If you have Rulesets within the ledger group that have different key ChartFields, all of the ChartFields for all of the Rulesets appear. On any given journal line, take care to enter values only for the key ChartFields of the Ruleset to which the budget belongs. When you save, click the Refresh button or select and run Refresh Journal, and review the page to ensure that you have entered the proper ChartFields for each budget's Ruleset.

See Chapter 3, "Setting Up Basic Commitment Control Options," Key ChartFields and Translation Trees, page 21.

Access Currency and Other Columns



Click to access additional columns.

Rate Type The rate type and exchange rate default from the Budget Header page.

You can, however, override the currency code that defaults from the Budget Header page onto the ChartFields and Amounts tab. If you select a currency that is not the base currency for the business unit, you must enter a value in the Rate Type field.



Click to access the Exchange Rate Detail page, which displays exchange rate detail information.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook* , "Processing Multiple Currencies," Defining Market Rates.

Base Amount The system-populated monetary amount in base currency.

Statistics Code User-defined value that identifies the type of unit you are tracking. Appears only for budget definitions with statistical budgeting enabled.

Statistic Amount Number of statistical units.

Ref (reference) This is a free-form entry field.

Journal Class User-defined value used to categorize budget journals.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Defining Financials and Supply Chain Management Common Definitions," Defining Journal Class.

Cumulative Begin Dateand **End Date** Enter the date range for the budget periods you want to include for cumulative budgeting. You can use these fields, along with the Generate Budget Period Lines button, to create budget period rows for cumulative budget checking.

Cumulative budgeting must be enabled on the budget definition (Control Budget Options page).

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When you populate these dates, the Commitment Control Posting process updates the Budget Attributes with the new values.

Journal Line Description Defaults from Account ChartField value. Appears in lookup lists for this journal line.

Journal Totals

To aid in balancing the journal, you see a running total of the number of Lines, the total Debits, and the total Credits. If Entries Must Balance is selected for this budget definition on the Control Budget Options page, the Commitment Control Posting process creates balancing lines, using the offsets defined on the Offsets page.

Budget Transfer Considerations

Enter budget transfer journals just as you would any other journals but using the budget transfer pages. Enter amounts for the budgets you are transferring from as negative numbers and amounts you are transferring to as positive numbers. Journal entries for transfers must balance. You cannot transfer amounts greater than the available balance if the budget is set to *Control*.

See Also

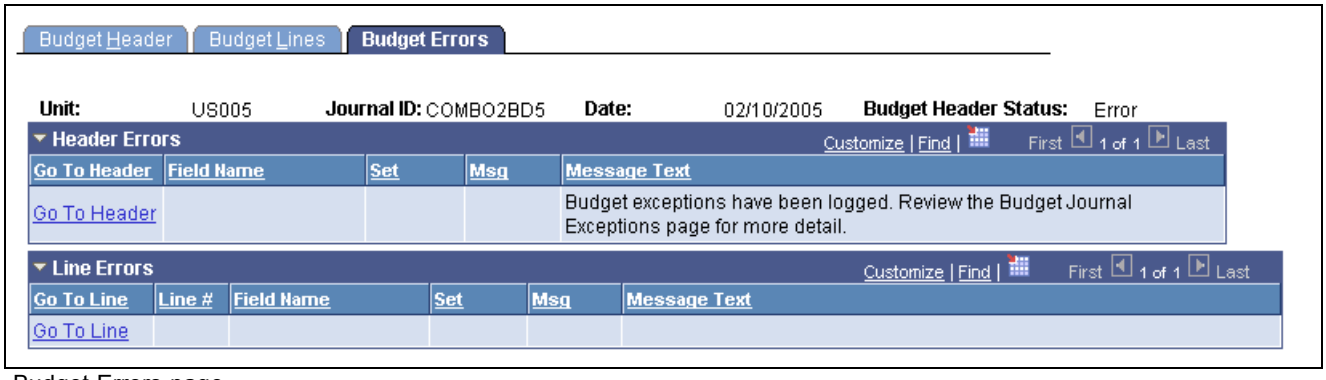
Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24

Chapter 3, "Setting Up Basic Commitment Control Options," Statistical Budgeting, page 34

Chapter 3, "Setting Up Basic Commitment Control Options," Budget Reference ChartField, page 36

Viewing Budget Journal Errors

Access the Budget Errors page.



Budget Errors page

Go To Header and **Go To Line** Click the Go To Header link in the Header Errors scroll area to open the Budget Header page, where you can correct budget header journal errors.

Click the Go To Line link in the *Line Errors* scroll area to open the Budget Lines page and correct errors.

Field Name Displays the ChartField in error.

Set Displays the message set that contains the error message.

Msg Displays the message number.

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Note. Exceptions are displayed on this page for commitment control security errors, balancing errors when an unbalanced transfer is saved, and for combination editing errors. Edit and budget checking errors are not displayed on this page. They are logged on the commitment control exception table and are viewed by clicking the Budget Header Status value of Error, which is a link giving access to the Budget Journal Exceptions page.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Handling Budget Journal Exceptions, page 177.

Handling Budget Journal Exceptions

This section provides an overview and discusses how to:

- Handle budget journal exceptions at the header level.
- Handle budget journal exceptions at the journal line level.

Understanding Handling Budget Journal Exceptions

If budget journal entries fail edits or receive warnings, you can use the budget journal exceptions pages to view the exceptions and derive more detailed information about the budget journals, journal lines and the associated exceptions. If exceptions are overridable, you can override errors using elements of these pages. However, if the error cannot be overridden due to your lack of security access or because of other restrictions, you can access the original invoice or other options and after determining the nature of the errors, make necessary corrections before running journal posting again.

These types of errors can be viewed and you can drill down to further details using the links and elements of the Budget Journal Exceptions pages:

- Budget checking errors.
- Editing errors.
- Combination editing errors.
- Entry event errors.
- Generated parent impact resulting from originating child budget journal errors.

Combination editing errors are viewed using both the budget journal exceptions page and using the budget errors tab on the budget journal pages.

The budget journal exceptions pages display at a high-level indicating that ChartField errors exist. If you call combination editing directly using the Edit ChartFields option, information about the errors is only available using the budget error tab of the budget journal entry page.

The budget journal Budget Errors page displays exceptions only for commitment control security errors, balancing errors, such as when an unbalanced transfer is saved, and for combination editing errors.

Edit and budget checking errors are not displayed on the budget journal entry Budget Errors page. They are logged on the commitment control exception table. They can be viewed using the menu navigation or by clicking the Budget Header Status value link of Error on the budget lines page that is a link, which gives access to the Budget Journal Exceptions page when the budget checking status is error.

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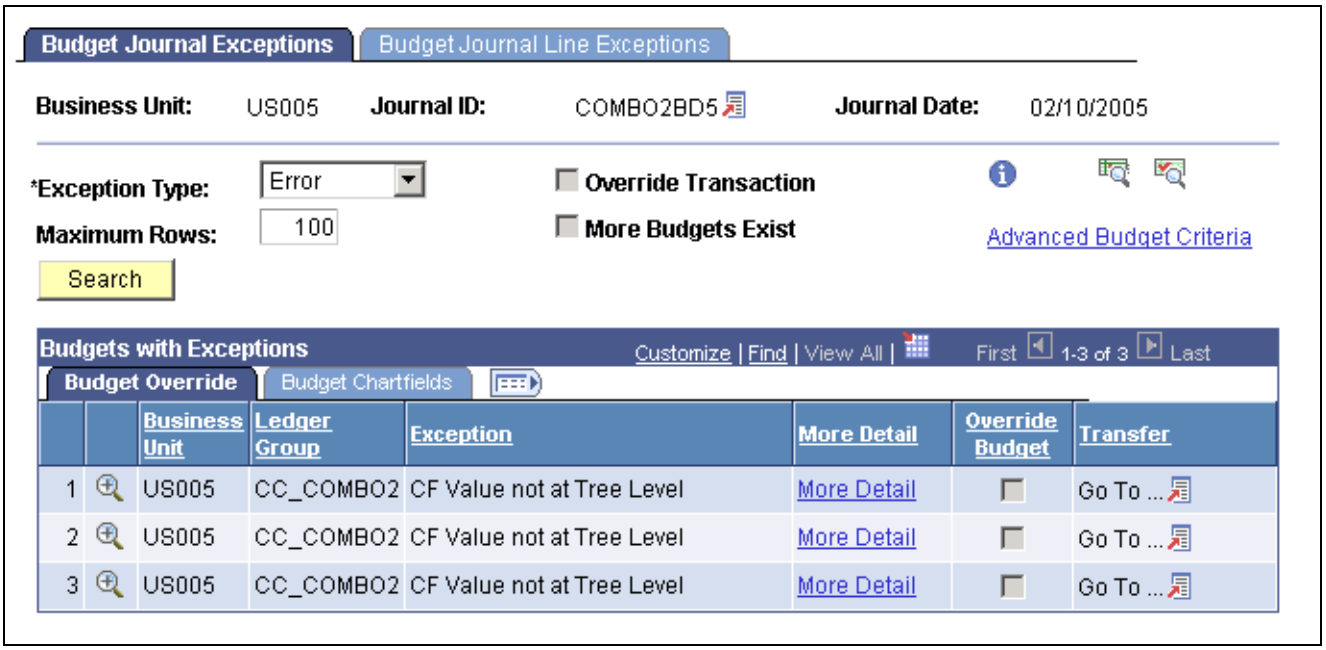
Pages Used to Handle Budget Journal Exceptions

Page Name	Object Name	Navigation	Usage
Budget Journal Exceptions	KK_XCP_HDR_GL2	Commitment Control, Review Budget Check Exceptions, General Ledger, Budget Journal, Budget Journal Exceptions Click the Budget Header Status field value on the Budget Journal Lines page to access the Budget Journal Exceptions page.	Edit and budget checking errors at the header level are displayed on this page. Commitment control security errors, balancing errors when an unbalanced transfer is saved, and combination editing errors are displayed on the Budget Errors page of the journal entry component.
Budget Journal Line Exceptions	KK_XCP_LN_GL2	Commitment Control, Review Budget Check Exceptions, General Ledger, Budget Journal, Budget Journal Line Exceptions	Edit and budget checking errors at the journal line level are displayed on this page. Commitment control security errors, balancing errors when an unbalanced transfer is saved, and combination editing errors are displayed on the Budget Errors page of the journal entry component.
Commitment Control Details	KK_XCP_TRAN_SEC	 Click the Budget Check Details button on the Budget Journal Exceptions page to access the Commitment Control Details page.	Shows budget check details (such as, process instance, errors exist, or only warnings).
Refine Inquiry Criteria	KK_XCP_TR_ADV_SEC	Click the Advanced Budget Criteria link on the Budget Journal Exceptions page.	Use to change the budget criteria and to refine the inquiry.
Budget Journal Line Drill Down	KK_DRL_GL2_SEC	 Click the View Exceptions Detail button on the Budget Journal Exceptions page.	View budget journal line identifiers, source information, and transaction line detail
Exception Details	KK_XCP_TRAN_SEC3	 Click this button for a particular line on the Budget Journal line Exceptions page.	View the budget exception details for the various budgets generated by a particular budget journal line after it is budget checked.

View Budget Journal Exceptions at the Header Level

Access the Budget journal Exceptions page.

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Budget Journal Exceptions page



Click this button that is located next to the journal ID to access the original budget journal.

Exception Type

You can limit information returned for this budget journal to either errors or warnings and when you click the Search button the system populates the scroll up to the number of rows that you specify in the Maximum Rows field.

Override Transactions

If you have been given the super user level of security, and if the nature of the transaction type and budget setup permits it, you can select this check box and rerun the budget process from this page to budget check a budget journal that is in error.

This check box is not available if the journal is valid, if you do not have the necessary security permission, if the source transaction definition does not permit an error override, or if one or more journal lines has an error that cannot be overridden.

This check box is also not available for warning exceptions because it is not necessary to override warnings.

Maximum Rows

Enter the maximum number of budget journals lines with exceptions that you want to retrieve to the budgets with exceptions grid at the bottom of the page. The default value is 100.

If the number of rows retrieved by the system exceeds the default value or the number of rows that you specify for the Maximum Rows field when you click the Search button, you are prompted by a message to increase the number to display the additional rows. However, you can also click the OK button on the message to continue to display less than the total rows retrieved and the More Budgets Exist check box is selected by the system.

More Budgets Exist

The system selects this field when the Maximum Rows field value is less than the total number of budget rows retrieved by the system.

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	Click the Budget Check Document button after overriding errors to budget check the budget journal again.
Advanced Budget Criteria	Select this link to access the Refine Inquiry Criteria page where you can change the budget criteria to limit the rows you see.

Budgets with Exceptions

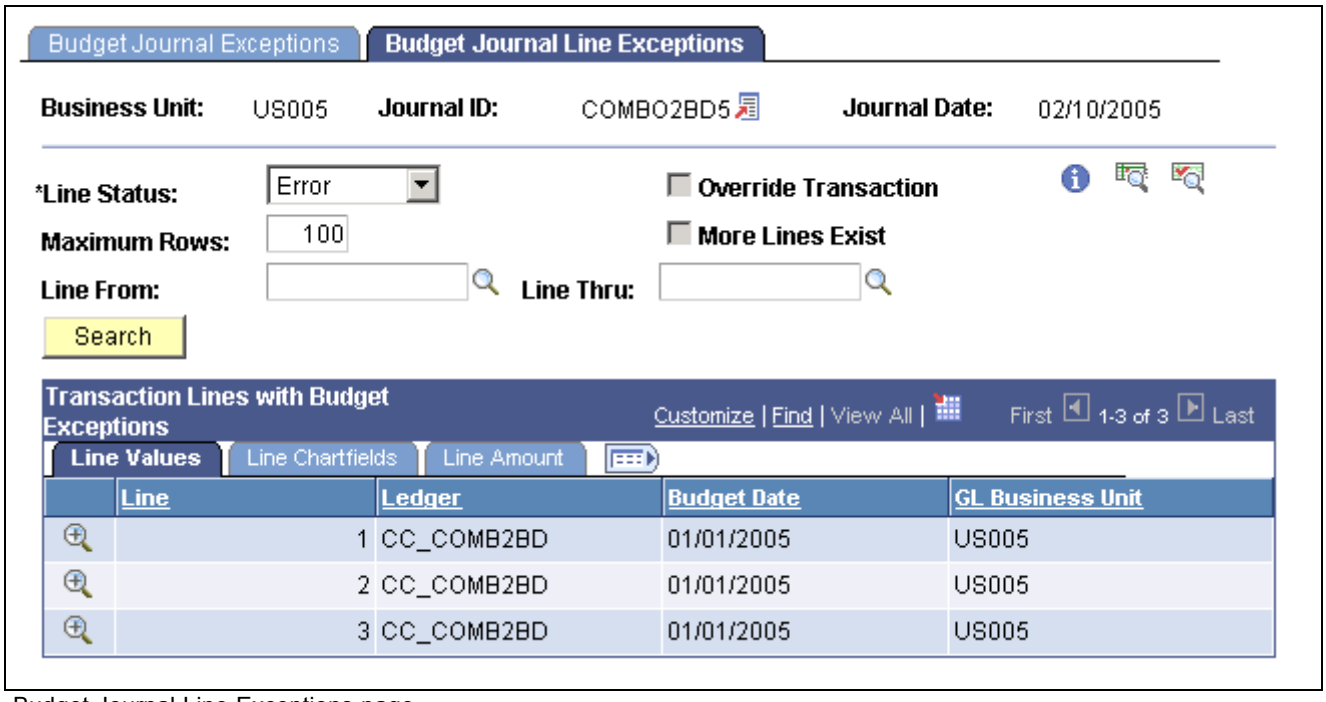
	Click to view the Budget Journal Drill Down page for a budget journal row where you can view the line identifiers, source information, and transaction line detail.
Override Budget	If you have the security designation of super user, you can override errors for individual budget journal rows. The check box is not available if you are not a super user, and if an override is not allowed.
	Click this button under the Transfer column to access 2 links. One is the Go to Budget Exception link that enables you to go to the Commitment Control Budget Exceptions page. You can also click the link to access the Commitment Control Budget Details page. These pages enable you to access additional pages and inquiries used in managing budgets and transaction exceptions.

Budget ChartFields

Select this tab to view the budget ChartFields for each of the budget journal lines listed.

View Budget Journal Exceptions at the Journal Line Level

Access the Budget Journal Line Exceptions page.



Budget Journal Line Exceptions page

Many of the page element and the descriptions on this page are the same as those for the Budget Journal Line Exceptions page. Those that are different are described here.

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Line From and **Line Thru**

Enter a consecutive block of line numbers and click the Search button to display those rows within the Maximum Rows constraints.

If the number of rows populating the Transactions Lines with Budget Exceptions grid is less than the number retrieved given you criteria, the system will issue a message that more lines exist and you can either increase the lines or select the OK button on the message to display the block of numbers that you originally selected.

Maximum Rows

Enter the maximum number of budget journal transaction lines with budget exceptions that you want to retrieve to the Transaction Lines with Budget Exceptions grid at the bottom of the page. The default value is 100.

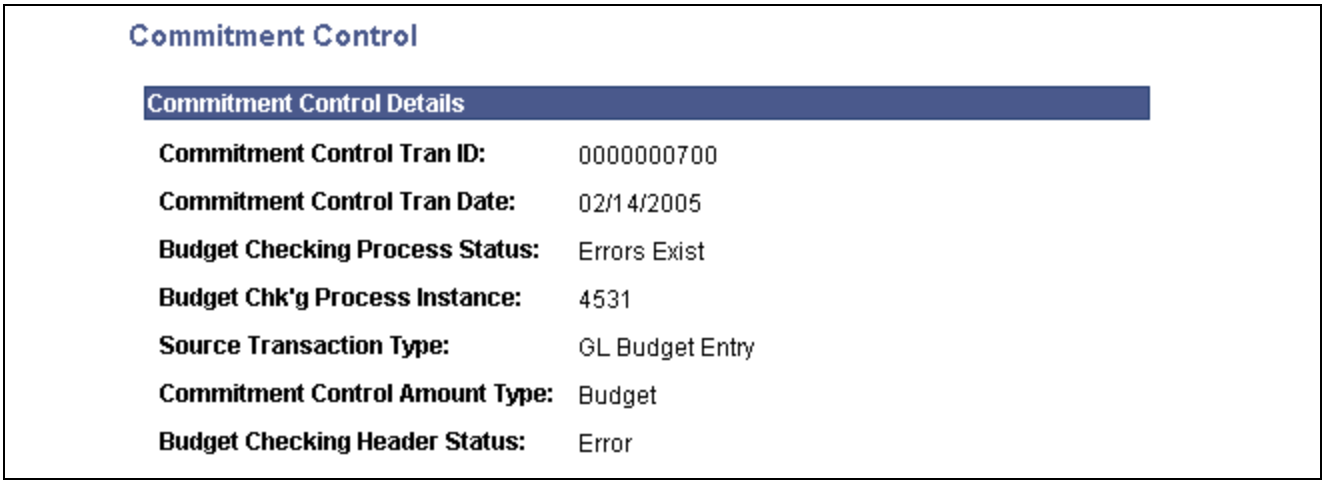
If the number of transaction lines retrieved by the system exceeds the default value or the number of rows that you specify for the Maximum Rows field when you click the Search button, you are prompted by a message to increase the number to display the additional rows. However, you can also click the OK button on the message to continue to display less than the total transaction lines retrieved and the More Lines Exist check box is selected by the system.

More Lines Exist

The system selects this field when the Maximum Rows field value is less than the total number of transaction lines with budget exceptions retrieved by the system.

Commitment Control Details

Access the Commitment Control Details page.



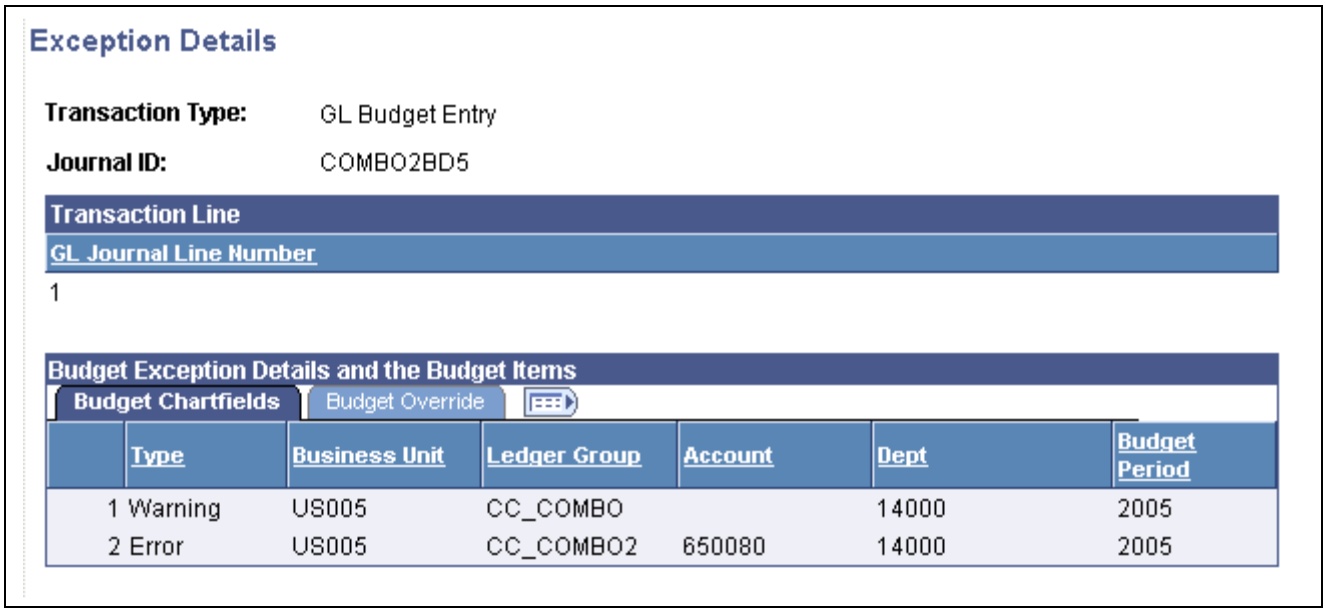
Commitment Control Details page

This page is accessed from the Budget Journal Exceptions page, it displays the details of the budget journal associated with the budget line exception.

Exception Details

Access the Exception Details page.

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Exceptions Details page

Accessed from the Budget Journal Line Exceptions page, this page displays the exceptions associated with a particular journal line and the associated exceptions with the budget ChartFields and any budget overrides applied.

See Also

Chapter 7, "Entering and Posting Commitment Control Budget Journals," Handling Budget Journal Exceptions, page 177

Copying Budget Journals

This section discusses how to copy commitment control budget journals.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Budget Journal Copying, page 156.

Note. Coping of budget *close* journals and the copying of budget journals across different commitment control budgets is not supported.

For example, if the journal date of the copied journal refers to a different effective dated row on the budget definition, you cannot copy the journal. The system prevents copying across different budgets and issues an error message.

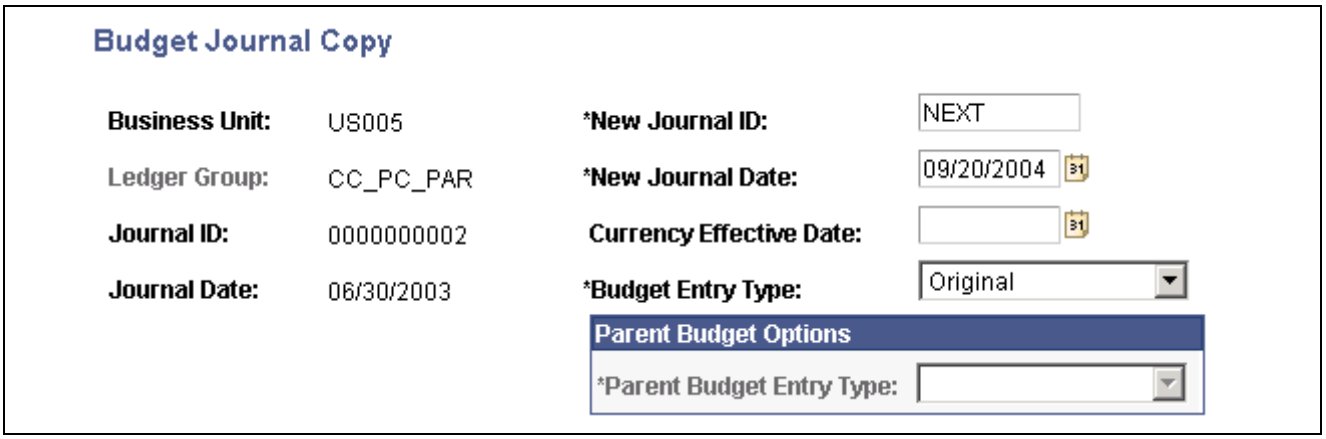
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Page Used to Copy Budget Journals

Page Name	Object Name	Navigation	Usage
Budget Journal Copy	KK_BD_COPY	Commitment Control, Budget Journals, Enter Budget Journals; select Copy Journal in the Process field on the Budget Lines page and click the Process button to access the Budget Journal Copy page	Create copies of budget journals online.

Copying Commitment Control Budget Journals

Access the Budget Journal Copy page.



Budget Journal Copy page

New Journal ID Enter a journal ID for the new budget journal. The defaults is *NEXT,* which means the system automatically assigns the next available journal ID number as determined by your installation setup. This field is unavailable and locked to the value NEXT if you select the user preference *Use Next Journal ID* value.

New Journal Date Enter the new date for the journal you are creating. The system uses Business Unit, New Journal ID and New Journal Date to check for the creation of duplicate journal, and prevents duplicates by issuing an error message.

Copied budget journal lines with a existing budget period are populated with values from the original journal. Lines without a budget period are populated with the new journal date.

Note. Copying budget journal across different commitment control setups is not supported. A different setup means that if the journal date of the copied journal refers to a different effective dated row on the budget definition, then you cannot copy the journal. The system prevents this action and issues an error message.

Currency Effective Date Specify a currency effective date different from the new journal date if necessary. If you leave this field blank, the system uses the new journal date when it copies the journal. The system recalculates all base currency amounts

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using this currency effective date, if it has a rate type on the line, and the foreign currency is different from the base currency.

Budget Entry Type Select the budget entry type for your copied journal, which can be either *Original* or *Adjustment.* The value defaults from the budget entry type of the source journal, but you can change the value for the newly copied journal here.

Parent Budget Entry Type Enter the Parent Budget Entry Type for the new journal, if you elected to generate parent budgets on the source budget journal. The value defaults to the same value as the source journal but you can change it to *Original* or *Adjustment* for the new journal.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 185.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 161.

Using Combination Editing with Budget, Transfer, and Adjustment Journals

Optionally, you can create combination editing definitions for commitment control budget, transfer and adjustment journals as follows:

1. Specify the ChartField Combination Editing Template BD_COMMIT on the Ledger Template - Field Definitions page.

   The Journal Edit process uses the specified combination edit template for ChartField validation during budget journal editing and error logging.

2. Specify the ChartFields to be used for the combination rules on the ChartField Combination Editing Definition page.

   The ChartFields must be Key ChartFields for the budget definitions.

3. Specify the ChartField value combinations on the Rule Definition page.

   The combinations must complement the budget rules if you use multiple rule sets. Complement means that the ChartFields as setup in the combination edit rules must reflect the budget definition rules with respect to which ChartFields are used, and the values that are included.

4. Specify the anchor ChartField and non-anchor ChartField values to include in your rule on the ChartField Combinations page

5. Specify the rules to be Linked together in a combination group on the ChartField Combination Editing Group page

   Groups of rules are attached to a budget ledger group on the Ledgers For A Unit, Journal Edit Options page.

You can run combination editing by itself on line form the Budget Lines page of the budget entry component by selecting *Edit Chartfields* in the Process field and click the Process button. This enables you to determine if the budget journal passes combination editing and clean up any errors before posting the journal.

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Combination editing errors are viewed using both the journal exceptions page and using the budget errors tab on the budget journal page. The journal exceptions page displays at a high-level indicating that ChartField errors exist. To see the detail regarding the errors, such as which ChartFields, use the error tab on the journal. If you call combination editing directly using the Edit ChartFields option, information about the errors is only available using the budget error tab.

After correcting errors, you can post budget journals on line or in batch. However, posting always runs the Edit Chartfield process and does combination editing whether or not the combination editing process has previously been run on line.

Note. You can run the Edit Chartfields process *online* as often as necessary to prove the validity of ChartField combinations before posting budget journals either on line or in batch. However, there is no separate batch request page to run Edit ChartFields as a batch process separately from the posting batch process.

For further information about setting up combination editing, refer to the detailed information contained in the documentation for combination editing for actuals transactions. Combination editing for budget journals primarily differs in that the combination editing is for entering of budgets and involves budget ChartFields and values that might be budget only and have different translation and account roll-ups than those for actuals transaction accounts that are budget checked in the normal course of creating and recording information about actual day to day transactions.

Note. Combination editing is not available through project budget creation from within the Project Costing application.

In addition, combination editing does not support the optional funding source feature.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Combination Editing for Budget and Budget Adjustment Journals, page 164.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Editing ChartField Combinations".

Generating Parent Budgets, Budget Adjustments and Budget Transfers Automatically

This section discusses how to:

- Set user preferences for access to automatically generate parent budgets.
- Set options for automatic generation of parent budget journals.
- View the results of processing originating journals.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically, page 161.

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Pages Used to Generate Parent Budgets, Budget Adjustments and Budget Transfers Automatically

Page Name	Object Name	Navigation	Usage
General Ledger	OPR_DEF_TABLE_GL1	Set Up Financials/Supply Chain, Common definitions, User Preferences, Define User Preferences, User Preferences, General Ledger	Set user preferences to determine access granted to automatic generation of parent budgets from source child budget journals.
Budget Header	KK_BD_ENTRY1	Commitment Control, Budget Journals, Enter Budget Journals, Budget Header Commitment Control, Budget Journals, Enter Budget Transfer, Budget Header	Select option to generate parent budget journals from child budgets journals and default entry event option. Although this page is the same (except for budget entry type labels) whether you access it through the Enter Budget Journals or Enter Budget Transfer components, the security access is different.
Budget Lines	KK_BD_ENTRY	Commitment Control, Budget Journals, Enter Budget Journals, Budget Lines Commitment Control, Budget Journals, Enter Budget Transfer, Budget Lines	Enter the transaction lines making up the journal, that include the monetary and statistical amounts and the ChartField values for each transaction. Once you enter the header and lines, you can request ChartField edits and journal processing on this page. After processing the journal you can click the Budget Header Status link to view the results of a successful posting and the parent budget impacts or view the causes of a error status. Although this page is the same whether you access it through the Enter Budget Journals or Enter Budget Transfer components, the security access is different

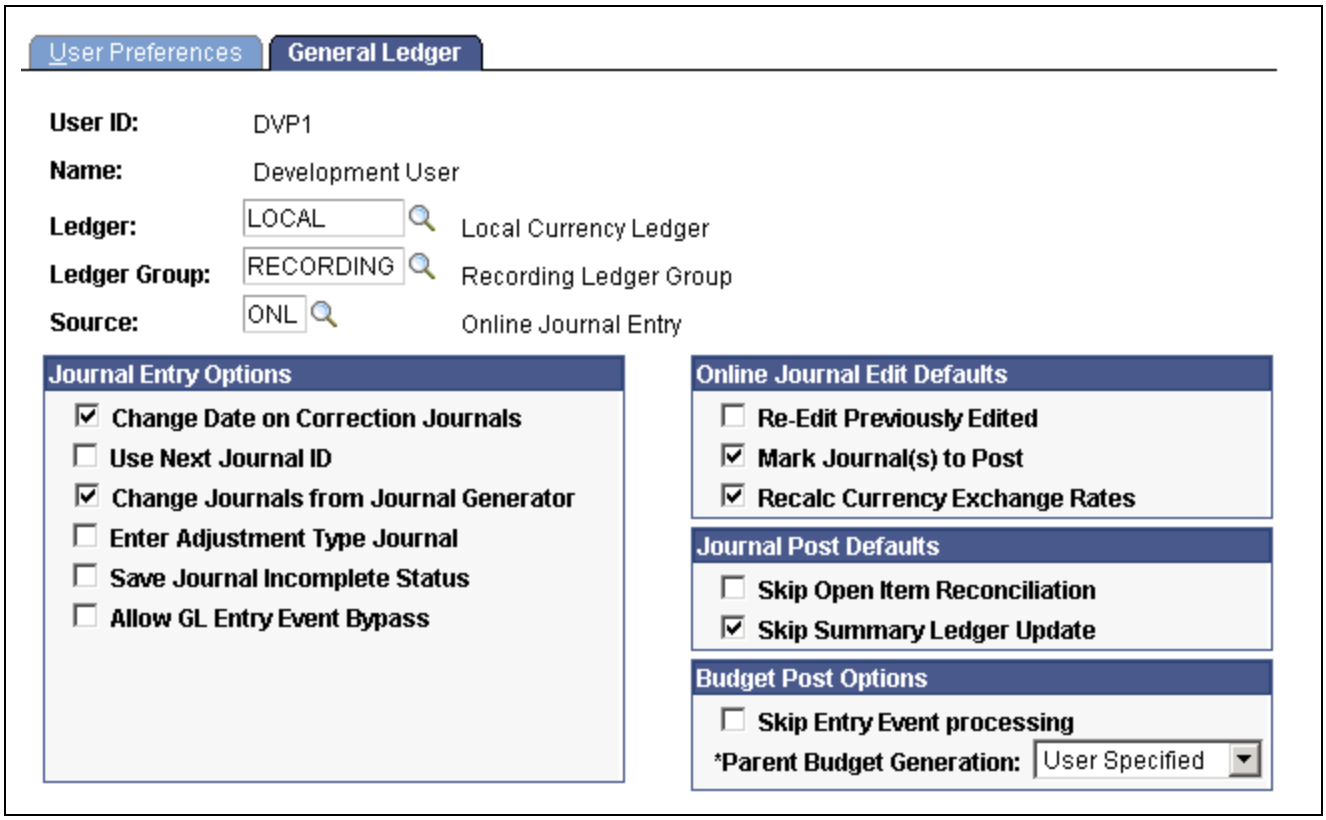
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Page Name	Object Name	Navigation	Usage
Commitment Control Activity Log	KK_ACT_LOG_INQURY	Commitment Control, Review Budget Activities, Activity Log, Commitment Control Activity Log You can also click the Budget Header Status Link after the successful posting of originating journal entries to view the generated parent budget impact.	View the impact of child budget generation for automatically generated parent budget journals.
Budget Journal Exceptions	KK_XCP_HDR_GL2	Commitment Control, Review Budget Check Exceptions, General Ledger, Budget Journal, Budget Journal Exceptions You can also click the Budget Header Status link after the successful posting of originating journal entries to view the generated parent budget impact.	View errors encountered in the edit and generation of parent impacts resulting from processing of originating child budget journals.

Setting User Preferences to Access Automatic Generation Of Parent Budgets

Access the General Ledger page.

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General Ledger page - Budget Post Options

Setting Budget Post Options

After you have the necessary security access and have set up child and parent budgets with the desired budget hierarchy, use the Budget Post Options and the Skip Entry Event Processing option to set user preferences for the automatic generation of parent budget journals from their child budget journal entries.

Skip Entry Event Processing Select this check box to skip entry event processing for budget journals.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Running the Entry Event Processor for Budget Journals, page 195.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Using Entry Events with Commitment Control Budgets.

Generate Parent Budget (s) Select a value to determine how the Generate Parent Budget (s) option is to display for a given user ID on the budget journal header page or from within the Project Costing budget entry component:

- *User Specified:* Select to give a user with the proper security the discretion to access and use the Generate Parent Budget (s) option on the budget journal header page.

  User Specified is the system default value.

- *Always Generate:* Select this option when it always is desirable for this user ID to generate parent budget journals from entered child budget journals when a parent and child relationship exists

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Under these circumstances the Generate Parent Budget (s) check box on the budget journal header page is automatically selected by the system and is grayed.

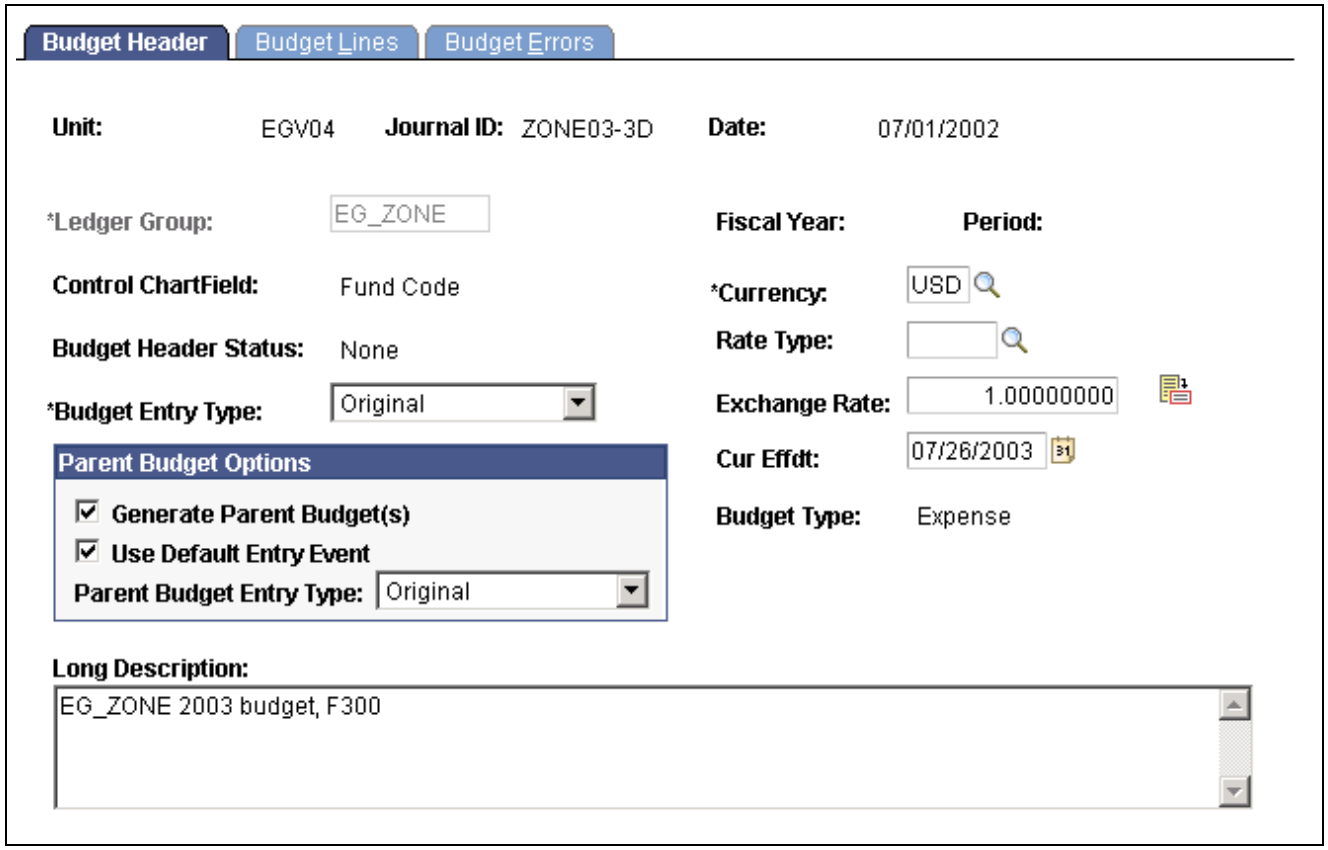
- *Never Generate:* Select and the User ID is never allowed to generate parent budget journals form child budgets and the option is automatically unselected by the system and is unavailable.

If a user ID has the authority to access the Generate Parent Budget option and also has the security to impact each of the budgets specified on the originating budget journal, then that user ID implicitly has the authority to post the journal and impact all of the applicable parent level budgets as well.

Note. If the Parent Budget Generation option is left blank for a user ID or if user preferences are not defined for a user ID, the Generate Parent Budget (s) check box on the journal Budget Header page is not available to that user ID.

Setting Options for Automatic Generation of Parent Budgets

Access the Budget Header page.



Budget Header page - Parent Budget Options

Setting Parent Budget Options

Generate Parent Budget (s) Check this check box to automatically create parent level budget and budget transfer journals for a budget hierarchy no matter how many child to parent budget layers might be involved.

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The Generate Parent Budget (s) check box is available only under certain setup and security options:

- Availability of this check box to a particular user ID depends on the Parent Budget Generation field value that is selected for the user ID on the General Ledger tab of the User Preferences component.

  Note. If this user preference option is left blank for a user ID or if user preferences are not defined for a user ID, the Generate Parent Budget (s) check box on the journal Budget Header page is not available to that user ID

  See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Setting User Preferences to Access Automatic Generation Of Parent Budgets, page 187.

- Access is also available only if the ledger group specified on the originating, or original, child budget and budget transfer journal has a parent ledger group associated with it.

  If there is no associated parent ledger group, the check box is unavailable, without regard to user ID security authority for budget entry and transfer.

- A user ID that has the authority to access the Parent Budget Generation option and has the authority to make entries to each of the budgets specified on the originating budget journal, has the implicit authority to post the origination child journals and impact all of the applicable parent level budgets.

  Note. The authority to post originating child journals and impact all of their applicable parent level budgets, as discussed in the preceding bullet point, is a key point in the understanding of the security structure in parent budget creation and maintenance using child budget origination journals.

Parent Budget Entry Type Select *Original* or *Adjustment* budget entry type to be applied to the generated parent budget journals.

For transfers the values are *Transfer Original* and *Transfer Adjustment.*

This field is available only if you have access to and have selected the Generate Parent Budget (s) check box.

Use Default Entry Event Click this check box when the Generate Parent Budget option is checked and you are using entry event functionality for the generated parent budget journals.

You establish the default entry event value on the Control ChartField page when you setup the control budget definition for the parent budgets that are to be generated.

Note. If you have a single setID for Control ChartField, but more than one setID for Entry Event codes, it is possible that a single control ChartField value may need to be associated with different entry event codes depending on the business unit involved. For this reason , prompting for the default entry event values on the Control ChartField page presents entry event codes across all setID values. However, it is only possible to link one default entry event code with a particular setID and control ChartField value.

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See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Control ChartFields, page 62.

If the Entry Event for Budgets Ledger field for the parent ledger group is set to *Optional* in the ledgers for a unit component, budget posting applies default entry event code values from each parent budget that has the Entry Event for Budgets Ledger option set to optional or required. This occurs even if the child budget line in the originating journal does not have entry event populated.

If a default entry event code has not been specified within the budget definition on the Control ChartField page of the parent , the originating journal is posted and the parent impacts are created but a warning message is issued for the parent. The warning is issued if entry event is optional and no value is specified. However; the system logs an error if entry event is required and no value has been specified.

If a parent ledger group has the Entry Event for Budgets Ledger field set to *Required* in the ledgers for a unit component, the default entry event code is applied regardless of the setting for the Use Default Entry Event check box on the budget journal header. If a default value is not established for the parent budget definition, the budget posting process errors out (fails) and the originating child journal and parent impacts are not generated.

Note. In no case does the system supply, or default, an entry event code for the originating budget entry line if one is not entered.

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Using Entry Events," Using Entry Events with Commitment Control Budgets

Viewing the Results of Processing Originating Journals

Access the Budget Lines page.

Budget Header Status

- If the header status value is *Posted:* Clicking this link accesses the Commitment Control Activity Log page and to provide activity log inquiry criteria.

  Using the inquiry, you can see the impacts to each of the budgets (ledger groups and budget ChartField combinations) within the budget hierarchy and by specifying a ledger group on the Commitment Control Activity Log criteria page you can filter the inquiry results of parent generated journals to a specific ledger group.

  The ability to specify the ledger group is useful when the resulting parent budget impacts cross several ledger groups and you can narrow the view of the impacts to selected ledger groups across all budget journals.

- If the header value is *Error:* Clicking this link accesses the Budget Journal Exceptions page and provides further opportunity to drill down and examine details of the error condition.

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Deleting Not Yet Posted Budget Journals Using Mass Delete

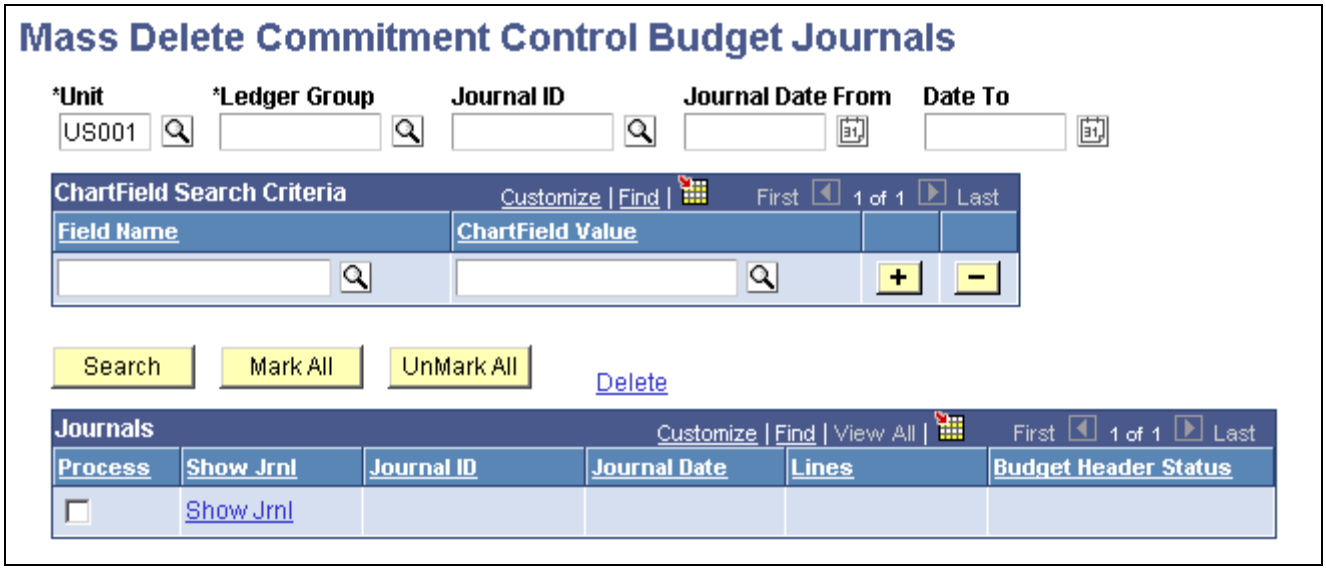
This section discusses how to delete one or multiple budget journals that have *not* been posted.

Page Used to Delete Not Yet Posted Budget Journals

Page Name	Object Name	Navigation	Usage
Mass Delete Commitment Control Budget Journals	KK_JRNL_DELETE	Commitment Control, Budget Journals, Mass Delete Budget Journals, Mass Delete Commitment Control Budget Journals	Select and delete multiple budget journals in a business unit and Commitment Control Ledger Group. Journals cannot be posted. You can search for journals that have not been posted by journal ID, range of journal dates, and ChartField value.

Deleting Multiple Not Yet Posted Budget Journals

Access the Mass Delete Commitment Control Budget Journals page.



Mass Delete Commitment Control Budget Journals page

To delete multiple budget journals that have not been posted:

1. Enter your search criteria.

   Leaving a field blank retrieves all budget journals with values for that field that fit your other search criteria. You must, however, enter a business unit and Commitment Control ledger group. The page retrieves only journals that have not yet been posted.

2. Click the Search button to display the journals that match your search criteria in the Journals grid.
3. Use the check box to select each budget journal you want to delete.

   Click Mark All to select all budget journals in the Journals grid.

   Click UnMark All to clear all check boxes.

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Click Show Jrnl (show journal) to open the Enter Budget Journals or Enter Budget Transfer component, where you can view journal detail.

4. Click the Delete link to delete all budget journals marked for deletion.

Note. Deleting budget journals that are in error status and having failed to post cleans up the assorted commitment control tables (exceptions are source header and line, and so forth).

Posting and Unposting Control Budget Journals

In this section, we discuss how to:

- Request a batch run of the Commitment Control Posting process.
- Mark budget journals for unposting.

Although you can post budget journals using the Commitment Control Posting process FS_BP) directly from the Enter Budget Journals and Enter Budget Transfer components, it is more efficient to run the process in batch mode. Request a batch run of the Commitment Control Posting process on the Budget Posting Request page.

You can both post and unpost budget journals using the Budget Posting Request page. In order to unpost already-posted budget journals, you must first identify the journals for unposting on the Mark Journals for Unposting page.

