

**Oracle® Retail Merchandise Financial Planning  
Cost**

User Guide for the RPAS Fusion Client

Release 14.0

**E50571-01**

December 2013

Copyright © 2013, Oracle and/or its affiliates. All rights reserved.

Primary Author: Bernadette Goodman

Contributing Author: Phil Wells

This software and related documentation are provided under a license agreement containing restrictions on use and disclosure and are protected by intellectual property laws. Except as expressly permitted in your license agreement or allowed by law, you may not use, copy, reproduce, translate, broadcast, modify, license, transmit, distribute, exhibit, perform, publish, or display any part, in any form, or by any means. Reverse engineering, disassembly, or decompilation of this software, unless required by law for interoperability, is prohibited.

The information contained herein is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

If this is software or related documentation that is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, the following notice is applicable:

U.S. GOVERNMENT END USERS: Oracle programs, including any operating system, integrated software, any programs installed on the hardware, and/or documentation, delivered to U.S. Government end users are "commercial computer software" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, use, duplication, disclosure, modification, and adaptation of the programs, including any operating system, integrated software, any programs installed on the hardware, and/or documentation, shall be subject to license terms and license restrictions applicable to the programs. No other rights are granted to the U.S. Government.

This software or hardware is developed for general use in a variety of information management applications. It is not developed or intended for use in any inherently dangerous applications, including applications that may create a risk of personal injury. If you use this software or hardware in dangerous applications, then you shall be responsible to take all appropriate fail-safe, backup, redundancy, and other measures to ensure its safe use. Oracle Corporation and its affiliates disclaim any liability for any damages caused by use of this software or hardware in dangerous applications.

Oracle and Java are registered trademarks of Oracle and/or its affiliates. Other names may be trademarks of their respective owners.

Intel and Intel Xeon are trademarks or registered trademarks of Intel Corporation. All SPARC trademarks are used under license and are trademarks or registered trademarks of SPARC International, Inc. AMD, Opteron, the AMD logo, and the AMD Opteron logo are trademarks or registered trademarks of Advanced Micro Devices. UNIX is a registered trademark of The Open Group.

This software or hardware and documentation may provide access to or information on content, products, and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third-party content, products, and services. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third-party content, products, or services.

**Licensing Note:** This media pack includes a Restricted Use license for Oracle Retail Predictive Application Server (RPAS) - Enterprise Engine to support Oracle® Retail Merchandise Financial Planning only.

#### **Value-Added Reseller (VAR) Language**

##### **Oracle Retail VAR Applications**

The following restrictions and provisions only apply to the programs referred to in this section and licensed to you. You acknowledge that the programs may contain third party software (VAR applications) licensed to Oracle. Depending upon your product and its version number, the VAR applications may include:

- (i) the **MicroStrategy** Components developed and licensed by MicroStrategy Services Corporation (MicroStrategy) of McLean, Virginia to Oracle and imbedded in the MicroStrategy for Oracle Retail Data Warehouse and MicroStrategy for Oracle Retail Planning & Optimization applications.
- (ii) the **Wavelink** component developed and licensed by Wavelink Corporation (Wavelink) of Kirkland, Washington, to Oracle and imbedded in Oracle Retail Mobile Store Inventory Management.
- (iii) the software component known as **Access Via**™ licensed by Access Via of Seattle, Washington, and imbedded in Oracle Retail Signs and Oracle Retail Labels and Tags.
- (iv) the software component known as **Adobe Flex**™ licensed by Adobe Systems Incorporated of San Jose, California, and imbedded in Oracle Retail Promotion Planning & Optimization application.

You acknowledge and confirm that Oracle grants you use of only the object code of the VAR Applications. Oracle will not deliver source code to the VAR Applications to you. Notwithstanding any other term or

condition of the agreement and this ordering document, you shall not cause or permit alteration of any VAR Applications. For purposes of this section, "alteration" refers to all alterations, translations, upgrades, enhancements, customizations or modifications of all or any portion of the VAR Applications including all reconfigurations, reassembly or reverse assembly, re-engineering or reverse engineering and recompilations or reverse compilations of the VAR Applications or any derivatives of the VAR Applications. You acknowledge that it shall be a breach of the agreement to utilize the relationship, and/or confidential information of the VAR Applications for purposes of competitive discovery.

The VAR Applications contain trade secrets of Oracle and Oracle's licensors and Customer shall not attempt, cause, or permit the alteration, decompilation, reverse engineering, disassembly or other reduction of the VAR Applications to a human perceivable form. Oracle reserves the right to replace, with functional equivalent software, any of the VAR Applications in future releases of the applicable program.



---

---

# Contents

<b>Send Us Your Comments</b> .....	xv
<b>Preface</b> .....	xvii
Audience.....	xvii
Documentation Accessibility .....	xvii
Related Documents .....	xvii
Customer Support .....	xviii
Review Patch Documentation .....	xviii
Improved Process for Oracle Retail Documentation Corrections .....	xviii
Oracle Retail Documentation on the Oracle Technology Network .....	xix
Conventions .....	xix
<b>1 Introduction</b>	
<b>MFP Planning Process</b> .....	1-2
<b>Role Planning Overview</b> .....	1-5
Planning Roles .....	1-5
<b>Merchandise Financial Planning Components and Key Processes</b> .....	1-6
Workbooks .....	1-6
Views.....	1-7
Editing View Data.....	1-7
Measure Aggregation and Spreading.....	1-7
Saving Workbook Data .....	1-11
Plan Versions .....	1-12
Plan Reconciliation.....	1-13
MFP Custom Menu Options.....	1-14
<b>2 Mapping Setup</b>	
Opening the Mapping Workbook.....	2-1
Last Year and Adjusted Last Year Week Mapping .....	2-2
<b>3 Preseason: Top Down Role</b>	
Building the Workbook .....	3-2
Getting Started - Seed Plan .....	3-4

Seeding the Plan .....	3-5
Seeding One Level at a Time .....	3-5
Seeding Several Levels at Once.....	3-6
Setting Beginning of Season Inventory .....	3-8
<b>Develop Targets</b> .....	3-9
<b>Review Targets</b> .....	3-11
<b>Publish Strategic Targets</b> .....	3-12
Publish Targets .....	3-13
Commit Wp Measures.....	3-14
<b>Next Steps</b> .....	3-15

#### 4 Preseason: Middle Out Role

<b>Building the Workbook</b> .....	4-2
<b>Getting Started - Seed Plan</b> .....	4-4
Seeding the Plan .....	4-5
Seeding One Level at a Time .....	4-5
Seeding Several Levels at Once.....	4-6
Setting Beginning of Season Inventory .....	4-8
<b>Review Strategic Targets</b> .....	4-9
Retrieving Updated Strategic Targets .....	4-11
Refresh the Workbook.....	4-11
<b>Develop Sales and Profit Targets</b> .....	4-12
<b>Develop Inventory and Receipt Targets</b> .....	4-14
<b>Reconcile to Strategic Targets</b> .....	4-16
<b>Publish Department Targets</b> .....	4-17
Publish Targets .....	4-18
Commit Wp Measures.....	4-19
<b>Next Steps</b> .....	4-20
<b>Review Department Targets</b> .....	4-20
Review Plan / Reconcile Targets .....	4-20
<b>All Measures</b> .....	4-21

#### 5 Preseason: Bottom Up Role

<b>Building the Workbook</b> .....	5-2
<b>Getting Started - Seed Plan</b> .....	5-5
Seeding the Plan .....	5-5
Seeding One Level at a Time .....	5-6
Seeding Several Levels At Once .....	5-7
Setting Beginning of Season Inventory .....	5-8
<b>Review Department Targets</b> .....	5-9
Retrieving Updated Department Targets .....	5-12
Refresh the Workbook.....	5-12
<b>Develop Sales and Profit Plan</b> .....	5-13
<b>Develop Receipts and Inventory Plan</b> .....	5-14
<b>Reconcile to Department Targets</b> .....	5-17
Review Plan / Reconcile Targets .....	5-17
<b>Review/Reconcile to Item Plan</b> .....	5-19

1. Review Item Plan CP Plan .....	5-19
2. Review Item Plan OP Plan .....	5-20
<b>Original Plan Submit</b> .....	5-21
Submit Plan View .....	5-22
Commit Wp Measures.....	5-25
<b>Next Steps</b> .....	5-25
<b>All Measures</b> .....	5-25

## 6 Original Plan Approval

<b>Review Plan Approval Status</b> .....	6-2
<b>Review Submitted Department Plan</b> .....	6-3
<b>Approve/Reject Plan</b> .....	6-6
Commit Wp Measures.....	6-7

## 7 In-Season Management

<b>Top Down Role: Review Company Results to Plan</b> .....	7-1
Compare Company Results to Plan .....	7-3
Review Plan .....	7-4
<b>Middle Out Role: Review Department Results to Plan</b> .....	7-4
Compare Department Results to Plan.....	7-6
Review Plan/Reconcile Targets.....	7-7
Review Open to Buy .....	7-7
Open to Buy View.....	7-7
<b>Bottom Up Role: Review Class-SubClass Results to Plan</b> .....	7-9
Compare Class-SubClass Results to Plan Results to Plan.....	7-12
Review Plan/Reconcile to Targets .....	7-12
<b>Bottom Up: Update Department Plans</b> .....	7-13
Review Open to Buy .....	7-16
Update Sales and Profit Plan .....	7-18
Update Receipts and Inventory Plan .....	7-19
Review Updated Open to Buy .....	7-21
Review Updated Department Plan .....	7-21
Review/Reconcile to Item Plan.....	7-22
1. Review Item Plan CP Plan .....	7-22
2. Review Item Plan OP Plan.....	7-23
<b>Bottom Up: Submit Updated Current Plan</b> .....	7-24
<b>Middle Out: Update Current Plan Approval</b> .....	7-27
Review Plan Approval Status.....	7-28
Review Submitted Department Plan.....	7-30
Approve/Reject Updated Plans.....	7-31
All Measures .....	7-33

## 8 Enable Op Approval

<b>Enable OP Approval Workbook Wizard</b> .....	8-1
<b>Allow OP Approval</b> .....	8-3

## 9 Data Load Validation

Building the Workbook.....	9-1
SubClass Data Load Validation .....	9-4
Department Data Load Validation .....	9-5
Division-Group Data Load Validation.....	9-7
Miscellaneous Measures Validation.....	9-7

## 10 VAT Admin

Building the VAT Admin Workbook.....	10-1
VAT Setup .....	10-3

## 11 Reporting Administration

Reporting Administration Wizard .....	11-1
Reporting Administration at Department View .....	11-2
Reporting Administration at Class View.....	11-3
Reporting Administration at Sub-Class View .....	11-3

## 12 Purchase Order View

Overview of PO View .....	12-1
Overview of Configuring PO View .....	12-1
Launching PO View .....	12-2
Changing the Levels Available for Dimensions .....	12-2
Selecting the Data .....	12-4
Right Click Menus to Initiate PO View .....	12-5
The PO View Window .....	12-6
Missing Position Warning.....	12-6
PO View Window Parts .....	12-7
Using PO View.....	12-8
Relationship between Information in RMS and MFP .....	12-8



## List of Figures

1-1	Create Merchandise Financial Plan Process Diagram .....	1-3
1-2	Create Merchandise Financial Plan Tasks for Each MFP Role .....	1-4
1-3	Manage/Update Merchandise Financial Plan Process Diagram .....	1-4
1-4	Manage/Update Merchandise Financial Plan Tasks for Each MFP Role .....	1-5
1-5	Custom Menu Button in the RPAS Fusion Client .....	1-14
2-1	Mapping Setup Task .....	2-1
2-2	Mapping View .....	2-2
3-1	Top Down Role View: Preseason Task and Steps .....	3-2
3-2	Create New Workbook Icon .....	3-3
3-3	Workbook Wizard: Product Selection .....	3-3
3-4	Workbook Wizard: Location Selection .....	3-4
3-5	Workbook Wizard: Calendar Selection .....	3-4
3-6	Top Down Initialize View: Seed Plan .....	3-5
3-7	Changing a Dimension Level with Page Arrows .....	3-6
3-8	Seed Button .....	3-6
3-9	Seeding Success Message .....	3-6
3-10	Location Dimension Tile .....	3-7
3-11	Location Dimension Window .....	3-7
3-12	Seeding Several Levels at Once .....	3-8
3-13	Seeding Success Message .....	3-8
3-14	Seed and Set BOS Inventory Measure Profile .....	3-8
3-15	Initialize Plan View with Seed and Set BOS Inventory Measure Profile .....	3-9
3-16	Initialize Plan View with Seeded and Set BOS Inventory .....	3-9
3-17	Target Setting View .....	3-10
3-18	Review Plan View .....	3-12
3-19	Publish Strategic Targets .....	3-13
3-20	Success Message - Publish Targets .....	3-13
3-21	Successfully Published Targets .....	3-14
3-22	Commit a Workbook .....	3-15
4-1	Middle Out Role View: Preseason Tasks and Steps .....	4-2
4-2	Create New Workbook Icon .....	4-3
4-3	Workbook Wizard: Product Selection .....	4-3
4-4	Workbook Wizard: Location Selection .....	4-4
4-5	Workbook Wizard: Calendar Selection .....	4-4
4-6	Middle Out: Initialize Plan .....	4-5
4-7	Changing a Dimension Level with Page Arrows .....	4-6
4-8	Seed Button .....	4-6
4-9	Seeding Success Message .....	4-6
4-10	Location Dimension Tile .....	4-7
4-11	Location Dimension Window .....	4-7
4-12	Seeding Several Levels at Once .....	4-8
4-13	Seeding Success Message .....	4-8
4-14	Initialize Plan View with Seed and Set BOS Inventory Measure Profile, Half .....	4-9
4-15	Initialize Plan View with Seeded and Set BOS Inventory Measure Profile, Year .....	4-9
4-16	Review Strategic Targets - Target Overview View .....	4-10
4-17	Refreshing a Workbook .....	4-12
4-18	Plan Sales and Profit View .....	4-13
4-19	Plan Receipts / Inventory View .....	4-15
4-20	Review Plan / Reconcile Targets View, Reconcile to TD Targets Measure Profile .....	4-17
4-21	Publish Department Targets .....	4-18
4-22	Success Message - Publish Targets .....	4-18
4-23	Successfully Published Targets .....	4-19
4-24	Commit a Workbook .....	4-20
4-25	Review Plan / Reconcile Targets View .....	4-21

4-26	All Measures View.....	4-22
5-1	Bottom Up Role View: Preseason Tasks and Steps.....	5-2
5-2	Create New Workbook Icon.....	5-3
5-3	Workbook Wizard: Calendar Selection.....	5-3
5-4	Workbook Wizard: Product Selection.....	5-4
5-5	Workbook Wizard: Location Selection.....	5-4
5-6	Bottom Up: Initialize Plan View.....	5-5
5-7	Changing a Dimension Level with Page Arrows.....	5-6
5-8	Seed Button.....	5-6
5-9	Seeding Success Message.....	5-6
5-10	Location Dimension Tile.....	5-7
5-11	Location Dimension Window.....	5-7
5-12	Seeding Several Levels at Once.....	5-8
5-13	Seeding Success Message.....	5-8
5-14	Initialize Plan View with Seed and Set BOS Inventory Measure Profile, Half.....	5-8
5-15	Initialize Plan View with Seeded and Set BOS Inventory, Year.....	5-9
5-16	Review Department Targets - Target Overview View.....	5-10
5-17	Refreshing a Workbook.....	5-12
5-18	Plan Sales and Profit View.....	5-13
5-19	Plan Receipts / Inventory View.....	5-15
5-20	Review Plan / Reconcile Targets, Reconcile to MO Targets Measure Profile.....	5-18
5-21	Review/Reconcile to Item Plan - Review Item Plan Cp Plan View.....	5-20
5-22	Review Item Plan Op Plan View, Default Measure Profile.....	5-21
5-23	Open Workbook Icon for Original Plan Submit Task.....	5-22
5-24	Open Workbook Dialog Box.....	5-22
5-25	Submit Plan View.....	5-23
5-26	Success Message - Plan Submitted.....	5-23
5-27	Submit Plan View, Submitted Plan.....	5-24
5-28	Commit a Workbook.....	5-25
5-29	Review Targets - All Measures.....	5-26
6-1	Original Plan Approval.....	6-1
6-2	Refresh Option.....	6-1
6-3	Approve Plan View.....	6-2
6-4	Review Submitted Plan, Default Measure Profile.....	6-4
6-5	Approve/Reject Plan - Approve Plan View.....	6-6
6-6	Success Message - Approve/Reject.....	6-7
6-7	Approve/Reject Plan - Approve Plan View.....	6-7
6-8	Commit a Workbook.....	6-8
7-1	Top Down: Create New Workbook Icon.....	7-2
7-2	Workbook Wizard: Product Selection.....	7-2
7-3	Workbook Wizard: Location Selection.....	7-3
7-4	Workbook Wizard: Calendar Selection.....	7-3
7-5	Top Down: Review Plan View, Default Measure Profile.....	7-4
7-6	Middle Out: Create New Workbook Icon.....	7-5
7-7	Workbook Wizard: Product Selection.....	7-5
7-8	Workbook Wizard: Location Selection.....	7-6
7-9	Workbook Wizard: Calendar Selection.....	7-6
7-10	Middle Out: Review Plan/Reconcile Targets View, Targets Compared to Current Plan Measure Profile.....	7-7
7-11	Open to Buy View, Default View.....	7-8
7-12	Bottom Up: Create New Workbook Icon.....	7-10
7-13	Workbook Wizard: Product Selection.....	7-11
7-14	Workbook Wizard: Location Selection.....	7-11
7-15	Workbook Wizard: Calendar Selection.....	7-12
7-16	Bottom Up: Review Plan/Reconcile Targets View, Targets Compared to Current Plan	

	Measure Profile 7-13	
7-17	Bottom Up: Update Department Plans Tasks.....	7-14
7-18	Workbook Wizard: Product Selection.....	7-15
7-19	Workbook Wizard: Location Selection .....	7-15
7-20	Workbook Wizard: Calendar Selection .....	7-16
7-21	Open to Buy View.....	7-17
7-22	Plan Sales / Profit View .....	7-19
7-23	Plan Receipts / Inventory View.....	7-20
7-24	Open to Buy View.....	7-21
7-25	Review Plan / Reconcile Targets View, Default Measure Profile .....	7-22
7-26	Review/Reconcile to Item Plan - Review Item Plan Cp Plan View .....	7-23
7-27	Review Item Plan Op Plan View, Default Measure Profile .....	7-24
7-28	Bottom Up: Create New Workbook Icon .....	7-25
7-29	Open Workbook Dialog Box .....	7-25
7-30	Submit Updated Current Plan - Approval View.....	7-26
7-31	Success Message - Plan Submitted .....	7-26
7-32	Submit Updated Current Plan - Submitted Current Plan .....	7-27
7-33	Update Current Plan Approval .....	7-28
7-34	Refresh.....	7-28
7-35	Review Plan Approval Status - Approve Plan View .....	7-29
7-36	Review Submitted Plan View, Default Measure Profile .....	7-31
7-37	Approve/Reject Plan - Approve Plan View .....	7-32
7-38	Success Message - Approve/Reject.....	7-32
7-39	Approve/Reject Plan - Approve Plan View .....	7-33
7-40	All Measures View.....	7-33
8-1	Enable OP Approval Validation.....	8-1
8-2	Enable OP Approval Workbook Wizard - Product Selection .....	8-2
8-3	Enable OP Approval Workbook Wizard - Location Selection .....	8-2
8-4	Enable OP Approval Workbook Wizard - Calendar Selection .....	8-3
8-5	Allow OP Approval View.....	8-3
9-1	Data Load Validation .....	9-2
9-2	Data Load Validation Workbook Wizard - Calendar Selection.....	9-2
9-3	Data Load Validation Workbook Wizard - Product Selection.....	9-3
9-4	Data Load Validation Workbook Wizard - Location Selection.....	9-4
9-5	Bottom Up Working Plan View .....	9-5
9-6	Middle Out Working Plan View.....	9-6
9-7	Top Down Working Plan View.....	9-7
9-8	Misc. Measures View.....	9-8
10-1	VAT Admin Task .....	10-1
10-2	VAT Admin Workbook Wizard - Product Selection .....	10-2
10-3	VAT Admin Workbook Wizard - Location Selection.....	10-2
10-4	VAT Admin Workbook Wizard - Calendar Selection.....	10-3
10-5	VAT Admin - VAT Setup Workbook.....	10-3
11-1	Reporting Administration Task .....	11-2
11-2	Reporting Administration Workbook Wizard - Product Selection .....	11-2
11-3	Reporting Administration at Department View .....	11-3
11-4	Reporting Administration at Class View .....	11-3
11-5	Reporting Administration at Sub-Class View .....	11-4
12-1	Conceptual Flowchart - PO View .....	12-1
12-2	Measure Buttons in Page Edge .....	12-3
12-3	Right Click Menu - Levels Options .....	12-3
12-4	All Measures Dialog Box - Levels Tab .....	12-4
12-5	Example Ways of Selecting Data for PO Views.....	12-4
12-6	Right Click Menu - Cells Selected.....	12-5
12-7	Right Click Menu - Row or Column Header Selected.....	12-6

12-8	Missing Positions Warning Dialog Box .....	12-6
12-9	PO View Window .....	12-7
12-10	Item Details Window - Right Click Menu .....	12-8



## List of Tables

1-1	Range of Planning and Role Relationships .....	1-6
1-2	Aggregation Methods.....	1-8
1-3	Spread Methods .....	1-8
1-4	Example for Spread Types.....	1-10
1-5	Example for Replicate Method.....	1-10
1-6	Example for Even Method .....	1-10
1-7	Example for Proportional Method .....	1-11
1-8	Example for Delta Method .....	1-11
1-9	Plan Versions Visible to MFP .....	1-12
2-1	Mapping View Measures.....	2-2
3-1	Top Down Initialize Plan Measures .....	3-5
3-2	Target Setting View Measures .....	3-10
3-3	Publish Target View Measures .....	3-14
4-1	Initialize Plan View Measures.....	4-5
4-2	Target Overview View Measures .....	4-11
4-3	Plan Sales and Profit View Measures.....	4-13
4-4	Plan Receipts / Inventory View Measures.....	4-15
4-5	Publish Targets View Measures.....	4-19
5-1	Initialize View Measures.....	5-5
5-2	Target Overview View Measures .....	5-11
5-3	Plan Sales / Profit View Measures .....	5-14
5-4	Plan Receipts / Inventory View Measures.....	5-15
5-5	Submit Plan View Measures.....	5-24
6-1	Approve Plan View Measures .....	6-2
6-2	Review Submitted Plan View Measures.....	6-4
7-1	Open to Buy View Measures.....	7-8
7-2	Open to Buy View Measures.....	7-17
7-3	View Measures .....	7-29
8-1	Allow OP Approval View Measures.....	8-3
9-1	Bottom Up Working View Worksheet Measures.....	9-5
9-2	Middle Out Working Plan View Measures.....	9-6
9-3	Top Down Working Plan View Measures.....	9-7
9-4	Misc Measures View Measures.....	9-8
10-1	VAT Admin - VAT Setup Workbook Measures.....	10-3

---

---

## Send Us Your Comments

Oracle Retail Merchandise Financial Planning Cost User Guide for the RPAS Fusion Client, Release 14.0

Oracle welcomes customers' comments and suggestions on the quality and usefulness of this document.

Your feedback is important, and helps us to best meet your needs as a user of our products. For example:

- Are the implementation steps correct and complete?
- Did you understand the context of the procedures?
- Did you find any errors in the information?
- Does the structure of the information help you with your tasks?
- Do you need different information or graphics? If so, where, and in what format?
- Are the examples correct? Do you need more examples?

If you find any errors or have any other suggestions for improvement, then please tell us your name, the name of the company who has licensed our products, the title and part number of the documentation and the chapter, section, and page number (if available).

---

---

**Note:** Before sending us your comments, you might like to check that you have the latest version of the document and if any concerns are already addressed. To do this, access the Online Documentation available on the Oracle Technology Network web site. It contains the most current Documentation Library plus all documents revised or released recently.

---

---

Send your comments to us using the electronic mail address: [retail-doc\\_us@oracle.com](mailto:retail-doc_us@oracle.com)

Please give your name, address, electronic mail address, and telephone number (optional).

If you need assistance with Oracle software, then please contact your support representative or Oracle Support Services.

If you require training or instruction in using Oracle software, then please contact your Oracle local office and inquire about our Oracle University offerings. A list of Oracle offices is available on our web site at <http://www.oracle.com>.





---

---

# Preface

This guide describes the Oracle Retail Merchandise Financial Planning user interface. It provides step-by-step instructions to complete most tasks that can be performed through the user interface.

## Audience

This User Guide is for users and administrators of Oracle Retail Merchandise Financial Planning. This includes merchandisers, buyers, business analysts, and administrative personnel.

## Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc>.

### Access to Oracle Support

Oracle customers have access to electronic support through My Oracle Support. For information, visit <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info> or visit <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs> if you are hearing impaired.

## Related Documents

For more information, see the following documents in the Oracle Retail Merchandise Financial Planning Release 14.0 documentation set:

- *Oracle Retail Batch Script Architecture Implementation Guide*
- *Oracle Retail Merchandise Financial Planning Cost Installation Guide*
- *Oracle Retail Merchandise Financial Planning Cost User Guide for the RPAS Classic Client*
- *Oracle Retail Merchandise Financial Planning Operations Guide*
- *Oracle Retail Merchandise Financial Planning Release Notes*
- *Oracle Retail Merchandise Financial Planning Retail Installation Guide*
- *Oracle Retail Merchandise Financial Planning Retail User Guide for the RPAS Classic Client*

- *Oracle Retail Merchandise Financial Planning Retail User Guide for the RPAS Fusion Client*
- Oracle Retail Predictive Application Server documentation

For more information about the Fashion Planning Bundle applications see the following documentation sets:

- Oracle Retail Item Planning documentation
- Oracle Retail Item Planning Configured for COE documentation
- Oracle Retail Clearance Optimization Engine documentation
- Oracle Retail Assortment Planning documentation
- Oracle Retail Size Profile Optimization documentation

For more information about the RPAS Fusion Client, see the documents in the Oracle Retail Predictive Application Server Release 14.0 documentation set.

## Customer Support

To contact Oracle Customer Support, access My Oracle Support at the following URL:

<https://support.oracle.com>

When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- Detailed step-by-step instructions to re-create
- Exact error message received
- Screen shots of each step you take

## Review Patch Documentation

When you install the application for the first time, you install either a base release (for example, 14.0) or a later patch release (for example, 14.0.1). If you are installing the base release or additional patch releases, read the documentation for all releases that have occurred since the base release before you begin installation. Documentation for patch releases can contain critical information related to the base release, as well as information about code changes since the base release.

## Improved Process for Oracle Retail Documentation Corrections

To more quickly address critical corrections to Oracle Retail documentation content, Oracle Retail documentation may be republished whenever a critical correction is needed. For critical corrections, the republication of an Oracle Retail document may at times not be attached to a numbered software release; instead, the Oracle Retail document will simply be replaced on the Oracle Technology Network Web site, or, in the case of Data Models, to the applicable My Oracle Support Documentation container where they reside.

This process will prevent delays in making critical corrections available to customers. For the customer, it means that before you begin installation, you must verify that you

have the most recent version of the Oracle Retail documentation set. Oracle Retail documentation is available on the Oracle Technology Network at the following URL:

<http://www.oracle.com/technetwork/documentation/oracle-retail-100266.html>

An updated version of the applicable Oracle Retail document is indicated by Oracle part number, as well as print date (month and year). An updated version uses the same part number, with a higher-numbered suffix. For example, part number E123456-02 is an updated version of a document with part number E123456-01.

If a more recent version of a document is available, that version supersedes all previous versions.

## Oracle Retail Documentation on the Oracle Technology Network

Documentation is packaged with each Oracle Retail product release. Oracle Retail product documentation is also available on the following Web site:

<http://www.oracle.com/technetwork/documentation/oracle-retail-100266.html>

(Data Model documents are not available through Oracle Technology Network. These documents are packaged with released code, or you can obtain them through My Oracle Support.)

Documentation should be available on this Web site within a month after a product release.

## Conventions

The following text conventions are used in this document:

<b>Convention</b>	<b>Meaning</b>
<b>boldface</b>	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.
<i>italic</i>	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
monospace	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.



---

---

# Introduction

Oracle Retail Merchandise Financial Planning (MFP) is one of five planning and optimization solutions represented in the Fashion Planning Bundle. The Fashion Planning Bundle is comprised of Merchandise Financial Planning, Assortment Planning, Item Planning, Clearance Optimization, and Size Profile Optimization, all of which are focused on integrating the core preseason and in-season planning processes.

MFP provides flexible and easy-to-use financial planning solution templates that enable retailers to create high-level, strategic and low-level, detailed financial plans. The solution guides users through best-practice planning processes in an efficient, streamlined manner while providing top-down, middle-out, and bottom-up functionality for developing, reconciling, and approving plans.

---

---

**Note:** There are two versions of MFP: MFP Retail and MFP Cost. This guide describes MFP Cost on the RPAS Fusion Client.

For information about MFP Retail on the RPAS Fusion Client, see the *Oracle Retail Merchandise Financial Planning Retail User Guide for the RPAS Fusion Client*.

For information about MFP Retail and Cost on the RPAS Classic Client, see the *MFP Retail User Guide for the RPAS Classic Client* and *MFP Cost User Guide for the RPAS Classic Client*.

---

---

MFP provides both preseason and in-season planning with key financial indicators that include sales, receipts, inventory, gross profit, and open-to-buy. MFP users can bring many plans together for quick and easy reconciliation and approval through consistent, disciplined processes. Furthermore, MFP can be used to plan for multiple retail channels including stores, internet, and catalog.

MFP enables users to perform the following tasks:

- Creating a financial plan in a structured method
- Setting and passing targets
- Plan reconciliation
- Plan submission and approval
- Plan monitoring
- Plan maintenance
- Re-planning

## MFP Planning Process

The MFP planning process can be separated into two subprocesses: preseason and in-season planning. Creating the merchandise financial plan occurs during preseason planning. Managing and updating the merchandise financial plan occurs during in-season planning. Preseason planning focuses on creating the Original Plan (Op) against which to benchmark in-season progress. In the preseason process, the plan is initialized by seeding from Last Year (Ly). This seeding gives users a curve of demand against which to spread their new plan. Users then plans sales, receipts inventory, turn, and gross profit measures.

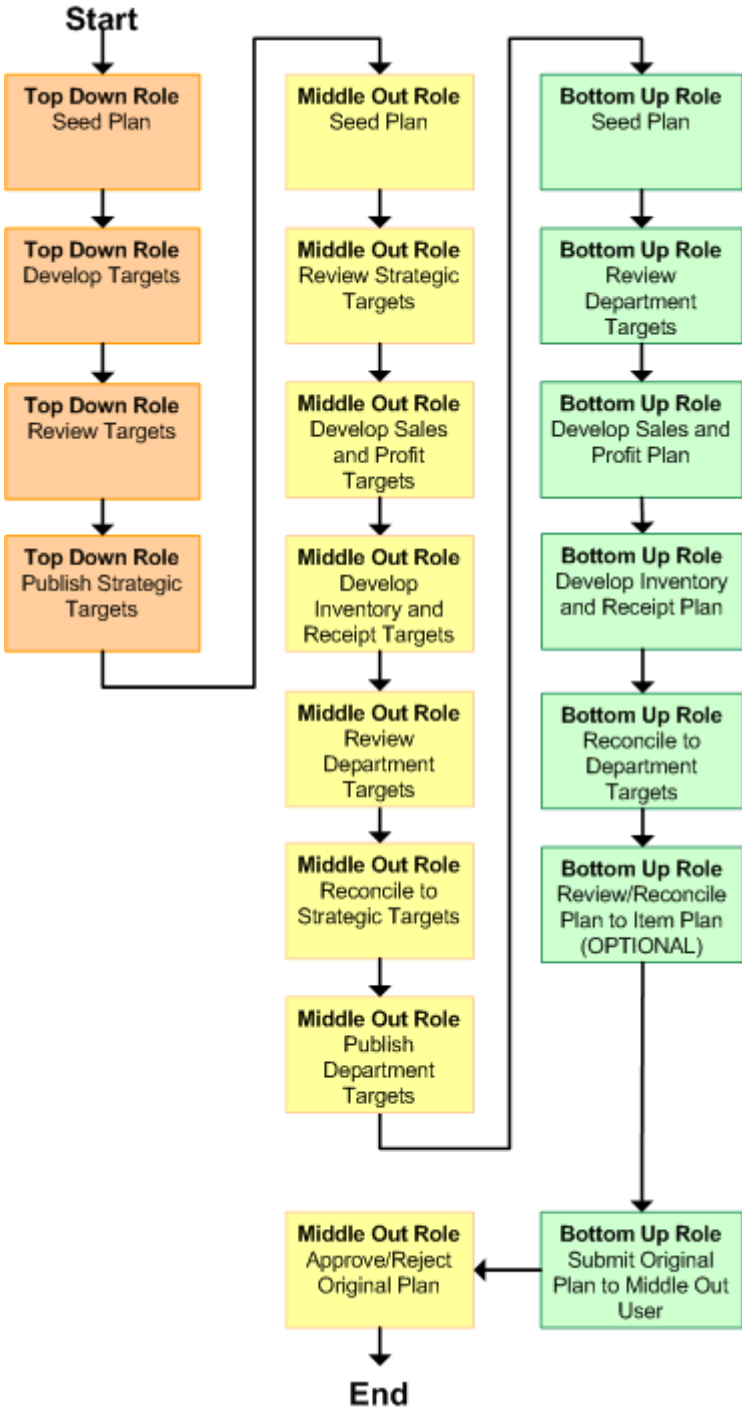
There are three types of users in MFP:

- **Top Down:** These roles users are usually planning directors. They create the overall targets for the company down to group level and set top-down group level targets for the middle out role.
- **Middle Out:** These roles are usually planning managers. They create middle-out targets at the department level.
- **Bottom Up:** These roles are usually merchandise planners. They create Op and Cp plans for approval by the middle out role.

The targets are published by superior levels to the subsequent level: top down passes to middle out, and middle out passes to bottom up. The bottom up then submits the Op, Cp, or both to the middle out role for approval. The Op and Cp plans are not created until they are approved by the middle out role.

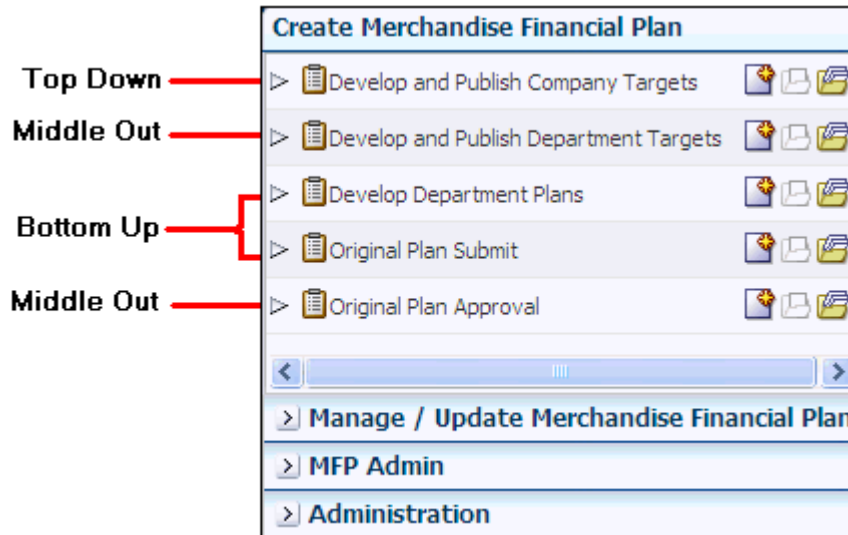
This process is shown in the two diagrams on the following pages.

Figure 1-1 Create Merchandise Financial Plan Process Diagram



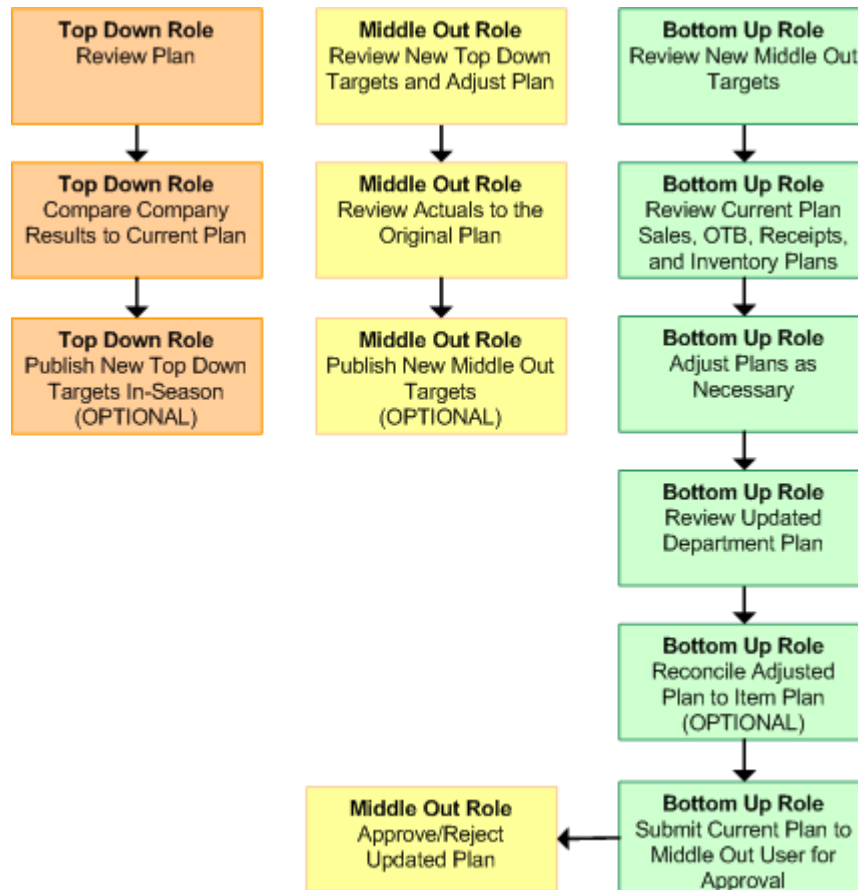
Below are the roles associated with each preseason task.

**Figure 1–2 Create Merchandise Financial Plan Tasks for Each MFP Role**



After the plan period has begun, the process of in-season planning begins. The objective of in-season planning is to identify opportunity and risk for the Original Plan (Op).

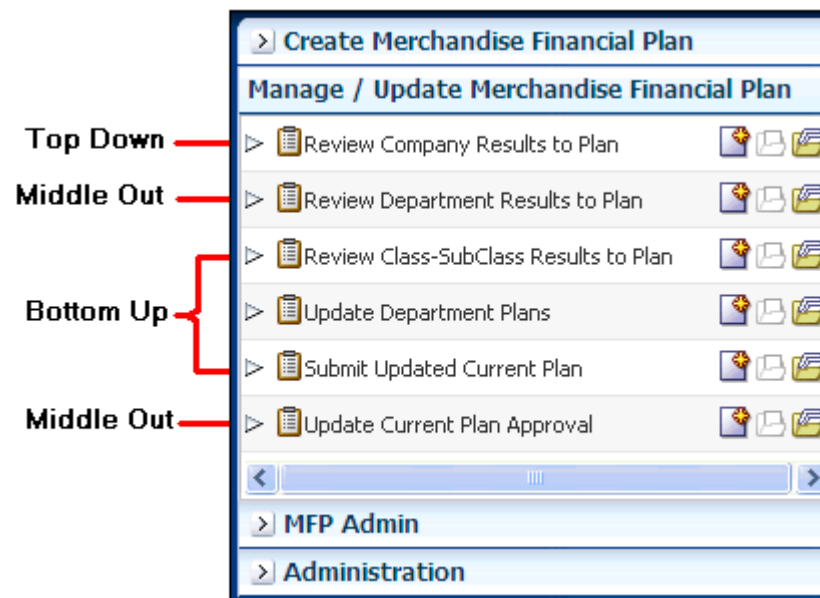
**Figure 1–3 Manage/Update Merchandise Financial Plan Process Diagram**



Below are the roles associated with each in-season task.



**Figure 1–4 Manage/Update Merchandise Financial Plan Tasks for Each MFP Role**



## Role Planning Overview

The MFP planning process involves multiple user roles. These user roles work together to pass targets and reconcile plans at different levels of the product, location, and time hierarchies. The process of using multiple roles divides the planning process into logical sections that provide oversight to the plan creation at multiple levels.

The top down user passes targets to the middle out user, who passes targets to the bottom up user. The bottom up user's approved plans can be made visible to an item planner using a separate product, Oracle Retail Item Planning.

## Planning Roles

Planning roles serve the following purposes:

- They identify the organizational level at which planning occurs.
- They set the product level at which that role will plan.
- They set the time period at which that role will plan.

Each role is part of a bottom-up or a top-down process (see [Table 1–1](#)). The role's base intersection defines the lowest level of product to which that role has access when building a plan. The planning role defines the range of planning responsibilities and also controls the measures shown in planning views and those measures' accessibility.

While the planning roles can be customized during implementation, a standard set of planning roles is supplied with MFP:

- Top Down
- Middle Out
- Bottom Up

The range of planning and the role relationships for these roles are as follows:

**Table 1–1 Range of Planning and Role Relationships**

<b>Role</b>	<b>Base Intersection</b>	<b>Range of Planning</b>	<b>Lowest-Level Time Period</b>	<b>Bottom Up Rule</b>	<b>Top Down Rule</b>
Top Down	Group/Month	Company - Group	Month	Middle Out	None
Middle Out	Department/ Week	Group - Department	Week	Bottom Up	Top Down
Bottom Up	Subclass/Week	Department - Subclass	Week	None	Middle Out

## Merchandise Financial Planning Components and Key Processes

The key components and features of MFP provide the basis for standard processes and activities that are necessary for a planner to perform his or her planning functions.

Key components include:

- **Workbooks**

The primary element used in building a plan. A planner uses a workbook to build and maintain plans throughout the season.

- **Views**

Contained within workbooks. The views contain pre-defined lists of measures and are arranged to reflect a step in the standard planning process, allowing a user to work in a logical path to build a plan.

- **View Data**

Used to save, commit, and edit plan data.

- **Planning Roles**

Each MFP user is assigned to a specific role. These roles control the application functions that are available and the level of aggregation in the product dimension for that user. They play an integral part in how plans are created.

- **Plan Versions**

MFP functionally provides the capability to have more than one version of the plan. This allows users to track actual data against the original plan, re-plan the current season, and save to a new plan.

- **Plan Reconciliation and Approvals**

Plan reconciliation is a process of combining lower level plans and comparing them to a higher level target. Plan approval is a built-in application process that allows a bottom up role to submit a plan for approval to a middle out role, who can approve or reject it.

### Workbooks

A MFP user accomplishes multiple planning tasks using workbooks. A workbook is a user-defined data subset (of a master database) that includes selected hierarchical dimensions. These workbooks consist of views and graphical charts used for planning, viewing, and analyzing business measures. Workbooks organize related planning information and divide levels of user responsibility. This framework allows a user to easily view, create, modify, and store data sets that are common to repeated tasks.

A workbook structure consists of the following elements:

- **Product levels and members** such as Department, Class, and Sub-Class for the Men's Sweater Department.
- **Time levels and members** such as Season, Month, and Week for the Spring 2010 Season.
- **Location levels and members** may reflect multiple channels within an organization at their aggregate level, such as total Brick & Mortar divisions, Catalog, or e-Commerce.
- **Plan versions** such as Working Plan (Wp), Original Plan (Op), Current Plan (Cp), and Last Year (Ly).
- **Measures and corresponding business rules** such as Sales, Receipts, Inventory.

Workbooks can be built automatically, through a batch process, or manually using the Planning Workbook wizard. Each workbook contains the planning views, measures, and business rules needed for a complete plan.

Data in a workbook can be displayed using both multidimensional spreadsheets and charts. The data can be viewed at a detailed level or at an aggregate level, with the ease of a mouse click.

## Views

Planning views are multidimensional pivot tables that provide users with views of the data contained in a workbook. Oracle Retail Predictive Planning comes with a series of built-in views that support an industry standard business process. Each view can contain its own unique product, time, location, and metric information. This approach enables users across an organization to use a standard planning process.

Views can be customized for each user. Rotating, pivoting, and format functions allow a user to create individual views within a view. Each user may also display the data in a graphical format by using the charting function.

### Editing View Data

Users edit and enter data in the views. The solution's business rules are implemented throughout the views to ensure consistent edit behavior regardless of where (on which view) the edit is performed.

### Measure Aggregation and Spreading

Users may edit data at many levels of each dimension (product, location, calendar). If the data is modified at an aggregate level (a level with one or more lower levels beneath it), the modifications are distributed to the lower levels within the dimension. This function is called spreading. If data is modified at a level that has a higher level above it (parent), the data changes are reflected in those higher levels. This is known as aggregation.

Each measure that is used in the MFP solution is assigned a default aggregation and spreading behavior. A measure's aggregation method controls how data is calculated at aggregate levels of the dimension, such as month or department. A measure's spread method controls how data is spread to lower levels of a dimension when the user enters data at an aggregate level. Below is a list of relevant aggregation and spread methods that are used in MFP Cost.

### Aggregation Methods

The following table displays aggregation methods, their results, and their types of measures.

**Table 1–2 Aggregation Methods**

Aggregation (Agg) Methods	Result	Types of Measures
Total	Values are summed up the dimension levels.	Value or unit measures such as sales and receipts.
Recalc	Value is recalculated at aggregate levels based on its rule calculation.	Percentage measures such as Gross Profit %. Also other calculated measures such as TO and Forward Cover.
PST - Period Start Total	Value is summed up non-calendar hierarchies. Value at aggregate time equals the same value as the first child period's value belonging to the aggregate parent.	Beginning of Period Inventory (BOP).
PET - Period End Total	Value is summed up non-calendar hierarchies. Value at aggregate time equals the same value as the last child period's value belonging to the aggregate parent.	End of Period Inventory (EOP).
AMBG	All values within and across hierarchies are equal; otherwise a ? is displayed at aggregate levels.	Used by informational text measures, such as event information or approve/reject pick lists.
B_AND	For Boolean types only referring to situations that are either <b>true</b> or <b>false</b> . Value is <b>on</b> or <b>true</b> at an aggregate level if all values within a dimension level are on.	Boolean (check box) <b>Submit</b> .

### Spread Methods

The following table displays spread methods, their results, and their types of measures.

**Table 1–3 Spread Methods**

Spread Methods	Result	Types of Measures
Proportional	Typically used in conjunction with Total Agg Type. Value is spread proportionally to the child dimensions when a value is entered at an aggregate level.	Value or unit measures such as sales and receipts.

**Table 1–3 (Cont.) Spread Methods**

Spread Methods	Result	Types of Measures
None	The result of the edit is passed to another measure. The spread method for the measure that inherits the edit is used to spread the new value to the child dimensions. For example, an edit to Wp Sales var Ly R% at an aggregate level (Month) results first in the Sales R value being recalculated at the Month level, reflecting the edited percent increase over Ly Sales R; then the new Sales R value is spread to the week level proportionally. Finally, the Wp Sales var to LY R% is recalculated at the week level.	Variance measures such as Wp Sales var to Ly R%, Wp Mkd var to Op R%.
PS (Period Start)	For edits at an aggregate level, the edited value is placed into the first logical child dimension beneath the level of the edit. For example, an edit to BOP Inv at the Month level will spread the edited BOP Inv value to the first week reporting to the Month.	
PE (Period End)	For edits at an aggregate level, the edited value is placed into the last logical child dimension beneath the level of the edit. For example, an edit to EOP Inv at the Month level will spread the edited EOP Inv value to the last week reporting to the Month.	Typically used in conjunction with EOP Inv, Avg Inv.

### Overriding Default Spread Methods

A measure's default spread method can be overridden on a data entry by using the override spread method function. The default spread method is overridden for that specific data edit and is not permanently changed. To use an alternate spread method, enter a number in a data cell at an aggregate level followed by an **r**, **e**, **p**, or **d**. This applies the replicate, even, proportional, or delta distribution function to spread that number to the lowest level.

---

**Note:** Save information in the workbook before trying these features. If you are not comfortable with the results, use the **Edit - Revert** command to undo the changes. The Revert command resets the workbook back to its state after the last save was issued.

---

### Explanation of Spread Types

This section describes the following spread types.

- Replicate
- Even
- Proportional
- Delta

For each of the spread types, assume the following dimensions and values.

**Table 1–4 Example for Spread Types**

	February	Week1	Week2	Week3	Week4
Department1	570	155	170	100	145
Class1	120	20	20	40	40
Class2	100	25	25	25	25
Class3	200	100	50	20	30
Class4	150	10	75	15	50

**Replicate**

Replicate copies the entered value to all cells below the aggregate dimension. This method can be used for measures that have an aggregation method of Total or Recalc.

If a value is entered at more than one aggregate dimension (such as aggregate product and time), then the value is copied to all lower-level base cells below the aggregate time and product.

**Example:** Enter 50r for Feb/Department1. The values at every intersection of week and class belonging to Feb/Department1 are changed to 50. The aggregate total is then recalculated as the sum of the lower-level cells, 800. See results below.

**Table 1–5 Example for Replicate Method**

	February	Week1	Week2	Week3	Week4
Department1	800	200	200	200	200
Class1	200	50	50	50	50
Class2	200	50	50	50	50
Class3	200	50	50	50	50
Class4	200	50	50	50	50

**Even**

Even divides the entered value evenly to all cells below the aggregate dimension. This method can be used for measures that have an aggregation method of Total or Recalc.

If a value is entered at more than one aggregate dimension (such as aggregate product and time), then the value is copied to all lower-level base cells below the aggregate time and product.

**Example:** Enter 600e for Feb/Department1. The value at every intersection of week and class belonging to Feb/Department1 changes to 37.5. The aggregate total is then recalculated as the sum of the lower-level cells, 600. See results below.

**Table 1–6 Example for Even Method**

	February	Week1	Week2	Week3	Week4
Department1	600	150	150	150	150
Class1	150	37.5	37.5	37.5	37.5
Class2	150	37.5	37.5	37.5	37.5
Class3	150	37.5	37.5	37.5	37.5
Class4	150	37.5	37.5	37.5	37.5

### Proportional

Proportional spreads the difference between the original and entered value to all cells below the aggregate dimension based on that cell's percent contribution to the original value in the edited cell. This method can be used for value or unit measures that have an aggregation method of Total.

If a value is entered at more than one aggregate dimension (such as aggregate product and time), then the value is copied to all lower-level base cells below the aggregate time and product.

**Example:** Enter **1140p** for Feb/Department1. The value for every intersection of week and class belonging to Feb/Department1 doubles. The percentage contribution of the base cell to the aggregate remains unchanged. See results below.

**Table 1-7 Example for Proportional Method**

	February	Week1	Week2	Week3	Week4
Department1	1140	310	340	200	290
Class1	240	40	40	80	80
Class2	200	50	50	50	50
Class3	400	200	100	40	60
Class4	300	20	150	30	100

### Delta

Delta spreads the difference between the original and entered value evenly to all cells below the aggregate dimension. This method can be used for value or unit measures that have an aggregation method of Total.

If a value is entered at more than one aggregate dimension (such as aggregate product and time), then the value is copied to all lower-level base cells below the aggregate time and product.

**Example:** Enter **670d** for Feb/Department1. The value for every intersection of week and class belonging to Feb/Department1 increases by the same value, 100/16 or 6.25.

**Table 1-8 Example for Delta Method**

	February	Week1	Week2	Week3	Week4
Department1	670	155	170	100	145
Class1	120	26.25	26.25	46.25	46.25
Class2	100	31.25	31.25	31.25	31.25
Class3	200	106.25	56.25	26.25	36.25
Class4	150	16.25	81.25	21.25	56.25

### Saving Workbook Data

Two options, Save and Commit, are available to ensure that data is saved during the planning process.

**Save** - Data is saved to a user database and does not affect the master database. This allows you to manipulate details and evaluate the impact of the changes without changing the master data. Any data saved with the Save option is saved to a local copy of the database. Other users are not able to view the saved data by default. You may

save the workbook with global or group access enabling others to view your local workbook.

**Commit** - Date is saved to the master database. Data (including changed) is accessible to all users after their workbooks are rebuilt or refreshed.

Refresh and build are two methods for retrieving updated data from the master database to a local workbook:

**Refresh** - A user can run any refresh group that has been configured to retrieve data from the master database to an existing workbook.

**Build** - A user may build a new workbook manually. As an alternative for building a workbook manually, a Merchandise Financial Planning administrator can run a batch process (delivered with Merchandise Financial Planning) to automatically build a new workbook by using the Auto Workbook Build process. Refer to the *RPAS Administration Guide for the Fusion Client* for more details.

## Plan Versions

The strategic and financial planning processes supported by MFP use plan versions to designate different plan types that are used throughout the planning horizon. These version names and their abbreviations are used frequently in planning views (for example, to distinguish measures).

The plan versions that are visible to MFP users depend on the users' planning roles.

**Table 1–9 Plan Versions Visible to MFP**

Plan Version	Bottom Up	Middle Out	Top Down
Working Plan (Wp)	X	X	X
Last Year (Ly)	X	X	X
Target (Tgt) *	X	X	X
Original Plan (Op)	X	X	X
Current Plan (Cp)	X	X	X
Waiting for Approval (Wa)	X	X	

\* The bottom up role has access to the target passed from the middle out role. The middle out role has access to the target passed from the top down role, as well as their published targets. The top down role can view to his or her own published targets.

The following sections describe each plan version in more detail.

### Working Plan (Wp)

- The plan version that is editable for a particular preseason or in-season period.
- This plan version is used to develop and revise plan data.
- Actual data values are loaded into the Wp (and Cp) version for all elapsed time periods.

### Last Year (Ly)

- A plan version that provides a reference to last year's actual historical data.



**Target (Tgt)**

- Target measures contain values set by a higher role that are then passed to a lower role. For example, the top down role passes a target plan down to the middle out role, and the middle out role passes a target plan version down to the bottom up role.
- Targets are created by the role through the **Publish Targets** custom menu button, which is initiated by the user. After the data is committed to the database, those targets become available to the next lower role.

**Waiting for Approval (Wa)**

- A plan awaiting approval by the middle out role. The bottom up role submits the plan for approval, which copies the plan data from the Wp version to the Wa version.
- The middle out and bottom up roles access the same Wa version. The bottom up role owns this version, and the middle out role reads from this version to populate measures. The Wa version is read-only for both roles.
- If the plan is approved, a Waiting for Approval plan is promoted to either the Original Plan (Op) version or Current Plan (Cp) or both the Op and Cp, depending upon the plan version selected by the bottom up role when submitting the plan for approval.
- If the plan is rejected, the Working Plan (Wp) version is not promoted to Original Plan or Current Plan. Needed adjustments are made before the plan is resubmitted for approval.

**Original Plan (Op)**

- A preseason plan that has been approved and promoted from Waiting for Approval (Wa) to Original Plan (Op) version.
- The bottom up role's plan is the only plan that is approved and becomes the Original Plan.
- All roles can view the Op version measures.

**Current Plan (Cp)**

- An in-season plan that has been approved and promoted from Waiting for Approval (Wa) to Current Plan (Cp) version.
- All roles can view the Cp version measures.
- The bottom up role's plan is the only plan that is approved and becomes the Original Plan.
- Actual data values are loaded into the Cp (and Wp) version for all elapsed time periods.

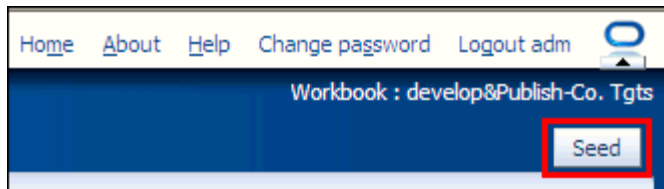
**Plan Reconciliation**

The goal of plan reconciliation, an important step of the financial planning process, is to achieve a single, unified plan that all contributing parties have reviewed and approved. As plans are generated, they move through a reconciliation phase, and on to the plan approval phase.

## MFP Custom Menu Options

MFP custom menu buttons in the RPAS Fusion Client are located above the top right corner of the content area for some workbooks. The custom menus are specific to the steps in the different tasks. If you are on a specific step, you can see the custom menus that have been configured for that step.

**Figure 1–5 Custom Menu Button in the RPAS Fusion Client**



The custom menu buttons vary depending on the current step. The following custom menu buttons are available:

- Top Down Role
  - Seed
  - Publish Targets
- Middle Out Role
  - Seed
  - Publish Targets
  - Approve/Reject
- Bottom Up Role
  - Seed
  - Submit

---



---

**Note:** Descriptions of these custom menu buttons are provided where relevant throughout this guide.

---



---

### Seeding the Plan

Seeding is a process that populates certain Working Plan data elements with data from last year data from external systems. Seeding facilitates the ability to create a plan by providing seasonal curves across time and relationships between products and locations. After edits are made to a Working Plan measure that has been seeded, the new edit spreads to lower hierarchical members based on the data that has already been seeded, maintaining the seasonal curves and relationships between products and locations.

### Plan Approval

In MFP, the middle out and bottom up roles participate in the plan approval process.

The bottom up role uses the Approval view to submit plans to the middle out role for approval. The bottom up role also uses this view to view the status of their submitted plans. The middle out role uses the approval view to approve or reject the submitted plans.

Submit for approval functionality is available as a custom menu button. The Submit button allows a user to submit the plan and move the data to the Wa version.

### **Publishing Targets**

In MFP, the middle out and top down roles may set target values for key measures. Each role then makes these targets available to the role below them in the planning process.

Top down roles create their plan and use the Publish Strategic Targets view to update their target measures with the data in their plan. The data is published to middle out roles when they click the Publish Targets custom menu button. Then middle out roles have access to these target values in their workbooks after a refresh or build.



---

## Mapping Setup

The Mapping Setup workbook is used by the administrator to map weeks for last year and adjusted last year.

The last year mapping is used to identify which week to map to when determining the last year values in a workbook. The adjusted last year is used to adjust historical sales to accommodate calendar shifts.

The adjusted sales then appear in the Merchandise Planning workbook templates for reference while planning. This functionality is helpful when events shift from one week to another or when there are different numbers of weeks from one calendar year to another.

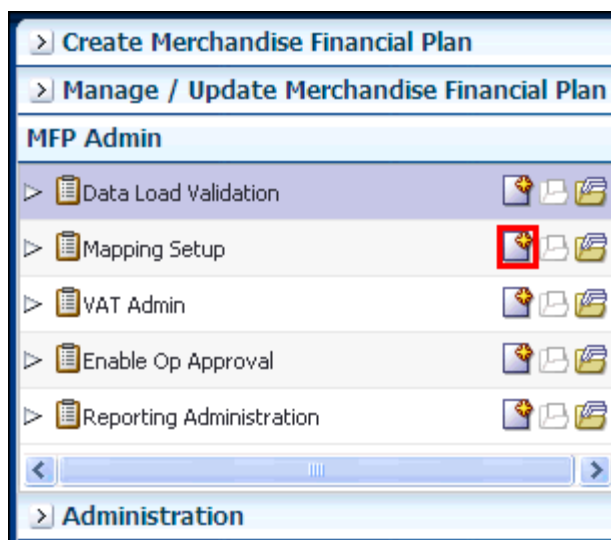
The Mapping Setup task contains one step: Last Year and Adjusted Last Year Week Mapping.

### Opening the Mapping Workbook

To open a Mapping Setup workbook:

1. Click the **New Workbook** icon in the Mapping Setup task.

*Figure 2-1 Mapping Setup Task*



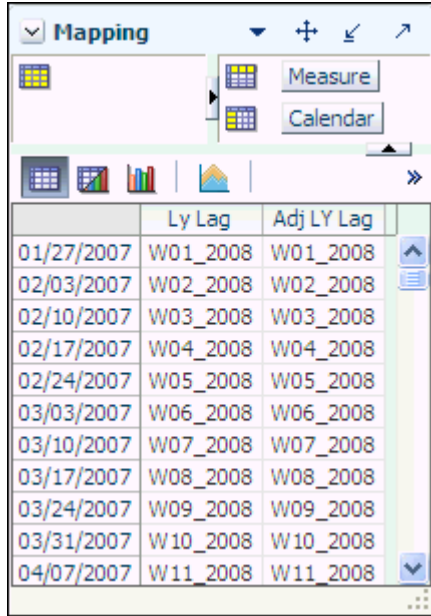
The workbook is built.

## Last Year and Adjusted Last Year Week Mapping

This step contains a single view called Mapping. Within this view, you can set the mappings for last year and adjusted last year.

The week indicated in the Adj LY Lag measure is where the performance data is retrieved when you look at Ly data.

**Figure 2–2 Mapping View**



**Table 2–1 Mapping View Measures**

Measure	Description
Week Mapping Last Year	Identifies the week that is being used for mapping as last year.
Week Mapping Adjusted Last Year	Identifies the week that is being used for mapping as adjusted last year.

---

---

## Preseason: Top Down Role

The top down role is usually associated with senior management in the merchandise planning organization. The overall goal of the top down user is to develop company-level strategic targets that set the financial guidance for the planning organization. To do this, the top down user creates strategic targets that meet this goal and provides them to the planning manager (middle out role), who provides department targets to the merchandise planner (bottom up role).

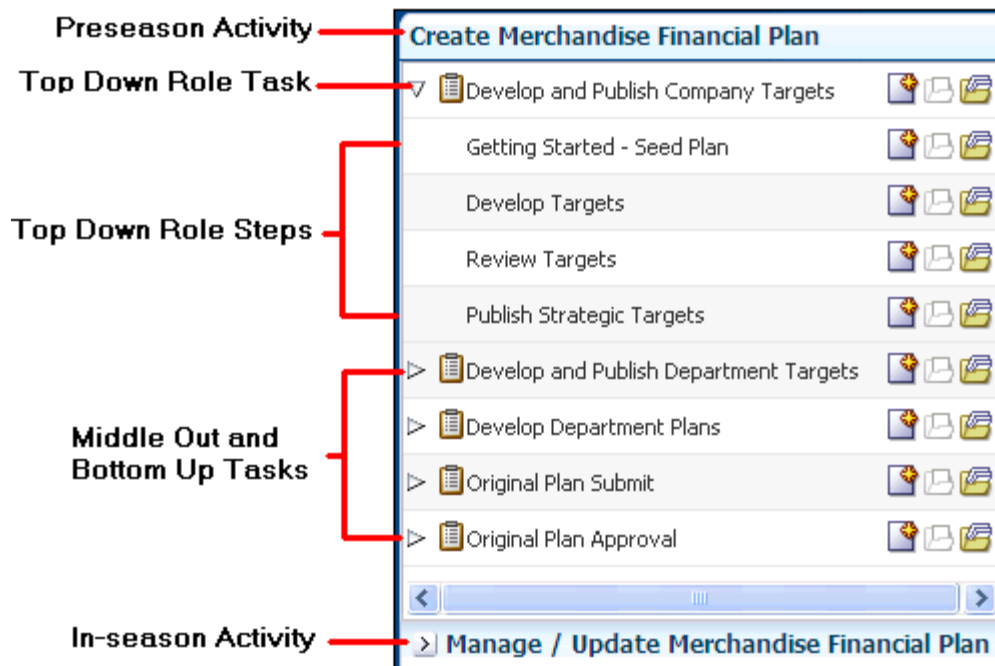
Top down users typically begin planning two to three years before the planning period. This is known as preseason planning. During this time, top down users create the Merchandise Financial Plan for the season or for the entire year.

When top down users open MFP in the RPAS Fusion Client, they are presented with the preseason activity called Create Merchandise Financial Plan. The first task within this activity is Develop and Publish Company Targets. This task belongs solely to the top down user. It has four steps:

- [Getting Started - Seed Plan](#)
- [Develop Targets](#)
- [Review Targets](#)
- [Publish Strategic Targets](#)

These tasks and steps are shown in [Figure 3-1](#).

**Figure 3–1 Top Down Role View: Preseason Task and Steps**




---

**Note:** The top down user can see the tasks of the middle out and bottom up roles, but the top down user cannot open or create workbooks within those tasks. This is denoted by the grayed out icons on the right of the taskflow.

---

The top down user must complete these four steps to publish the strategic targets to the middle out user. To do this, the top down user must first build the workbook.

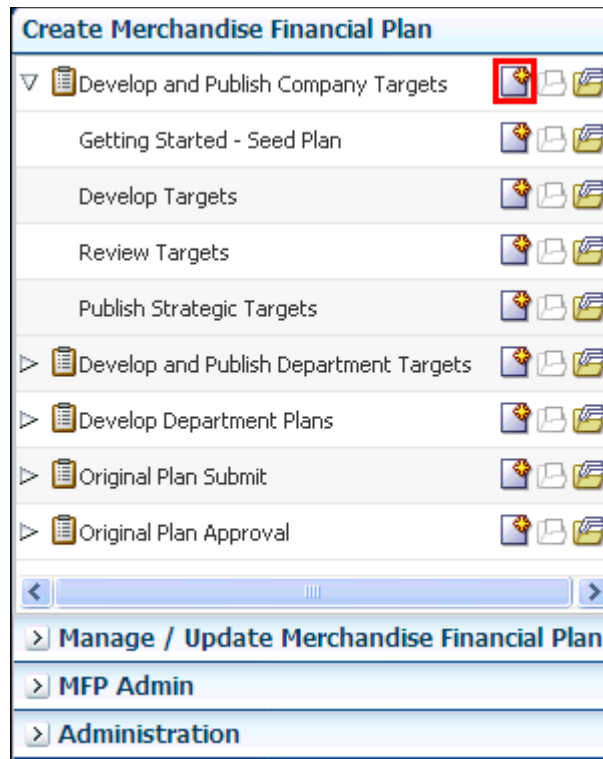
## Building the Workbook

To build the top down role workbook, perform the following steps.

1. Click the **Create New Workbook** icon in the Develop and Publish Company Targets task.

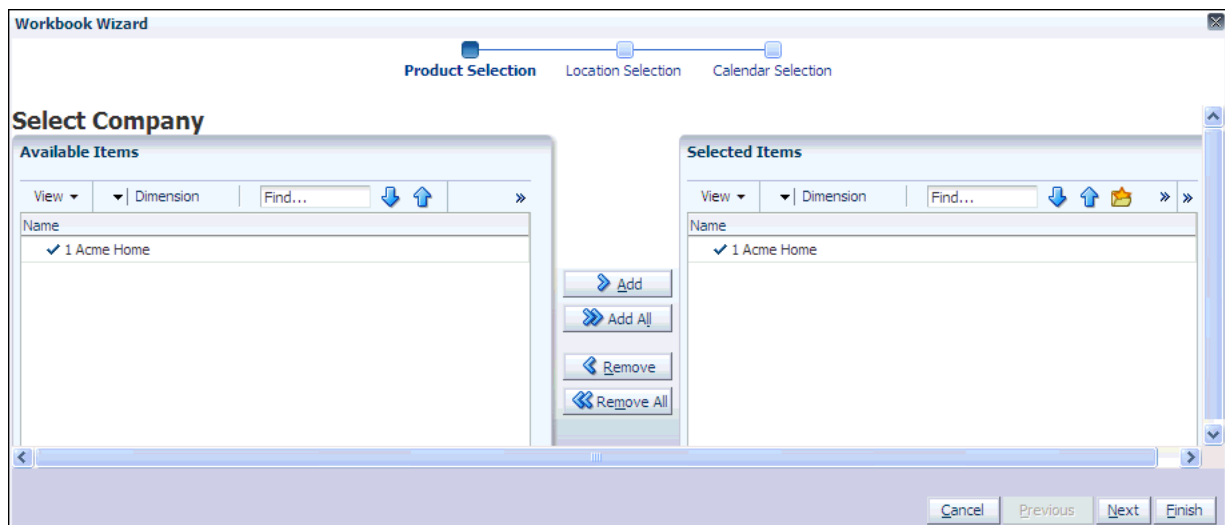


Figure 3–2 Create New Workbook Icon



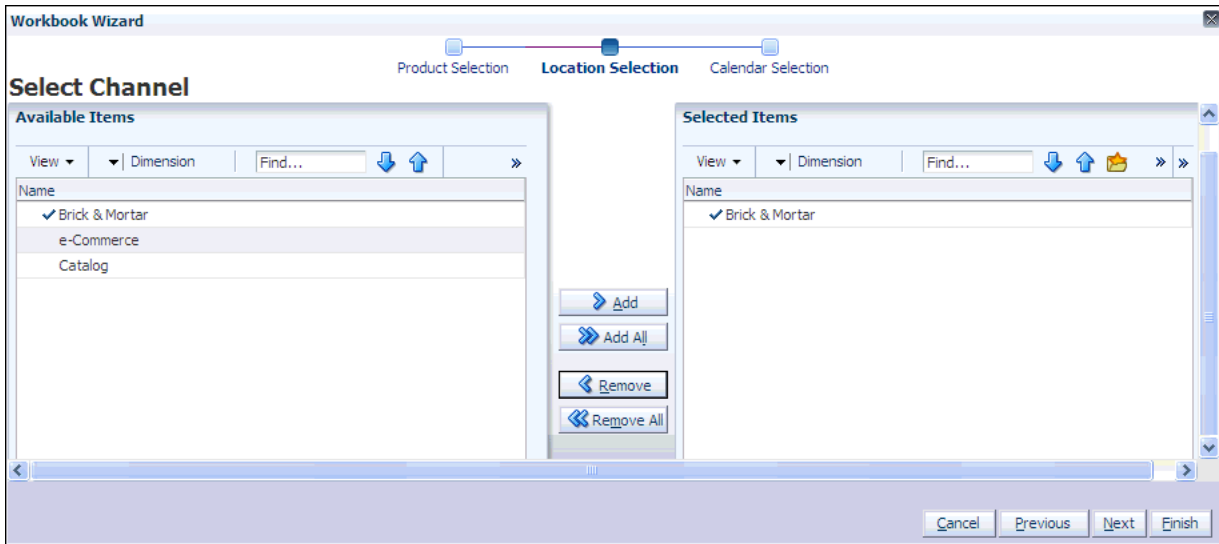
2. The workbook wizard opens at the Location Selection step. Select the company that you want to plan and move it to the Selected Items box. Click **Next**.

Figure 3–3 Workbook Wizard: Product Selection



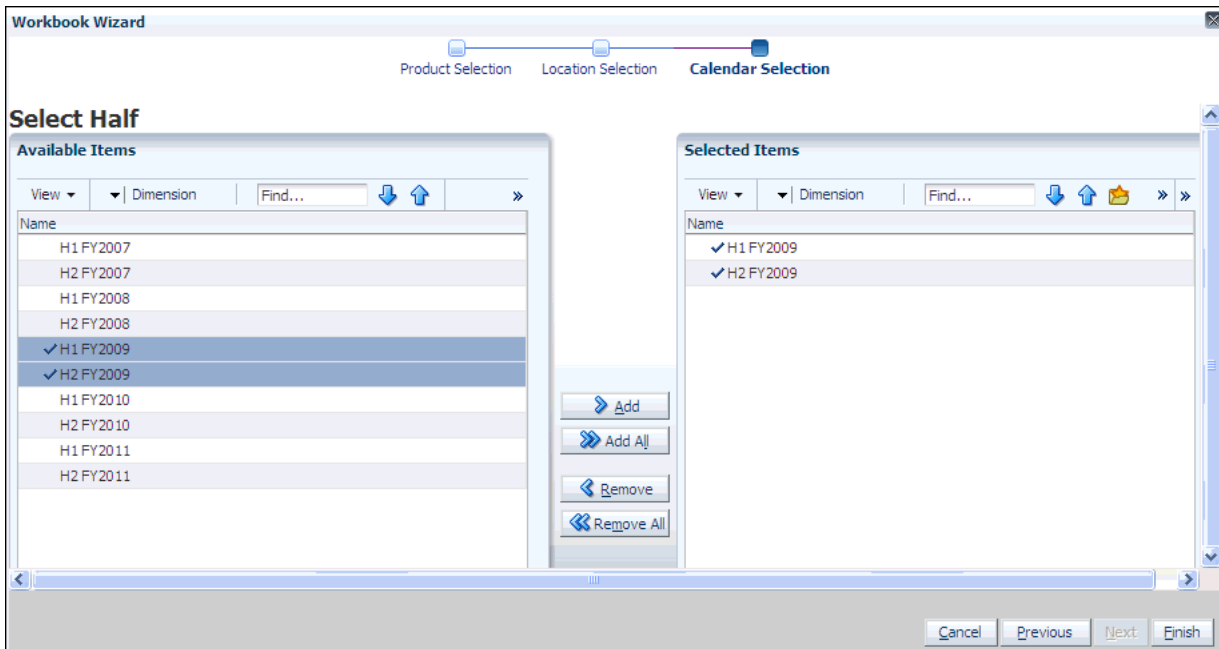
3. The Location Selection step of the workbook wizard appears. Select the channels you want to plan and move them to the Selected Items box. Click **Next**.

**Figure 3–4 Workbook Wizard: Location Selection**



4. The Calendar Selection step of the workbook wizard appears. Select the halves you want to plan and move it to the Selected Items box. Click **Finish**.

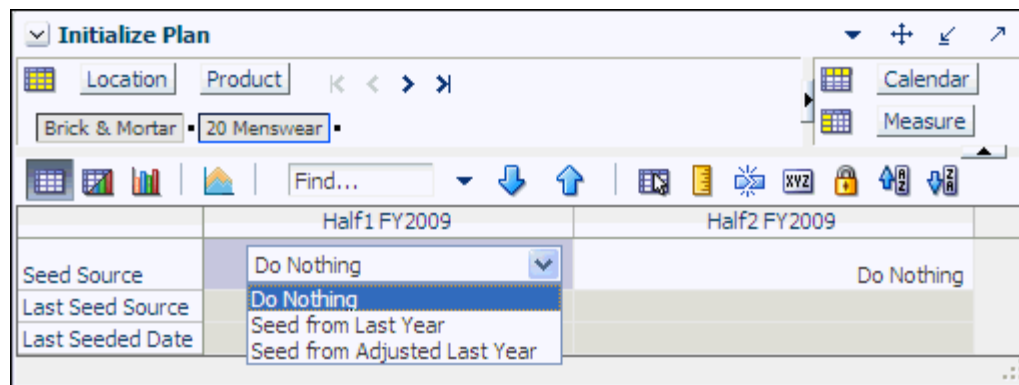
**Figure 3–5 Workbook Wizard: Calendar Selection**



The Top Down Role workbook is built, and the Initialize Plan view opens.

## Getting Started - Seed Plan

The first step that top down users perform after they build the workbook is to seed the plan with the Initialize view.

**Figure 3–6 Top Down Initialize View: Seed Plan****Table 3–1 Top Down Initialize Plan Measures**

Measure	Description
Seed Source	The seed source used to seed the working plan. Use this option to seed or not seed the working plan. You can seed with Last Year's (Ly) or Adjusted Last Year's (Adj Ly) data. Or, you can choose the Do Nothing option if you do not want to seed the working plan.
Last Seed Source	The last seed source that was performed in this workbook. One of three options is shown: <ul style="list-style-type: none"> <li>■ Seed from Last Year</li> <li>■ Seed from Adjusted Last Year</li> <li>■ Do Nothing</li> </ul>
Last Seeded Date	The last time the working plan was seeded.

With this view, you can choose to seed your plan with Last Year (Ly) or Adjusted Last Year (Adj Ly) data to create a demand curve on which to spread the new plan's initial targets. Or, you can instead choose to not seed the plan, which allows you to create a plan that is not influenced by last year's performance.

In the example above, both Half1 and Half2 have been selected to be seeded for the Brick & Mortar channel for the 20 Menswear division.

## Seeding the Plan

When seeding the plan, you can choose which information is seeded. For instance, you can seed just one half or all halves in the workbook, as shown in [Figure 3–6](#). You can also choose what locations and products to seed.

There are two ways you can seed. You can seed each level individually, or you can seed several levels at once by changing the dimension level shown in the view.

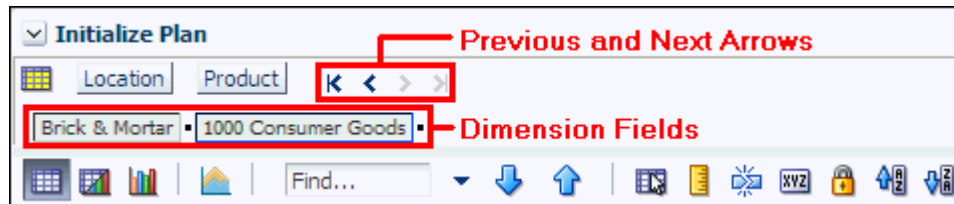
### Seeding One Level at a Time

As shown in [Figure 3–6](#), only the Brick & Mortar channel and the 20 Menswear division have been selected to be seeded with Ly data. This means that the other product divisions have not been selected to be seeded yet. To seed the next division in the Product dimension within the Brick & Mortar channel, perform the following steps:

1. Click within the dimension field that you want to change, as shown in [Figure 3–7](#).

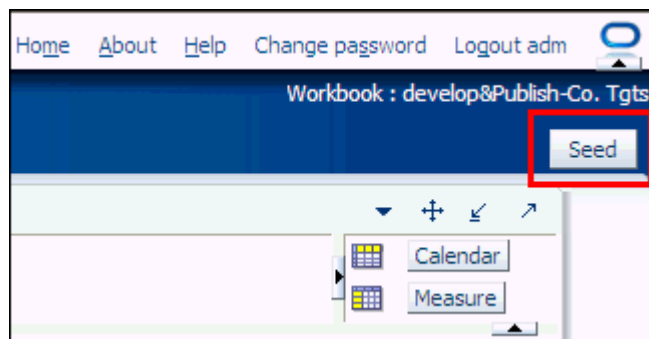
- Click the **Next** or **Previous** arrow, as shown in [Figure 3-7](#).

**Figure 3-7 Changing a Dimension Level with Page Arrows**



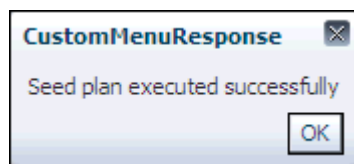
- The page refreshes and the next division in the Product dimension appears in the page edge. Note that the Seed Source measure is no longer populated.
- Select the half that you want to seed with Ly or Adj Ly data.
- Click the **Next** arrow to view and seed the next division.
- When you have selected all the data you want to seed, click **Seed** in the top, right corner.

**Figure 3-8 Seed Button**



- A confirmation message appears, stating that the data has been successfully seeded. Click **OK**.

**Figure 3-9 Seeding Success Message**



After you have seeded, the view refreshes and the Last Seed Source and Last Seed Date measures contain the source and date of the last seed.

### Seeding Several Levels at Once

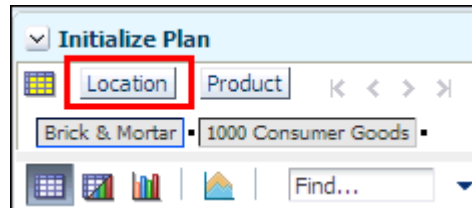
If you want to seed several locations and several products at once, you may want to change the level of the dimensions shown in the page edge.

The default setting of the Initialize Plan view is set to show the Calendar dimension at the half level, the Location dimension at the channel level, and the Product dimension at the division level.

To change the dimension level shown in the page edge or grid, perform the following steps:

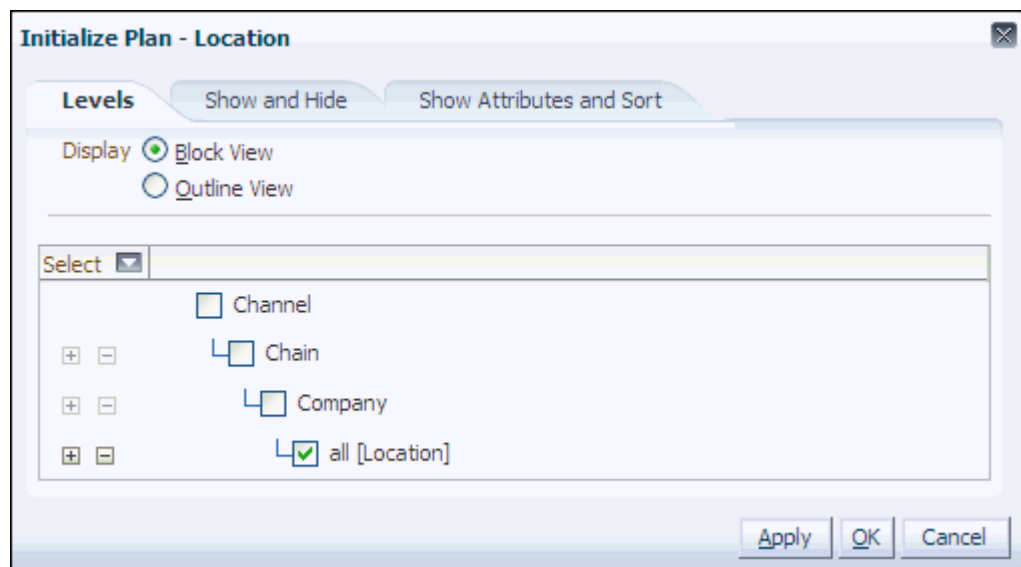
1. Click the dimension tile of the dimension level you would like to change.

**Figure 3–10 Location Dimension Tile**



2. The dimension window appears. Select the level of the dimension that you want to appear in the page edge. If you want to view more than one level at a time in the page edge or grid, select multiple levels. In [Figure 3–11](#), **Channel** was deselected and **all [Location]** was selected instead.

**Figure 3–11 Location Dimension Window**

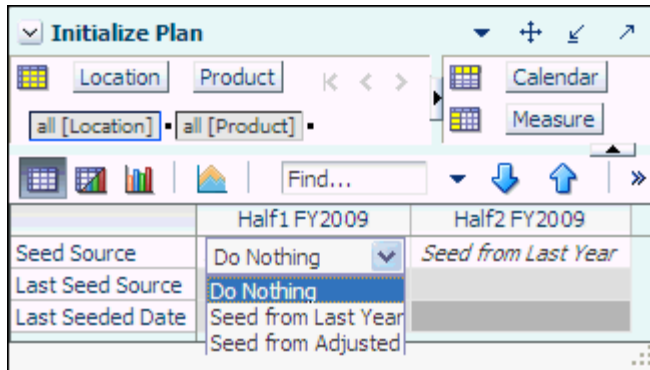


3. Click **OK** when finished.
4. Repeat steps 1 through 3 for other dimensions if desired.
5. After the dimensions are at the level you want, select the halves that you want to seed.

In [Figure 3–12](#), both the Location and Product dimensions are at **All**, and the halves Half1 FY2009 and Half2 FY2009 have been set to seed from last year.

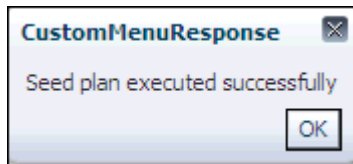
6. When you have selected all the data you want to seed, click **Seed** in the top, right corner, as shown in [Figure 3–12](#).

**Figure 3–12 Seeding Several Levels at Once**



7. The view refreshes and the Last Seeded Source and Last Seed Date measures measures contain the source and date of the last seed. A confirmation message appears, stating that the data has been successfully seeded. Click **OK**.

**Figure 3–13 Seeding Success Message**



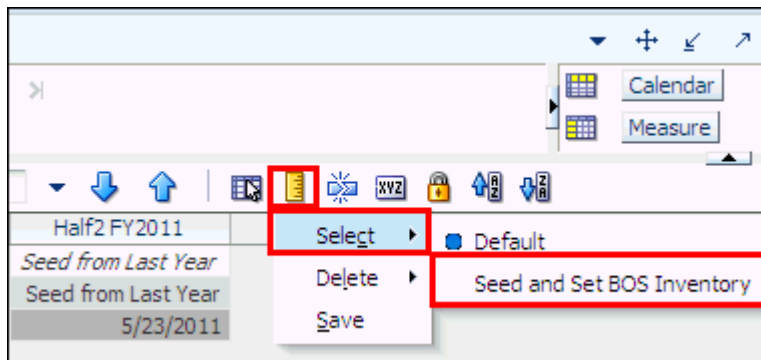
### Setting Beginning of Season Inventory

After you have seeded, set the Beginning of Season (BOS) inventory. By entering the BOS inventory that you project for the season, you can set the BOS markup for that inventory, which allows the BOS cost to be calculated.

To set the BOS, perform the following steps:

1. In the Initialize Plan view, click the **Measure Profile** icon.
2. In the Measure Profile menu, click **Select** and then click the **Seed and Set BOS Inventory** measure profile.