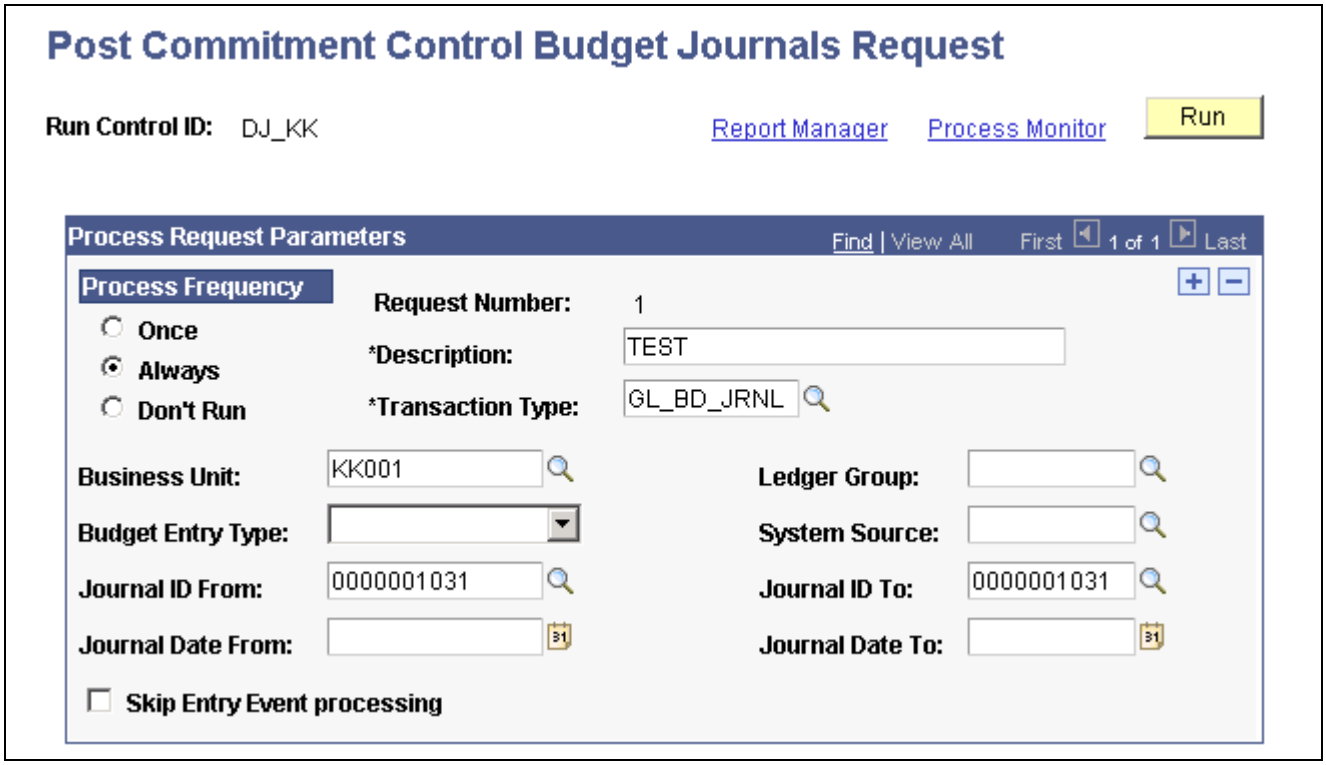
Pages Used to Post and Unpost Control Budget Journals

Page Name	Object Name	Navigation	Usage
Post Commitment Control Budget Journals Request	KKBD_POST_REQ	Commitment Control, Post Control Budget Journals, Request Posting, Post Commitment Control Budget Journals Request	Request a run of the Commitment Control Posting application engine process (FS_BP) for budget journals. Select journals by business unit, commitment control ledger group, system source, entry type, journal ID, and journal date. The system posts only those budget journals that fit the request criteria *and* have no errors. A Source Transaction Type is required to run batch posting. One value *GL_BD_JRNL* only is delivered and the system default to this value.
Mark Commitment Control Budget Journals for Unposting	KK_UNPOST_MRK	Commitment Control, Post Control Budget Journals, Mark for Unposting, Mark Commitment Control Budget Journals For Unposting	Select budget journal entries for unposting.

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Requesting a Batch Run of the Commitment Control Posting Process

Access the Post Commitment Control Budget Journals Request page.



Post Commitment Control Budget Journals Request page

Leave a field blank to select all values for processing.

Transaction Type GL_BD_JRNL defaults as the transaction type, do not change it. *GL_BD_JRNL* limits the request to the posting of budget journals for this request.

Skip Entry Event Processing Select to skip entry event processing when you run the commitment control posting process.

If entry events processing is enabled and required for the Commitment Control ledger group and you skip entry event processing here, run the Entry Event Processor (FS_EVENTGEN) from the Entry Event Run Request page.

System Source Select to limit journal selection to specific general ledger processes or specific application processes. For example, you could select only journals created by the *ALO* (PS/GL Allocations process).

See Also

Chapter 7, "Entering and Posting Commitment Control Budget Journals," Running the Entry Event Processor for Budget Journals, page 195

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Using Entry Events"

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Marking Budget Journals for Unposting

To mark journals for unposting:

1. Access the Mark Journals for Unposting page.
2. In the Selection Criteria group box, select the business unit and Commitment Control ledger group of the journal or journals you want to unpost. You may also enter a journal ID and journal dates to refine your selection criteria.
3. Click the Search button to display the journals that match your selection criteria in the Journals scroll area.

   Click Show Jrnl (show journal) to open the Enter Budget Journals or Enter Budget Transfer component, where you can view journal detail.
4. To unpost all journals in the Journals scroll area, click the Mark All button; otherwise, individually select those journals that you want to unpost.
5. Click the Unpost Selected Journals button to open the Budget Posting Request page, where you can request a run of the Commitment Control Posting process to unpost the journals you selected.

   The system populates the Budget Posting Request page with the criteria required to unpost the journals you selected.

   You can also save the Mark Journals for Unposting page and initiate unposting directly from the Budget Posting Request page.

Running the Entry Event Processor for Budget Journals

If you have enabled entry events processing for the Commitment Control ledger group and you select Skip Entry Event Processing on the Budget Posting Request page, you can request a batch run of the Entry Event Processor. This section discusses how to perform that request.

See Also

Chapter 7, "Entering and Posting Commitment Control Budget Journals," Requesting a Batch Run of the Commitment Control Posting Process, page 194

Page Used to Request the Entry Event Processor for Budget Journals

Page Name	Object Name	Navigation	Usage
Request Entry Event Processor	PST_EE_RUN_REQUEST	Commitment Control, Post Control Budget Journals, Request Entry Event Processor, Request Entry Event Processor	Request a run of the Entry Event Processor (FS_EVENTGEN) Application Engine process for budget journals. Use when you have selected Skip Entry Event Processing on the Budget Posting Request page.

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Requesting Entry Event Processing for Budget Journals

Access the Request Entry Event Processor page.

Entry Event Process Select *Budget Processing*to run the Entry Event Processor for budget journals.

Note. The entry event feature is not supported by funding source functionality.

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Using Entry Events"

Importing Budget Journals From a Flat File

To import budget journals from a flat file, use the Import Commitment Control Budget Journals component (KK_LOAD_BUDG_JRNL).

This section Discusses how to:

- Set up for flat file import.
- Import budget journals from flat files

Page Used to Import Budget Journals From a Flat File

Page Name	Object Name	Navigation	Usage
Import Commitment Control Budget Journals	KK_LOAD_BUDG_JRNL	Commitment Control, Budget Journals, Import Budget Journals, Import Commitment Control Budget Journals	Use the Load Budget Journals from a flat file process (KK_JRNL_IMP) to load data from a flat file into the Commitment Control budget header (KK_BUDGET_HDR) and budget lines (KK_BUDGET_LN) tables.

Setting Up For Flat File Import

The flat file budget journal import process depends on the following setup. The storage location of the file attachment is defined by the URL definition GL_FILE_IMPORT. By default, it points to a database record. You might want to change the storage location of the file attachment to another location, such as an FTP server. This is optional. To change this URL definition, navigate to: PeopleTools > Utilities > Administrations > URLs > open GL_FILE_IMPORT. Also, refer to Understanding File Attachment Architecture in the PeopleTools PeopleBook for details. You are required to define an environmental variable, PS_FILEDIR. This variable defines the temporary flat file location on the process scheduler that runs the file import process. If you have a Unix or OS390 process scheduler, you define this in the psconfig.sh file. If you have an NT process scheduler, you define it on the control panel. Please refer to the PeopleTools description on GetFile() PeopleCode for details, or consult your system administrator.

See *Enterprise PeopleTools PeopleBooks: Process Scheduler*

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See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Integrating and Transferring Information Among Applications," Importing Journals from Flat Files Using GL_JRNL_IMP.

Importing Budget Journals From Flat Files

Access the Import Commitment Control Budget Journals page.

Character Set Select the character set appropriate to the flat file being processed. When the user creates a request, the character set defaults to the character set associated with the default language code of the user that is creating the run control request. You can change this value but you must have a UNICODE database if the character set of the file being processed requires UNICODE. (UNICODE is important when your database must function in other than the Latin alphabet , such as in JIS_X_0208 for Japanese Kanji.)

Journal ID Mask Enter a prefix for naming journals when you are using NEXT as Journal ID on the flat file. A 10 character alphanumeric ID identifies budget journals. The system automatically appends the prefix you specify to the journal IDs. For example, if you specify the Journal ID Mask to be LBDG, and your Journal ID on the flat file is NEXT, your Journal IDs might be LBDG000001, LBDG000002, and so on. Journal ID Mask has no effect on creating journals if you specify anything other than NEXT on the flat file as journal IDs.

Note. Reserve a unique mask value for loading budget journals to ensure that no other process creates the same value and for ease of recognition.

The import process interfaces with third-party systems that produce a flat file containing budget journal entries.

The process reads from the import budget journals request page. It checks the type of data in the flat file as to whether it is header data or line data. The process put the data in its corresponding file layout objects and then insert data into KK_BUDGET_HDR and KK_BUDGET_LN. If you select *NEXT*, the next Journal ID value is generated and used as the new journal ID. In the header BD_HDR_STATUS defaults to *N*and in the line EE_PROC_STATUS defaults to *Y*.

Flat file import does some simple field defaulting and editing. The general rule for defaulting is that budget journal header defaults from ledger group, and budget journal line defaults from journal header—including foreign currency and exchange rate type. The general rule for editing is to catch any error that cannot be corrected by opening the journal using the budget journal entry page, including ChartFields not allowed for the budget.

The following edits are performed for the data :

- Checks for the existence of all of required fields as listed in the flat file format tables.
- Checks to see if the user supplied journal ID already exist in the database.
- Checks to see if the ledger group is a commitment control ledger group.
- Checks the value of each field against the prompt table of that field.

Note. Account cannot be a Statistic Account.

Flat File Format for Flat File Budget Journal Import Process

The file format is determined by the File Layout Object (KK_BUDGET_JRNL_IMPORT). The following is the file format for the flat file Journal budget import process. The layout varies depending on the first column:

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- # = Comments
- H = Budget Journal Header
- L = Budget Journal Line

Comments

Column	Length	Description
1	1	#
2	100	Comments

File Format For Budget Journal Header

Column	Length	Description
1	1	H
2	1	Budget Entry Type 0 = Original 1 = Adjustment 2 = Transfer Adjustment 3 = Transfer Original 4 = Closing 5 = Roll Forward
3	5	Business Unit
8	10	Journal ID (required) A value of NEXT creates auto numbered budget Journal IDs.
18	8	Journal Date
26	10	Ledger Group
36	30	Description
66	3	Foreign Currency Code

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Column	Length	Description
69	5	Rate Type
74	8	Currency Effective Date
82	17	Currency Exchange Rate

File Format For Journal Line

Budget journal Line data follows its corresponding journal header in the flat file.

Column	Length	Description
1	1	L
2	9	Journal Line Number Defaults to a number that is one more than the previous line number. The first line defaults to 1.
11	10	Account
21	10	Alternate Account
31	10	Department
41	8	Operating Unit
49	6	Product
55	5	Fund Code
60	5	Class Field
65	5	Program Code
70	8	Budget Reference
78	5	Affiliate
83	10	Fund Affiliate
93	10	Operating Unit Affiliate
103	10	ChartField 1
113	10	ChartField 2
123	10	ChartField 3
133	5	PC Business Unit
138	15	Project ID
153	15	Activity ID
168	5	Resource Type

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Column	Length	Description
173	8	Budget Period
181	3	Statistics Code
184	17	Statistics Amount Only valid for statistical accounts or for lines with statistic codes.
201	3	Foreign Currency Code
204	28	Foreign Amount
232	10	Reference
242	30	Line Description
272	5	Rate Type
277	17	Currency Exchange Rate
294	28	Base Currency Amount
322	10	Entry Event
332	8	Cumulative Begin Date
340	8	Cumulative End Date
348	6	Funding Source

Note. The file layout object KK_BUDGET_JRNL_IMPORT for budget journal import is delivered in fixed column format as shown above. You can change this to CSV format and also adjust the date format if necessary.

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CHAPTER 8

Processing Source Transactions Against Control Budgets

This chapter provides an overview of the budget checking of source transactions and discusses how to:

- Budget check third-party source transactions.
- Budget check Payroll source transactions.
- Optimize budget processor performance.
- Process transactions against expired and closed budgets.

Understanding the Budget Checking of Source Transactions

Commitment Control enables you to budget check transactions from a variety of Oracle's PeopleSoft Enterprise and third-party applications. This section lists those transactions and provides an overview of the functions performed by the PeopleSoft Budget Processor Application Engine process (FS_BP).

Source Transactions Subject to Budget Checking

You can create and budget check source transactions in Oracle's PeopleSoft Enterprise applications listed in this table if you have enabled Commitment Control for the applications in the Installation Options component. In most cases, you can budget check individual transactions when you create them or budget check multiple transactions in batch mode.

Application	Source Transactions	For More Information
Purchasing	Requisitions, purchase orders, and procurement contracts. **Note.** Procurement Card is a feature of PeopleSoft Purchasing, but you must also select the Procurement Card check box on the Installation Options, Products page to enable commitment control for the procurement card feature.	See *PeopleSoft Enterprise Purchasing 9.0 PeopleBook*, "Using Commitment Control," Budget Checking Procurement Cards.

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Application	Source Transactions	For More Information
Inventory and Cost Management	Creates source transactions when inventoried material is requisitioned from a stockroom and charged to a department or expense account.	See *PeopleSoft Enterprise Inventory 9.0 PeopleBook*, "Getting Started with PeopleSoft Supply Chain Management Inventory," PeopleSoft SCM Inventory Integrations. See *PeopleSoft Enterprise Cost Management 9.0 PeopleBook*, "Setting Up the Accounting Rules Structure," Establishing Commitment Control.
Payables	Vouchers.	See *PeopleSoft Enterprise Payables 9.0 PeopleBook*, "Budget-Checking PeopleSoft Payables Transactions Using Commitment Control," Understanding the Commitment Control Feature in PeopleSoft Payables.
Expenses	Travel authorizations and expense sheets.	See *PeopleSoft Enterprise Expenses 9.0 PeopleBook*, "Using Commitment Control With PeopleSoft Expenses".
Billing	Invoices.	See *PeopleSoft Enterprise Billing 9.0 PeopleBook*, "Using Commitment Control Accounting in PeopleSoft Billing".
Receivables	Receivable items, direct journal payments, and receipt accruals.	See *PeopleSoft Enterprise Receivables 9.0 PeopleBook*, "Using Commitment Control Processing in PeopleSoft Receivables".
Project Costing	Budget-related transactions.	See *PeopleSoft Enterprise Project Costing 9.0 PeopleBook* , "Integrating with Commitment Control".
Grants	Award transactions.	See *PeopleSoft Enterprise Grants 9.0 PeopleBook* , "Establishing Awards and Projects," Processing F&A Costs.

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Application	Source Transactions	For More Information
General Ledger	General Ledger journals that have a Commitment Control ledger group and journals whose ledger is linked to a Commitment Control ledger group.	See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Using Commitment Control in General Ledger".
Payroll and Time and Labor	Creates source transactions for time and labor and payroll transactions.	See Chapter 8, "Processing Source Transactions Against Control Budgets," Budget Checking Payroll Transactions, page 222. See Chapter 6, "Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications," Loading Budgets from PeopleSoft Human Resources, page 148. See Chapter 6, "Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications," Budget Checking PeopleSoft Payroll Transactions, page 148.

We discuss budget checking of third-party source transactions in this chapter. If you create source transactions in third-party applications, you must budget-check them after you interface them to PeopleSoft General Ledger.

We also discuss PeopleSoft Payroll transactions in this chapter. You run the budget processor for Payroll transactions after you send the transactions to General Ledger.

See Also

Chapter 6, "Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications," Budget Checking PeopleSoft Payroll Transactions, page 148

Chapter 4, "Setting Up Commitment Control Source Transaction Types," page 101

Budget Processor

The PeopleSoft Commitment Control Budget Processor application engine process (FS_BP) performs these tasks:

- Checks transactions against control budgets.
  - Updates revenue budget and issues a warning when debit transactions are processed if any associated expenditure budgets have negative spending .
  - Updates the expenditure control if there is sufficient spending authority available from the budget and any related tolerance or linked revenue budget.
- Creates an entry in the activity log table.
- Updates the Commitment Control Transaction Log table (KK_TRANS_LOG) if you have enabled transaction log update for the source transaction type.

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If the available budget amount is not sufficient or the transaction receives some other budget-related exception, the budget processor records error exceptions rather than update the control ledgers.

However, it updates the ledgers in some circumstances when the source transaction amount is over the available budget amount, for example if you have selected the Track w/ Budget or Track w/o Budget option for the control budget definition. It also updates the ledgers when the source transaction amount is over the available budget but within the tolerance percentage amount or if there are linked revenue budgets providing sufficient additional spending for the expenditure budget. In these and similar circumstances, the budget processor updates the control ledgers and issues a warning message.

You can override source transactions that produce error exceptions if you have the appropriate authority, in which case the budget processor updates the control ledger and issues a warning exception to notify you of the override.

Run Control IDs Used to Segregate Source Transactions and Products in Batch Budget Processing

Create a unique run control ID for each type of source transaction that is also unique for each PeopleSoft product that you want to budget check independently of other source transactions and products.

You can also choose to use the same run control ID for purchase orders, requisitions, and general ledger journals to processes all purchase orders, requisitions and, journals that exist at the time the run control ID is used to run the budget checking process in batch. For example, if you create a common run control ID of BPO1 for purchasing and general ledger, when you use BP01 to initiate budget checking of purchase orders, the budget processor not only budget checks all existing purchase orders but also budget check all existing journals.

Each source transaction type run control has its own separate criteria. For example, if run control BP01 is defined for purchase orders with the business unit US004 and a separate run control BP01 is defined for journals using the business unit US005, when you run the request from either general ledger or purchasing the system process first one, and then the other run control. The system does not apply one or the other set of criteria across different source transaction types.

However, if you create a different run control ID for purchase orders, requisitions, and journals, the different source transactions are processed independently of each other. For example, creating BPPO1 for purchase orders, BPRQ1 for requisitions, and BPGL1 for journals enables you to budget check these source transactions independently of one another. .

Restart or Rerun the Budget Processor

The Budget Processor (FS_BP) uses the PeopleSoft Application Engine built-in checkpoint and restart capabilities. If an abnormal termination or failure occurs on a step in the budget processor program, you can restart the request from the last successful checkpoint, or the step immediately preceding the step that failed.

When the problem is identified and corrected, you can restart the process from the process monitor.

Restarting the Budget Processor entails:

1. Access the Process Monitor - Process List page and select the Details link for the FS_BP process instance that failed
2. The Details link gives you access to the Process Details page where you select the Restart Request radio button in the Update Process section of the page.
3. Select OK and the process monitor re-queues the process and resumes processing after the last step in the process that issued a commit.

Warning! Corrupt data could result from restarting a process that was already rerun. Deleting the failed request before rerunning is absolutely necessary.

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If possible, restart the process; however, there might be situations where a restart is not feasible. When you must rerun the process, there are several steps you must perform to get the data back in its original state.

Rerunning the Budget Processor entails:

1. Run the delivered DMS script kkstatus.dms in Data Mover to unlock the document headers.

   You must modify the script to include the process instance of the process that failed.

2. Delete the failed request from the process monitor by selecting the Delete Request radio button in the Update Process section of the Process Detail page.

   This step is necessary to unlock the run control and any reserved temporary tables. If you do not perform this step, you get an error when you try to run the same run control and you will need to create a new run control.

Warning! Corrupt data could result from restarting a process that was already rerun. Deleting the failed request before rerunning is absolutely necessary.

Budget Processing Rules

The budget processor uses the rules that you define in budget definitions, rulesets, budget period status, budget attributes , and source transactions pages to determine whether to process a transaction and when to reject a transaction.

The budget processor follows this default and override hierarchy when applying rules. The rules default from the top down through the list and rules override from the bottom up through the list:

- Budget Definition
- Rule Set
- Budget Period Status
- Control ChartField
- Budget Attributes
- Source Transaction Definition

Note. Commitment Control provides many user definable rules that affect how the budget processor handles transactions.

See Chapter 3, “Setting Up Basic Commitment Control Options,” Understanding Basic Commitment Control Setup, page 13.

Balancing Rules

If you select the Entries Must Balance option for a control budget, the budget processor ensures that the Commitment Control activity log entries balance. The process generates offset entries for every source transaction, using the offset Account ChartField values that you specify on the Budget Definitions - Offset page (by source transaction type, with a default). The offset rows inherit all ChartFields flagged as balancing ChartFields on the Ledger Group - Balance page.

See Chapter 3, “Setting Up Basic Commitment Control Options,” Balancing Entries, page 34.

See Chapter 3, “Setting Up Basic Commitment Control Options,” Establishing Commitment Control Ledger Groups, page 44.

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Budget Period Liquidation Option for the Successor Transaction

The BP Liquidation Option (budget period liquidation option) is set on the Commitment Control page of the Installation Options component. It determines whether the relief, or liquidation, of the related prior, or referenced, transaction by the current, or successor, transaction is created using the budget period of the referenced prior transaction or the budget period of the related current source transaction.

At installation you must choose one of two options for the BP Liquidation Option:

- If you select *Current Document Budget period,* you default liquidation to the budget period of the current document being processed.

  For example, the budget period used is that of the successor voucher liquidating the related prior purchase order.

- If you select *Prior Document Budget period,* you default liquidation to the budget period of the prior document.

  For example, the budget period used is that of the predecessor purchase order and not that of the successor voucher.

This is an installation option that is set at the implementation and it is not changed.

In the following examples budgets exist for 1000 USD in both the 2004 and 2005 budget periods. A requisition is created for 100 USD and is dated December 1, 2004. It is subsequently liquidated and a purchase order is issued for 125 USD on January 1, 2005.

The following example illustrates budget processor behavior using the Current Document Budget period option:

Transaction	Ledger	Fiscal Year	Accounting Period	ChartField	Budget Period	Amount
Requisition	Pre-enc	2004	12	6000	2004	100 USD
Liquidation of Requisition	Pre-enc	2005	1	6000	2005	-100 USD
Purchase Order created	Enc	2005	1	6000	2005	125 USD

The following shows the summary impact to the remaining spending authority (RSA), or the available spending.

Ledger	Budget Period 2004	Budget Period 2005
Budget	−1000 USD	−1000 USD
Pre-enc	100 USD	−100 USD
Enc		125 USD
RSA	−900 USD	−975 USD

The net result is that the impact to the RSA is reflected in the prior budget period 2004 with the available budget is not impacted, or impacted only to the extent of the difference between the amount of the pre-encumbrance and the amount of the encumbrance in the current budget period 2005.

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The second example illustrates budget processor behavior using the Prior Document Budget period option:

Transaction	Ledger	Fiscal Year	Accounting Period	ChartField	Budget Period	Amount
Requisition	Pre-enc	2004	12	6000	2004	100 USD
Liquidation of Requisition	Pre-enc	2005	1	6000	2004	-100 USD
Purchase Order created	Enc	2005	1	6000	2005	125 USD

The following shows the summary impact to the remaining spending authority (RSA), or the available spending.

Ledger	Budget Period 2004	Budget Period 2005
Budget	−1000 USD	−1000 USD
Pre-enc	100 USD	0 USD
Pre-enc	−100 USD	0 USD
Enc		125 USD
RSA	−1000 USD	−875 USD

The net result is that the impact to the RSA is reflected in the current budget period with the available budget restored in the prior period.

A special scenario is applicable when the ruleset chartfield is changed between the predecessor and the successor document and the BP Liquidation Option is *Current.* The current budget period may not be correct for the relief entries. In such a case, the Budget Processor uses the predecessor ruleset chartfield to retrieve the ruleset as well as the budget period calendar attached to that ruleset. Based on budget date of the current document and the budget period calendar, a correct budget period is determined for the relief entries, which might be different from both the prior and current budget periods. This scenario is shown n the following example where the predecessor document is a purchase order (PO) of 5 lines, and the successors documents are PO vouchers POV1, POV2, POV3, POV4, and POV5.

The following table shows juxtaposes the budget period of the relief entry for each voucher when using either the budget period liquidation option of prior or current when the ruleset is the same and when the ruleset is changed from that of the predecessor document.

Document	Budget Date	Ruleset CF Fund Code	Ruleset BP Calendar	Document Budget Period	BP Liqd Option is Prior	BP Liqd Option is Current
PO	February 1, 2004	F100	EM (monthly)	2004M02	not applicable	not applicable
POV1	February 1, 2004	F100	EM	2004M02	2004M02	2004M02

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Document	Budget Date	Ruleset CF Fund Code	Ruleset BP Calendar	Document Budget Period	BP Liqd Option is Prior	BP Liqd Option is Current
POV2	April 1, 2004	F100	EM	2004M04	2004M02	2004M04
POV3	June 1, 2004	F200	EQ (quarterly)	2004Q2	2004M02	2004M06
POV4	August 1, 2004	F300	EA (annual)	2004	2004M02	2004M08
POV5	October 1, 2004	F400	none	none	2004M02	2004M10

See Chapter 3, "Setting Up Basic Commitment Control Options," Setting Budget Date, Reversal Date and Budget Period Liquidation Options, page 42.

Budget Processing Source Transactions That Reference Previous Transactions

When the budget processor processes, a transaction (such as a voucher) that references a prior transaction (such as a purchase order), it can liquidate the referenced transaction either by item quantity or by monetary amount. You can specify the liquidation basis on the prior documents distribution line.

General rules that the budget processor follows when handling referenced transactions include:

- If a source transaction references a previous source transaction (for example a purchase order) that is for the same or a smaller amount, the process liquidates the amount for the previous transaction and updates the control budget with the new transaction amount.

  The process does not validate that sufficient funds exist since the transaction is not attempting to consume additional budgeted funds.

  For example, suppose you budget check a purchase order for 300 USD. When you budget check a 300 USD voucher linked to the purchase order, the process liquidates the original 300 USD encumbrance and updates the 300 USD actual expenditure amount. Because the budget amount is the same, it is not necessary to validate that sufficient funds exist in the budget. However, if the voucher were 350 USD, the process validates for sufficient funding because the transaction is attempting to consume an additional 50 USD.
- Transactions that reference previous transactions never receive budget exceptions for insufficient funds, as long as the transaction is not for a greater amount than its referenced transaction, *even if the budget is in overdraft.*
- If the control option for the budget is *Control Initial Document* only, transactions that reference previous transactions never receive error exceptions for insufficient funds, even if they exceed the previous transactions.

  See Chapter 3, "Setting Up Basic Commitment Control Options," Setting Budget Date, Reversal Date and Budget Period Liquidation Options, page 42.

  The budget processor issues a warning in such a situation.
- When the budget processor liquidates a referenced document, the liquidation amounts are recorded in the Commitment Control ledger in the fiscal year and accounting period of the current document and in the budget period that you determine by the value you select for the BP Liquidation Option field on the Installation Options — Commitment Control page.

See Chapter 3, "Setting Up Basic Commitment Control Options," Setting Budget Date, Reversal Date and Budget Period Liquidation Options, page 42.

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The fields that the budget processor uses to identify referenced transactions are defined in the Source Transactions component.

Four fields on the line record for the source transaction affect budget processing:

- If the KK_CLOSE_FLAG is *Y,* the budget processor sets the open balance to zero on KK_LIQUIDATION for the transaction line being processed.
- If the KK_PROCESS_PRIOR value is *N,* the budget processor does not liquidate amounts associated with a referenced transaction. However, the budget processor keeps what is already liquidated for re-budget-checking documents associated with a referenced transaction and the KK_PROCESS_PRIOR value at the previous budget checking value of Y(referred to as *cancel without restore*).
- If the KK_CLOSE_PRIOR value is *Y,* the budget processor fully liquidates the open balance associated with the referenced transaction line.
- The LIQUIDATE_METHOD on the predecessor determines whether liquidation is by amount or quantity. Values are A for amount and Q for quantity.

See Chapter 3, "Setting Up Basic Commitment Control Options," Adding Commitment Control Ledger Groups to a Business Unit, page 66.

See Chapter 4, "Setting Up Commitment Control Source Transaction Types," page 101.

Date Option for Previously Budget Checked Transactions

The Reversal Date Option is an installation option set on the Commitment Control page at implementation. The option determines how a *rebudget check* of a revised document that includes an accounting date change and possibly a change in amount is recorded in the activity log and ledger. It is not an option intended to determine the relief of prior documents that occur in the normal cycle of encumbrance and liquidation. This option does not impact the actual liquidation of a prior document which is always recorded with the fiscal year accounting period of the relieving document.

The budget processor reverses previously budget checked documents using either the Current Date or Prior Date option.

In the tables of examples below, a purchase order goes through several revisions, or *incarnations,* with the date being changed along the way.

When you use the *Prior Date* option, each time a document is rebudget checked its old entries are dropped by the system and are no longer visible in the activity log. They are replaced by the new entries generated by budget checking of the new documents.

However, if you select the *Current Date* option, an audit trail of all the activity is maintained in the activity log and the net change is reflected in the ledger.

The following two examples illustrate separately, for the current and prior date options, the log activity generated by the system for the assumed transactions.

In this first example you select the Current Date (current accounting date) option. The following tables cumulatively illustrate the log entries as the budget processor reverses previously budget checked documents and creates entries for each of the assumed changes and transactions:

Assume a new purchase order is created in the amount of 900 USD for account 640000 with an accounting date of December 15, 2002. Also, assume that the budget date equals the accounting date in the following examples.

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Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900

Assume the purchase order is changed to 800 USD, the account is changed to 620000, and the new accounting date is January 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	−900
CC_ENCUM	620000	2003Q1	2003/1	800

Assume the purchase order is changed to 400 USD, the account remains as 620000, and the new accounting date is March 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	−900
CC_ENCUM	620000	2003Q1	2003/1	800
CC_ENCUM	620000	2003Q1	2003/3	−800
CC_ENCUM	620000	2003Q1	2003/3	400

Assume the purchase order is changed back to 900 USD, the account to 640000, but the accounting date is changed to December 15, 2002.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	−900
CC_ENCUM	620000	2003Q1	2003/1	800
CC_ENCUM	620000	2003Q1	2003/3	−800
CC_ENCUM	620000	2003Q1	2003/3	400

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Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	620000	2003Q1	2002/12	−400
CC_ENCUM	640000	2002Q4	2002/12	900

Assume a voucher is created for the purchase order of 700 USD, for account 620000, and the accounting date is January 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	−900
CC_ENCUM	620000	2003Q1	2003/1	800
CC_ENCUM	620000	2003Q1	2003/3	−800
CC_ENCUM	620000	2003Q1	2003/3	400
CC_ENCUM	620000	2003Q1	2002/12	−400
CC_ENCUM	640000	2002Q4	2002/12	900
CC_EXP	620000	2003Q1	2003/1	700
CC_ENCUM	640000	2003Q1	2003/1	−700

The remaining purchase order amount is closed with the accounting date of March 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q4	2003/1	−900
CC_ENCUM	620000	2003Q1	2003/1	800
CC_ENCUM	620000	2003Q1	2003/3	−800
CC_ENCUM	620000	2003Q1	2003/3	400
CC_ENCUM	620000	2003Q1	2002/12	−400
CC_ENCUM	640000	2002Q4	2002/12	900
CC_EXP	620000	2003Q1	2003/1	700

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Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2003Q1	2003/1	−700
CC_ENCUM	640000	2002Q4	2003/3	−200

In the second example, assume that you select the Prior Date (prior accounting date) option. The budget processor then process the changes and creates log entries as in the following examples:

Assume a new purchase order is created in the amount of 900 USD for account 640000 with an accounting date of December 15, 2002. Italics indicates activity log entries that are deleted from the log (the net effect of the deleted items to the ledger is zero).

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900

Assume the purchase order is changed to 800 USD, the account is changed to 620000, and the new accounting date is January 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	*640000*	*2002Q4*	*2002/12*	*900*
CC_ENCUM	*640000*	*2002Q4*	*2002/12*	*−900*
CC_ENCUM	620000	2003Q1	2003/1	800

Assume the purchase order is changed to 400 USD, the account remains as 620000, and the new accounting date is March 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	*620000*	*2003Q1*	*2003/1*	*800*
CC_ENCUM	*620000*	*2003Q1*	*2003/1*	*−800*
CC_ENCUM	620000	2003Q1	2003/3	400

Assume the purchase order is changed back to 900 USD, the account to 640000, but the accounting date is changed to December 15, 2002.

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Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	*620000*	*2003Q1*	*2003/3*	*400*
CC_ENCUM	*620000*	*2003Q1*	*2003/3*	*−400*
CC_ENCUM	640000	2002Q4	2002/12	900

Assume a voucher is created for the purchase order of 700 USD, for account 620000, and the accounting date is January 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_EXP	620000	2003Q1	2003/1	700
CC_ENCUM	640000	2003Q1	2003/1	−700

The remaining purchase order amount is closed with the accounting date of March 15, 2003.

Ledger	ChartField	Budget Period	Fiscal Year and Accounting Period	Amount
CC_ENCUM	640000	2002Q4	2002/12	900
CC_ENCUM	640000	2002Q1	2002/12	−700
CC_EXP	620000	2003Q1	2003/1	700
CC_ENCUM	640000	2002Q4	2002/12	−200

See Chapter 3, “Setting Up Basic Commitment Control Options,” Setting Commitment Control Installation Options, page 41.

Budget Processing Source Transactions When Expenditure Budgets Are Associated With Revenue Budgets

If you have associated expenditure and revenue budgets, the budget processor checks the associated budget when the pre-encumbrance, encumbrance, or expense transaction is over the remaining available amount in the budget. In this case, the budget processor checks to see if there is enough revenue in associated revenue budgets to cover the transaction.

See Chapter 3, “Setting Up Basic Commitment Control Options,” Associated Expenditure and Revenue Budgets, page 39.

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Revenue Reductions and Negative Remaining Spending Authority (RSA) for Associated Expenditure Budgets

RSA for an expenditure budget is typically calculated by subtracting the total of pre-encumbrances, encumbrances, and expenditures from the posted budget amount. Associated revenue budgets increase the available spending over the remaining spending authority (RSA) for linked expenditure budgets.

Budget processing of *any* source transaction, which reduces (debits) recognized, collected, or budgeted revenue that is linked to one or more expenditure budgets, results in the budget processor checking to determine if the combined total of the RSA for any related expenditure budgets, their tolerances and their associated revenue budget and associated recognized or collected revenue results in negative spending for any one of the related expenditure budgets.

If a negative RSA is found, a warning (W35 - Assoc Exp Budget Below Zero) is issued by the budget processor and the reduction in revenue is posted.

Note. There is no prior or future period RSA validation when cumulative budgeting is enabled for an associated expenditure budget definition.

If you are budget checking on line and have selected the Pop Up Error/Warning Message check box on the Installation Options – Commitment Control page, the W35 message is automatically displayed if the system detects a negative RSA, or negative spending authority condition. The warning is issued if any associated expenditure budget that is linked to the revenue that is impacted by the reduction has a negative spending condition.

Only reductions in linked revenue in the form of debits to revenue, such as the debit against revenue when a credit is issued to a receivable account, cause the budget processor to check associated expenditure budgets for negative spending authority.

Source transactions that actually reduce revenue (debits to revenue) are typically produced in PeopleSoft Billing, Receivables, and occasionally in General Ledger. However, any source transaction from any product that reduces (debits) revenue that is linked to an associated expenditure budget causes the budget processor to check for negative available spending for all associated expenditure budgets. If any linked expenditure budgets are in a negative spending condition, the processor issues the warning message (W35).

In addition, if further revenue reductions are processed, the warning continues to be issued for any associated expenditure budgets that have continuing negative spending even when not caused by the revenue reduction transaction then being processed.

For example, the system can continue to process sales refunds while there is negative available spending for linked expenditure budgets, but you must increase the expenditure budget, adjust tolerances, or increase revenue to successfully post additional encumbrances or expenditure transactions to the budget having negative spending authority. The warning continues to be issued until sufficient spending is provided for any linked expenditure budgets having a negative spending condition.

The warning message (W35 – Assoc Exp Budget Below Zero) directs you to open the commitment control exception page for your PeopleSoft product and using the Process Status value of Only Warnings Existing, you can find the applicable journal, invoice, or budget exceptions.

When budget checking is run in batch mode, the budget processor provides the number of warnings in addition to the number of lines in error and those that passed budget checking. These statistics are available to all the subsystems that support commitment control and batch mode budget checking.

Most PeopleSoft products provide a warning status for each transaction line. If available for your product, clicking the line status of *W* provides the revenue ledger group for which the transaction just processed has detected an expense budget row in the negative spending condition. You can use commitment control inquiries to identify the expenditure transactions and budgets needing attention.

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See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Using Commitment Control in General Ledger," Reviewing and Correcting Journal Entries with Budget Checking Errors.

See *PeopleSoft Enterprise Billing 9.0 PeopleBook*, "Using Commitment Control Accounting in PeopleSoft Billing," Correcting Accounting Entries That Fail Budget Checking.

See *PeopleSoft Enterprise Receivables 9.0 PeopleBook*, "Using Commitment Control Processing in PeopleSoft Receivables," Viewing Budget Checking Exceptions for Revenue Estimate Source Transactions.

See *PeopleSoft Enterprise Receivables 9.0 PeopleBook*, "Using Commitment Control Processing in PeopleSoft Receivables," Viewing Direct Journal Exceptions.

The following examples illustrates various transaction when expenditure budget CC_ORG is linked to revenue budget CC_REV for budgeted and recognized revenue:

Ledger Group	Budget	Pre-enc	Enc	EXP	Recog	Collected	Tolerance 10%	RSA /Available Spending
CC_ORG	10000 USD	1000 USD	2000 USD	8000 USD			1000 USD	0 USD
CC_REV	1000				1000 USD	1000 USD		2000 USD
Expenditure, no W35 warning		−1000 USD	-2000 USD	-4000 USD				−2000 USD
Refund, W35 warning issued					−500 USD			−2500 USD
Re-book of recognized revenue, no W35 warning					−1000 USD 700 USD			−2800 USD
Reverse Collected Revenue, no W35 warning						−1000 USD		−2800 USD
Increase budgeted revenue, no W35 warning	2000 USD						20 USD	− 780 USD

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Ledger Group	Budget	Pre-enc	Enc	EXP	Recog	Collected	Tolerance 10%	RSA /Available Spending
Increase expenditure budget, no W35 warning	5000 USD						50 USD	4270 USD
Decrease recognized revenue, no W35 warning					–600 USD			3670 USD
Decrease expenditure budget, no W35 warning	-1000 USD						-10 USD	2660 USD
Decrease revenue budget, no W35 warning issued	-3000 USD							-340 USD
Refund recognized revenue, W35 warning issued					-100 USD			-440 USD

This example becomes much more complicated if you have multiple expenditure budgets associated with one or more revenue budgets or even if you have multiple revenue budgets associated with a single expenditure budget. The budget processor checks all the RSAs for expense budgets that are associated with the impacted revenue budget. This additional processing might cause performance degradation if you have zero based budgets that are associated with revenues and there are multiple associations between expenditures and revenues.

See Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Associated Revenue and Expenditure Budgets, page 98.

Budget Processing With Cumulative Budgeting

If you have enabled cumulative budgeting for a source transaction's budget, budget processor checks all of the budget periods in the cumulative range to calculate the available budget amount for the transaction.

See Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24.

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Budget Processing With Funding Source Control

If you have enabled funding source control for a source transaction's control budget, the budget processor validates that:

- There are funding source allocations for the control budget related to the transaction.
- Any "budgeted" funding source allocation row has a corresponding budget amount entered in the Commitment Control ledger data table (LEDGER_KK).

  The budget processor performs a check for sufficient funds based on the allocations established for the budget. If the sum of the allocated amounts is less than the transaction amount, it fails budget checking.

See Chapter 3, "Setting Up Basic Commitment Control Options," Project Costing and Control Budgets With Funding Source, page 34.

Budget Processing With Statistical Budgets

The budget processor follows the rules for statistical budgets when the Enable Statistical Budgeting check box is selected on the budget definition just as it does other types of budgets. It bypasses statistical budget checking entirely for source transactions that have no statistics code or statistical amount entered.

When the budget processor relieves budgetary commitments in the procure-to-pay document flow (liquidation), if the successor document has the same statistics code as that of its predecessor, the predecessor's statistical amount is liquidated, just as it is with monetary amount liquidation. However, if the successor does not have statistics code or has statistics code but is different from its predecessor's, the predecessor's statistical amount is not liquidated, because the system cannot determine the statistical amount to liquidate. In such cases, the successor document passes budget checking, but a warning exception W27 (No Stat Liquidate - Diff Code) is logged.

See Chapter 3, "Setting Up Basic Commitment Control Options," Statistical Budgeting, page 34.

Budget Processing With Related Inter Unit Accounting Entries

If the source transaction has related inter unit accounting entries, the budget processor also checks the inter unit source transactions. If the inter unit transaction fails budget checking, the anchor source transaction also fails budget checking. This occurs when documents have a single header and lines for different business units; however, this is not the case for such things as general ledger journals that generate separate headers for each business unit involved.

Budget Processing for Closed Budgets

If the budget is closed, whether manually or through the Budget Close process (FSPYCLOS), the budget processor issues an error for any source transactions that are checked against that budget.

Budget Processing Deleted Source Transactions

If you run a process to delete the source transaction in an application , the budget processor reverses the old amounts posted to the control ledger and deletes all of the old transaction entries that are in the activity and transaction logs.

Budget Date

You can select one of two budget date default options on the Installation Options — Commitment Control page:

- *Accounting Date Default:* Select to default the budget date from the document accounting date.
- *Predecessor Doc Date Default:* Select to default the budget date from the predecessor document.

The budget date initially defaults, but a user with Budget Date override authority can change the date.

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See Also

Chapter 4, "Setting Up Commitment Control Source Transaction Types," Defining Source Transaction Options, page 117

Chapter 9, "Managing Budget Exceptions," Understanding Exception Handling and Notification, page 233

Chapter 3, "Setting Up Basic Commitment Control Options," Understanding Basic Commitment Control Setup, page 13

Budget-Checking Status

After you run the budget processor online or in batch mode, you can review the results.

Online Budget-Checking Transaction Results

If you run the process online from the Source Transaction page or the Commitment Control page, the Budget Header Status (also labeled Budget Checking Header Status or Budget Status) field is updated with one of these values as soon as the process completes, providing you with immediate feedback:

- *Valid:* The transaction passed budget checking with no errors or with only warnings. The process updates the control budget.

  If warnings are issued, the system provides a link to the exception page to view the warnings.

- *Error:* The transaction failed budget checking. The process does not update the control budget. The page also provides a link to the appropriate exceptions page for the transaction to review the exceptions and override them.

Batch Budget-Checking Process Results

If you run the process in batch mode, you can review the results of the process in the Budget Checking Status component. The process status is one of these values when the process completes:

Status	Description
Errors Exist	The process completed successfully, but the transactions have budget-checking errors and warnings.
Process Unsuccessful	The process ended abnormally.
No Errors or Warnings	The process completed successfully and the transactions had no errors or warnings. The process updates the control budget.
Only Warnings Exist	The process completed successfully, but the transactions have warning exceptions. The process updates the control budget.
Unrecorded Errors Exist	The process completed successfully, but the transactions have too many budget-checking errors to record them all. You must correct existing errors in the control budget and the source transaction and run the process again.

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If the transactions have exceptions, you use the Transaction Exception component for the transaction type to review the exceptions, drill down to the source transactions, and with proper authority override the budget-checking errors.

Workflow Notification of Budget-Checking Results

You can set up workflow to notify you of budgets that have failed budget checking or received errors.

See Also

Chapter 9, "Managing Budget Exceptions," page 233

Budget Checking Third-Party Source Transactions

Commitment Control provides the Budget Check Request/Result IP (Integration Point) to budget check and report budget-checking results for third-party source transactions. After you interface third-party accounting entries to Commitment Control, you run the budget processor from the Request Budget Check page to check the transactions and to update the control budget. You can view or change the transactions on the Generic Transaction Entry page, both before and after running the budget processor.

This section discusses how to:

- View and adjust third-party source transactions.
- Use the Commitment Control page to handle budget checking.
- Run the budget processor for third-party source transactions.

See Also

Chapter 6, "Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications," Loading and Budget Checking Third-Party Transactions, page 150

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Pages Used to Budget Check Third-Party Source Transactions

Page Name	Object Name	Navigation	Usage
Generic Transaction Entry	KK_GEN_TRANS_ENTRY	Commitment Control, Third Party Transactions, Generic Transaction Entry	Review and update source transactions that you have loaded from a third-party application. You also have access to the Commitment Control page where you can initiate and override budget checking for the entire transaction.
Commitment Control	KK_EXCPTN_OVER_SEC	 Click the Budget Check Options button on the Generic Transaction Entry page.	View details about a Commitment Control transaction, such as the budget checking status, the Commitment Control amount type, and Commitment Control transaction ID. You can also override budget checking for the transaction or run the PeopleSoft Budget Processor Application Engine process (FS_BP) for the transaction.
Budget Check Generic Transactions Entry	KK_GEN_BGTCHK_REQ	Commitment Control, Third Party Transactions, Budget Check Generic Trans, Budget Check Generic Transactions Entry	Request a run of the Budget Processor Application Engine process (FS_BP) for third-party (generic) transactions that you have interfaced with PeopleSoft software.

Viewing and Adjusting Third-Party Transactions

Access the Generic Transaction Entry page.

Amount Type Select a Commitment Control amount type.

The value *Dynamic* means that the actual amount type is specified on the document header itself. For example general ledger journals can be written for any amount type and the header will specify which one the current document is carrying.

Important! If the transaction contains a line whose account value does not belong in the ledger represented by the amount type that you selected (such as a revenue transaction line when you have selected an amount type of *Encumbrance),* the budget processor does not process the line and does not update the Commitment Control ledger data table for the line.

See "PeopleSoft Enterprise Commitment Control PeopleBook Preface," Common Elements Used in This PeopleBook, page xxiv.

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	Click the Budget Check Options button to access the Commitment Control page, where you can view details about the transaction, such as the budget checking status and the amount type for the transaction. You can also override budget checking for the transaction or run the budget processor for the transaction.
GL Unit (general ledger unit)	Enter the PeopleSoft General Ledger business unit.
Rate Type	Displays the rate type used to convert the original amount if the line amount is in a different currency from that of the business unit.
Stat (statistics code)	User-defined value that identifies the type of unit you are tracking. Appears only for budget definitions with statistical budgeting enabled.
Stat Amt (statistical amount)	Number of statistical units.

Note. Use this page only to review and update transactions that have been loaded through the Budget Check Request/Result IP.

Using the Commitment Control Page

Access the Commitment Control page.

Override Transaction	Select to enable the entire transaction to update the control budget, even if error exceptions exist. This option is available only for super users with budget override security access (if the Budget Override security event is active). This option is not available if the transaction passed budget checking with only warning exceptions. You can select it prior to budget checking (for general ledger journals only) or after you run the budget processor and it returns errors. Not available if any of the transaction lines contain an exception that cannot be overridden.
	Click the Tran Override Available Info (transaction override available information) button to determine why you cannot override budget checking for the entire transaction.
By	User ID of the user who overrode a budget exception. The system updates this field.
On	Date that a user overrode a budget exception. The system updates this field.
Budget Check	Click this button to run the budget processor for this transaction.
Go To Transaction Exceptions	Click this link to access the Generic Exceptions page, where you can view budget-checking errors or warning messages for third-party transactions. Users who have authority can override the budget exceptions on this page.
Go To Activity Log	Click this link to access the Activity Log page, where you can view activity for all lines in a transaction that updated the control budget.

See Also

Chapter 9, “Managing Budget Exceptions,” Viewing and Handling Budget Transaction Exceptions, page 254

Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing the Activity Log, page 284

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Running the Budget Processor for Generic Transactions

Access the Budget Check Generic Transactions Entry page.

Transaction Type Enter the name of the source transaction type for which you want to run the process.

Important! Use this page to request budget checking only for *GENERIC* transaction types interfaced from third-party applications through the Budget Check Request/Result IP.

Business Unit Option Values are:

All: Budget check transactions for all business units.

Value: Select to enter a *business unit* value to budget check transactions from that business unit only.

Transaction Number Option Values are:

All: Budget check all transactions numbers that meet the other selection criteria.