**Figure 3–14 Seed and Set BOS Inventory Measure Profile**



3. The view is refreshed with the Seed and Set BOS Inventory measures visible.

**Figure 3–15 Initialize Plan View with Seed and Set BOS Inventory Measure Profile**

	all [Calendar]	FY2009	H1 FY2009	H2 FY2009
Last Seeded Date	1/31/2009	1/31/2009	1/31/2009	
Seed Source	Do Nothing	Do Nothing	Do Nothing	Do Nothing
Wp BOS Inv C		497,171	497,171	0

4. Change the calendar dimension to year.
5. Enter data in the BOS Inv C measure.

**Figure 3–16 Initialize Plan View with Seeded and Set BOS Inventory**

	FY2009
Last Seeded Date	1/31/2009
Seed Source	Do Nothing
Wp BOS Inv C	500,000

6. Click Calculate.

After you have seeded the divisions and set the BOS, continue to the next step: [Develop Targets](#).

## Develop Targets

After you have seeded the divisions, develop the sales and gross profit targets for groups within those divisions.

Figure 3–17 Target Setting View

	▼ FY2009	▼ H1 FY2009	M01 FY2009	M02 FY2009
Wp Fcst Pre-Season R	1,246,602	620,053	118,759	95,949
Wp Sales var Fcst Pre-Ssn R %	-48.7%	3.1%	-1.5%	-1.0%
Wp Sales R	639,292	639,292	116,953	94,974
Ly Sales R	1,239,135	639,292	116,953	94,974
Wp Sales var Ly R %	-48.4%	0.0%	0.0%	0.0%
.				
Wp Gross Profit	270,712.00	270,712.00	49,756.12	40,899.53
Wp Gross Profit %	42.3%	42.3%	42.5%	43.1%
Ly Gross Profit	411,362.32	212,594.55	39,124.03	32,265.53
Ly Gross Profit %	36.5%	36.6%	36.8%	37.4%
Wp Gross Profit var Ly %	-34.2%	27.3%	27.2%	26.8%
.				
Wp Sales C	368,580	368,580	67,197	54,074
Ly Sales C	715,124	368,580	67,197	54,074
Wp Sales var Ly C %	-48.5%	0.0%	0.0%	0.0%
.				
Wp Cum Turn C	0	3		
Ly Cum Turn C	0	0	0	0
Wp Cum Avg Inv C	0	145,923		
Ly Cum Avg Inv C	6,308,678	3,460,774	997,675	1,472,487

The following table lists the measures available on this view.

Table 3–2 Target Setting View Measures

Measure	Description
Wp Fcst Pre-Season R	The preseason forecast.
Wp Sales var Fcst Pre-Ssn R%	The planned preseason sales variance forecast.
Wp Sales R	The planned sales retail value.
Ly Sales R	Last year’s sales retail value.
Wp Sales var Ly R%	The planned sales retail variance to last year, expressed as a percentage.
Wp Gross Profit	The planned gross profit value.
Wp Gross Profit %	The planned gross profit value expressed as a percentage of total sales.
Ly Gross Profit	Last year’s gross profit value.
Ly Gross Profit %	Last year’s gross profit value expressed as a percentage of total sales.



**Table 3–2 (Cont.) Target Setting View Measures**

Measure	Description
Wp Gross Profit var Ly %	The planned gross profit variance to last year, expressed as a rate.
Wp Sales C	The planned sales cost value.
Ly Sales C	Last year's sales cost value.
Wp Sales var Ly C %	The planned sales cost variance to last year expressed as a percentage.
Wp Cum Turn C	The planned cumulative inventory turns (cost). It is cumulated from the start week of the workbook.
Ly Cum Turn C	Last year's cumulative inventory turns (cost). It is cumulated from the same week last year, corresponding to the first week in the workbook.
Wp Cum Avg Inv C	The planned average cumulative inventory turns (cost). It is cumulated from the start week of the workbook.
Ly Cum Avg Inv C	Last year's average cumulative inventory turns (cost).

To create the top down targets, perform the following steps:

1. Change the Calendar dimension so that year is displayed.
2. Enter the Wp Sales R that you are projecting. Use the Wp Fcst Pre-season R measure as a guide.
3. Plan the gross profit by editing either the Wp Gross Profit or Wp Gross Profit % measure.
4. Plan the cost by editing the Wp Sales C measure.
5. Enter the Wp Cum Turn C at the half level.

---



---

**Note:** The turn at the year is calculated by using the average inventory from the second half as the year average inventory. The turn for the year is calculated from the average inventory at the year level.

---



---

6. Click **Calculate** to populate the Wp Cum Avg Inv C measure.
7. Optional: Use the Sales Contribution Analysis measure profile to assist you to create a more detailed top down target.

After you have created targets, review those targets in the next step: [Review Targets](#).

## Review Targets

This step contains one view: Review Plan. In the Review Targets view, review the targets you created in the [Develop Targets](#) step.

If you need to alter the targets shown in this view, return to the [Develop Targets](#) step to edit them there.

---



---

**Note:** If you have not published top down targets yet, the TD Tgt measures have no values.

---



---

Figure 3–18 Review Plan View

The screenshot shows the 'Review Plan' interface with the following data table:

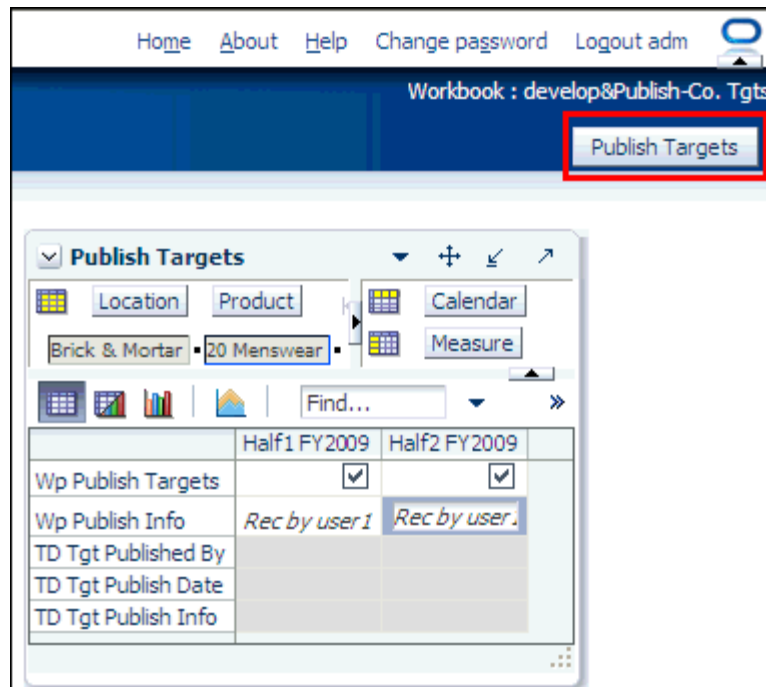
	▼ H1 FY2009	▼ Q1 FY2009	M01 FY2009	M02 FY2009
TD Tgt Sales R	0	0	0	0
Cp Sales R	0	0	0	0
TD Tgt Sales var Cp R %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Gross Profit	0.00	0.00	0.00	0.00
TD Tgt Gross Profit %	0.0%	0.0%	0.0%	0.0%
Cp Gross Profit	0.00	0.00	0.00	0.00
Cp Gross Profit %	0.0%	0.0%	0.0%	0.0%
TD Tgt Gross Profit var Cp %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Sales C	0	0	0	0
Cp Sales C	0	0	0	0
TD Tgt Sales var Cp C %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Cum Turn C	0			
Cp Cum Turn C	0	0	0	0
TD Tgt Cum Avg Inv C	0			
Cp Cum Avg Inv C	17,756	35,512	82,862	49,717
TD Tgt Cum Avg Inv var Cp C %	-100.0%	-100.0%	-100.0%	-100.0%

If you are satisfied with the plan you have created, proceed to the final top down role step: [Publish Strategic Targets](#).

## Publish Strategic Targets

Use the Publish Strategic Targets step when you are ready to publish the targets you created. Publishing a target copies the target information to the TD Tgt (Top Down Target) measures in your workbook, and then it commits them to the database. After you have published, the targets are passed down to the middle out user.

Figure 3–19 Publish Strategic Targets



## Publish Targets

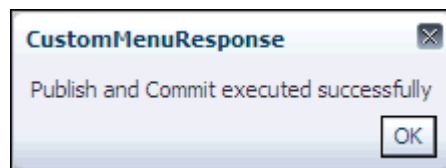
Publishing a target copies your top down Wp measure information to the TD Tgt (Top Down Target) measures in your workbook, and then it commits those target measures to the database so that middle out users can retrieve those targets.

The TD Tgt measures are shown in the Review Plan view found in the Review Targets step. These measures initially have zero values. After the targets are published in this step, those measures are populated with the target information.

To publish the targets, perform the following steps.

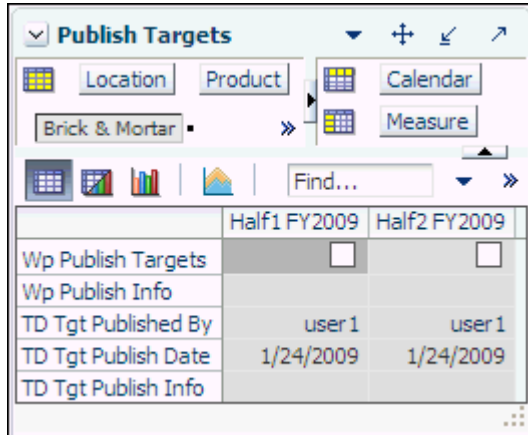
1. Select the halves in the Wp Publish Targets measure that you want to publish.
2. If needed, enter relevant information in the Wp Publish Info measure. This is optional.
3. Repeat steps 1 and 2 for other locations and products if necessary.
4. Click **Publish Targets**. This button is located in the top, right corner, as highlighted in Figure 3–19.
5. A success message appears. Click **OK** to close it.

Figure 3–20 Success Message - Publish Targets



- The view refreshes and clears the Wp Publish Targets and Wp Publish Info measures. The TD Tgt measures in this view are populated. These measures are described in detail in the table below.

**Figure 3–21 Successfully Published Targets**



**Table 3–3 Publish Target View Measures**

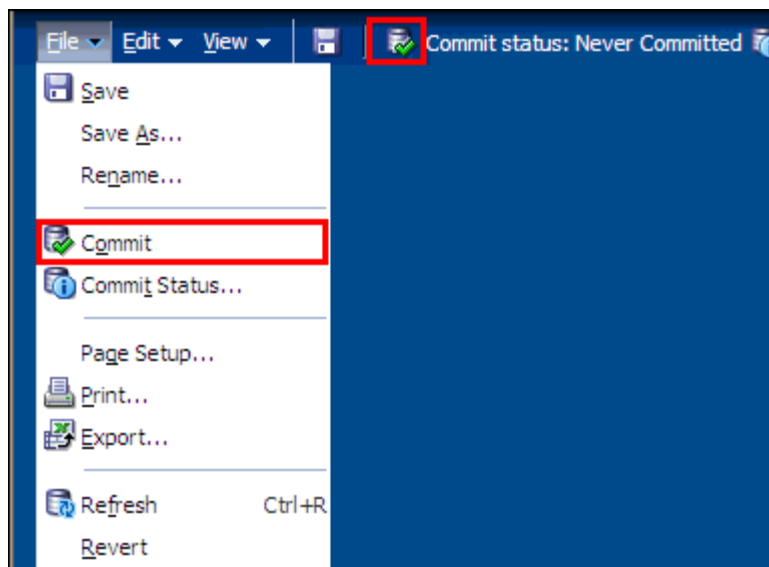
Measure	Description
Wp Publish Targets	Working Plan Publish Targets. Use this measure to select the targets you want to publish.
Wp Publish Info	Working Plan Publish Information. Use this measure to enter relevant target information. This measure is optional.
TD Tgt Published By	Top Down Target Published By. After a target is published, this measure displays the username of the person who published the targets.
TD Tgt Publish Date	Top Down Target Publish Date. After a target is published, this measure displays the date that the target was published.
TD Tgt Publish Info	Top Down Target Publish Info. After a target is published, this measure displays the information that was entered in the Wp Publish Info measure.

## Commit Wp Measures

If you want to commit your working plan (Wp) measures to the database, you need to perform a separate commit in addition to publishing your targets. For more information about committing, see the *RPAS User Guide for the Fusion Client*.

To commit your Wp measures, perform the following steps:

- In the workbook that you have published the targets, click **Commit** in the toolbar. Or, from the File menu, select the **Commit** option.

**Figure 3–22 Commit a Workbook**

## Next Steps

After you have published your targets and committed your workbook, the middle out user can use your group targets to create their department targets. To learn about the middle out user's role, see the [Preseason: Middle Out Role](#) chapter.

If you need to revise your targets at any time during the preseason, you can follow the same procedures described in this chapter. Since you have already created a working plan, there is no need to seed the workbook again, unless you want to start again with Ly (Last Year) or Adj Ly (Adjusted Last Year) data.



---

---

## Preseason: Middle Out Role

The middle out role is usually associated with middle management in the merchandise planning organization. The middle out user receives group targets from the top down user. The middle out user references those targets when creating the department targets. After the middle user has created the department targets, the user provides those targets to the bottom up user, who is usually a merchandise planner.

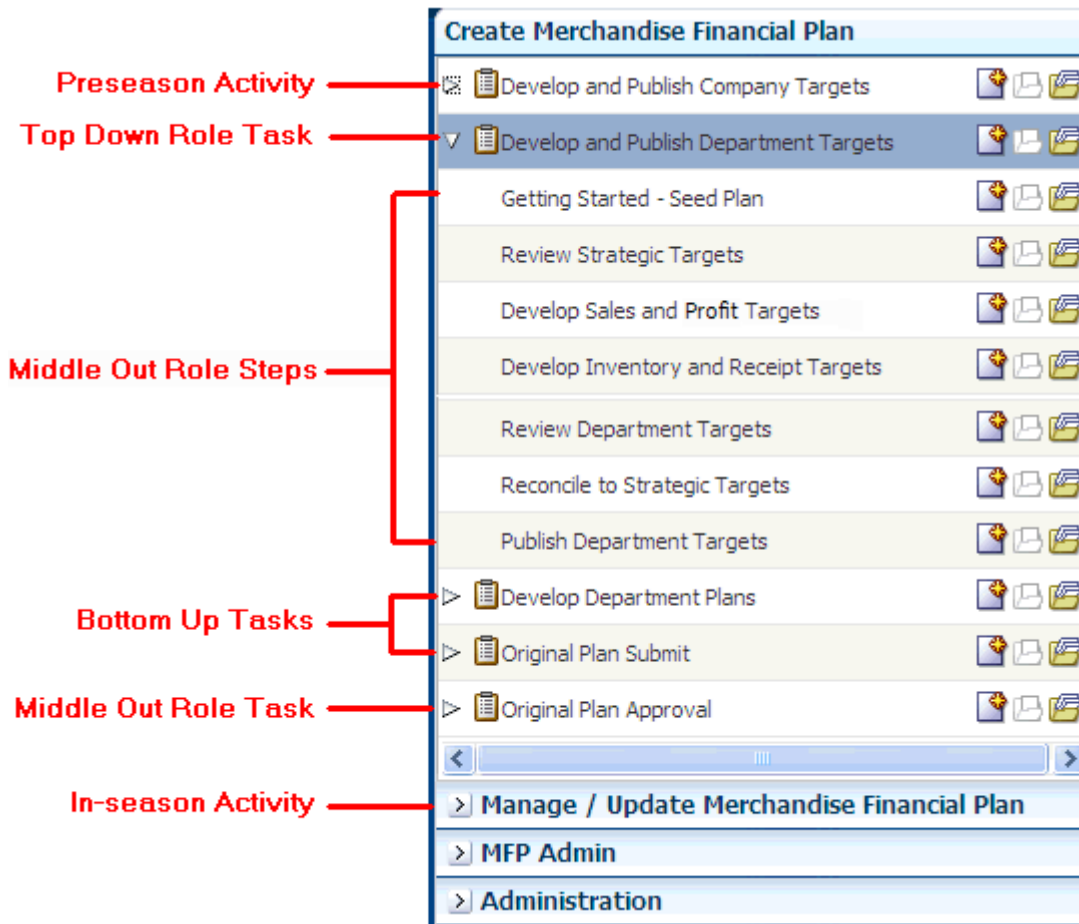
When middle out users open MFP in the RPAS Fusion Client, they are presented with the preseason activity called Create Merchandise Financial Plan. Within this activity, the middle out user owns two tasks. The first task in the list that belongs solely to middle out users is Develop and Publish Department Targets. It has seven steps:

- [Getting Started - Seed Plan](#)
- [Review Strategic Targets](#)
- [Develop Sales and Profit Targets](#)
- [Develop Inventory and Receipt Targets](#)
- [Review Department Targets](#)
- [Reconcile to Strategic Targets](#)
- [Publish Department Targets](#)

The second task for the middle out user is the Original Plan Approval task. This is where the middle out user approves or rejects the plan that was created by the bottom up user. To learn more about approving or rejecting the original plan, see the [Original Plan Approval](#) chapter.

These tasks and steps are shown in [Figure 4-1](#).

Figure 4-1 Middle Out Role View: Preseason Tasks and Steps



**Note:** The middle out user can see the tasks of the top down and bottom up roles, but the middle out user cannot open or create workbooks within those tasks. This is denoted by the grayed out icons on the right of the taskflow.

The middle out user must complete these eight steps to publish the department targets to the bottom up user. To do this, the middle out user must first build the workbook.

## Building the Workbook

To build the middle out role workbook, perform the following steps.

1. Click the **Create New Workbook** icon in the Develop and Publish Department Targets task.

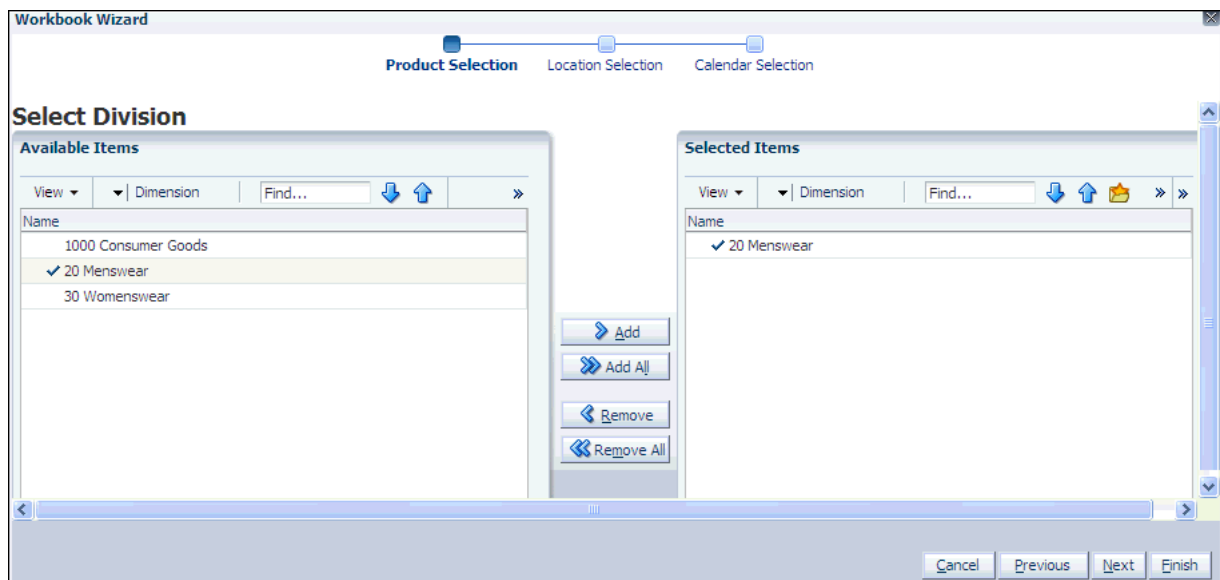


**Figure 4–2 Create New Workbook Icon**



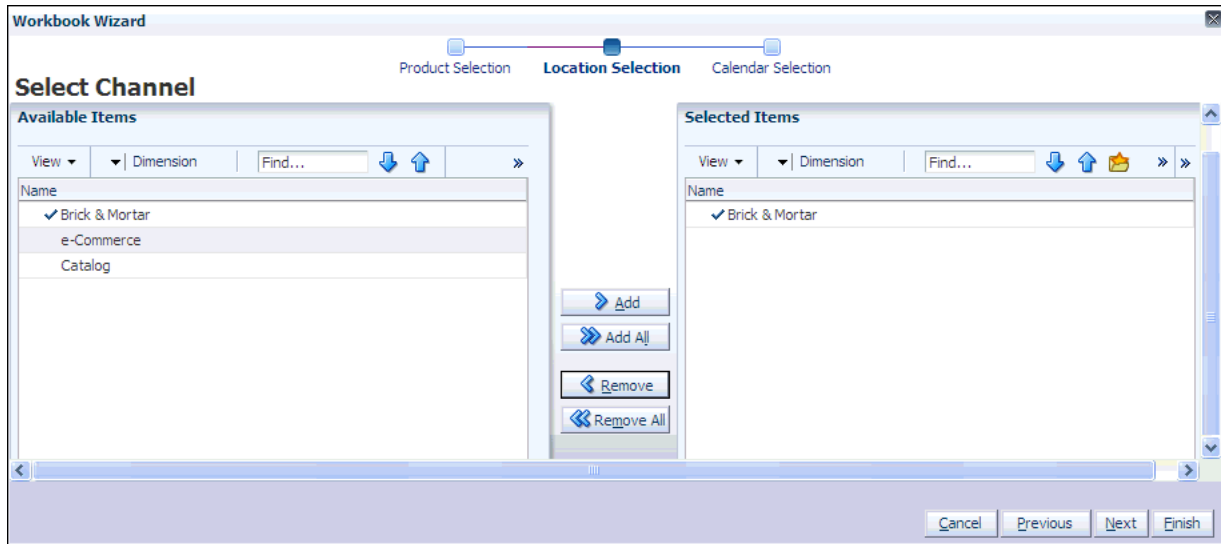
2. The workbook wizard opens at the Product Selection step. Select the divisions that you want to plan and move them to the Selected Items box. Click **Next**.

**Figure 4–3 Workbook Wizard: Product Selection**



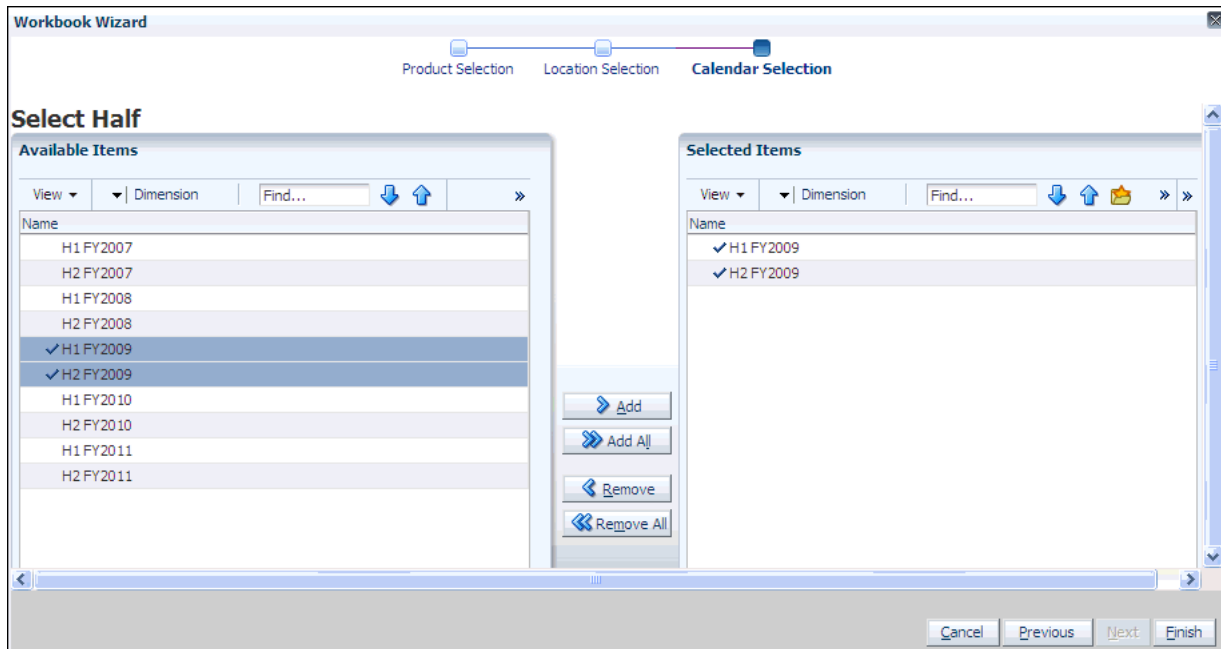
3. The Location Selection step of the workbook wizard appears. Select the channels you want to plan and move them to the Selected Items box. Click **Next**.

**Figure 4–4 Workbook Wizard: Location Selection**



4. The Calendar Selection step of the workbook wizard appears. Select the halves you want to plan and move them to the Selected Items box. Click **Finish**.

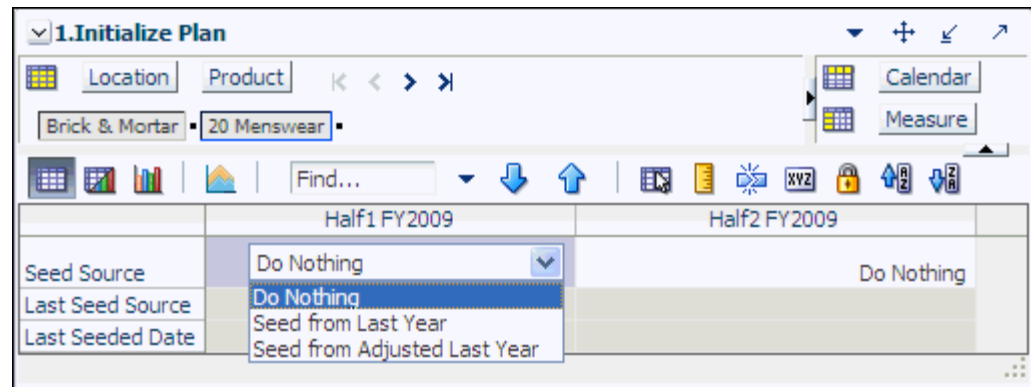
**Figure 4–5 Workbook Wizard: Calendar Selection**



The Middle Out Role workbook is built, and the Initialize Plan view opens.

## Getting Started - Seed Plan

The first step that middle out users perform after they build the workbook is to seed the plan with the Initialize Plan view.

**Figure 4–6 Middle Out: Initialize Plan****Table 4–1 Initialize Plan View Measures**

Measure	Description
Seed Source	The seed source used to seed the working plan. Use this option to seed or not seed the working plan. You can seed with Last Year's (Ly) or Adjusted Last Year's data. Or, you can choose the Do Nothing option if you do not want to seed the working plan.
Last Seed Source	The last type of seed that was performed in this workbook. One of three options is shown: <ul style="list-style-type: none"> <li>■ Seed from Last Year</li> <li>■ Seed from Adjusted Last Year</li> <li>■ Do Nothing</li> </ul>
Last Seeded Date	The last time the working plan was seeded.

With this view, you can choose to seed your plan with Last Year (Ly) or Adjusted Last Year (Adj Ly) data to create a demand curve on which to spread the new plan's initial targets. Or you can choose to not seed the plan, which allows you to create a plan that is not influenced by last year's performance.

In the example above, both Half1 and Half2 are seeded with last year's data for the Brick & Mortar channel for the 20 Menswear group.

## Seeding the Plan

When seeding the plan, you can choose which information is seeded. For instance, you can seed just one half or all halves in the workbook. You can also choose what locations and products to seed.

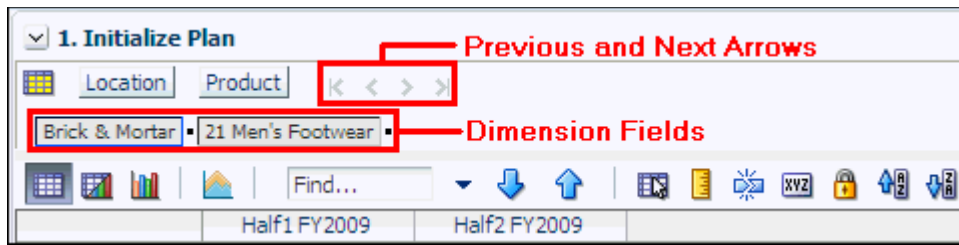
There are two ways you can seed. You can seed each level individually, or you can seed several levels at once by changing the dimension level shown in the view.

### Seeding One Level at a Time

As shown in [Figure 4–6](#), only the Brick & Mortar channel and the 20 Menswear group have been selected to be seeded with Ly data. This means that the other Product groups have not been selected to be seeded yet. To seed the next group in the Product dimension within the Brick & Mortar channel, perform the following steps:

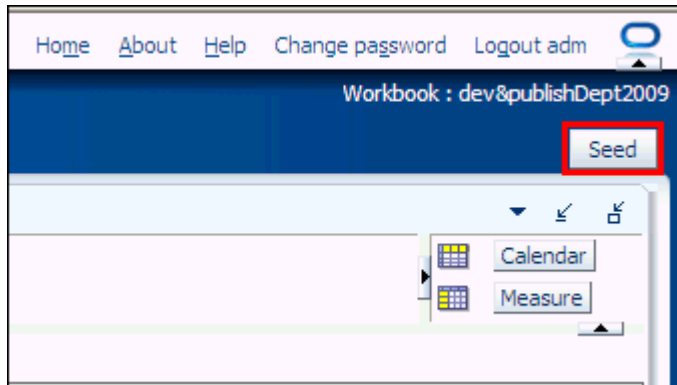
1. Click within the dimension field that you want to change, as shown in [Figure 4–7](#).
2. Click the **Next** or **Previous** arrow, as shown in [Figure 4–7](#).

**Figure 4–7 Changing a Dimension Level with Page Arrows**



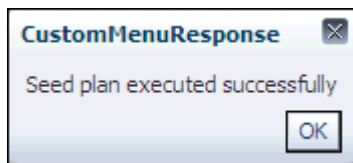
3. The page refreshes and the next group in the Product dimension appears in the page edge. Note that the Seed Source measure is no longer populated.
4. Select the half that you want to seed with Ly or Adj Ly data.
5. Click the **Next** arrow to view and seed the next group.
6. When you have selected all the data you want to seed, click **Seed** in the top, right corner.

**Figure 4–8 Seed Button**



7. A confirmation message appears, stating that the data has been successfully seeded. Click **OK**.

**Figure 4–9 Seeding Success Message**



After you have seeded, the view refreshes and the Last Seed Source and Last Seed Date measures contain the source and date of the last seed.

### Seeding Several Levels at Once

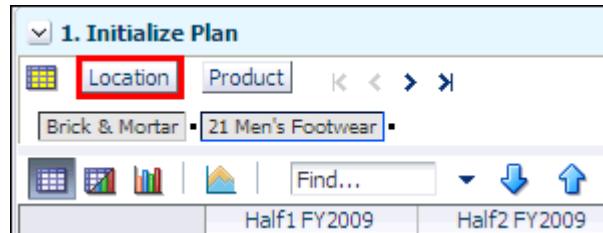
If you want to seed several locations and several products at once, you may want to change the level of the dimensions shown in the page edge.

The default setting of the Initialize view is set to show the Calendar dimension at the half level, the Location dimension at the channel level, and the Product dimension at the group level.

To change the dimension level shown in the page edge or grid, perform the following steps:

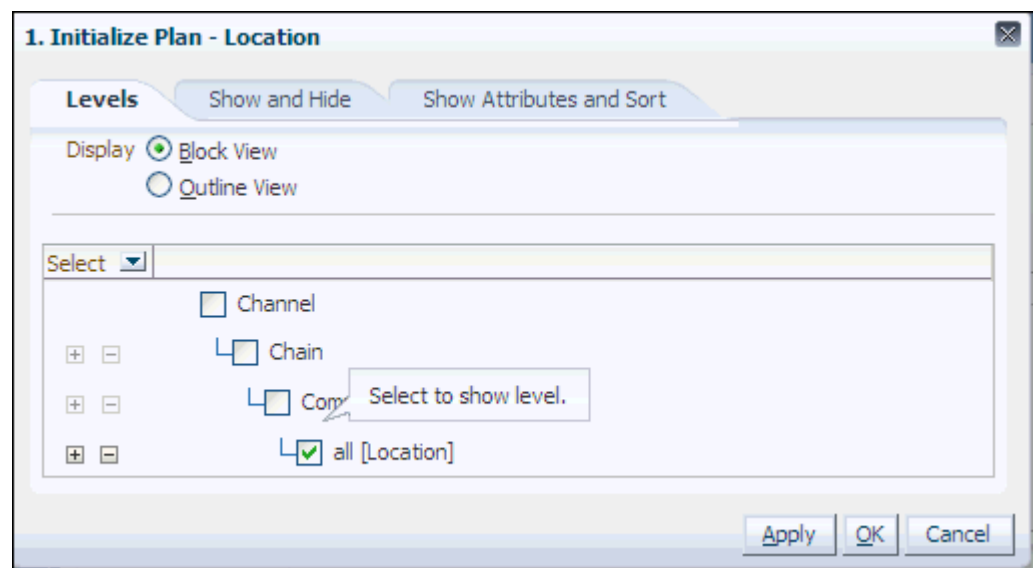
1. Click the dimension tile of the dimension level you would like to change.

**Figure 4–10 Location Dimension Tile**



2. The dimension window appears. Select the level of the dimension that you want to appear in the page edge. If you want to view more than one level at a time in the page edge or grid, select multiple levels. In [Figure 4–11](#), **Channel** was deselected and **all [Location]** was selected instead.

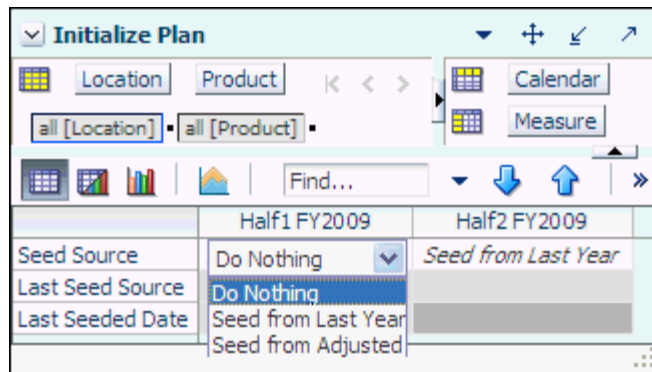
**Figure 4–11 Location Dimension Window**



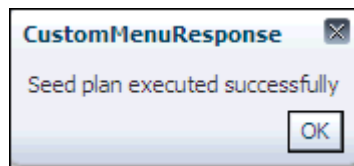
3. Click **OK** when finished.
4. Repeat steps 1 through 3 for other dimensions if desired.
5. After the dimensions are at the level you want, select the halves that you want to seed.

In [Figure 4–12](#), both the Location and Product dimensions are at **All**, and the halves Half1 FY2009 and Half2 FY2009 have been selected.

6. When you have selected all the data you want to seed, click **Seed** in the top, right corner.

**Figure 4–12 Seeding Several Levels at Once**

- The view refreshes and the Last Seeded Source and Last Seed Date measures contain the source and date of the last seed. A confirmation message appears, stating that the data has been successfully seeded. Click **OK**.

**Figure 4–13 Seeding Success Message**

## Setting Beginning of Season Inventory

After you have seeded, set the Beginning of Season (BOS) inventory. By entering the BOS inventory that you project for the season, you can set the BOS markup for that inventory, which allows the BOS cost to be calculated.

To set the BOS, perform the following steps:

- In the Initialize Plan view, change the measure profile to **Seed and Set BOS Inventory**.
- The view is refreshed and the Seed and Set BOS Inventory measures are visible.

**Figure 4–14 Initialize Plan View with Seed and Set BOS Inventory Measure Profile, Half**

	H1 FY2009	H2 FY2009
Last Seed Source		
Last Seeded Date	1/24/2008	1/24/2008
Seed Source	Seed from Last Year	Do Nothing
Wp BOS Inv C	283,621	
Wp BOS Inv U	279,865	239,432
Wp BOS Inv AUC	0.89	0.00

3. Change the calendar level to year.
4. Enter data in the BOS Inv C, BOS Inv U, and Wp BOS Inv AUC measures.

**Figure 4–15 Initialize Plan View with Seeded and Set BOS Inventory Measure Profile, Year**

	FY2009
Last Seed Source	
Last Seeded Date	1/24/2008
Seed Source	Do Nothing
Wp BOS Inv C	250,000
Wp BOS Inv U	239,432
Wp BOS Inv AUC	0.89

5. Click **Calculate**.

After the BOS is planned, the cost and AUC is calculated.

After you have seeded the departments and set the BOS, continue to the next step: [Review Strategic Targets](#).

## Review Strategic Targets

After you have seeded the groups, review the strategic targets created by the top down user to understand the goal your plan should meet.

The view used in this step is the 2. Target Overview view.

**Note:** The top down targets are at the group level, but the view is at the department level. To see the targets, change the level of the Product dimension from department to group. To see the TD Tgt Publish Date and Info measures, change the level to division and include year in the Calendar dimension.

**Figure 4-16 Review Strategic Targets - Target Overview View**

	▼ FY2009	▼ Q1 FY2009	M01 FY2009	M02 FY2009
TD Tgt Sales R	0	0	0	0
Ly Sales R	639,292	308,461	116,953	94,974
TD Tgt Sales var Ly R %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Gross Profit	0.00	0.00	0.00	0.00
TD Tgt Gross Profit %	0.0%	0.0%	0.0%	0.0%
Ly Gross Profit	212,594.55	102,417.00	39,124.03	32,265.53
Ly Gross Profit %	36.6%	36.5%	36.8%	37.4%
TD Tgt Gross Profit var Ly %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Sales C	0.00	0.00	0.00	0.00
Ly Sales C	368,580	178,002	67,197	54,074
TD Tgt Sales var Ly C %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Cum Turn C	0			
Ly Cum Turn C	0.12	0.11	0.11	0.11
TD Tgt Cum Avg Inv C	0			
Ly Cum Avg Inv C	6,284,447	4,734,170	3,833,180	4,285,283
TD Tgt Cum Avg Inv var Ly C %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Publish Targets Date				
TD Tgt Publish Info				

The Target Overview view contains the top down target (TD Tgt) measures as well as last year (Ly) measures.

Use this view to compare the TD Tgt measures to the corresponding Ly measures. By understanding how the top down targets compare to last year’s metrics, you can better understand what your plan needs to achieve.

**Note:** All measures in the Target Overview view are read-only. The measures that you edit are in other views.

The following table lists the measures available on this view.



**Table 4–2 Target Overview View Measures**

Measure	Description
TD Tgt Sales R	The top down target for sales.
Ly Sales R	Last year's sales.
TD Tgt Sales var Ly R%	The top down target for variance between target sales value and last year's sales value, expressed as a percentage of the last year value.
TD Tgt Gross Profit	The top down target for gross profit.
TD Tgt Gross Profit %	The top down target for gross profit percentage of total sales.
Ly Gross Profit	Last year's gross profit.
Ly Gross Profit %	Last year's gross profit percentage of total sales.
TD Tgt Gross Profit Var Ly R%	The top down target for variance between the target gross profit and last year's gross profit, expressed as a percentage of the last year value.
TD Tgt Sales C	The top down target cost.
Ly Sales C	Last year's cost.
TD Tgt Sales var Ly C %	The top down target for variance between the target cost and last year's cost, expressed as a percentage of the last year value.
TD Tgt Cum Turn C	The top down cumulative inventory turns (cost) target. It is cumulated from the start week of the workbook.
Ly Cum Turn C	Last year's cumulative inventory turns (cost). It is cumulated from the the same week last year, corresponding to the first week of the workbook.
TD Tgt Cum Avg Inv C	The top down average cumulative inventory turns (cost) target. It is cumulated from the start week of the workbook.
Ly Cum Avg Inv C	Last year's average cumulative inventory turns (cost). It is cumulated from the start week of the workbook.
TD Tgt Publish Date	The date that the top down target was published.
TD Tgt Publish Info	Additional information about the top down targets. This information was entered by the top down user who published the targets.

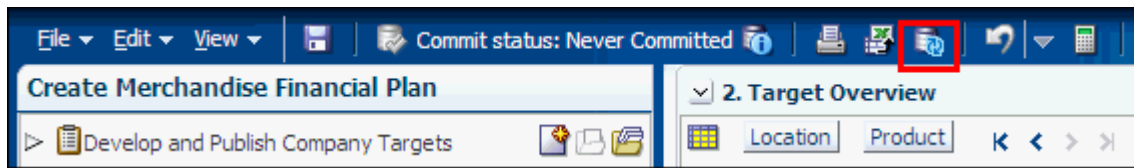
## Retrieving Updated Strategic Targets

If the top down user updates the strategic targets after you have created your department plans, retrieve those new targets in one of two ways. You can build a new workbook which uses the updated strategic targets from the domain. Or, if you want to bring the new targets into one of your existing workbooks, you can refresh the workbook.

### Refresh the Workbook

When refreshing a workbook, you can run a refresh group that has been configured to retrieve data from the master database.

To refresh a workbook, click **Refresh** in the toolbar. Or, choose the **Refresh** option from the Edit menu. Since only one rule group exists for this workbook template, there are no options to choose from. The one refresh rule group runs and measures configured in that rule group are updated.

**Figure 4–17 Refreshing a Workbook**

For more information about the refresh option, see the *RPAS User Guide for the Fusion Client*. For information about creating refresh rule groups, see the *RPAS Configuration Tools User Guide*.

One you have reviewed and compared the top down targets to the last year metrics, continue to the next step: [Develop Sales and Profit Targets](#).

## Develop Sales and Profit Targets

After you have seeded the groups and reviewed the top down group targets, you can plan the sales and profit targets for the departments within those groups using the Plan Sales and Profit view.

The top down user plans top down targets at the month level. As the middle out user, you should use those targets to create more detailed targets at the week level. This allows you to create a weekly EOP plan that has more accurate average inventory and turn-over plans.

Use the following best practices to plan the sales and profit.

1. Review and compare the total sales to the forecast.
2. Enter the planned sales in the Wp Sales R measure.

**Figure 4–18 Plan Sales and Profit View**

	FY2009	▽ M01 FY2009	01/24/2009	01/31/2009	0
Wp Fcst Pre-Season R	359,599	66,592	13,318	13,318	
Wp Sales var Fcst Pre-Ssn R %	1.9%	5.1%	12.6%	-9.9%	
Wp Sales R	366,284	70,000	15,000	12,000	
Ly Sales R	360,769	64,485	13,371	10,842	
Wp Sales var Ly R %	1.5%	8.6%	12.2%	10.7%	
.					
Wp Gross Profit	22,188.21	21,291.36	3,136.36	2,909.09	
Wp Gross Profit %	36.7%	33.5%	23.0%	26.7%	
Ly Gross Profit	23,051.88	22,155.03	4,524.40	3,719.57	
Ly Gross Profit %	37.5%	37.8%	37.2%	37.7%	
Wp Gross Profit var Ly %	-0.7%	-3.9%	-30.7%	-21.8%	
.					
Wp Sales C	210,797	42,345	10,500	8,000	
Ly Sales C	204,920	36,468	7,631	6,137	
Wp Sales var Ly C %	2.9%	16.1%	37.6%	30.4%	

3. Enter the gross profit by editing either the Wp Gross Profit or Wp Gross Profit % measure.
4. Enter the sales cost in the Wp Sales C measure.

The following table lists the measures available on the default measure profile of this view.

**Table 4–3 Plan Sales and Profit View Measures**

Measure	Description
Wp Fcst Pre-Season R	The preseason forecast.
Wp Sales var Fcst Pre-Ssn R%	The planned preseason sales variance forecast.
Wp Sales R	The planned sales retail value.
Ly Sales R	Last year’s sales retail value.
Wp Sales var Ly R%	The planned sales retail variance to last year expressed as a percentage.
Wp Gross Profit	The planned gross profit.
Wp Gross Profit %	The planned gross profit percentage of total sales.
Ly Gross Profit	Last year’s gross profit.
Ly Gross Profit %	Last year’s gross profit percentage of total sales.
Wp Gross Profit Var Ly R%	The planned variance between the target gross profit and last year’s gross profit, expressed as a percentage of the last year value.

**Table 4–3 (Cont.) Plan Sales and Profit View Measures**

Measure	Description
Wp Sales C	The planned cost.
Ly Sales C	Last year's cost.
Wp Sales var Ly C %	The planned sales cost variance to last year expressed as a percentage.

After you have adjusted the sales and profit plan, continue to the next step: [Develop Inventory and Receipt Targets](#).

## Develop Inventory and Receipt Targets

After you have developed the sales and profit plan, develop a receipts and inventory plan that can support the sales that you are projecting in the sales and profit plan. Use the one view in this step: Plan Receipts and Inventory.

Like the [Plan Sales and Profit View](#), the Plan Receipts / Inventory view contains several Ly metrics that you can reference when setting your targets. There are also additional measures you can use to adjust your inventory targets. Note that the adjustments you made to the Wp Sales R measure in the [Plan Sales and Profit View](#) are visible in this view if you have calculated.

Use the following best practices to plan the receipts and inventory.

1. Ensure that you have set the beginning of season (BOS) inventory in the [Getting Started - Seed Plan](#) step. The BOS measures must be set before planning the receipts and inventory. To set the BOS measures, see the [Setting Beginning of Season Inventory](#).
2. Plan the receipt flow and then evaluate the average inventory and turn.
3. Adjust the Wp Stock to Sales C measure accordingly. These adjustments affect the receipts for both the current month and prior month. However, the total plan period receipts do not increase or decrease; they only shift from month to month.

Figure 4–19 Plan Receipts / Inventory View

Plan Receipts / Inventory				
Location		Product		Calendar
Brick & Mortar		300 Men's Casuals		Measure
Find...				
	FY2009	▽ H1 FY2009	▽ M01 FY2009	01/24/2009
Wp BOS Inv C	285,068	285,068		
Wp BOS Inv AUC	1	1		
Wp BOP Inv C	285,068	285,068	285,068	285,068
Ly BOP Inv C	144,469	3,144,469	3,144,469	3,144,469
Wp BOP Inv var Ly C %	-90.9%	-90.9%	-90.9%	-90.9%
.				
Wp Sales C	210,797	210,797	42,345	10,500
Ly Sales C	204,920	204,920	36,468	7,631
Wp Sales var Ly C %	2.9%	2.9%	16.1%	37.6%
.				
Wp Receipts C	194,228	3,194,228	683,082	98,491
Ly Receipts C	194,228	3,194,228	683,082	98,491
Wp Receipts var Ly C %	0.0%	0.0%	0.0%	0.0%
Wp Devaluation C	0	0	0	0
Wp Devaluation C %	0.0%	0.0%	0.0%	0.0%
Ly Devaluation C %	0.0%	0.0%	0.0%	0.0%
Wp EOP Inv C	980,663	2,980,663	640,168	87,855
Ly EOP Inv C	131,091	6,131,091	3,790,589	3,235,229
Wp EOP Inv var Ly C %	-51.4%	-51.4%	-83.1%	-97.3%
.				
Wp Cum Avg Inv C	907,955	907,955	251,207	224,429
Ly Cum Avg Inv C	210,899	3,210,899	1,971,511	1,740,517
Wp Cum Turn C	0.45	0.45	0.95	0.92
Ly Cum Turn C	0.13	0.13	0.12	0.12
Wp Cum Avg Inv var Ly C %	-71.7%	-71.7%	-87.3%	-87.1%
.				
Wp Stock to Sales C	1	1	7	27
Ly Stock to Sales C	15	15	86	412
Wp Forward Cover C	15	15	19	11
Ly Forward Cover U	334	334	1,177	4,501

The following table lists the measures available on this view.

Table 4–4 Plan Receipts / Inventory View Measures

Measure	Description
Wp BOS Inv C	The planned beginning of season inventory.
Wp BOS Inv AUC	The planned beginning of season average unit cost. (The BOS Inv AUC must be planned to get the BOS Cost.)
Wp BOP Inv C	The planned beginning of period inventory cost. The period can be a week, month, or any other calendar period.

**Table 4–4 (Cont.) Plan Receipts / Inventory View Measures**

<b>Measure</b>	<b>Description</b>
Ly BOP Inv C	Last year's beginning of period inventory cost. The period can be a week, month, or any other calendar period.
Wp Sales C	The planned sales cost value.
Ly Sales C	Last year's sales cost value.
Wp Sales var Ly C %	The planned sales cost variance to last year expressed as a percentage.
Wp Receipts C	The planned receipt cost.
Ly Receipts C	Last year's receipt cost.
Wp Receipts var Ly C %	The planned variance between the target receipt cost and last year's actual receipt cost, expressed as a percentage of last year.
Wp Devaluation C	The planned devaluation cost.
Wp Devaluation C %	The planned devaluation cost percentage of total sales.
Ly Devaluation C %	Last year's devaluation cost percentage of total sales.
Wp EOP Inv C	The planned end of period inventory cost. The period can be a week, month, or any other calendar period.
Ly EOP Inv C	Last year's end of period inventory cost. The period can be a week, month, or any other calendar period.
Wp EOP Inv var Ly C %	The planned variance between the target end of period inventory cost and last year's actual end of period cost, expressed as a percentage of last year.
Wp Cum Avg Inv C	The planned average cumulative inventory turns (cost). It is cumulated from the start week of the workbook.
Ly Cum Avg Inv C	Last year's cumulative average inventory value (cost), corresponding to the start week of the workbook until the current week.
Wp Cum Turn C	The planned cumulative inventory turns (cost). It is cumulated from the start week of the workbook.
Ly Cum Turn C	Last year's cumulative inventory turns (cost).
Wp Cum Avg Inv var Ly C %	The variance for last year's cumulative average inventory (cost) compared to the planned target.
Wp Stock to Sales C	The planned ratio of the BOP inventory to the sales for the same period.
Ly Stock to Sales C	Last year's ratio of the BOP inventory to the sales for the same period.
Wp Forward Cover C	The planned number of weeks of forward cover for the period. Using the cost values sales of future weeks, this measure indicates how many weeks of sales can be fulfilled with the ending inventory of the period.
Ly Forward Cover C	Last year's forward cover for the period.

After you have determined that the value and unit plans you created are achievable, continue to the [Review Department Targets](#) step.

## Reconcile to Strategic Targets

After you have created a plan, compare your targets to the top down targets to see if you meet the goals that the top down user has created for you.

Use the Reconcile to TD Targets measure profile to reconcile your plan to the top down targets. When using this profile, set the calendar dimension to month and product to group. This measure profile includes your working plan (Wp) measures that as well as the top down target (TD Tgt) measures.

If you need to alter your targets shown in this view, return to the step where you created them and edit them there.

**Figure 4–20 Review Plan / Reconcile Targets View, Reconcile to TD Targets Measure Profile**

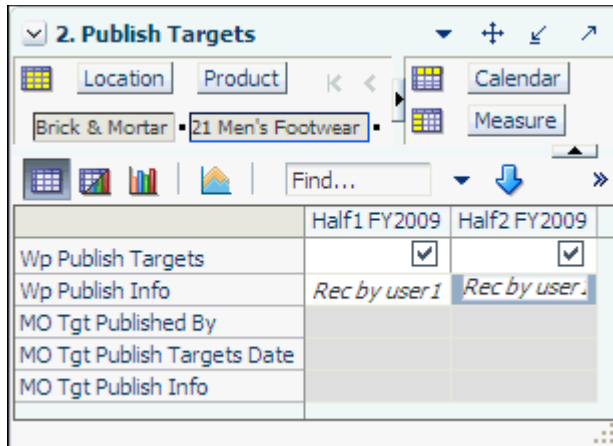
	▼ FY2009	▼ H1 FY2009	M01 FY2009	M02 FY2009	N
TD Tgt Sales R	0	0	0	0	
Wp Sales R	750,000	750,000	138,889	111,111	
Wp Sales var Tgt R %	-100.0%	-100.0%	-100.0%	-100.0%	
.					
TD Tgt Gross Profit	0.00	0.00	0.00	0.00	
TD Tgt Gross Profit %	0.0%	0.0%	0.0%	0.0%	
Wp Gross Profit	245,184.85	245,184.85	43,296.70	37,502.22	
Wp Gross Profit %	36.0%	36.0%	34.3%	37.1%	
Wp Gross Profit var Tgt %	-100.0%	-100.0%	-100.0%	-100.0%	
.					
TD Tgt Sales C	0.00	0.00	0.00	0.00	
Wp Sales C	436,633	436,633	82,966	63,508	
Wp Sales var Tgt C %	-100.0%	-100.0%	-100.0%	-100.0%	
.					
TD Tgt Cum Turn C	0	0			
Wp Cum Turn C	0.94	0.94	1.80	1.61	
TD Tgt Cum Avg Inv C	0	0			
Wp Cum Avg Inv C	849,324	849,324	247,248	314,723	
Wp Cum Avg Inv var Tgt C %	-100.0%	-100.0%	-100.0%	-100.0%	

After you are satisfied that the plan you created sufficiently meets the top down targets, proceed to the final middle out role step: [Publish Department Targets](#).

## Publish Department Targets

Use the Publish Department Targets step when you are ready to publish the targets you created. Publishing targets copies the target information to the middle out target (MO Tgt) measures in your workbook, and then copies them to the database. After you have published the targets to the domain, the targets are passed down to the bottom up user.

**Figure 4–21 Publish Department Targets**



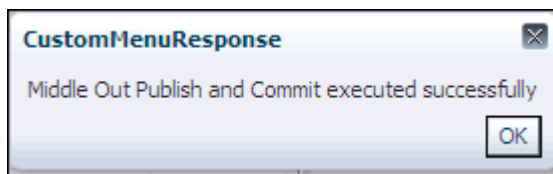
## Publish Targets

Publishing a target copies your middle out Wp measure information to the MO Tgt measures in your workbook, and then it commits those target measures to the database so that bottom up users can retrieve them.

To publish the targets, perform the following steps.

1. Select the halves in the Wp Publish Targets measure that you want to publish.
2. If needed, enter relevant information in the Wp Publish Info measure. This is optional.
3. Repeat steps 1 and 2 for other locations and products if necessary.
4. Click **Publish Targets**. This button is located in the top, right corner.
5. A success message appears. Click **OK** to close it.

**Figure 4–22 Success Message - Publish Targets**



6. The view refreshes and clears the Wp Publish Targets and Wp Publish Info measures. The MO Tgt measures in this view are populated. These measures are described in detail in the table below.



**Figure 4–23 Successfully Published Targets**

	Half1 FY2009	Half2 FY2009
Wp Publish Targets	<input type="checkbox"/>	<input type="checkbox"/>
Wp Publish Info		
MO Tgt Published By	user 1	user 1
MO Tgt Publish Targets Date	1/24/2009	1/24/2009
MO Tgt Publish Info		

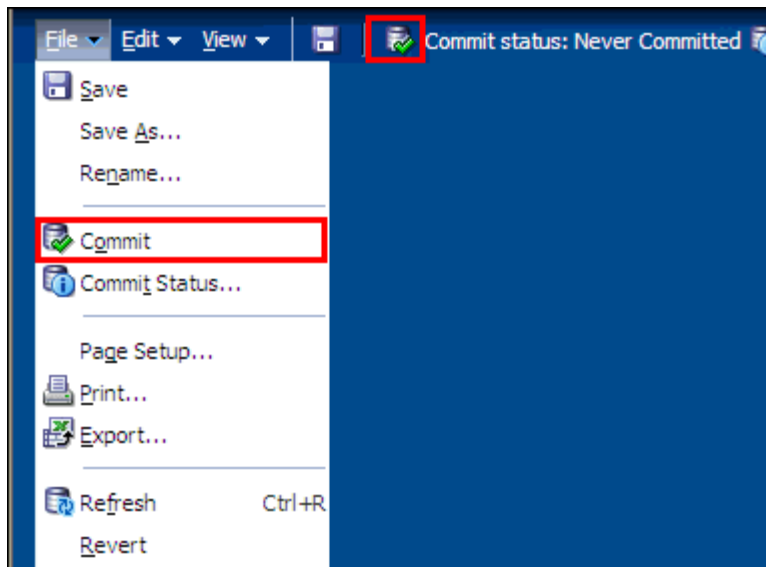
**Table 4–5 Publish Targets View Measures**

Measure	Description
Wp Publish Targets	Working Plan Publish Targets. Use this measure to select the targets you want to publish.
Wp Publish Info	Working Plan Publish Information. Use this measure to enter relevant target information. This measure is optional.
MO Tgt Published By	Middle Out Target Published By. After a target is published, this measure displays the username of the person who published the targets.
MO Tgt Publish Date	Middle Out Target Publish Date. After a target is published, this measure displays the date that the target was published.
MO Tgt Publish Info	Middle Out Target Publish Info. After a target is published, this measure displays the information that was entered in the Wp Publish Info measure.

## Commit Wp Measures

If you want to commit your working plan (Wp) measures to the database, you need to perform a separate commit in addition to publishing your targets. For more information about committing, see the *RPAS User Guide for the Fusion Client*.

To commit your Wp measures, in the workbook that you have published the targets, click **Commit** in the toolbar. Or, from the File menu, select the **Commit** option.

**Figure 4–24 Commit a Workbook**

## Next Steps

After you have published your targets and committed your workbook, the bottom up user can use your department targets to create their class and subclass plans. To learn about the bottom up user's role, see the [Preseason: Bottom Up Role](#) chapter.

If you need to revise your targets at any time during the preseason, you can follow the same procedures described in this chapter. Since you have already created a working plan, there is no need to seed the workbook again unless you want to start again with Ly (Last Year) data.

## Review Department Targets

At the Review Targets step, review the targets that you have created in the previous steps.

This step contains two views: 1. Review Plan and All Measures. The Review Plan view displays the targets you have created. All Measures contains all the measures contained in the workbook. For details on the All Measures view, see [All Measures](#).

## Review Plan / Reconcile Targets

In this view, review the targets created from previous steps. If you need to alter the targets shown in this view, return to the step where you created them and edit them there. Use the default measure profile to the review the plan in total.

Figure 4–25 Review Plan / Reconcile Targets View

1. Review Plan / Reconcile Targets				
	Location	Product	Calendar	Measure
	Brick & Mortar	22 Men's Casualwear		
	Find...			
	∇ FY2009	∇ H1 FY2009	M01 FY2009	M02 FY2009
Wp Sales R	750,000	750,000	138,889	111,111
Ly Sales R	639,292	639,292	116,953	94,974
Wp Sales var Ly R %	17.3%	17.3%	18.8%	17.0%
.				
Wp Gross Profit	245,184.85	245,184.85	43,296.70	37,502.22
Wp Gross Profit %	36.0%	36.0%	34.3%	37.1%
Ly Gross Profit	212,594.55	212,594.55	39,124.03	32,265.53
Ly Gross Profit %	36.6%	36.6%	36.8%	37.4%
Wp Gross Profit var Ly %	15.3%	15.3%	10.7%	16.2%
.				
Wp Sales C	436,633	436,633	82,966	63,508
Ly Sales C	368,580	368,580	67,197	54,074
Wp Sales var Ly C %	18.5%	18.5%	23.5%	17.4%
.				
Wp BOP Inv C	285,068	285,068	285,068	599,022
Ly BOP Inv C	2,981,226	2,981,226	2,981,226	3,596,241
Wp Receipts C	3,194,228	3,194,228	683,082	472,730
Ly Receipts C	3,194,228	3,194,228	683,082	472,730
Wp Receipts var Ly C %	0.0%	0.0%	0.0%	0.0%
Wp EOP Inv C	2,751,823	2,751,823	599,022	1,007,363
Ly EOP Inv C	5,802,090	5,802,090	3,596,241	4,014,159
Wp EOP Inv var Ly C %	-52.6%	-52.6%	-83.3%	-74.9%
.				
Wp Cum Avg Inv C	849,324	849,324	247,248	314,723
Ly Cum Avg Inv C	3,045,755	3,045,755	1,874,859	2,095,158
Wp Cum Turn C	0.94	0.94	1.80	1.61
Ly Cum Turn C	0.24	0.24	0.23	0.23
Wp Sell Thru C %	12.5%	12.5%	8.6%	5.9%
Ly Sell Thru C %	6.0%	6.0%	1.8%	1.3%
Wp Forward Cover C	7	7	9	15
Ly Forward Cover C	15.93	15.93	59.33	66.09

If you are satisfied with the plan you have created, continue to the [Reconcile to Strategic Targets](#) step.

## All Measures

The All Measures view contains all the measures contained in the workbook; however, only the Wp Sales R measure is visible in the default measure profile. The purpose of this view is to allow you to create a view of workbook measures that you may not be able to view all at once in other views.

Figure 4–26 All Measures View

	04/25/2009	05/02/2009	05/09/2009	05/16/2009	05/23/2009	0
Wp Sales R	286,738	1,752,906	183,076	158,588	361,118	

To see the other measures in this view, perform the following steps:

1. Click the **Measure** dimension tile. The All Measures - Measure window appears.
2. Move the measures you want to see in the view from the Hidden Measures box to the Visible Measures box.
3. When finished, click **OK**.

For more information about hidden and visible measures, see the *RPAS User Guide for the Fusion Client*.

---

---

## Preseason: Bottom Up Role

The bottom up role is usually associated with the merchandise planner in the merchandise planning organization. The bottom up user receives department targets from the middle out user. The bottom up user references those targets when creating the department, class, and subclass targets. After the bottom up user has created these targets, the user submits them to the middle out user for approval.

When bottom up users open MFP in the RPAS Fusion Client, they are presented with the preseason activity called Create Merchandise Financial Plan. The third and fourth tasks in the list, Develop Department Plans and Original Plan Submit, belong solely to bottom up users. The Develop Department Plans has six steps.

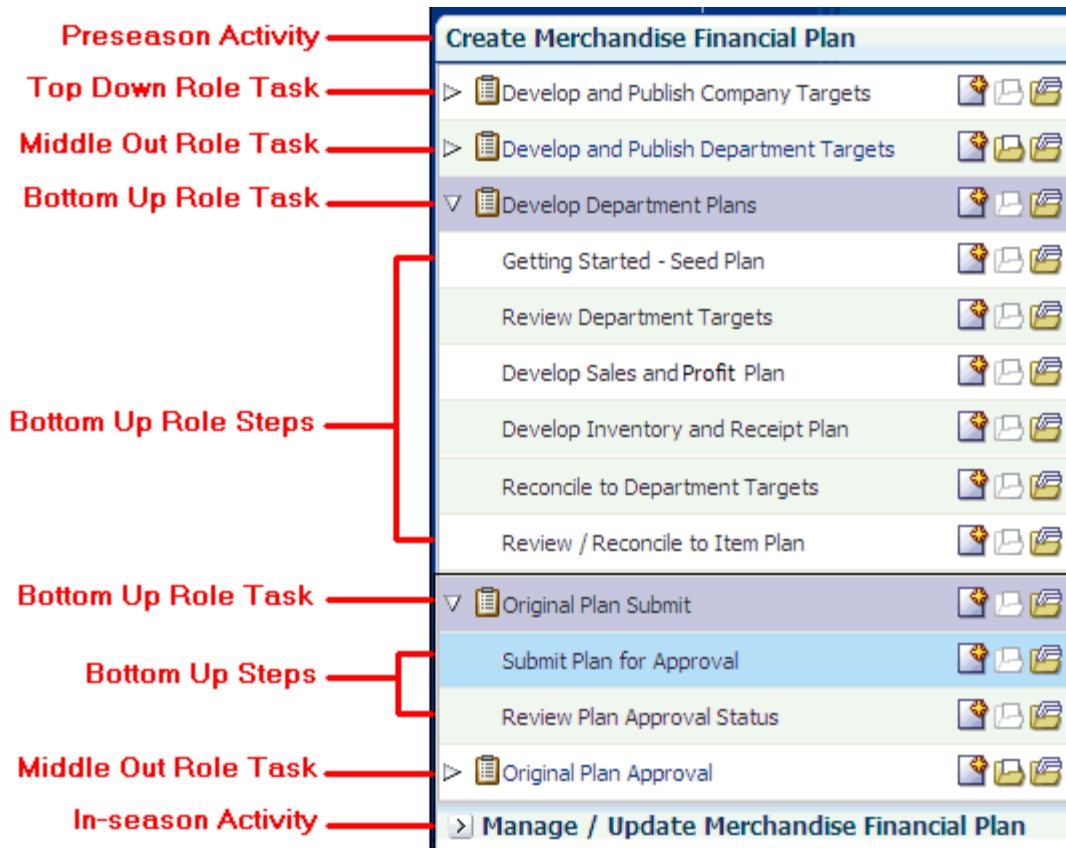
- [Getting Started - Seed Plan](#)
- [Review Department Targets](#)
- [Develop Sales and Profit Plan](#)
- [Develop Receipts and Inventory Plan](#)
- [Reconcile to Department Targets](#)
- [Review/Reconcile to Item Plan](#)

After bottom up users develop the department plan, they submit their plan to the middle out user for approval using the Original Plan Submit task. This task has two steps:

- [Submit Plan for Approval](#)
- [Review Plan Approval Status](#)

These tasks and steps are shown in [Figure 5-1](#).

Figure 5-1 Bottom Up Role View: Preseason Tasks and Steps



**Note:** The bottom up user can see the tasks of the top down and middle out roles, but the bottom up user cannot open or create workbooks within those tasks. This is denoted by the grayed out icons on the right of the taskflow.

The bottom up user must complete these seven steps on the Develop Department Plans task to create the department plans and submit them for approval to the middle out user. To do this, the bottom up user must first build the workbook.

## Building the Workbook

To build the bottom up role workbook, perform the following steps.

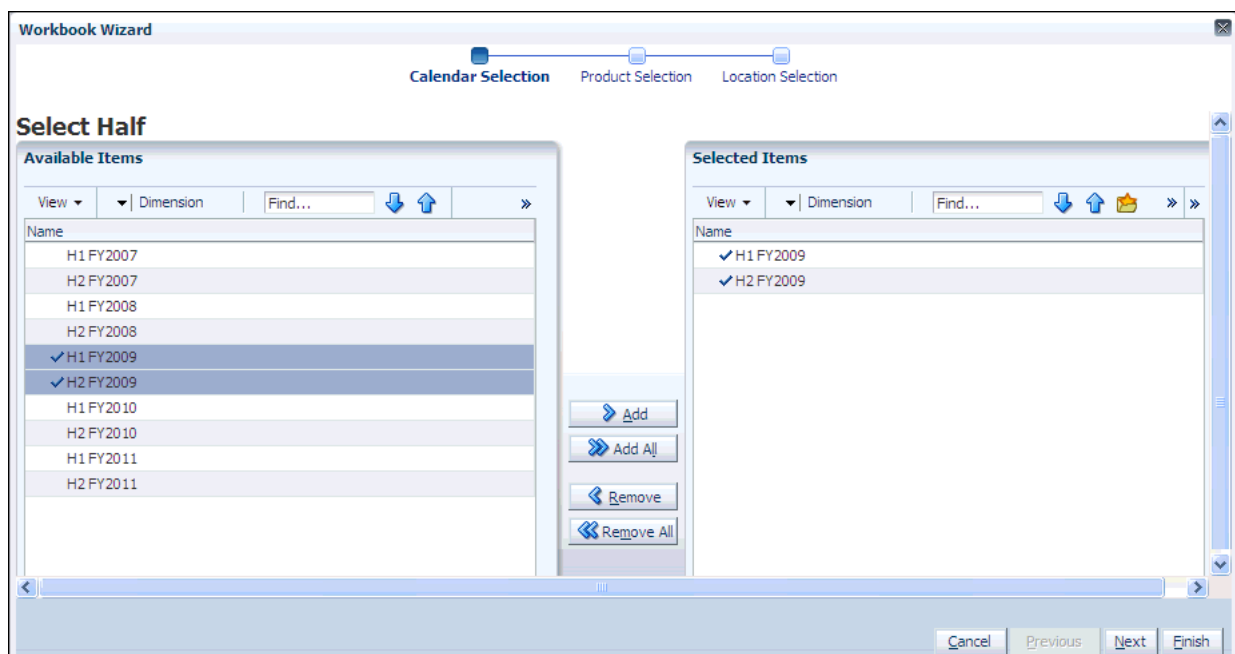
1. Click the **Create New Workbook** icon in the Develop Department Plans task.

Figure 5–2 Create New Workbook Icon



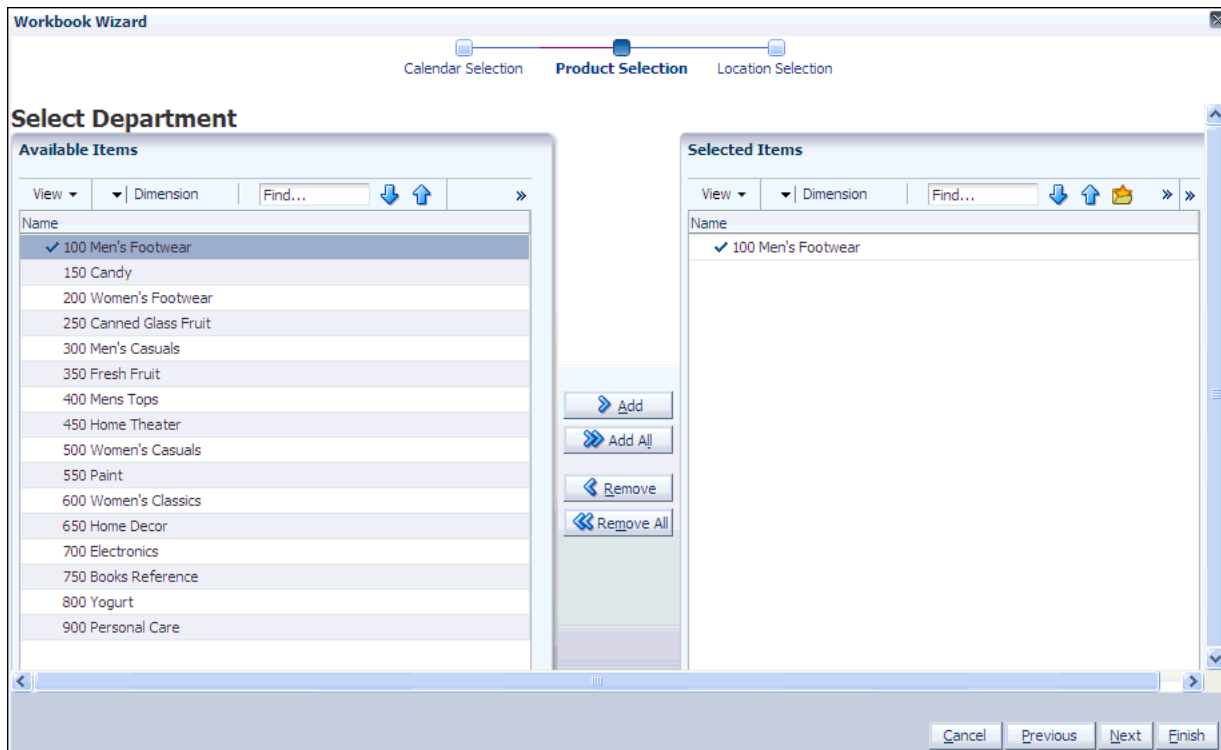
2. The workbook wizard opens at the Calendar Selection step. Select the halves you want to plan and move them to the Selected Items box. Click **Next**.

Figure 5–3 Workbook Wizard: Calendar Selection



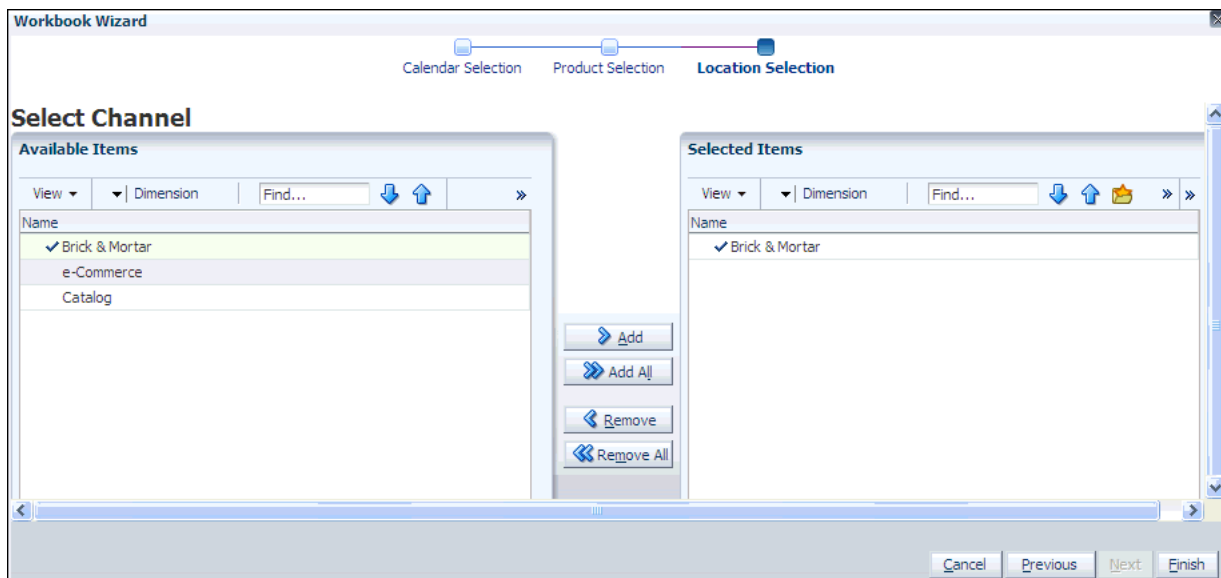
3. The Product Selection step of the workbook wizard appears. Select the departments that you want to plan and move them to the Selected Items box. Click **Next**.

**Figure 5–4 Workbook Wizard: Product Selection**



4. The Location Selection step of the workbook wizard appears. Select the channels you want to plan and move them to the Selected Items box. Click **Finish**.

**Figure 5–5 Workbook Wizard: Location Selection**



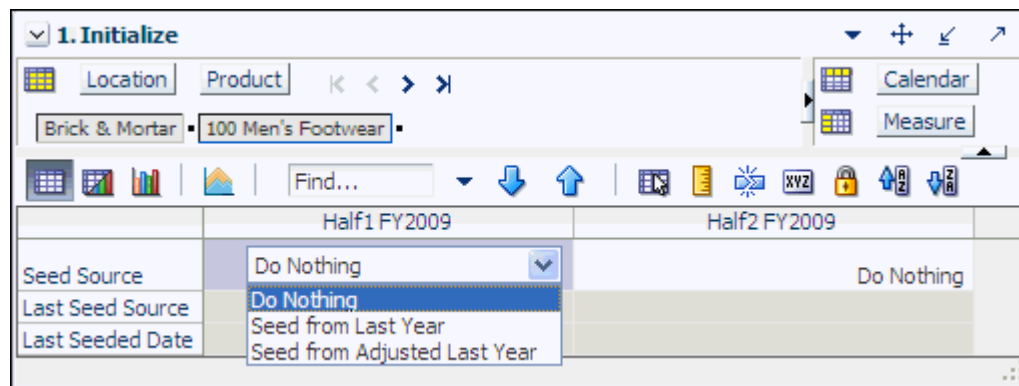
The Bottom Up Role workbook is built, and the Initialize view opens.



## Getting Started - Seed Plan

The first step that bottom up users perform after they build the workbook is to seed the plan with the Initialize Plan view.

**Figure 5–6 Bottom Up: Initialize Plan View**



The following table lists the measures available on this view.

**Table 5–1 Initialize View Measures**

Measure	Description
Seed Source	The seed source used to seed the working plan. Use this option to seed or not seed the working plan. You can seed with Last Year's (Ly) or Adjusted Last Year's data. Or, you can choose the Do Nothing option if you do not want to seed the working plan.
Last Seed Source	The last type of seed that was performed in this workbook. One of three options is shown: <ul style="list-style-type: none"> <li>Seed from Last Year</li> <li>Seed from Adjusted Last Year</li> <li>Do Nothing</li> </ul>
Last Seeded Date	The last time the working plan was seeded.

With this view, you can choose to seed your plan with Last Year (Ly) or Adjusted Last Year (Adj Ly) data to create a demand curve on which to spread the new plan's initial targets. Or, you can instead choose to not seed the plan, which allows you to create a plan that is not influenced by last year's performance.

In the example above, both the Half1 FY2009 and Half2 FY2009 halves have been selected to be seeded with Ly data.

## Seeding the Plan

When seeding the plan, you can choose which information is seeded. For instance, you can seed just one half or all halves in the workbook. You can also choose what locations and products to seed.

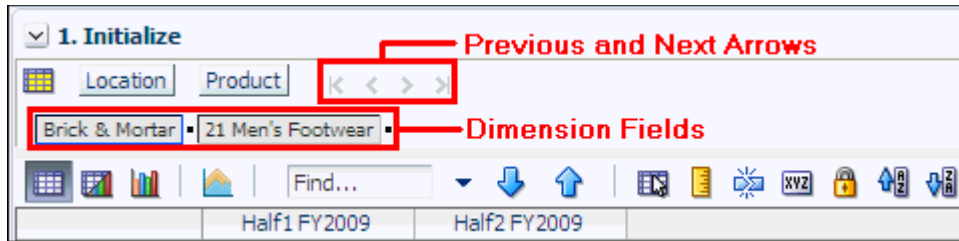
There are two ways you can seed. You can seed each level individually, or you can seed several levels at once by changing the dimension level shown in the view.

### Seeding One Level at a Time

As shown in Figure 5-6, only the Brick & Mortar channel and the 100 Men's Footwear department have been selected to be seeded with Ly data. This means that the other Product departments have not been selected to be seeded yet. To seed the next department in the Product dimension within the Brick & Mortar channel, perform the following steps:

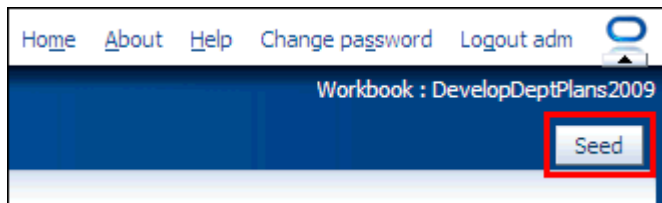
1. Click within the dimension field that you want to change, as shown in Figure 5-7.
2. Click the **Next** or **Previous** arrow, as shown in Figure 5-7.

**Figure 5-7 Changing a Dimension Level with Page Arrows**



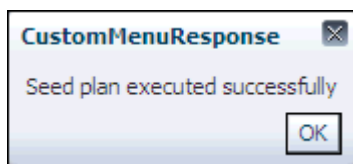
3. The page refreshes and the next department in the Product dimension appears in the page edge. Note that the Seed Source measure is no longer populated.
4. Select the half that you want to seed with Ly or Adj Ly data.
5. Click the **Next** arrow to view and seed the next department.
6. When you have selected all the data you want to seed, click **Seed** in the top, right corner.

**Figure 5-8 Seed Button**



7. A confirmation message appears, stating that the data has been successfully seeded. Click **OK**.

**Figure 5-9 Seeding Success Message**



After you have seeded, the view refreshes and the Last Seed Source and Last Seed Date measures contain the source and date of the last seed.

## Seeding Several Levels At Once

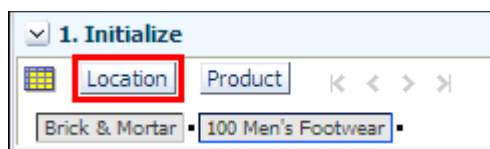
If you want to seed several locations and several products at once, you may want to change the level of the dimensions shown in the page edge.

The default setting of the Initialize view is set to show the Calendar dimension at the half level, the Location dimension at the channel level, and the Product dimension at the department level.

To change the dimension level shown in the page edge or grid, perform the following steps:

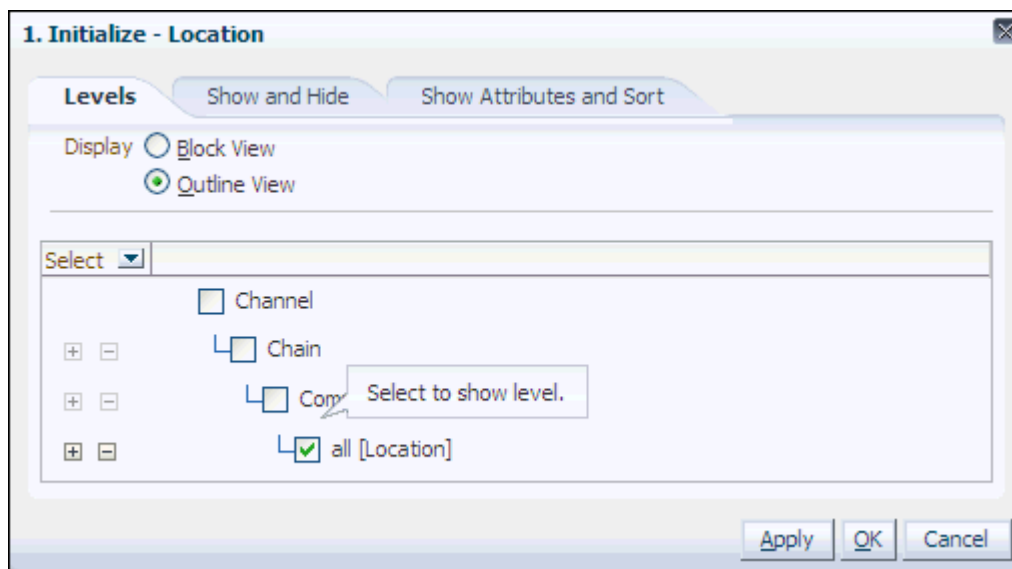
1. Click the dimension tile of the dimension level you would like to change.

**Figure 5–10 Location Dimension Tile**



2. The dimension window appears. Select the level of the dimension that you want to appear in the page edge. If you want to view more than one level at a time in the page edge or grid, select multiple levels. In [Figure 5–11](#), **Channel** was deselected and **all [Location]** was selected instead.

**Figure 5–11 Location Dimension Window**

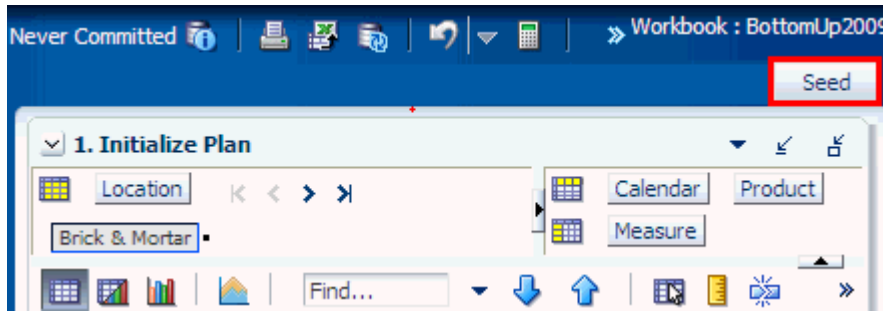


3. Click **OK** when finished.
4. Repeat steps 1 through 3 for other dimensions if desired.
5. After the dimensions are at the level you want, select the halves that you want to seed.

In [Figure 5–12](#), both the Location and Product dimensions are at **All**, and the halves Half1 FY2009 and Half2 FY2009 have been selected.

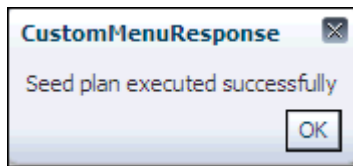
6. When you have selected all the data you want to seed, click **Seed** in the top, right corner, as shown in [Figure 5–12](#).

**Figure 5–12 Seeding Several Levels at Once**



7. The view refreshes and the Last Seeded Source and Last Seed Date measures contain the source and date of the last seed. A confirmation message appears, stating that the data has been successfully seeded. Click **OK**.

**Figure 5–13 Seeding Success Message**



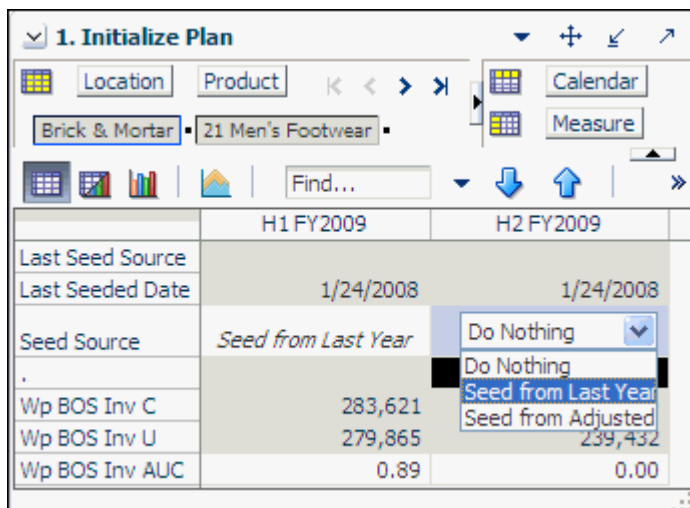
### Setting Beginning of Season Inventory

After you have seeded, set the Beginning of Season (BOS) inventory. By entering the BOS inventory that you project for the season, you can set the BOS markup for that inventory, which allows the BOS cost to be calculated.