Some: Budget check only transactions whose transaction number range you enter in the From Transaction (transaction number) and To Transaction fields.

Value: Budget check only the transaction whose number you enter in the Transaction Nbr (transaction number) field.

Transaction Date Option Values are:

All: Budget check all transactions that meet the other selection criteria for all transaction dates.

Some: Budget check only transactions whose transaction date range you enter in the From Date and To Date fields.

Value: Budget check only transactions whose date you enter in the Transaction Date field.

Budget Checking Payroll Transactions

This section provides an overview and discusses how to run the budget processor for PeopleSoft Payroll transactions that have been sent to PeopleSoft General Ledger.

Overview of PeopleSoft Payroll and Commitment Control

No budget checking process is available in PeopleSoft Payroll and HR. All budget checking must be done in Commitment Control.

The following is an overview of the integration of PeopleSoft HR, Payroll, Commitment Control and General Ledger. Please refer to the PeopleBooks for PeopleSoft Payroll and HR (human resources) for further information about setting up commitment accounting and the interface with General Ledger and Commitment Control. PeopleSoft Payroll and HR use the following SQRs to manage related general ledger and Commitment Control activities:

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- BUD014.sqr is used to create Commitment Control budgets from PeopleSoft HR when commitment accounting is to be used.
- PAYGL01.sqr is used to send accounting transactions to general ledger from North America Payroll when there is to be no commitment accounting and data is limited to Fund, Department and Account ChartFields.
- PAYGL03.sqr is used to establish encumbrance data in HR and publish it to Commitment Control for budget checking (commitment accounting)—applicable to all ChartFields.
- PAYGL02.sqr is used to relieve the previously recorded encumbrances and book the expenditures to general ledger and Commitment Control—applicable to all ChartFields.

The BUD014.sqr process publishes HR department budget data to Commitment Control in the form of budget journals over the message COMMIT_CNTRL_BUDGET_UPDATE. The subscription process creates and automatically initiates the budget processor to post commitment control budget journals to LEDGER_KK.

The Payroll Accounting Transaction message (PAYROLL_ACCTG_TRANSACTION) carries HR transactions from its HR_ACCTG_LINE table. Message subscription PeopleCode is used to populate the HR_ACCTG_LINE table on the Financials database, and updates the HR_KK_HDR table as necessary for budget checking.

The Payroll Accounting Transaction message is sent from HR when you have completed the payroll and are ready to send the ChartField distribution (general ledger accounts) to the financials database using the general ledger interface, PAYGL01.sqr (for non commitment accounting) and PAYGL02.sqr (for commitment accounting).

The PAYGL03.sqr process prepares encumbrance data and send it to Commitment Control over the same Payroll Accounting Transaction message. Before you can post encumbrance data, calculate it using either the Fiscal Year Encumbrances process (PSPENANN) or the Nightly Encumbrances process (PSPENNHT) in HR. Use the Fiscal Year Encumbrances process to calculate encumbrances for the entire fiscal year. Use the Nightly Encumbrances process to update encumbrance data as you make changes to budgets or employees. After running each of these processes, run the Encumbrance GL Interface (PAYGL03.sqr) to post the results to general ledger, and then initiate Budget Processor from the Budget Check HR Payroll page.

The PAYGL02.sqr process prepares actuals transactions to be published to the general ledger over the Payroll Accounting Transaction message. This process also liquidates encumbered amounts to reflect that the actuals for that pay period have been processed. All processed transactions are reflected on the Department Budget Actuals page. After the subscription code populates the HR_ACCTG_LINE, you can run the Journal Generator process against the table to create journals. These journals are marked to bypass budget checking, because budget processor process the payroll transactions directly from the HR_ACCTG_LINE table. A second part of the subscription code populates HR_KK_HDR, which is necessary for running the Budget Processor against the payroll transactions from the Budget Check HR Payroll page.

See Also

Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications,” Loading Budgets from PeopleSoft Human Resources, page 148

Chapter 6, “Understanding Commitment Control Integration with PeopleSoft and Third-Party Applications,” Budget Checking PeopleSoft Payroll Transactions, page 148

Chapter 9, “Managing Budget Exceptions,” Viewing and Handling Budget Transaction Exceptions, page 254

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Page Used to Budget Check Payroll Transactions

Page Name	Object Name	Navigation	Usage
Budget Check HR Payroll	HR_KK_BUDCHK_REQ	Commitment Control, Third Party Transactions, Budget Check HR Payroll, Budget Check HR Payroll	Request a run of the budget processor Application Engine process (FS_BP) for Payroll transactions that have been sent to PeopleSoft General Ledger.

Running the Budget Processor for PeopleSoft Payroll Transactions

Access the Budget Check HR Payroll page.

Transaction Type Enter *HR_PAYROLL*.

Run Date Option Values are:

All: Budget check all transactions for all HR Payroll run dates.

Some: Budget check only transactions whose run date range you enter in the Run Date From and Run Date To fields.

Value: Budget check only transactions whose date you enter in the Run Date field.

Optimizing Budget Processor Performance

Before running budget processor, there are database properties that we recommend that your database administrator modify and indexes that you should create to improve budget processor performance. The database changes and indexes depend on the source transactions that you feed into budget processor.

This section discusses how to:

- Optimize performance for all source transactions.
- Optimize performance for PeopleSoft Cost Management transactions.
- Optimize performance for PeopleSoft Purchasing.
- Optimize performance for PeopleSoft Vouchers.
- Optimize performance for PeopleSoft General Ledger transactions.

See Also

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, "Optimizing General Ledger Performance"

Enterprise PeopleTools PeopleBooks: PeopleSoft Application Designer, "Building SQL Tables and Views," Administering Data, Creating Indexes

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Optimizing Performance for All Source Transactions

To optimize budget processor performance for all applications that you have enabled to feed source transactions into budget processor:

1. (Oracle customers only) Set these optimizer parameters to true:
   - COMPLEX_VIEW_MERGING
   - PUSH_JOIN_PREDICATE
   - QUERY_REWRITE_ENABLED
2. (Oracle customers only) Change LARGE_POOL_SIZE to 50 M and SHARED_POOL_SIZE to 250 M.
3. Recompute statistics for these tables when the row count of these tables exceeds 3,000 rows. If the row count is less than 3,000, then delete statistics from the tables.
   a. PS_LEDGER_KK
   b. PS_KK_SOURCE_LN
4. Recompute statistics for the PS_KK_SOURCE_HDR table when the row count exceeds 10,000 rows.

   If the row count is less than 10,000 rows then delete statistics from the table.
5. Delete statistics from PS_BP_CF_TAO.
6. Delete statistics from PS_BP_XCF_TAO, and PS_BP_XCF2_TAO.
7. Analyze SYS scheme tables (all system tables) to improve parsing time.
8. Add these indexes:

Table	Index	Index Fields
PS_GL_ACCOUNT_TBL	PSFGL_ACCOUNT_TBL	SETID, STATISTICS_ ACCOUNT, EFF_STATUS, ACCOUNT_TYPE, ACCOUNT, EFFDT
PSRECFIELD	PSGPSRECFIELD	RECNAME, SUBRECORD, FIELDNAME, FIELDNUM, CURCTLFIELDNAME, USEEDIT
PSTREELEVEL	PSBTREELEVEL	SETID, TREE_NAME, TREE_LEVEL, EFFDT, TREE_LEVEL_NUM

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Table	Index	Index Fields
PSTREENODE	PSGTREENODE	(1) TREE_NODE, SETID, TREE_NAME, EFFDT, TREE_NODE_NUM (2) SETID, TREE_NAME, EFFDT, TREE_NODE_NUM, TREE_NODE_NUM_END
PSTREELEAF	PSCTREELEAF	SETID, TREE_NAME, EFFDT, RANGE_FROM, RANGE_TO, TREE_NODE_NUM

9. Update statistics on these tables: PSTREELEVEL, PSTREENODE, PSTREELEAF.
10. Add an index on the PS_KK_SOURCE_HDR table for each Commitment Control source transaction type that you budget check with the budget processor.

    The index fields should be KK_SOURCE_TRAN and the key fields for the source transaction type's header record. To determine the source transaction type's header record:

    a. Access the Source Transaction - Definition page for the source transaction type.

    b. Note the header record for the source transaction type.

       It appears in the Header Record field. For example, for the source transaction type REQ_PREENC, the header record is REQ_HDR_PR.

    c. Access Application Designer and open the header record definition to view the key fields.

       Using the same example for REQ_PREENC (a pre-encumbrance or requisition transaction), the header record, you see that REQ_HDR_PR, has two primary key fields, BUSINESS_UNIT and REQ_ID. You then create this index:

Table	Index	Index Fields
PS_KK_SOURCE_HDR	PSAKK_SOURCE_HDR	KK_SOURCE_TRAN, BUSINESS_UNIT, REQ_ID

11. Repeat for each source transaction type that you budget check.

Warning! Add indexes on KK_SOURCE_HDR only for the source transactions that you use. Any additional, unnecessary indexes adds overhead and slows down the budget processor.

See Also

Chapter 4, "Setting Up Commitment Control Source Transaction Types," page 101

Enterprise PeopleTools PeopleBooks: PeopleSoft Application Designer

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Optimizing Performance for PeopleSoft Cost Management Transactions

Perform this procedure in addition to the performance optimization procedure described in the section, "Optimizing Performance for All Source Transactions."

To optimize budget processor performance for PeopleSoft Cost Management transactions:

1. Access Application Designer and remove the DISTINCT operator from the view text for CM_KK_HDR2VW.
2. Add these indexes:

Table	Index	Index Fields
PS_CM_ACCTG_GRP_D	PSCCM_ACCTG_GRP_D	CM_SOURCE_RECORD, TRANSACTION_GROUP
PS_CM_ACCTG_LINE	PSBCM_ACCTG_LINE	TRANSACTION_GROUP, BUSINESS_UNIT, DT_TIMESTAMP, INV_ITEM_ID, SEQ_NBR, ACCOUNTING_DT, DISTRIB_TYPE, BUDGET_HDR_STATUS, BUDGET_DT, KK_AMOUNT_TYPE, KK_TRAN_OVER_ DTTM, KK_TRAN_ OVER_FLAG, KK_ TRAN_OVER_OPRID
PS_CM_ACCTG_LINE	PSACM_ACCTG_LINE	BUSINESS_UNIT, INV_ITEM_ID, DT_TIMESTAMP, SEQ_NBR, BUSINESS_ UNIT_GL, LEDGER, LEDGER_GROUP, TRANSACTION_GROUP

3. Compute statistics for the table PS_CM_ACCTG_LINE.

Optimizing Performance for PeopleSoft Purchasing

In addition to the optimization procedure described in the section, "Optimizing Performance for All Source Transactions," add this index to support parallel running of the upgrade process for Purchasing:

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Table	Index	Index Fields
PS_PO_HDR	PSCPO_HDR	BUSINESS_UNIT, PO_STATUS, BUDGET_HDR_STATUS, PO_DT, PO_ID

Optimizing Performance for PeopleSoft Vouchers

In addition to the optimization procedure described in the section, "Optimizing Performance for All Source Transactions," add this index to support parallel run of the upgrade process for VOUCHER data conversion:

Table	Index	Index Fields
PS_VOUCHER	PSBVOUCHER	BUSINESS_UNIT, APPR_ STATUS, ENTRY_STATUS, BUDGET_HDR_STATUS, ACCOUNTING_DT, VOUCHER_ID

Optimizing Performance for PeopleSoft General Ledger Transactions

Follow this procedure to optimize budget processor performance for General Ledger transactions. Perform this procedure in addition to the performance optimization procedure described in the section, "Optimizing Performance for All Source Transactions."

Create this index:

Table	Index	Index Fields
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Processing Transactions Against Expired and Closed Budgets

This section provides an overview of the United States federal government accounting requirement for processing source transactions related to expired budgets and discusses how to:

- Define current, expired, and closed budgets.
- Set up authorization to process against expired budgets.
- Use entry events to generate budgetary entries automatically for upward and downward adjustments.
- Set up entry events to process upward and downward adjustments.

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Understanding Processing Against Closed Budgets and Expired Budgets With Upward or Downward Adjustments

The United States federal government requires varying accounting treatment for source transactions based on whether the associated budget, or appropriation, is current, expired, or closed. The budget is said to be expired after the current period, or period of availability, has passed. The expired budget remains open to recording, adjusting, and liquidating properly chargeable amounts until the expiration period has ended and the budget is closed (cancelled) based on the end date that you specify. All transaction activity subsequent to the expiration date should be driven by existing obligations recorded during the budget's period of availability. With some exception, no new commitments or obligations are allowed after the budget has expired.

When you choose to use budget expiration functionality, the system does not allow you to process activity against *closed* budgets, or budgets that exceed their end dates specified on the Expiration ChartField page. After the budget is closed (cancelled), the United States federal government allows payments to be processed against your current year budget if the payment does not exceed 1 percent of the new budget.

See Chapter 8, "Processing Source Transactions Against Control Budgets," Processing Transactions Against Expired and Closed Budgets, page 228.

This section also deals with setting up for processing and automatic generation of budget entries to US SGL accounts that reflect upward or downward adjustments to obligations that are properly chargeable against *expired* budget authority.

You do processing for expired funding for those transactions that were initially incurred while the related budget was current. Commitment Control provides an error message, which can be overridden, that informs you when you are attempting to process a transaction against expired funding, and the transaction reduces remaining spending authority. The system also determines if you are attempting to process a *new* obligation to an expired budget. Only approvers that you authorize have the ability to override the resulting error message and process transactions that are in addition to the original obligations incurred or to post the transaction to a new current year.

You receive an error message for expired funding if you are processing an upward adjustment—for example, the voucher is greater than the purchase order. This is because you are spending more than originally designated by the purchase order and this requires approval, or override.

You do not receive an error message if, for example, the vouchers are for the same amount (no adjustment) or less than (downward adjustment) the original purchase order. Downward adjustments denote that the funds set aside previously by a purchase order are not to be utilized and no error message is necessary.

Use Commitment Control budget override functionality to authorize a user to do an override of an upward adjustment error message and to continue processing.

Note. Upward and downward functionality is predicated on liquidation by amount only. If you choose to liquidate by quantity, the accounting results for downward adjustment transactions as specified by the U.S. Treasury are not created.

See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Expiration ChartFields, page 60.

Defining Current, Expired, and Closed Budgets

Use the Budget Definition - Control Budget Options page to select one of the ChartFields supported in Commitment Control as budget keys to identify the budget that you are controlling for current, expired, and closed status. Processing transactions against expired or closed budgets are predicated on these dates. *Budget Period* is not available for this purpose.

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Use the Budget Definition - Expiration ChartField page to define the values for the Expiration ChartField and the begin date, expiration date, and the end date for an Expiration ChartField value.

See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Expiration ChartFields, page 60.

Setting Up Authorization to Process Against Expired Budgets

After defining Expiration ChartFields and expiration dates, if you attempt to post previously unrecorded obligations applicable to an expired budget you receive an error message. To override this error you must have security authorization.

Processing against expired budgets is a Budget Override security event. Use the existing functionality in PeopleSoft security to allow an authorized user to override an upward adjustment error and continue processing.

You can establish security for any ChartField that is defined as a key ChartField in the control budget definition. PeopleSoft recommends that you not change this unless you are configuring Commitment Control ChartFields.

See Chapter 5, "Setting Up Commitment Control Security," Setting Up Commitment Control Security Events, page 132.

Using Entry Events to Generate Accounting Entries Automatically for Upward and Downward Adjustments

Upward and downward adjustments primarily affect Purchasing and Payables.

In Purchasing, when purchase orders are budget checked, the system determines if the obligation is associated with an expired budget. If it is against an expired budget then entry event can be set up to generate upward or downward adjustments.

Accounts Payable is impacted by upward and downward adjustment in two important situations:

- When you create PO Vouchers (purchasing vouchers) that are for more or less than the original purchase order amount, it is considered an adjustment.

  Any upward change related to an expired budget is failed by the Commitment Control budget processor and must be overridden by an authorized user.

- Subsequent adjustments to prepaid PO Vouchers must be done through AP Journal Vouchers (accounts payable vouchers).

  When you create AP Journal Vouchers, care must be taken to select the correct entry event manually.

Commitment Control accumulates voucher activity against the purchase order. The accumulated activity is used by entry event to calculate upward and downward adjustment amounts.

Setting Up Entry Events to Process Upward and Downward Adjustments

The Commitment Control budget processor recognizes a budget as expired when the expired date is attained for that budget. Entry event uses this information to trigger creation of upward or downward adjustments derived from the difference between the accumulated voucher amounts and the applicable purchase order or orders for the expired budgets.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Upward and Downward Adjustments.

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See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events," Using Entry Event Codes for Upward and Downward Adjustments.

Processing Payments Against Closed Budgets

To provide spending limits and to prevent improper payment against closed funding the United States federal government provides for payment of closed obligations against new current budgets to a limit of 1 percent of the new budget.

The Commitment Control budget processor recognizes a budget as closed when the end date is attained for that budget and rejects further payments.

To process payments associated with closed budgets you establish additional budgets as part of the new current year budgeting process for specific spending that is associated with closed-year obligations. For example, you are aware that a closed budget has unpaid obligations. As a part of the new budgeting for the current year you create an adjunct to the new current year budget, or a budget of 1 percent of the new budgeting total amount. Ninety-nine percent of the new budget is placed in its own budget and reserved for new obligations. The 1 percent budget is its own budget having its own budget keys. For example, it can be distinguished as Fund 100X within the overall current budget. Closed budget liquidations cannot exceed the 1 percent limit of current year funding.

These steps illustrate the use of 1 percent budgets and liquidations when you are using Expiration ChartField and dating functionality:

1. If you attempt to post a payment or liquidation against a closed budget (or closed funding), the system does not allow the transaction because the budget is closed and no funds are available to process the liquidation, or payment.

   To accommodate these payments you create a current year 1 percent budget after determining the necessary account, or budget and ChartField keys.

2. Creating the required budgets entails:

   a. Establishing a 1 percent budget covering obligations for budgets that are now closed and subject to the 1 percent rule of Public Law 101-510.

   b. Establishing a revised *current* year budget representing the *normal* current funds available for obligations and liquidations.

      This is typically established at a minimum value of 99 percent of the total funds available for the current year.

3. When processing liquidations subject to Public Law 101-510, record the expenditures against the 1 percent budget.

   Current budget processing validates that the user does not exceed the 1 percent budget. However, no new purchase orders or obligations should be allowed against the 1 percent budget. The account (budget) should only be used for liquidations against obligations established in the funding year where the budget is now closed.

   This example illustrates the process:

   - A single year appropriation ABC1996 *expired* on September 30, 1996.

     The funds were still available for processing liquidations against previously established purchase orders for a period of five years, ending on September 30, 2001. At that time, the appropriation was *closed* with an unliquidated balance of 100 USD that was cancelled.

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- In May 2002, you receive a 10 USD voucher against an existing purchase order associated with account ABC1996.

  You attempt to post the voucher against ABC1996 and receives a failure warning indicating that the budget is closed.

- To post this voucher to current year account, the ChartField combination should be revised on the transaction to post against the current year 1 percent budget.

  This is accomplished by taking the current year Appropriation ABC2002 for a total of 5000 USD available and establishing two sub-budgets. One is the 1 percent of the current ABC2002 budget (50 USD) and the remainder of 4550 USD is recorded to a second budget.

- You post any subsequent vouchers for the same purchase order against the 1 percent current year budget, which is subject to normal budget checks for funds availability within the 1 percent budget.

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CHAPTER 9

Managing Budget Exceptions

This chapter provides an overview of exception handling in Oracle's PeopleSoft Enterprise Commitment Control and discusses how to:

- Set up and run exception notification.
- View and handle budget transactions exceptions.

Understanding Exception Handling and Notification

Inevitably, some transactions fail the budget checking process or cause the Budget Processor to issue a warning. Such transactions are marked by the Budget Processor as exceptions. Commitment Control provides processes and pages to notify appropriate users of these exceptions. Depending on the nature of the exception and the security authority granted to the user, a user can handle budget exceptions by changing transactions, adjusting budgets, overriding the budget checking process, or by simply viewing and noting them.

Note. Budget journal posting exceptions are discussed in the Entering and Posting Commitment Control Budget Journals chapter

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See Chapter 7, "Entering and Posting Commitment Control Budget Journals," page 153.

You can choose to receive a pop-up warning when there are error or warning messages generated by the system during online budget checking of transactions. The pop-up warning is available for several PeopleSoft Enterprise products including General Ledger, Payables, and Receivables. Enable the pop-up warning on the Installation options Commitment Control page.

See Chapter 3, "Setting Up Basic Commitment Control Options," Enabling Pop Up for Error and Warnings Messages, page 43.

Errors and Warnings

Exceptions fall into two categories: errors and warnings.

Errors

Errors are exceptions that have failed budget checking because they do not conform to the rules established for that control budget. Transactions with errors are not allowed by the system to update the Commitment Control budget ledgers. Most errors occur when a transaction has at least one line that exceeds at least one budget and is over tolerance. Depending on the configuration of your control budgets, the exact reason that a budget has insufficient funds will vary from budget to budget. The budget may be on hold, closed, or simply lacking a sufficient available budget amount.

Transactions with errors stop at the budget check stage and do not proceed until they are corrected or overridden and are budget checked again.

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These are errors that you might encounter:

Error Code	Overridable?	Description	Notes
E1	Y	Exceeds budget and is over tolerance.	N/A
E2	N	No budget exists.	N/A
E3	N	Budget is closed.	N/A
E4	Y	Budget is on hold.	N/A
E5	N	Transaction has offset account.	The transaction line contains an account value that is reserved as an offset account.
E6	Y	Budget date is out of bounds.	N/A
E7	Y	Spending authority over budget.	Credit transaction caused spending authority (available budget balance) to exceed original budgeted amount. This error does not occur if you selected Allow Increased Spending Authority for the control budget definition on the Ledgers for a Unit - Commitment Control Options page. See Chapter 3, "Setting Up Basic Commitment Control Options," Adding Commitment Control Ledger Groups to a Business Unit, page 66.

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Error Code	Overridable?	Description	Notes
E8	N	CF (ChartField) funding source error.	A funding source allocation row for a funding source enabled budget exists without a corresponding budget amount having been entered in the Commitment Control ledger data table (LEDGER_KK). See Chapter 3, "Setting Up Basic Commitment Control Options," Project Costing and Control Budgets With Funding Source, page 34.
E9	N	Cumulative calendar data not found.	Budget is defined for cumulative budgeting with a cumulative calendar, but the calendar is not found. See Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24.
E10	N	Cumulative date range not found.	Budget is defined for cumulative budgeting with a cumulative date range, but the date range is not found.

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Error Code	Overridable?	Description	Notes
E11	Y	Exceeds budget and is over tolerance for referenced row.	When a transaction (such as a voucher) and its referenced documents (such as purchase orders) impact different budgets, the Budget Processor budget-checks the liquidation rows for the referenced documents separately from the transaction itself. Errors E11 through E20, E23 through E26, E30, E32, and E37 occur for the referenced (liquidation) row. See Chapter 8, "Processing Source Transactions Against Control Budgets," Budget Processor, page 203.
E12	N	No budget exists for referenced row.	See E11.
E13	N	Budget is closed for referenced row.	See E11.
E14	Y	Budget is on hold for referenced row.	See E11.
E15	N	Transaction has offset account for referenced row.	See E11.
E16	Y	Budget date is out of bounds for referenced row.	See E11.
E17	Y	Spending authority over budget for referenced row.	See E7, E11.
E18	N	CF (ChartField) funding source error for referenced row.	See E8, E11.

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Error Code	Overridable?	Description	Notes
E19	N	Cumulative calendar data not found for referenced row.	See E9, E11.
E20	N	Cumulative date range not found for referenced row.	See E10, E11.
E21	Y	Exceeds statistical budget and is over tolerance.	Occurs for budgets with statistical budgeting enabled. See Chapter 3, "Setting Up Basic Commitment Control Options," Statistical Budgeting, page 34.
E22	N	Statistical budget does not exist.	See E21.
E23	Y	Exceeds statistical budget and is over tolerance for referenced row.	See E21.
E24	N	Statistical budget does not exist for referenced row.	See E11, E21.
E25	Y	Spending authority over statistical budget for referenced row.	See E7, E11, E21.
E26	N	Ledger definition data not found for referenced row.	See E11.
E27	Y	Spending authority over statistical budget.	See E7, E21.
E28	N	Referenced document has been finalized.	The transaction (such as a voucher) has a referenced document (such as a purchase order) that has already been fully liquidated.

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Error Code	Overridable?	Description	Notes
E29	N	Funding source allocation not found.	There are no funding source allocations for the funding source enabled budget related to the transaction. See Chapter 3, "Setting Up Basic Commitment Control Options," Project Costing and Control Budgets With Funding Source, page 34.
E30	N	Funding source allocation not found for referenced row.	See E11, E29.
E31	N	Current budget period not in cumulative range.	Cumulative budgeting has been set up incorrectly for the budget, such that a budget period defined as part of the cumulative range does not, in fact, fall within the cumulative range. For example, assume that you set up cumulative budgeting for the date range of 01/01/2002 through 02/28/2002 and include monthly budget periods 2002M1 (covering January), 2002M2 (covering February), and 2002M3 (covering March). The budget period 2002M3 does not fall within the cumulative date rage, and an error results when you budget-check a transaction whose budget date falls within budget period 2002M3. See Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24.

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Error Code	Overridable?	Description	Notes
E32	N	Current budget period not in cumulative range for referenced row.	See E11, E31.
E33	Y	Funding is expired.	The budget date on the transaction line is beyond the expiration date specified on the Expiration CF (ChartField) page within the budget definition and the transaction line is attempting to reduce the budget's remaining spending authority.
E34	Y	Budget date outside specified dates.	The budget date on the transaction line is outside either the begin or end date specified on the Expiration CF (ChartField) page within the budget definition.
E35	N	Required key CF (ChartField) is blank.	Value Required is checked for this key CF (ChartField) on Budget Definitions - Keys and Translations page, but on the transaction line this CF (ChartField) does not have a value.
E36	N	ChartField combination errors exist.	The budget journal line violates the ChartField combination rules.
E37	Y	Statistical budget is on hold for referenced row.	See E11.
E38	Y	Statistical budget is on hold.	N/A
E40	N	Statistical budget is not enabled on the budget definition.	Apply to budget journal edit.

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Error Code	Overridable?	Description	Notes
E42	N	Transaction has account that belongs to an excluded account type.	The budget journal line contains an account value that belongs to an excluded account type.
E43	N	Transaction has excluded account.	The budget journal line contains an account value that is excluded from commitment control.
E44	N	Budget period is invalid.	Apply to budget journal edit.
E45	N	Non key CF (ChartField) has a value.	Non key CF (ChartField) on the budget journal line should be blank.
E46	N	Invalid ChartField value.	The budget journal line contains invalid ChartField value.
E47	N	ChartField value not valid for budget.	The budget journal line contains invalid ChartField value for budget.
E48	N	CF (ChartField) value not at tree level.	The budget journal line contains a ChartField value not at the defined tree level.
E49	N	Key ChartField is blank.	Key ChartField on the budget journal line is blank.
E50	N	Child budget exceeds the parent budget.	Applies to child budget journal edit when Child Budgets Exceed Option is not checked on Budget Definitions - Control Budget Options page. The Budget Processor issues this error when processing a child budget journal having a child budget ledger group.

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Error Code	Overridable?	Description	Notes
E51	N	Child budget exceeds the parent budget.	Applies to parent budget journal edit when Child Budgets Exceed Option is not checked on Budget Definitions - Control Budget Options page. The Budget Processor issues this error when processing parent budget journal having the parent budget ledger group.
E52	N	Invalid ledger value.	N/A
E57	N	Entry Event value is required.	Entry Event value is blank on the budget journal line when Entry Event is set to Required on Installation Options - Entry Event page.
E58	N	Entry Event should be blank.	Entry Event value is not blank on the budget journal line.
E59	N	Invalid Entry Event code.	The budget journal line contains an invalid Entry Event code.
E60	N	Funding Source allocations are not yet completed.	Funding Source allocation errors exist.
E61	Y	The Funding Source does not have enough funding.	The Funding Source does not have enough funding to cover the expense on the control ChartField when the control option is *Control* or *Control Initial Document* on initial document.
E62	N	The amount of credit transaction is over the Overall Amount.	The amount of credit transaction is over the Overall Amount defined on the funding source allocation page.

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Error Code	Overridable?	Description	Notes
E63	N	Funding Source value is required.	Applies to budget journal edit.
E64	N	Parent budget does not exist.	Applies to budget journal edit.
E65	N	Exceeds funding source allocation amount.	Applies to budget journal edit.
E66	N	Funding Source value should be blank.	Applies to budget journal edit.
E67	N	Budget Date is null.	Applies to budget journal edit.
E90	N	Invalid budget definition.	N/A
E91	N	Translation tree error found.	N/A
E92	N	SetId error found.	N/A
E96	N	Budget period not found.	N/A
E97	N	Budget definition not found.	N/A
E98	N	No fiscal year calendar found.	N/A
E99	N	Invalid parent/child reference.	Applies to budget journal edit.

Warnings

Warnings are exceptions that do not conform to the rules of the control budget, but have been passed along and update the Commitment Control ledgers nonetheless. Warnings function as exceptions that are automatically overridden, as well as alerts to certain situations that could adversely impact the budget and budgetary processing.

The Budget Processor issues warnings, rather than errors, in the following situations:

1. The system inherently defines the transaction exception as a warning.

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This is the case, for example, with the warning that the budget date does not equal the accounting date and the warning that the transaction exceeds the remaining available budget but is within tolerance.

2. The control option for the control budget definition is *Track with Budget,* or *Control Initial Document.*

   If you selected one of these options when you defined your budgets, you determined that transactions that would otherwise generate an error exception merely require an audit trail and examination and do not need to be stopped.

   If the control option is *Track with Budget,* you receive warning exceptions, except when there is no budget for a transaction, which results in an error exception. If the control option is *Control Initial Document,* you receive error exceptions for the initial document and warning exceptions for subsequent transactions.

   Note. Whether the option is *Track without Budget* or *Track with Budget*, you receive warnings for any error that can be overridden; however, errors that cannot be overridden might be logged.

   Also note that commitment control detail ledger groups, which by definition are set to track without budget, do not receive budget exceeds warnings.

These are the warnings:

Warning Code	Description	Notes
W1	Exceeds budget but is within tolerance.	Transaction exceeds available budget balance, but is within the tolerance allowed. See Chapter 3, "Setting Up Basic Commitment Control Options," Hierarchy of Control Budget Attributes, page 28.
W2	Exceeds budget, but is a track or non-initial transaction.	Transaction exceeds budget, but the control option for the control budget definition is *Tracking with Budget, Tracking without Budget,* or *Control Initial Document.* For tracking without budget, no warning is issued for detail tracking ledger groups. If it is not a detail tracking ledger group and a budget row exists, even if it is for a zero amount, a W2 warning is issued if the transaction exceeds the available spending. If no budget row exists, no warning is issued. See Chapter 3, "Setting Up Basic Commitment Control Options," Hierarchy of Control Budget Attributes, page 28.

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Warning Code	Description	Notes
W3	Budget date and accounting (transaction) date are not equal.	N/A
W4	Override of the error of Exceeds budget and is over tolerance.	Overrides always generate warnings.
W5	SA (spending authority) exceeds non-control budget amount.	Credit transaction caused spending authority (available budget balance) to exceed original budgeted amount for a budget whose control option is *Tracking with Budget,* or *Tracking without Budget,* or *Control Initial Document*. This warning does not occur if you selected Allow Increased Spending Authority for the control budget definition on the Ledgers for a Unit - Commitment Control Options page. See W2. See Chapter 3, "Setting Up Basic Commitment Control Options," Adding Commitment Control Ledger Groups to a Business Unit, page 66.
W6	Override of the error of SA (spending authority) exceeds budgeted amount.	See W4.
W7	Override of the error of Budget is on hold.	See W4.
W8	Override of the error of Budget Date is out of bounds.	See W4.
W9	Closed budget periods exist in cumulative set.	One or more budget periods within a cumulative budgeting set has been closed. See Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24.
W10	Override of the error of Statistical budget is on hold.	N/A

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Warning Code	Description	Notes
W21	Exceeds statistical budget but is within tolerance.	See W1. See Chapter 3, "Setting Up Basic Commitment Control Options," Statistical Budgeting, page 34.
W22	Exceeds non-control statistical budget.	See W2, W21.
W24	Override of the error of exceeds statistical budget.	See W4.
W25	SA (spending authority) exceeds non-control statistical budget amount.	See W5, W21.
W26	Override of the error of SA (spending authority) exceeds statistical budget amount.	See W4.
W27	No liquidation on statistical amount due to different statistics code.	Warning is issued when a transaction (such as a voucher) and its referenced document (such as a purchase order) have different statistics code, so that the liquidation of the referenced document does not occur.
W33	Override of the error of Funding is expired.	Warning is issued if you override the E33 exception
W34	Budget date outside dates specified on the Expiration CF (ChartField) page.	Warning is issued if you override the E34 exception.
W35	Associated expenditure budget is below zero.	Warning is issued if a reduction in revenue causes the remaining spending available for an associated expenditure budget inclusive of tolerances to fall below zero.
W36	Required key CF (Chartfield) is blank.	Warning is issued if the control option is *Tracking without Budget*.

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Warning Code	Description	Notes
W37	Associated statistical expenditure budget is below zero.	Warning is issued if a reduction in revenue causes the remaining spending available for an associated statistical expenditure budget inclusive of tolerances to fall below zero.
W38	Funding is expired.	The budget date on the transaction line is beyond the expiration date specified on the Expiration CF (ChartField) page within the budget definition and the transaction line is attempting to increase (put money back into) the budget's remaining spending authority.
W57	Entry Event code is blank.	Warning is issued when Entry Event value is blank on the budget journal line and Entry Event is set to Optional on Installation Options - Entry Event page.
W61	Override of error for Funding Source does not have enough funding.	N/A
W62	Exceeds available funding.	Warning is issued when the Funding Source does not have enough funding to cover the expense on the control ChartField and the control option is *Tracking with Budget, Tracking without Budget,* or *Control Initial Document* on non-initial document.
W63	The amount of a credit transaction is over the total funding source spending.	N/A
W64	Parent does not exist.	Warning is issued when the Child Budgets Exceed Option is checked on Budget Definitions - Control Budget Options page.

Note. Early warnings, or notifications that a predefined percentage of a budget has been committed for spending or spent, are not exceptions. You set them up on the Notify Preferences page.

See Also

Chapter 9, "Managing Budget Exceptions," Error Exception Handling, page 248

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Exception Notification

It is recommended that you set up security using the notification process, so that only users with *Notify* security access receive exception notifications, and only for the budgets to which they have access. However, this is not required. You can use notification without implementing related commitment control security.

You can be notified of exceptions by the commitment control workflow process, by email, or through the work list. You can also view exceptions online using the Exception Inquiry pages without using the Commitment Control Notification feature.

Online Exception Notification

In an online situation, you receive a message regarding status of a transaction when the budget-checking process finishes. The message indicates what type of exception the transaction created and enables you to transfer directly to the appropriate transaction exception header page, where you can either view the warnings generated or view and override the errors.

Note. An override is applicable only to the original entry. After the override, any change or additions to the original journal lines causes the system to cancel the override and reset the header status to (N) not checked. This is to prevent the adding of lines using the same overridden ChartField combination to create unauthorized overrides for different or larger amounts.

Workflow Exception Notification

In a batch budget-checking situation, users are notified of exceptions through workflow. You grant access to exception notification workflow to the appropriate individuals when you set up Commitment Control security. The system generates a worklist containing budget exceptions for each user responsible for budgetary oversight. The budgets, source transactions, and exception types included in the worklist depend on the security you have set up for the individual and the notification preferences for the individual. You can also have the system provide email notification.

From the worklist entry or the email, you can select a budget with exceptions and transfer to the Budget Details page, where you can open the Budget Exceptions page to see a list of all transactions that have failed for that budget. You can also link to the transaction exception page for each transaction to view a list of all budgets that have caused exceptions for that transaction. The Budget Exceptions and transaction exceptions pages enable you to inquire about exceptions and to perform overrides, if you have security access.

The Budget Exceptions page and transaction exception pages for each source transaction type are also available directly through the PeopleSoft menus.

Early Warning Notification

You can use workflow to provide *early warning* notifications when a predefined percentage of a budget has been spent.

Commitment Control Notify Process

After you have set up security and notification preferences for all appropriate users, you use the Commitment Control Notify Application Engine process (KK_NTFY_WF) to scan the exception table and notification preferences and route the notification to the email and worklists for the user.

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See Also

Chapter 9, "Managing Budget Exceptions," Setting Up and Running Exception Notification, page 250

Chapter 9, "Managing Budget Exceptions," Viewing and Handling Budget Transaction Exceptions, page 254

Chapter 9, "Managing Budget Exceptions," Working with Worklists and Emails, page 254

Chapter 5, "Setting Up Commitment Control Security," page 121

Error Exception Handling

Once you are notified that a transaction has a budget checking error, you have four options for correcting it:

1. Change the transaction.

   Some of the ways you can change the transaction include:

   - Changing the transaction amount.
   - Changing the ChartField combinations.
   - Canceling and re-running the transaction at a later date.
   - Overriding the budget date.
2. Change the budget.

   Some of the ways you can change the budget include:

   - Adjusting the budget amounts to allow the transactions to pass budget checking.
   - Increasing the budget tolerance.
   - Reopening a closed budget.
   - Modify the control budget definition.
3. Override a budget for the transaction, assuming the exception can be overridden.
4. Override the entire transaction for all affected budgets assuming that all of the lines have overridable exceptions logged against them.

In each case, you must have appropriate security clearance to perform the change or override. And you must re-run budget-checking.

Note. An override is applicable only to the original entry. After the override, any change or additions to the original journal lines causes the system to cancel the override and reset the header status to (N) not checked. This is to prevent the adding of lines using the same overridden ChartField combination to create unauthorized overrides for different or larger amounts.

See Chapter 9, "Managing Budget Exceptions," Errors and Warnings, page 233.

Security for Adjusting Budgets and Budget Overrides

The security profile of each of your users determines which budgets they can adjust and which budgets, budget dates, and transactions they have the authority to override. You set up this authority when you set up Commitment Control security.

If commitment control security does not allow overrides for a particular user, the Allow Override option at the source transaction type level is irrelevant. Commitment control security supersedes the override option at the source transaction type level.

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A user ID and date/time stamp appear on the inquiry pages when a budget or transaction has been overridden, and a warning is generated when the transaction is budget-checked again.

Note. An override is applicable only to the original entry. After the override, any change or additions to the original journal lines causes the system to cancel the override and reset the header status to (N) not checked. This is to prevent the adding of lines using the same overridden ChartField combination to create unauthorized overrides for different or larger amounts.

Budget Overrides and Transaction Overrides

The transaction exceptions pages contain check boxes for *Budget Override* and for *Transaction Override.*

- Budget Override overrides exceptions for a specific budget for which the transaction failed budget checking.

  When a transaction references a budget marked for override for that transaction, every line on that transaction that would have failed the overridden budget passes with a warning flag.

- Transaction Override overrides an entire transaction for all affected budgets. You can select Transaction Override either before budget checking or after budget checking with errors.

  If Commitment Control Security is enabled, a user must be associated with a Super User rule in order to override at the transaction level. If Commitment Control Security is not enabled and the impacted source transaction type allows overrides, then all users can override at the transaction level. In both cases, if the transaction has been budget checked and has errors, the transaction override option on the exception inquiry page is active only if all of the errors are overridable.

  Note. An override is applicable only to the original entry. After the override, any change or additions to the original journal lines causes the system to cancel the override and reset the header status to (N) not checked. This is to prevent the adding of lines using the same overridden ChartField combination to create unauthorized overrides for different or larger amounts.

See Also

Chapter 5, “Setting Up Commitment Control Security,” page 121

Chapter 4, “Setting Up Commitment Control Source Transaction Types,” page 101

Chapter 9, “Managing Budget Exceptions,” Viewing and Handling Budget Transaction Exceptions, page 254

Self-Service Pages for Notification and Exception Handling

Commitment Control delivers the following self-service components designed to provide managers with easy access to the same information that they can access through Worklist notification.

Budget Alert Enables you to specify preferences for receiving budget exception notification and early warnings. This component is identical in function to the Notify Preferences component.

View Budgets Enables you to:

- List the budgets you have notification security access to for a specific control budget definition.
- Select individual budgets to see their budgeted, used, and available amounts.
- Review any exceptions for the budget.
- Override budget exceptions, if your security allows.

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You can use PeopleSoft Application Designer to modify these web components just as you would any application components.

Setting Up Security for Notification and Exception Handling Self-Service

Commitment Control provides self-service pages for the Manager role. We deliver a sample definition for this role and have assigned sample permission lists to it. You can also modify this role or create your own.

Security set up is the same as that for exception notification, but keep the following in mind:

- Assign the Manager role (or your equivalent) to the user profile for any user who wants access to these pages.
- Specify the business unit and setID user preference for the user on the Define User Preferences - Overall Preferences page. This limits the budgets available to a user in the self-service pages, enabling them to use fewer search criteria to find their budgets.

See Also

Chapter 5, “Setting Up Commitment Control Security,” page 121

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Defining User Preferences”

Enterprise PeopleTools PeopleBook: Security, "Working With Permission Lists"

Enterprise PeopleTools PeopleBook: Security, "Working With Roles"

Enterprise PeopleTools PeopleBook: Security, "Setting Up User Profiles"

Setting Up and Running Exception Notification

To set up and run exception notifications, use the Notification Preference component (KK_NOTIFY_GRP) and the Create Alert Notification component (KK_RUN_NOTIFY_GRP).

To use the exception notification feature, you must first set up security and define notification preferences. You then run the Commitment Control Notify Application Engine process (KK_NTFY_WF) to retrieve budget exceptions and early warnings and notify the appropriate users using worklists and emails. In this section, we discuss the prerequisite security setup, along with how to:

- Define notification preferences.
- Run the Commitment Control Notify Application Engine process.
- Work with worklists and emails.

See Also

Chapter 9, “Managing Budget Exceptions,” Exception Notification, page 247

Prerequisites

Before users define their notification preferences, system-wide security and Commitment Control security must already be set up. The following procedure description mentions only security setup that is specific to exception notification.

To set up security for exception notification:

1. Define user profiles using the User Profiles component.

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Enter the email address of the user on the User Profiles - General page.

2. Specify a default business unit for each user on the Overall Preferences page.
3. Activate the Workflow Notification security event using the Security Events page.

   A user who receives notification and handles exceptions may also need access to the Budget Inquire, Budget Entry and Adjustment, and Budget Override security events. If you want to control access to these security events, you must activate them. If you do not do so, every user in the system who has PeopleSoft system security access to the pages on which one performs these security events has access to the events.
4. Define your security rules (groups of budgets) and apply them to the appropriate security events, using the Rule Definition and Apply Rule pages.

   Define your rules such that all users with Workflow Notification access for a group of budgets also have Budget Inquire access, since users must be able to inquire about budgets about which they are notified. Usually a smaller subset of users has Budget Override access. Likewise, a smaller subset of users with Workflow Notification access usually has Budget Entry and Adjustment access to allow them to adjust budgets when transactions fail budget-checking.
5. Apply the security rules to the appropriate users, using the Associate Rules to User ID page, Assoc Rules to Permission List (associate rules to permission list) page, or Attach Dynamic Rules page.
6. Run the Commitment Control Security process (KSEC_FLAT) to activate the new security rules.

See Also

Chapter 5, "Setting Up Commitment Control Security," page 121

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Defining User Preferences"

Enterprise PeopleTools PeopleBook: Security

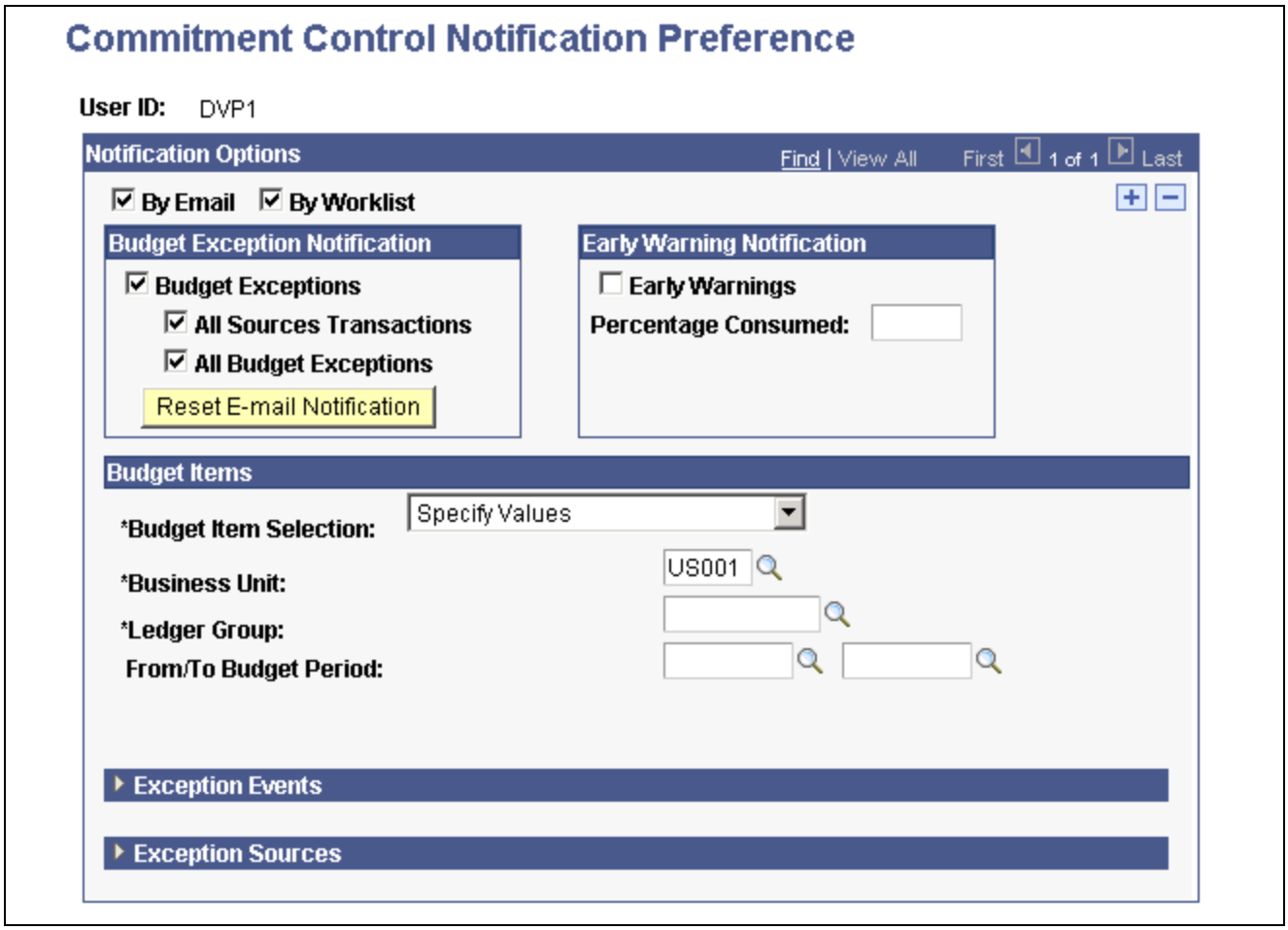
Pages Used to Set Up and Run Exception Notifications

Page Name	Object Name	Navigation	Usage
Commitment Control Notification Preference	KK_NOTIFY_PREFS	Commitment Control, Define Budget Security, Notification Preference, Commitment Control Notification Preference	Identify early warnings and exceptions for which you want to be notified.
Create Commitment Control Alert Notification	RUN_KK_NOTIFY	Commitment Control, Define Budget Security, Create Alert Notifications, Create Commitment Control Alert Notifications	Request a run of the Commitment Control Notify Application Engine process (KK_NTFY_WF). The Commitment Control Notify process scans the exception table and early warning and exception preferences and routes the notification to email and worklists of the user.

Defining Notification Preferences

Access the Commitment Control Notification Preference page.

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Commitment Control Notification Preference page

Notification Options

Budget Exceptions Select this check box; then identify the budgets for which you want to receive exception notifications in the Budget Items group box.

Note. You must select either Budget Execution or Early Warning to receive notification. You can select both.

All Sources Transactions Select to receive exception notification for all transaction sources—vouchers, purchase orders, and so on. Alternatively, you can specify sources in the *Exception Sources* group box.

All Budget Exceptions Select to be notified of all exception types. Alternatively, you can specify exception events in the *Exception Events* group box.

Reset E-mail Notification Click this button after making changes to your budgets. This clears out the message log and you receive future notifications. A user is notified once through email per budget or exception combination. For example, if budget A has run out of spending authority, then the system issues one message indicating that fact. This prevents a users email from overflowing with the same message every time a transaction fails against budget A. When additional funds have been put into budget A for example, the user then clicks the Reset

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E-mail Notification button to clear out the log and enable the user to receive future budget exceptions for budget A.