To set the BOS, perform the following steps:

1. In the Initialize Plan view, change the measure profile to **Seed and Set BOS Inventory**.
2. The view is refreshed and the Seed and Set BOS Inventory measures are visible.

**Figure 5–14 Initialize Plan View with Seed and Set BOS Inventory Measure Profile, Half**



3. Change the calendar level to year.

4. Enter data in the BOS Inv C, BOS Inv U, and Wp BOS Inv AUC measures.

**Figure 5–15 Initialize Plan View with Seeded and Set BOS Inventory, Year**

1. Initialize Plan	
Location	Product
Brick & Mortar	21 Men's Footwear
FY2009	
Last Seed Source	
Last Seeded Date	1/24/2008
Seed Source	Do Nothing
Wp BOS Inv C	250,000
Wp BOS Inv U	239,432
Wp BOS Inv AUC	0.89

5. Click **Calculate**.

After the BOS is planned, the cost and AUC is calculated.

After you have seeded and set the BOS, continue to the next step: [Review Department Targets](#).

## Review Department Targets

After you have seeded, you need to review the department targets that the middle out user has created for you. The purpose of reviewing the targets is so that you can understand the goal that your plan should meet.

Figure 5-16 Review Department Targets - Target Overview View

	∇ FY2009	∇ H1 FY2009	M01 FY2009	M02 FY2009
MO Tgt Sales R	0	0	0	0
Ly Sales R	0	0	0	0
MO Tgt Sales var Ly R %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
,				
MO Tgt Gross Profit	0.00	0.00	0.00	0.00
MO Tgt Gross Profit %	0.0 %	0.0 %	0.0 %	0.0 %
Ly Gross Profit	0.00	0.00	0.00	0.00
Ly Gross Profit %	0.0 %	0.0 %	0.0 %	0.0 %
MO Tgt Gross Profit var Ly %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
,				
MO Tgt Sales C	0	0	0	0
Ly Sales C	0	0	0	0
MO Tgt Sales var Ly C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
,				
MO Tgt BOP Inv C	0	0	0	0
Ly BOP Inv C	202,648	202,648	202,648	802,413
MO Tgt Receipts C	0	0	0	0
Ly Receipts C	6,076,041	3,149,952	599,765	470,928
MO Tgt Receipts var Ly C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
MO Tgt EOP Inv C	0	0	0	0
Ly EOP Inv C	6,278,689	3,352,600	802,413	1,273,341
MO Tgt EOP Inv var Ly C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
,				
MO Tgt Cum Avg Inv C	0	0	0	0
Ly Cum Avg Inv C	3,303,677	1,800,330	493,409	736,153
MO Tgt Cum Turn C	0	0	0	0
Ly Cum Turn C	0	0	0	0
MO Tgt GPROI	0	0	0	0
Ly GPROI C %	0.00	0.00	0.00	0.00
,				
MO Tgt Sell Thru U %	0.0 %	0.0 %	0.0 %	0.0 %
Ly Sell Thru C %	0.0 %	0.0 %	0.0 %	0.0 %
MO Tgt Forward Cover C	0.00	0.00	0.00	0.00
Ly Forward Cover C	0.00	0.00	0.00	0.00
,				
MO Tgt Publish Targets Date				

The Target Overview view contains the middle out target (MO Tgt) measures as well as last year (Ly) measures.

Use this view to compare the MO Tgt measures to the corresponding Ly measures. By understanding how the middle out targets compare to last year's metrics, you can better understand what your plan needs to achieve.

---



---

**Note:** All measures in the Target Overview view are read-only. The measures that you edit are in other views.

---



---

The following table lists the measures available on this views.

**Table 5–2 Target Overview View Measures**

<b>Measure</b>	<b>Description</b>
MO Tgt Sales R	The middle out target for sales.
Ly Sales R	Last year's sales.
MO Tgt Sales var Ly R%	The middle out target for variance between target sales value and last year's sales value, expressed as a percentage of the last year value.
MO Tgt Gross Profit	The middle out target for gross profit.
MO Tgt Gross Profit %	The middle out target for gross profit expressed as a percentage of total sales.
Ly Gross Profit	Last year's gross profit.
Ly Gross Profit %	Last year's gross profit expressed as a percentage of total sales.
MO Tgt Gross Profit Var Ly R%	The middle out target for variance between the target gross profit and last year's gross profit, expressed as a percentage of the last year value.
MO Tgt Sales C	The middle out target cost.
Ly Sales C	Last year's cost.
MO Tgt Sales var Ly C %	The middle out target for variance between the target cost and last year's cost, expressed as a percentage of the last year value.
MO Tgt BOP Inv C	The planned beginning of period inventory cost. The period can be a week, month, or any other calendar period.
Ly BOP Inv C	Last year's beginning of period inventory cost. The period can be a week, month, or any other calendar period.
MO Tgt Receipts C	The middle out target cost for receipts.
Ly Receipts C	Last year's receipts cost.
MO Tgt Receipts var Ly C%	The middle out target variance between the target receipt cost and last year's actual receipt cost, expressed as a percentage of last year.
MO Tgt EOP Inv C	The middle out target for end of period inventory, expressed in cost value. The period can be a week, month, or any other calendar period.
Ly EOP Inv C	Last year's end of period inventory, expressed in cost value. The period can be a week, month, or any other calendar period.
MO Tgt EOP Inv var Ly C%	The middle out target variance between the target end of period inventory cost and last year's actuals, expressed as a percentage of last year.
MO Tgt Cum Avg Inv C	The middle out average cumulative inventory value, expressed in cost value, cumulated from the start of the season.

**Table 5–2 (Cont.) Target Overview View Measures**

Measure	Description
Ly Cum Avg Inv C	Last year's average cumulative inventory value, expressed in cost value, cumulated from the start of the season.
MO Tgt Cum Turn C	The middle out cumulative inventory turns (cost) target. It is cumulated from the start week of the workbook.
Ly Cum Turn C	Last year's cumulative inventory turns (cost). It is cumulated from the start week of the workbook.
MO Tgt GPROI	The middle out target for gross profit return on inventory.
LY GPROI C %	Last year's gross profit return on inventory.
MO Tgt Sell Thru U %	The middle out target sell through unit value, expressed as a percentage of sales to the total receipts and beginning inventory.
Ly Sell Thru C %	Last year's sell through cost value, expressed as a percentage of sales to the total receipts and beginning inventory.
MO Tgt Forward Cover C	The middle out target number of weeks of forward cover for the period. Using the cost values sales of future weeks, this measure indicates how many weeks of sales can be fulfilled with the ending inventory of the period.
Ly Forward Cover C	Last year's forward cover for the period.
MO Tgt Publish Targets Date	The date that the middle out target was published.
MO Tgt Publish Info	Additional information about the middle out targets. This information was entered by the middle out user who published the targets.

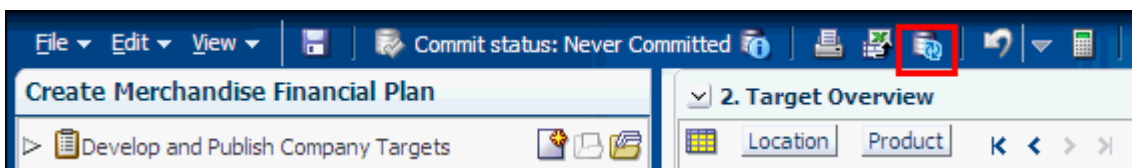
## Retrieving Updated Department Targets

If the middle out user updates the department targets after you have created your class and subclass plans, retrieve those new targets in one of two ways. You can build a new workbook which uses the updated department targets from the domain. Or, if you want to bring the new targets into one of your existing workbooks, you can refresh the workbook.

### Refresh the Workbook

When refreshing a workbook, you can run a refresh group that has been configured to retrieve data from the master database.

To refresh a workbook, click **Refresh** in the toolbar. Or, choose the **Refresh** option from the Edit menu. Since only one rule group exists for this workbook template, there are no options to choose from. The one refresh rule group runs, and measures configured in that rule group are updated.

**Figure 5–17 Refreshing a Workbook**



For more information about the refresh option, see the *RPAS User Guide for the Fusion Client*. For information about creating refresh rule groups, see the *RPAS Configuration Tools User Guide*.

Once you have reviewed and compared the middle out targets to the last year metrics, continue to the next step: [Develop Sales and Profit Plan](#).

## Develop Sales and Profit Plan

After you have seeded the groups and reviewed the middle out department targets, you can develop the sales and profit targets for the classes and subclasses within those departments using the Plan Sales / Profit view.

Use the following best practices to plan the sales and profit.

1. Review and compare the total sales to the forecast.
2. Enter the planned sales in the Wp Sales R measure.

**Figure 5–18 Plan Sales and Profit View**

	▼ FY2009	▼ M01 FY2009	01/24/2009	01/31/2009	0
Wp Fcst Pre-Season R	569,883	54,796	10,959	10,959	
Wp Sales var Fcst Pre-Ssn R %	-100.0 %	-100.0 %	-100.0 %	-100.0 %	
Wp Sales R	0	0	0	0	
Ly Sales R	564,638	51,937	12,041	7,944	
Wp Sales var Ly R %	-100.0 %	-100.0 %	-100.0 %	-100.0 %	
.					
Wp Gross Profit	0.00	0.00	0.00	0.00	
Wp Gross Profit %	0.0 %	0.0 %	0.0 %	0.0 %	
Ly Gross Profit	189,350.74	17,446.94	3,980.38	2,662.89	
Ly Gross Profit %	36.9 %	37.0 %	36.4 %	36.9 %	
Wp Gross Profit var Ly %	-100.0 %	-100.0 %	-100.0 %	-100.0 %	
.					
Wp Sales C	0	0	0	0	
Ly Sales C	323,957	29,769	6,966	4,559	
Wp Sales var Ly C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %	

3. Enter the gross profit by editing either the Wp Gross Profit or Wp Gross Profit % measure.
4. Enter the sales cost in the Wp Sales C measure.

The following table lists the measures available on the default measure profile of this view.

**Table 5–3 Plan Sales / Profit View Measures**

Measure	Description
Wp Fcst Pre-Season R	The preseason forecast.
Wp Sales var Fcst Pre-Ssn R%	The planned preseason sales variance forecast.
Wp Sales R	The planned sales retail value.
Ly Sales R	Last year's sales retail value.
Wp Sales var Ly R%	The planned sales retail variance to last year expressed as a percentage.
Wp Gross Profit	The planned gross profit value.
Wp Gross Profit %	The planned gross profit expressed as a percentage of total sales.
Ly Gross Profit	Last year's gross profit value.
Ly Gross Profit %	Last year's gross profit value expressed as a percentage of total sales.
Wp Gross Profit var Ly R%	The planned variance between the target gross profit value and last year's actual gross profit, expressed as a percentage of last year.
Wp Sales C	The planned sales cost.
Ly Sales C	Last year's actual sales cost.
Wp Sales var Ly C %	The planned sales cost variance to last year expressed as a percentage.

After you have adjusted the sales and profit plan, continue to the next step: [Reconcile to Department Targets](#).

## Develop Receipts and Inventory Plan

After you have developed the sales and profit plan, develop a receipts and inventory plan that can support the sales and profit plan. The purpose of this step is to ensure that you have a receipt and inventory plan that supports the sales that you are projecting.

Like the [Plan Sales and Profit View](#), the Plan Receipts / Inventory view contains several Ly metrics that you can reference when setting your targets. There are also additional measures for adjusting your inventory targets. Note that the adjustments you made to the Wp Sales R measure in the Plan Sales and Profit view are visible in this view if you have calculated.

Use the following best practices to plan the receipts and inventory.

1. Ensure that you have set the beginning of season (BOS) inventory in the [Getting Started - Seed Plan](#) step. The BOS measures must be set before planning the receipts and inventory. To set the BOS measures, see the [Setting Beginning of Season Inventory](#).
2. Plan the receipt flow and then evaluate the average inventory and turn.
3. Adjust the Wp Stock to Sales C measure accordingly. These adjustments affect the receipts for both the current month and prior month. However, the total plan period receipts do not increase or decrease; they only shift from month to month.

Figure 5–19 Plan Receipts / Inventory View

Plan Receipts / Inventory					
Location		Product		Calendar	
Brick & Mortar		30010 Denim		Measure	
Find...					
	∇ FY2009	∇ M01 FY2009	01/24/2009	01/31/2009	
Wp BOS Inv C	285,068				
Wp BOS Inv AUC	1				
Wp BOP Inv C	285,068	285,068	285,068	0	
Ly BOP Inv C	208,114	208,114	208,114	299,560	
Wp BOP Inv var Ly C %	23.3 %	23.3 %	23.3 %	-100.0 %	
.					
Wp Sales C	0	0	0	0	
Ly Sales C	323,957	29,769	6,966	4,559	
Wp Sales var Ly C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %	
.					
Wp Receipts C	0	0	0	0	
Ly Receipts C	6,096,884	683,082	98,491	143,356	
Wp Receipts var Ly C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %	
Wp Devaluation C	0	0	0	0	
Wp Devaluation C %	0.0 %	0.0 %	0.0 %	0.0 %	
Ly Devaluation C %	0.0 %	0.0 %	0.0 %	0.0 %	
Wp EOP Inv C	0	0	0	0	
Ly EOP Inv C	5,976,826	861,015	299,560	438,280	
Wp EOP Inv var Ly C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %	
.					
Wp Cum Avg Inv C	5,279	47,511	142,534	95,023	
Ly Cum Avg Inv C	3,205,876	522,279	253,837	315,318	
Wp Cum Avg Inv var Ly C %	-99.8 %	-91.1 %	-49.5 %	-72.8 %	
Wp Cum Turn C	0	0	0	0	
Ly Cum Turn C	0	0	0	0	
.					
Wp Stock to Sales C	0	0	0	0	
Ly Stock to Sales C	1	7	30	66	
Wp Forward Cover C	0	0	0	0	
Ly Forward Cover C	37	56	48	123	

The following table lists the measures available on this view.

Table 5–4 Plan Receipts / Inventory View Measures

Measure	Description
Wp BOS Inv C	The planned beginning of season inventory cost.
Wp BOS Inv AUC	The planned beginning of season average unit cost.
Wp BOP Inv C	The planned beginning of period inventory cost. The period can be a week, month, or any other calendar period.
Ly BOP Inv C	Last year's beginning of period inventory cost. The period can be a week, month, or any other calendar period.

**Table 5-4 (Cont.) Plan Receipts / Inventory View Measures**

<b>Measure</b>	<b>Description</b>
Wp BOP Inv var Ly C %	The planned variance between the target beginning of period inventory cost and last year's actuals, expressed as a percentage of last year.
Wp Sales C	The planned sales cost value.
Ly Sales C	Last year's sales cost value.
Wp Sales var Ly C %	The planned sales cost variance to last year expressed as a percentage.
Wp Receipts C	The planned receipt cost.
Ly Receipts C	Last year's receipt cost.
Wp Receipts var Ly C %	The planned variance between the target receipt cost and last year's actual receipt cost, expressed as a percentage of last year.
Wp Devaluation C	The planned devaluation cost.
Wp Devaluation C %	The planned devaluation cost expressed as a percentage of total sales.
Ly Devaluation C %	Last year's devaluation cost expressed as a percentage of total sales.
Wp EOP Inv C	The planned end of period inventory cost. The period can be a week, month, or any other calendar period.
Ly EOP Inv C	Last year's end of period inventory cost. The period can be week, month, or any other calendar period.
Wp EOP Inv var Ly C %	The planned variance between the target end of period inventory cost and last year's actual end of period cost, expressed as a percentage of last year.
Wp Cum Avg Inv C	The planned average cumulative inventory turns (cost). It is cumulated from the start week of the workbook.
Ly Cum Avg Inv C	Last year's cumulative average inventory value (cost), corresponding to the start week of the workbook until the current week.
Wp Cum Avg Inv var Ly C %	The planned variance between the target cumulative average inventory cost and last year's actuals, expressed as a percentage of last year.
Wp Cum Turn C	The planned cumulative inventory turns (cost). It is cumulated from the start week of the workbook.
Ly Cum Turn C	Last year's cumulative inventory turns (cost).
Wp Stock to Sales R Ratio	The planned ratio of the BOP inventory to the sales for the same period.
Ly Stock to Sales R Ratio	Last year's ratio of the BOP inventory to the sales for the same period.
Wp Forward Cover R	The planned number of weeks of forward cover for the period. Using the retail values sales of future weeks, this measure indicates how many weeks of sales can be fulfilled with the ending inventory of the period.
Ly Forward Cover R	Last year's forward cover for the period.

After you have determined that the value and unit plans you created are achievable, continue to the [Reconcile to Department Targets](#) step.

## Reconcile to Department Targets

After you have created a plan, compare your plan to the middle out targets to see if you meet the goals that the middle out user has created for you.

This step contains two views: Reconcile Targets and All Measures. All Measures contains all the measures contained in the workbook. For details on the All Measures view, see [All Measures](#).

### Review Plan / Reconcile Targets

Use the Reconcile to MO Target measure profile to compare your plans to the MO targets. Note that this view is at the department level of the Product dimension. When using this profile, set the calendar level to month.

If you need to alter your plan shown in this view, return to the step where you created them and edit them there.

Figure 5–20 Review Plan / Reconcile Targets, Reconcile to MO Targets Measure Profile

1. Review Plan / Reconcile Targets				
Location: Brick & Mortar		Product: 300 Men's Casuals		Calendar
Find...		Measure		
	∇ FY2009	∇ M01 FY2009	01/24/2009	01/31/2009
MO Tgt Sales R	750,000.00	70,754.72	56,603.77	56,603.77
Wp Sales R	567,000.00	53,490.57	42,792.45	42,792.45
Ly Sales R	690,755.00	64,485.00	52,643.00	55,139.00
MO Tgt Sales var Ly R %	8.6 %	9.7 %	7.5 %	2.7 %
Wp Sales var Tgt R %	-24.4 %	-24.4 %	-24.4 %	-24.4 %
.				
MO Tgt Gross Profit	277,500.00	26,179.25	20,943.40	20,943.40
MO Tgt Gross Profit %	37.0 %	37.0 %	37.0 %	37.0 %
Wp Gross Profit	185,913.76	17,506.00	14,004.80	14,004.80
Wp Gross Profit %	36.0 %	36.0 %	36.0 %	36.0 %
Wp Gross Profit var Tgt %	-33.0 %	-33.1 %	-33.1 %	-33.1 %
.				
MO Tgt Sales C	472,500.00	44,575.47	35,660.38	35,660.38
Wp Sales C	330,513.34	31,121.78	24,897.43	24,897.43
Wp Sales var Tgt C %	-30.1 %	-30.2 %	-30.2 %	-30.2 %
Ly Sales C	393,391.50	36,467.70	29,391.16	31,857.03
MO Tgt Sales var Ly C %	20.1 %	22.2 %	21.3 %	11.9 %
Wp Sales var Ly C %	-16.0 %	-14.7 %	-15.3 %	-21.8 %
.				
MO Tgt BOP Inv C	285,068.00	285,068.00	-6,839.62	-12,311.32
Wp BOP Inv C	285,068.00	285,068.00	-12,253.86	-22,056.95
MO Tgt Receipts C	400,000.00	37,735.85	30,188.68	30,188.68
Wp Receipts C	200,000.00	18,867.92	15,094.34	15,094.34
MO Tgt EOP Inv C	-72,500.00	-6,839.62	-12,311.32	-17,783.02
Wp EOP Inv C	-130,513.34	-12,253.86	-22,056.95	-31,860.03
Wp EOP Inv var Tgt C %	80.0 %	79.2 %	79.2 %	79.2 %
.				
MO Tgt Cum Turn C	-15.26	1.01	3.59	10.10
Wp Cum Turn C	-5.54	0.75	3.21	18.26
MO Tgt Cum Avg Inv C	-30,970.96	44,091.52	22,351.14	11,470.49
Wp Cum Avg Inv C	-59,677.94	41,384.40	17,478.33	4,431.98
Wp Cum Avg Inv var Tgt C %	92.7 %	-6.1 %	-21.8 %	-61.4 %
.				
Wp Diary Info				
MO Tgt Diary Info				

After you are satisfied that the plan you have created sufficiently meets the middle out targets, you can submit your plan to the middle out user. For more information about submitting the plan, see [Original Plan Submit](#). Or, you could perform an optional step before submitting it: [Review/Reconcile to Item Plan](#).

## Review/Reconcile to Item Plan

The Review/Reconcile to Item Plan step is optional. If your company uses Oracle Retail Item Planning (IP), you can review and reconcile your subclass plan to the approved item plan that was created with that product.

The approved item plan is loaded into MFP from IP through nightly or weekly batch processing. Approved data is exported from IP and loaded into MFP at the subclass level. The aggregation takes place within IP when exporting. Only the plans that have been approved since the last export in IP are imported into MFP.

You can compare your plan to the Original Plan (Op) item plan or to the Current Plan (Cp) item plan. This step provides a view for each of these.

### 1. Review Item Plan CP Plan

Use this view to compare your plan to the Current Plan item plan. Use one of the three available measure profiles:

- Default
- Review CP Unit Plan
- Review Value Plan

**Figure 5–21 Review/Reconcile to Item Plan - Review Item Plan Cp Plan View**

	▼ M01 FY2009	01/24/2009	01/31/2009	02/07/2009
IP Cp Sales R	0.00	0.00	0.00	0.00
Wp Sales R	53,490.57	10,698.11	10,698.11	10,698.11
Wp Sales var IP Cp R %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Cp Gross Profit	0.00	0.00	0.00	0.00
IP Cp Gross Profit %	0.0 %	0.0 %	0.0 %	0.0 %
Wp Gross Profit	17,506.00	3,501.20	3,501.20	3,501.20
Wp Gross Profit %	36.0 %	36.0 %	36.0 %	36.0 %
Wp Gross Profit var IP Cp %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Cp Sales C	0.00	0.00	0.00	0.00
Wp Sales C	31,121.78	6,224.36	6,224.36	6,224.36
Wp Sales var IP Cp C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Cp BOP Inv C	0.00	0.00	0.00	0.00
Wp BOP Inv C	285,068.00	285,068.00	-2,450.77	-4,901.54
IP Cp Receipts C	0.00	0.00	0.00	0.00
Wp Receipts C	18,867.92	3,773.58	3,773.58	3,773.58
Wp Receipts var IP Cp C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
IP Cp EOP Inv C	0.00	0.00	0.00	0.00
Wp EOP Inv C	-12,253.86	-2,450.77	-4,901.54	-7,352.32
Wp EOP Inv var IP Cp C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Cp Cum Avg Inv C	0.00	0.00	0.00	0.00
Wp Cum Avg Inv C	41,384.40	141,308.61	92,571.89	67,590.84
IP Cp Cum Turn C	0.00	0.00	0.00	0.00
Wp Cum Turn C	0.75	0.04	0.13	0.28
.				
IP Cp Sell Thru C %	0.0 %	0.0 %	0.0 %	0.0 %
Wp Sell Thru C %	10.2 %	2.2 %	470.5 %	-551.8 %
IP Cp Forward Cover C	0.00	0.00	0.00	0.00
Wp Forward Cover C	0.00	0.00	0.00	0.00

## 2. Review Item Plan OP Plan

Use this view to compare your plan to the Original Plan item plan. Use one of the three available measure profiles:

- Default
- Review OP Unit Plan
- Review Value Plan



Figure 5–22 Review Item Plan Op Plan View, Default Measure Profile

2. Review Item Plan OP				
Location		Product		Calendar
Brick & Mortar		30010 Denim		Measure
Find...				
	▼ M01 FY2009	01/24/2009	01/31/2009	02/07/2009
IP Op Sales R	0.00	0.00	0.00	0.00
Wp Sales R	53,490.57	10,698.11	10,698.11	10,698.11
Wp Sales var IP Op R %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Op Gross Profit	0.00	0.00	0.00	0.00
IP Op Gross Profit %	0.0 %	0.0 %	0.0 %	0.0 %
Wp Gross Profit	17,506.00	3,501.20	3,501.20	3,501.20
Wp Gross Profit %	36.0 %	36.0 %	36.0 %	36.0 %
Wp Gross Profit var IP Op %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Op Sales C	0.00	0.00	0.00	0.00
Wp Sales C	31,121.78	6,224.36	6,224.36	6,224.36
Wp Sales var IP Op C%	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Op BOP Inv C	0.00	0.00	0.00	0.00
Wp BOP Inv C	285,068.00	285,068.00	-2,450.77	-4,901.54
IP Op Receipts C	0.00	0.00	0.00	0.00
Wp Receipts C	18,867.92	3,773.58	3,773.58	3,773.58
Wp Receipts var IP Op C%	-100.0 %	-100.0 %	-100.0 %	-100.0 %
IP Op EOP Inv C	0.00	0.00	0.00	0.00
Wp EOP Inv C	-12,253.86	-2,450.77	-4,901.54	-7,352.32
Wp EOP Inv var IP Op C%	-100.0 %	-100.0 %	-100.0 %	-100.0 %
IP Op Cum Avg Inv C	0.00	0.00	0.00	0.00
Wp Cum Avg Inv C	41,384.40	141,308.61	92,571.89	67,590.84
IP Op Cum Turn C	0.00	0.00	0.00	0.00
Wp Cum Turn C	0.75	0.04	0.13	0.28
.				
IP Op Sell Thru C %	0.0 %	0.0 %	0.0 %	0.0 %
Wp Sell Thru C %	10.2 %	2.2 %	470.5 %	-551.8 %
IP Op Forward Cover C	0.00	0.00	0.00	0.00
Wp Forward Cover C	0.00	0.00	0.00	0.00
.				

## Original Plan Submit

When you are ready to submit your working plan to the middle out user for approval, continue to Original Plan Submit task.

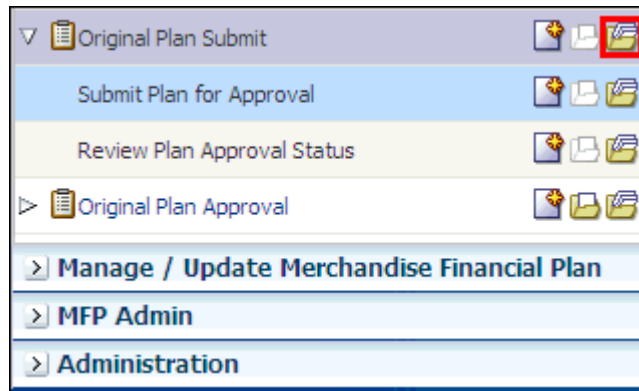
1. In the taskflow, click the **Open** icon in the Original Plan Submit task.

---

**Note:** You can either open a workbook or create a new workbook. If you have committed the workbook used in the previous task, build a new one and see the data you need. If you did not commit that one, you must open it to complete this process.

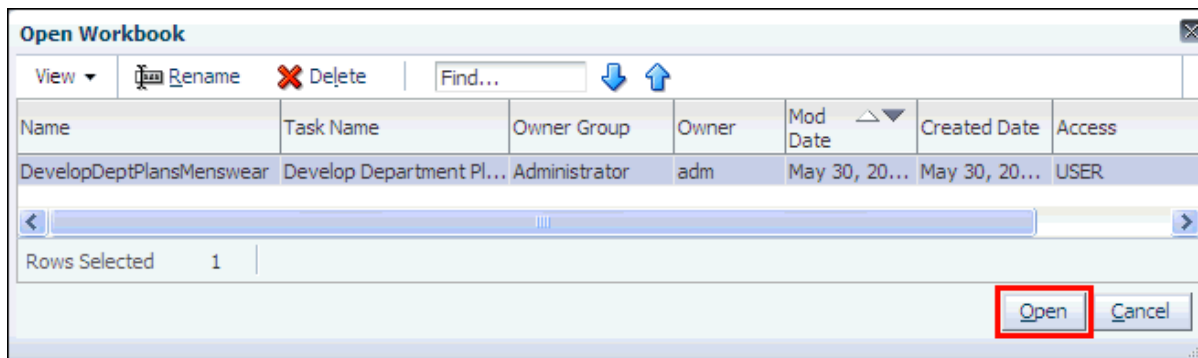
---

**Figure 5–23 Open Workbook Icon for Original Plan Submit Task**



2. The Open Workbook dialog box opens. Select the workbook that you want to submit and click **Open Workbook**.

**Figure 5–24 Open Workbook Dialog Box**



3. The workbook opens at the Submit Plan view.

## Submit Plan View

When you are ready to submit your working plan to the middle out user for approval, use the Submit Plan view.

---

**Note:** When the Op Approve Enabled measure is selected, you can submit a plan for the Op version. This measure is set by an administrator in the Enable OP Approval administration workbook. The administrator can select or deselect this option at any time. If the administrator deselects it during the in-season, you will not be able to submit a plan for the Op. The administrator may choose to do this after the planning process has been finalized in order to lock down the Op. If this occurs, you will be unable to submit a plan for the Op and the middle out user will be unable to approve a plan for the Op.

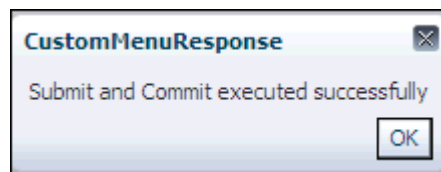
---

Figure 5–25 Submit Plan View

	Half1 FY2011	Half2 FY2011
Op Approve Enabled	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wp Approval Pending	<input type="checkbox"/>	<input type="checkbox"/>
Wp Submit	Submit Cp Only	Submit Op Only
Wp Submit Info	Rec by DSC	Rec by DSC
Wa Submit By		
Wa Submit Date		
Wa Submit Info		
Last Approval Action		
Op Approved/Rejected By		
Op Approve/Reject Date		
Op Approve/Reject Info		
Cp Approved/Rejected By		
Cp Approve/Reject Date		
Cp Approve/Reject Info		

1. Select what you want to submit the working plan to using the Wp Submit measure. Options are Submit Op Only, Submit Cp Only, or Submit Op and Cp.
2. Optional: Enter information about the working plan in the Wp Submit Info measure.
3. Click the **Submit** button at the top right of the view, as shown in Figure 5–25.
4. A success message appears. Click **OK** to close it.

Figure 5–26 Success Message - Plan Submitted



As a result of the submit custom menu running, the Wp Submit and Wp Submit Info measures are cleared and the Wp Approval Pending check boxes are checked. The Wa Submit By, Wa Submit Date, and Wa Submit Info measures are populated. In addition, your working plan is copied into a Waiting for Approval (Wa) plan.

After the middle out user approves or rejects the Wa plan, you can see the approval or rejection information by accessing the Review Plan Approval Status view in the Original Plan Submit step.

**Figure 5–27 Submit Plan View, Submitted Plan**

	Half1 FY2009	Half2 FY2009
Op Approve Enabled	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wp Approval Pending	<input type="checkbox"/>	<input type="checkbox"/>
Wp Submit		
Wp Submit Info		
Wa Submit By	adm	adm
Wa Submit Date	5/3/2009	5/3/2009
Wa Submit Info		
Last Approval Action		
Op Approved/Rejected By		
Op Approve/Reject Date		
Op Approve/Reject Info		
Cp Approved/Rejected By		
Cp Approve/Reject Date		
Cp Approve/Reject Info		

The following table lists the measures available on this view.

**Table 5–5 Submit Plan View Measures**

Measure	Description
Op Approve Enabled	When selected, the bottom up user can submit a plan to the Op.
Wp Approval Pending	When selected, the approval of the working plan is pending.
Wp Submit	Used to select what the working plan is submitted to. Options are Submit Op Only, Submit Cp Only, and Submit Op and Cp.
Wp Submit Info	Used to input information about the submitted plan.
Wa Submit By	Displays the username of the user who submitted the plan.
Wa Submit Date	Displays the date that the plan was submitted.
Wa Submit Info	Displays the information that the user entered about the plan.
Last Approval Action	Displays the last approval action that occurred.
Op Approved/Rejected By	Displays the username of the user who approved or rejected the Original Plan.
Op Approve/Reject Date	Displays the date that the plan was approved or rejected.
Op Approve/Reject Info	Displays the information that the user entered about why the Original Plan was approved or rejected.
Cp Approved/Rejected By	Displays the username of the user who approved or rejected the Current Plan.
Cp Approve/Reject Date	Displays the date that the plan was approved or rejected.

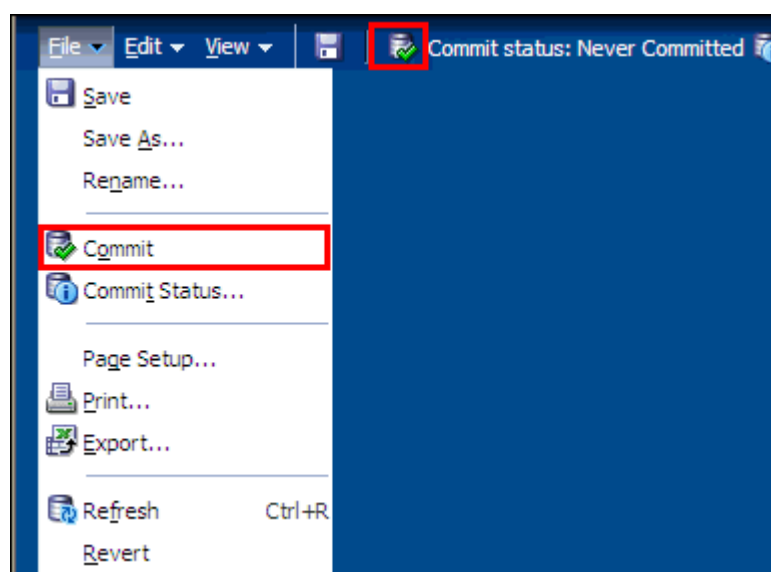
**Table 5–5 (Cont.) Submit Plan View Measures**

Measure	Description
Cp Approve/Reject Info	Displays the information that the user entered about why the Current Plan was approved or rejected.

## Commit Wp Measures

If you want to commit your working plan (Wp) measures to the database, you need to perform a separate commit in addition to submitting your plan for approval. For more information about committing, see the *RPAS User Guide for the Fusion Client*.

To commit your Wp measures, in the workbook that you have published the targets, click **Commit** in the toolbar. Or, from the File menu, select the **Commit** option.

**Figure 5–28 Commit a Workbook**

## Next Steps

After you have submitted your plan to the middle out user, the middle out user approves or rejects your submitted plan. If rejected, adjust your plan using the steps described in this chapter and submit it again. Since you have already created a working plan, there is no need to seed the workbook again unless you want to start again with Ly (Last Year) data.

To learn about how the middle out user approves or rejects your plan, see the [Original Plan Approval](#) chapter.

## All Measures

The All Measures view contains all the measures contained in the workbook; however, only the Wp Sales R measure is visible in the default measure profile. The purpose of this workbook is to allow you to create a view of workbook measures that you may not be able to view all at once in other views.

**Figure 5–29 Review Targets - All Measures**

	1/24/2009	1/31/2009	2/7/2009	2/14/2009	2/21/2009
Wp Sales R	286,738	1,752,906	183,076	158,588	153,086

To see the other measures in this view, perform the following steps:

1. Click the Measure dimension tile. The All Measures - Measure window appears.
2. Move the measures you want to see in the view from the Hidden Measures box to the Visible Measures box.
3. When finished, click **OK**.

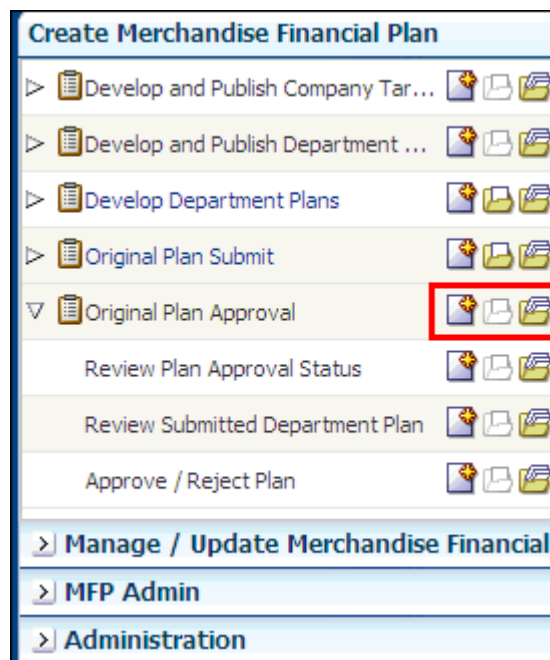
For more information about hidden and visible measures, see the *RPAS User Guide for the Fusion Client*.

## Original Plan Approval

After the bottom up user submits a plan, the middle out user can review the plan and approve or reject it in the Original Plan Approval task.

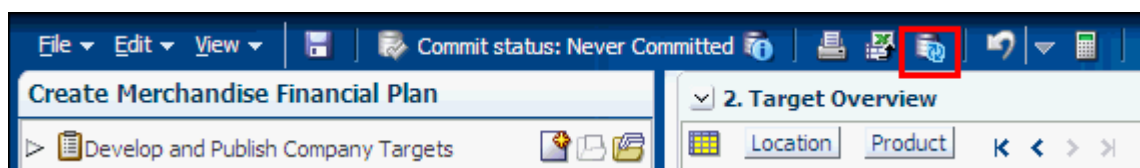
To see the bottom up user's plan, either build a new workbook or open an existing one from the Original Plan Approval task, as shown in [Figure 6-1](#).

**Figure 6-1** Original Plan Approval



If you open an existing workbook, you must refresh it to see the bottom up user's plan. To refresh a workbook, click the **Refresh** icon in the toolbar or select the **Refresh** option in the Edit menu.

**Figure 6-2** Refresh Option



## Review Plan Approval Status

The first step in the Original Plan Approval task is the Review Plan Approval Status view. This view shows you which bottom up user submitted the plan, what they submitted it to, when it was submitted, and any notes that user may have added.

**Figure 6–3 Approve Plan View**

	Half1 FY2009	Half2 FY2009
Wa Submit Detail	OP and CP Submitted	OP and CP Submitted
Wa Submit By	adm	adm
Wa Submit Date	1/1/2008	1/1/2008
Wa Submit Info		
Op Approve Enabled	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wp Approval		
Wp Approval Info		
Last Approval Action		
Op Approved/Rejected By		
Op Approve/Reject Date		
Op Approve/Reject Info		
Cp Approved/Rejected By		
Cp Approve/Reject Date		
Cp Approve/Reject Info		

You can approve or reject the plan at this view, but it is recommended that you first view the plan at the next step.

**Table 6–1 Approve Plan View Measures**

Measure	Description
Wp Submit Detail	This measure shows what the bottom up user submitted the working plan as. Options are Op Only Submitted, Cp Only Submitted, and Op and Cp Submitted.
Wa Submit By	This measure displays the username of the bottom up user who submitted the plan.
Wa Submit Date	The date that the plan was submitted.
Wp Submit Info	This measure displays any notes that the bottom up user entered.
Op Approve Enabled	This measure is set by an administrator in the Enable OP Approval administration workbook. The administrator can select or deselect this option at any time. If the administrator deselects it during the in-season, the bottom up user cannot submit a plan for the Op, and the middle out user cannot approve a plan for the Op.
Wp Approval	Working Plan Approval. Use this measure to approve or reject the plan.



**Table 6–1 (Cont.) Approve Plan View Measures**

<b>Measure</b>	<b>Description</b>
Wp Approval Info	Use this measure to provide information about why you accepted or rejected the plan.
Last Approval Action	The last approval action that you took.
Op Approved/Rejected By	This measure displays the username of the person who approved or rejected the original plan.
Op Approved/Rejected Date	The date the original plan was approved or rejected.
Op Approve/Reject Info	This measure displays any notes that the middle out user entered about approving or rejecting the original plan.
Cp Approve/Rejected By	This measure displays the username of the person who approved or rejected the current plan.
Cp Approve Reject Date	The date the current plan was approved or rejected.
Cp Approve/Reject Info	This measure displays any notes that the middle out user entered about approving or rejecting the current plan.

## Review Submitted Department Plan

After the bottom up user has submitted the plan, you can review the details of the plan at the Review Submitted Department plan step.

This step has one view: Review Submitted Plan. There are four measure profiles you can use to review the plan:

- Default
- Current Plan
- Original Plan
- Review Submitted Plan Value and Units

**Figure 6–4 Review Submitted Plan, Default Measure Profile**

1. Review Submitted Plan				
Location		Product		Calendar
Brick & Mortar		100 Men's Footwear		Measure
	∇ FY2009	∇ M01 FY2009	01/24/2009	01/31/2009
MO Tgt Sales R	750,000.00	70,754.72	14,150.94	14,150.94
Wa Sales R	0.00	0.00	0.00	0.00
Wa Sales var Tgt R %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
,				
MO Tgt Gross Profit	270,000.00	25,471.70	5,094.34	5,094.34
MO Tgt Gross Profit %	36.0 %	36.0 %	36.0 %	36.0 %
Wa Gross Profit	0.00	0.00	0.00	0.00
Wa Gross Profit %	0.0 %	0.0 %	0.0 %	0.0 %
Wa Gross Profit var Tgt %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
,				
MO Tgt Sales C	480,000.00	45,283.02	9,056.60	9,056.60
Wa Sales C	0.00	0.00	0.00	0.00
Wa Sales var Tgt C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
,				
MO Tgt BOP Inv C	212,103.00	212,103.00	212,103.00	-9,056.60
Wa BOP Inv C	250,000.00	250,000.00	250,000.00	156,773.00
MO Tgt Receipts C	0.00	0.00	0.00	0.00
Wa Receipts C	6,076,041.00	599,765.00	118,876.00	88,526.00
MO Tgt EOP Inv C	-480,000.00	-45,283.02	-9,056.60	-18,113.21
Wa Receipts var Tgt C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
Wa EOP Inv C	6,113,938.00	637,662.00	156,773.00	245,299.00
Wa EOP Inv var Tgt C %	-1373.7 %	-1508.2 %	-1831.0 %	-1454.3 %
,				
MO Tgt Cum Avg Inv C	-236,072.17	12,708.99	101,523.20	61,644.40
Wa Cum Avg Inv C	3,142,853.46	364,008.67	203,386.50	217,357.33
MO Tgt Cum Turn C	-2.03	3.56	0.09	0.29
Wa Cum Turn C	0.00	0.00	0.00	0.00
MO Tgt GPROI	-1.14	2.00	0.05	0.08
Wa GPROI	0.00	0.00	0.00	0.00
,				
MO Tgt Sell Thru C %	226.3 %	21.3 %	4.3 %	-100.0 %
Wa Sell Thru C %	0.0 %	0.0 %	0.0 %	0.0 %
MO Tgt Forward Cover C	0.00	0.00	0.00	0.00
Wa Forward Cover C	0.00	0.00	0.00	0.00

The following table lists the measures available on this view.