Early Warnings and **Percentage Consumed** — Select the check box and enter the percentage of the available budget that must be committed or spent before the system triggers an early warning. Then identify the budgets for which you want to receive early warnings in the Budget Items group box.

Note. An early warning notification is re-sent for a given budget combination if the early warning percentage on the preferences page is changed or if the budget amount has changed since the previous notification was sent and the new percentage or amount is at a level that now triggers a notification.

Budget Items

Use the Budget Items group box to identify the ChartFields and Commitment Control budgets to which these notification preferences apply.

Budget Item Selection, Business Unit, and **Ledger Group** — Specify the ChartField values for which you want budget exception notification:

- *Specify Bus Unit/Ledger Group:* Select to receive notification for all ChartField combinations for which you have security within a specific business unit and Commitment Control ledger group combination. Enter the Business Unit and Ledger Group.
- *Specify Business Unit:* Select to receive notification for all budgets in all ledger groups for a specific business unit for which you have security. Select a specific business unit in the Business Unit field.
- *Specify Values:* Select to specify ChartField values for a specific business unit and Commitment Control ledger group combination.

  You must enter a specific business unit and Commitment Control ledger group. Entry fields for each key ChartField attached to the Commitment Control ledger group appear.

Note. You must have security for the ChartField values you specify.

From/To Budget Period — You can also specify budget periods to further refine your notification preferences.

Exception Events

Exception Event — Select the types of exceptions for which you want notification if you have not selected the All Budget Exceptions check box. You must also select at least one exception *source* to receive notification.

See Chapter 9, "Managing Budget Exceptions," Errors and Warnings, page 233.

Exception Sources

Exception Source — Select the source transaction types for which you want notification if you have not selected the All Sources Transactions check box. You must also select at least one exception *event* to receive notification.

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Note. When you save your selections, the system validates your choices against the security rules. In addition, the Commitment Control Notify process rechecks security each time it runs.

See Also

Chapter 9, "Managing Budget Exceptions," Exception Notification, page 247

Chapter 10, "Inquiring on Budgets and Transaction Activities," Viewing Budget Details, page 281

Running the Commitment Control Notify Application Engine process (KK_NTFY_WF)

Access the Create Commitment Control Alert Notifications page.

Unit Select the business unit for which you want to create notifications.

Working with Worklists and Emails

Your Worklist page and your email exception notification list all early warnings and exceptions for budgets for which you have authorization and have requested notification. Each exception and early warning is linked to the Budget Details page, where you can view the budget details and follow links to the Budget Exceptions page and the transaction exceptions pages.

See Also

Chapter 9, "Managing Budget Exceptions," Exception Notification, page 247

Chapter 9, "Managing Budget Exceptions," Viewing and Handling Budget Transaction Exceptions, page 254

Chapter 10, "Inquiring on Budgets and Transaction Activities," Viewing Budget Details, page 281

Enterprise PeopleTools PeopleBook: Using PeopleSoft Applications

Enterprise PeopleTools PeopleBook: PeopleSoft Workflow

Viewing and Handling Budget Transaction Exceptions

This section provides an overview and discusses how to:

- View and handle budgets with exceptions.
- View generic transaction exceptions.

  (Generic (third-party) transactions cannot be added on line.)
- View payroll transaction header exceptions.
- View payroll transaction line exceptions.
- View the budget checking status for a budget processor process instance.

See Also

Chapter 9, "Managing Budget Exceptions," Error Exception Handling, page 248

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Understanding Viewing and Handling of Budget Transaction Exceptions

You can inquire on exceptions by budget or by transaction:

- Use the Budget Exceptions component to view budgets with exceptions.

  This component enables user with security access to override specific budgets for a failed transaction.

- Use the transaction exception components to view source transactions with budget exceptions.

  These components enable users with security access to override specific budgets for a failed transaction, as well as all budgets for a failed transaction.

Note. An override is applicable only to the original entry. After the override, any change or additions to the original journal lines causes the system to cancel the override and reset the header status to (N) not checked. This is to prevent the adding of lines using the same overridden ChartField combination to create unauthorized overrides for different or larger amounts.

Separate exception pages for each type of source transaction are provided. These pages are documented in their respective application PeopleBooks. The following table provides a list of transaction exception components not covered in this chapter and the PeopleBook and chapter in which each is discussed:

Component	Documentation
• Voucher • Voucher (NP) (voucher non-prorated) • Voucher (Acct Ln) (voucher accounting line)	See *PeopleSoft Enterprise Payables 9.0 PeopleBook*, "Budget-Checking PeopleSoft Payables Transactions Using Commitment Control," Handling Budget-Checking Exceptions.
• Revenue Estimate • Direct Journal • Receipt Accrual Expense • Receipt Accrual Encumbrance	See *PeopleSoft Enterprise Receivables 9.0 PeopleBook*, "Using Commitment Control Processing in PeopleSoft Receivables".
Billing Invoice	See *PeopleSoft Enterprise Billing 9.0 PeopleBook*, "Using Commitment Control Accounting in PeopleSoft Billing," Viewing Billing Invoice Budget Checking Exceptions.
CM Transaction (Cost Management Transaction)	See *PeopleSoft Enterprise Cost Management 9.0 PeopleBook*, "Costing Transactions and Creating Accounting Entries," Using Commitment Control.
• Travel Authorization • Expense Sheet	See *PeopleSoft Enterprise Expenses 9.0 PeopleBook*, "Using Commitment Control With PeopleSoft Expenses".

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Component	Documentation
• Journal • Budget Journal	See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Using Commitment Control in General Ledger". See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Handling Budget Journal Exceptions, page 177.
Facilities Administration	See *PeopleSoft Enterprise Grants 9.0 PeopleBook* , "Establishing Awards and Projects," Processing F&A Costs.
• Project Journal • Project Budget Journal	See *PeopleSoft Enterprise Project Costing 9.0 PeopleBook* , "Integrating with Commitment Control," Setting Up PeopleSoft Project Costing for PeopleSoft Commitment Control.
• Procurement Card • Purchase Order • Purchase Order (NP) (purchase non-prorated order) • Requisition • Receipt Accrual Expense • Receipt Accrual Encumbrance	See *PeopleSoft Enterprise Purchasing 9.0 PeopleBook*, "Using Procurement Cards". See *PeopleSoft Enterprise Purchasing 9.0 PeopleBook*, "Using Purchase Orders and Change Orders". See *PeopleSoft Enterprise Purchasing 9.0 PeopleBook*, "Using Requisitions and Requests for Quotes". See *PeopleSoft Enterprise Purchasing 9.0 PeopleBook*, "Using Receipt Accrual".

Common Elements Used in This Section

Advanced Budget Criteria Select on a transaction header exceptions page (such as the Generic Exceptions page) to access the Refine Inquiry Criteria page, where you can restrict budget rows to specific business units, ledger groups, accounts, and exception types. Leave these fields blank to return all values.

Budget Date Accounting date of the transaction line. You define which field the system uses for the budget date for the transaction in the source transaction definition.

Exception Description of the error or warning exception.

Exception Type On Exception Details pages, the budget checking status of the transaction. On other pages, this is a different field, which you use to limit the exception rows retrieved to transactions with either an *Error* or *Warning* exception.

Foreign Amount The amount of the line in the entry currency.

Ledger Group Commitment Control ledger group for the transaction header exception or transaction line exception.

Line From/Line Thru (line from and line through) To view a range of lines, enter the voucher line numbers in these fields. The prompt list shows only voucher lines with exceptions.

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Line Status The budget checking status of the transaction line. On some pages, you use this field to limit the selected rows to lines with either *Error* or *Warning* exceptions.

Maximum Rows Select the maximum number of rows to display in the scroll area.

Monetary Amount The amount in the base currency of the primary ledger.

More Budgets Exist If selected, the transaction has more exceptions than the number you entered in the Maximum Rows field.

More Lines Exist If selected, the transaction has more transaction line exceptions than the number you entered in the Maximum Rows field.

Override Budget Select to update the control budget ledger, even though the transaction exceeds the budget. If Commitment Control Security is enabled, a user must be associated with a Super User rule in order to override at the budget level. If Commitment Control Security is not enabled and the impacted source transaction type allows overrides, then all users can override at the budget level. In both cases, if the transaction has been budget checked and has errors, the budget override option on the exception inquiry page is active only if all of the errors are overridable.

Note. An override is applicable only to the original entry. After the override, any change or additions to the original journal lines causes the system to cancel the override and reset the header status to (N) not checked. This is to prevent the adding of lines using the same overridden ChartField combination to create unauthorized overrides for different or larger amounts.

When a user overrides the budget, the system populates the *Override User ID* field with the user ID for the user who overrode budget checking and populates the *Override Date* field with the date and time the budget was overridden.

Override Date Date that a user overrode a budget exception. The system updates this field.

Override Transaction Select to enable the entire transaction to update the control budget If Commitment Control Security is enabled, a user must be associated with a Super User rule in order to override at the transaction level. If Commitment Control Security is not enabled and the impacted source transaction type allows overrides, then all users can override at the transaction level. In both cases, if the transaction has been budget checked and has errors, the transaction override option on the exception inquiry page is active only if all of the errors are overridable.

Override User ID User who overrode a budget exception. The system updates this field.

Type See *Exception Type*. Can also mean *Transaction Type* on some pages.



Click the *Budget Check* button to run the Budget Processor again, after you override the transaction or a budget. Also run the process again if you changed the voucher.



Click the *Budget Check Details* button to open the Commitment Control page, where you can see the Commitment Control transaction ID, Commitment Control transaction date, budget checking process status, process instance, source transaction type, Commitment Control amount type, and budget checking header status for the transaction.

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Click the *View Related Links* button to open a page with one or more of the following options, depending on the exception page:

- *Go to Budget Exception* opens the Budget Exceptions page, where you can view other transactions that have exceptions for the budget and override them. You must have authority to inquire on the budget to open the page.
- *Go to Budget Inquiry* opens the Budget Details page, where you can view the budget details, such as the available amount remaining, the attributes, and the amounts used by each ledger (encumbrance, pre-encumbrance, and so on) in the budget. You must have authority to inquire on the budget to open the page.
- *Go to Source Adjustment* opens a source transaction page where you can adjust the transaction.
- *Go to Transaction Exception* opens the appropriate header exceptions page for the transaction type, where you can view exception details for the transaction.

See Also

Chapter 9, "Managing Budget Exceptions," Errors and Warnings, page 233

Pages Used to View and Handle Budget Transaction Exceptions

Page Name	Object Name	Navigation	Usage
Commitment Control Budget Exceptions	KK_XCP_BUDGET	Commitment Control, Review Budget Check Exceptions, Budget Exceptions, Commitment Control Budget Exceptions Click the View Related Links button on a transaction exception header page or Exceptions Details page. Click the Budget Exceptions link on the Budget Details page.	View and override control budget exceptions on a budget-by-budget basis. The page includes only budgets that have transactions with exceptions.
Refine Inquiry Criteria	KK_XCP_BD_ADV_SEC	Click the Advanced Transaction Criteria link on the Commitment Control Budget Exceptions page for budget exceptions.	Refine selection criteria for transactions to be viewed.

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Page Name	Object Name	Navigation	Usage
Generic Exceptions	KK_XCP_HDR_GEN	Commitment Control, Third Party Transactions, Generic Transaction Entry, Generic Exceptions Click View Related Links, Go to Transaction Exceptions on the Commitment Control, Budget Exceptions, and Budget Checking Status pages.	View budget checking errors or warning messages for third-party transactions. Users who have authority can override the budget exceptions on this page.
Refine Inquiry Criteria	KK_XCP_TR_ADV_SEC	Click the Advanced Budget Criteria link on a transaction exceptions (pages exist for various applications) header page for transaction exceptions.	Refine selection criteria for budgets to be viewed.
Commitment Control	KK_XCP_TRAN_SEC	 Click the Budget Check Details button on the Commitment Control Budget Exceptions page or on a transaction exceptions header page.	View details about a source transaction with exceptions, including the amount type and override information.
Exception Details (header)	KK_XCP_TRAN_SEC2	 Click the View Exception Details button on the Commitment Control Budget Exceptions page or on a transaction exceptions header page.	View budget exception details and drill down to transaction lines.
Generic Line Drill Down	KK_DRL_GEN_SEC	 Click the Drill Down to Transaction Line button on the Exception Details page for a specific transaction line.	View line details for generic source transactions with budget exceptions.
Generic Transaction − Line Exceptions	KK_XCP_LN_GEN	Commitment Control, Third Party Transactions, Generic Transaction Entry, click in search results grid Click View Related Links, Go to Transaction Exceptions on the Commitment Control, Budget Exceptions, and Budget Checking Status pages.	View individual transaction lines in a generic source transaction with budget exceptions and view the budgets that caused the exceptions.
Exception Details (lines)	KK_XCP_TRAN_SEC3	 ..Click the View Exception Details button on the Line Exceptions page for the source transaction.	View budget and exception details for a transaction line.

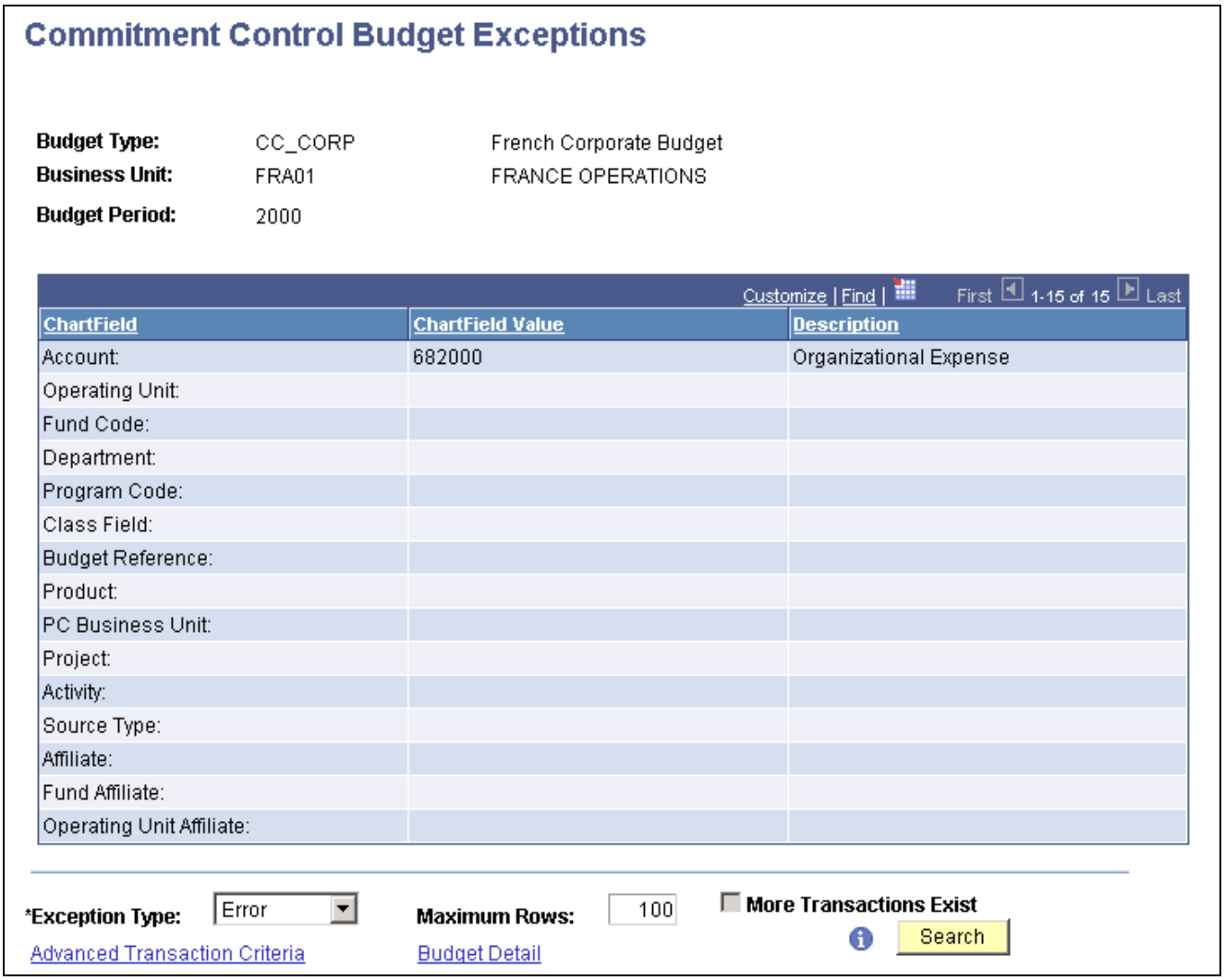
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Page Name	Object Name	Navigation	Usage
HR Payroll Exceptions	KK_XCP_HDR_HR1	Commitment Control, Review Budget Check Exceptions, General Ledger, Payroll, HR Payroll Exceptions Click View Related Links, Go to Transaction Exceptions on the Commitment Control Budget Exceptions page or the Budget Checking Status page	View budget-checking warning messages for Payroll transactions.
HR Payroll Line Drill Down	KK_DRL_HR1_SEC	 Click the Drill Down to Transaction Line button on the (Payroll) Exception Details page for a specific transaction line.	View line details for Payroll source transactions with budget exceptions.
Payroll − Line Exceptions	KK_XCP_LN_HR1	Commitment Control, Review Budget Check Exceptions, General Ledger, Payroll, Line Exceptions Click View Related Links, Go to Transaction Exceptions on the Budget Exceptions page or the Budget Checking Status page.	View individual transaction lines in a Payroll source transaction with budget checking warning messages and all the budgets that caused the exceptions.
Commitment Control Budget Checking Status	KK_XCP_INQ_INSTANC	Commitment Control, Review Budget Check Exceptions, Budget Checking Status, Commitment Control Budget Checking Status	Review the budget checking status of source transactions for a single run of the Budget Processor. You can access the transaction header exceptions page for the transaction, as well as transaction inquiry, entry, and adjustment pages where you can view and change the transaction.

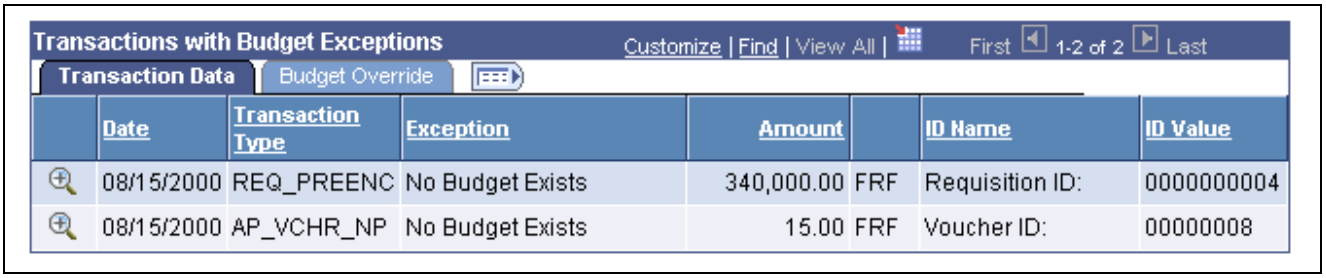
Viewing and Handling Budgets with Exceptions

Access the Commitment Control Budget Exceptions page.

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Commitment Control Budget Exceptions page (1 of 2)



Commitment Control Budget Exceptions page (2 of 2)

The Business Unit and Ledger Group fields are required when entering search criteria on the Budget Exceptions search dialog page. The remaining fields can be left blank to return all values or you can enter values to further refine your search.

Click the Search button on the search dialog page and any exceptions are displayed in the Search Results scroll at the bottom of the search page. The scroll becomes available only if there are transaction exceptions for a budget. The scroll also returns *both error* and *warning* exceptions in the same search.

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When you select a row from the Search Results scroll and no transaction exceptions are returned in the Transactions with Budget Exceptions group box at the bottom of the Commitment Control Budget Exceptions page, click the Advanced Transaction Criteria link to refine the criteria so that you can review the details of the exception. For example, if exception type and the from and to dates for the Commitment Control Budget Exceptions page do not match the exception type and dates of the exception you selected in the Search Results scroll, no transactions are returned in the Transactions with Budget Exceptions group box.

Advanced Transaction Criteria Click this link to access the Refine Inquiry Criteria page if you receive the message that no transaction rows were found given your criteria. In this case no information about the existing exceptions is initially returned in the Transactions with Budget Exceptions group box at the bottom of the Commitment Control Budget Exceptions page.

Use this page to restrict or enlarge access to transaction rows by specifying exception type, transaction type, commitment control ID range, date range, and budget processor process instance.

Note. You can leave most fields on the Refine Inquiry Criteria page blank to return all values but you must select errors or warnings to see that budget exception type. In addition, you must enter a value in the Date To field and the Date From field that is applicable to you inquiry.

Exception Type If the exception type default to *Warning* in the initial search, you must change the value to *Error* to see errors, or to see results when the Transactions with Budget Exceptions group box does not become available after you select a transaction line in the Search Results scroll (that is to say, when the exception type value is defaulted to warning and the transaction is actually an error).

Date From and **Date To** The Date To field defaults to the current date and the Date From field defaults to a date in the prior month, you must change the dates, if not applicable, to a range that encompasses the transaction exceptions on which you are inquiring or you receive the message that no transaction rows are returned because none match your criteria.

ID Name and **ID Value** Transaction ID type, such as *Requisition ID* or *Voucher ID*. ID Value is the actual value of the identifier.

Note. If the criteria you select using Advanced Transaction Criteria includes a transaction type, then the header key fields for the transactions appear instead of ID Name and ID Value. For example, if you select *GL Journals* for the transaction type the grid displays the *Business Unit*, *Journal ID,* and *Journal Date.*

Budget Detail Click to access the Budget Details inquiry page, where you can view such budget details as available budget, budget exceptions, and budget attributes.

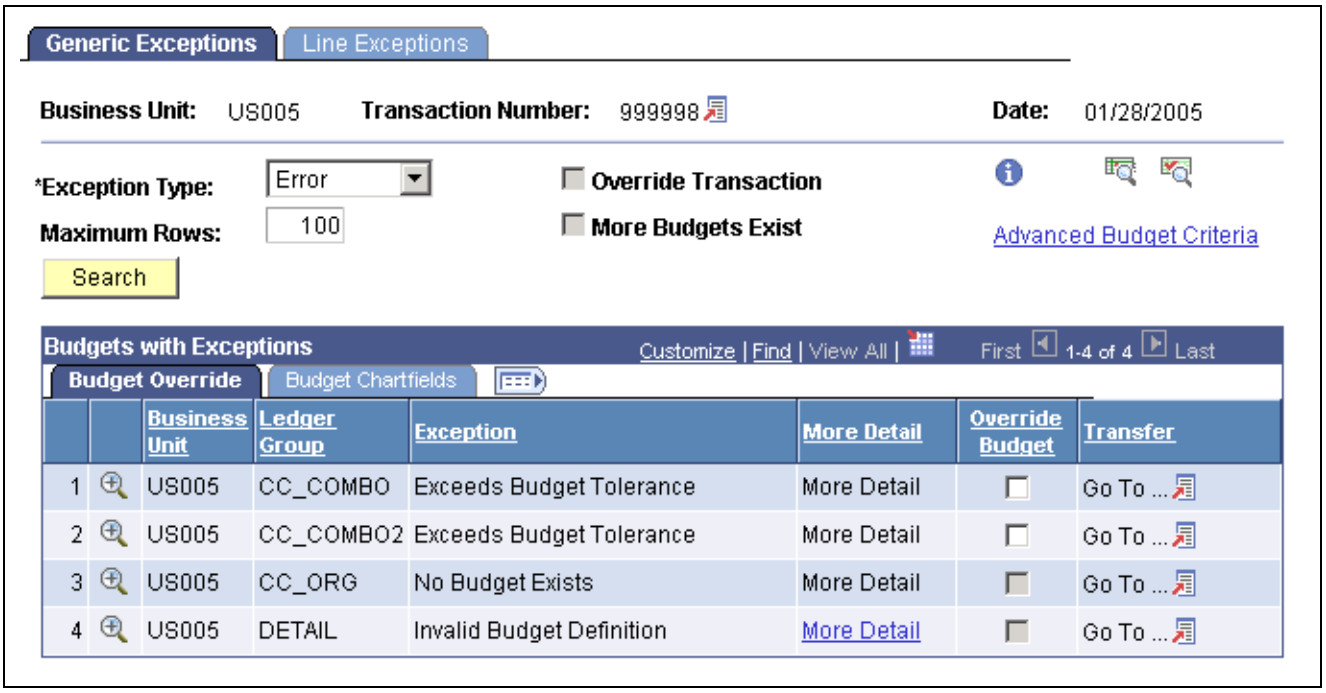
See Also

Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing Budget Details, page 281

Viewing Generic Transaction Exceptions

Access the Generic Exceptions page.

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Generic Exceptions page

Viewing Payroll Transaction Header Exceptions

Access the HR Payroll Exceptions page.

Run Date Displays the date that the payroll batch process was run for the transaction.

Accounting Date Displays the accounting date of the payroll transaction.

Viewing Payroll Transaction Line Exceptions

Access the HR Payroll - Line Exceptions page.

Run Date Displays the date that the payroll batch process was run for the transaction.

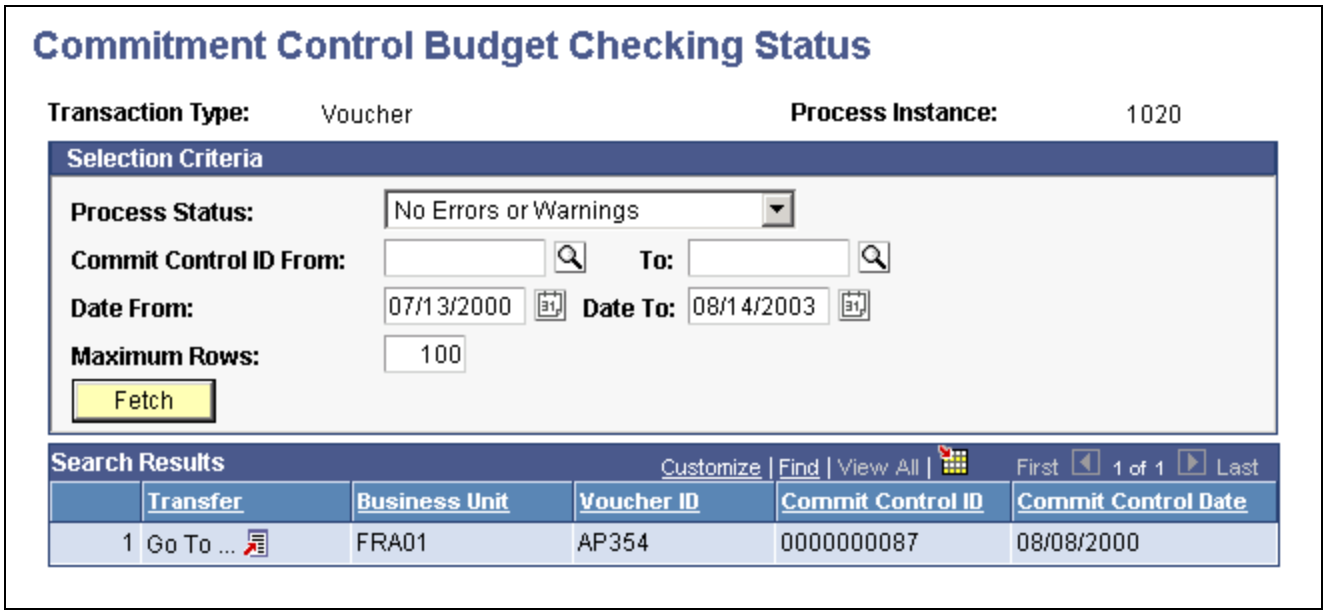
Accounting Date Displays the accounting date of the payroll transaction.

Note. There should be no error exceptions—only warnings—since you budget-check payroll transactions in Payroll prior to loading them to Commitment Control.

Viewing the Budget Checking Status for a Budget Processor Process Instance

Access the Commitment Control Budget Checking Status page.

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Commitment Control Budget Checking Status page

Process Status Select a Budget Checking Process Status.

Commit Control ID Fromand **To** Select Commitment Control IDs to refine the status check.

Commit Control Date Enter Commitment Control Date that encompass the status check.

See Also

"PeopleSoft Enterprise Commitment Control PeopleBook Preface," Common Elements Used in This PeopleBook, page xxiv

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CHAPTER 10

Inquiring on Budgets and Transaction Activities

This section provides an overview of inquiring on budget and transaction activities and discusses how to:

- Set up ledger inquiry sets.
- Create and review budget overview inquiries.
- View budget details and transaction activity.
- View the activity log.

Understanding Budget Inquiries

Oracle's PeopleSoft Enterprise Commitment Control provides the following online inquiry tools:

- The Ledger Inquiry Set component, which enables you to define sets of ledgers from more than one ledger group for consolidated views of transaction activity.
- The Budgets Overview component, which provides everything from summarized amounts by ledger inquiry set and ledger group through drill down to individual budget journal lines and source transactions.
- The Budget Details component, which provides routes to much of the same information that you can view using the Budgets Overview, but for a single control budget.
- The Activity Log component, which displays transaction line details and budget information for budget-checking transactions.

In addition, Commitment Control provides components for making specific inquiries about budget-checking status, budget-checking exceptions, and budget closing. These are discussed in the chapters dealing with the management of budget exceptions and the closing of budgets.

See Chapter 9, "Managing Budget Exceptions," page 233.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," page 289.

Security for Budget Inquiry

To use these inquiry pages, you must have security access to the Budget Inquire security event for the budgets you are inquiring upon, if that event is enabled.

Note. While you might not have security to inquire on all budget ChartField combinations that are involved in a transaction, you can view the budget impacts associated with each line from that transaction. If you attempt to drill from any of the activity lines to the budget inquiry, the security functions are executed and you are notified by an online message if you do not have the appropriate level of security to view that budget.

You are able to view the budgets for which you have inquiry security setup.

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See Chapter 5, "Setting Up Commitment Control Security," page 121.

Ledger Inquiry Sets

Ledger inquiry sets enable inquiries across ledger groups. This is especially useful for reporting on transaction activity in related revenue and expenditure ledger groups, such as those you set up for project budgets with funding source tracking. You can combine ledgers from multiple ledger groups to present a consolidated view of budget and Commitment Control activity.

For example, to view the total budget, pre-encumbrances, encumbrances, expenses, revenue estimate, recognized revenue, collected revenue, and available budget balance for a particular department and budget period, you define a ledger inquiry set composed of the appropriate ledgers from the expenditure and revenue ledger groups that contain the control budgets for that department. You can then create an inquiry on that ledger set for that department and budget period using the Budgets Overview component.

Note. The Ledger Inquiry Set does not support ledgers that have a parent and child relationship to be included within the same ledger inquiry set.

Budgets Overview

The Budgets Overview inquiry component provides a view of budget activity for one or multiple budgets, from the level of a ledger group or ledger inquiry set to the more detailed level of individual budgets. This component also enables further drill down to budget journal lines and source transaction lines. In particular, the Budgets Overview inquiry pages offer you the ability to:

- Select budgets for view by indicating the business unit, ledger group or ledger inquiry set, ChartField values or ChartField Value Sets, period of time, and budget status of the budgets you want to see. You can save and reuse search criteria that you need frequently.
- View summarized total amounts for each ledger in a ledger group, ledger inquiry set, or further refined set of budgets, according to your inquiry criteria.
- View summarized available balances, net transfers, and associated revenue for each expense ledger group, ledger inquiry set, or further refined set of budgets that you inquire about.
- View the budgeted amount from a prior fiscal year's budget that was rolled forward into the current fiscal year's budget.
- View summarized available budget and uncollected revenue amounts for revenue estimate ledger groups, revenue ledgers in a ledger inquiry set, or further refined set of budgets that you inquire about.
- View ledger total amounts and available budget—including and excluding the budget tolerance—for each budget or summarized subset of budgets that fits your inquiry criteria.
- View statistical budget activity.
- Drill down to detailed information about budget exceptions, associated budgets, parent-child relationships, and attributes of particular budgets.
- Drill down to view budget checking activity.
- Drill down directly to an originating source transaction.
- Save inquiries to use again.

Budget Overview Drilldowns

You can drill down directly or indirectly in Budgets Overview to view budget and transaction details on the following pages:

- Budget Detail Ledgers.

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- Summary Budget Ledgers.
- Activity Log.
- Budget Detail Attributes.
- Parent & Children Budgets.
- Associated Revenue Budgets.
- Associated Expense Budget.
- Budget Forecast Amounts.
- Budget Transaction Type Amounts.

The budget detail page and other pages listed here are discussed in the section dealing with the viewing of budget details and transaction activity.

Budget journal exceptions inquiry is discussed in the section dealing with entering and posting of budget journals.

See Chapter 7, "Entering and Posting Commitment Control Budget Journals," Handling Budget Journal Exceptions, page 177.

See Chapter 10, "Inquiring on Budgets and Transaction Activities," Viewing Parent and Child Budget Relationships, page 283.

Budget Details

To view detailed information about one budget in particular, use the Commitment Control Budget Details page, searching by key ChartField values. This page is also available through the Budgets Overview component. Drill down from the Commitment Control Budget Details page to view budget checking activity lines, actual source transactions , budget exceptions, associated budgets, parent-child relationships, statistical budget details, and attributes of a particular budget.

Commitment Control Embedded Analytics

You can select the Budgets Overview or the Budget Details inquiry to view analytical charts for a budget with all activity ledgers combined or a chart of a budget that displays each budget ledger activity. These charts display as:

- A stacked bar chart for a budget amount with expenses.
- A two-dimensional pie chart for expenses without a budget or where the budget amount is zero.
- A stacked bar chart for a budget with revenue.
- A two-dimensional pie chart for revenue without a budget or where the budget amount is zero.
- A displays data as a percentage of budget.

Activity Log

When you budget-check a transaction, the system creates activity lines and stores them in the activity log. Activity lines are identified by a commitment control transaction ID, commitment control transaction date, and commitment control transaction line number for each transaction line. You can use the Activity Log page to view the transaction lines and affected budgets for a transaction or multiple transactions for a single source transaction type. The Activity Log is extremely useful for researching and reconciling postings.

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For example, if you search on the source transaction type AP_VOUCHER and select a specific voucher or range of vouchers to review, you can drill down to the Payables voucher line and then drill down directly to the Source Entry or the Source Inquiry for a selected Voucher in the Payables application.

In addition to the static transaction specific criteria fields, such as transaction ID and date, the system also dynamically makes available the from and to document and from and to date fields for a particular source transaction type if that source transaction has the document ID and date related fields setup as the 1st and 2nd Source Header ID fields in the activity log search criteria, which is located on the page events tab of the source transaction.

The display of the application business unit, 1st Source Header ID and 2nd Source Header ID on the Commitment Control Activity Log page, is based on the values that you enter for the source transaction. If a source transaction has only 1st Source Header ID setup, then one source header related criteria field is displayed.

The Application Business Unit filter is displayed if the business unit field is part of the Source Header Record keys. For example, if business unit is part of the JRNL_HEADER record for the GL_JOURNAL source transaction type, after selecting the Source Transaction of GL_JOURNAL the Application Business Unit filter is displayed. Each non date or date time type of source header ID field is delivered with a view that is used as a prompt table for the Commitment Control Activity Log. A list of the delivered Source Header ID criteria fields for each source transaction is included in the chapter dealing with setting up source transaction types.

See Chapter 4, “Setting Up Commitment Control Source Transaction Types,” Defining Source Transaction Page Events, page 111.

Note. If you add new or modify any existing source transaction definitions, you must also modify the activity log search sub-records KK_SHN_KEY_SBR2 and KK_SHN_KEY_SBR3 to include the value in the Source Header ID Field Name.

See Also

Chapter 5, “Setting Up Commitment Control Security,” page 121

Chapter 9, “Managing Budget Exceptions,” page 233

Chapter 11, “Closing and Withdrawing Commitment Control Budgets,” Inquiring and Reporting on Budget Closing Results, page 313

Setting Up Ledger Inquiry Sets

In this section we discuss how to add ledgers to a ledger inquiry set.

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Page Used to Define Ledger Inquiry Sets

Page Name	Object Name	Navigation	Usage
Commitment Control Ledger Inquiry Set	LEDGER_INQUIRY_SET	Commitment Control, Review Budget Activities, Ledger Inquiry Set, Commitment Control Ledger Inquiry Set	Add ledgers to a ledger inquiry set to enable inquiries across multiple ledger groups. Ledger Inquiry Sets are especially useful for inquiring on associated expenditure and revenue budgets and budgets with funding source tracking.

Defining Ledger Inquiry Sets

Access the Commitment Control Ledger Inquiry Set page.

Ledger Group Select a Commitment Control Ledger Group, which contains the ledgers that you want to include in the ledger inquiry set.

Fetch Ledgers Click to display the ledgers within the selected group that are candidates for this ledger inquiry set.

Candidate Ledgers Select the ledgers that you want to include in this ledger inquiry set.

Add selected ledgers >> Click to add the selected candidate ledger to the list of Selected ledgers.

Selected Ledgers You can display the amounts in these ledgers using the Budget Overview - Inquiry Results page.

You can also select any of the ledgers that you want to remove from this list.

<< Remove selected ledgers Click to remove any selected ledgers from the Selected ledgers list and move them to the Candidate ledgers list.

Note. To be useful as inquiry tools, your ledger inquiry sets must have functionally logical combinations of ledgers, such as related revenue and expenditure ledgers for project budgets with funding source tracking. Also, note that detail ledgers with parent and child relationships are not permitted within the same inquiry set.

Creating and Reviewing Budget Overview Inquiries

The Budgets Overview inquiry component provides summarized and detailed information about activity across several control budgets. In this section, we discuss how to:

- Create budget overview inquiries.
- Use the inquiry amount criteria page.
- View the budget overview results.
- Select budget display options.

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Pages Used to Create and View Budget Overviews

Page Name	Object Name	Navigation	Usage
Budget Overview - Budget Inquiry Criteria	KK_INQ_LDGR_CRIT	Commitment Control, Review Budget Activities, Budgets Overview, Budget Inquiry Criteria	Enter budget criteria to retrieve budget items for display on the Budgets Overview page.
CF Value Set	CF_VALUE_SET	Click the Update/Add link on the Budgets Overview - Budget Inquiry Criteria page.	Displays the ChartField Value Set page for the selected ChartField Value sets, where you can add a new ChartField value set row or update the existing rows. The field becomes available if you are using ChartField Value sets.
Inquiry Amount Criteria	KK_INQ_LD_AMT_SEC	Click the Amount Criteria link on the Budget Overview − Budget Inquiry Criteria page.	Optionally, you can specify the amount criteria for selecting ledger rows to view on the Budgets Overview - Inquiry Results page if you want further refinement of the data selected. Available if you are using ledger group.
Budgets Overview - Inquiry Results	KK_INQ_BD_OVW	Click Search on the Budgets Overview - Budget Inquiry Criteria page.	View the results of the search criteria that you entered on the Budgets Overview - Budget Inquiry Criteria page. It displays ledger totals across all of selected budgets, as well as detail ledger amounts for each budget, summarized by budget period or by the ChartFields you select on the Budget Display Options page.
Budget Display Options	KK_INQ_LD_DSP_SEC	Click Display Options on the Budgets Overview - Inquiry Results page.	Specify how to summarize ledger rows on the Budgets Overview - Inquiry Results page and the sort order for the rows.
Individual Budgets	KK_DRL_IND_BD_SEC	 Click the Show Budget Details button on the Budgets Overview - Inquiry Results page.	Specify which of the budgets making up a summarized row on the Budgets Overview page to view on the Budget Details page. This page is available only when you are viewing summarized ledgers on the Budgets Overview - Inquiry Results page.

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Page Name	Object Name	Navigation	Usage
Budget Transaction Types	KK_BD_TRN_TYPE_SEC	Click the Show Budget Transaction Types button 	Contains budget total information for the criteria specified.
Budget Details	KK_DRL_BDTL_SEC	 Click the Show Budget Details button for a ledger row on the Budgets Overview - Inquiry Results page or the Individual Budgets page.	View budget detail for a ledger row that appears on the Budgets Overview - Inquiry Results page.
Budget Detail Attributes	KK_INQ_BD_DTL_SEC	Click the Attributes link in the Commitment Control Budget Details page.	Displays the attributes of the selected budget, which include the start and end budget period, budget status, tolerance percentage, and whether it is a control budget or not. Not all budgets have begin and end date setup, they only show if they are setup.
Parent & Children Budgets	KK_INQ_PR_CH_SEC	Click the Parent/Children link on the Budget Details page.	Displays whether the budget is a parent budget, a child budget, the currency type, and whether this budget has other parents or children.
Budget Transaction Types	KK_BD_TRN_TYPE_SEC	Click the Show Budget Transaction Types button on the Budget Overview - Inquiry Results page.	Displays the ledger group, account, any associated ChartField values, budget period and the transactions types and amounts affecting this ledger.
Activity Log	KK_DRL_ALOG_SEC	Click an Expense, Encumbrance, Pre-Encumbrance, or Available Budget amount link in a row in the Budget Overview Results group box in the Budget Overview - Inquiry Results page.	Displays the Activity Log page consisting of a Budget ChartFields tab and Amounts tab showing each transaction ID's ChartFields and amounts.

See Also

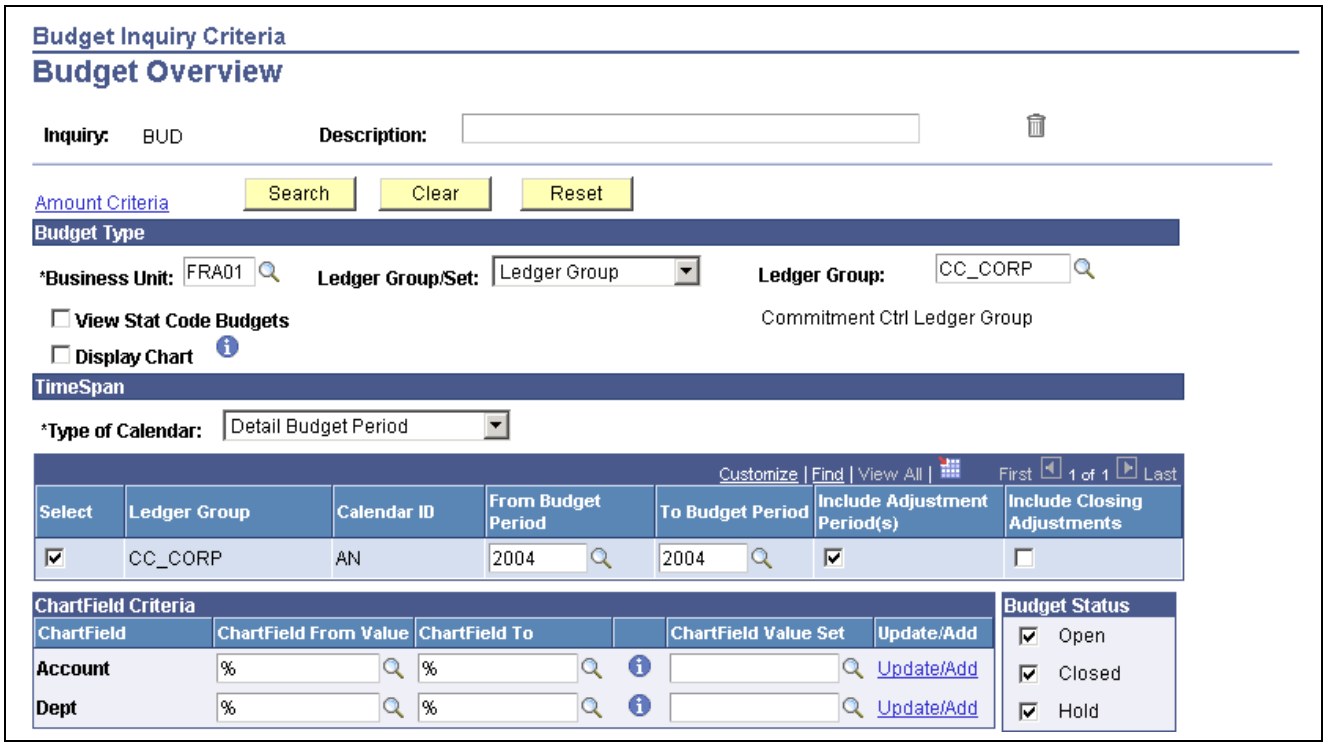
Chapter 9, "Managing Budget Exceptions," page 233

Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Inquiring and Reporting on Budget Closing Results, page 313

Creating Budget Overview Inquiries

Access the Budgets Overview - Budget Inquiry Criteria page.

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Budget Overview - Budget Inquiry Criteria

Amount Criteria (Optional) Click to open the Inquiry Amount Criteria page, where you specify amount criteria to use when the system selects ledger rows.

Search Click to open the Budgets Overview - Inquiry Results page, where you can view the results based on the criteria you establish on this page.

Clear Click to remove existing criteria from the page.

Reset Click to populate dependent fields correctly if you change the *Business Unit, Ledger Group, Ledger Inquiry Set,* or *Type of Calendar* while you are entering your inquiry criteria.

Click to delete this inquiry.

Ledger Group/Set Select either the Commitment Control *Ledger Group* or *Ledger Inquiry Set* whose budgets you want to inquire about. The following field name changes depending on your selection.

Note. Setting up a Ledger Inquiry Set enables you to access more than one ledger group and specific Commitment Control budgets in the inquiry.

Ledger Group If you selected *Ledger Group,* select the Ledger Group for your inquiry.

Ledger Inquiry Set If you selected Ledger Inquiry Set, select one of the inquiry sets that you created.

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View Stat Code Budgets (View statistic code budgets)

Select to inquire on statistical budgets.

All statistic codes and related Commitment Control activity for the ChartFields you specify in the *ChartField Criteria* group box appears in the overview.

Display Chart

Select to display an analytical chart of the Commitment Control Budget to Total Activity and Budget to Commitments on the Budget Overview Inquiry Results page.



Click the Information button to view descriptions of the ChartField criteria field.

Note. The Information button always displays information about the field that precedes it.

Type of Calendar

Select the calendar that you want to use for this inquiry:

- *Detail Accounting Period*.
- *Detail Budget Period*.
- *Summary Accounting Period* .
- *Summary Budget Period*.

See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Commitment Control Budget Period Calendars, page 45.

Note. You can inquire by any calendar type. Summary calendars consolidate detail calendars into larger time spans. For example, if you are inquiring upon a ledger group that uses monthly budget periods and you want to view ledger data consolidated by years, use a summary budget period calendar that consolidates monthly budget periods into annual periods.

From Budget Period and **To Budget Period**

Enter the budget periods that you want to apply to this inquiry.

If you are inquiring on a ledger inquiry set—or a ledger group with rulesets using different calendars—more than one row may appear: one for each ledger group in the ledger inquiry set and one for each calendar in the ledger group. Click *Select* for the ledger group - calendar combinations you want to inquire upon. You must select at least one.

The columns that appear depend on the calendar type.

Include Adjustment Period(s)

Click to include closing adjustment entries. This is not the roll forward entries and is the equivalent of including period 999 from the actuals ledger group.

Include Closing Adjustments

Select to include amounts associated with budget closing entries generated from the budget closing process.

ChartField Criteria

Enter the ChartField value range for each ChartField for the budgets that you want to view. You can use theChartField From Value and ChartField To fields to enter a range of values. You can also use the % wildcard. For example, enter *2%* in ChartField Value field to see all accounts that begin with 2, such as 200000 to 299999.

These types of wildcard combinations are not supported:

- From = %, to = 1%.

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- From = 1%, to = 2%.
- From = 100000, to = 2%.
- From = 1%, to = 200000.

The ChartFields that appear depend on the ledger group or ledger inquiry set you select. The page displays only key ChartFields shared by all rulesets in a ledger group or all ledger groups in a ledger inquiry set. The ChartField values are retrieved at translated budget levels.

You can select a ChartField Value Set, which is a predefined set of selection criteria for a given ChartField. You can also select the Update/Add link to modify or add a new ChartField Value Set.

Budget Status Select one or more check boxes:

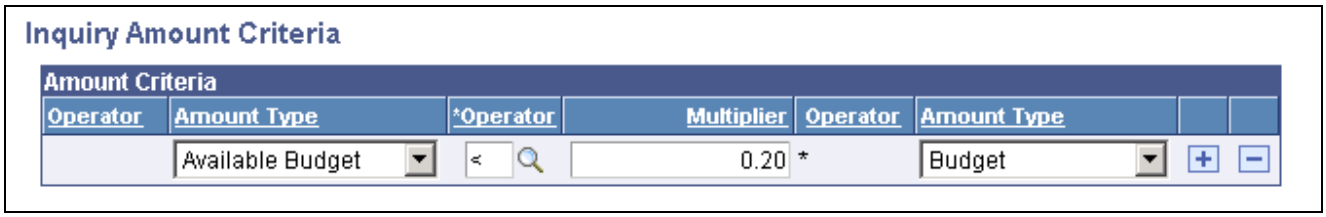
- Open to include open budgets in your inquiry.
- Closed to include closed budgets in your inquiry.
- Hold to include budgets on hold in your inquiry.