**Table 6–2 Review Submitted Plan View Measures**

Measure	Description
MO Tgt Sales R	The middle out target for sales.
Wa Sales R	The Waiting for Approval sales.
Wa Sales var Tgt R %	The Waiting for Approval variance between the target sales and last year's sales, expressed as a percentage of last year.

**Table 6–2 (Cont.) Review Submitted Plan View Measures**

<b>Measure</b>	<b>Description</b>
MO Tgt Gross Profit	The middle out target for gross profit.
MO Tgt Gross Profit %	The middle out target for gross profit percentage of total sales.
Wa Gross Profit var Tgt %	The Waiting for Approval variance between the target gross profit and last year's gross profit, expressed as a percentage of last year.
MO Tgt Sales C	The middle out target for sales cost.
Wa Sales C	The Waiting for Approval sales cost.
Wa Sales var Tgt C %	The Waiting for Approval variance between the target cost and last year's cost, expressed as a percentage of last year.
MO Tgt BOP Inv C	The middle out target beginning of period inventory cost.
Wa BOP Inv C	The Waiting for Approval beginning of period inventory cost.
MO Tgt Receipts C	The middle out target value for receipts.
Wa Receipts C	The Waiting for Approval value for receipts.
MO Tgt EOP Inv C	The middle out target for end of period inventory, expressed in cost value. The period can be a week, month, or any other calendar period.
Wa Receipts var Tgt C %	The Waiting for Approval variance between the target cost and last year's cost, expressed as a percentage of last year.
Wa EOP Inv C	The Waiting for Approval end of period inventory, expressed in cost value. The period can be a week, month, or any other calendar period.
WA EOP Inv var Tgt C %	The Waiting for Approval variance between the end of period target cost and last year's actuals, expressed as a percentage of last year.
MO Tgt Cum Avg Inv C	The middle out target for average cumulative inventory value, expressed in cost value, cumulated from the start of the season.
Wa Cum Avg Inv C	The Waiting for Approval average cumulative inventory value, expressed in cost value, cumulated from the start of the season.
MO Tgt Cum Turn C	The middle out cumulative inventory turns (cost) target. It is cumulated from the start week of the workbook.
Wa Cum Turn C	The Waiting for Approval cumulative inventory turns (cost). It is cumulated from the start week of the workbook.
MO Tgt GPROI	The middle out target gross profit return on investment.
Wa GPROI	The Waiting for Approval gross profit return on investment.
MO Tgt Sell Thru C%	The middle out target for sell through value (cost), expressed as a percentage of sales to the total receipts and beginning inventory.
Wa Sell Thru C%	The Waiting for Approval target for sell through value (cost), expressed as a percentage of sales to the total receipts and beginning inventory.

**Table 6–2 (Cont.) Review Submitted Plan View Measures**

Measure	Description
MO Tgt Forward Cover C	The middle out target number of weeks of forward cover for the period. Using the cost values sales of future weeks, this measure indicates how many weeks of sales can be fulfilled with the ending inventory of the period.
Wa Forward Cover C	The Waiting for Approval target number of weeks of forward cover for the period. Using the cost values sales of future weeks, this measure indicates how many weeks of sales can be fulfilled with the ending inventory of the period.

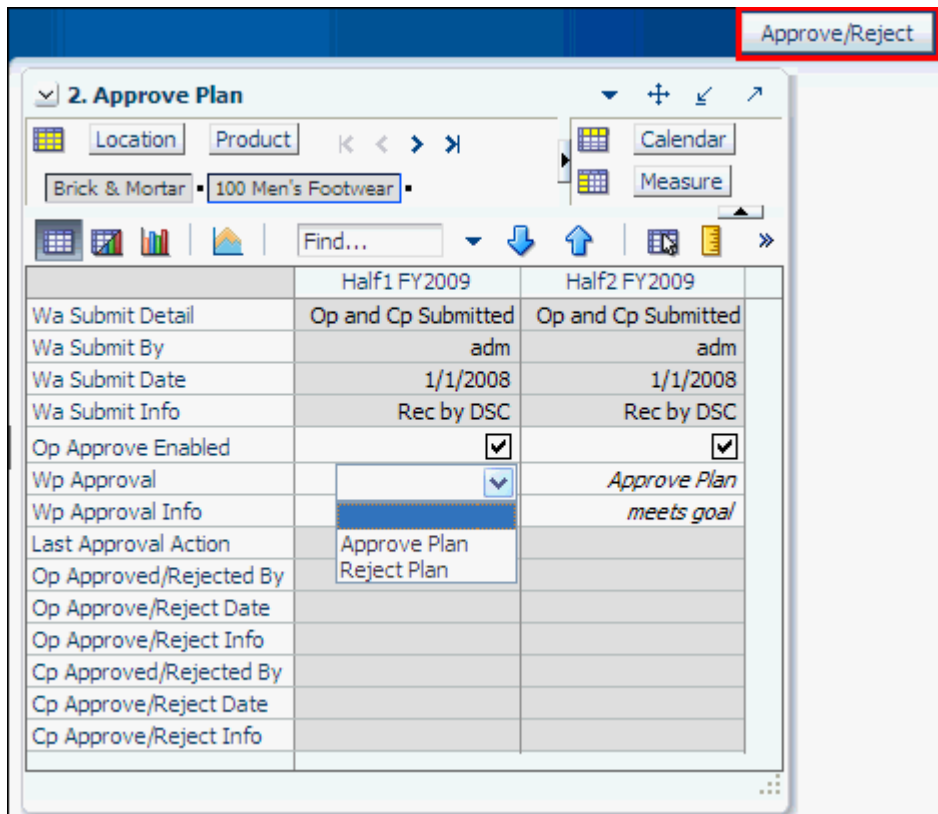
After you have finished reviewing the Wa plan, continue to the last step of the task, [Approve/Reject Plan](#).

## Approve/Reject Plan

After you have reviewed the submitted Wa plan, approve or reject it at this step.

The view in this step is Approve Plan, the same one that is shown in the first step, [Review Plan Approval Status](#).

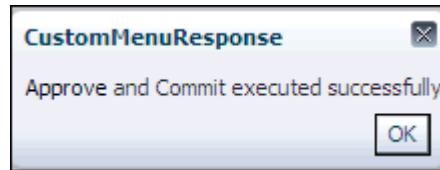
**Figure 6–5 Approve/Reject Plan - Approve Plan View**



1. In the Wp Approval measure, select one of the two options: **Approve Plan** or **Reject Plan**.
2. In the Wp Approval Info measure, enter any useful information about the plan or your approval decision. This step is optional.

3. Click the **Approve/Reject** button as shown in [Figure 6-5](#).
4. A success message appears. Click **OK** to close it.

**Figure 6-6 Success Message - Approve/Reject**



The view refreshes and the approval or rejection information is populated in the measures, as shown in [Figure 6-7](#).

**Figure 6-7 Approve/Reject Plan - Approve Plan View**

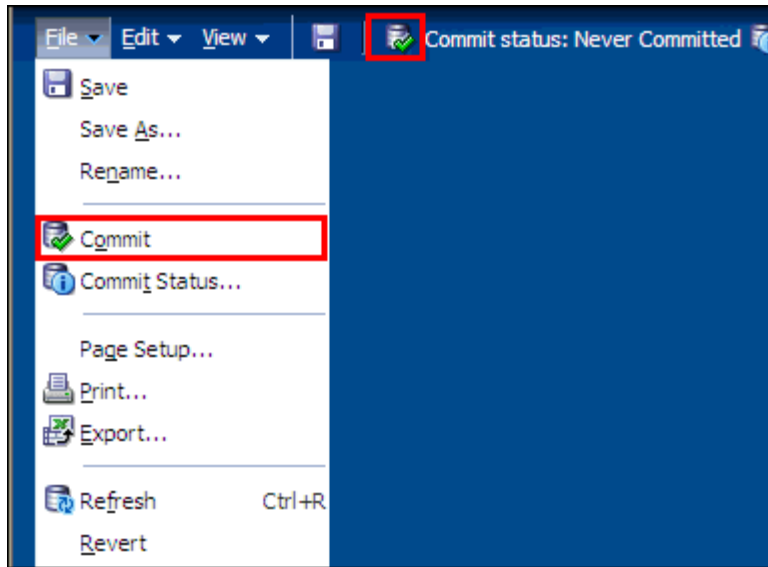
	Half1 FY2009	Half2 FY2009
Wa Submit Detail		
Wa Submit By	adm	adm
Wa Submit Date	1/1/2008	1/1/2008
Wa Submit Info	Rec by DSC	Rec by DSC
Op Approve Enabled	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wp Approval		
Wp Approval Info	meets goal	meets goal
Last Approval Action	Op and Cp Approved	Op and Cp Approved
Op Approved/Rejected By	adm	adm
Op Approve/Reject Date	1/1/2008	1/1/2008
Op Approve/Reject Info	meets goal	meets goal
Cp Approved/Rejected By	adm	adm
Cp Approve/Reject Date	1/1/2008	1/1/2008
Cp Approve/Reject Info	meets goal	meets goal

## Commit Wp Measures

If you want to commit your working plan (Wp) measures to the database, you need to perform a separate commit in addition to commit that occurs when you approve the plan. For more information about committing, see the *RPAS User Guide for the Fusion Client*.

To commit your Wp measures, in the workbook that you have published the targets, click **Commit** in the toolbar. Or, from the File menu, select the **Commit** option.

**Figure 6–8 Commit a Workbook**



---

---

## In-Season Management

All users—top down, middle out, and bottom up—can use the Manage/Update Merchandise Financial Plan activity during in-season to review the plan and compare it to the season actuals. Top down and middle out users review their targets and the plans created by the lower level users and determine how those plans compare to actuals. Bottom up users can not only review their plan to actuals, but also adjust their plan with the Update Department Plans task.

One of the key steps of in-season management is reviewing the Open to Buy (OTB). OTB is the amount of money that is planned to be available during the in-season to purchase goods that have not yet been received or ordered. The bottom up user can decide in-season how to spend this money to reach the strategic targets.

Each role has its own task within the Manage/Update Merchandise Financial Plan activity. The activities of each role are described in this chapter.

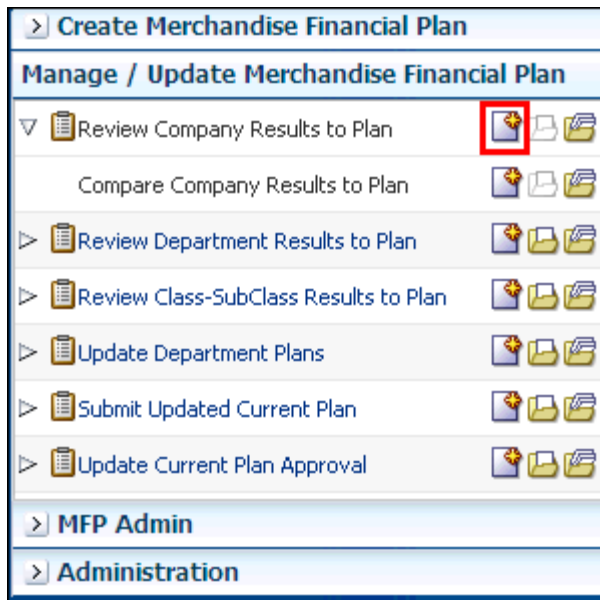
### Top Down Role: Review Company Results to Plan

The top down user can use the Review Company Results to Plan task to review their targets and the plans created by the lower level users and determine how those plans compare to actuals.

To build the Review Company Results to Plan workbook, perform the following steps.

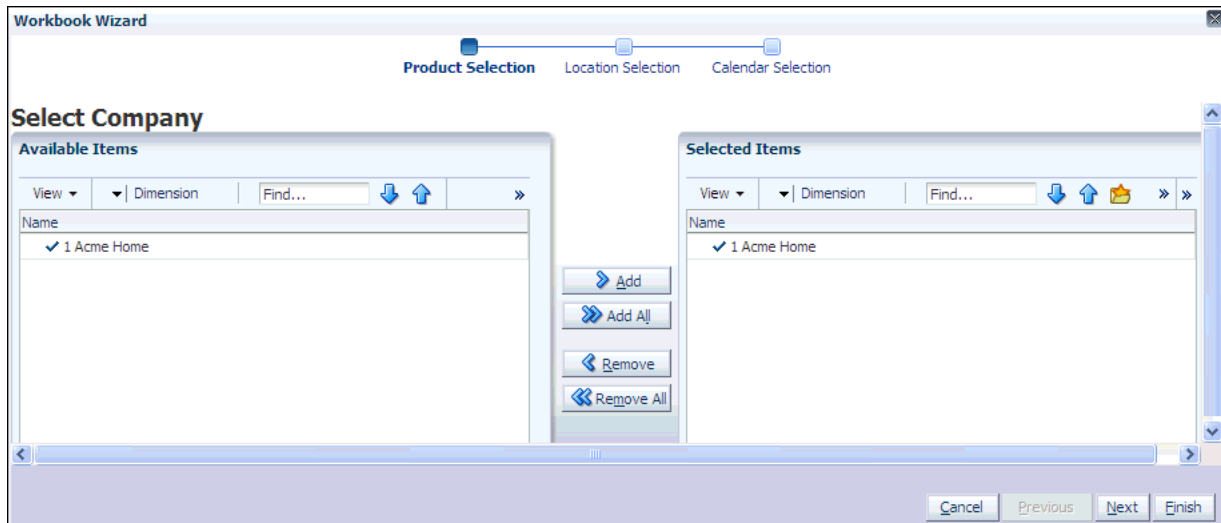
1. Click the **Create New Workbook** icon in the Review Company Results to Plan task.

**Figure 7-1 Top Down: Create New Workbook Icon**



2. The workbook wizard opens at the Product Selection step. Select the company that you want to plan and move it to the Selected Items box. Click **Next**.

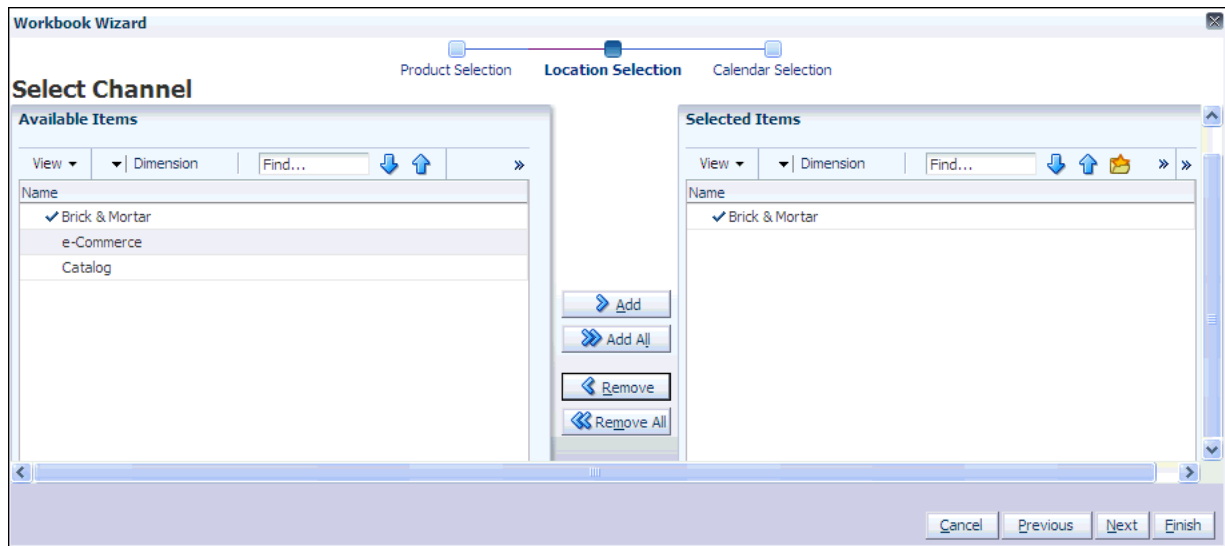
**Figure 7-2 Workbook Wizard: Product Selection**



3. The Location Selection step of the workbook wizard appears. Select the channel you want to plan and move it to the Selected Items box. Click **Next**.

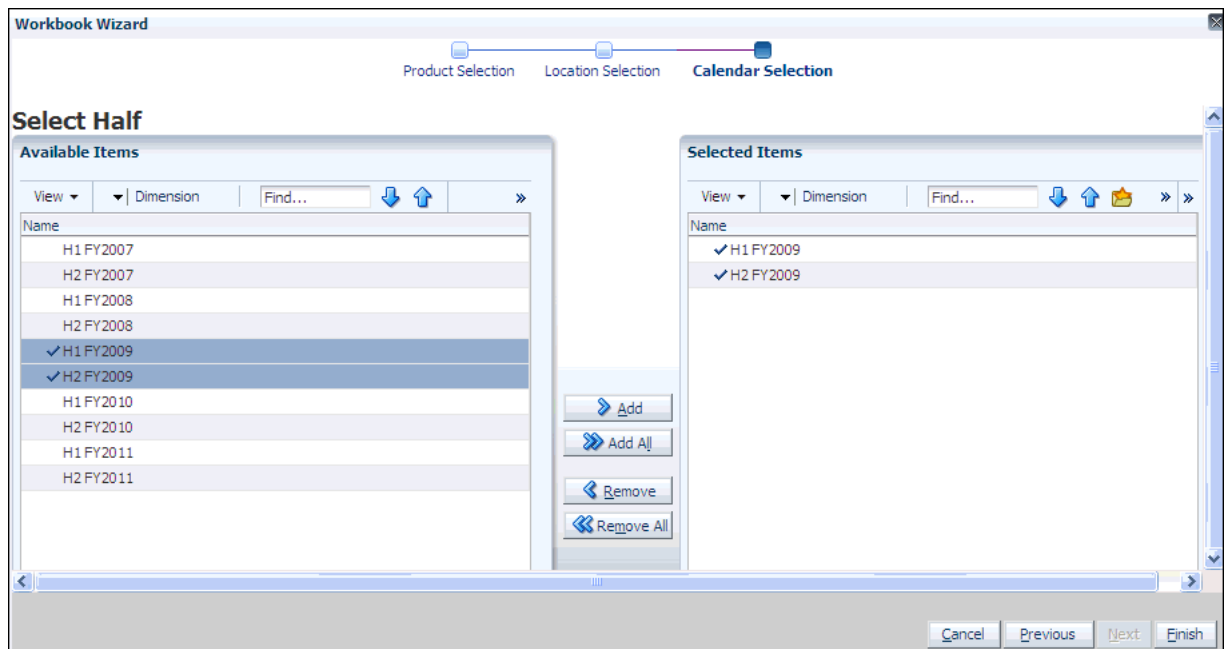


Figure 7-3 Workbook Wizard: Location Selection



4. The Calendar Selection step of the workbook wizard appears. Select the halves you want to plan and move them to the Selected Items box. Click **Finish**.

Figure 7-4 Workbook Wizard: Calendar Selection



The workbook is built, and the Compare Company Results to Original Plan view opens.

## Compare Company Results to Plan

The Compare Company Results to Plan step has two views: All Measures and Review Plan. All Measures contains all the measures contained in the workbook. For details on the All Measures view, see [All Measures](#).

### Review Plan

The Review Plan view allows you to compare your plan to the current plan, original plan, last year actuals, or MO targets. Use the four measure profiles in this view to perform these tasks:

- Default
- TD Target to Last Year
- TD Target to MO Targets
- TD Target to Original Plan

**Figure 7-5 Top Down: Review Plan View, Default Measure Profile**

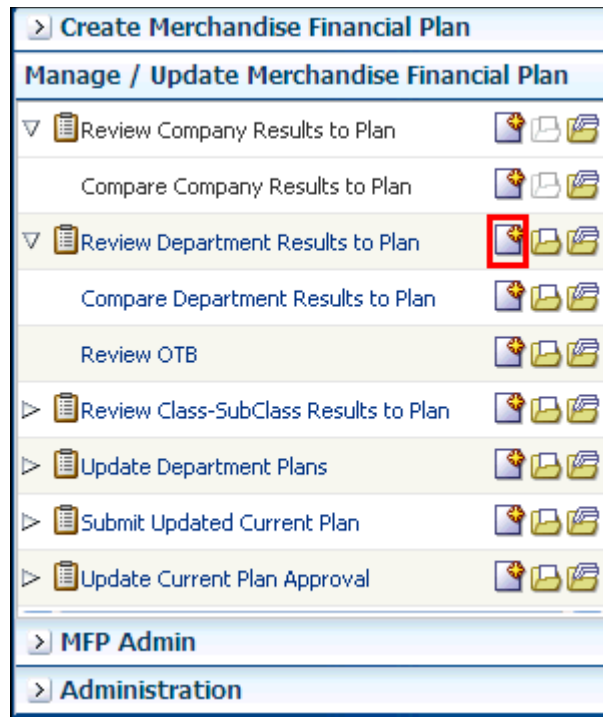
	▼ FY2009	M01 FY2009	M02 FY2009	M03 FY2009
TD Tgt Sales R	639,292	116,953	94,974	96,534
Cp Sales R	0	0	0	0
TD Tgt Sales var Cp R %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Gross Profit	212,594.55	39,124.03	32,265.53	31,027.44
TD Tgt Gross Profit %	36.6%	36.8%	37.4%	35.4%
Cp Gross Profit	0.00	0.00	0.00	0.00
Cp Gross Profit %	0.0%	0.0%	0.0%	0.0%
TD Tgt Gross Profit var Cp %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Sales C	368,580	67,197	54,074	56,731
Cp Sales C	0	0	0	0
TD Tgt Sales var Cp C %	-100.0%	-100.0%	-100.0%	-100.0%
.				
TD Tgt Cum Turn C	3			
Cp Cum Turn C	2	1	1	1
TD Tgt Cum Avg Inv C	145,923			
Cp Cum Avg Inv C	228,572	385,715	342,858	308,572
TD Tgt Cum Avg Inv var Cp C %	-36.2%	-62.2%	-57.4%	-52.7%

### Middle Out Role: Review Department Results to Plan

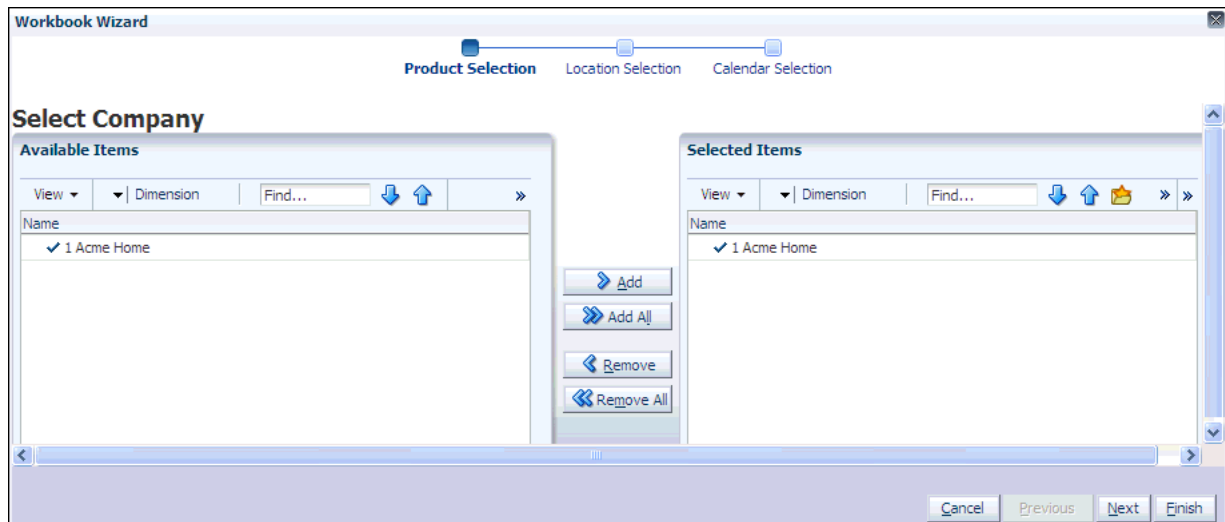
The middle out user can use the Review Department Results to Plan task to review their targets and the plans created by the bottom up users and determine how those plans compare to actuals.

To build the Review Department Results to Plan workbook, perform the following steps.

1. Click the **Create New Workbook** icon in the Review Department Results to Plan task.

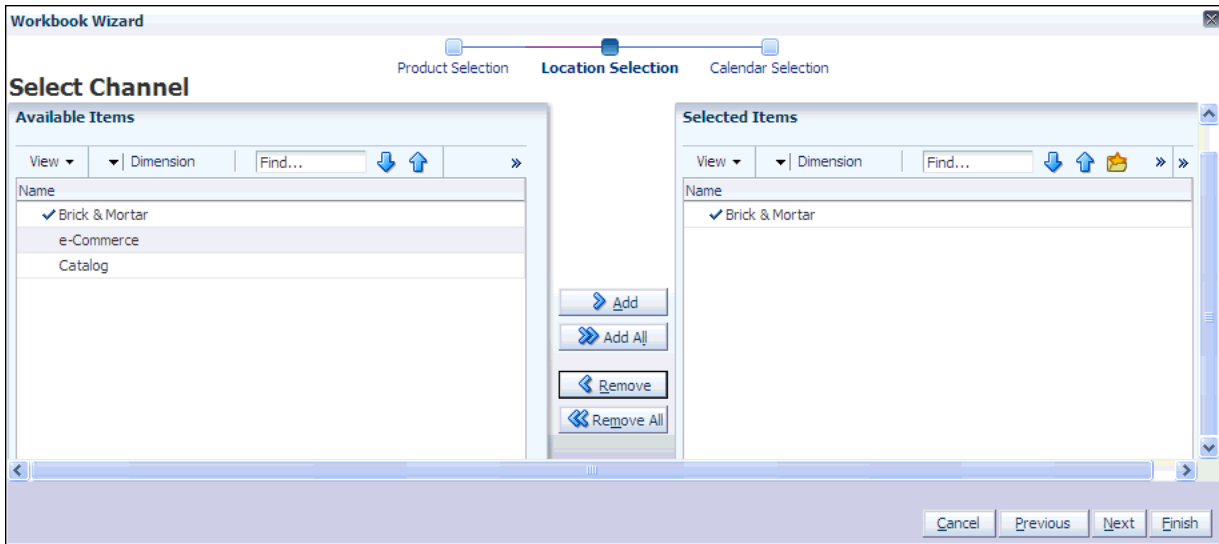
**Figure 7-6 Middle Out: Create New Workbook Icon**

2. The workbook wizard opens at the Product Selection step. Select the divisions that you want to plan and move them to the Selected Items box. Click **Next**.

**Figure 7-7 Workbook Wizard: Product Selection**

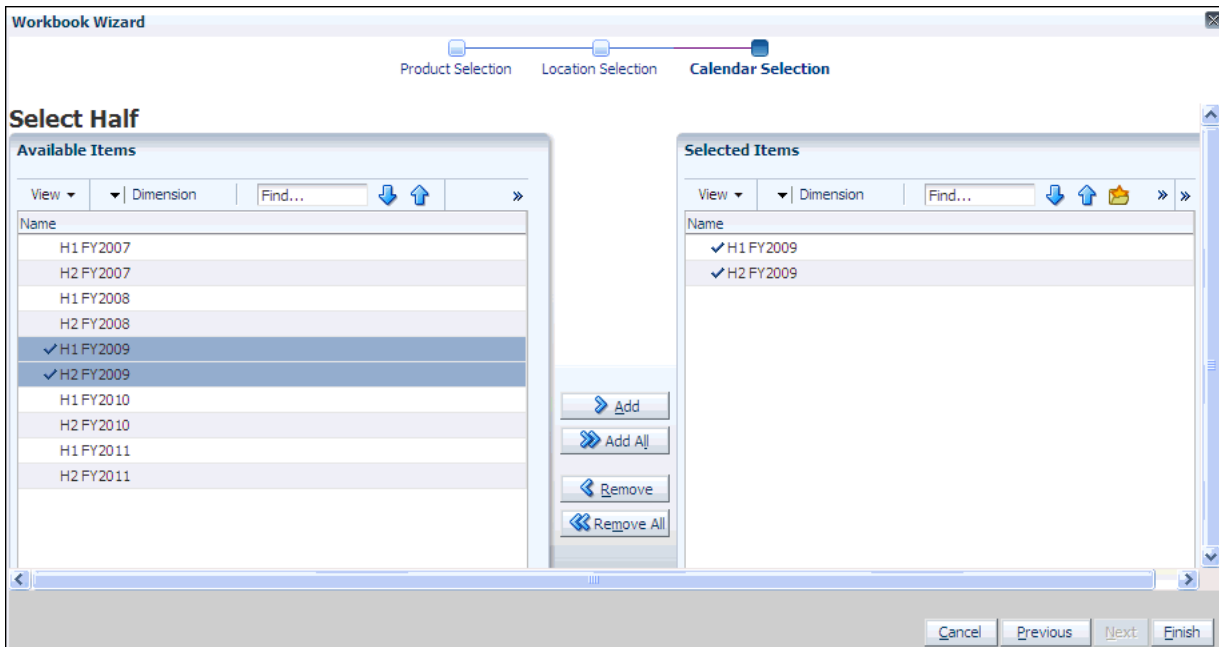
3. The Location Selection step of the workbook wizard appears. Select the channels you want to plan and move them to the Selected Items box. Click **Next**.

**Figure 7–8 Workbook Wizard: Location Selection**



4. The Calendar Selection step of the workbook wizard appears. Select the halves you want to plan and move them to the Selected Items box. Click **Finish**.

**Figure 7–9 Workbook Wizard: Calendar Selection**



The workbook is built, and the All Measures view of the Compare Department Results to Plan step opens.

## Compare Department Results to Plan

The Compare Department Results to Plan step has two views: All Measures and Review Plan/Reconcile Targets. All Measures contains all the measures contained in the workbook. For details on the All Measures view, see [All Measures](#).

## Review Plan/Reconcile Targets

The Review Plan / Reconcile Targets view allows you to compare your plan to the current or original plan and reconcile your targets to the top down targets. Use the four measure profiles in this view to perform these tasks:

- Current Plan Overview
- Default
- Original Plan Overview
- Reconcile to TD Target

**Figure 7–10 Middle Out: Review Plan/Reconcile Targets View, Targets Compared to Current Plan Measure Profile**

	▼ FY2009	▼ M01 FY2009	01/24/2009	01/31/2009
Cp Sales R	0	0	0	0
TD Tgt Sales R	0	0		
Cp Sales C	0	0	0	0
TD Tgt Sales C	0	0		
.				
Cp Gross Profit	0.00	0.00	0.00	0.00
TD Tgt Gross Profit	0.00	0.00		
Cp Gross Profit %	0.0%	0.0%	0.0%	0.0%
TD Tgt Gross Profit %	0.0%	0.0%		
.				
Cp Cum Turn C	2	1	1	1
TD Tgt Cum Turn C	0			
Cp Cum Avg Inv C	228,572	385,715	440,818	425,617
TD Tgt Cum Avg Inv C	0			

After you have reviewed the plan, continue to the [Review Open to Buy](#) step.

## Review Open to Buy

The Review OTB step has one view: Open to Buy.

### Open to Buy View

The Open to Buy view enables you to understand the variance between the current planned receipt cost to the on order cost and any on order adjustment cost. This variance is shown in the Wp OTB C and Wp Reference OTB AUC measures. These measures show the user how much additional receipts can be purchased as well as what AUC to purchase these at for the current approve receipt retail and profit plan. Users should understand if their planned receipts keep them on overall Cp EOP

inventory plan. To understand the variance between the Cp EOP inventory plan and the Wp EOP inventory plan, users can reference the measure Wp EOP Inv var Cp C%.

Use this view to validate what OTB you have available and then start adjusting your plan. Then, confirm that your updates can be obtained given the OTB constraints you may have.

Use the following best practices to adjust OTB.

1. To understand the difference between the current approved receipts and their net on order, compare the Cp Receipts C plan to the Wp Net On Order C.
2. Examine the Wp OTB C and Wp OTB Reference AUC measures. These measures are the difference between the Cp Receipts C and the Wp Net On Order C.

**Figure 7-11 Open to Buy View, Default View**

	FY2009	M01 FY2009	01/24/2009	01/31/2009
Wp BOP Inv C	212,103	212,103	212,103	118,876
Wp Sales C	0	0	0	0
Wp Receipts C	3,149,952	599,765	118,876	88,526
Cp Receipts C	0	0	0	0
Wp On Order C	3,161,389	547,294	88,516	92,837
Wp On Order AUC	1	1	1	1
Wp On Order Adj C	0	0	0	0
Wp On Order Adj AUC	0	0	0	0
Wp Net On Order C	3,161,389	547,294	88,516	92,837
Wp Net On Order AUC	1	1	1	1
Wp EOP Inv C	3,149,952	599,765	118,876	207,402
Cp EOP Inv C	0	0	0	0
Wp EOP Inv var Cp C %	-100.0%	-100.0%	-100.0%	-100.0%
Wp OTB C	-3,161,389	-547,294	-88,516	-92,837
Wp OTB AUC	1	1	1	1

The following table lists the measures available on this view.

**Table 7-1 Open to Buy View Measures**

Measure	Description
Wp BOP Inv C	The planned beginning of period inventory cost. The period can be a week, month, or any other calendar period.
Wp Sales C	The planned sales cost value.

**Table 7-1 (Cont.) Open to Buy View Measures**

<b>Measure</b>	<b>Description</b>
Wp Receipts C	The planned receipt cost value.
Cp Receipts C	The current plan receipt cost value.
Wp On Order C	The planned on order cost value. This is the cost amount of future orders that are considered part of future inventory.
Wp On Order AUC	The planned on order average unit cost.
Wp On Order Adj C	The planned on order adjustment cost value. Use this measure to enter future orders that are not yet part of On Order C. This measure is used to perform what-if analysis on how bringing in additional purchases affects the Wp OTB C and Wp OTB AUC.
Wp On Order Adj AUC	The planned on order average unit cost. This is the average unit cost associated with the Wp On Order Adj C. Use this measure in conjunction with Wp On Order Adj C to perform what-if analysis on how bringing in additional purchases affects the Wp OTB C and Wp OTB AUC.
Wp Net On Order C	The planned net on order cost value. This is the difference between the On Order C and the On Order Adj C. This value is decremented from the Cp Receipt Plan to find the Wp OTB C.
Wp Net On Order AUC	The planned net on order average unit cost. This is the average unit cost of the Wp Net On Order C.
Wp EOP Inv C	The planned end of period inventory cost. The period can be a week, month, or any other calendar period.
Cp EOP Inv C	The current plan end of period inventory cost. The period can be a week, month, or any other calendar period.
Wp EOP Inv var CP C %	The planned variance between the target end of period inventory cost and the current plan end of period inventory, expressed as a percentage of the current plan.
Wp OTB C	The planned open to buy cost value. This is the amount available for purchase in the given period. It is the difference between the Cp Receipt Plan C and the Net On Order C. This value can be positive or negative. If positive, there are additional purchases that can be made. If negative, you should reduce future on order.
Wp OTB Reference AUC	The planned open to buy average unit cost. This is the average unit cost that the Wp OTB C needs to be placed at in order to maintain the current period's Cp Receipt AUC plan. Any additional purchases that are made should be at this AUC or higher.

## Bottom Up Role: Review Class-SubClass Results to Plan

The bottom up user can use the Review Class-SubClass Results to Plan task to review their plans and determine how those plans compare to actuals.

---



---

**Note:** If you want to make adjustments to your plan, you should make them in the Update Department Plans task. The Review Class-SubClass Results to Plan task is for reviewing only.

---

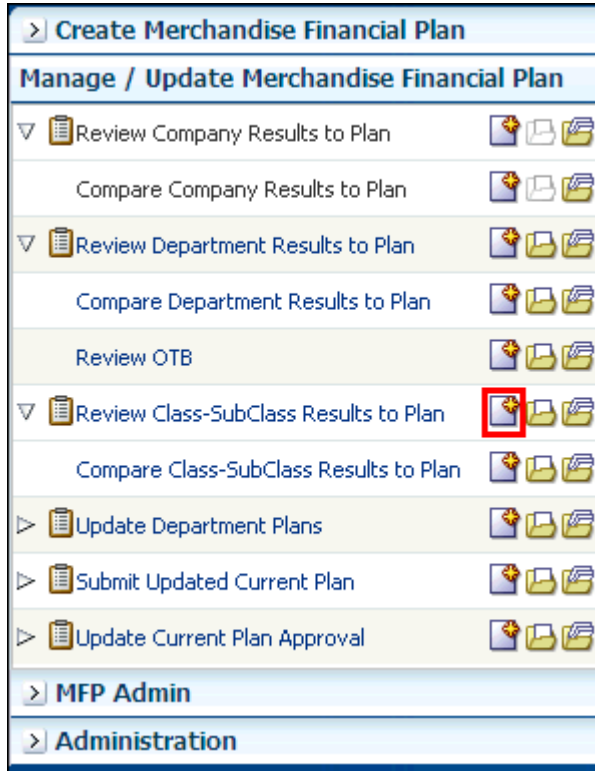


---

To build the Review Class-SubClass Results to Plan workbook, perform the following steps.

1. Click the **Create New Workbook** icon in the Develop and Publish Department Targets task.

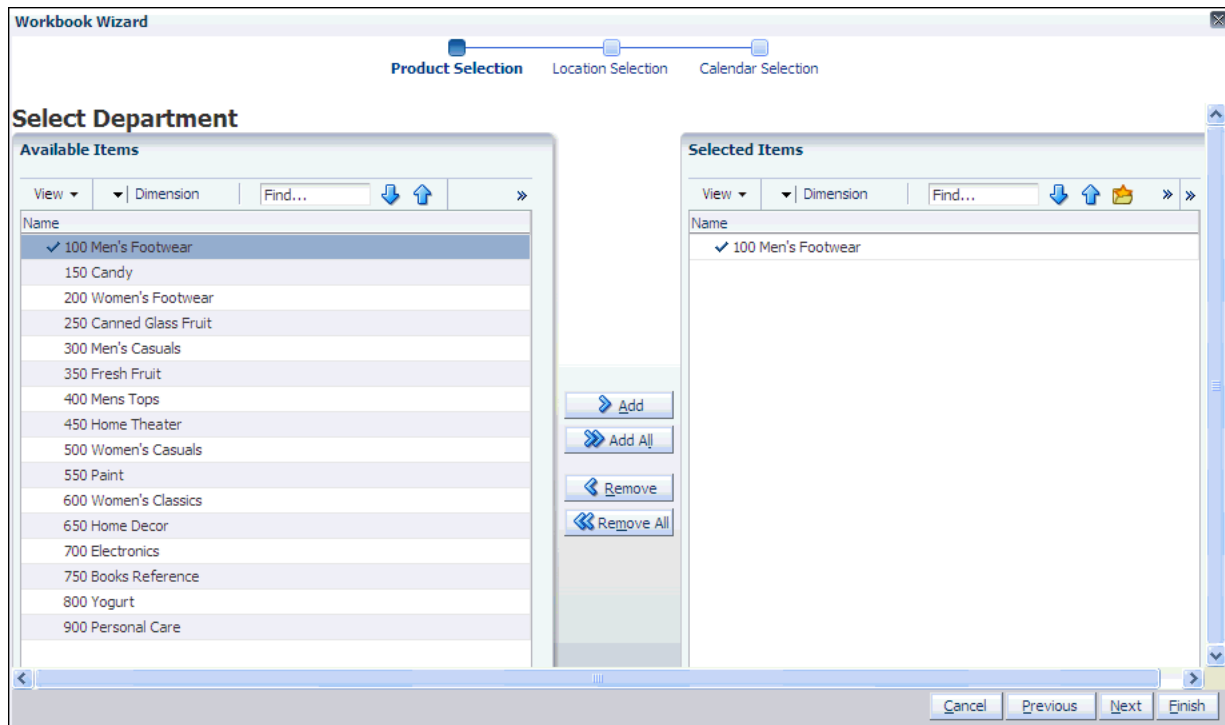
**Figure 7–12 Bottom Up: Create New Workbook Icon**



2. The workbook wizard opens at the Product Selection step. Select the departments that you want to plan and move them to the Selected Items box. Click **Next**.

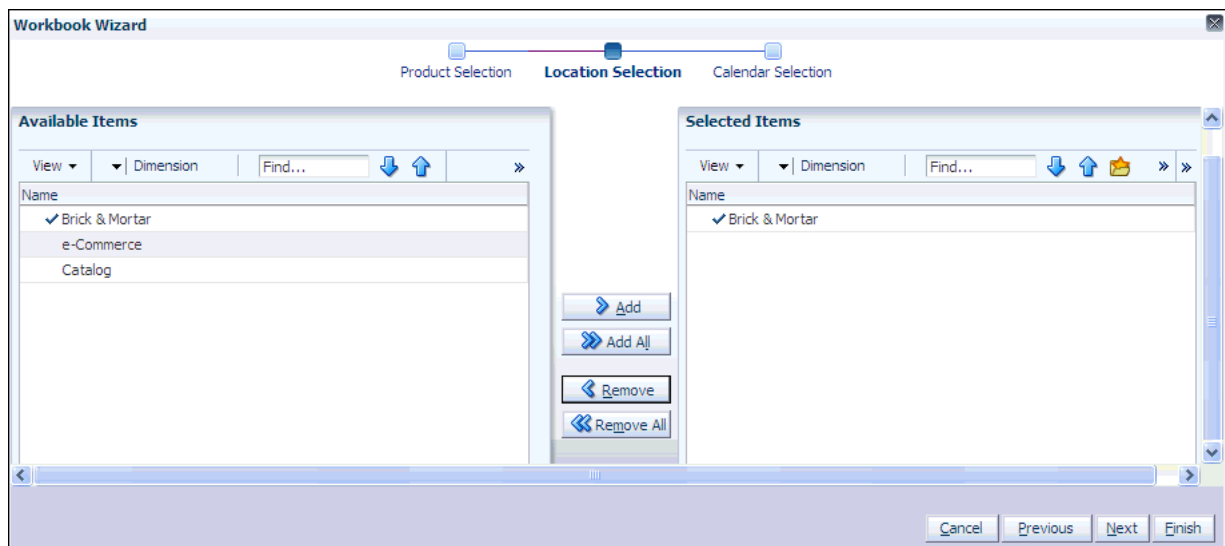


Figure 7–13 Workbook Wizard: Product Selection



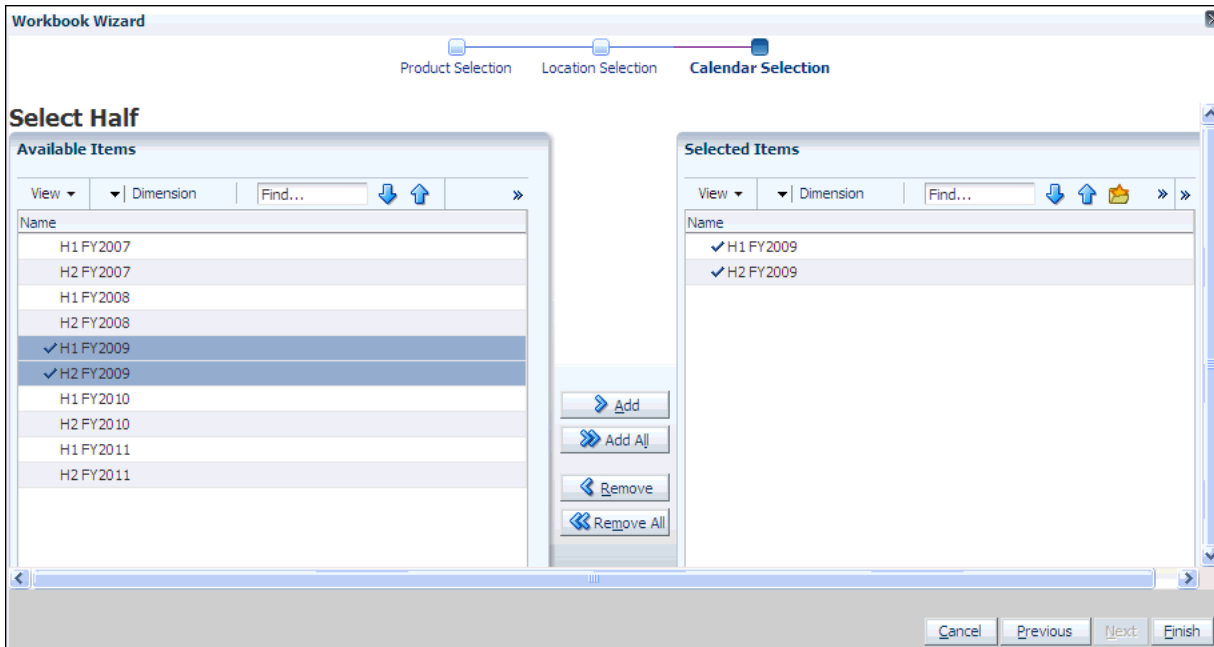
3. The Location Selection step of the workbook wizard appears. Select the channels you want to plan and move them to the Selected Items box. Click **Next**.

Figure 7–14 Workbook Wizard: Location Selection



4. The Calendar Selection step of the workbook wizard appears. Select the halves you want to plan and move them to the Selected Items box. Click **Finish**.

**Figure 7–15 Workbook Wizard: Calendar Selection**



The workbook is built, and the All Measures view of the Compare Department Results to Plan step opens.

## Compare Class-SubClass Results to Plan Results to Plan

The Compare Class-SubClass Results to Plan step has two views: All Measures and Review Plan/Reconcile Targets. All Measures contains all the measures contained in the workbook. For details on the All Measures view, see [All Measures](#).

### Review Plan/Reconcile to Targets

The Review Plan /Reconcile to Targets view allows you to compare your plan to the current or original plan and reconcile your targets to the middle out targets. Use the four measure profiles in this view to perform these tasks:

- Current Plan Review
- Default
- Original Plan Review
- Reconcile to MO Targets

**Figure 7–16 Bottom Up: Review Plan/Reconcile Targets View, Targets Compared to Current Plan Measure Profile**

	FY2009	M01 FY2009	01/24/2009	01/31/2009
MO Tgt Sales R	0	0	0	0
Cp Sales R	0	0	0	0
MO Tgt Sales C	0	0	0	0
Cp Sales C	0	0	0	0
.				
MO Tgt Gross Profit	0.00	0.00	0.00	0.00
Cp Gross Profit	0.00	0.00	0.00	0.00
MO Tgt Gross Profit %	0.0 %	0.0 %	0.0 %	0.0 %
Cp Gross Profit %	0.0 %	0.0 %	0.0 %	0.0 %
.				
MO Tgt BOP Inv C	0	0	0	0
Cp BOP Inv C	212,103	212,103	212,103	0
MO Tgt Receipts C	0	0	0	0
Cp Receipts C	0	0	0	0
MO Tgt EOP Inv C	0	0	0	0
Cp EOP Inv C	0	0	0	0
.				
MO Tgt Cum Turn C	0	0	0	0
Cp Cum Turn C	0	0	0	0
MO Tgt Cum Avg Inv C	0	0	0	0
Cp Cum Avg Inv C	3,928	35,351	106,052	70,701
Wp Cum Avg Inv var Tgt C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %

After you have reviewed the plan, continue to the [Bottom Up: Update Department Plans](#) task.

## Bottom Up: Update Department Plans

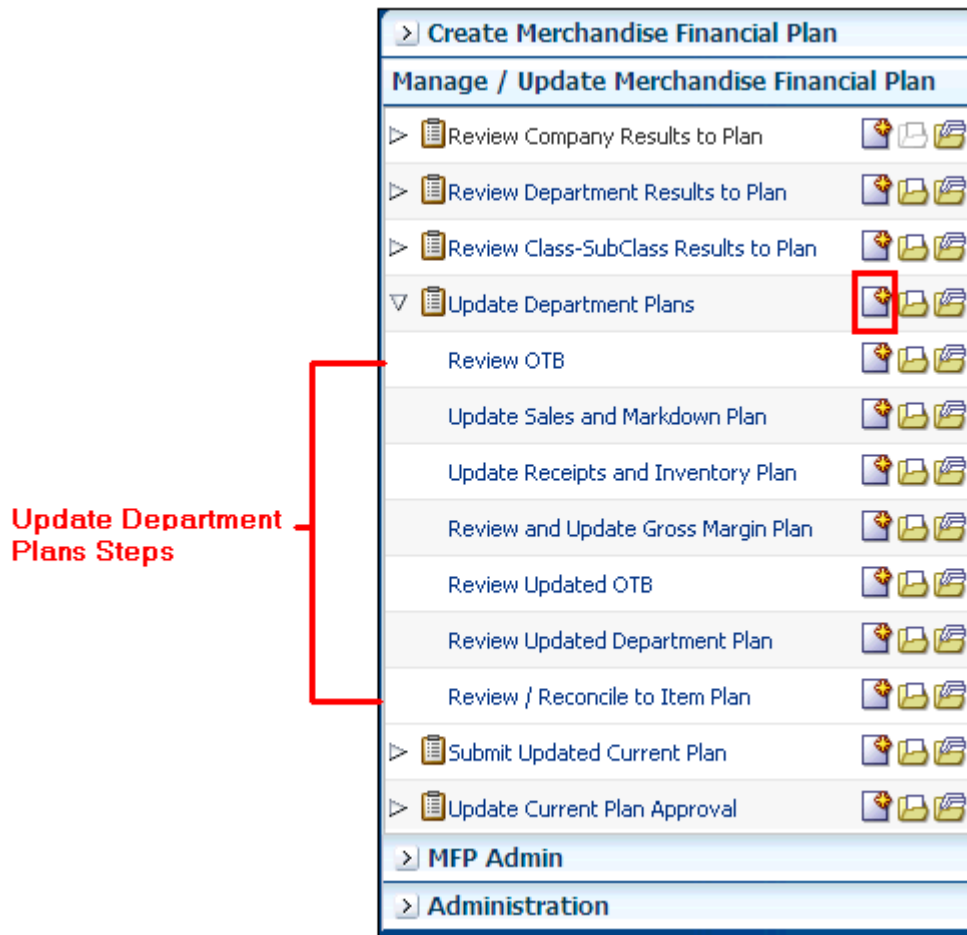
Bottom up users have the ability to update the department plans in-season. If you realize that your plan needs to be adjusted in-season, you can make those adjustments in the Update Department Plans task and resubmit your plan to the middle out user.

The Update Department Plans task has six steps:

- [Review Open to Buy](#)
- [Update Sales and Profit Plan](#)
- [Update Receipts and Inventory Plan](#)
- [Review Updated Open to Buy](#)
- [Review Updated Department Plan](#)
- [Review/Reconcile to Item Plan](#)

These steps are shown in [Figure 7-17](#).

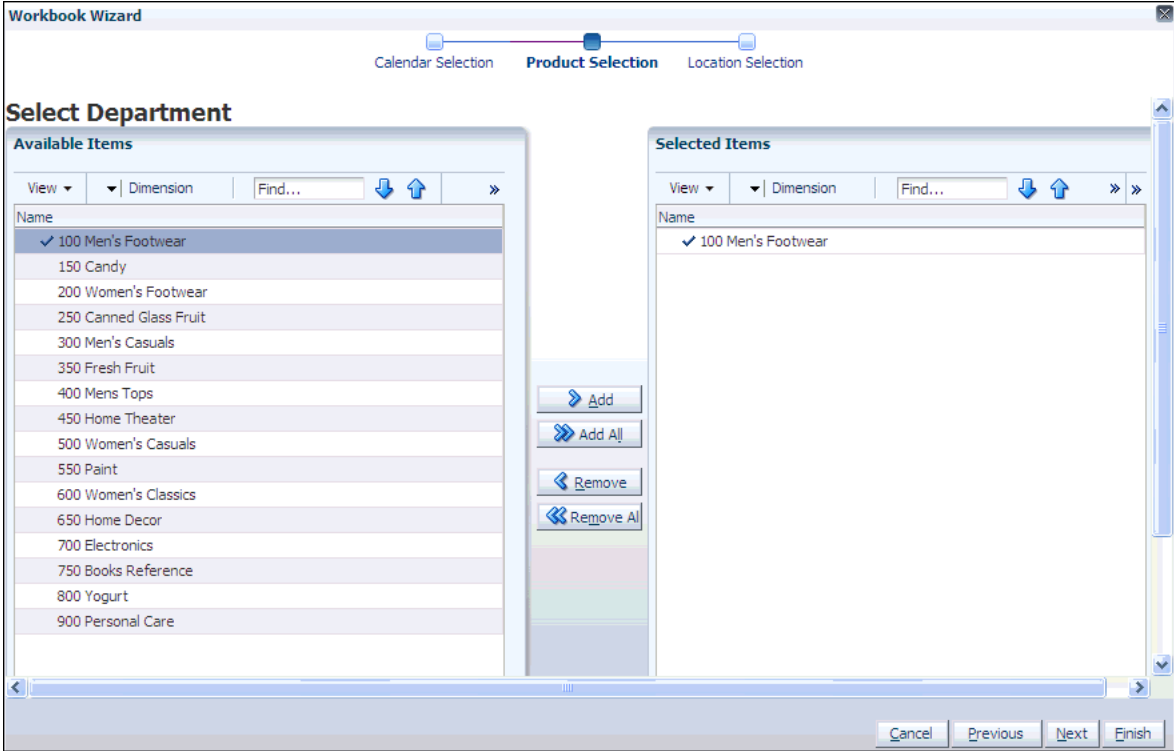
**Figure 7-17 Bottom Up: Update Department Plans Tasks**



To build the Review Department Plans workbook, perform the following steps.

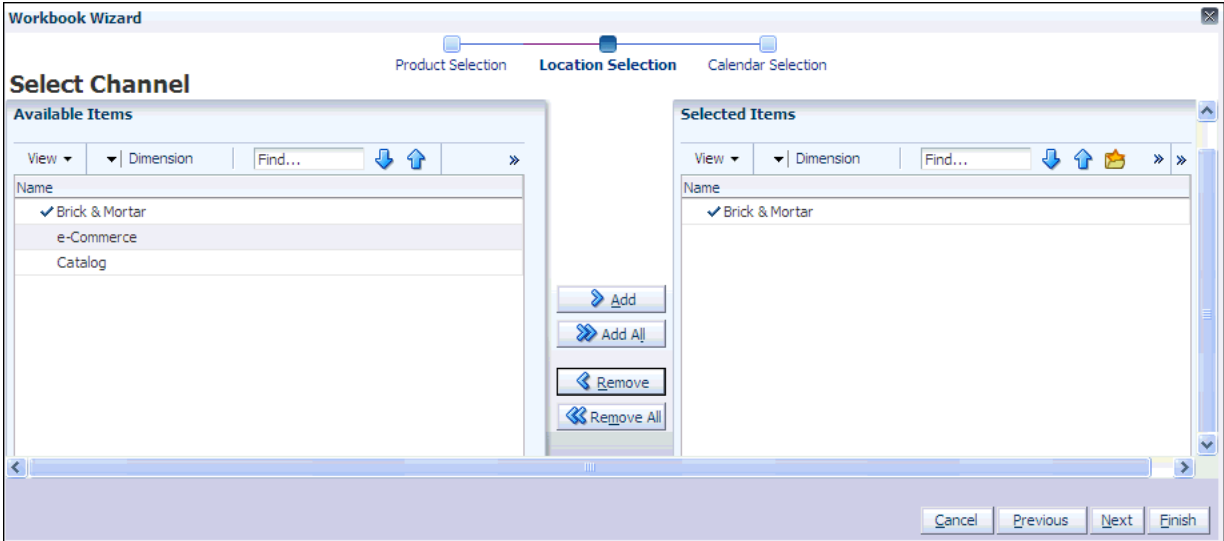
1. Click the **Create New Workbook** icon in the Update Department Plans task, as shown in [Figure 7-17](#).
2. The workbook wizard opens at the Product Selection step. Select the departments that you want to plan and move them to the Selected Items box. Click **Next**.

Figure 7-18 Workbook Wizard: Product Selection

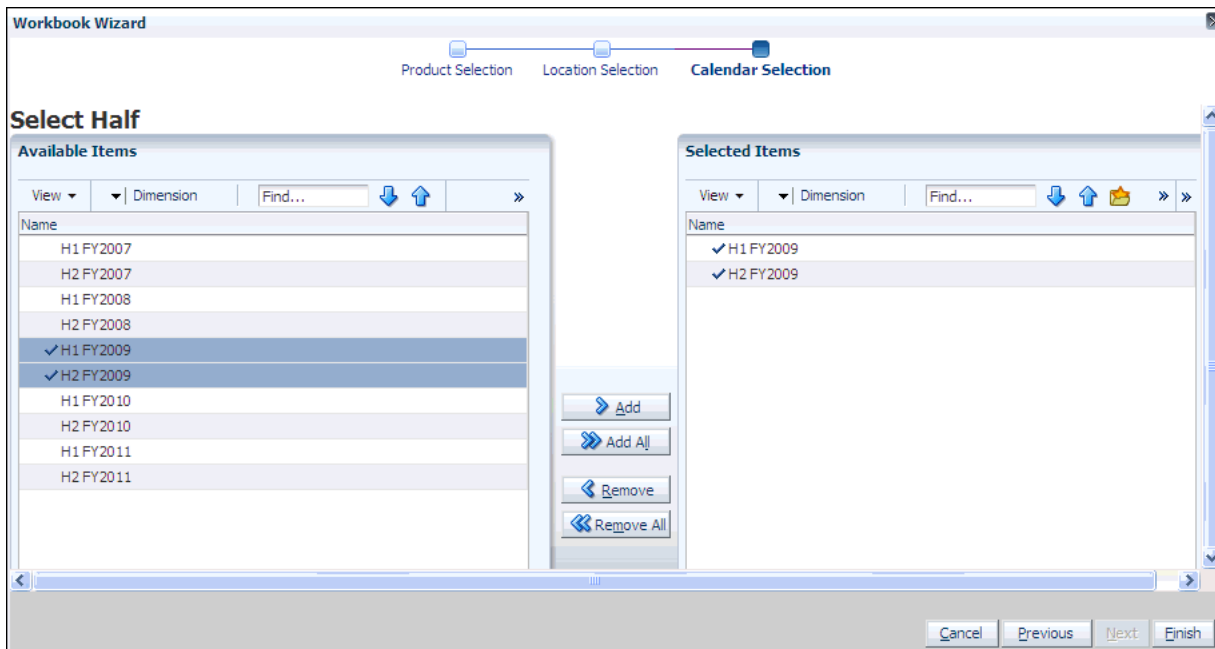


- 3. The Location Selection step of the workbook wizard appears. Select the channels you want to plan and move them to the Selected Items box. Click **Next**.

Figure 7-19 Workbook Wizard: Location Selection



- 4. The Calendar Selection step of the workbook wizard appears. Select the halves you want to plan and move them to the Selected Items box. Click **Finish**.

**Figure 7–20 Workbook Wizard: Calendar Selection**

The workbook is built, and the Open to Buy view is visible.

## Review Open to Buy

The Open to Buy step enables you to understand the variance between the current planned receipts and their markup to the on order and any on order adjustments. This variance is shown in the Wp OTB C and Wp Reference OTB AUC measures. These measures show the user how much additional receipts can be purchased as well as what AUC to purchase these at for the current approve receipt retail and profit plan. Users should understand if their planned receipts keep them on overall Cp EOP inventory plan. To understand the variance between the Cp EOP inventory plan and the Wp EOP inventory plan, users can reference the measure Wp EOP Inv var Cp C %.

Use this view to validate what OTB you have available and then start adjusting your plan. Then, confirm that your updates can be obtained given the OTB constraints you may have.

Use the following best practices to adjust OTB.

1. To understand the difference between the current approved receipts and their net on order, compare the Cp Receipts C plan to the Wp Net On Order C.
2. Examine the Wp OTB C and Wp OTB Reference AUC measures. These measures are the difference between the Cp Receipts C and the Wp Net On Order C.

**Figure 7-21 Open to Buy View**

	∇ FY2009	∇ M01 FY2009	01/24/2009
Wp BOP Inv C	212,103	212,103	212,103
Wp Sales C	0	0	0
.			
Wp Receipts C	0	0	0
Cp Receipts C	0	0	0
.			
Wp On Order C	6,117,423	547,294	88,516
Wp On Order AUC	1	1	1
Wp On Order Adj C	0	0	0
Wp On Order Adj AUC	0	0	0
Wp Net On Order C	6,117,423	547,294	88,516
Wp Net On Order AUC	1	1	1
.			
Wp EOP Inv C	0	0	0
Cp EOP Inv C	0	0	0
Wp EOP Inv var Cp C %	-100.0 %	-100.0 %	-100.0 %
.			
Wp OTB C	-6,117,423	-547,294	-88,516
Wp OTB AUC	56	6	1

The following table lists the measures available on this view.

**Table 7-2 Open to Buy View Measures**

Measure	Description
Wp BOP Inv C	The planned beginning of period inventory cost. The period can be a week, month, or any other calendar period.
Wp Sales C	The planned sales cost value.
Wp Receipts C	The planned receipt cost value.
Cp Receipts C	The current plan receipt cost value.
Wp On Order C	The planned on order cost value. This is the cost amount of future orders that are considered part of future inventory.
Wp On Order AUC	The planned on order average unit cost.
Wp On Order Adj C	The planned on order adjustment cost value. Use this measure to enter future orders that are not yet part of On Order C. This measure is used to perform what-if analysis on how bringing in additional purchases affects the Wp OTB C and Wp OTB AUC.

**Table 7–2 (Cont.) Open to Buy View Measures**

<b>Measure</b>	<b>Description</b>
Wp On Order Adj AUC	The planned on order average unit cost. This is the average unit cost associated with the Wp On Order Adj C. Use this measure in conjunction with Wp On Order Adj C to perform what-if analysis on how bringing in additional purchases affects the Wp OTB C and Wp OTB AUC.
Wp Net On Order C	The planned net on order cost value. This is the difference between the On Order C and the On Order Adj C. This value is decremented from the Cp Receipt Plan to find the Wp OTB C.
Wp Net On Order AUC	The planned net on order average unit cost. This is the average unit cost of the Wp Net On Order C.
Wp EOP Inv C	The planned end of period inventory cost. The period can be a week, month, or any other calendar period.
Cp EOP Inv C	The current plan end of period inventory cost. The period can be a week, month, or any other calendar period.
Wp EOP Inv var CP C %	The planned variance between the target end of period inventory cost and the current plan end of period inventory, expressed as a percentage of the current plan.
Wp OTB C	The planned open to buy cost value. This is the amount available for purchase in the given period. It is the difference between the Cp Receipt Plan C and the Net On Order C. This value can be positive or negative. If positive, there are additional purchases that can be made. If negative, you should reduce future on order.
Wp OTB Reference AUC	The planned open to buy average unit cost. This is the average unit cost that the Wp OTB C needs to be placed at in order to maintain the current period's Cp Receipt AUC plan. Any additional purchases that are made should be at this AUC or higher.

After you have adjusted the OTB, continue to the next step: [Update Sales and Profit Plan](#).

## Update Sales and Profit Plan

Use the Update Sales and Profit Plan step to adjust the sales and profit targets for classes and subclasses within a department. The view used in the Develop Sales and Profit Targets step is the Plan Sales/Profit view.

This view contains several metrics that you can reference when setting your plan. You can use the Ly measures as guidelines for entering data in the corresponding Wp measures.



Figure 7-22 Plan Sales / Profit View

	▼ FY2008	▼ M07 FY2008	07/26/2008	08/02/2008
Wp Sales R	0	0	0	0
MO Tgt Sales R	0	0	0	0
Wp Sales C	0	0	0	0
MO Tgt Sales C	0	0	0	0
.				
Wp BOP Inv C	283,621	283,621	283,621	220,042
MO Tgt BOP Inv C	0	0	0	0
Wp Per Avg Inv C	247,862	265,487	251,832	251,869
MO Tgt Per Avg Inv C	0	0	0	0
Wp BOP Inv U	279,865	279,865	279,865	215,010
MO Tgt BOP Inv U	0	0	0	0
Wp Per Avg Inv U	259,649	228,805	247,438	218,786
MO Tgt Per Avg Inv U	0	0	0	0
.				
Wp Shrink C	0	0	0	0
MO Tgt Shrink C	0	0	0	0
Wp Shrink U	0	0	0	0
MO Tgt Shrink U	0	0	0	0

In this view, you typically want to perform the following steps to adjust the sales and profit plan that reflects what you plan to achieve in the period you are planning.

1. Adjust the desired sales plan by week. You can enter amounts for each week. Or, if you know the aggregate amount for a month, quarter, half, or year, you could enter that amount at that level and then let it spread down to the weeks.
2. Focus on profits by validating the changes you need to make.
3. If needed, you can validate the unit plan by entering data in the average unit cost (AUC) or unit (U) measures.

After you have adjusted the sales and profit plan, continue to the next step: [Update Receipts and Inventory Plan](#).

## Update Receipts and Inventory Plan

After you have adjusted the sales and profit plan, adjust a receipts and inventory plan that can support the sales and profit plan. The purpose of this step is to ensure that you have a receipt and inventory plan that supports the sales that you are projecting.

Like the Plan Sales/Profit view, the Plan Receipts / Inventory view contains several Ly metrics that you can reference when setting your targets. There are also additional measures for adjusting your inventory targets. Note that the adjustments you made to the Wp Sales R measure in the Plan Sales and Profit view are visible in this view if you have calculated.

Use the following best practices to plan the receipts and inventory.

1. Ensure that you have set the beginning of season (BOS) inventory in the [Getting Started - Seed Plan](#) step. The BOS measures must be set before planning the receipts and inventory. To set the BOS measures, see the [Setting Beginning of Season Inventory](#).
2. Plan the receipt flow and then evaluate the average inventory and turn.
3. Adjust the Wp Stock to Sales C measure accordingly. These adjustments affect the receipts for both the current month and prior month. However, the total plan period receipts do not increase or decrease; they only shift from month to month.

**Figure 7–23 Plan Receipts / Inventory View**

	∇ FY2009	∇ M01 FY2009	01/24/2009	01/31/2009
Wp BOP Inv C	212,103	212,103	212,103	118,876
MO Tgt BOP Inv C	0	0	0	0
.				
Wp Sales C	0	0	0	0
MO Tgt Sales C	0	0	0	0
Wp Sales U	0	0	0	0
MO Tgt Sales U	0	0	0	0
.				
Wp Receipts C	3,149,952	599,765	118,876	88,526
MO Tgt Receipts C	0	0	0	0
Wp Devaluation C	0	0	0	0
MO Tgt Devaluation C	0	0	0	0
Wp Devaluation C %	0.0%	0.0%	0.0%	0.0%
MO Tgt Devaluation C %	0.0%	0.0%	0.0%	0.0%
Wp EOP Inv C	3,149,952	599,765	118,876	207,402
MO Tgt EOP Inv C	0	0	0	0
.				
Wp Cum Avg Inv C	942,256	246,603	223,772	223,207
MO Tgt Cum Avg Inv C	0	0	0	0
Wp Cum Turn C	0	0	0	0
MO Tgt Cum Turn C	0	0	0	0
.				
Wp Stock to Sales C	0	0	0	0
MO Tgt Stock to Sales C	0	0	0	0
Wp Forward Cover C	0	0	0	0
MO Tgt Forward Cover C	0	0	0	0

After you have determined that the value and unit plans that you have created are achievable, continue to the [Review Updated Open to Buy](#) step.

## Review Updated Open to Buy

Use the Open to Buy view to review your adjusted plan.

The primary in-season task for the bottom up user is to review the OTB and adjust receipts if necessary. You can do this only if you have open to buy available.

In the Review OTB step, you may have adjusted the OTB. Use this view to confirm that your updates can be obtained given the OTB constraints you may have.

**Figure 7–24 Open to Buy View**

	▼ FY2009	▼ M01 FY2009	01/24/2009
Wp BOP Inv C	212,103	212,103	212,103
Wp Sales C	0	0	0
Wp Receipts C	0	0	0
Cp Receipts C	0	0	0
Wp On Order C	6,117,423	547,294	88,516
Wp On Order AUC	1	1	1
Wp On Order Adj C	0	0	0
Wp On Order Adj AUC	0	0	0
Wp Net On Order C	6,117,423	547,294	88,516
Wp Net On Order AUC	1	1	1
Wp EOP Inv C	0	0	0
Cp EOP Inv C	0	0	0
Wp EOP Inv var Cp C %	-100.0 %	-100.0 %	-100.0 %
Wp OTB C	-6,117,423	-547,294	-88,516
Wp OTB AUC	56	6	1

## Review Updated Department Plan

Use the Review Updated Department Plan step to review your adjusted plan. This step has two views: All Measures and Review Plan/Reconcile Targets. The Review Plan/Reconcile Targets view has four measure profiles you can use to review the plan:

- Default
- Current Plan Review
- Original Plan Review
- Reconcile to MO Targets

**Figure 7-25 Review Plan / Reconcile Targets View, Default Measure Profile**

The screenshot shows a software interface with a title bar '1. Review Plan / Reconcile Targets'. Below the title bar are navigation buttons for 'Location' (set to 'Brick & Mortar') and 'Product' (set to '100 Men's Footwear'). There are also buttons for 'Calendar' and 'Measure'. A search bar labeled 'Find...' is present. The main area contains a table with the following data:

	▼ FY2009	▼ M01 FY2009	01/24/2009
MO Tgt Sales R	0	0	0
Cp Sales R	0	0	0
MO Tgt Sales C	0	0	0
Cp Sales C	0	0	0
.			
MO Tgt Gross Profit	0.00	0.00	0.00
Cp Gross Profit	0.00	0.00	0.00
MO Tgt Gross Profit %	0.0 %	0.0 %	0.0 %
Cp Gross Profit %	0.0 %	0.0 %	0.0 %
.			
MO Tgt BOP Inv C	0	0	0
Cp BOP Inv C	212,103	212,103	212,103
MO Tgt Receipts C	0	0	0
Cp Receipts C	0	0	0
MO Tgt EOP Inv C	0	0	0
Cp EOP Inv C	0	0	0
.			
MO Tgt Cum Turn C	0	0	0
Cp Cum Turn C	0	0	0
MO Tgt Cum Avg Inv C	0	0	0
Cp Cum Avg Inv C	3,928	35,351	106,052
Wp Cum Avg Inv var Tgt C %	-100.0 %	-100.0 %	-100.0 %

## Review/Reconcile to Item Plan

Use these views to compare your revised plan to the Op and Cp item plans.

---

**Note:** This step is optional. It is used only if you are also using Oracle Retail Item Planning.

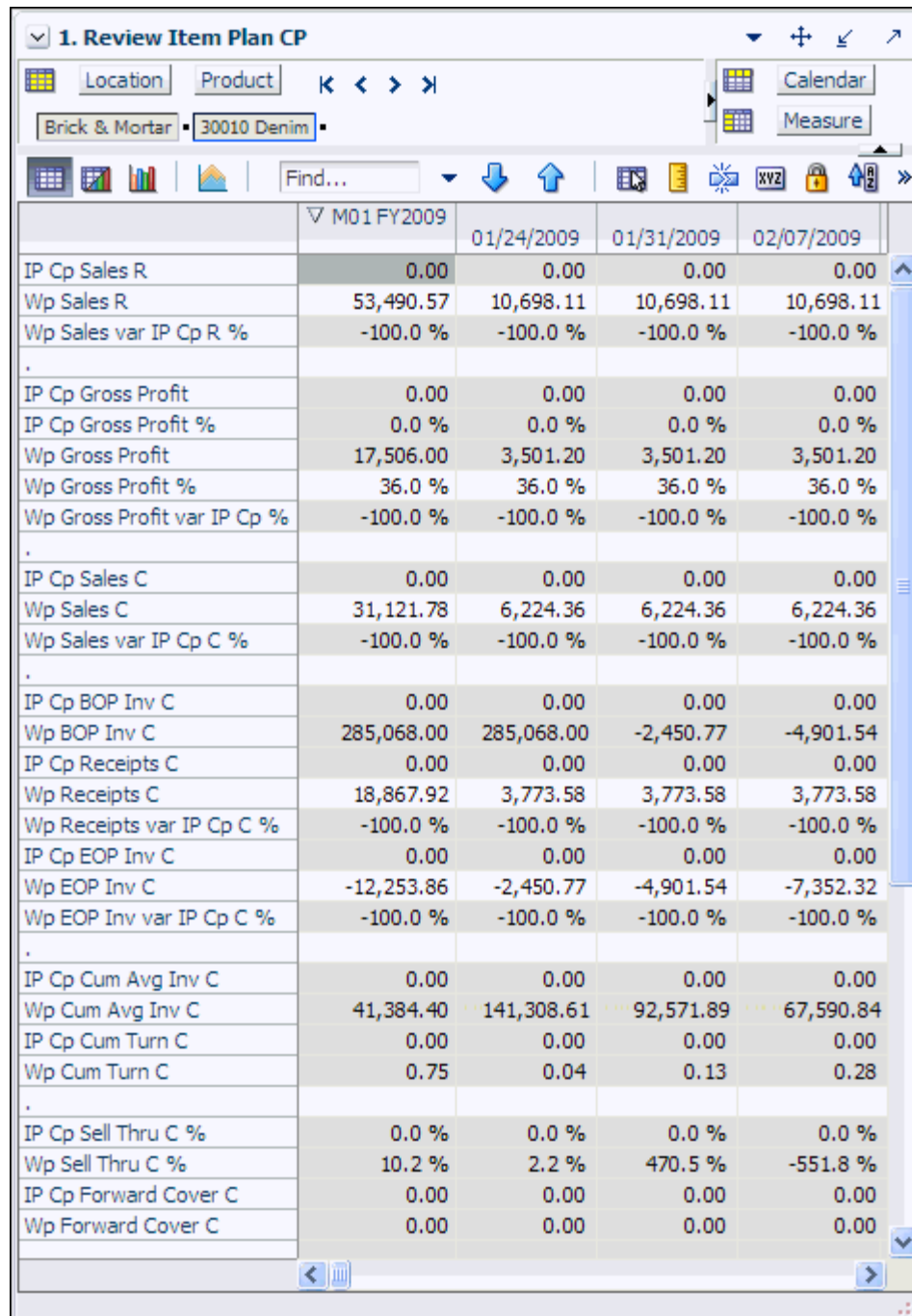
---

### 1. Review Item Plan CP Plan

Use this view to compare your plan to the Current Plan item plan. Use one of the three available measure profiles:

- Default
- Review CP Unit Plan
- Review Value Plan

Figure 7-26 Review/Reconcile to Item Plan - Review Item Plan Cp Plan View



	▼ M01 FY2009	01/24/2009	01/31/2009	02/07/2009
IP Cp Sales R	0.00	0.00	0.00	0.00
Wp Sales R	53,490.57	10,698.11	10,698.11	10,698.11
Wp Sales var IP Cp R %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Cp Gross Profit	0.00	0.00	0.00	0.00
IP Cp Gross Profit %	0.0 %	0.0 %	0.0 %	0.0 %
Wp Gross Profit	17,506.00	3,501.20	3,501.20	3,501.20
Wp Gross Profit %	36.0 %	36.0 %	36.0 %	36.0 %
Wp Gross Profit var IP Cp %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Cp Sales C	0.00	0.00	0.00	0.00
Wp Sales C	31,121.78	6,224.36	6,224.36	6,224.36
Wp Sales var IP Cp C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Cp BOP Inv C	0.00	0.00	0.00	0.00
Wp BOP Inv C	285,068.00	285,068.00	-2,450.77	-4,901.54
IP Cp Receipts C	0.00	0.00	0.00	0.00
Wp Receipts C	18,867.92	3,773.58	3,773.58	3,773.58
Wp Receipts var IP Cp C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
IP Cp EOP Inv C	0.00	0.00	0.00	0.00
Wp EOP Inv C	-12,253.86	-2,450.77	-4,901.54	-7,352.32
Wp EOP Inv var IP Cp C %	-100.0 %	-100.0 %	-100.0 %	-100.0 %
.				
IP Cp Cum Avg Inv C	0.00	0.00	0.00	0.00
Wp Cum Avg Inv C	41,384.40	141,308.61	92,571.89	67,590.84
IP Cp Cum Turn C	0.00	0.00	0.00	0.00
Wp Cum Turn C	0.75	0.04	0.13	0.28
.				
IP Cp Sell Thru C %	0.0 %	0.0 %	0.0 %	0.0 %
Wp Sell Thru C %	10.2 %	2.2 %	470.5 %	-551.8 %
IP Cp Forward Cover C	0.00	0.00	0.00	0.00
Wp Forward Cover C	0.00	0.00	0.00	0.00

## 2. Review Item Plan OP Plan

Use this view to compare your plan to the Original Plan item plan. Use one of the three available measure profiles:

- Default
- Review OP Unit Plan
- Review Value Plan

Figure 7-27 Review Item Plan Op Plan View, Default Measure Profile

	▼ M01 FY2009	01/24/2009	01/31/2009
IP Op Sales R	0.00	0.00	0.00
Wp Sales R	53,490.57	10,698.11	10,698.11
Wp Sales var IP Op R %	-100.0 %	-100.0 %	-100.0 %
.			
IP Op Gross Profit	0.00	0.00	0.00
IP Op Gross Profit %	0.0 %	0.0 %	0.0 %
Wp Gross Profit	17,506.00	3,501.20	3,501.20
Wp Gross Profit %	36.0 %	36.0 %	36.0 %
Wp Gross Profit var IP Op %	-100.0 %	-100.0 %	-100.0 %
.			
IP Op Sales C	0.00	0.00	0.00
Wp Sales C	31,121.78	6,224.36	6,224.36
Wp Sales var IP Op C %	-100.0 %	-100.0 %	-100.0 %
.			
IP Op BOP Inv C	0.00	0.00	0.00
Wp BOP Inv C	285,068.00	285,068.00	-2,450.77
IP Op Receipts C	0.00	0.00	0.00
Wp Receipts C	18,867.92	3,773.58	3,773.58
Wp Receipts var IP Op C %	-100.0 %	-100.0 %	-100.0 %
IP Op EOP Inv C	0.00	0.00	0.00
Wp EOP Inv C	-12,253.86	-2,450.77	-4,901.54
Wp EOP Inv var IP Op C %	-100.0 %	-100.0 %	-100.0 %
IP Op Cum Avg Inv C	0.00	0.00	0.00
Wp Cum Avg Inv C	41,384.40	141,308.61	92,571.89
IP Op Cum Turn C	0.00	0.00	0.00
Wp Cum Turn C	0.75	0.04	0.13
.			
IP Op Sell Thru C %	0.0 %	0.0 %	0.0 %
Wp Sell Thru C %	10.2 %	2.2 %	470.5 %
IP Op Forward Cover C	0.00	0.00	0.00
Wp Forward Cover C	0.00	0.00	0.00
.			

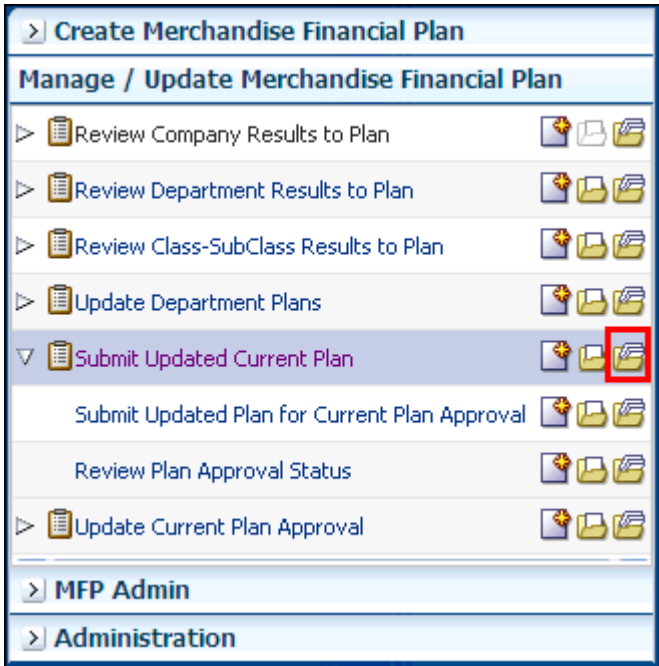
## Bottom Up: Submit Updated Current Plan

When you are ready to submit your revised plan to the middle out user for approval, use the Submit Updated Current Plan task.

1. In the taskflow, click the **Open** icon in the Submit Updated Current Plan task.

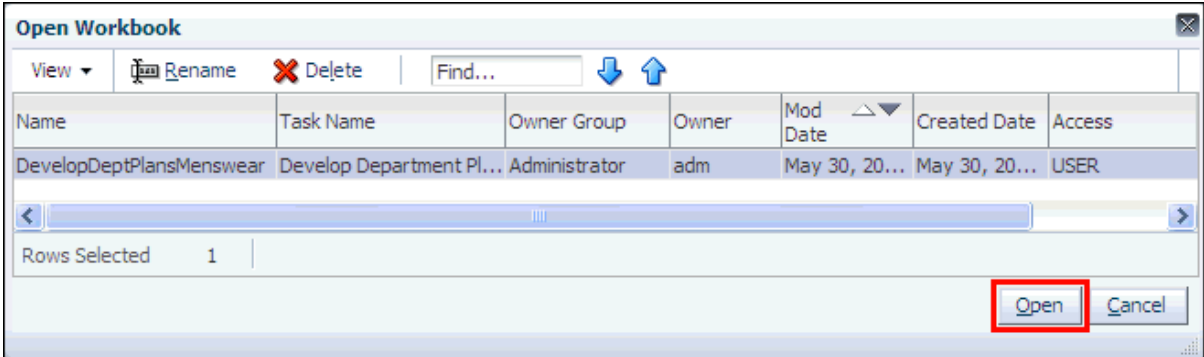
**Note:** You can either open a workbook or create a new workbook. If you have committed the workbook used in the previous task, you can build a new one and see the data you need. If you did not commit that one, you must open it to complete this process.

Figure 7-28 Bottom Up: Create New Workbook Icon



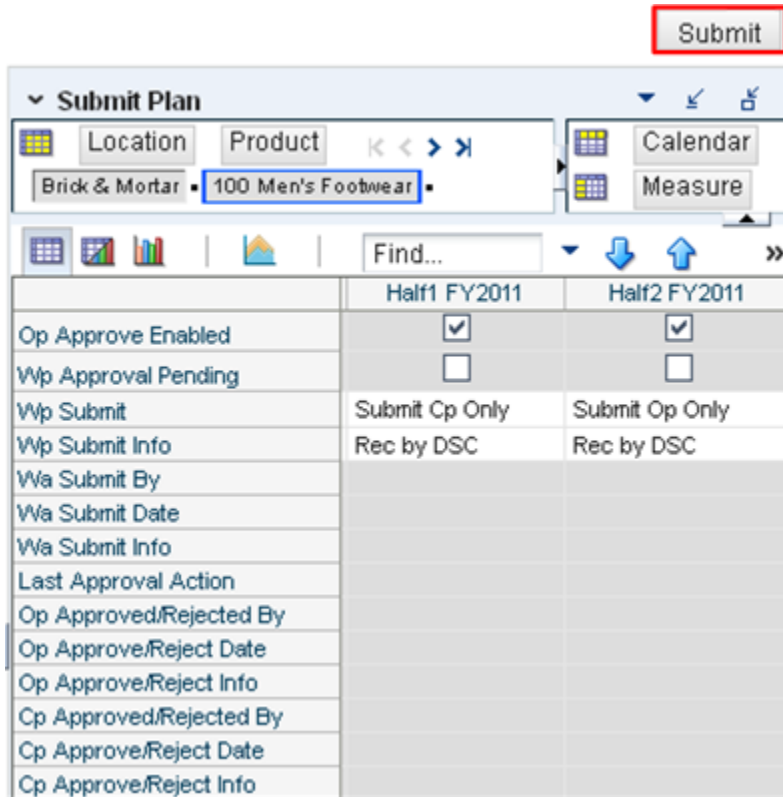
- 2. The Open Workbook dialog box opens. Select the workbook you want to submit and click **Open Workbook**.