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Defining and Using ChartFields," Defining and Using ChartField Value Sets

Using the Inquiry Amount Criteria Page

Access the Inquiry Amount Criteria page.



Inquiry Amount Criteria page

Amount Type Select one of these amount types to use in this calculation:

- *Available Budget*
- *Budget*
- *Encumbrance*
- *Expense*
- *Planned*
- *Pre-Encumbrance*

For example, for an expenditure ledger group, you could choose to view only those budgets with an *Available Budget* less than 20 percent of the *Budget* amount.

The amount types that are available for selection depend on the ledger group or ledger inquiry set and type of calendar you selected on the Budgets Overview - Inquiry Criteria page.

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Operator Enter a Boolean logic operator to create a formula for selecting ledger rows.

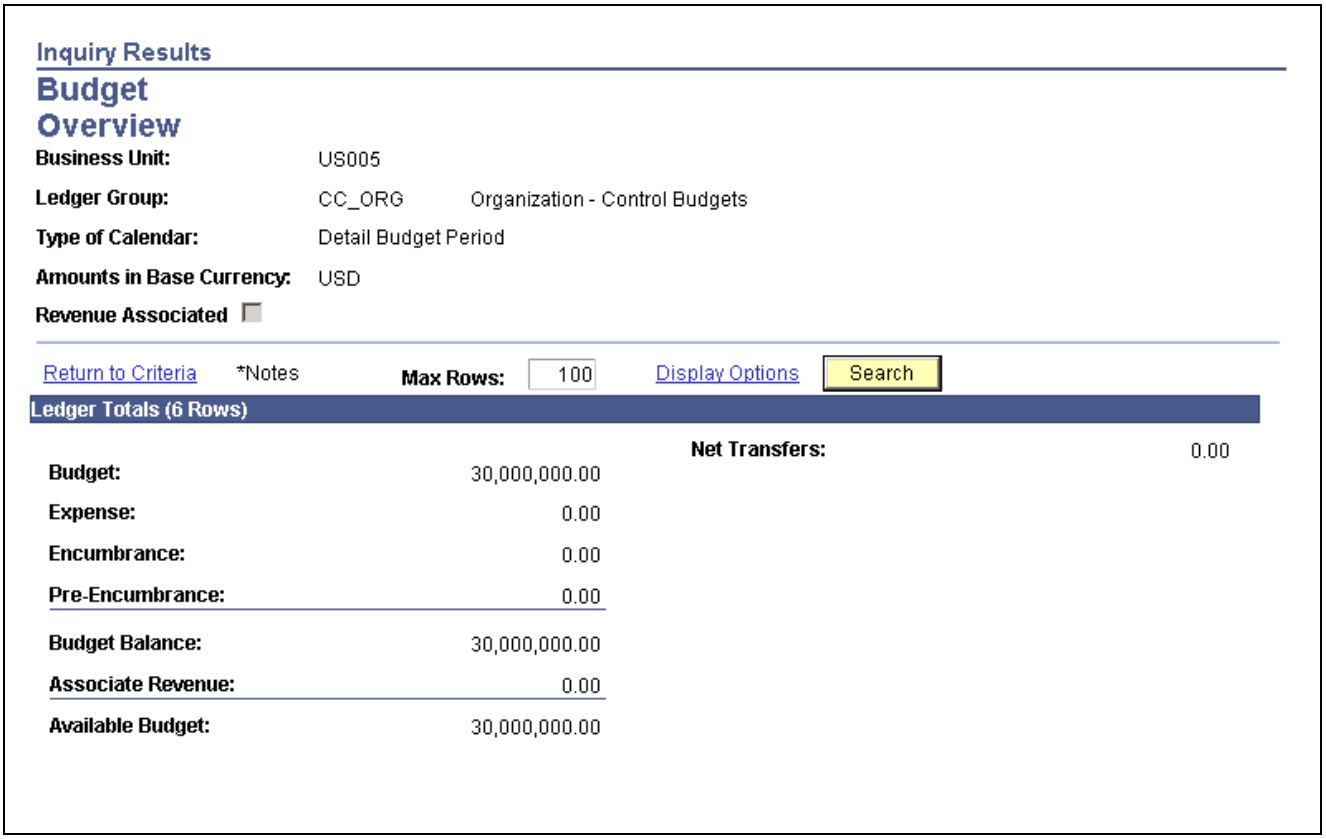
Multiplier The multiplier can be either the number by which to multiply the second amount type, or it can be an actual amount. If it is an actual amount, enter *1* in the second Amount Type field.

For example, to view only those budgets whose *Available Budget* is less than 20 percent of the *Budget* ledger amount, enter *0.2* in theMultiplier field, the less than symbol in the *Operator* field, and *Budget* in the second Amount Type field.

To view only those budgets whose *Available Budget* amount is less than 100,000, enter *100,000* in the Multiplier field and *1* in the second Amount Type field.

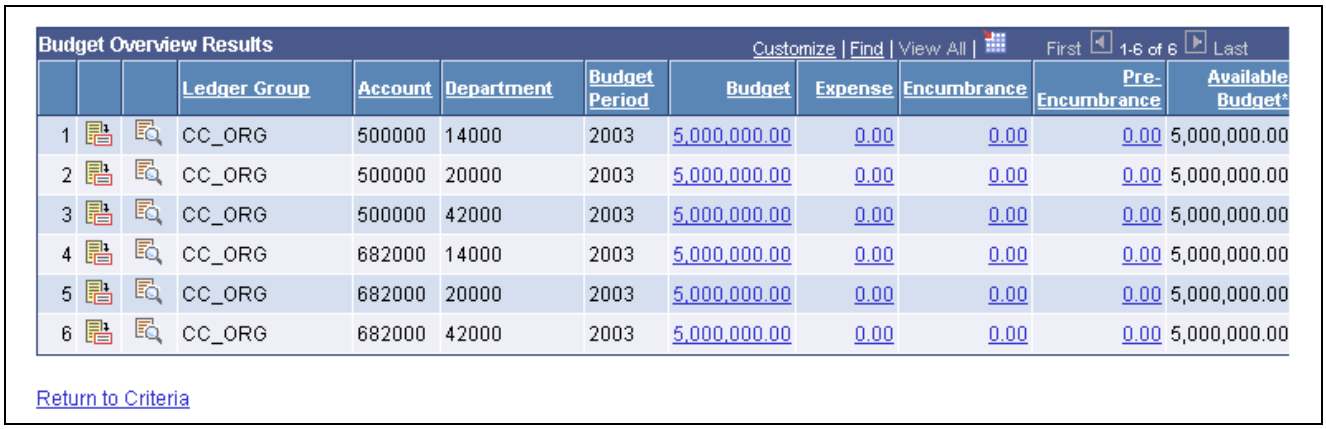
Viewing Budget Overview Results

Access the Budgets Overview - Inquiry Results page.



Budget Overview Inquiry Results page (1 of 2)

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Budget Overview Results — Customize | Find | View All | First 1-6 of 6 Last

	Ledger Group	Account	Department	Budget Period	Budget	Expense	Encumbrance	Pre-Encumbrance	Available Budget*
1	CC_ORG	500000	14000	2003	5,000,000.00	0.00	0.00	0.00	5,000,000.00
2	CC_ORG	500000	20000	2003	5,000,000.00	0.00	0.00	0.00	5,000,000.00
3	CC_ORG	500000	42000	2003	5,000,000.00	0.00	0.00	0.00	5,000,000.00
4	CC_ORG	682000	14000	2003	5,000,000.00	0.00	0.00	0.00	5,000,000.00
5	CC_ORG	682000	20000	2003	5,000,000.00	0.00	0.00	0.00	5,000,000.00
6	CC_ORG	682000	42000	2003	5,000,000.00	0.00	0.00	0.00	5,000,000.00

Return to Criteria

Budget Overview Inquiry Results page (2 of 2)

Revenue Associated Indicates that the selected expenditure ledger group has an associated revenue ledger group. This is a display-only field.

Max Rows Enter the maximum number of budget ledger rows that you want to appear in the Budget Overview Results scroll area.

Display Options Click to open the Budget Display Options page, where you can specify how to summarize and sort the budget data in the Budget Overview Results scroll area. This option is available based on the budget criteria that you enter.

See Chapter 10, "Inquiring on Budgets and Transaction Activities," Selecting Budget Display Options, page 278.

Search — Click to populate or repopulate the results page after changing display options, maximum row specifications, or both.

Note. Changes to the display options and maximum rows can change the ledger totals.

Ledger Totals

This group box displays the summarized ledger (amount type) totals for the ledger rows fitting the criteria you set on the Budgets Overview - Inquiry Criteria page, along with amounts, such as available budget, calculated from the ledger totals. The amount in parentheses in the group box header represents the total number of rows in the Budget Overview Results scroll area. The ledgers and calculated amount types that appear vary, depending on whether you are viewing expense budgets, revenue budges, or both, and if there are associated budgets for the control budget.

Budget Total budgeted amount, including transfers.

Expense Total amount of expenses, or expenditures, for this budget.

Encumbrance Total amount of encumbrances (open purchase orders) for this budget.

Pre-Encumbrance Total amount of pre-encumbrances (open purchase requisitions) for this budget.

Budget Balance Budget Amount minus encumbrances, pre-encumbrances and expenses (Remaining Balance.) You define the ledgers included to be included.

Associate Revenue Total amount of the revenue from associated revenue budgets available for spending. For revenue budgets: revenue estimate minus recognized revenue.

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Available Budget For expenditure budgets this is the total of the budgeted amount, including net transfers, minus expenses and minus those commitments (pre-encumbrances and encumbrances) which you defined as affecting the available balance when you defined your ledgers and attached the ledgers to the business unit.

See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Commitment Control Ledger Names and Ledger Groups, page 43.

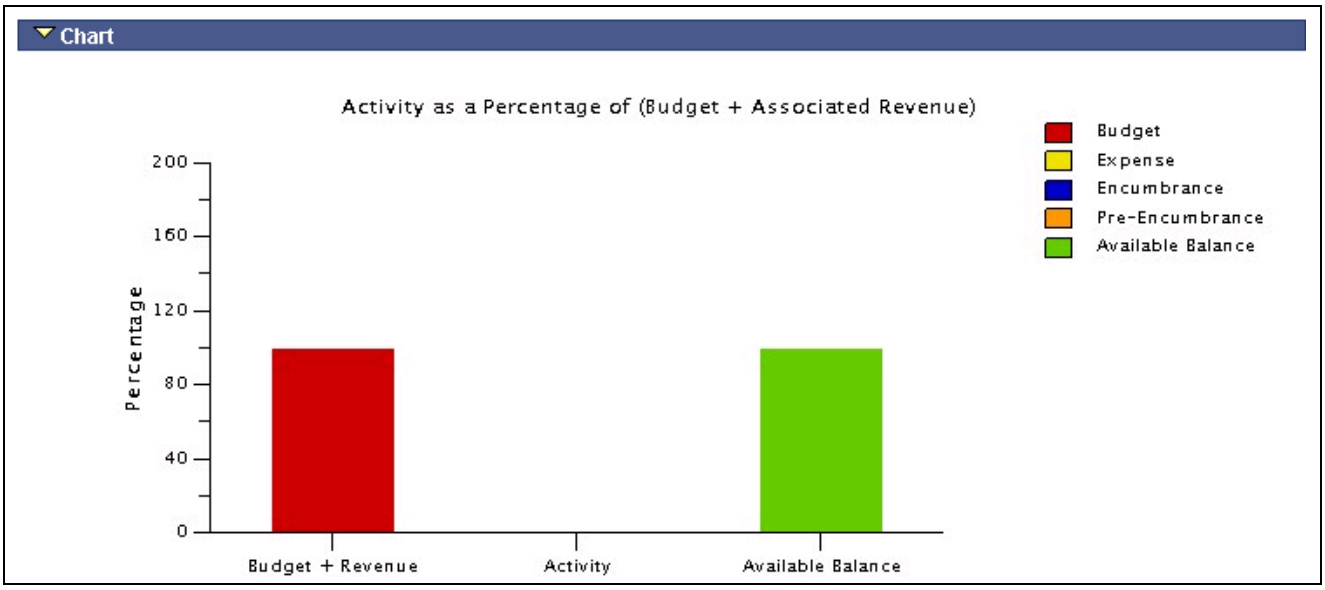
See Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66.

Net Transfers Total amount of all transfers in and out of the selected budgets.

Uncollected Revenue Total recognized revenue amount minus the collected amount. This displays if there is associated revenue.

Chart

If you selected the Display Chart check box on the Commitment Control Budget Overview - Inquiry Criteria page, you can view the Chart on this page. A bar chart displays when a budget exists and a pie chart displays when there is no budget.



Budget Overview - Inquiry Results page: Budget Chart

Budget Overview Results

This grid displays the results of your selection criteria and your display options. It displays either detail ledger rows or summarized ledger rows, depending on your selection criteria and your display options.



Click Show Budget Details to open the Budget Details page, where you view budget details for the ledger row. Show Budget Details is not available when you choose Summary Accounting Period or Summary Budget Period in the Type of Calendar field on the Budget Overview - Budget Inquiry Criteria page.

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Note. The available balance column in the grid display does not include associated revenues. To view the balance, including any associated revenues, drill down to the Budget Details page.



Click Show Budget Transaction Types to access the Budget Transaction Types page. You can view the amount of the original budget, the total adjustment amount, the adjustment and original transfer amounts, the budget close amount, and any amount rolled over from a previous fiscal year.

Budget Click the Budget value link for a ledger row to access the Activity Log page.

Expense, Encumbrance, and **Pre-Encumbrance** Click any of these value links to display the Activity Log page.

Percent Available  Click View Related Links to display how the percentage is calculated.

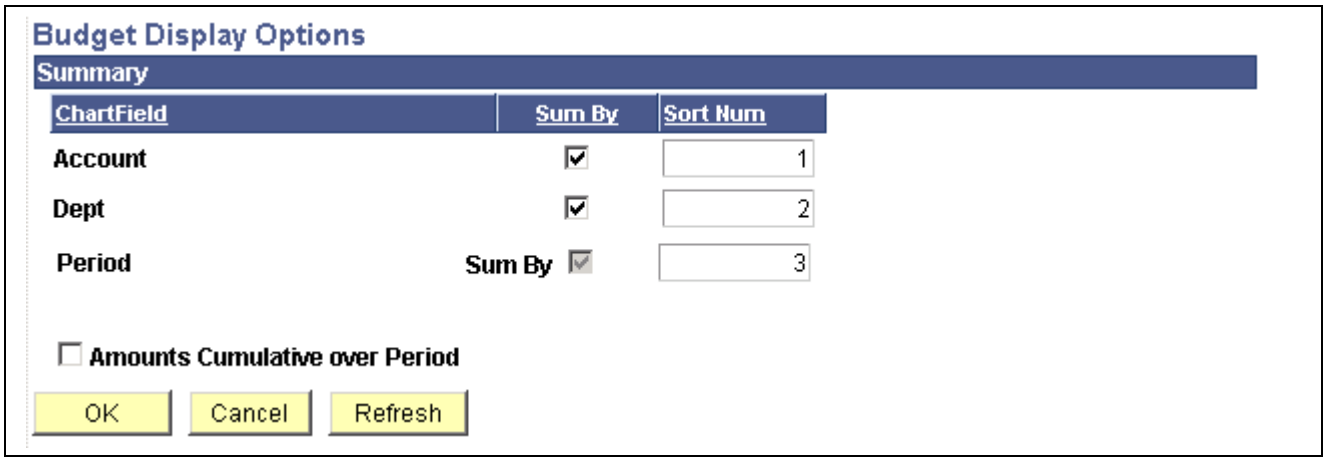
See Also

Chapter 7, "Entering and Posting Commitment Control Budget Journals," Budget Entries and Adjustments, page 154

Chapter 3, "Setting Up Basic Commitment Control Options," page 13

Selecting Budget Display Options

Access the Budget Display Options page.



Budget Display Options page

Sum By (summarize by) Select the check box for the ChartFields you want to use to summarize the ledger rows on the Budgets Overview - Inquiry Results page. By default, the system summarizes amounts by budget *Period*.

For example, if you select account and period only, the search results show one ledger row for each account and budget period combination. However, if you select account, department, and period, one row for each account, department, and budget period combination appears.

Sort Num (sort number) Specify the order for sorting the ledger rows on the Budgets Overview - Inquiry Results page. For example, if you enter *1* for *Period* and *2* for *Acct*

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(account), the system sorts the ledger rows first by the budget period and then by the account number within the period.

Amounts Cumulative over Period

Select this option if you want to display summarized amounts that are accumulated over the periods in the budget. For example, suppose you have a budget with three periods. If you select this option, the system displays an amount for period 1, an amount for the total of periods 1 and 2, and an amount for the total of periods 1, 2, and 3.

Click OK to return to the Budgets Overview - Inquiry Results page and click the Search button to see the summarized amounts that accumulated over the periods that you indicated.

Viewing Budget Details and Transaction Activity

To inquire about a specific control budget, use the Commitment Control Budget Details page or the Budgets Overview − Budget Details page. These pages enable you to drill down to view budget journal lines, ledger entries, source transaction activities, budget exceptions, associated budgets, parent-child relationships, and budget attributes. Some of these pages are also accessible directly from the Budgets Overview - Inquiry Results page.

In this section we discuss how to:

- View budget details.
- View parent and child budget relationships.
- View budget forecasts.

Note. You can also access all of this detail information from the Budget Overview page.

See Chapter 10, "Inquiring on Budgets and Transaction Activities," Creating Budget Overview Inquiries, page 271.

Pages Used to View Budget Details and Transaction Activity

Page Name	Object Name	Navigation	Usage
Commitment Control Budget Details	KK_INQ_BDT_STATUS	Commitment Control, Review Budget Activities, Budget Details, Commitment Control Budget Details	Specify budget detail search criteria and select a row to view specific budget detail for a control budget.
Ledger	KK_DRL_LDGR_SEC	 Click Drill to Ledger on the Commitment Control Budget Details Page to access the Ledger page.	View ledger information associated with the expense, budget, and encumbrance ledgers that appear on the Commitment Control Budget Details page.

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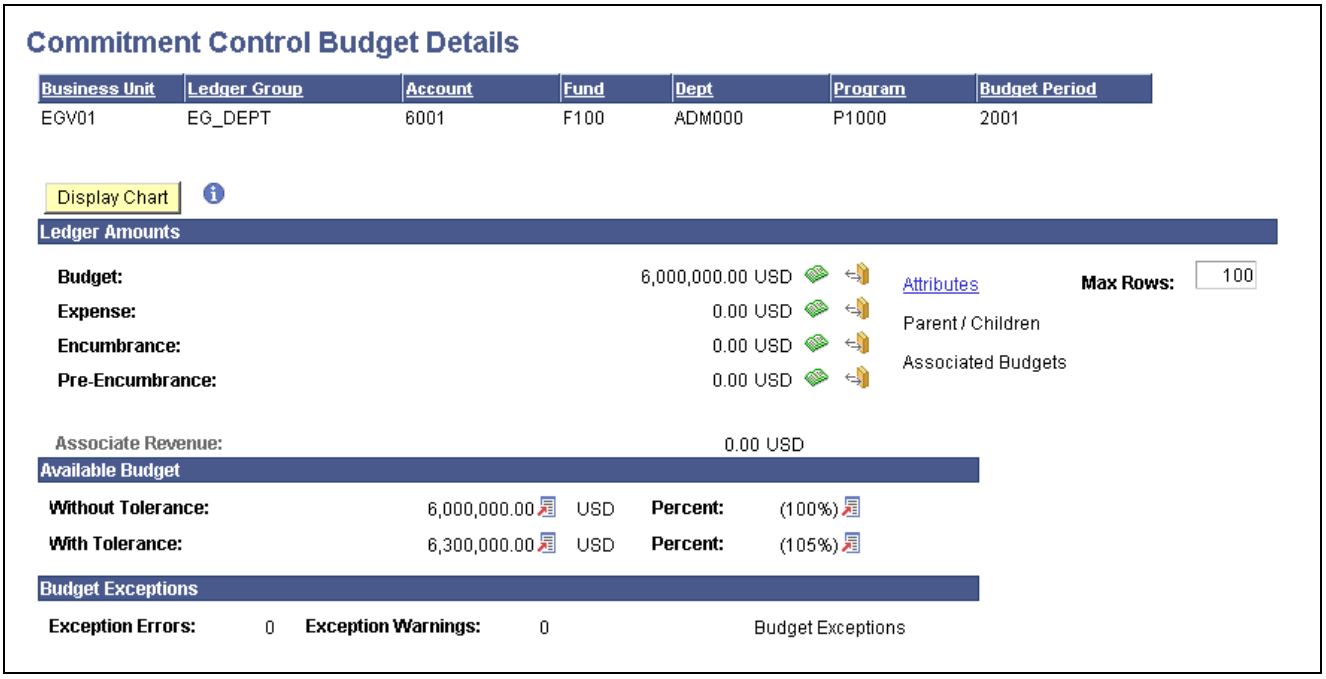
Page Name	Object Name	Navigation	Usage
Activity Log	KK_DRL_ALOG_SEC	 ClickDrill to Activity Log on the Commitment Control Budget Details page to access the Activity Log page.	View all transaction lines for a Commitment Control ledger (except budget ledger) in a budget. You can also drill down from this page to view source transaction line details and access the activity log inquiry. Be aware that the similarly named Activity Log page (KK_ACT_LOG_INQURY) differs from this page in that the Activity Log page provides a view of all commitment control ledgers for a single commitment control transaction—in essence, the reverse of the Budget Details - Activity Log page. ChartField values appear at both the translated and untranslated levels.
Associated Revenue Budgets, Associated Expense Budget	KK_INQ_ASC_BD_SEC	Click the Associated Budgets link to access associated revenue amounts on the Commitment Control Budget Details page.	The name of this page varies, depending on whether the budget on the Budget Details page is an expense or revenue budget. Use the Associated Revenue Budgets page to display information about revenue budgets associated with an expense budget, including the ChartFields and the budget amount. Use the Associated Expense Budget page to display information about expense budgets associated with a revenue budget, including the ChartFields and the budget amount.
Budget Detail Attributes	KK_INQ_BD_DTL_SEC	Click the Attributes link on the Commitment Control Budget Details page.	View control option, tolerance, budget status, and budget date range for the control budget you are viewing on the Commitment Control Budget Details page.

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Page Name	Object Name	Navigation	Usage
Parent & Children Budgets	KK_INQ_PR_CH_SEC	Click the Parent/Children link on the Commitment Control Budget Details page.	View ledger information about child and parent budgets for a control budget that you are viewing on the Commitment Control Budget Details page.
Budget Forecasts Amounts	KK_INQ_FORECST_SEC	Click the Forecasts link on the Commitment Control Budget Details page.	View forecast amounts for the selected budget that you are viewing on the Commitment Control Budget Details page .

Viewing Budget Details

Access the Commitment Control Budget Details page.



Commitment control Budget Details page



Click this button to display a two-dimensional bar chart graph if the budgeted amount is not equal to zero, or a pie chart if the budgeted amount is equal to zero or a budget does not exist.

Ledger Amounts



Click Drill to Ledger to access the Ledger page (KK_DRL_LDGR_SEC.)

By clicking Drill to Ledger for any of the other ledger amounts, such as expense, encumbrance, or pre-encumbrance, on the Commitment Control Budget Details page, you can access their related Ledger page.

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Click Drill to Activity Log on the Commitment Control Budget Details page to display the budget activity lines on the Activity Log page. These lines consist of the Budget ChartFields and Amounts for each budget activity.



Click the View Related Links button on the particular source entry drill down page (such as, Voucher, PO, or Requisition) to access the actual source entry page such as the Maintain Requisitions - Requisition page or the source inquiry page such as the Requisition Inquiry page.

Note. The activity log page also enables you to inquire on and drill to budget transaction activity.

Attributes Click to open the Budget Detail Attributes page, where you can view the budget status, Commitment Control option, begin and end dates, and budget tolerance for the control budget.

Parent/Children Click to open the Parent & Children Budgets page, where you can view ledger information for the child and parent budgets of this budget. This link is unavailable if the budget has no parent or child budgets defined for it.

See Chapter 10, "Inquiring on Budgets and Transaction Activities," Viewing Parent and Child Budget Relationships, page 283.

Associated Budgets Click to open the Associated Revenue Budgets page or the Associated Expense Budget page, where you can view the ChartField values and budget amounts for associated revenue or expense budgets. This link is unavailable if there are no revenue or expense budgets associated with this budget.

Max Rows(maximum rows) Enter the number of lines that you prefer to see when you drill down to the ledger or the activity logs. The default value is 100 lines.

There are possible issues with processing time outs that you can resolve by observing the system issued messages and adjusting the maximum rows correspondingly.

See Chapter 10, "Inquiring on Budgets and Transaction Activities," Viewing the Activity Log Page, page 285.

Available Budget

This group box indicates the amount of the budget that is still available, including associated revenue. The ledger group definition specifies which ledgers affect spending or the available budget.

Without Tolerance The total amount available, excluding the tolerance percentage. For example, if the total budget is 1000 and you have committed or expended 900, the amount available would be 100. When you click the View Related Links button, the calculation method used for this figure displays.

Percent displays the percentage of the budget available. When you click the View Related Links button, the calculation method used for this percentage displays.

With Tolerance The total amount available including the tolerance percentage. For example, if the total budget is 1000, you have committed or expended 1010, and the tolerance percentage is 10 percent, the amount available would be 90.

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View the formula used for the system calculation of the Without Tolerance field and With Tolerance field amounts and their percentages.

Forecasts Click link to open the Budget Forecast Amounts page, where you can view forecast amounts for the budget. This link is available only for current budgets.

See Chapter 10, "Inquiring on Budgets and Transaction Activities," Viewing Parent and Child Budget Relationships, page 283.

Budget Exceptions

This group box lists the number of errors and warnings that exist for the budget. Click the Budget Exceptions link to open the Budget Exceptions page, where you can view and override exceptions.

See Chapter 9, "Managing Budget Exceptions," page 233.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Defining Control Budget Attributes, page 97

Viewing Parent and Child Budget Relationships

Access the Parent & Children Budgets inquiry page by clicking the Parent/Child link.

Common Page Information

Parent Budget If this check box is selected, the budget you are inquiring about is a parent budget.

Child Budget If this check box is selected, the budget you are inquiring about is a child budget.

Amounts in Base Currency The currency code for all amounts on this page.

If the budget you are reviewing is a parent budget, the *Children* scroll area displays information about those of its child budgets that are associated with the control budget. A parent budget can have multiple child budgets. If the budget has no child budgets, the *Children* field displays *None.*

If the budget you are reviewing is a child budget, the *Parent* scroll area displays information about its parent budget. A child budget can have only one parent budget. If the budget has no parent budgets, the *Parent* field displays *None.*

If the budget you are reviewing is both a child budget and a parent budget, both *Parent* and *Children* scroll areas appear.

Children Scroll Area

The *Budget ChartField* tab displays the Commitment Control ledger group and ChartField values for the ledger row. The ChartFields that appear depend on the budget definition.

The *Budget Amounts* tab displays the ledger amounts and available budget for each child budget. The ledgers that appear vary, depending on whether you are viewing an expense or revenue budget and if there are associated budgets for the control budget.

Click an amount link to access either the ledger drill down page or the - Activity Log drill down page, where you view the transaction lines for the ledger.

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Click *Available Budget* or *Percent* to display the formula that the system uses to calculate the amount or percentage.

Parent Scroll Area

The *Parent* scroll area displays the ledger group, ChartField values in the same manner as the *Children* scroll area displays these elements for child budgets. The parent scroll does not display the amounts associated with the parent budget.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Parent and Child Budgets, page 32

Viewing Budget Forecasts

Access the Budget Forecasts Amounts page.

Projected Budget Forecasts budgeted amount plus associated revenue, assuming that associated revenue continues at current rate. The formula is (((days in budget period/days elapsed) x associated revenue) + budgeted amount).

Projected Actual Forecasts amount of spending over the course of the budget, assuming commitments and spending continue at current rate. The formula is (days in budget period/days elapsed) x (initial budget amount + associated revenue - available budget).

Projected Variance Difference between the projected budget and the projected actual amount. The page displays the amount and the percentage.

Viewing the Activity Log

This section discusses how to use the Activity Log component when you want to know which budgets the budget-checking transactions updated, as well as the nature of the source transaction lines making up the transactions.

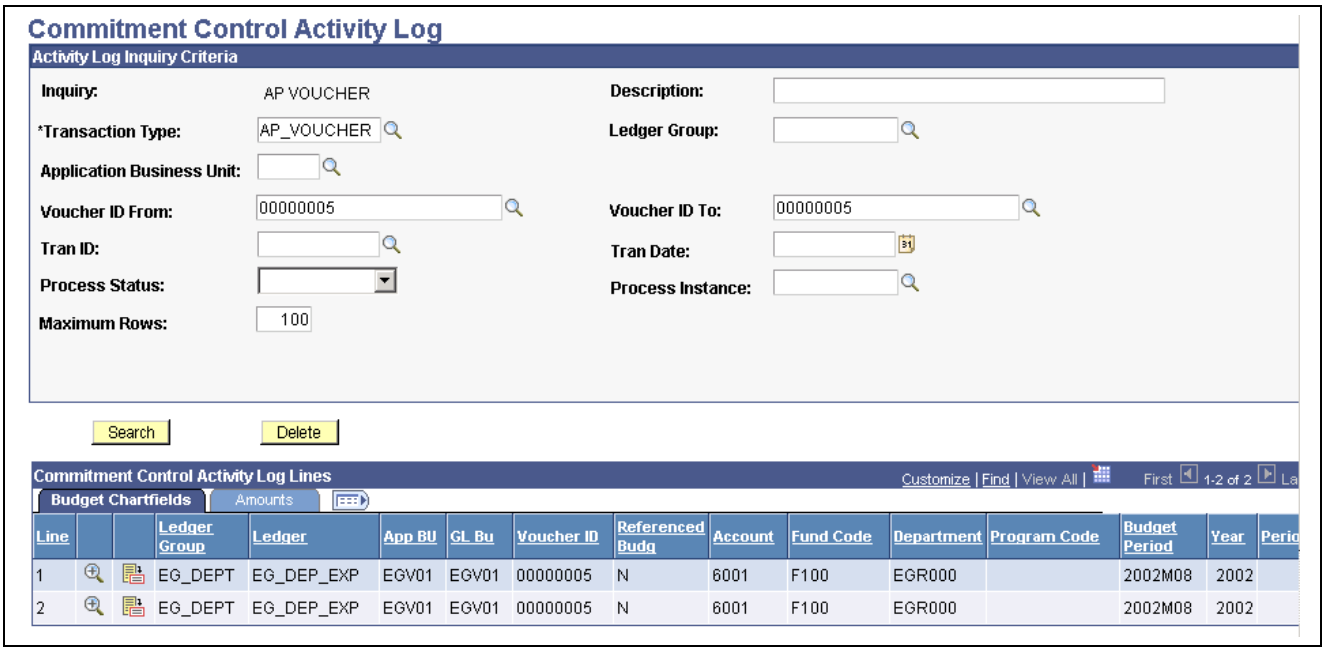
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Page Used to View the Activity Log

Page Name	Object Name	Navigation	Usage
Commitment Control Activity Log	KK_ACT_LOG_INQURY	• Commitment Control, Review Budget Activities, Activity Log, Commitment Control Activity Log • Click the Drill to Activity Log Inquiry on the Activity Log Drill Down page from either Budget Overview or Budget Detail page. When user clicks on the icon, a system generated Activity Log Inquiry, named PS_AUTO, is created for the specific line	Create a one time or a reusable inquiry to view transaction lines and affected budgets for budget-checking transactions of a single source transaction type. Enter document related criteria fields that become available depending on the transaction type specified to further refine the search criteria.

Viewing the Activity Log Page

Access the Commitment Control Activity Log page.



Commitment Control Activity Log page

Transaction Type When you enter a required source transaction type, document specific search criteria fields become available depending on the source transaction you entered and its associated document specific fields. For example, if you specify a transaction type of *AP_VOUCHER,* the Voucher ID From field and Voucher ID To field become available along with the Application Business Unit field. However, if you specify the transaction type *GL_JOURNAL,* the

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Journal ID From field and the Journal ID To field become available with their applicable from and to date fields and the Application Business Unit field.

In addition to the dynamic document specific search criteria you can enter specific transaction search criteria, such as transaction ID and process instance if known.

Note. You use the Source Transaction setup page to configure document specific fields for a source transaction type to provide availability of dynamic document specific search criteria fields for the Activity Log Inquiry Criteria page.

See Chapter 4, "Setting Up Commitment Control Source Transaction Types," page 101.

Maximum Rows Enter the number of rows to be returned for this inquiry. The default is 100 rows. If there are more rows generated form the query than the number of rows you specified to be returned, you receive a message that you can either adjust the inquiry criteria or adjust the number of rows to be returned and perform a new search.

If you set the maximum rows to return at 300 or more, you have an increased chance of experiencing a database time out. If you do select 300 or more rows, a message is issued cautioning that a database time out is possible and you are given an opportunity to select the Cancel button on the message to end the search and return to the Maximum Rows field on the criteria page to enter fewer rows.

You can also disregard the warning and click the OK button on the warning message to continue.

Search Click this button when you have entered your search criteria and after making any changes to search criteria for a subsequent iteration of a saved or unsaved search criteria.

In addition to launching the query when you click the Search button:

- The maximum number of rows selected is checked by the system to see if it equals or exceeds 300 lines and if so, the maximum rows warning is issued enabling you to change the number of rows or continue the inquiry as it is.

  The system also informs you if there are more lines than you have specified to be shown that are actually generated by the query.

- The system checks to see if statistical budgeting is enabled for any of the business units and ledger groups for the lines returned and if so, the system displays the statistical code and amount fields.

- The system also checks to see if entry events has been enabled at the system level for the products and if it has the entry event field is displayed.

Delete Click this button to delete a search criteria whether saved or not. Once you name and save a particular search criteria it is retained by the system until you delete it.

Budget ChartFields Tab

Line If you see multiple rows with the same commitment control line number, the transaction line affected more than one budget.

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Click Drill Down to access the drill down page for the source transaction line represented by this commitment control transaction line number. Depending on the transaction type, you can click the View Related Links button on the drill down page for a particular document ID, such as Voucher ID, to drill to the original transaction.



Click Go to Budget Inquiry to access the Budget Details page, where you can review the budget that is associated with this commitment control transaction line.

Note. While you might not have security to inquire on all budget ChartField combinations that are involved in a transaction, you can view the budget impacts associated with each line from that transaction. If you attempt to drill from any of the activity lines to the budget inquiry, the security functions are executed and you are notified by an online message if you do not have the appropriate level of security to view that budget.

Amounts Tab

The transaction amount that affects the budget ledger appears for each row.

View Exceptions If the link is available, click the link to access the exceptions page for the particular source transaction and transaction document. For example, the Voucher Exception page can be accessed for a source transaction type of AP_VOUCHER if there is an associated exception and you can view the type and description of the exception.

See Also

Chapter 10, “Inquiring on Budgets and Transaction Activities,” Creating Budget Overview Inquiries, page 271

Chapter 10, “Inquiring on Budgets and Transaction Activities,” Viewing Budget Details, page 281

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CHAPTER 11

Closing and Withdrawing Commitment Control Budgets

This section provides an overview and describes how to:

- Define ChartField value sets for budget closing.
- Define budget closing rules.
- Define budget period rules.
- Define and validate budget closing sets.
- Generate offsets for balanced budgets.
- Run and validate the Budget Close process to close and reopen budgets.
- Inquire and report on budget closing results.
- Withdraw or reduce commitment control budgets without closing.

Understanding Commitment Control Budget Closing and Withdrawal Without Closing

Budget closing in Oracle's PeopleSoft Enterprise Commitment Control is independent of fiscal year closing. Just as you can create budgets that span less or more than a fiscal year, you can keep a budget open for more than a year and close a budget at any time.

When the Budget Close COBOL process (FSPYCLOS) closes the budget ledger, it reverses the remaining available budget and marks the budget with a status of closed so that no additional transactions can pass a check against the budget.

When you set up your budget closing, you have the option to close only or to close and roll the remaining available budget balance forward to the new budget period or new fiscal year. If you choose to roll forward balances, you can also specify which ledger amounts (pre-encumbrance, encumbrance, expense, recognized revenue, or collected revenue) reduce the budget amount in the roll forward calculation.

Budget close and automatic withdrawal, or reduction of uncommitted and unobligated budgets, are related functionality and share common pages. Without closing a budget you can withdraw or reduce all uncommitted and unobligated budget amounts by using PeopleSoft reduction or withdrawal functionality and leave a budget at its then existing status. Although the processes are similar, they are sufficiently distinct that reduction of budgets without closing, or withdrawing of uncommitted funds is presented in a separate topic at the end of this chapter with links and references to common pages and functionality.

Note. The Funding Source feature is not supported by budget closing functionality.

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See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Withdrawing or Reducing Commitment Control Budgets Without Closing, page 315.

Budget closing involves:

- Setting up ChartField value sets, budget closing rules, budget period sets, and budget closing sets.
- Closing and reestablishing pre-encumbrances, encumbrances, or recognized revenues, if you so choose, by canceling and reestablishing the related source documents (such as requisitions and purchase orders) in their source applications (such as Purchasing).
- Validating the closing set and closing run request.
- Running the Budget Close process.
- Running reports and online inquiries that display closing results.

In this overview section, we discuss the overall budget closing procedure and elaborate on the following topics:

- Fiscal year closing as opposed to budget period closing.
- Closing and roll forward budget journal entries.
- Budget close status.
- Examples of budget close results.

Commitment Control Budget Closing Procedure

To close Commitment Control budgets, you perform the following tasks:

1. Define ChartField value sets.

   ChartField value sets are groupings of ChartField combinations (budgets) to which you want to apply the same closing rules. For example, you could create a ChartField value set that captures the sales department budgets that are funded by fund ABC, specifying in your closing rule that the value set is to be closed and the remaining available budget amounts rolled forward to the same department and fund for the new budget period. You could create another ChartField value set for sales department budgets that are funded by fund DEF, specifying in the closing rule that the value set is to be closed and the remaining available budget amounts rolled forward to fund GHK.

   You define ChartField value sets on the ChartField Value Set page.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining ChartField Value Sets for Budget Closing, page 296.

2. Define budget closing rules.

   Note. You define closing rules in the Define Closing Rule component.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining Budget Closing Rules, page 297.

   Budget closing rules define a group of budgets to close and the closing options for those budgets. A budget closing rule specifies:

   - ChartField value sets to close (from the source budget ledger).
   - Budget journal ID mask and entry event code.
   - Whether to roll forward remaining budget balances.
   - Whether to roll forward negative budget amounts (budget overages).

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- ChartField combinations to roll remaining balances forward to (to the target budget ledger).
- Entry Event codes for budget closing journals (if you have Entry Events enabled).

3. Define budget period sets.

   Budget period sets define which budget periods should be closed. They can also be used to map budget periods in the year being closed to budget periods in the coming year. They enable you to roll forward remaining budget balances from closing budget periods to corresponding budget periods in the new year.

   You define budget period sets on the Budget Period Set page.

   You attach budget period sets to budget closing rules when you define your budget closing sets.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining Budget Period Sets, page 301.

4. Define budget closing sets.

   Budget closing sets combine budget period sets (or fiscal year for closing) and budget closing rules and apply them to the Commitment Control ledger groups (control budget definitions) that you want to close. This is also where you specify which ledger amount types (pre-encumbrances, encumbrances, expense, and so on) you want to apply toward calculating the remaining budget balance to roll forward.

   You select budget closing sets for closing when you run the Budget Close process. Together, all budget closing sets that you request for Budget Close should cover all of the budgets you want to close without including a budget more than once in a closing rule.

   You define budget closing sets on the Budget Closing Set page.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining and Validating Budget Closing Sets, page 302.

5. (Optional) Run the Closing Set Validation report (GLS1210) for each budget closing set. This report displays error or warning messages (depending on your requirements) for the following conditions:

   - There are budgets that appear in more than one closing rule.
   - The ledgers (amount types) specified for remaining balance calculation do not match those included in the available balance calculation for the Commitment Control ledger group.
   - There are parent budgets whose children are not all included.
   - There are child budgets whose parents are not included.
   - Entry events are required but not entered.

     See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Running the Closing Set Validation Report (GLS1210), page 306.

6. (Optional) Cancel source documents for pre-encumbrances, encumbrances, and recognized revenue, if you intend to reestablish these in the roll forward budget.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Closing and Rolling Forward Pre-encumbrances, Encumbrances, and Recognized Revenue, page 312.

7. If you require the budget entries to be balanced, the Budget Processor (FS_BP) creates the offset entries using the offset account that you specified in the budget definition.

   See in this same chapter the topic "Generating Offset for Balanced Budget") that has links to Setting Up Basic Commitment Control Options and the topics Balancing Entries and Defining Offsets).

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8. Create a Budget Close run control that includes all closing sets for all budgets you want to close and save without requesting the Budget Close process (FSPYCLOS).

   Specify:

   - Budget closing sets.
   - Business units to close.
   - As-of date for the closing.
   - Output options, such as whether to run a provisional close or the real thing.

   Create the budget closing run control on the Budget Close page.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Running and Validating the Budget Close Process to Close and Reopen Budgets, page 307.

9. Run the Closing Run Control Validation process (GLS1211) to validate that the closing sets on a run control for the Budget Close process are complete and do not overlap.

   Specifically, this validation process creates a report that displays error or warning messages (depending on your requirements) for the following conditions:

   - There are budgets that appear in more than one closing rule.
   - There are budgets in the Commitment Control ledger group that are not included in any of the budget rules.
   - The ledgers (amount types) specified for remaining balance calculation do not match those included in the available balance calculation for the Commitment Control ledger group.
   - There are parent budgets whose children are not all included.
   - There are child budgets whose parents are not included.
   - Parents are set to roll forward and children are not, or vice versa.
   - Not all associated budgets are included in the run control.
   - Some associated budgets are set to roll forward and some are not.
   - Some budget balances are not covered by any of the closing rules.
   - There are budget periods prior to the ones you are requesting to close that are not closed yet.
   - There is an open fiscal year prior to the one you are requesting to close.
   - Entry events are required but not entered.

   The process also updates the Budget Close Status.

   Note. You cannot run the Budget Close process without first running this process free of errors.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Validating the Budget Close Run Control, page 311.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Inquiring and Reporting on the Budget Close Status, page 314.

10. (Optional) Review the budget close status on the Closing Status inquiry page or the Budget Close Status Report (GLS1220) to confirm that the Closing Run Control Validation process marked all business unit, ledger group, and Ruleset combinations in the run control as Valid.
11. Run the Budget Close process, using a run control that returns no errors for the Closing Run Control Validation process.

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Request a run of the Budget Close process from the Budget Close page.

12. (Optional) Check the results of the Budget Close process on the Review Calculation Log page or the Budget Close Calculation Log report (GLS1222).

    See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Inquiring and Reporting on Budget Closing Results, page 313.

13. (Optional) Reestablish pre-encumbrances and encumbrances (for expense budget ledger groups) or recognized revenue (for revenue budget ledger groups) in the roll forward budget.

    See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Closing and Rolling Forward Pre-encumbrances, Encumbrances, and Recognized Revenue, page 312.

Note. You can undo a budget close.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Reopening Closed or Reinstating Reduced Commitment Control Budgets, page 310.

Fiscal Year Close

If you want to perform a fiscal year-end close on a multiyear budget without closing the budget to future transactions, you can perform a *fiscal year close* by selecting *Close Fiscal Year* on the Budget Closing Set page. You perform this type of close to enable year-end reporting while keeping the multiyear budget open through to the end of its appropriation period. If you want to close budgets and perform a fiscal year close, select both options when you define the closing set.

Use the Balance Forward Option of Close Out and Balance Roll Forward for the budget closing rule. The Budget Close process zeroes out the budget balance for the closing fiscal year and rolls it forward to period 0 in the new fiscal year.

Budget Journal Entries from Closing and Roll Forward

Closing and roll forward entries are stored in the Budget Journal Header table (KK_BUDGET_HDR) and update the Commitment Control Ledger Data table (LEDGER_KK). Budget journal entries are identified by budget journal entry type, journal date (which determines fiscal year), and accounting period. These values depend on whether you are closing budgets, just closing the fiscal year for multiyear budgets, or closing both the budget and the fiscal year.

Closing Budget Periods

Closing entries are identified as follows:

- Budget journal entry type is Closing.
- Journal date is the as-of date for the Budget Close process request; the journal date determines the fiscal year and the accounting period on the entry.

Roll forward entries are identified as follows:

- Budget journal entry type is Roll Forward.
- Journal date is the as-of date for the Budget Close process request; the journal date determines the fiscal year and the accounting period on the entry.

Closing Fiscal Year or Closing Budget and Fiscal Year

Closing entries are identified as follows:

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- Budget journal entry type is Closing.
- Journal date is the end date of the fiscal year being closed.
- Accounting period is 999.

Roll forward entries are identified as follows:

- Budget journal entry type is Roll Forward.
- Journal date is the begin date of the new fiscal year, which is defined as the closing fiscal year plus one.
- Accounting period is 0.

Budget Close Status

To provide a clear indicator of whether a budget has been closed by the Budget Close process or closed manually by the user, the Budget Close process marks the *budget close status* for the budget as *Closed,* while leaving the *budget status* unchanged.

In contrast to the budget close status, you can set the budget status manually on the Budget Definitions - Control Options page, the Budget Definitions -Budget Period Status page, the Budget Definitions - Control ChartField page, or the Budget Attributes page. When you set the budget status manually to *Closed*, you freeze the budget, allowing no transactions to be processed against the budget unless you set the status of the budget back to unclosed.

The budget close status, on the other hand, is set to close only by the Budget Closing process and cannot be reset other than through an undo of the close. No transactions of any kind can be processed against a budget that has been closed by the Budget Close process.

You can view the budget close status on the Budget Attributes - Set Options page, the Closing Status inquiry page.

Do not confuse the budget close status on the Budget Attribute page with the closing status for the Budget Close process, which tracks the status of the budget closing process. The Validate Run Control process (GLS1211) and the Budget Closing process update this status. You can review the status with either the Review Closing Status inquiry page or the Closing Status Report (GLS1220).

Note. When you set the budget status to *Hold* you freeze the budget as of that time and allow no new transactions to be processed against the budget except for transactions with predecessor documents already in the control budget ledger, such as a new voucher for existing purchase orders.

See Also

Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Inquiring and Reporting on the Budget Close Status, page 314

Examples of Budget Close Results

The way the Budget Close process calculates the budget balance forward amount depends on:

- The closing option selected in the budget closing rule.
- The ledgers included in the remaining balance calculation in the budget closing set.

To illustrate how this works, take as an example an expense Commitment Control ledger group that contains these balances: budget, pre-encumbrances, encumbrances, and expenses. Before the closing, the ledgers contain the following values:

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Period	BU	Dept	Acct	Budget Ledger	PreEnc Ledger	Encumb Ledger	Exp Ledger	Budget Close Status
2002Q1	US004	300	6000	-10000	0	0	10000	Open
2002Q2	US004	300	6000	-10000	0	0	10000	Open
2002Q3	US004	300	6000	-10000	0	0	9500	Open
2002Q4	US004	300	6000	-10000	1000	2000	4000	Open

Note. This and the examples that follow illustrate how budget closing works from a functional perspective. They do not represent the way budget data is actually stored in the LEDGER_KK and KK_BUDGET_HDR tables.

Each of these examples assumes that you include the budget, expense, encumbrance, and pre-encumbrance amounts in the Remaining Balance Calculation for the budget closing set.

Close Out Only Option

When you select this option, the Budget Close process closes only the budget ledger and reduces the budget by the remaining budget balance, leaving a remaining balance of zero. It does not calculate a balance forward amount. If you want to close out the pre-encumbrance and encumbrance ledgers, you need to cancel the related documents in the source applications before running the Budget Close process.

After you run the Budget Close process without rolling forward the balance and without canceling related pre-encumbrance and encumbrance documents, the ledger rows look like this:

Period	BU	Dept	Acct	Budget Ledger	PreEnc Ledger	Encumb Ledger	Exp Ledger	Budget Close Status
2002Q1	US004	300	6000	-10000	0	0	10000	*Closed*
2002Q2	US004	300	6000	-10000	0	0	10000	*Closed*
2002Q3	US004	300	6000	-9500	0	0	9500	*Closed*
2002Q4	US004	300	6000	*-7000*	*1000*	*2000*	4000	*Closed*

Close Out, Balance Roll Forward, Do Not Cancel and Reestablish Pre-encumbrances or Encumbrances

If the budget period set for this closing consolidates the four quarters of the closing year to the first quarter of the new budget year, after closing, the ledgers look like this:

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Period	BU	Dept	Acct	Budget Ledger	PreEnc Ledger	Encumb Ledger	Exp Ledger	Budget Close Status
2002Q1	US004	300	6000	-10000	0	0	10000	*Closed*
2002Q2	US004	300	6000	-10000	0	0	10000	*Closed*
2002Q3	US004	300	6000	*-9500*	0	0	9500	*Closed*
2002Q4	US004	300	6000	*-7000*	1000	2000	4000	*Closed*
2003Q1	*US004*	*300*	*6000*	*-3500*	*0*	*0*	*0*	*Open*

The remaining budget balance of 3500 (500 from Q3 and 3000 from Q4) is rolled forward from 2002 to 2003Q1.

Close Out, Balance Roll Forward, Cancel and Reestablish Pre-encumbrances and Encumbrances

Before running the budget close process, you zero out the pre-encumbrance and encumbrance balances for 2002 in the source application. After running the Budget Close process, you reestablish the pre-encumbrance and encumbrance balances in 2003Q1. The resulting 2002Q4 and 2003Q1 look like this:

Period	BU	Dept	Acct	Budget Ledger	PreEnc Ledger	Encumb Ledger	Exp Ledger	Budget Close Status
2002Q4	US004	300	6000	*-4000*	*0*	*0*	4000	*Closed*
2003Q1	*US004*	*300*	*6000*	*-6500*	*1000*	*2000*	*0*	*Open*

Defining ChartField Value Sets for Budget Closing

When you define ChartField value sets, use the COMMITMENT ledger template so that Commitment Control ChartFields prompt in the Field Name drop-down list.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Defining and Using ChartFields,” Defining and Using ChartField Value Sets.

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Defining Budget Closing Rules

To define budget closing rules, use the Budget Closing Rules component (KK_CLOSE_DEFN).

Closing rules define a group of budgets to close and the closing options for those budgets. You can define any number of closing rules for different contingencies. This section discusses how to:

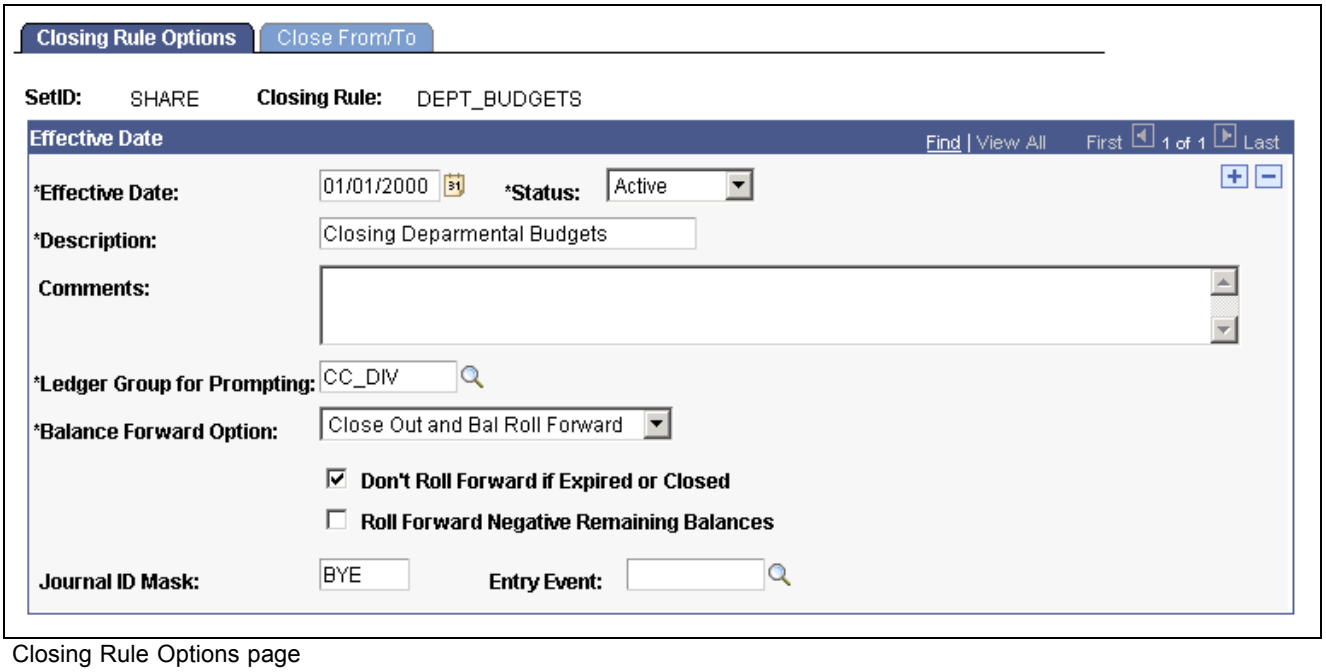
- Define budget closing options, including rules for rolling forward available budget amounts.
- Define ChartField values to close and ChartField values to which available balance amounts roll forward.

Pages Used to Define Closing Rules

Page Name	Object Name	Navigation	Usage
Closing Rule Options	KK_CLOSE_DEFN1	Commitment Control, Close Budget, Define Closing Rule, Closing Rule Options	Specify roll forward options for the closing rule.
Close From/To	KK_CLOSE_DEFN2	Commitment Control, Close Budget, Define Closing Rule, Close From/To	Specify the ChartField values to be closed and the ChartFields and values to which the balances are rolled forward.
Budget Closing Rules Report	RUN_GLS1200	Commitment Control, Close Budget, Closing Rules Report, Budget Closing Rules Report	Request a run of the Closing Rules report (GLS1200). This SQR report displays all details that define a closing rule.

Defining Budget Closing Rule Options

Access the Closing Rule Options page.



Closing Rule Options page

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Ledger Group for Prompting

Select the ledger group that determines which ChartField values you can select on the Close From/To page.

Note. Ledger group for prompting does not determine the budget type to be closed. Budget types to be processed are specified on the budget closing set page.

Balance Forward Option

Select the closing option for this rule:

- *Close Out and Bal Roll Forward* (close out and balance roll forward): Select to close the Commitment Control budget and roll the remaining available budget balance forward to the new budget.
- *Close Out Only*: Select to close the budget only; the remaining available budget amount is forfeited.

Don't Roll Forward if Expired or Closed

Select to prevent budgets from rolling forward to a budget period that exceeds their spending date range.

This check box is unavailable if you select *Close Out Only* from the Balance Forward Option drop-down list.

Roll Forward Negative Remaining Balances

If the available budget balance is negative due to overspending or negative budget entries, you can elect to roll the negative balance amount forward to the new budget period.

This check box is unavailable if you select *Close Out Only* from the Balance Forward Option drop-down list.

Journal ID Mask

Specify a prefix for naming closing journals. Journals are identified by a 10-character alphanumeric ID. The system automatically adds the prefix you specify to the journal IDs. For example, if you specify a journal ID mask of *BC,* your budget closing journal IDs might be BC00000001, BC00000002, and so on.

Without a journal ID mask, General Ledger assigns the next available journal ID number automatically. This might make it difficult to identify budget closing journals.

Note. Reserve a unique mask value for budget closing to ensure that no other process creates the same journal ID.

Entry Event

Enter the entry event code for the budget closing journals that is created using this closing rule.

This field appears only if you have enabled entry events. If entry events are required for the Commitment Control ledger group, you must enter them. You can disable or require entry events for the Commitment Control ledger group on the Ledgers for a Unit - Commitment Control Options page.

See Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Using Entry Events".

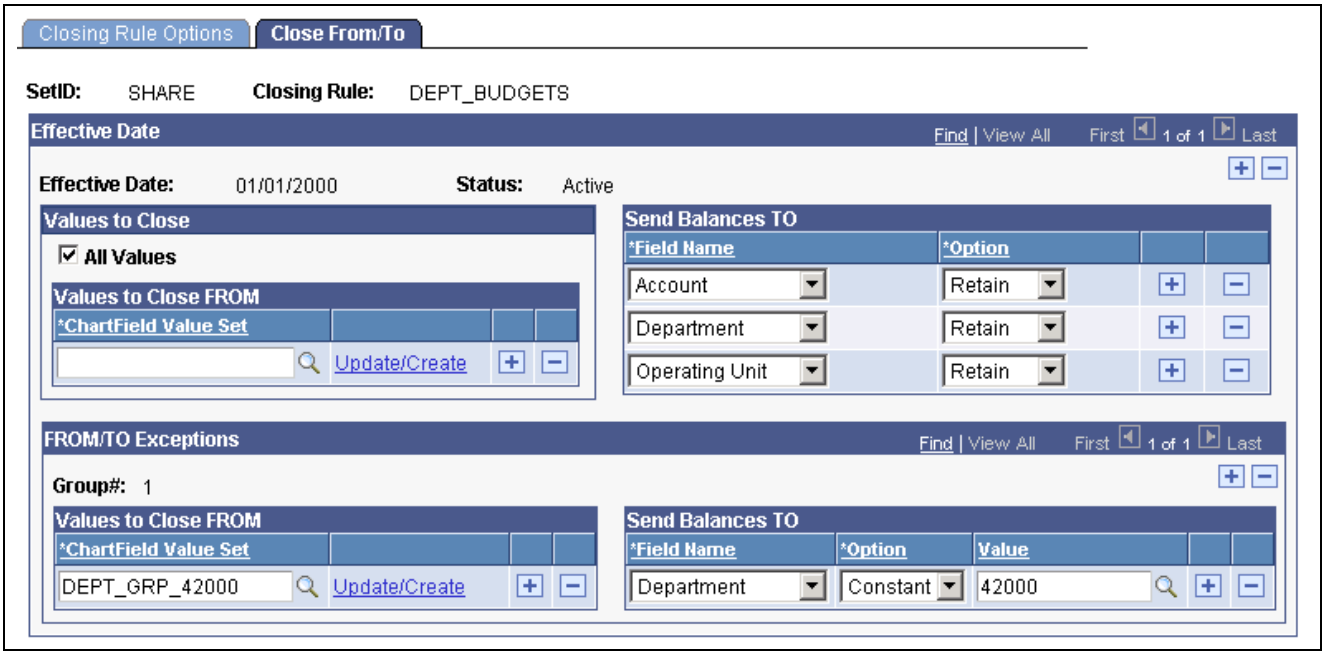
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See Also

Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Budget Journal Entries from Closing and Roll Forward, page 293

Defining Budget Closing From and To ChartFields

Access the Close From/To page.



Close From/To page

Note. No budget should appear in more than one ChartField value set. To avoid overlapping budgets, the ChartField value sets that you enter in the Values to Close group box should share the same ChartFields. They may have ChartFields in addition to those they share; for example, if one ChartField value set in a closing rule includes Department and Project, then another can include Department, Project, and Product. But if instead one ChartField value set includes Product and Project but not Department, the sets could overlap each other. The same is true for the ChartField value sets that you enter for each group number in the FROM/TO Exceptions scroll area.

Values to Close

All Values Select to close all ChartField (excluding Budget Period) values.

ChartField Value Set Select ChartField value sets for closing.

Note. Do not include budget periods in your ChartField value sets for budget closing. The budget period to close selection criteria on the Budget Period Sets page determine budget periods to be closed.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining ChartField Value Sets for Budget Closing, page 296.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining Budget Period Sets, page 301.

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Update/Create Click this link to access the ChartField Value Set page, where you can view, define, or update a ChartField value set.

Note. To update a ChartField value set by clicking this link, you must be in correct history mode for the Define Closing Rule component.

Send Balances TO

If you set the Balance Forward Option on the Define Closing Rule - Closing Options page to roll forward balances, specify how you want the closing balances to roll forward: to budgets that share the same ChartField values as the budgets being closed or to budgets with one or more *different* ChartField values.

Note. Leave this and subsequent sections blank if you selected *Close Out Only* in the Balance Forward Option field on the Closing Rule Options page.

Field Name Enter the ChartFields for which you want to specify roll forward options.

Note. Include all key ChartFields for the budgets you are rolling forward to, or the missing ChartFields cause the budget journal posting to fail.

Option Indicate whether to retain the ChartField values of budgets being closed in the target budget period or to roll the budget balances forward to a target budget with a constant ChartField value.

If you select *Constant,* you must enter a value in the Field Name field.

For example, if you are closing budget year 2001 and want all balances to roll forward to 2002 budgets with accounts, departments, and funds that are identical to those being closed, select *Retain* for those ChartFields in the ChartField value set.

If, on the other hand, you want all balances rolled forward to budgets for, let's say, a general fund, you would retain the account and department ChartField values, select a roll forward option of *Constant* for fund code, and enter the fund code for the general fund.

Note. Do not specify the target, or roll forward, budget periods here. Specify the target budget periods in the budget period set.

FROM/TO Exceptions

Enter ChartField value sets for budgets whose roll forward options (as entered in Send Balances TO) are different from those of the ChartField value sets in the Values to Close From group box.

For example, on the sample Close From/To page, all ChartField values and therefore all budgets using this closing rule have their balances rolled forward to budgets with the same Account, Department, and Fund Code values, except those budgets covered in ChartField value sets *DEPT_MANU_DIV,* whose balances roll forward to budgets with Fund Code F100, and *DEPT_ADMIN_DIV,* whose balances roll forward to Department 14000.

Group# Each *FROM* and *TO* combination comprises a group of ChartField value sets to be closed (in the Values to Close FROM scroll area) and the specific set of ChartFields and values to which the balance are rolled forward (in the Send Balances TO scroll area).

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These scroll areas contain the same fields as the scroll area in the Values to Close group box and the Send Balances TO scroll area, and they function in the same way.

Note. Ensure that your budget closing rules meet your parent-child requirements. Usually, if you close a parent budget, you must close its children. And usually you want the same budget closing rules to cover parents and children. If, however, you want parents to close and roll forward and children to close only, you can set up separate closing rules for parents and children. In that case, you usually want all of your closing rules to cover all children of all parents.

Generating Offsets for Balanced Budgets

If you require the budget entries to be balanced, the Budget Processor (FS_BP) creates the offset entries using the offset account that you specified in the budget definition.

You must choose the Entries Must Balance option on the Control Budget Options page, and enter a default account value for at least one setID in the Budget Entry Offsets grid. Also enter a budget transaction type offset account for each budget transaction type that affects this budget definition.

Offset entries can be identified in the budget ledger table by the offset account value that you specified and the KK_BUDG_TRANS_TYPE value. A budget transaction type value of *4* indicates offsets for closing entries and a value of *5* indicates offsets for roll forward entries.

See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Offsets, page 64.

See Chapter 3, "Setting Up Basic Commitment Control Options," Balancing Entries, page 34.

Defining Budget Period Sets

To define budget period sets, use the Budget Period Transfer Set component (KK_BD_PERIOD_XFER).

This section discusses how to set up budget period sets. Budget period sets define which budget periods are to be processed. They also enable you to map budget periods in the year being closed to budget periods in the coming year.

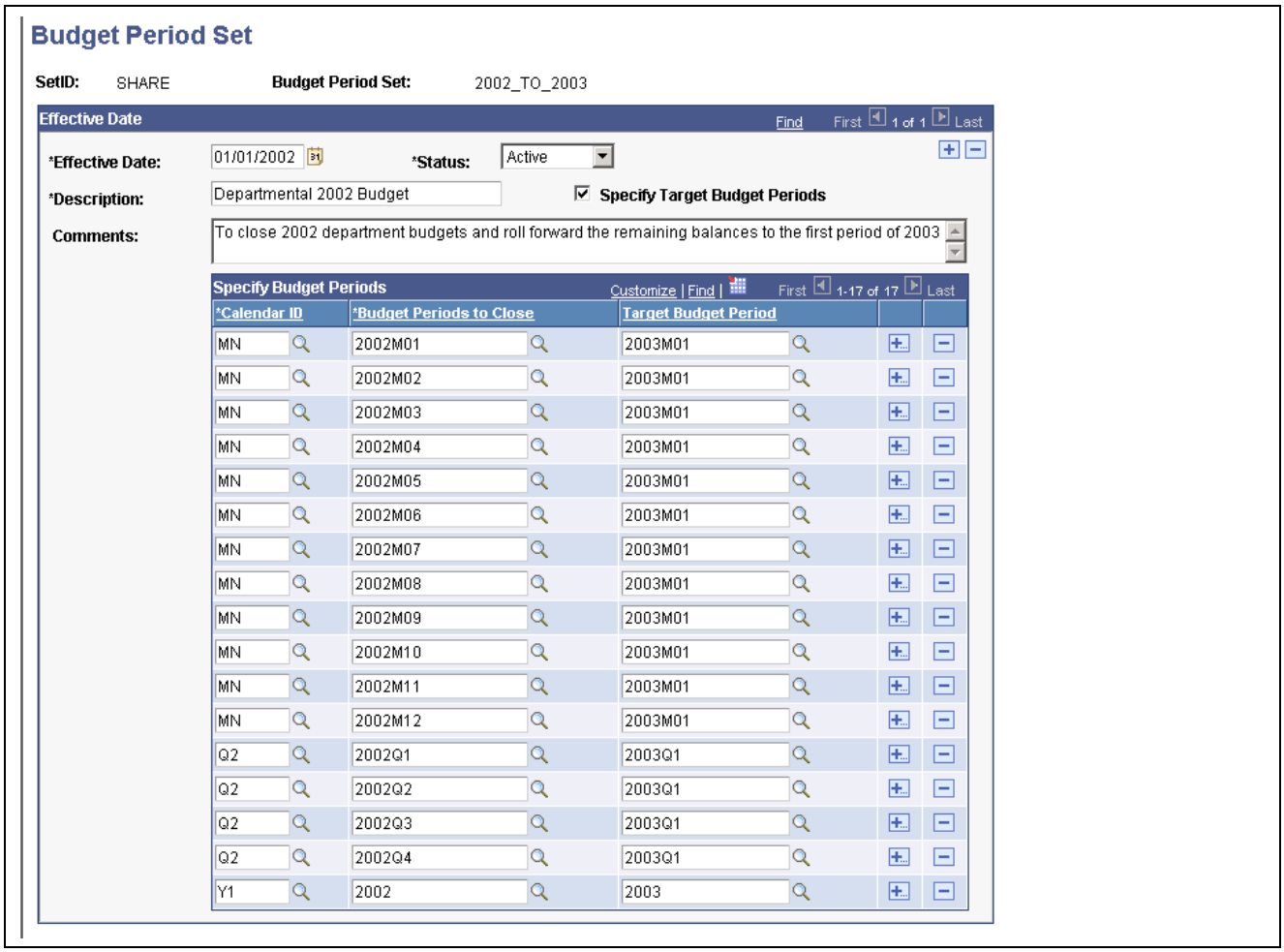
Page Used to Define Budget Period Sets

Page Name	Object Name	Navigation	Usage
Budget Period Set	KK_BP_XFER_SET	Commitment Control, Close Budget, Define Budget Period Set, Budget Period Set	Select budget periods to be closed and map budget periods being closed to new budget periods.

Defining Budget Period Set Options

Access the Budget Period Set page.

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Budget Period Set page

Specify Target Budget Periods Check if the remaining budgets are to be rolled forward to new budget periods.

Budget Periods to Close and **Target Budget Period** Enter a unique row for each budget period to close for which you have budget amounts to be closed, and if roll forward is to occur, map each period to a target budget period. A from budget period can map to one target budget period, but a target budget period can map to any number of from budget periods. The budget period calendars must be the calendars used for the budget types to be closed.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Budget Period Calendars and Cumulative Budgeting, page 24

Defining and Validating Budget Closing Sets

Budget closing sets tie budget closing rules to Commitment Control ledger groups. They also enable you to:

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- Select budget period sets to indicate the closing and roll forward budget periods, select fiscal year close, or select both.
- Specify which ledger amounts apply toward calculating the remaining budget balance to roll forward.

To define and validate budget closing sets, use the Budget Closing Set component (KK_CLOSING_SET).

This section discusses how to:

- Define a budget closing set.
- Run the Closing Set Validation report (GLS1210), which displays any errors in the closing set.

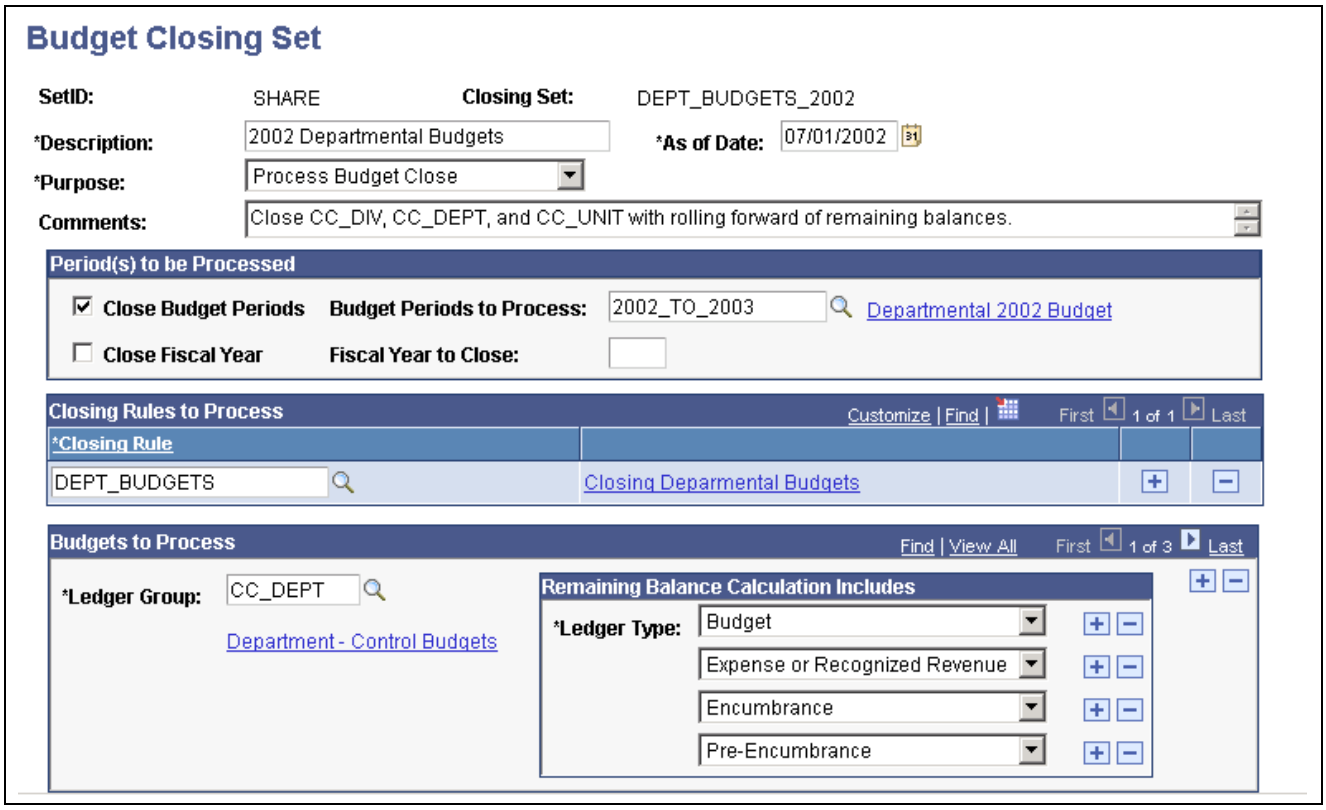
Pages Used to Define and Validate Budget Closing Sets

Page Name	Object Name	Navigation	Usage
Budget Closing Set	KK_CLOSING_SET	Commitment Control, Close Budget, Define Closing Set, Budget Closing Set	Tie budget period sets to budget closing rules and Commitment Control ledger groups. Specify which ledger amounts apply toward calculating the remaining budget balance. Also used to reduce budgets without closing for unobligated balances.
Validate Budget Closing Set	RUN_GLS1210	Commitment Control, Close Budget, Validate Closing Set, Validate Budget Closing Set	Request the Validate Budget Closing Set SQR report (GLS1210), which validates the closing set, displaying error or warning messages for conditions that could cause errors in the Budget Close or reduction process.

Defining Budget Closing Sets

Access the Budget Closing Set page.

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Commitment Control Budget Closing Set page

Closing or Reducing Budgets

Purpose

Process Budget Close: Select this value if you are closing a budget.

Reduce Budget Without Closing: Select if you are reducing or withdrawing unobligated funding for a budget.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Withdrawing or Reducing Commitment Control Budgets Without Closing, page 315.

Period(s) to be Processed

You can select *Close Budget* or *Close Fiscal Year* without closing budgets, or both:

Close Budget

Select to close budgets.

Budget Periods to Process

If one or more of the budget ledgers to be closed contain a budget period, you must specify a budget period set.

The description of this budget displays and functions as a link to the Budget Period Transfer Set page, where you can view and update the budget period transfer set.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining Budget Closing Rules, page 297.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining Budget Period Sets, page 301.

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Close Fiscal Year Select to perform a fiscal year-end close on a multiyear budget without closing the budget to future transactions.

Fiscal Year to Close Enter a fiscal year. You perform this type of close to enable year-end reporting while keeping a multiyear budget open through to the end of its appropriation period.

The Budget Close process zeroes out the budget balance for the closing fiscal year and rolls it forward to period 0 in the new fiscal year.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Fiscal Year Close, page 293.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Budget Journal Entries from Closing and Roll Forward, page 293.

Closing Rules to Process

Closing Rule Enter the closing rules that apply to this closing set.

The description of the closing rule functions as a link to the Closing Rules component, where you can view the rule definition.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining Budget Closing Rules, page 297.

Note. Do not enter closing rules with overlapping ChartField value sets. A budget must not be covered by more than one closing rule.

Budgets to Process

Ledger Group Enter the Commitment Control ledger groups containing the budgets that you want to close.

The description of the Commitment Control ledger group functions as a link to the Budget Definitions component for the ledger group.

Remaining Balance Calculation Includes Specify the Ledger Type that applies toward calculating the remaining budget balance for the budget closing adjustment entry and the roll forward entry.

The ledger types available for selection are those associated with the ledger group you entered. Only the ledger types that you defined as affecting the available budget amount when you established the ledger group are available.

For example, if you select *Budget, Expense,* and *Encumbrance,* then the budget closing adjustment amount and roll forward amount is the budget amount reduced by the expense and encumbrance amounts.

Note. We recommend that you include all of the ledger types in the ledger group in your remaining budget balance. If, however, you elected to exclude pre-encumbrance amounts in the remaining available budget balance on the Ledgers for a Unit - Commitment Control Options page, you should also exclude the pre-encumbrance ledger here.

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Note. Take care that your budget closing sets meet your parent to child requirements. Usually, if you close a parent budget, you must close its children. Therefore you must ensure that the closing sets you create cover all parents and children. Although you can close and roll forward a parent while only closing its children, you must roll forward a parent if its children are set to roll forward. Some parents include children from more than one Commitment Control ledger group (control budget definition). If you want all parents and children to be closed together, be sure that your closing sets either singly or together cover all child Commitment Control ledger groups for all parents. The Run Control Validation report (GLS1211) validates that no parents or children are missing from a closing process, that parents roll forward if children do, and that children roll forward if parents do. You can select whether or not to require that these conditions be met.

See Also

Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Validating the Budget Close Run Control, page 311

Chapter 3, "Setting Up Basic Commitment Control Options," Parent and Child Budgets, page 32

Chapter 3, "Setting Up Basic Commitment Control Options," Establishing Commitment Control Ledger Groups, page 44

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66

Running the Closing Set Validation Report (GLS1210)

Access the Validate Budget Closing Set report page.

For most of the conditions that the process validates, you can select the following validation options:

Fail the Validation	The condition causes the closing set to fail the validation.
Ignore	The condition is ignored. When you select this, the condition does not appear on the report.
Report as a Warning	The condition is reported as a warning.

The following conditions are checked against the closing set:

'Remaining Balance Calculation' ledgers do not match the 'Affect Spending Authority' ledgers	The ledgers included in the remaining balance calculation do not match those set up for calculating available balance for the Commitment Control ledger definition. You select Affect Spending Authority on the Ledger Group - Definition page.

See Chapter 3, "Setting Up Basic Commitment Control Options," Establishing Commitment Control Ledger Groups, page 44.

Child Budgets are not in the Closing Set	Closing set does not include all children of parent budgets being closed.
Parent Budgets are not in the Closing Set	Closing set does not include all parents of child budgets being closed.
Budgets covered by multiple Closing Rules	There are budgets that appear in more than one closing rule in the closing set.

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Entry Event is required for the budget ledger, but is not specified in the rule

Entry events are required for the Commitment Control ledger group, but you did not enter them in a budget closing rule.

You can disable or require entry events for the Commitment Control ledger group on the Ledgers for a Unit - Commitment Control Options page.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Using Entry Events"

Running and Validating the Budget Close Process to Close and Reopen Budgets

This section discusses how to:

- Run the Budget Close COBOL process (FSPYCLOS) for the closing sets you have defined.
- Reopen closed budgets.
- Run the Closing Run Control Validation process to validate that the closing sets on a run control for the Budget Close process are complete and do not overlap.

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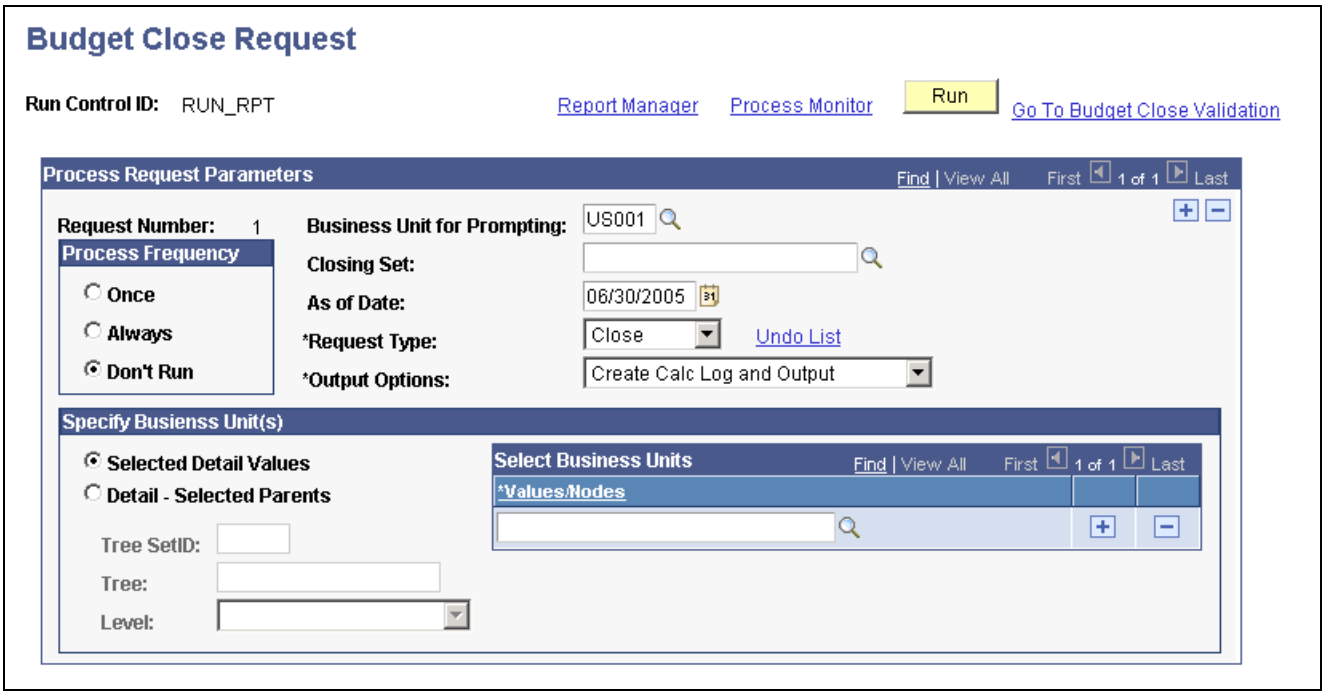
Pages Used to Run and Validate the Budget Close Process

Page Name	Object Name	Navigation	Usage
Budget Close Request	KK_CLOSE_REQUEST	Commitment Control, Close Budget, Process Budget Close, Budget Close Request	Request the Budget Close COBOL process (FSPYCLOS) to close or unclose budgets.
Mark for Undo	KK_CLOSE_UNDO	Commitment Control, Close Budget, Mark to Undo, Mark for Undo	Select the process instances of the Budget Close (FSPYCLOS) process that you want to undo.
Validate Budget Close Run Control	RUN_GLS1211	Commitment Control, Close Budget, Validate Run Control, Validate Budget Close Run Control	Request the closing run control validation process (GLS1211). This SQR process validates the Budget Close or reduction run control, updating the budget close status and producing a report that displays error or warning messages for conditions that could cause errors in the Budget Close or reduction process. The report displays information similar to that which is displayed by the Closing Set Validation report (GLS1210); however by validating a Budget Closing run control, the Closing Run Control Validation process captures errors across closing sets. *Important!* You cannot run a Budget Close or reduction (withdrawal) without first running this process free of errors.

Requesting the Budget Close Process

Access the Budget Close Request page.

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Budget Close Request page

Note. You cannot run the Budget Close or reduction process until you have run an error-free Closing Run Control Validation process (GLS1211) for the run control ID. The report (GLS1211) validates that no parents or children are missing from a run control, that parents roll forward if children do, and that children roll forward if parents do. You can select whether or not to require that these conditions be met.

Go to Budget Close Validation Click this link to open the Validate Budget Close Run Control page, where you can request a run of the Closing Run Control Validation process for the run control ID.

Business Unit for Prompting Select a business unit that determines which closing set you can select based on your TableSet control setup.

Closing Set Select the budget closing set that you want to process.

The description of the closing set functions as a link to the Budget Closing Set page, where you can view the closing set definition.

Note. Take care that your budget closing sets meet your parent-child requirements. Usually, if you close a parent budget, you must close its children. Therefore you must ensure that the closing sets that you create cover all parents and children. Although you can close and roll forward a parent while only closing its children, you must roll forward a parent if its children are set to roll forward. Some parents include children from more than one Commitment Control ledger group (control budget definition). If you require that all parents and children be closed together, be sure that your closing sets either singly or together cover all child Commitment Control ledger groups for all parents. Be sure also that, if children are set to roll forward, parents are as well.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Validating the Budget Close Run Control, page 311.

See Chapter 3, "Setting Up Basic Commitment Control Options," Parent and Child Budgets, page 32.

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Request Type Specify whether you are running a close or an undo close. An undo close reopens closed budgets or it can also reinstates reduced budgets.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Reopening Closed or Reinstating Reduced Commitment Control Budgets, page 310.

Undo List Click to access the Mark for Undo page where you can select the process instance to undo, either a close or reduction.

Output Options Select one of these options:

- *Create Calc Log − No Output* (create calculation log − no output): This option creates the calculation log but does not actually close the budget ledger or create closing journals. Use this option to perform a provisional close, enabling you to see what the closing results would be without actually producing those results.
- *Create Calc Log and Output* (create calculation log and output): This option creates the calculation log, closes the budget ledger, and creates the closing journals.

The journals created also depend on whether you chose to roll forward remaining available budget amounts.

Note. Access the calculation log on the Review Calculation Log page.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Inquiring and Reporting on Budget Closing Results, page 313.

Selected Detail Values Select this option to enter specific business units for closing in the Values/Nodes field.

Detail - Selected Parents Select this option to specify a business unit tree from which to select the business units. The closing includes all business units for the tree setID, tree, and level that you specify. Select specific tree nodes in the Values/Nodes field.

Reopening Closed or Reinstating Reduced Commitment Control Budgets

To reopen closed budgets or reinstate reduced budgets:

1. Access the Budget Close request page, select *Undo* in the Request Type field, and click Undo List.

   The Mark for Undo page appears. This page displays a list of process instances for budget closing or reduction.

   You can also access the Mark for Undo page directly from the Commitment Control menu.

2. On the Mark for Undo page, select the process instances of the budget close or reduction process that you want to undo and save the page.
3. On the Budget Close request page, complete the run request.

   The system reopens budget rows that were closed, returns budget closing and roll forward amounts into the budget rows, removes any amounts that were rolled over to the next budget year, deletes budget closing journals, and removes the calculation logs that were created during the close process. The budget close status is set back to *N*.

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If you are reinstating reduced budgets, the system reverses the adjustments created and returns the balances to their original amount.

Validating the Budget Close Run Control

Access the Validate Budget Close Run Control page.

The Close Run Control Validation process performs validation checks across all closing sets in the run control. Because more than one closing set can apply to a ledger group, there is potential for such errors as overlapping closing rules across closing sets, which would not be identified by the Closing Set Validation report (GLS1210).

For most of the conditions that the process validates, you can select the following validation options.

Fail the Validation The condition causes the run control to fail the validation. The Budget Close process does not run until the condition is fixed.

Ignore The condition is ignored. When you select this, the condition does not appear on the report.

Report as a Warning The condition is reported as a warning. The condition is reported but does not prevent the Budget Close process from running.

The following conditions are checked against the run control.

'Remaining Balance Calculation' ledgers do not match the 'Affect Spending Authority' ledgers The ledgers included in the remaining balance calculation for a closing set do not match those set up for calculating available balance for the Commitment Control ledger group. You select Affect Spending Authority on the Ledger Group - Definition page.

See Chapter 3, "Setting Up Basic Commitment Control Options," Establishing Commitment Control Ledger Groups, page 44.

Child Budgets are not in the closing set Closing sets do not include all children of parent budgets being closed. Checks across all closing sets in the run control.

Parent Budgets are not in the closing set Closing sets do not include all parents of child budgets being closed. Checks across all closing sets in the run control.

Child Budget balances are to be rolled forward, but not the Parent Budget You are rolling forward child budget balances without rolling forward their parent budget balances. This validation is not performed if the purpose of the closing set is to *Reduce Budget Without Closing.*

Parent Budget balances are to be rolled forward, but not the Child Budget You are rolling forward parent budget balances without rolling forward all of the child budget balances. This validation is not performed if the purpose of the closing set is to *Reduce Budget Without Closing.*

Not all Associated Budgets are included in the Run Control Either the revenue budgets or their associated expenditure budgets are not included in the closing process.

Some Associated Budgets are set to Roll Forward but some are not The roll forward option is inconsistent among the revenue budgets and their associated expenditure budgets.

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Some budget balances are not covered by any of the Closing Rules	There are budgets in the Commitment Control ledger group that are not closed. The budget closing rules in the run control do not include all of the budgets in the ledger group.
Budget Balances for some earlier Budget Periods are not closed yet	Budget periods prior to the ones you are requesting for closing are not closed yet. This validation is not performed if the purpose of the closing set is to *Reduce Budget Without Closing.*
Budget balances for earlier fiscal year(s) are not closed yet	There is an open fiscal year prior to the one being requested for close. This validation is not performed if the purpose of the closing set is to *Reduce Budget Without Closing.*
Closing Rules overlapped on Budget row coverage	There are budgets that appear in more than one closing rule included in the run control.
Entry Event is required for the budget ledger, but is not specified in the rule	Entry events are required for the Commitment Control ledger group, but you did not enter them in a budget closing rule. You can disable or require entry events for the Commitment Control ledger group on the Ledgers for a Unit - Commitment Control Options page.

See Also

Chapter 3, "Setting Up Basic Commitment Control Options," Setting Up Commitment Control for a Business Unit and General Ledger Ledger Group, page 66

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, "Using Entry Events"

Closing and Rolling Forward Pre-encumbrances, Encumbrances, and Recognized Revenue

The Budget Close process (FSPYCLOS) closes only the budget ledger, not the other ledgers in the Commitment Control ledger group. And it carries forward only the remaining available budget amount, if you choose to have it carried forward, to the new budget period. It does not carry forward amounts from the other ledgers, such as encumbrances, pre-encumbrances, or recognized revenue. To close out and roll forward amounts from these ledgers, you must cancel and reestablish their source documents in the source applications.

Closing Out Pre-encumbrances and Encumbrances

To close out pre-encumbrances and encumbrances, you must liquidate the outstanding documents (such as requisitions and purchase orders) in the source application (such as Purchasing) before you run the Budget Close process. Purchasing provides the Requisition Reconciliation and Purchase Order Reconciliation processes to expedite this liquidation.

Reestablishing Pre-encumbrances and Encumbrances

Use the source application to reestablish closed pre-encumbrances and encumbrances in the new budget after you run the Budget Close process. Purchasing provides a PO Rollover process to assist you in reestablishing purchase orders. You must reestablish pre-encumbrance documents manually.

Closing Out and Reestablishing Recognized Revenue

To close out and reestablish recognized revenue in the new budget year, you must reverse the open receivables in the source application (such as Receivables or Billing) and post a new open receivable for the new budget.

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See Also

PeopleSoft Enterprise Purchasing 9.0 PeopleBook, "Using Commitment Control," Rolling Over Purchase Orders at Budget Period-End

PeopleSoft Enterprise Receivables 9.0 PeopleBook, "Posting and Unposting Groups"

Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Examples of Budget Close Results, page 294

Inquiring and Reporting on Budget Closing Results

After running the Budget Close process, you can view the process results by performing either of these tasks:

- Inquire and report on the budget closing calculation log.
- Inquire and report on the budget close status.

Pages Used to Inquire and Report on Budget Closing Results

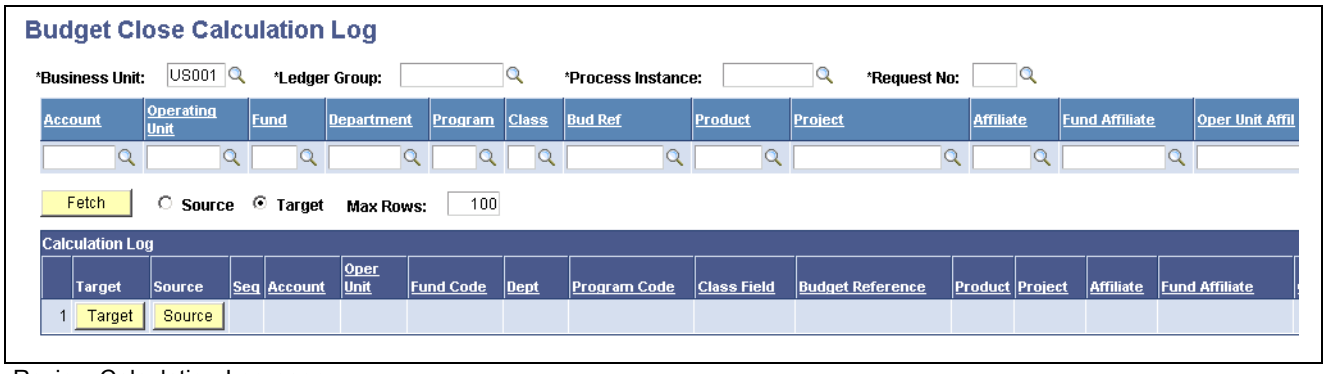
Page Name	Object Name	Navigation	Usage
Budget Close Calculation Log	KK_INQ_CLOSE	Commitment Control, Close Budget, Review Calculation Log, Budget Close Calculation Log	View the Calculation Log, which records the results of the Budget Close process.
Target/Source	KK_INQ_CLS_SEC	Click the Target button or the Source button on the Budget Close Calculation Log page.	The Target page and the Source page are identical in all but their page name and content. Use the Target page to view the balance forward entry that is directly related to the source entry selected on the Review Calculation Log page. Use the Source page to view the source transaction associated with the target entry selected on the Review Calculation Log page.
Budget Close Calculation Log Report	RUN_GLS1222	Commitment Control, Close Budget, Closing Calculation Log Report, Budget Close Calculation Log Report	Request a run of the Budget Close Calculation Log report (GLS1222). This SQR report displays the results of the Budget Close process.

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Page Name	Object Name	Navigation	Usage
Budget Close Status	KK_CLOSING_STATUS	Commitment Control, Close Budget, Review Closing Status, Budget Close Status	View the budget close status of the budgets you select. Search by business unit, Commitment Control ledger group, budget period, fiscal year, and budget close status. The budget close status is updated by both the Closing Run Control Validation process (GLS 1211) and the Budget Close process (FSPYCLOS).
Budget Close Status Report	RUN_GLS1220	Commitment Control, Close Budget, Closing Status Report, Budget Close Status Report	Request a run of the Budget Close Status report (GLS1220). This SQR report displays the budget close status of the budgets you request. The budget close status is updated by both the Closing Run Control Validation process (GLS1211) and the Budget Close process (FSPYCLOS).

Reviewing the Budget Close Calculation Log

Access the Budget Close Calculation Log page.



Review Calculation Log page

The Source option and the Target option are used to access the associated source or target rows in the calculation log. For example, when you click the Fetch button and you have selected the Target, the scroll is populated with the roll forward (target) amounts in the calculation log. You can then click one of the Source buttons that appears to access a secondary page to see the associated source budget rows stored in the calculation log and determine from where the target amount is coming. The same applies if you elect to display the source amounts first.

Inquiring and Reporting on the Budget Close Status

Access the Budget Close Status page for online inquiry.

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Access the Budget Close Status Report page to request a report.

The closing process status can be one of these values:

All	Returns all statuses.
Closed	Budget is validated for the run control, and all budgets in the business unit, Commitment Control ledger group, Ruleset, budget period, and fiscal year are successfully closed. **Note.** This status is different from the budget close status on the Budget Attribute page.
Invalid	Closing Run Control Validation process has been run with errors.
No Status	Budget Close process has not been run on this budget.
Partial	Commitment Control ledger group is partially closed; that is, not all budgets in the budget ledger were covered by the Budget Close process.
Unclosed	Budget has been closed and reopened.
Validated	Closing Run Control Validation process has been run with no errors but Budget Close process has not been run.

Withdrawing or Reducing Commitment Control Budgets Without Closing

The functionality, which can also be termed *Reduce Budget Without Closing*, supports the reduction or withdrawing of uncommitted and unobligated budgets and is particularly applicable to United States Government accounting requirements to automatically withdraw all uncommitted and unobligated allotments and suballotments. This functionality can be used to reduce the budgetary amount equal to gross obligations so that the remaining balance is zero. The amounts that are automatically withdrawn can then be reallocated as necessary.

In PeopleSoft, appropriation, apportionment, allotment, and suballotment may be defined as distinct Commitment Control budget ledger groups that are related in a parent-and-child hierarchical structure. The following example illustrates a possible ledger group hierarchy and the associated key ChartFields:

- Appropriation ledger, with a key ChartField of Fund.
- Apportionment ledger, with a key ChartField of Fund.
- Allotment ledger, with key ChartFields of Fund and Dept ID.
- Suballotment ledger, with key ChartFields of Fund, Dept ID, and Class.

Without closing any of these budgets you can automatically withdraw or reduce all uncommitted and unobligated budget amounts, leaving the budget at its then existing status. By selecting the appropriate budget key values based on your established budget criteria, the system calculates the remaining budget balances. The system then generates Commitment Control budget adjustment journals by using Entry Event functionality to reduce any available budget to zero. The functionality is predicated on the following assumptions:

- The process executes on one Commitment Control ledger at a time, beginning with the lowest-level *child* budget ledger.
- The criteria for budget reduction are established by using business unit, ledger group, budget period, and ChartField values.

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- Amounts that are to be reduced are remaining balances, that are uncommitted (pre-encumbrance), unobligated (encumbrance), and unexpended amounts.
- The process ignores budgets with negative balances.
- All budget statuses are ignored, such as hold and close.
- The process generates budget adjustments journals that reduce the balances for the selected budgets to zero.
- Entry event codes are configured for the related business units and automatically default to the budget adjustments based on the setup to perform the required accounting.

Setting Up for Budget Withdrawal or Reduction Without Closing

The Budget Close COBOL process (FSPYCLOS) also supports the Reduce Budget Without Closing functionality. The pages used, the required setup, and the reports produced are shared.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Understanding Commitment Control Budget Closing and Withdrawal Without Closing, page 289.

To reduce or to withdraw uncommitted Commitment Control budgets do the following:

1. Define ChartField value sets.

   If you previously defined ChartField values sets for closing, you can use these, and the reduction process ignores roll forward related setup.

   You define ChartField value sets on the ChartField Value Set page.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining ChartField Value Sets for Budget Closing, page 296.

2. Define budget closing rules.

   Here you specify budget journal ID mask and entry event codes for budget reduction adjustment journals (if you have Entry Events enabled).

   You define closing rules on the Define Closing Rule component.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining Budget Closing Rules, page 297.

3. Define budget closing sets.

   Set the Purpose to *Reduce Budget Without Closing* and specify which ledger amount types (pre-encumbrances, encumbrances, expenses, and so on) are to be applied toward calculating the remaining budget balances to be reduced. You select budget closing sets when you run budget reduction. Specify all budgets that you want to close without including a budget more than once in a closing rule.

   You define budget closing sets on the Budget Closing Set page.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining Budget Closing Sets, page 303.

4. Run the Closing Set Validation report (GLS1210.)

   Run the report for each budget closing set to display (depending on your requirements) any error or warning messages for the following conditions:

   - Remaining balance calculation ledgers do not match the affect spending authority ledgers.
   - Closing rules overlapped on budget row coverage.
   - Child budgets are not in the closing set.

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- Parent budgets are not in the closing set.
- Entry Event is required for the budget ledger, but is not specified in the rule.

See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Running the Closing Set Validation Report (GLS1210), page 306.

5. Create and save a Budget Close run control to be validated before running.

   Include all closing sets for all budgets that you want to reduce. You specify the following:

   - Budget closing sets.
   - Business units for the reduction.
   - As of date for the reduction.
   - Output options, such as whether to generate a log file.

   Create the budget closing, or reduction run control on the Budget Close page.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Running and Validating the Budget Close Process to Close and Reopen Budgets, page 307.

6. Run the Closing Run Control Validation process (GLS1211).

   Use the report to validate that the closing sets on the run control for the Budget Close process that you created are complete and do not overlap. Specifically, this validation process creates a report that displays error or warning messages (depending on your requirements) for the following conditions:

   - Remaining Balance Calculation ledgers do not match the Affect Spending Authority ledgers.
   - Closing rules overlapped on budget row coverage.
   - Child budgets are not in the closing set.
   - Parent budgets are not in the closing set.
   - Not all Associated Budgets are included in the closing set.
   - Some budget balances are not covered by any of the closing rules.
   - Entry Event is required for the budget ledger but is not specified in the rule.

   Note. You cannot run the Budget Close process without first running this report free of errors.

   See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Validating the Budget Close Run Control, page 311.

7. Review the budget close status on the Closing Status inquiry page or the Budget Close Status Report (GLS1220) to confirm that the Closing Run Control Validation process marked all business unit, ledger group, and Ruleset combinations in the run control as Valid.
8. Run the Budget Close process using a run control that returns no errors for the Closing Run Control Validation process.

   Run the Budget Close process from the Budget Close page.

9. Check the results of the Budget Close process on the Review Calculation Log page or the Budget Close Calculation Log report (GLS1222); check to see that the balance of selected budgets is zero.

   See Inquiring and Reporting on Budget Closing Results.

10. You can undo a budget reduction or withdrawal just as you can a budget close.

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See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Reopening Closed or Reinstating Reduced Commitment Control Budgets, page 310.

11. If you undo the reduction process, validate the results by using the calculation log report and the budget status report to see that the balances are reinstated.

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CHAPTER 12

Archiving for Commitment Control

This chapter provides an overview of archiving for Oracle's PeopleSoft Enterprise Commitment Control and discusses how to:

- Archive commitment control records and tables.
- Restore archived records and tables.

Understanding Archiving for Commitment Control

This section discusses:

- Delivered archive procedures for commitment control.
- Preprocess for the CC Activity Archive.
- History tables.
- Archive Object.
- Archive Query.
- Archive Template
- Archive Results
- Performance

Prerequisites

Because commitment control archiving procedures are extensions of the PeopleSoft Enterprise PeopleTools Data Archive Manager functionality and because the commitment control archive procedures are totally dependant on that functionality, it is assumed that you have read the PeopleTools archiving documentation and thoroughly understand the terminology, the functionality, and have developed an archive strategy before reading this documentation and proceeding to archive commitment control activity, ledgers, and journals.

See *Enterprise PeopleTools 8.48 PeopleBook: Data Management, "Using PeopleSoft Data Archive Manager"*

Delivered Archive Procedures for Commitment Control

Three archive procedures are delivered for the archiving of commitment control records and tables:

- CC Activity Archive
- CC Journals Archive
- CC Ledgers Archive

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The following lists these procedures in the order that an archive is logically done and describes the tables archived with descriptions of the selection criteria and rules governing the archiving of commitment control records and tables:

Archive Procedure	Tables Archived	Prompts and Inclusion or Exclusion Rules
C C Activity Archive: The Archive Preprocess Application Engine process (KK_AR_AC_PRE) must be run to update the Process Instance of the KK_SOURCE_HDR for rows that are to be archived, based on the Archive Query selection criteria, which can be user-defined, and the implicit rules described for the commitment control activity tables. No post-process is necessary.	• KK_SOURCE_HDR • KK_SOURCE_LN • KK_ACTIVITY_LOG • KK_ACT_LOG_FS • KK_TRANS_LOG • KK_REFERENCED • KK_EXCPTN_TBL • KK_OVERRIDE_TBL • KK_LIQUIDATION	Archive Query prompt selection criteria: • Business unit from and to. • Transaction date. Inclusion and Exclusion Rules: • The Archive Preprocess Application Engine program (KK_AR_AC_PRE) must be used to select source transactions and their related transactions that are to be archived. • Source documents must be fully liquidated to be available for archive. • Other user-defined rules can be imposed in the associated Archive Query.
Commitment Control Journals: The KK_BUDGET_HDR is the base table and the KK_BUDGET_LN is the nonbase table. No preprocess or post-process are required.	• KK_BUDGET_HDR • KK_BUDGET_LN	Archive Query prompt selection criteria: • Business unit from and to. • Ledger group from and to. • Journal Date (on or before). Inclusion and Exclusion Rules (user-configurable through the Archive Queries), for example, you require that all journals have a status of posted or unposted.
Commitment Control Ledgers: No preprocess or post-process is necessary. The LEDGER_KK rows that are to be archived are based on the Archive Query selection criteria, which can be user-defined.	• LEDGER_KK • LEDGER_KK_FS	Archive Query prompt selection criteria: • Business unit from and to. • Ledger group from and to. • Fiscal year (data on or before the specified year). Inclusion and Exclusion Rules (all are user-configurable through the Archive Queries): • Related commitment control activity tables must already be archived (as addressed in delivered Query KK_ARCHIVE_LEDGER_EXCL2). • Budget must be closed (as addressed in delivered Query KK_ARCHIVE_LEDGER_EXCL1).

These commitment control archive procedures are delivered as sample data with all the necessary history tables, preprocesses, archive object definitions, query definitions, and template definitions necessary to archive commitment control activity, ledgers, and journals.

If other archiving needs should arise, you can modify or create new objects using the Data Archive Manager and Application Designer as described in PeopleSoft PeopleTools documentation.

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See *Enterprise PeopleTools 8.48 PeopleBook: Data Administration Tools, "Using PeopleSoft Data Archive Manager"*

Preprocess for the CC Activity Archive

The delivered CC Activity Archive Preprocess Application Engine program (KK_AR_AC_PRE) is unique to CC Activity Archive. The preprocess is necessary because related records to be archived from the activity tables must be selected by source transaction type and transaction activity from the overall accumulation of to-date activity that is stored in the activity tables.

You include the preprocess in the archive template and it is run as part of the overall commitment control activity archive procedure.

No other prearchive or post-archive programs are delivered and no other pre- or post-processing is needed for the delivered commitment control archive procedures.

However, if you have special requirements, you can create additional prearchive or post-archive application engine processing programs and included them in the archiving of your database records and tables by including them in the appropriate archive template.

History Tables

Commitment control delivers history tables as system data to be used with the delivered commitment control archive procedures.

You can change or configure history tables to correspond to any special requirements or configuration of your system using the PeopleSoft Application Designer and by following the instructions located in the PeopleTools documentation.

However, history tables are by definition copies of your database tables. To successfully archive and restore records and tables to and from the history tables, the history tables must mirror your specific database tables. This requirement must be considered before reconfiguring or customizing such things as ChartFields, fields, and tables. If you reconfigure or customize your tables or upgrade you system, refer to the PeopleSoft upgrade documentation for information dealing with these situations.

Archiving produces place copies of database information in the history tables and at that point, the data exists in the database and the history tables. You can remove the archived information from the database tables and remove the archived data from the history tables when you no longer need it by using the delete and the remove from history features available on the archive run control.

CC Activity Archive History Tables

The CC Activity Archive Preprocess Application Engine program (KK_AR_AC_PRE) selects source transaction types and their related transactions according to the parameters you specify and copies the selected records to their corresponding history tables.

The following lists the database tables from which records are archived for commitment control activity and the corresponding history tables:

Database Table	History Table
KK_ACTIVITY_LOG	KK_ACTVTY_LOG_H
KK_ACT_LOG_FS	KK_ACT_LOG_FS_H
KK_EXCPTN_TBL	KK_EXCEPTION_H

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Database Table	History Table
KK_LIQUIDATION	KK_LIQUIDATN_H
KK_OVERRIDE_TBL	KK_OVERRIDE_H
KK_REFERENCED	KK_REFERENCED_H
KK_SOURCE_HDR	KK_SOURCE_HDR_H
KK_SOURCE_LN	KK_SOURCE_LN_H
KK_TRANS_LOG	KK_TRANS_LOG_H
KK_ACT_LOG_FS	KK_ACT_LOG_FS_H

CC Ledger Archive History Tables

The following lists the database ledger tables that are archived for commitment control and the corresponding history tables:

Database Table	History Table
LEDGER_KK	LEDGER_KK_H
LEDGER_KK_FS	LEDGER_KK_FS_H

CC Journals Archive History Tables

The following lists the journal records that are archived for commitment control and the corresponding history tables:

Database Table	History Table
KK_BUDGET_HDR	KK_BUDGET_HDR_H
KK_BUDGET_LN	KK_BUDGET_LN_H

Archive Object

An archive object definition identifies the tables that contain the data to be archived and the history tables that are to be updated for each table.

It is important to understand the base table and nonbase table relationship. PeopleTools documentation explains in detail the concept and relationship of base to nonbase tables.

See *PeopleBooks Enterprise PeopleTools 8.48 PeopleBook: Data Management, "Managing Archive Objects," Understanding the Base Table and Non-base Tables*

Commitment control delivers the following archive object definitions as system data:

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Archive Object	Base Table	Description
KK_ARCHIVE_ACTIVITY	KK_SOURCE_HDR	Used in the archive of commitment control activity tables. See the list of CC Activity Archive history tables for a complete listing of the base table and the nonbase tables.
KK_ARCHIVE_LEDGER	LEDGER_KK	Used in the archive of commitment control ledger tables. See the list of CC Ledger Archive history tables for a listing of the base and associated nonbase tables.
KK_ARCHIVE_JOURNAL	KK_BUDGET_HDR	Used in the archive of commitment control journal tables. See the list of CC Journal Archive history tables for a listing of the base and associated nonbase tables.

Archive Query

Archive query definitions define the selection criteria to archive data from the database tables.

Archive Queries are defined only for base tables because nonbase tables are archived based on the archived data of the related base table.

Data Archive Manager uses PeopleSoft Query to define selection criteria for the base table of the base archive object. For example, you might choose to archive all rows in KK_BUDGET_HDR where business unit is FRA01.

There are many possible permutations of prompt and inclusion or exclusion logic. Always modify delivered queries or create new archive queries using the information provided in PeopleTools documentation. Do not use the delivered queries as is in your production environment because they are for examples only.

The following archive query definitions are delivered with the delivered archive procedures as system data.

Query Name	Description of Prompt and Exclusion Logic
KK_ARCHIVE_ACTIVITY	This activity archive query is created with the Prompt of Process Instance, Business Unit From/To, and Transaction Date. No exclusion logic is included. **Note.** For the Archive Query used with CC Activity Archive, the first Prompt field must be Process Instance. The preprocess populates it with a value for the subsequent archive process to be used.
KK_ARCHIVE_ACTIVITY_EXCL1	This activity archive query has the same Prompt as above, but it joins the PO_HDR table to exclude purchase orders with statuses other than completed or canceled. **Note.** For the Archive Query used with CC Activity Archive, the first Prompt field has must be Process Instance. The preprocess populates it with a value for the subsequent archive process to use.
KK_ARCHIVE_LEDGER	This ledger archive query has the Prompt of Business Unit From/To, Ledger Group From/To, and Fiscal Year. No exclusion logic is included.

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Query Name	Description of Prompt and Exclusion Logic
KK_ARCHIVE_LEDGER_EXCL1	This ledger archive query has the same Prompt as above, but only include budgets in the archive for which you have run the budget close process.
KK_ARCHIVE_LEDGER_EXCL2	This ledger archive query has the same Prompt as above, but only includes budgets for which the commitment control activity is archived.
KK_ARCHIVE_JOURNAL	This journal archive is defined with the Prompt of Business Unit From/To, Ledger Group From/To, and Journal Date. No exclusion is included.

Archive Template

When you archive commitment control records and tables, you can select one of the delivered system data templates or if necessary, create a new archive template definition. Each archive template definition includes one or more archive object definitions and corresponding archive query definitions. You can also specify in the archive template any preprocessing or post-processing application engine processes.

The following archive template definitions are delivered as system data to be used with the delivered commitment control archive procedures:

Archive Template	Archive Object	Pre or Post Processes
KKACTVTY	KK_ARCHIVE_ACTIVITY	KK_AR_AC_PRE (preprocess)
KKLEDGER	KK_ARCHIVE_LEDGER	None
KKBDJRNL	KK_ARCHIVE_JOURNAL	None

Archive Results

Use the Audit Archive page provided by PeopleTools Data Archive Manager to review archive result.

You can also create your own queries against the history tables to verify archive results.

See *Enterprise PeopleTools 8.48 PeopleBook: Data Management, "Using PeopleSoft Data Archive Manager"*

Performance

Parallel processing can be done by archiving multiple business units in separate ranges in the run controls.

While you can create additional logic in the Archive Queries it could slow down the performance. Test your queries for performance before implementing them in the archive process.

Archiving Commitment Control Records and Tables

This section provides an overview of the archive process flow and lists the pages used to archive data.

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To archive commitment control records and tables, use the Archive Data to History (PSARCHRUNCNTL), Define Query Bind Variables (PSARCHRUNQRYBND), and the Audit Archiving (PSARCHIVEAUDIT) components.

Understanding the Archive Process Flow

You use the Data Archive Manager to perform an archive.

Use the same run control page for each step in the process except for auditing the archive selection.

Perform these tasks to archive commitment control records and tables.

1. Archive to the history tables by selecting the archive template and query on the Archive Data to History page for the type of commitment control archive procedure that you want to accomplish.

   By clicking Reset Query Find Variables on the Define Query Bind Variables page you can reset criteria.

   Note. You can run the archive process multiple times to create various *what-if* scenarios based on the archive date.

2. (Optional) Review the number of rows that were selected for archiving for each table on the Audit Archiving page.

   This page lists the number of rows that were selected for archiving for each archive ID (template), archive batch number, and table combination.

   Note. This page displays data only if you select the Audit Row Count check box on the Archive Data to History page.

3. Delete the archived records and tables from the active database tables for a specific archive ID (template) and batch number on the Archive Data to History page.
4. (Optional) You can rollback archived data from the history tables for a specific archive ID (template) and batch number using the Archive Data to History page if, for example, you delete data from records and tables from the active database in error.
5. Off load data in the history tables to another database or to flat files.
6. Remove data from the history tables for a specific archive ID (template) and batch number using the Archive Data to History page.

The data in the history tables is keyed by the archive ID (template) and batch number for each archive run. If you want to see data in the tables selected to be archive, you can run a query on the history tables

Important! If you decide to run the archive selection process again, for example, because you did not select the correct data, you must first use the Data Archive Manager option to remove the previous data from the history tables.

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Pages Used to Archive Commitment Control Records and Tables

Page Name	Object Name	Navigation	Usage
Archive Data to History	PSARCHRUNCNTL	PeopleTools, Data Archive Manager, Archive Data to History	Select an archive template and query and select the action you want to take in the archiving process.
Define Query Bind Variables	PSARCHRUNQRYBND	Click Define Binds on the Archive Data to History page.	Click the Reset Query Bind Variables button and enter the values that are used to select the data to be archived.
Audit Archiving	PSARCHIVEAUDIT	PeopleTools, Data Archive Manager, Audit Archiving	View the number of rows selected to be archived for each table for a specific archive run.

Restoring Commitment Control Records and Tables

This section provides an overview of data restoration and lists the page used to restore data.

To restore commitment control records and tables, use the Archive Data to History component (PSARCHRUNCNTL).

Understanding Restoring Commitment Control Records and Tables

The Selection option on the Archive Data to History page places a copy of the data located in the active source records and tables in the history tables and the Delete option removes the archived data from the active source database tables. If you delete data from the source tables in error, you can restore the data from the history tables by using the Rollback option on the Archive Data to History page.

You cannot restore selected parts of the data from the history tables because the process restores all data for a specific archive ID (template) and process run. For example, you cannot specify that you want to restore data for a particular transaction to the source tables.

While you can restore data to the source tables from the history tables, the compatible structure of the source and history tables must be maintained over time to successfully restore data.

Important! After you delete data from the history tables, you cannot restore the data to the active source database tables unless you maintain flat files as backup and manually restore the data to the history tables from the flat file and then to the active database tables from the history tables.

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Page Used to Restore Commitment Control Records and Tables

Page Name	Object Name	Navigation	Usage
Archive Data to History	PSARCHRUNCNTL	PeopleTools, Data Archive Manager, Archive Data to History	Select an archive ID (template) and the batch number for the process run of the data that you want to restore.

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APPENDIX A

Configuring Batch Processes

This appendix discusses how to configure temporary tables for batch processing.

Configuring Temporary Tables for Batch Processing

When you run batch processes in parallel, you risk data contention and deadlocks on temporary tables. To avoid this, PeopleTools enables you to dedicate specific instances of temporary tables for each process. When PeopleSoft Application Engine manages a dedicated temporary table instance, it controls the locking of the table before use and the unlocking of the table after use.

When you decide how many temporary table instances to dedicate for a process, consider the number of temporary tables that the process uses. More instances result in more copies of the temporary tables on the system. For example, if a process uses 25 temporary tables and you have 10 instances for a process, you will have 250 temporary tables on the system.

If you run processes in parallel and all of the dedicated temporary table instances are in use, the performance of the process decreases. You need to find a balance that works for your organization.

See Also

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, "Optimizing General Ledger Performance"

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, "Configuring Batch Processes"

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APPENDIX B

Delivered Workflows for PeopleSoft Commitment Control

This appendix discusses delivered workflows for Oracle's PeopleSoft Enterprise Commitment Control.

See Also

Enterprise PeopleTools 8.48 PeopleBook: PeopleSoft Workflow

Enterprise PeopleTools 8.48 PeopleBook: Using PeopleSoft Applications

Chapter 9, "Managing Budget Exceptions," page 233

Delivered Workflows for PeopleSoft Commitment Control

This section discusses PeopleSoft Commitment Control workflows. The workflows are listed alphabetically by workflow name.

Commitment Control Alert Notification

This section discusses the Commitment Control Alert Notification workflow.

Description

Event Description	One or both of the following happens to trigger the Commitment Control Alert Notification: The Budget Processor logs a Commitment Control budget checking exception that matches the preferences established by an individual. A Commitment Control budget that matches the preferences established by an individual user is within the user specified percentage of being fully consumed.
Action Description	Based on preferences established for each user, the system may send an email notification that contains a link to the impacted budget, the system may place an item on the action owners worklist, or both.
Notification Method	Email, Worklist, or both

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Workflow Objects

Approval Rule Set	None
Business Process	Budget Control - KK_BUDGET_CONTROL
Activity	Review Budget Exceptions. Work Budget Exceptions. Review Budget Early Warning. Work Budget Early Warning.
Role	None

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APPENDIX C

PeopleSoft Commitment Control Reports

This appendix lists reports that are provided for Oracle's PeopleSoft Enterprise Commitment Control and discusses how to generate selected reports and use the ChartField selection Grid.

Note. For samples of these reports, see the Portable Document Format (PDF) files that are published on CD-ROM with your documentation.

See Also

Enterprise PeopleTools PeopleBook: PeopleSoft Process Scheduler

PeopleSoft Commitment Control Reports List and General Description

This table lists reports provided with PeopleSoft Enterprise Commitment Control. Use the table to find general information about Commitment Control reports. For more information about a report, click the link to navigate to information about the process where the report is used.

Report ID and Report Name	Description	Navigation	Run Control Page
FIN0024 Budget Reference	Lists all valid Budget Reference ChartField values in a setID. (Crystal)	Set Up Financials/ Supply Chain, Common Definitions, Design ChartFields, Reports, ChartField Reports, Budget Reference	RUN_FIN0024
FIN0054 Valid Budget Periods	Displays all valid Budget Period Calendars in a setID, including the budget periods for each calendar and the budget period start and end dates. (Crystal)	Commitment Control, Budget Reports, Budget Periods Report	RUN_FIN0054

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Report ID and Report Name	Description	Navigation	Run Control Page
KK_EXP Expenditure Analysis Budget	This PS/nVision layout contains columns for each ledger in the expenditure budgets you select, including the budget, pre-encumbrance, encumbrance, and expense ledgers. It shows the amount in each ledger for each budget row (or summarized row), along with the available budget amount. It also sums each ledger and the available budget amount across budget (or summarized) rows. See *Enterprise PeopleTools 8.48 PeopleBook: PS/ nVision.*	NA	NA
KK_REV Revenue Analysis Budget	This PS/nVision layout contains columns for each ledger in the revenue budgets you select, including the revenue budget, recognized revenue, and collected revenue ledgers. It shows the amount in each ledger for each budget row (or summarized row), and it sums each ledger across budget (or summarized) rows. See *Enterprise PeopleTools 8.48 PeopleBook: PS/ nVision*	NA	NA

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Report ID and Report Name	Description	Navigation	Run Control Page
FUND_STATUS Available Funds	Employees of the United States Federal Government must comply with the Antideficiency Act, which prohibits entering into contracts that exceed the enacted appropriations for the year or purchasing services and merchandise before appropriations are enacted. This report provides funding information for informed management decisions. The PeopleSoft nVision layout, FUND_STATUS.xnv, is delivered as a prototype for available fund internal reporting to comply with FSIO RC 02 requirement. See *Enterprise PeopleTools 8.48 PeopleBook: PS/nVision* See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, "Setting Up and Generating Federal Government and Statutory Reports," PeopleSoft Federal Government Reporting.	NA	NA
GLC8043 Project Expiration	Identifies expired projects and displays such information as project dates and managers. (Crystal)	Commitment Control, Budget Reports, Project Expiration	RUN_GLC8043
GLC8050 Budget Key Translation	Displays each key ChartField for each Ruleset in each Commitment Control ledger group in a setID, along with the ChartField's translation tree name and budgetary tree level. (Crystal)	Commitment Control, Budget Reports, Budget Key Translations Report	RUN_GLC8050
GLC8051 Budget Control Parameters	Displays the Ruleset ChartField, Control ChartField, and Commitment Control Option for each Ledger Group in a setID, as of the date you specify. (Crystal)	Commitment Control, Budget Reports, Budget Control Report	RUN_GLC8051

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Report ID and Report Name	Description	Navigation	Run Control Page
GLC8100 Budget Attributes (Crystal)	Displays the attributes of all budgets in a business unit as of the date that you enter. (Crystal) If you have configured ChartFields, you might want to use the GLX8100 XML Publisher report to avoid manual changes to this Crystal report.	Commitment Control, Budget Reports, Budget Attributes Report, Commitment Control Budget Attributes Report, click Run to access the Process Scheduler Request page and select Budget Attributes	RUN_GLC8100
GLX8100 Budget Attributes (XML format)	Displays the attributes of all budgets in a business unit as of the date that you enter. (XMLP) Crystal reports require manual changes when there are ChartField configurations. XML Publisher reports do not require manual changes to support ChartField configuration and use the same criteria as the Crystal reports.	Commitment Control, Budget Reports, Budget Attributes Report, Commitment Control Budget Attributes Report, click Run to access the Process Scheduler Request page and select XMLP: Budget Attributes	RUN_GLC8100
GLC8110 Associated Budgets (Crystal)	Displays all associations between expenditure and revenue budgets for a business unit, including the budgets' Commitment Control ledger groups and ChartField combinations, along with the revenue linking method, revenue cap, and revenue percentage. (Crystal) If you have configured ChartFields, you might want to use the GLX8110 XML Publisher report to avoid manual changes to this Crystal report.	Commitment Control, Budget Reports, Associated Budgets Report, Commitment Control Associated Budgets Report, click Run and select Associated Budgets	RUN_GLC8110

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Report ID and Report Name	Description	Navigation	Run Control Page
GLX8110 Associated Budgets (XML Publisher)	Displays all associations between expenditure and revenue budgets for a business unit, including the budgets' Commitment Control ledger groups and ChartField combinations, along with the revenue linking method, revenue cap, and revenue percentage. (XMLP) Crystal reports require manual changes when there are ChartField configurations. XML Publisher reports do not require manual changes to support ChartField configuration and use the same criteria as the Crystal reports.	Commitment Control, Budget Reports, Associated Budgets Report, Commitment Control Associated Budgets Report, click Run to access the Process Scheduler Request page and select XMLP: Associated Budgets	RUN_GLC8110
GLC8530 Budget Checking Batch Process Statuses (Crystal)	Displays the budget checking status of source transactions that have been budget-checked. Select reports by source transaction type, process instance, and process status. (Crystal) If you have configured ChartFields, you might want to use the GLX8530 report to avoid manual changes to this Crystal report.	Commitment Control, Budget Reports, Budget Checking Status, Commitment Control Budget Checking Status Report, click Run to access the Process Scheduler Request page and select Comm Cntl Bud Processor Status	RUN_GLC8530
GLX8530 Budget Checking Batch Process Statuses (XML Publisher)	Displays the budget checking status of source transactions that have been budget-checked. Select reports by source transaction type, process instance, and process status. (XMLP) Crystal reports require manual changes when there are ChartField configurations. XML Publisher reports do not require manual changes to support ChartField configuration and use the same criteria as the Crystal reports.	Commitment Control, Budget Reports, Budget Checking Status, Commitment Control Budget Checking Status Report, click Run to access the Process Scheduler Request page and select XMLP: KK Bud Processor Status	RUN_GLC8530

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Report ID and Report Name	Description	Navigation	Run Control Page
GLC8570 Commitment Control Activity Log (detail) Crystal	Displays budget-checking activity by Commitment Control Transaction Date, Commitment Control Transaction ID, source transaction type, Commitment Control ledger group, and ledger type (amount type). (Crystal) If you have configured ChartFields, you might want to use the GLX8570 report to avoid manual changes to this Crystal report.	Commitment Control, Budget Reports, Activity Log, Commitment Control Activity Log Report and click Run to access the Process Scheduler Request page and select Comm Cntrl Activity Log	RUN_GLC8570
GLX8570 Commitment Control Activity Log (detail) XML Publisher	Displays budget-checking activity by Commitment Control Transaction Date, Commitment Control Transaction ID, source transaction type, Commitment Control ledger group, and ledger type (amount type). (XMLP) Crystal reports require manual changes when there are ChartField configurations. XML Publisher reports do not require manual changes to support ChartField configuration and use the same criteria as the Crystal reports.	Commitment Control, Budget Reports, Activity Log, Commitment Control Activity Log Report and click Run to access the Process Scheduler Request page and select XMLP: KK Activity Log	RUN_GLC8570
GLC8571 Commitment Control Activity Log Summary (Crystal)	Displays budget-checking activity summarized by budget and ledger type (amount type). Selection criteria include Commitment Control Transaction Date, Commitment Control Transaction ID, source transaction type, Commitment Control ledger group, and ledger type. (Crystal) If you have configured ChartFields, you might want to use the GLX8571report to avoid manual changes to this Crystal report.	Commitment Control, Budget Reports, Activity Log, Commitment Control Activity Log Report and click Run to access the Process Scheduler Request page and select Comm Cntrl Activity Log Sum	RUN_GLC8571

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Report ID and Report Name	Description	Navigation	Run Control Page
GLX8571 Commitment Control Activity Log Summary XML Publisher	Displays budget-checking activity summarized by budget and ledger type (amount type). Selection criteria include Commitment Control Transaction Date, Commitment Control Transaction ID, source transaction type, Commitment Control ledger group, and ledger type. (XMLP) Crystal reports require manual changes when there are ChartField configurations. XML Publisher reports do not require manual changes to support ChartField configuration and use the same criteria as the Crystal reports.	Commitment Control, Budget Reports, Activity Log, Commitment Control Activity Log Report and click Run to access the Process Scheduler Request page and select XMLP: KK Activity Log Summary	RUN_GLC8571
GLC8572 Commitment Control Security	Displays the security rules assigned to each User ID and permission list, along with details about the budgets and security events included in the security rules. (Crystal)	Commitment Control, Define Budget Security, Security Report	RUN_GLC8572
GLS1200 Closing Rules	Displays all details that define a closing rule. (SQR) See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining Budget Closing Rules, page 297.	Commitment Control, Close Budget, Closing Rules Report	RUN_GLS1200
GLS1210 Closing Set Validation	Displays the budget period transfer set or fiscal year, closing rules, Commitment Control ledger groups, and ledgers (amount types) to include in balance forward calculation. Validates the closing set, displaying error or warning messages for conditions that could cause errors in the Budget Close process. (SQR) See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Defining and Validating Budget Closing Sets, page 302.	Commitment Control, Close Budget, Validate Closing Set	RUN_GLS1210

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Report ID and Report Name	Description	Navigation	Run Control Page
GLS1211 Closing Run Control Validation	Displays information similar to that which is displayed by the Closing Set Validation Report (GLS1210); however the Closing Run Control Validation Report validates a Budget Closing run control ID, thereby capturing errors across closing sets. (SQR) See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Running and Validating the Budget Close Process to Close and Reopen Budgets, page 307.	Commitment Control, Close Budget, Validate Run Control	RUN_GLS1211
GLS1220 Budget Close Status	Displays the budget close status of the budgets you request. (SQR) See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Inquiring and Reporting on Budget Closing Results, page 313.	Commitment Control, Close Budget, Closing Status Report	RUN_GLS1220
GLS1222 Budget Close Calculation Log Report	Displays the results of the Budget Close process. (SQR) See Chapter 11, "Closing and Withdrawing Commitment Control Budgets," Inquiring and Reporting on Budget Closing Results, page 313.	Commitment Control, Close Budget, Closing Calculation Log Report	RUN_GLS1222
GLS8002 Budget Ledger Detail	Displays budgets and their budget journals. (SQR)	Commitment Control, Post Control Budget Journals, Budget Ledger Details Report	RUN_GLS8002
GLS8005 Budget Transaction Detail	Displays transaction line details (budget post date, source transaction type, document ID, ledger amounts, override user ID) for budgets. (SQR) **Note.** Select User Budget Override to limit the report to transaction lines that were successfully budget-checked after an override. Displays the user ID of the user who performed the override.	Commitment Control, Budget Reports, Budget Transaction Detail	RUN_GLS8005

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Report ID and Report Name	Description	Navigation	Run Control Page
GLS8007 Budgetary Control Tree Audit	Audits all budget key ChartField translation trees for completeness and accuracy and displays various error and warning messages. The report verifies the tree structure and definition options and identifies all ChartField values not defined as tree nodes or represented as tree details. (SQR) See Chapter 3, "Setting Up Basic Commitment Control Options," Defining Translation Trees for Budget Key ChartFields, page 49.	Commitment Control, Budget Reports, Budgetary Control Tree Audit	RUN_GLS8007
GLS8010 Budgets Actuals Reconciliation	Reconciles budget-checking transaction activity with Commitment Control ledgers (LEDGER_KK) and general ledger actuals ledgers. (SQR)	Commitment Control, Budget Reports, Budgets/Actuals Reconciliation	RUN_GLS8010
GLS8020 Budget Status	Displays all Commitment Control ledger amounts (budgeted, pre-encumbrance, encumbrance, expense, collected, recognized) and the available balance for the budgets you select. (SQR) When using the ChartField selection grid all selected sub-total check boxes must be in sequence and there must be no gaps in the sequence. For example, to report subtotals for given accounts within a given budget reference, you sequence the ChartField Budget Reference as 1 and Account as 2 and check the Subtotal check box for each. This produces a Budget Status report with subtotals for all accounts that you specify within the specified budget reference subtotal.	Commitment Control, Budget Reports, Budget Status	RUN_GLS8020

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Report ID and Report Name	Description	Navigation	Run Control Page
GLS8510 Ledger Details	Displays such details as amounts and currency for each ledger (amount type) in the control budgets you select, as well as the available amount for the budget. (SQR)	Commitment Control, Budget Reports, Ledger Details	RUN_GLS8510

Managing ChartFields for Reports

The following discusses how to:

- Use XMLP reports to support configured ChartField.
- Use the ChartFields Selection Grid for SQR reports.

Using XMLP Reports to Support Configured ChartField

Oracle XML Publisher (XMLP) technology is accessible from PeopleTools 8.48 PS Query and all PeopleTools 8.48 based applications. This technology enables PeopleSoft Enterprise to deliver XML Publisher reports to supplement some Crystal reports, which require manual changes if you implement ChartField configuration. These XML Publisher reports do not require manual changes to support ChartField configuration and use the same criteria as the Crystal reports.

The following is a list of the Commitment Control reports and other application reports that can be generated in both Crystal and XML Publisher:

- Valid Speed Types: Available as a FIN0007 Crystal or FSX0007 XML Publisher report.
- Journal Entry Template: Available as a GLC4007 Crystal or GLX4007 XML Publisher report.
- Regulatory Ledger Translation Error: Available as a FIN5101 Crystal or FSX5101 XML Publisher report.
- Journal Entry Detail: Available as a GLC7501 Crystal or GLX7501 XML Publisher report.
- Journal Entry Detail (separate debit and credit): Available as a GLC7502 Crystal or GLX7502 XML Publisher report.
- Budget Attributes: Available as a GLC8100 Crystal or GLX8100 XML Publisher report.
- Associated Budgets: Available as a GLC8110 Crystal or GLX8110 XML Publisher report.
- Budget Checking Batch Process Statuses: Available as a GLC8530 Crystal or GLX 8530 XML Publisher report.
- Activity Log Detail: Available as a GLC8570 Crystal or GLX8570 XML Publisher report.
- Activity Log Summary: Available as a GLC8571 or GLX8571 XML Publisher report.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Application Fundamentals Reports”.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook* , “PeopleSoft Financials Global Reports”.

See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, “General Ledger Reports”.

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Using the ChartField Selection Grid for SQR Reports

The *ChartField Selection* grid enables you to select the ChartFields combinations you want to view.

To enter report selection criteria in the ChartField Selection Grid:

1. Enter the header selection criteria and click Refresh to populate the grid with rows for each ChartField.
2. Click Include CF for the ChartFields that you want to include values for in the report.

   PeopleSoft delivers reports with a fixed number of lines on the report heading. This number is determined based on the most common business practice. There is just enough space for a few ChartFields on the heading and still retain enough space for detail lines on each page. If you elect to include more ChartFields, the report will not have enough space to print all ChartField headings. This results in report heading and detail lines that overlay each other. If your circumstances require you to print more than the optimum number of ChartField values, change the report to increase the report heading lines. Increasing the number of ChartFields is a customization and is not supported by PeopleSoft.
3. (Optional) Use the *Value* field to enter ChartField values for the budgets you want to report on.

   Leave blank to select all values for the ChartField. Some Commitment Control report request pages include *Value From* and *Value To* fields to enable you to select ranges of ChartField values.
4. (Optional) Change the *Sequence* in which the ChartFields appears on the report.

   For example, if you are reporting by Account and Department and you select Account as first in the sequence, then the report displays budget rows as follows:

Account	Department
60000	100
	110
	120
62000	100
	110
	130

   The default sequence is alphabetical.
5. (Optional) Select *Descr* to include a description of the ChartField value.
6. (Optional) Select *Subtotal* to include a subtotal of all amounts for the ChartField.

   For example, if you are reporting by Account and Department as in the above example, and you select Subtotal for Account, the report displays a subtotal amount for each Account:

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Account	Department	Amount
60000	100	1000
	110	2000
	120	1000
Subtotal		*4000*
62000	100	2000
	110	1000
	130	3000
Subtotal		*6000*

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Glossary of PeopleSoft Enterprise Terms

absence entitlement This element defines rules for granting paid time off for valid absences, such as sick time, vacation, and maternity leave. An absence entitlement element defines the entitlement amount, frequency, and entitlement period.

absence take This element defines the conditions that must be met before a payee is entitled to take paid time off.

academic career In PeopleSoft Enterprise Campus Solutions, all course work that a student undertakes at an academic institution and that is grouped in a single student record. For example, a university that has an undergraduate school, a graduate school, and various professional schools might define several academic careers—an undergraduate career, a graduate career, and separate careers for each professional school (law school, medical school, dental school, and so on).

academic institution In PeopleSoft Enterprise Campus Solutions, an entity (such as a university or college) that is independent of other similar entities and that has its own set of rules and business processes.

academic organization In PeopleSoft Enterprise Campus Solutions, an entity that is part of the administrative structure within an academic institution. At the lowest level, an academic organization might be an academic department. At the highest level, an academic organization can represent a division.

academic plan In PeopleSoft Enterprise Campus Solutions, an area of study—such as a major, minor, or specialization—that exists within an academic program or academic career.

academic program In PeopleSoft Enterprise Campus Solutions, the entity to which a student applies and is admitted and from which the student graduates.

accounting class In PeopleSoft Enterprise Performance Management, the accounting class defines how a resource is treated for generally accepted accounting practices. The Inventory class indicates whether a resource becomes part of a balance sheet account, such as inventory or fixed assets, while the Non-inventory class indicates that the resource is treated as an expense of the period during which it occurs.

accounting date The accounting date indicates when a transaction is recognized, as opposed to the date the transaction actually occurred. The accounting date and transaction date can be the same. The accounting date determines the period in the general ledger to which the transaction is to be posted. You can only select an accounting date that falls within an open period in the ledger to which you are posting. The accounting date for an item is normally the invoice date.

accounting split The accounting split method indicates how expenses are allocated or divided among one or more sets of accounting ChartFields.

accumulator You use an accumulator to store cumulative values of defined items as they are processed. You can accumulate a single value over time or multiple values over time. For example, an accumulator could consist of all voluntary deductions, or all company deductions, enabling you to accumulate amounts. It allows total flexibility for time periods and values accumulated.

action reason The reason an employee's job or employment information is updated. The action reason is entered in two parts: a personnel action, such as a promotion, termination, or change from one pay group to another—and a reason for that action. Action reasons are used by PeopleSoft Enterprise Human Resources, PeopleSoft Enterprise Benefits

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Administration, PeopleSoft Enterprise Stock Administration, and the COBRA Administration feature of the Base Benefits business process.

action template In PeopleSoft Enterprise Receivables, outlines a set of escalating actions that the system or user performs based on the period of time that a customer or item has been in an action plan for a specific condition.

activity In PeopleSoft Enterprise Learning Management, an instance of a catalog item (sometimes called a class) that is available for enrollment. The activity defines such things as the costs that are associated with the offering, enrollment limits and deadlines, and waitlisting capacities.

In PeopleSoft Enterprise Performance Management, the work of an organization and the aggregation of actions that are used for activity-based costing.

In PeopleSoft Enterprise Project Costing, the unit of work that provides a further breakdown of projects—usually into specific tasks.

In PeopleSoft Workflow, a specific transaction that you might need to perform in a business process. Because it consists of the steps that are used to perform a transaction, it is also known as a step map.

address usage In PeopleSoft Enterprise Campus Solutions, a grouping of address types defining the order in which the address types are used. For example, you might define an address usage code to process addresses in the following order: billing address, dormitory address, home address, and then work address.

adjustment calendar In PeopleSoft Enterprise Campus Solutions, the adjustment calendar controls how a particular charge is adjusted on a student's account when the student drops classes or withdraws from a term. The charge adjustment is based on how much time has elapsed from a predetermined date, and it is determined as a percentage of the original charge amount.

administrative function In PeopleSoft Enterprise Campus Solutions, a particular functional area that processes checklists, communication, and comments. The administrative function identifies which variable data is added to a person's checklist or communication record when a specific checklist code, communication category, or comment is assigned to the student. This key data enables you to trace that checklist, communication, or comment back to a specific processing event in a functional area.

admit type In PeopleSoft Enterprise Campus Solutions, a designation used to distinguish first-year applications from transfer applications.

agreement In PeopleSoft Enterprise eSettlements, provides a way to group and specify processing options, such as payment terms, pay from a bank, and notifications by a buyer and supplier location combination.

allocation rule In PeopleSoft Enterprise Incentive Management, an expression within compensation plans that enables the system to assign transactions to nodes and participants. During transaction allocation, the allocation engine traverses the compensation structure from the current node to the root node, checking each node for plans that contain allocation rules.

alternate account A feature in PeopleSoft Enterprise General Ledger that enables you to create a statutory chart of accounts and enter statutory account transactions at the detail transaction level, as required for recording and reporting by some national governments.

analysis database In PeopleSoft Enterprise Campus Solutions, database tables that store large amounts of student information that may not appear in standard report formats. The analysis database tables contain keys for all objects in a report that an application program can use to reference other student-record objects that are not contained in the printed report. For instance, the analysis database contains data on courses that are considered

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	for satisfying a requirement but that are rejected. It also contains information on courses captured by global limits. An analysis database is used in PeopleSoft Enterprise Academic Advisement.
Application Messaging	PeopleSoft Application Messaging enables applications within the PeopleSoft Enterprise product family to communicate synchronously or asynchronously with other PeopleSoft Enterprise and third-party applications. An application message defines the records and fields to be published or subscribed to.
AR specialist	Abbreviation for *receivables specialist.* In PeopleSoft Enterprise Receivables, an individual in who tracks and resolves deductions and disputed items.
arbitration plan	The arbiter when multiple price rules match the transaction. This plan determines the order in which the price rules are applied to the transaction base price.
assessment rule	In PeopleSoft Enterprise Receivables, a user-defined rule that the system uses to evaluate the condition of a customer's account or of individual items to determine whether to generate a follow-up action.
asset class	An asset group used for reporting purposes. It can be used in conjunction with the asset category to refine asset classification.
attribute/value pair	In PeopleSoft Enterprise Directory Interface, relates the data that makes up an entry in the directory information tree.
auction event	In PeopleSoft Strategic Sourcing, a sourcing event where bidders actively compete against one another to achieve the best price or score.
audience	In PeopleSoft Enterprise Campus Solutions, a segment of the database that relates to an initiative, or a membership organization that is based on constituent attributes rather than a dues-paying structure. Examples of audiences include the Class of '65 and Undergraduate Arts & Sciences.
authentication server	A server that is set up to verify users of the system.
base time period	In PeopleSoft Enterprise Business Planning, the lowest level time period in a calendar.
benchmark job	In PeopleSoft Enterprise Workforce Analytics Solution, a benchmark job is a job code for which there is corresponding salary survey data from published, third-party sources.
bid response	In PeopleSoft Strategic Sourcing, the response by a bidder to an event.
billing career	In PeopleSoft Enterprise Campus Solutions, the one career under which other careers are grouped for billing purposes if a student is active simultaneously in multiple careers.
bio bit or bio brief	In PeopleSoft Enterprise Campus Solutions, a report that summarizes information stored in the system about a particular constituent. You can generate standard or specialized reports.
book	In PeopleSoft Enterprise Asset Management, used for storing financial and tax information, such as costs, depreciation attributes, and retirement information on assets.
branch	A tree node that rolls up to nodes above it in the hierarchy, as defined in PeopleSoft Tree Manager.
budgetary account only	An account used by the system only and not by users; this type of account does not accept transactions. You can only budget with this account. Formerly called "system-maintained account."

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budget check In commitment control, the processing of source transactions against control budget ledgers, to see if they pass, fail, or pass with a warning.

budget control In commitment control, budget control ensures that commitments and expenditures don't exceed budgets. It enables you to track transactions against corresponding budgets and terminate a document's cycle if the defined budget conditions are not met. For example, you can prevent a purchase order from being dispatched to a vendor if there are insufficient funds in the related budget to support it.

budget period The interval of time (such as 12 months or 4 quarters) into which a period is divided for budgetary and reporting purposes. The ChartField allows maximum flexibility to define operational accounting time periods without restriction to only one calendar.

business activity The name of a subset of a detailed business process. This might be a specific transaction, task, or action that you perform in a business process.

business event In PeopleSoft Enterprise Receivables, defines the processing characteristics for the Receivable Update process for a draft activity.

In PeopleSoft Enterprise Sales Incentive Management, an original business transaction or activity that may justify the creation of a PeopleSoft Enterprise Incentive Management event (a sale, for example).

business process A standard set of 17 business processes are defined and maintained by the PeopleSoft Enterprise product families and are supported by the Business Process Engineering group. An example of a business process is Order Fulfillment, which is a business process that manages sales orders and contracts, inventory, billing, and so forth.

See also *detailed business process.*

business unit constraints In PeopleSoft Strategic Sourcing, these constraints apply to a selected Strategic Sourcing business unit. Spend is tracked across all of the events within the selected Strategic Sourcing business unit.

business task The name of the specific function depicted in one of the business processes.

business unit A corporation or a subset of a corporation that is independent with regard to one or more operational or accounting functions.

buyer In PeopleSoft Enterprise eSettlements, an organization (or business unit, as opposed to an individual) that transacts with suppliers (vendors) within the system. A buyer creates payments for purchases that are made in the system.

buy event In PeopleSoft Strategic Sourcing, for event creators, the purchase of goods or services, most typically associated with a request for quote, proposal, or reverse auction.For bidders, the sale of goods or services.

campus In PeopleSoft Enterprise Campus Solutions, an entity that is usually associated with a distinct physical administrative unit, that belongs to a single academic institution, that uses a unique course catalog, and that produces a common transcript for students within the same academic career.

cash drawer A repository for monies and payments taken locally.

catalog item In PeopleSoft Enterprise Learning Management, a specific topic that a learner can study and have tracked. For example, "Introduction to Microsoft Word." A catalog item contains general information about the topic and includes a course code, description, categorization, keywords, and delivery methods. A catalog item can have one or more learning activities.

catalog map In PeopleSoft Enterprise Catalog Management, translates values from the catalog source data to the format of the company's catalog.

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catalog partner In PeopleSoft Enterprise Catalog Management, shares responsibility with the enterprise catalog manager for maintaining catalog content.

categorization Associates partner offerings with catalog offerings and groups them into enterprise catalog categories.

category In PeopleSoft Enterprise Campus Solutions, a broad grouping to which specific comments or communications (contexts) are assigned. Category codes are also linked to 3C access groups so that you can assign data-entry or view-only privileges across functions.

channel In PeopleSoft MultiChannel Framework, email, chat, voice (computer telephone integration [CTI]), or a generic event.

ChartField A field that stores a chart of accounts, resources, and so on, depending on the PeopleSoft Enterprise application. ChartField values represent individual account numbers, department codes, and so forth.

ChartField balancing You can require specific ChartFields to match up (balance) on the debit and the credit side of a transaction.

ChartField combination edit The process of editing journal lines for valid ChartField combinations based on user-defined rules.

ChartKey One or more fields that uniquely identify each row in a table. Some tables contain only one field as the key, while others require a combination.

checkbook In PeopleSoft Enterprise Promotions Management, enables you to view financial data (such as planned, incurred, and actual amounts) that is related to funds and trade promotions.

checklist code In PeopleSoft Enterprise Campus Solutions, a code that represents a list of planned or completed action items that can be assigned to a staff member, volunteer, or unit. Checklists enable you to view all action assignments on one page.

claimback In the wholesale distribution industry, a contract between supplier and distributor, in which monies are paid to the distributor on the sale of specified products or product groups to targeted customers or customer groups.

class In PeopleSoft Enterprise Campus Solutions, a specific offering of a course component within an academic term.

See also *course.*

Class ChartField A ChartField value that identifies a unique appropriation budget key when you combine it with a fund, department ID, and program code, as well as a budget period. Formerly called *sub-classification.*

clearance In PeopleSoft Enterprise Campus Solutions, the period of time during which a constituent in PeopleSoft Enterprise Contributor Relations is approved for involvement in an initiative or an action. Clearances are used to prevent development officers from making multiple requests to a constituent during the same time period.

clone In PeopleCode, to make a unique copy. In contrast, to *copy* may mean making a new reference to an object, so if the underlying object is changed, both the copy and the original change.

cohort In PeopleSoft Enterprise Campus Solutions, the highest level of the three-level classification structure that you define for enrollment management. You can define a cohort level, link it to other levels, and set enrollment target numbers for it.

See also *population* and *division*.

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collection To make a set of documents available for searching in Verity, you must first create at least one collection. A collection is set of directories and files that allow search application users to use the Verity search engine to quickly find and display source documents that match search criteria. A collection is a set of statistics and pointers to the source documents, stored in a proprietary format on a file server. Because a collection can only store information for a single location, PeopleTools maintains a set of collections (one per language code) for each search index object.

collection rule In PeopleSoft Enterprise Receivables, a user-defined rule that defines actions to take for a customer based on both the amount and the number of days past due for outstanding balances.

comm key See *communication key.*

communication key In PeopleSoft Enterprise Campus Solutions, a single code for entering a combination of communication category, communication context, communication method, communication direction, and standard letter code. Communication keys (also called *comm keys* or *speed keys*) can be created for background processes as well as for specific users.

compensation object In PeopleSoft Enterprise Incentive Management, a node within a compensation structure. Compensation objects are the building blocks that make up a compensation structure's hierarchical representation.

compensation structure In PeopleSoft Enterprise Incentive Management, a hierarchical relationship of compensation objects that represents the compensation-related relationship between the objects.

component interface A component interface is a set of application programming interfaces (APIs) that you can use to access and modify PeopleSoft Enterprise database information using a program instead of the PeopleSoft client.

condition In PeopleSoft Enterprise Receivables, occurs when there is a change of status for a customer's account, such as reaching a credit limit or exceeding a user-defined balance due.

configuration parameter catalog Used to configure an external system with PeopleSoft Enterprise. For example, a configuration parameter catalog might set up configuration and communication parameters for an external server.

configuration plan In PeopleSoft Enterprise Incentive Management, configuration plans hold allocation information for common variables (not incentive rules) and are attached to a node without a participant. Configuration plans are not processed by transactions.

constituents In PeopleSoft Enterprise Campus Solutions, friends, alumni, organizations, foundations, or other entities affiliated with the institution, and about which the institution maintains information. The constituent types delivered with PeopleSoft Enterprise Contributor Relations Solutions are based on those defined by the Council for the Advancement and Support of Education (CASE).

constraint A business policy or rule that affects how a sourcing event is awarded. There are three types of constraints: business, global, and event.

content reference Content references are pointers to content registered in the portal registry. These are typically either URLs or iScripts. Content references fall into three categories: target content, templates, and template pagelets.

context In PeopleCode, determines which buffer fields can be contextually referenced and which is the current row of data on each scroll level when a PeopleCode program is running.

In PeopleSoft Enterprise Campus Solutions, a specific instance of a comment or communication. One or more contexts are assigned to a category, which you link to

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	3C access groups so that you can assign data-entry or view-only privileges across functions. In PeopleSoft Enterprise Incentive Management, a mechanism that is used to determine the scope of a processing run. PeopleSoft Enterprise Incentive Management uses three types of context: plan, period, and run-level.
control table	Stores information that controls the processing of an application. This type of processing might be consistent throughout an organization, or it might be used only by portions of the organization for more limited sharing of data.
cost plus contract line	A rate-based contract line associated with a fee component of Award, Fixed, Incentive, or Other. Rate-based contract lines associated with a fee type of None are not considered cost-plus contract lines.
cost plus pricing	In PeopleSoft Enterprise Pricer, a pricing method that begins with cost of goods as the basis.
cost profile	A combination of a receipt cost method, a cost flow, and a deplete cost method. A profile is associated with a cost book and determines how items in that book are valued, as well as how the material movement of the item is valued for the book.
cost row	A cost transaction and amount for a set of ChartFields.
counter sale	A face-to-face customer transaction where the customer typically selects items from the storefront or picks up products that they ordered ahead of time. Customers pay for the goods at the counter and take the goods with them instead of having the goods shipped from a warehouse.
course	In PeopleSoft Enterprise Campus Solutions, a course that is offered by a school and that is typically described in a course catalog. A course has a standard syllabus and credit level; however, these may be modified at the class level. Courses can contain multiple components such as lecture, discussion, and lab. See also *class.*
course share set	In PeopleSoft Enterprise Campus Solutions, a tag that defines a set of requirement groups that can share courses. Course share sets are used in PeopleSoft Enterprise Academic Advisement.
current learning	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's in-progress learning activities and programs.
data acquisition	In PeopleSoft Enterprise Incentive Management, the process during which raw business transactions are acquired from external source systems and fed into the operational data store (ODS).
data cube	In PeopleSoft Analytic Calculation Engine, a data cube is a container for one kind of data (such as Sales data) and works with in tandem with one or more dimensions. Dimensions and data cubes in PeopleSoft Analytic Calculation Engine are unrelated to dimensions and online analytical processing (OLAP) cubes in PeopleSoft Cube Manager.
data elements	Data elements, at their simplest level, define a subset of data and the rules by which to group them. For Workforce Analytics, data elements are rules that tell the system what measures to retrieve about your workforce groups.
dataset	A data grouping that enables role-based filtering and distribution of data. You can limit the range and quantity of data that is displayed for a user by associating dataset rules with user roles. The result of dataset rules is a set of data that is appropriate for the user's roles.

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delivery method

In PeopleSoft Enterprise Learning Management, identifies the primary type of delivery method in which a particular learning activity is offered. Also provides default values for the learning activity, such as cost and language. This is primarily used to help learners search the catalog for the type of delivery from which they learn best. Because PeopleSoft Enterprise Learning Management is a blended learning system, it does not enforce the delivery method.

In PeopleSoft Enterprise Supply Chain Management, identifies the method by which goods are shipped to their destinations (such as truck, air, and rail). The delivery method is specified when creating shipment schedules.

delivery method type

In PeopleSoft Enterprise Learning Management, identifies how learning activities can be delivered—for example, through online learning, classroom instruction, seminars, books, and so forth—in an organization. The type determines whether the delivery method includes scheduled components.

detailed business process

A subset of the business process. For example, the detailed business process named Determine Cash Position is a subset of the business process called Cash Management.

dimension

In PeopleSoft Analytic Calculation Engine, a dimension contains a list of one kind of data that can span various contexts, and it is a basic component of an analytic model. Within the analytic model, a dimension is attached to one or more data cubes. In PeopleSoft Cube Manager, a dimension is the most basic component of an OLAP cube and specifies the PeopleSoft metadata to be used to create the dimension's rollup structure. Dimensions and data cubes in PeopleSoft Analytic Calculation Engine are unrelated to dimensions and OLAP cubes in PeopleSoft Cube Manager.

direct receipt

Items shipped from a warehouse or vendor to another warehouse.

direct ship

Items shipped from the vendor or warehouse directly to the customer (formerly referred to as *drop ship*).

directory information tree

In PeopleSoft Enterprise Directory Interface, the representation of a directory's hierarchical structure.

division

In PeopleSoft Enterprise Campus Solutions, the lowest level of the three-level classification structure that you define in PeopleSoft Enterprise Recruiting and Admissions for enrollment management. You can define a division level, link it to other levels, and set enrollment target numbers for it.

See also *population* and *cohort*.

document sequencing

A flexible method that sequentially numbers the financial transactions (for example, bills, purchase orders, invoices, and payments) in the system for statutory reporting and for tracking commercial transaction activity.

dynamic detail tree

A tree that takes its detail values—dynamic details—directly from a table in the database, rather than from a range of values that are entered by the user.

edit table

A table in the database that has its own record definition, such as the Department table. As fields are entered into a PeopleSoft Enterprise application, they can be validated against an edit table to ensure data integrity throughout the system.

effective date

A method of dating information in PeopleSoft Enterprise applications. You can predate information to add historical data to your system, or postdate information in order to enter it before it actually goes into effect. By using effective dates, you don't delete values; you enter a new value with a current effective date.

EIM ledger

Abbreviation for *Enterprise Incentive Management ledger.* In PeopleSoft Enterprise Incentive Management, an object to handle incremental result gathering within the scope of a participant. The ledger captures a result set with all of the appropriate traces to the data origin and to the processing steps of which it is a result.

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elimination set In PeopleSoft Enterprise General Ledger, a related group of intercompany accounts that is processed during consolidations.

entry event In PeopleSoft Enterprise General Ledger, Receivables, Payables, Purchasing, and Billing, a business process that generates multiple debits and credits resulting from single transactions to produce standard, supplemental accounting entries.

equitization In PeopleSoft Enterprise General Ledger, a business process that enables parent companies to calculate the net income of subsidiaries on a monthly basis and adjust that amount to increase the investment amount and equity income amount before performing consolidations.

equity item limit In PeopleSoft Enterprise Campus Solutions, the amounts of funds set by the institution to be awarded with discretionary or gift funds. The limit could be reduced by amounts equal to such things as expected family contribution (EFC) or parent contribution. Students are packaged by Equity Item Type Groups and Related Equity Item Types. This limit can be used to assure that similar student populations are packaged equally.

event A predefined point either in the Component Processor flow or in the program flow. As each point is encountered, the event activates each component, triggering any PeopleCode program that is associated with that component and that event. Examples of events are FieldChange, SavePreChange, and RowDelete.

In PeopleSoft Enterprise Human Resources, also refers to an incident that affects benefits eligibility.

event constraints In PeopleSoft Strategic Sourcing, these constraints are associated with a specific sourcing event. Spend is tracked within the selected event.

event propagation process In PeopleSoft Enterprise Sales Incentive Management, a process that determines, through logic, the propagation of an original PeopleSoft Enterprise Incentive Management event and creates a derivative (duplicate) of the original event to be processed by other objects. PeopleSoft Enterprise Enterprise Sales Incentive Management uses this mechanism to implement splits, roll-ups, and so on. Event propagation determines who receives the credit.

exception In PeopleSoft Enterprise Receivables, an item that either is a deduction or is in dispute.

exclusive pricing In PeopleSoft Enterprise Order Management, a type of arbitration plan that is associated with a price rule. Exclusive pricing is used to price sales order transactions.

fact In PeopleSoft Enterprise applications, facts are numeric data values from fields from a source database as well as an analytic application. A fact can be anything you want to measure your business by, for example, revenue, actual, budget data, or sales numbers. A fact is stored on a fact table.

financial aid term In PeopleSoft Enterprise Campus Solutions, a combination of a period of time that the school determines as an instructional accounting period and an academic career. It is created and defined during the setup process. Only terms eligible for financial aid are set up for each financial aid career.

financial sanctions For U.S. based companies and their foreign subsidiaries, a federal regulation from the Office of Foreign Assets Control (OFAC) requires that vendors be validated against a Specially Designated Nationals (SDN) list prior to payment.

For PeopleSoft Payables, eSettlements, Cash Management, and Order to Cash, you can validate your vendors against any financial sanctions list (for example, the SDN list, a European Union list, and so on).

forecast item A logical entity with a unique set of descriptive demand and forecast data that is used as the basis to forecast demand. You create forecast items for a wide range of uses, but they ultimately represent things that you buy, sell, or use in your organization and for which you require a predictable usage.

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fund In PeopleSoft Enterprise Promotions Management, a budget that can be used to fund promotional activity. There are four funding methods: top down, fixed accrual, rolling accrual, and zero-based accrual.

gap In PeopleSoft Enterprise Campus Solutions, an artificial figure that sets aside an amount of unmet financial aid need that is not funded with Title IV funds. A gap can be used to prevent fully funding any student to conserve funds, or it can be used to preserve unmet financial aid need so that institutional funds can be awarded.

generic process type In PeopleSoft Process Scheduler, process types are identified by a generic process type. For example, the generic process type SQR includes all SQR process types, such as SQR process and SQR report.

gift table In PeopleSoft Enterprise Campus Solutions, a table or so-called *donor pyramid* describing the number and size of gifts that you expect will be needed to successfully complete the campaign in PeopleSoft Enterprise Contributor Relations. The gift table enables you to estimate the number of donors and prospects that you need at each gift level to reach the campaign goal.

GDS Abbreviation for *Global Distribution System.* Broad-based term to describe all computer reservation systems for making travel plans.

GL business unit Abbreviation for *general ledger business unit.* A unit in an organization that is an independent entity for accounting purposes. It maintains its own set of accounting books.

See also *business unit.*

GL entry template Abbreviation for *general ledger entry template.* In PeopleSoft Enterprise Campus Solutions, a template that defines how a particular item is sent to the general ledger. An item-type maps to the general ledger, and the GL entry template can involve multiple general ledger accounts. The entry to the general ledger is further controlled by high-level flags that control the summarization and the type of accounting—that is, accrual or cash.

GL Interface process Abbreviation for *General Ledger Interface process.* In PeopleSoft Enterprise Campus Solutions, a process that is used to send transactions from PeopleSoft Enterprise Student Financials to the general ledger. Item types are mapped to specific general ledger accounts, enabling transactions to move to the general ledger when the GL Interface process is run.

global constraints In PeopleSoft Strategic Sourcing, these constraints apply across multiple Strategic Sourcing business units. Spend is tracked across all of the events from the multiple Strategic Sourcing business units.

group In PeopleSoft Enterprise Billing and Receivables, a posting entity that comprises one or more transactions (items, deposits, payments, transfers, matches, or write-offs).

In PeopleSoft Enterprise Human Resources Management and Supply Chain Management, any set of records that are associated under a single name or variable to run calculations in PeopleSoft business processes. In PeopleSoft Enterprise Time and Labor, for example, employees are placed in groups for time reporting purposes.

ideal response In PeopleSoft Strategic Sourcing, a question that requires the response to match the ideal value for the bid to be considered eligible for award. If the response does not match the ideal value, you can still submit the bid, but it will be disqualified and ineligible for award.

incentive object In PeopleSoft Enterprise Incentive Management, the incentive-related objects that define and support the PeopleSoft Enterprise Incentive Management calculation process and results, such as plan templates, plans, results data, and user interaction objects.

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incentive rule In PeopleSoft Enterprise Sales Incentive Management, the commands that act on transactions and turn them into compensation. A rule is one part in the process of turning a transaction into compensation.

incur In PeopleSoft Enterprise Promotions Management, to become liable for a promotional payment. In other words, you owe that amount to a customer for promotional activities.

initiative In PeopleSoft Enterprise Campus Solutions, the basis from which all advancement plans are executed. It is an organized effort targeting a specific constituency, and it can occur over a specified period of time with specific purposes and goals. An initiative can be a campaign, an event, an organized volunteer effort, a membership drive, or any other type of effort defined by the institution. Initiatives can be multipart, and they can be related to other initiatives. This enables you to track individual parts of an initiative, as well as entire initiatives.

inquiry access In PeopleSoft Enterprise Campus Solutions, a type of security access that permits the user only to view data.

See also *update access.*

institution In PeopleSoft Enterprise Campus Solutions, an entity (such as a university or college) that is independent of other similar entities and that has its own set of rules and business processes.

integration A relationship between two compatible integration points that enables communication to take place between systems. Integrations enable PeopleSoft Enterprise applications to work seamlessly with other PeopleSoft Enterprise applications or with third-party systems or software.

integration point An interface that a system uses to communicate with another PeopleSoft Enterprise application or an external application.

integration set A logical grouping of integrations that applications use for the same business purpose. For example, the integration set ADVANCED_SHIPPING_ORDER contains all of the integrations that notify a customer that an order has shipped.

item In PeopleSoft Enterprise Inventory, a tangible commodity that is stored in a business unit (shipped from a warehouse).

In PeopleSoft Enterprise Demand Planning, Inventory Policy Planning, and Supply Planning, a noninventory item that is designated as being used for planning purposes only. It can represent a family or group of inventory items. It can have a planning bill of material (BOM) or planning routing, and it can exist as a component on a planning BOM. A planning item cannot be specified on a production or engineering BOM or routing, and it cannot be used as a component in a production. The quantity on hand will never be maintained.

In PeopleSoft Enterprise Receivables, an individual receivable. An item can be an invoice, a credit memo, a debit memo, a write-off, or an adjustment.

item shuffle In PeopleSoft Enterprise Campus Solutions, a process that enables you to change a payment allocation without having to reverse the payment.

itinerary In PeopleSoft Expenses, a collection of travel reservations. Itineraries can have reservations that are selected and reserved with the travel vendor. These itineraries are not yet paid for and can be referred to as *pending reservations.* Reservations that have been paid for are referred to as *confirmed reservations.*

joint communication In PeopleSoft Enterprise Campus Solutions, one letter that is addressed jointly to two people. For example, a letter might be addressed to both Mr. Sudhir Awat and Ms. Samantha Mortelli. A relationship must be established between the two individuals in the database, and at least one of the individuals must have an ID in the database.

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keyword In PeopleSoft Enterprise Campus Solutions, a term that you link to particular elements within PeopleSoft Enterprise Student Financials, Financial Aid, and Contributor Relations. You can use keywords as search criteria that enable you to locate specific records in a search dialog box.

KPI An abbreviation for *key performance indicator.* A high-level measurement of how well an organization is doing in achieving critical success factors. This defines the data value or calculation upon which an assessment is determined.

KVI Abbreviation for *Known Value Item.* Term used for products or groups of products where the selling price cannot be reduced or increased.

landlord In PeopleSoft Real Estate Management, an entity that owns real estate and leases the real estate to tenants.

LDIF file Abbreviation for *Lightweight Directory Access Protocol (LDAP) Data Interchange Format file.* Contains discrepancies between PeopleSoft Enterprise data and directory data.

learner group In PeopleSoft Enterprise Learning Management, a group of learners who are linked to the same learning environment. Members of the learner group can share the same attributes, such as the same department or job code. Learner groups are used to control access to and enrollment in learning activities and programs. They are also used to perform group enrollments and mass enrollments in the back office.

learning components In PeopleSoft Enterprise Learning Management, the foundational building blocks of learning activities. PeopleSoft Enterprise Learning Management supports six basic types of learning components: web-based, session, webcast, test, survey, and assignment. One or more of these learning component types compose a single learning activity.

learning environment In PeopleSoft Enterprise Learning Management, identifies a set of categories and catalog items that can be made available to learner groups. Also defines the default values that are assigned to the learning activities and programs that are created within a particular learning environment. Learning environments provide a way to partition the catalog so that learners see only those items that are relevant to them.

learning history In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's completed learning activities and programs.

lease In PeopleSoft Real Estate Management, a legally binding agreement between a landlord and a tenant, where the tenant rents all or part of a physical property from the landlord.

lease abstract In PeopleSoft Real Estate Management, a summarized version of the complete lease contract with only the important terms. The lease abstract usually fits on one page and does not include legal terminology.

ledger mapping You use ledger mapping to relate expense data from general ledger accounts to resource objects. Multiple ledger line items can be mapped to one or more resource IDs. You can also use ledger mapping to map dollar amounts (referred to as *rates*) to business units. You can map the amounts in two different ways: an actual amount that represents actual costs of the accounting period, or a budgeted amount that can be used to calculate the capacity rates as well as budgeted model results. In PeopleSoft Enterprise Warehouse, you can map general ledger accounts to the EW Ledger table.

library section In PeopleSoft Enterprise Incentive Management, a section that is defined in a plan (or template) and that is available for other plans to share. Changes to a library section are reflected in all plans that use it.

line In PeopleSoft Strategic Sourcing, an individual item or service upon which there can be a bid.

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linked section In PeopleSoft Enterprise Incentive Management, a section that is defined in a plan template but appears in a plan. Changes to linked sections propagate to plans using that section.

linked variable In PeopleSoft Enterprise Incentive Management, a variable that is defined and maintained in a plan template and that also appears in a plan. Changes to linked variables propagate to plans using that variable.

LMS Abbreviation for *learning management system.* In PeopleSoft Enterprise Campus Solutions, LMS is a PeopleSoft Enterprise Student Records feature that provides a common set of interoperability standards that enable the sharing of instructional content and data between learning and administrative environments.

load In PeopleSoft Enterprise Inventory, identifies a group of goods that are shipped together. Load management is a feature of PeopleSoft Enterprise Inventory that is used to track the weight, the volume, and the destination of a shipment.

local functionality In PeopleSoft Enterprise HRMS, the set of information that is available for a specific country. You can access this information when you click the appropriate country flag in the global window, or when you access it by a local country menu.

location Locations enable you to indicate the different types of addresses—for a company, for example, one address to receive bills, another for shipping, a third for postal deliveries, and a separate street address. Each address has a different location number. The primary location—indicated by a *1*—is the address you use most often and may be different from the main address.

logistical task In PeopleSoft Enterprise Services Procurement, an administrative task that is related to hiring a service provider. Logistical tasks are linked to the service type on the work order so that different types of services can have different logistical tasks. Logistical tasks include both preapproval tasks (such as assigning a new badge or ordering a new laptop) and postapproval tasks (such as scheduling orientation or setting up the service provider email). The logistical tasks can be mandatory or optional. Mandatory preapproval tasks must be completed before the work order is approved. Mandatory postapproval tasks, on the other hand, must be completed before a work order is released to a service provider.

market template In PeopleSoft Enterprise Incentive Management, additional functionality that is specific to a given market or industry and is built on top of a product category.

mass change In PeopleSoft Enterprise Campus Solutions, mass change is a SQL generator that can be used to create specialized functionality. Using mass change, you can set up a series of Insert, Update, or Delete SQL statements to perform business functions that are specific to the institution.

See also *3C engine.*

match group In PeopleSoft Enterprise Receivables, a group of receivables items and matching offset items. The system creates match groups by using user-defined matching criteria for selected field values.

MCF server Abbreviation for *PeopleSoft MultiChannel Framework server.* Comprises the universal queue server and the MCF log server. Both processes are started when *MCF Servers* is selected in an application server domain configuration.

merchandising activity In PeopleSoft Enterprise Promotions Management, a specific discount type that is associated with a trade promotion (such as off-invoice, billback or rebate, or lump-sum payment) that defines the performance that is required to receive the discount. In the industry, you may know this as an offer, a discount, a merchandising event, an event, or a tactic.

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meta-SQL Meta-SQL constructs expand into platform-specific SQL substrings. They are used in functions that pass SQL strings, such as in SQL objects, the SQLExec function, and PeopleSoft Application Engine programs.

metastring Metastrings are special expressions included in SQL string literals. The metastrings, prefixed with a percent (%) symbol, are included directly in the string literals. They expand at run time into an appropriate substring for the current database platform.

multibook In PeopleSoft Enterprise General Ledger, multiple ledgers having multiple-base currencies that are defined for a business unit, with the option to post a single transaction to all base currencies (all ledgers) or to only one of those base currencies (ledgers).

multicurrency The ability to process transactions in a currency other than the business unit's base currency.

national allowance In PeopleSoft Enterprise Promotions Management, a promotion at the corporate level that is funded by nondiscretionary dollars. In the industry, you may know this as a national promotion, a corporate promotion, or a corporate discount.

NDP Abbreviation for *Non-Discountable Products.* Term used for products or groups of products where the selling price cannot be decreased.

need In PeopleSoft Enterprise Campus Solutions, the difference between the cost of attendance (COA) and the expected family contribution (EFC). It is the gap between the cost of attending the school and the student's resources. The financial aid package is based on the amount of financial need. The process of determining a student's need is called *need analysis.*

node-oriented tree A tree that is based on a detail structure, but the detail values are not used.

Optimization Engine A PeopleTools component that Strategic Sourcing leverages to evaluate bids and determine an ideal award allocation. The award recommendation is based on maximizing the value while adhering to purchasing and company objectives and constraints.

pagelet Each block of content on the home page is called a pagelet. These pagelets display summary information within a small rectangular area on the page. The pagelet provide users with a snapshot of their most relevant PeopleSoft Enterprise and non-PeopleSoft Enterprise content.

participant In PeopleSoft Enterprise Incentive Management, participants are recipients of the incentive compensation calculation process.

participant object Each participant object may be related to one or more compensation objects.

See also *compensation object.*

partner A company that supplies products or services that are resold or purchased by the enterprise.

pay cycle In PeopleSoft Enterprise Payables, a set of rules that define the criteria by which it should select scheduled payments for payment creation.

payment shuffle In PeopleSoft Enterprise Campus Solutions, a process allowing payments that have been previously posted to a student's account to be automatically reapplied when a higher priority payment is posted or the payment allocation definition is changed.

pending item In PeopleSoft Enterprise Receivables, an individual receivable (such as an invoice, a credit memo, or a write-off) that has been entered in or created by the system, but hasn't been posted.

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PeopleCode PeopleCode is a proprietary language, executed by the PeopleSoft Enterprise component processor. PeopleCode generates results based on existing data or user actions. By using various tools provided with PeopleTools, external services are available to all PeopleSoft Enterprise applications wherever PeopleCode can be executed.

PeopleCode event See *event.*

PeopleSoft Pure Internet Architecture The fundamental architecture on which PeopleSoft 8 applications are constructed, consisting of a relational database management system (RDBMS), an application server, a web server, and a browser.

performance measurement In PeopleSoft Enterprise Incentive Management, a variable used to store data (similar to an aggregator, but without a predefined formula) within the scope of an incentive plan. Performance measures are associated with a plan calendar, territory, and participant. Performance measurements are used for quota calculation and reporting.

period context In PeopleSoft Enterprise Incentive Management, because a participant typically uses the same compensation plan for multiple periods, the period context associates a plan context with a specific calendar period and fiscal year. The period context references the associated plan context, thus forming a chain. Each plan context has a corresponding set of period contexts.

person of interest A person about whom the organization maintains information but who is not part of the workforce.

personal portfolio In PeopleSoft Enterprise Campus Solutions, the user-accessible menu item that contains an individual's name, address, telephone number, and other personal information.

phase A level 1 task, meaning that if a task had subtasks, the level 1 task would be considered the phase.

pickup quantity The product quantity that the customer is taking with them from the counter sales environment.

plan In PeopleSoft Enterprise Sales Incentive Management, a collection of allocation rules, variables, steps, sections, and incentive rules that instruct the PeopleSoft Enterprise Incentive Management engine in how to process transactions.

plan context In PeopleSoft Enterprise Incentive Management, correlates a participant with the compensation plan and node to which the participant is assigned, enabling the PeopleSoft Enterprise Incentive Management system to find anything that is associated with the node and that is required to perform compensation processing. Each participant, node, and plan combination represents a unique plan context—if three participants are on a compensation structure, each has a different plan context. Configuration plans are identified by plan contexts and are associated with the participants that refer to them.

plan template In PeopleSoft Enterprise Incentive Management, the base from which a plan is created. A plan template contains common sections and variables that are inherited by all plans that are created from the template. A template may contain steps and sections that are not visible in the plan definition.

planned learning In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's planned learning activities and programs.

planning instance In PeopleSoft Enterprise Supply Planning, a set of data (business units, items, supplies, and demands) constituting the inputs and outputs of a supply plan.

population In PeopleSoft Enterprise Campus Solutions, the middle level of the three-level classification structure that you define in PeopleSoft Enterprise Recruiting and

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	Admissions for enrollment management. You can define a population level, link it to other levels, and set enrollment target numbers for it. See also *division* and *cohort.*
portal registry	In PeopleSoft Enterprise applications, the portal registry is a tree-like structure in which content references are organized, classified, and registered. It is a central repository that defines both the structure and content of a portal through a hierarchical, tree-like structure of folders useful for organizing and securing content references.
predecessor task	A task that you must complete before you start another task.
price breaks	In PeopleSoft Strategic Sourcing, a price discount or surcharge that a bidder may apply based on the quantity awarded.
price components	In PeopleSoft Strategic Sourcing, the various components, such as material costs, labor costs, shipping costs, and so on that make up the overall bid price.
price list	Enables you to select products and conditions for which the price list applies to a transaction. During a transaction, the system either determines the product price based on the predefined search hierarchy for the transaction or uses the product's lowest price on any associated, active price lists. This price is used as the basis for any further discounts and surcharges.
price rule	The conditions that must be met for adjustments to be applied to the base price. Multiple rules can apply when conditions of each rule are met.
price rule conditions	Conditions that select the price-by fields, the values for the price-by fields, and the operator that determines how the price-by fields relate to the transaction.
price rule key	The fields that are available to define price rule conditions (which are used to match a transaction) on the price rule.
primacy number	In PeopleSoft Enterprise Campus Solutions, a number that the system uses to prioritize financial aid applications when students are enrolled in multiple academic careers and academic programs at the same time. The Consolidate Academic Statistics process uses the primacy number indicated for both the career and program at the institutional level to determine a student's primary career and program. The system also uses the number to determine the primary student attribute value that is used when you extract data to report on cohorts. The lowest number takes precedence.
primary name type	In PeopleSoft Enterprise Campus Solutions, the name type that is used to link the name stored at the highest level within the system to the lower-level set of names that an individual provides.
process category	In PeopleSoft Process Scheduler, processes that are grouped for server load balancing and prioritization.
process group	In PeopleSoft Enterprise Financials, a group of application processes (performed in a defined order) that users can initiate in real time, directly from a transaction entry page.
process definition	Process definitions define each run request.
process instance	A unique number that identifies each process request. This value is automatically incremented and assigned to each requested process when the process is submitted to run.
process job	You can link process definitions into a job request and process each request serially or in parallel. You can also initiate subsequent processes based on the return code from each prior request.

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process request A single run request, such as a Structured Query Report (SQR), a COBOL or Application Engine program, or a Crystal report that you run through PeopleSoft Process Scheduler.

process run control A PeopleTools variable used to retain PeopleSoft Process Scheduler values needed at runtime for all requests that reference a run control ID. Do not confuse these with application run controls, which may be defined with the same run control ID, but only contain information specific to a given application process request.

product A PeopleSoft Enterprise or third-party product. PeopleSoft organizes its software products into product families and product lines. Interactive Services Repository contains information about every release of every product that PeopleSoft sells, as well as products from certified third-party companies. These products appear with the product name and release number.

product adds The pricing functionality where buying product A gets product B for free or at a price (formerly referred to as *giveaways*).

product bidding In PeopleSoft Strategic Sourcing, the placing of a bid on behalf of the bidder, up or down to the bidder's specified amount, so that the bidder can be the leading bidder.

product category In PeopleSoft Enterprise Incentive Management, indicates an application in the PeopleSoft Enterprise Incentive Management suite of products. Each transaction in the PeopleSoft Enterprise Incentive Management system is associated with a product category.

product family A group of products that are related by common functionality. The family names that can be searched using Interactive Service Repository are Oracle's PeopleSoft Enterprise, PeopleSoft EnterpriseOne, PeopleSoft World, and third-party, certified partners.

product line The name of a PeopleSoft Enterprise product line or the company name of a third-party certified partner. Integration Services Repository enables you to search for integration points by product line.

programs In PeopleSoft Enterprise Learning Management, a high-level grouping that guides the learner along a specific learning path through sections of catalog items. PeopleSoft Enterprise Learning Systems provides two types of programs—curricula and certifications.

progress log In PeopleSoft Enterprise Services Procurement, tracks deliverable-based projects. This is similar to the time sheet in function and process. The service provider contact uses the progress log to record and submit progress on deliverables. The progress can be logged by the activity that is performed, by the percentage of work that is completed, or by the completion of milestone activities that are defined for the project.

project transaction In PeopleSoft Enterprise Project Costing, an individual transaction line that represents a cost, time, budget, or other transaction row.

promotion In PeopleSoft Enterprise Promotions Management, a trade promotion, which is typically funded from trade dollars and used by consumer products manufacturers to increase sales volume.

prospects In PeopleSoft Enterprise Campus Solutions, students who are interested in applying to the institution.

In PeopleSoft Enterprise Contributor Relations, individuals and organizations that are most likely to make substantial financial commitments or other types of commitments to the institution.

proxy bidding In PeopleSoft Strategic Sourcing, the placing of a bid on behalf of the bidder, up or down to the bidder's specified amount, so that the bidder can be the leading bidder.

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publishing In PeopleSoft Enterprise Incentive Management, a stage in processing that makes incentive-related results available to participants.

rating components In PeopleSoft Enterprise Campus Solutions, variables used with the Equation Editor to retrieve specified populations.

record group A set of logically and functionally related control tables and views. Record groups help enable TableSet sharing, which eliminates redundant data entry. Record groups ensure that TableSet sharing is applied consistently across all related tables and views.

record input VAT flag Abbreviation for *record input value-added tax flag.* Within PeopleSoft Enterprise Purchasing, Payables, and General Ledger, this flag indicates that you are recording input VAT on the transaction. This flag, in conjunction with the record output VAT flag, is used to determine the accounting entries created for a transaction and to determine how a transaction is reported on the VAT return. For all cases within Purchasing and Payables where VAT information is tracked on a transaction, this flag is set to Yes. This flag is not used in PeopleSoft Enterprise Order Management, Billing, or Receivables, where it is assumed that you are always recording only output VAT, or in PeopleSoft Enterprise Expenses, where it is assumed that you are always recording only input VAT.

record output VAT flag Abbreviation for *record output value-added tax flag.*

See *record input VAT flag.*

recname The name of a record that is used to determine the associated field to match a value or set of values.

recognition In PeopleSoft Enterprise Campus Solutions, the recognition type indicates whether the PeopleSoft Enterprise Contributor Relations donor is the primary donor of a commitment or shares the credit for a donation. Primary donors receive hard credit that must total 100 percent. Donors that share the credit are given soft credit. Institutions can also define other share recognition-type values such as memo credit or vehicle credit.

reference data In PeopleSoft Enterprise Sales Incentive Management, system objects that represent the sales organization, such as territories, participants, products, customers, and channels.

reference object In PeopleSoft Enterprise Incentive Management, this dimension-type object further defines the business. Reference objects can have their own hierarchy (for example, product tree, customer tree, industry tree, and geography tree).

reference transaction In commitment control, a reference transaction is a source transaction that is referenced by a higher-level (and usually later) source transaction, in order to automatically reverse all or part of the referenced transaction's budget-checked amount. This avoids duplicate postings during the sequential entry of the transaction at different commitment levels. For example, the amount of an encumbrance transaction (such as a purchase order) will, when checked and recorded against a budget, cause the system to concurrently reference and relieve all or part of the amount of a corresponding pre-encumbrance transaction, such as a purchase requisition.

regional sourcing In PeopleSoft Enterprise Purchasing, provides the infrastructure to maintain, display, and select an appropriate vendor and vendor pricing structure that is based on a regional sourcing model where the multiple ship to locations are grouped. Sourcing may occur at a level higher than the ship to location.

relationship object In PeopleSoft Enterprise Incentive Management, these objects further define a compensation structure to resolve transactions by establishing associations between compensation objects and business objects.

remote data source data Data that is extracted from a separate database and migrated into the local database.

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REN server Abbreviation for *real-time event notification server* in PeopleSoft MultiChannel Framework.

requester In PeopleSoft Enterprise eSettlements, an individual who requests goods or services and whose ID appears on the various procurement pages that reference purchase orders.

reservations In PeopleSoft Expenses, travel reservations that have been placed with the travel vendor.

reversal indicator In PeopleSoft Enterprise Campus Solutions, an indicator that denotes when a particular payment has been reversed, usually because of insufficient funds.

RFI event In PeopleSoft Strategic Sourcing, a request for information.

RFx event In PeopleSoft Strategic Sourcing, a request for proposal or request for a quote event when bidders submit their overall best bids and during which bidders do not actively compete against one another.

role Describes how people fit into PeopleSoft Workflow. A role is a class of users who perform the same type of work, such as clerks or managers. Your business rules typically specify what user role needs to do an activity.

role user A PeopleSoft Workflow user. A person's role user ID serves much the same purpose as a user ID does in other parts of the system. PeopleSoft Workflow uses role user IDs to determine how to route worklist items to users (through an email address, for example) and to track the roles that users play in the workflow. Role users do not need PeopleSoft user IDs.

roll up In a tree, to roll up is to total sums based on the information hierarchy.

run control A run control is a type of online page that is used to begin a process, such as the batch processing of a payroll run. Run control pages generally start a program that manipulates data.

run control ID A unique ID to associate each user with his or her own run control table entries.

run-level context In PeopleSoft Enterprise Incentive Management, associates a particular run (and batch ID) with a period context and plan context. Every plan context that participates in a run has a separate run-level context. Because a run cannot span periods, only one run-level context is associated with each plan context.

saved bid In PeopleSoft Strategic Sourcing, a bid that has been created but not submitted. Only submitted bids are eligible for award.

score In PeopleSoft Strategic Sourcing, the numerical sum of answers (percentages) to bid factors on an event. Scores appear only to bidders on auction events.

SCP SCBM XML message Abbreviation for *Supply Chain Planning Supply Chain Business Modeler Extensible Markup Language message.* Supply Chain Business Modeler uses XML as the format for all data that it imports and exports.

search query You use this set of objects to pass a query string and operators to the search engine. The search index returns a set of matching results with keys to the source documents.

search/match In PeopleSoft Enterprise Campus Solutions and PeopleSoft Enterprise Human Resources Management Solutions, a feature that enables you to search for and identify duplicate records in the database.

seasonal address In PeopleSoft Enterprise Campus Solutions, an address that recurs for the same length of time at the same time of year each year until adjusted or deleted.

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section In PeopleSoft Enterprise Incentive Management, a collection of incentive rules that operate on transactions of a specific type. Sections enable plans to be segmented to process logical events in different sections.

security event In commitment control, security events trigger security authorization checking, such as budget entries, transfers, and adjustments; exception overrides and notifications; and inquiries.

sell event In PeopleSoft Strategic Sourcing, for event creators, the sale of goods or services most typically associated with forward auctions. For bidders, the purchase of goods or services.

serial genealogy In PeopleSoft Enterprise Manufacturing, the ability to track the composition of a specific, serial-controlled item.

serial in production In PeopleSoft Enterprise Manufacturing, enables the tracing of serial information for manufactured items. This is maintained in the Item Master record.

service impact In PeopleSoft Enterprise Campus Solutions, the resulting action triggered by a service indicator. For example, a service indicator that reflects nonpayment of account balances by a student might result in a service impact that prohibits registration for classes.

service indicator In PeopleSoft Enterprise Campus Solutions, indicates services that may be either withheld or provided to an individual. Negative service indicators indicate holds that prevent the individual from receiving specified services, such as check-cashing privileges or registration for classes. Positive service indicators designate special services that are provided to the individual, such as front-of-line service or special services for disabled students.

session In PeopleSoft Enterprise Campus Solutions, time elements that subdivide a term into multiple time periods during which classes are offered. In PeopleSoft Enterprise Contributor Relations, a session is the means of validating gift, pledge, membership, or adjustment data entry . It controls access to the data entered by a specific user ID. Sessions are balanced, queued, and then posted to the institution's financial system. Sessions must be posted to enter a matching gift or pledge payment, to make an adjustment, or to process giving clubs or acknowledgements.

In PeopleSoft Enterprise Learning Management, a single meeting day of an activity (that is, the period of time between start and finish times within a day). The session stores the specific date, location, meeting time, and instructor. Sessions are used for scheduled training.

session template In PeopleSoft Enterprise Learning Management, enables you to set up common activity characteristics that may be reused while scheduling a PeopleSoft Enterprise Learning Management activity—characteristics such as days of the week, start and end times, facility and room assignments, instructors, and equipment. A session pattern template can be attached to an activity that is being scheduled. Attaching a template to an activity causes all of the default template information to populate the activity session pattern.

setup relationship In PeopleSoft Enterprise Incentive Management, a relationship object type that associates a configuration plan with any structure node.

share driver expression In PeopleSoft Enterprise Business Planning, a named planning method similar to a driver expression, but which you can set up globally for shared use within a single planning application or to be shared between multiple planning applications through PeopleSoft Enterprise Warehouse.

short-term customer A customer not in the system who is entered during sales order entry using a template.

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single signon With single signon, users can, after being authenticated by a PeopleSoft Enterprise application server, access a second PeopleSoft Enterprise application server without entering a user ID or password.

source key process In PeopleSoft Enterprise Campus Solutions, a process that relates a particular transaction to the source of the charge or financial aid. On selected pages, you can drill down into particular charges.

source transaction In commitment control, any transaction generated in a PeopleSoft Enterprise or third-party application that is integrated with commitment control and which can be checked against commitment control budgets. For example, a pre-encumbrance, encumbrance, expenditure, recognized revenue, or collected revenue transaction.

sourcing objective For constraints, the option to designate whether a business rule is required (mandatory) or is only recommended (target).

speed key See *communication key.*

SpeedChart A user-defined shorthand key that designates several ChartKeys to be used for voucher entry. Percentages can optionally be related to each ChartKey in a SpeedChart definition.

SpeedType A code representing a combination of ChartField values. SpeedTypes simplify the entry of ChartFields commonly used together.

staging A method of consolidating selected partner offerings with the offerings from the enterprise's other partners.

standard letter code In PeopleSoft Enterprise Campus Solutions, a standard letter code used to identify each letter template available for use in mail merge functions. Every letter generated in the system must have a standard letter code identification.

statutory account Account required by a regulatory authority for recording and reporting financial results. In PeopleSoft Enterprise, this is equivalent to the Alternate Account (ALTACCT) ChartField.

step In PeopleSoft Enterprise Sales Incentive Management, a collection of sections in a plan. Each step corresponds to a step in the job run.

storage level In PeopleSoft Enterprise Inventory, identifies the level of a material storage location. Material storage locations are made up of a business unit, a storage area, and a storage level. You can set up to four storage levels.

subcustomer qualifier A value that groups customers into a division for which you can generate detailed history, aging, events, and profiles.

Summary ChartField You use summary ChartFields to create summary ledgers that roll up detail amounts based on specific detail values or on selected tree nodes. When detail values are summarized using tree nodes, summary ChartFields must be used in the summary ledger data record to accommodate the maximum length of a node name (20 characters).

summary ledger An accounting feature used primarily in allocations, inquiries, and PS/nVision reporting to store combined account balances from detail ledgers. Summary ledgers increase speed and efficiency of reporting by eliminating the need to summarize detail ledger balances each time a report is requested. Instead, detail balances are summarized in a background process according to user-specified criteria and stored on summary ledgers. The summary ledgers are then accessed directly for reporting.

summary time period In PeopleSoft Enterprise Business Planning, any time period (other than a base time period) that is an aggregate of other time periods, including other summary time periods and base time periods, such as quarter and year total.

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summary tree A tree used to roll up accounts for each type of report in summary ledgers. Summary trees enable you to define trees on trees. In a summary tree, the detail values are really nodes on a detail tree or another summary tree (known as the *basis* tree). A summary tree structure specifies the details on which the summary trees are to be built.

syndicate To distribute a production version of the enterprise catalog to partners.

system function In PeopleSoft Enterprise Receivables, an activity that defines how the system generates accounting entries for the general ledger.

system source The system source identifies the source of a transaction row in the database. For example, a transaction that originates in PeopleSoft Enterprise Expenses contains a system source code of BEX (Expenses Batch).

When PeopleSoft Enterprise Project Costing prices the source transaction row for billing, the system creates a new row with a system source code of PRP (Project Costing pricing), which represents the system source of the new row. System source codes can identify sources that are internal or external to the PeopleSoft Enterprise system. For example, processes that import data from Microsoft Project into PeopleSoft Enterprise applications create transaction rows with a source code of MSP (Microsoft Project).

TableSet A means of sharing similar sets of values in control tables, where the actual data values are different but the structure of the tables is the same.

TableSet sharing Shared data that is stored in many tables that are based on the same TableSets. Tables that use TableSet sharing contain the SETID field as an additional key or unique identifier.

target currency The value of the entry currency or currencies converted to a single currency for budget viewing and inquiry purposes.

task A deliverable item on the detailed sourcing plan.

tax authority In PeopleSoft Enterprise Campus Solutions, a user-defined element that combines a description and percentage of a tax with an account type, an item type, and a service impact.

template A template is HTML code associated with a web page. It defines the layout of the page and also where to get HTML for each part of the page. In PeopleSoft Enterprise, you use templates to build a page by combining HTML from a number of sources. For a PeopleSoft Enterprise portal, all templates must be registered in the portal registry, and each content reference must be assigned a template.

tenant In PeopleSoft Real Estate Management, an entity that leases real estate from a landlord.

territory In PeopleSoft Enterprise Sales Incentive Management, hierarchical relationships of business objects, including regions, products, customers, industries, and participants.

third party A company or vendor that has extensive PeopleSoft Enterprise product knowledge and whose products and integrations have been certified and are compatible with PeopleSoft Enterprise applications.

tiered pricing Enables different portions of a schedule to be priced differently from one another.

time span A relative period, such as year-to-date or current period, that various PeopleSoft General Ledger functions and reports can use when a rolling time frame, rather than a specific date, is required.

total cost In PeopleSoft Strategic Sourcing, the estimated dollar cost (sum of real price dollars and potential “soft” or non-price dollars) of a particular award approach.

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travel group In PeopleSoft Expenses, the organization's travel rules and polices that are associated with specific business units, departments, or employees. You must define at least one travel group when setting up the PeopleSoft Expenses travel feature. You must define and associate at least one travel group with a travel vendor.

travel partner In PeopleSoft Expenses, the travel vendor with which the organization has a contractual relationship.

3C engine Abbreviation for *Communications, Checklists, and Comments engine.* In PeopleSoft Enterprise Campus Solutions, the 3C engine enables you to automate business processes that involve additions, deletions, and updates to communications, checklists, and comments. You define events and triggers to engage the engine, which runs the mass change and processes the 3C records (for individuals or organizations) immediately and automatically from within business processes.

3C group Abbreviation for *Communications, Checklists, and Comments group.* In PeopleSoft Enterprise Campus Solutions, a method of assigning or restricting access privileges. A 3C group enables you to group specific communication categories, checklist codes, and comment categories. You can then assign the group inquiry-only access or update access, as appropriate.

trace usage In PeopleSoft Enterprise Manufacturing, enables the control of which components will be traced during the manufacturing process. Serial- and lot-controlled components can be traced. This is maintained in the Item Master record.

transaction allocation In PeopleSoft Enterprise Incentive Management, the process of identifying the owner of a transaction. When a raw transaction from a batch is allocated to a plan context, the transaction is duplicated in the PeopleSoft Enterprise Incentive Management transaction tables.

transaction state In PeopleSoft Enterprise Incentive Management, a value assigned by an incentive rule to a transaction. Transaction states enable sections to process only transactions that are at a specific stage in system processing. After being successfully processed, transactions may be promoted to the next transaction state and "picked up" by a different section for further processing.

Translate table A system edit table that stores codes and translate values for the miscellaneous fields in the database that do not warrant individual edit tables of their own.

tree The graphical hierarchy in PeopleSoft Enterprise systems that displays the relationship between all accounting units (for example, corporate divisions, projects, reporting groups, account numbers) and determines roll-up hierarchies.

tuition lock In PeopleSoft Enterprise Campus Solutions, a feature in the Tuition Calculation process that enables you to specify a point in a term after which students are charged a minimum (or *locked*) fee amount. Students are charged the locked fee amount even if they later drop classes and take less than the normal load level for that tuition charge.

unclaimed transaction In PeopleSoft Enterprise Incentive Management, a transaction that is not claimed by a node or participant after the allocation process has completed, usually due to missing or incomplete data. Unclaimed transactions may be manually assigned to the appropriate node or participant by a compensation administrator.

universal navigation header Every PeopleSoft Enterprise portal includes the universal navigation header, intended to appear at the top of every page as long as the user is signed on to the portal. In addition to providing access to the standard navigation buttons (like Home, Favorites, and signoff) the universal navigation header can also display a welcome message for each user.

update access In PeopleSoft Enterprise Campus Solutions, a type of security access that permits the user to edit and update data.

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	See also *inquiry access*.
user interaction object	In PeopleSoft Enterprise Sales Incentive Management, used to define the reporting components and reports that a participant can access in his or her context. All PeopleSoft Enterprise Sales Incentive Management user interface objects and reports are registered as user interaction objects. User interaction objects can be linked to a compensation structure node through a compensation relationship object (individually or as groups).
variable	In PeopleSoft Enterprise Sales Incentive Management, the intermediate results of calculations. Variables hold the calculation results and are then inputs to other calculations. Variables can be plan variables that persist beyond the run of an engine or local variables that exist only during the processing of a section.
VAT exception	Abbreviation for *value-added tax exception.* A temporary or permanent exemption from paying VAT that is granted to an organization. This terms refers to both VAT exoneration and VAT suspension.
VAT exempt	Abbreviation for *value-added tax exempt.* Describes goods and services that are not subject to VAT. Organizations that supply exempt goods or services are unable to recover the related input VAT. This is also referred to as exempt without recovery.
VAT exoneration	Abbreviation for *value-added tax exoneration.* An organization that has been granted a permanent exemption from paying VAT due to the nature of that organization.
VAT suspension	Abbreviation for *value-added tax suspension.* An organization that has been granted a temporary exemption from paying VAT.
warehouse	A PeopleSoft Enterprise data warehouse that consists of predefined ETL maps, data warehouse tools, and DataMart definitions.
weight or weighting	In PeopleSoft Strategic Sourcing, how important the line or question is to the overall event. Weighting is used to score and analyze bids. For RFx and RFI events, weightings may or may not appear to bidders.
work order	In PeopleSoft Enterprise Services Procurement, enables an enterprise to create resource-based and deliverable-based transactions that specify the basic terms and conditions for hiring a specific service provider. When a service provider is hired, the service provider logs time or progress against the work order.
worker	A person who is part of the workforce; an employee or a contingent worker.
workset	A group of people and organizations that are linked together as a set. You can use worksets to simultaneously retrieve the data for a group of people and organizations and work with the information on a single page.
worksheet	A way of presenting data through a PeopleSoft Enterprise Business Analysis Modeler interface that enables users to do in-depth analysis using pivoting tables, charts, notes, and history information.
worklist	The automated to-do list that PeopleSoft Workflow creates. From the worklist, you can directly access the pages you need to perform the next action, and then return to the worklist for another item.
XML link	The XML Linking language enables you to insert elements into XML documents to create a links between resources.
XML schema	An XML definition that standardizes the representation of application messages, component interfaces, or business interlinks.
XPI	Abbreviation for *eXtended Process Integrator.* PeopleSoft XPI is the integration infrastructure that enables both real-time and batch communication with JD Edwards EnterpriseOne applications.

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yield by operation In PeopleSoft Enterprise Manufacturing, the ability to plan the loss of a manufactured item on an operation-by-operation basis.

zero-rated VAT Abbreviation for *zero-rated value-added tax.* A VAT transaction with a VAT code that has a tax percent of zero. Used to track taxable VAT activity where no actual VAT amount is charged. Organizations that supply zero-rated goods and services can still recover the related input VAT. This is also referred to as exempt with recovery.

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