Figure 7-29 Open Workbook Dialog Box



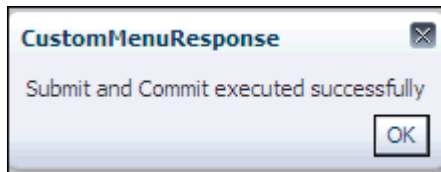
- 3. The workbook opens at the Submit Plan view.

**Figure 7-30 Submit Updated Current Plan - Approval View**



4. Make the following selections:
  - **Wp Submit:** Choose what you want to submit your working plan to. Options are Submit Op Only, Submit Cp Only, or Submit Op and Cp.
  - **Wp Submit Info:** Enter information about the working plan. This step is optional.
5. Click the **Submit** button at the top right of the view, as shown in [Figure 7-30](#).
6. A success message appears. Click **OK** to close it.

**Figure 7-31 Success Message - Plan Submitted**



As a result of running the Submit custom menu, the Wp Submit and Wp Submit Info measures are cleared and the Wp Approval Pending check boxes are checked. The Wa Submit By, Wa Submit Date, and Wa Submit Info measures are populated with the new submit information. In addition, your working plan is copied into a Waiting for Approval (Wa) plan.



**Figure 7–32 Submit Updated Current Plan - Submitted Current Plan**

The screenshot shows a software window titled 'Submit Plan'. At the top, there are navigation buttons for 'Location' and 'Product', with 'Brick & Mortar' and '100 Men's Footwear' selected. There are also 'Calendar' and 'Measure' buttons. Below this is a toolbar with various icons and a 'Find...' search box. The main area is a table with two columns: 'Half1 FY2011' and 'Half2 FY2011'. The table contains the following data:

	Half1 FY2011	Half2 FY2011
Op Approve Enabled	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wp Approval Pending	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wp Submit		
Wp Submit Info		
Wa Submit By	adm	adm
Wa Submit Date	6/3/2008	6/3/2008
Wa Submit Info	Decreased Lace-ups	Decreased Lace-ups
Last Approval Action		
Op Approved/Rejected By		
Op Approve/Reject Date		
Op Approve/Reject Info		
Cp Approved/Rejected By		
Cp Approve/Reject Date		
Cp Approve/Reject Info		

- To make the Wa plan available to the middle out user for approval, commit the workbook by clicking **Commit** in the toolbar or selecting the **Commit** option in the File menu.

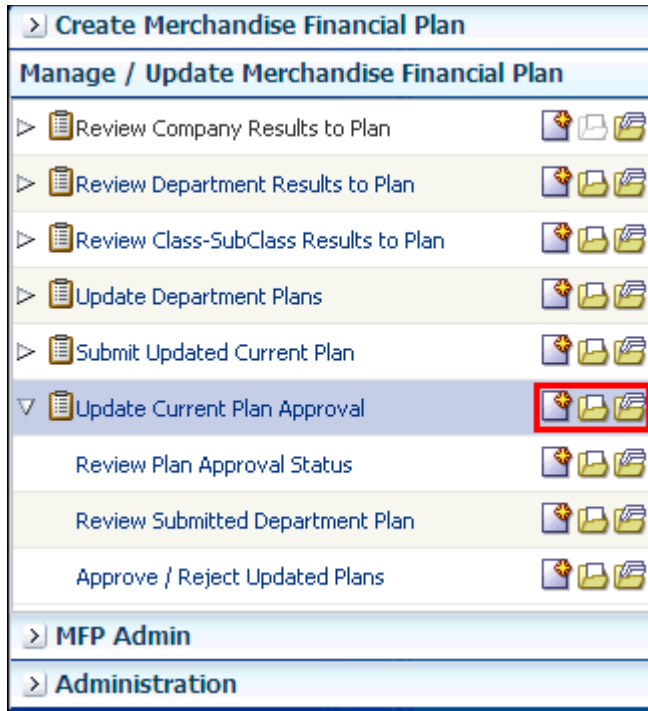
After the middle out user approves or rejects the Wa plan, you can see the approval or rejection information by accessing this view from the Review Plan Approval Status step.

## Middle Out: Update Current Plan Approval

After the bottom up user submits a revised plan, the middle out user can review the plan and decide whether to approve or reject it in the Update Current Plan Approval task.

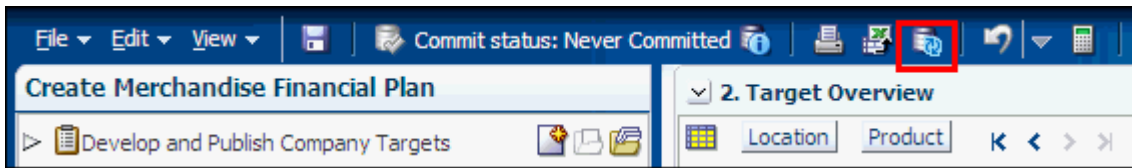
To see the bottom up user's plan, either build a new workbook or open an existing one from the Update Current Plan Approval task, as shown in [Figure 7–33](#).

**Figure 7–33 Update Current Plan Approval**



If you open an existing workbook, you must refresh it to see the bottom up user’s plan. To refresh a workbook, click the **Refresh** icon in the toolbar or select the **Refresh** option in the Edit menu.

**Figure 7–34 Refresh**



## Review Plan Approval Status

The first step in the Update Current Plan Approval task is the Review Plan Approval Status view. This view shows you which bottom up user submitted the plan, what they submitted it to, when it was submitted, and any notes that user may have added.

**Figure 7–35 Review Plan Approval Status - Approve Plan View**

	Half1 FY2009	Half2 FY2009
Wa Submit Detail	Op and Cp Submitted	Op and Cp Submitted
Wa Submit By	adm	adm
Wa Submit Date	1/1/2008	1/1/2008
Wa Submit Info		
Op Approve Enabled	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wp Approval		
Wp Approval Info		
Last Approval Action		
Op Approved/Rejected By		
Op Approve/Reject Date		
Op Approve/Reject Info		
Cp Approved/Rejected By		
Cp Approve/Reject Date		
Cp Approve/Reject Info		

You can approve or reject the plan at the view, but it is recommended that you first view the plan at the next step.

**Table 7–3 View Measures**

Measure	Description
Wp Submit Detail	This measure shows what the bottom up user submitted the working plan as. Options are Op Only Submitted, Cp Only Submitted, and Op and Cp Submitted.
Wa Submit By	This measure displays the username of the bottom up user who submitted the plan.
Wa Submit Date	The date that the plan was submitted.
Wp Submit Info	This measure displays any notes that the bottom up user entered.
Op Approve Enabled	When selected, the bottom up user can submit a plan to the Op and the middle out user can approval a plan to the Op.
Wp Approval	Working Plan Approval. Use this measure to approve or reject the plan.
Wp Approval Info	Use this measure to provide information about why you accepted or rejected the plan.
Last Approval Action	The last approval action that you took.
Op Approved/Rejected By	This measure displays the username of the person who approved or rejected the original plan.
Op Approved/Rejected Date	The date the original plan was approved or rejected.

**Table 7-3 (Cont.) View Measures**

<b>Measure</b>	<b>Description</b>
Op Approve/Reject Info	This measure displays any notes that the middle out user entered about approving or rejecting the original plan.
Cp Approve/Rejected By	This measure displays the username of the person who approved or rejected the current plan.
Cp Approve Reject Date	The date the current plan was approved or rejected.
Cp Approve/Reject Info	This measure displays any notes that the middle out user entered about approving or rejecting the current plan.

## Review Submitted Department Plan

After the bottom up user has resubmitted the plan, you can review the details of the plan at the Review Submitted Department Plan view. At this step you should review the original plan summary and overview and the current plan summary and overview, comparing the Wa plan and to your MO targets that you set. Decide whether the Wa plan achieves the gross margin goals.

This step includes one view: Review Submitted Plan. This view has four measure profiles that you can use to review the plan:

- Default
- Review Submitted Plan Units
- Review Submitted Plan to Current Plan
- Review Submitted Plan to Current Plan

**Figure 7-36 Review Submitted Plan View, Default Measure Profile**

1. Review Submitted Plan				
Location		Product		Calendar
Brick & Mortar		300 Men's Casuals		Measure
Find...				
	▼ FY2009	▼ M01 FY2009	01/24/2009	01/31/2009
MO Tgt Sales R	0	0	0	0
Wa Sales R	0	0	0	0
Wa Sales var Tgt R %	-100.0%	-100.0%	-100.0%	-100.0%
.				
MO Tgt Gross Profit	0.00	0.00	0.00	0.00
Wa Gross Profit	0.00	0.00	0.00	0.00
MO Tgt Gross Profit %	0.0%	0.0%	0.0%	0.0%
Wa Gross Profit %	0.0%	0.0%	0.0%	0.0%
Wa Gross Profit var Tgt %	-100.0%	-100.0%	-100.0%	-100.0%
.				
MO Tgt Sales C	0	0	0	0
Wa Sales C	0	0	0	0
Wa Sales var Tgt C %	-100.0%	-100.0%	-100.0%	-100.0%
.				
MO Tgt BOP Inv C	0	0	0	0
Wa BOP Inv C	0	0	0	0
MO Tgt Receipts C	0	0	0	0
Wa Receipts C	0	0	0	0
MO Tgt EOP Inv C	0	0	0	0
Wa Receipts var Tgt C %	-100.0%	-100.0%	-100.0%	-100.0%
Wa EOP Inv C	0	0	0	0
Wa EOP Inv var Tgt C %	-100.0%	-100.0%	-100.0%	-100.0%
.				
MO Tgt Cum Avg Inv C	0	0	0	0
Wa Cum Avg Inv C	0	0	0	0
MO Tgt Cum Turn C	0	0	0	0
Wa Cum Turn C	0	0	0	0
MO Tgt GPROI	0	0	0	0
Wa GPROI	0	0	0	0
.				
MO Tgt Sell Thru C %	0.0%	0.0%	0.0%	0.0%
Wa Sell Thru C %	0.0%	0.0%	0.0%	0.0%
MO Tgt Forward Cover C	0	0	0	0
Wa Forward Cover C	0	0	0	0

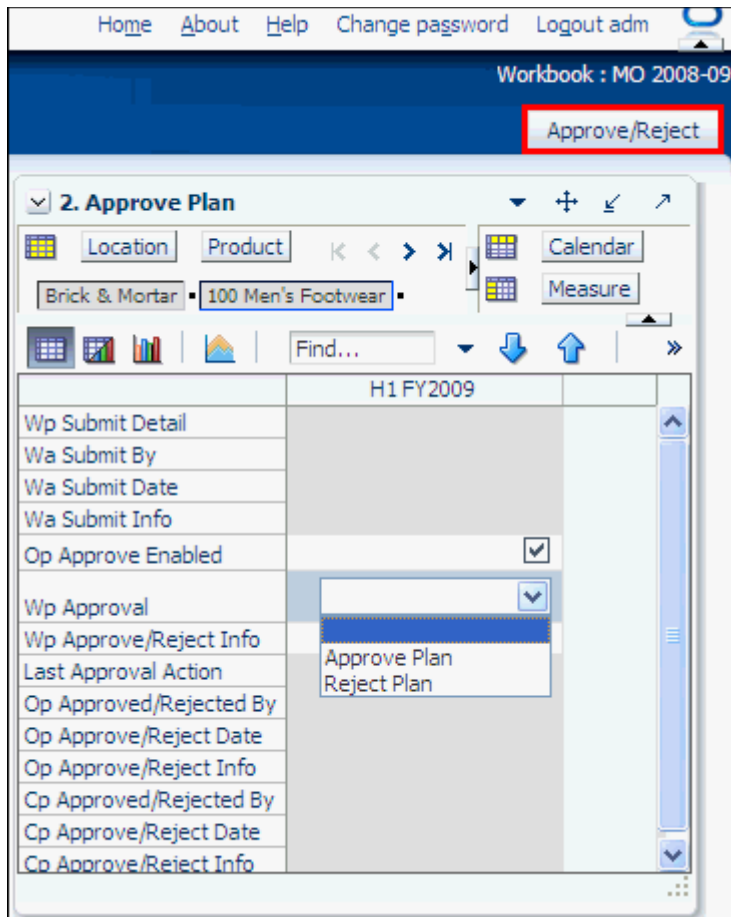
After you have finished reviewing the Wa plan, continue to the last step of the task, [Approve/Reject Updated Plans](#).

## Approve/Reject Updated Plans

After you have reviewed the updated Wa plan, approve or reject it at this step.

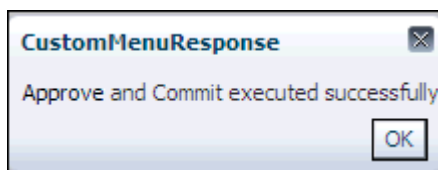
The view in this step is Approve Plan, the same one that is shown in the first step, Review Plan Approval Status.

**Figure 7-37 Approve/Reject Plan - Approve Plan View**



1. In the Wp Approval measure, select one of the two options: **Approve Plan** or **Reject Plan**.
2. In the Wp Approval Info measure, enter any useful information about the plan or your approval decision. This step is optional.
3. Click the **Approve/Reject** button as shown in [Figure 7-37](#).
4. A success message appears. Click **OK** to close it.

**Figure 7-38 Success Message - Approve/Reject**



The view refreshes and the approval or rejection information is populated in the measures, as shown in [Figure 7-39](#).

**Figure 7–39 Approve/Reject Plan - Approve Plan View**

H1 FY2009	
Wp Submit Detail	
Wa Submit By	
Wa Submit Date	1/30/2008
Wa Submit Info	
Op Approve Enabled	<input checked="" type="checkbox"/>
Wp Approval	
Wp Approve/Reject Info	
Last Approval Action	Cp Only Approved
Op Approved/Rejected By	
Op Approve/Reject Date	1/30/2008
Op Approve/Reject Info	
Cp Approved/Rejected By	User 1
Cp Approve/Reject Date	
Cp Approve/Reject Info	

---

**Note:** You must commit the workbook for other users to see the action.

---

## All Measures

The All Measures view contains all the measures contained in the workbook; however, only the Wp Sales R measure is visible in the default measure profile. The purpose of this workbook is to allow you to create a view of workbook measures that you may not be able to view all at once in other views.

**Figure 7–40 All Measures View**

	Feb FY2009	Mar FY2009	Apr FY2009	May FY2009
Wp Sales R	120,523	104,921	106,028	125,152

To see the other measures in this view, perform the following steps:

1. Click the **Measure** dimension tile. The All Measures - Measure window appears.
2. Move the measures you want to see in the view from the Hidden Measures box to the Visible Measures box.

**3.** When finished, click **OK**.

For more information about hidden and visible measures, see the *RPAS Fusion Client User Guide*.



---

---

## Enable Op Approval

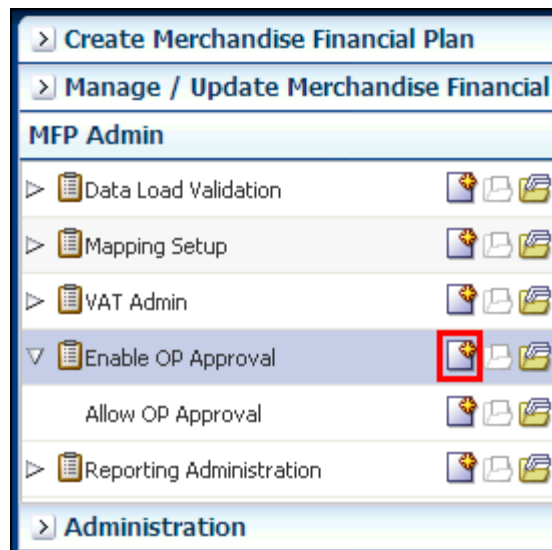
Planning administrators use this workbook to enable middle out and bottom up users to submit and approve plans to the Original Plan (Op). As planning administrator, you can select or deselect this option at any time. If you deselect it during the in-season, middle out and bottom up users cannot submit or approve a plan for the Op. You can choose to do this after the planning process has been finalized in order to lock down the Op.

### Enable OP Approval Workbook Wizard

To build a new Enable OP workbook, perform the following steps:

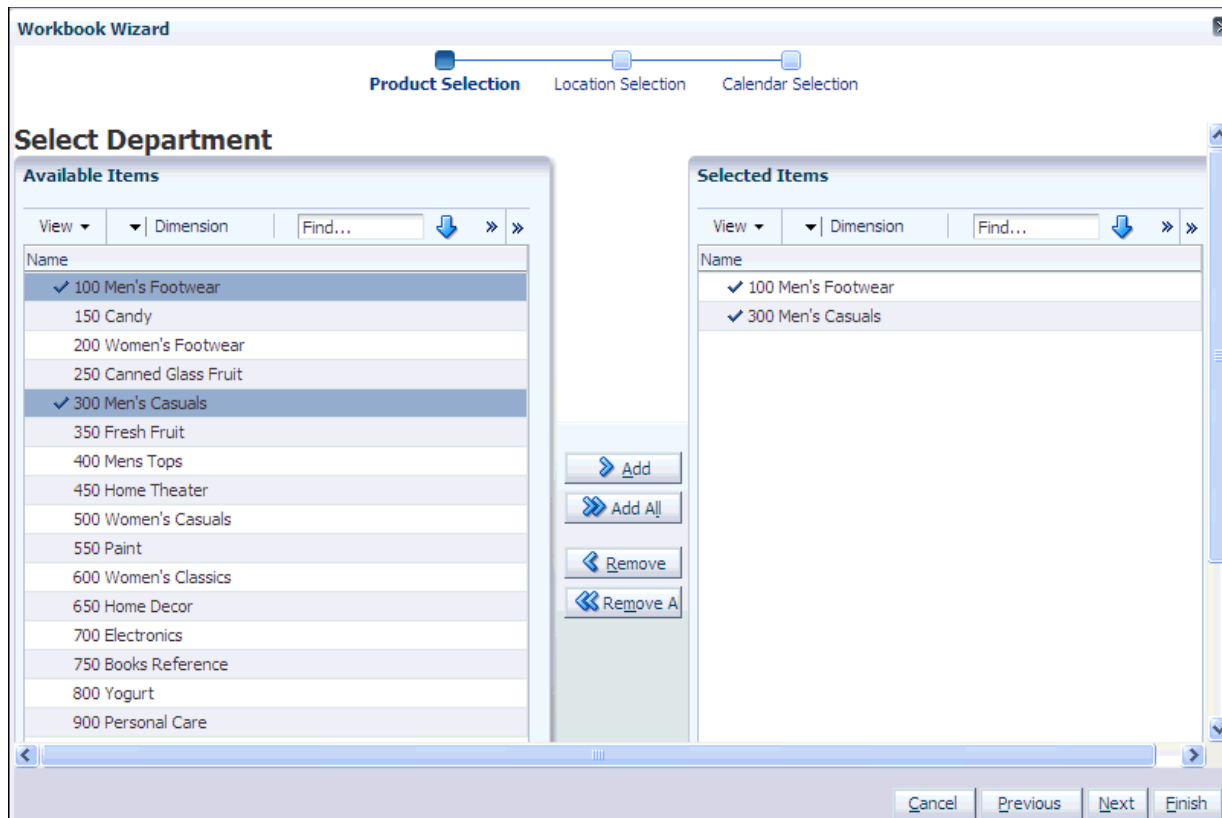
1. Click the **New Workbook** icon in the Enable OP Approval task.

*Figure 8–1 Enable OP Approval Validation*



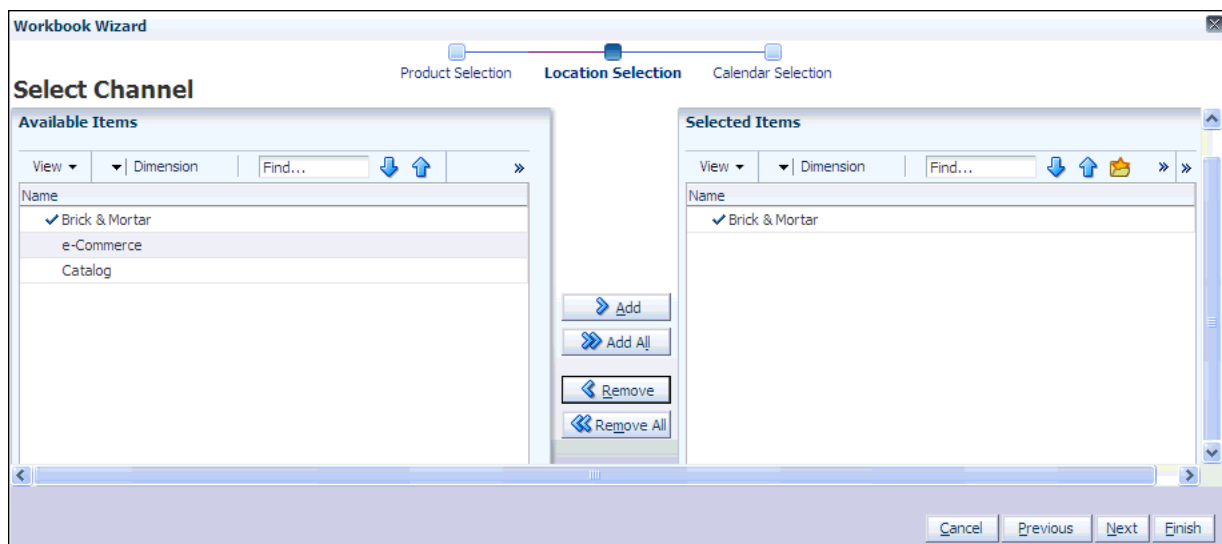
2. The workbook wizard opens at the Product Selection step. Select the departments you want to enable and click **Next**.

**Figure 8–2 Enable OP Approval Workbook Wizard - Product Selection**



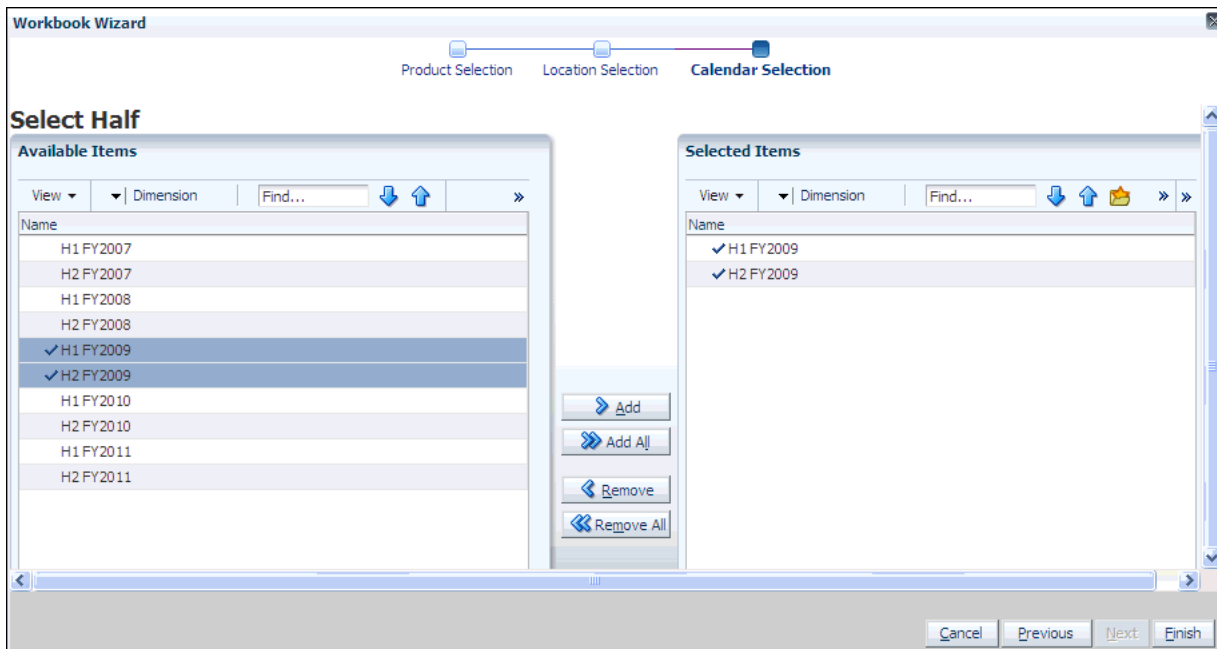
3. The Location Selection step appears. Select the channels and click **Next**.

**Figure 8–3 Enable OP Approval Workbook Wizard - Location Selection**



4. The Calendar Selection step appears. Select the halves you want and click **Finish**.

**Figure 8-4 Enable OP Approval Workbook Wizard - Calendar Selection**



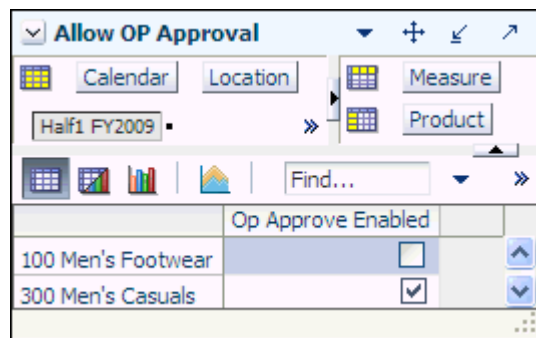
The Enable OP Approval workbook is built.

## Allow OP Approval

The Allow OP Approval step has one view: Allow OP Approval.

Select the departments that you want to enable middle out and bottom up users to submit and approve plans to the original plan.

**Figure 8-5 Allow OP Approval View**



The following table lists the measures available on this view.

**Table 8-1 Allow OP Approval View Measures**

Measure	Description
Op Approve Enabled	Select this measure to enable middle out and bottom up users to submit and approve plans to the original plan.



---

---

## Data Load Validation

The Data Validation workbook contains all measures that are either loaded or touched during the batch calculation process. This template is used by the administrator only to verify the results of data loads and batch processes.

The Data Load Validation workbook contains the following steps:

- [SubClass Data Load Validation](#)
- [Department Data Load Validation](#)
- [Division-Group Data Load Validation](#)
- [Miscellaneous Measures Validation](#)

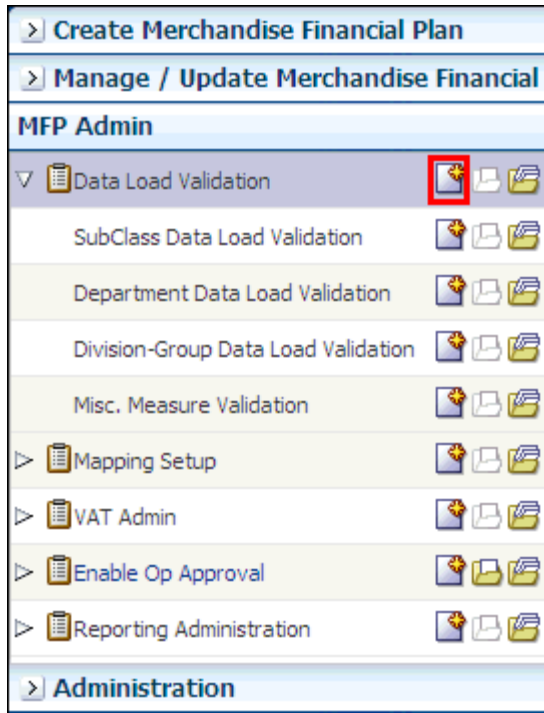
To use the Data Load Validation workbook, you need to first build the workbook.

### Building the Workbook

To build a Data Load Validation workbook, perform the following steps:

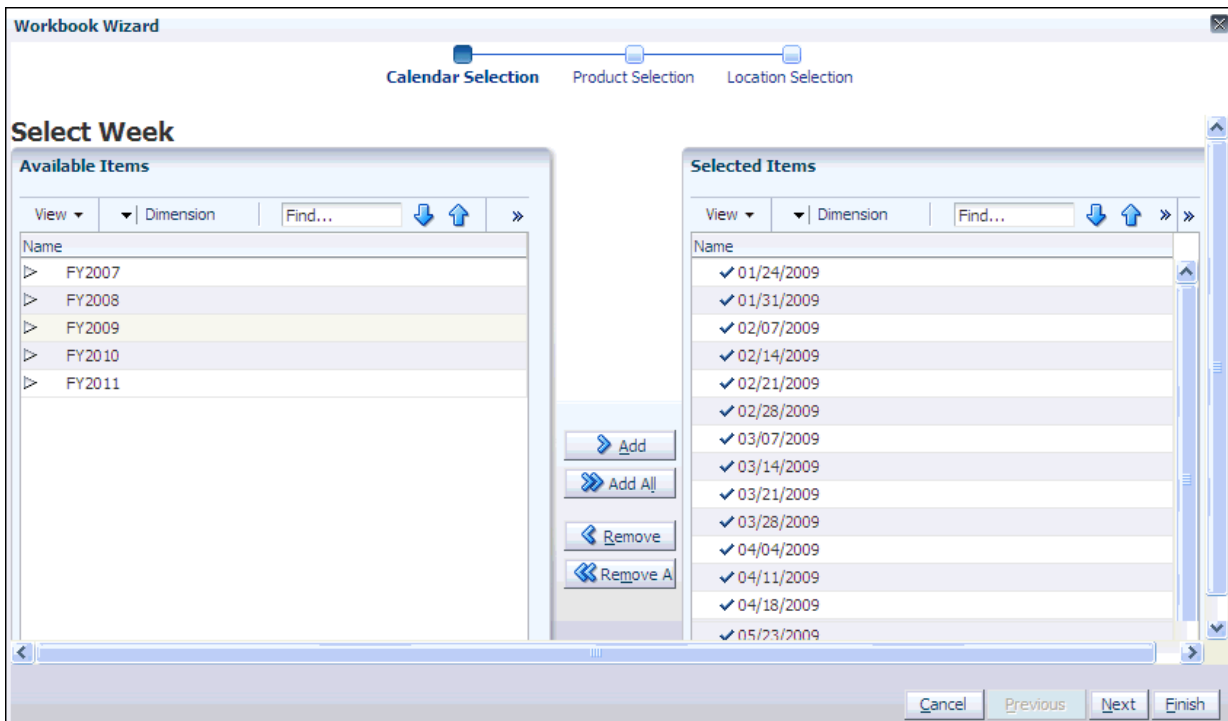
1. Click the **New Workbook** icon in the Data Load Validation step.

**Figure 9–1 Data Load Validation**

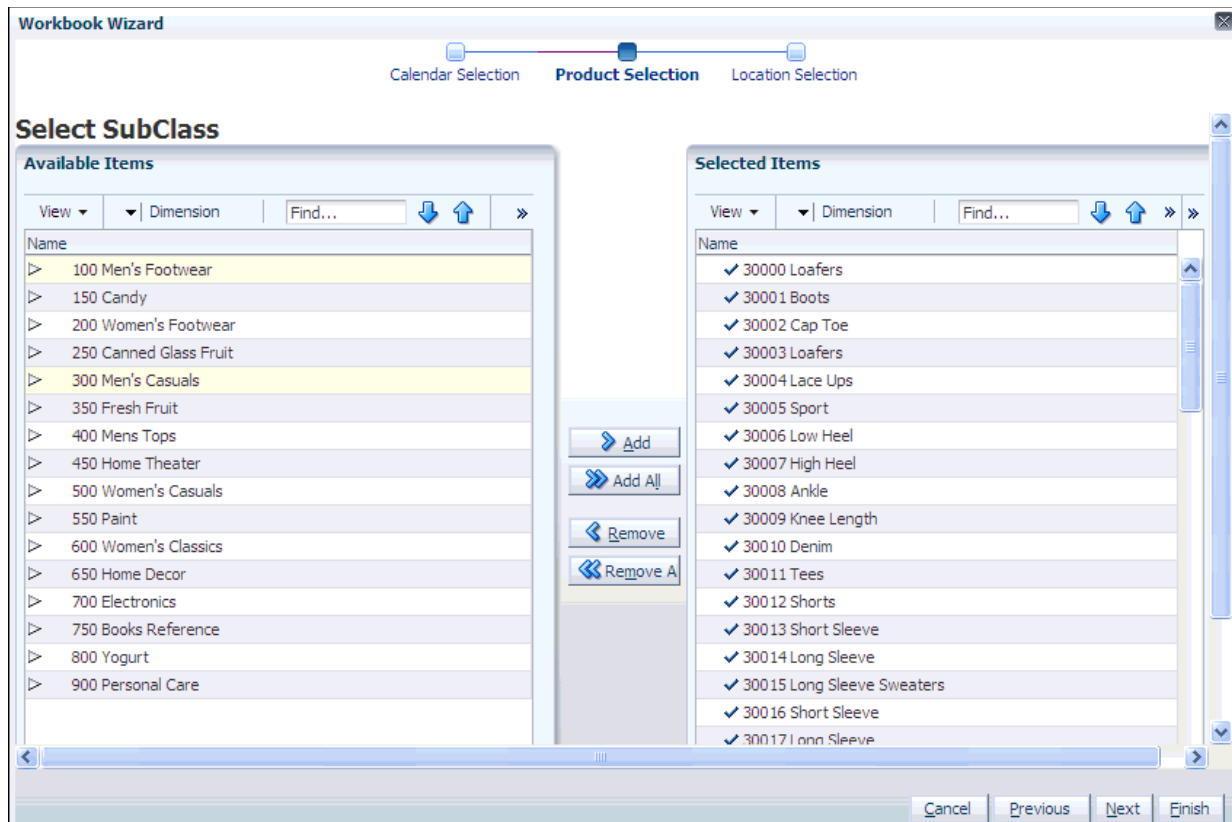


2. The workbook wizard opens at the Calendar Selection step. Select the weeks you want to validate and click Next.

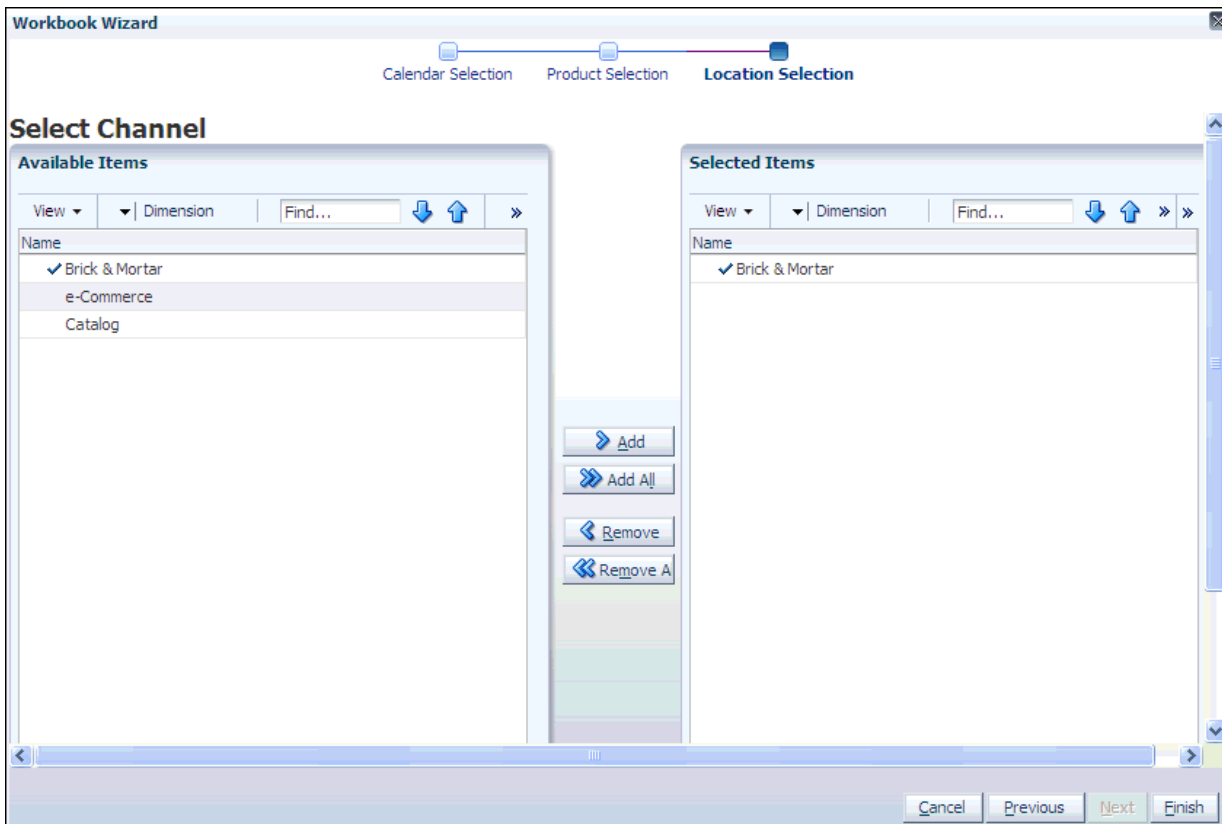
**Figure 9–2 Data Load Validation Workbook Wizard - Calendar Selection**



3. The Product Selection step appears. Select the items and click Next.

**Figure 9–3 Data Load Validation Workbook Wizard - Product Selection**

4. The Location Selection step appears. Select the channel and click **Finish**.

**Figure 9–4 Data Load Validation Workbook Wizard - Location Selection**

The Data Load Validation workbook is built.

## SubClass Data Load Validation

The SubClass Data Load Validation step includes one view, the Bottom Up Working Plan view. Use this view to validate that the subclass data was updated in the batch process.



**Figure 9–5 Bottom Up Working Plan View**

	▼ FY2009	01/24/2009	01/31/2009	0
Wp BOP Inv U	5253,235	254,335	5,473	
Wp EOP Inv U	115,649	5,699	2,729	
Wp Misc In C	0	0	0	
Wp Misc In U	0	0	0	
Wp Misc Out C	0	0	0	
Wp Misc Out U	0	0	0	
Wp On Order C	3,086,657	139,141	114,301	
Wp On Order U	3,022,328	122,460	131,157	
Wp Receipts U	657	214	131	
Wp Shrink C	86,657	2,328	3,022	
Wp Shrink U	9,141	2,460	1,157	
Wp Sales C	139,141	53,235	54,335	
Wp Sales U	6,657	3,086	2,328	

**Table 9–1 Bottom Up Working View Worksheet Measures**

Measure	Description
Wp BOP Inv U	Working Plan Beginning of Period Inventory Units.
Wp EOP Inv U	Working Plan End Of Period Inventory Units.
Wp Misc In C	Working Plan miscellaneous In Cost.
Wp Misc In U	Working Plan miscellaneous In Unit.
Wp Misc Out C	Working Plan miscellaneous Out Cost.
Wp Misc Out U	Working Plan miscellaneous Out Unit.
Wp On Order C	Working Plan On Order Cost Value.
Wp On Order U	Working Plan On Order Units.
Wp Receipts C	Working Plan Receipt Cost.
Wp Receipts U	Working Plan Receipts Units.
Wp Shrink C	Working plan shrink Cost.
Wp Shrink U	Working plan shrink units.
Wp Sales C	Working Plan Regular Sales Cost Value.
Wp Sales U	Working Plan Clearance Sales Unit Value.

## Department Data Load Validation

The Department Data Load Validation step includes one view, the Middle Out Working Plan view. Use this view to validate that the department data was updated in the batch process.

**Figure 9–6 Middle Out Working Plan View**

	01/24/2009	01/31/2009	02/07/2009	02/14/2009
Wp BOP Inv C	119,119.00	-2,578,667.76	-4,712,622.12	-6,916,266.88
Wp BOP Inv U	5,794	-180,922	-330,765	-512,771
Wp EOP Inv C	-2,578,667.76	-4,712,622.12	-6,916,266.88	-8,942,312.88
Wp EOP Inv U	-180,922	-330,765	-512,771	-688,744
Wp Misc In C	192.31	192.31	192.31	192.31
Wp Misc In U	0	0	0	0
Wp Misc Out C	0.00	0.00	0.00	0.00
Wp Misc Out U	0	0	0	0
Wp On Order C	0.00	0.00	0.00	0.00
Wp On Order U	0	0	0	0
Wp Receipts C	2,804,939.92	3,110,134.21	3,171,642.28	3,461,546.16
Wp Receipts U	282,107	301,958	269,056	295,243
Wp Shrink C	5,487,613.85	5,225,095.87	5,355,031.09	5,467,941.29
Wp Shrink U	467,911	450,691	449,957	470,137
Wp Sales C	15,305.13	19,185.00	20,448.25	19,843.18
Wp Sales U	912	1,110	1,105	1,079

The following table lists the measures available on this view.

**Table 9–2 Middle Out Working Plan View Measures**

Measure	Description
Wp BOP Inv C	Working Plan Beginning of Period Inventory Cost Value.
Wp BOP Inv U	Working Plan Beginning of Period Inventory Units.
Wp EOP Inv C	Working Plan End Of Period Inventory Cost.
Wp EOP Inv U	Working Plan End Of Period Inventory Units.
Wp Misc In C	Working Plan miscellaneous In Cost.
Wp Misc In U	Working Plan miscellaneous In Unit.
Wp Misc Out C	Working Plan miscellaneous Out Cost.
Wp Misc Out U	Working Plan miscellaneous Out Unit.
Wp On Order C	Working Plan On Order Cost Value.
Wp On Order U	Working Plan On Order Units.
Wp Receipts C	Working Plan Receipts Cost Value.
Wp Receipts U	Working Plan Receipts Units.
Wp Shrink C	Working Plan Shrink Cost.
Wp Shrink U	Working Plan Shrink Units.
Wp Sales C	Working Plan Sales Cost.
Wp Sales U	Working Plan Sales Units.

## Division-Group Data Load Validation

The Division-Group Data Load Validation step includes one view, the Top Down Working Plan view. Use this view to validate that the division-group data was updated in the batch process.

**Figure 9–7 Top Down Working Plan View**

	M01 FY2009	M02 FY2009	M03 FY2009	M04 FY2009	M05 FY2009	M06 FY2009
Wp BOP Inv C	212,103.00	599,765.00	1,070,693.00	1,534,047.00	2,120,801.00	2,706,665.00
Wp EOP Inv C	599,765.00	1,070,693.00	1,534,047.00	2,120,801.00	2,706,665.00	3,149,952.00
Wp Misc In C	0.00	0.00	0.00	0.00	0.00	0.00
Wp Misc Out C	0.00	0.00	0.00	0.00	0.00	0.00
Wp On Order C	547,294.00	529,397.00	459,211.00	511,886.00	643,116.00	470,485.00
Wp Receipts C	599,765.00	470,928.00	463,354.00	586,754.00	585,864.00	443,287.00
Wp Shrink C	0.00	0.00	0.00	0.00	0.00	0.00
Wp Sales C	0.00	0.00	0.00	0.00	0.00	0.00

The following table lists the measures available on this view.

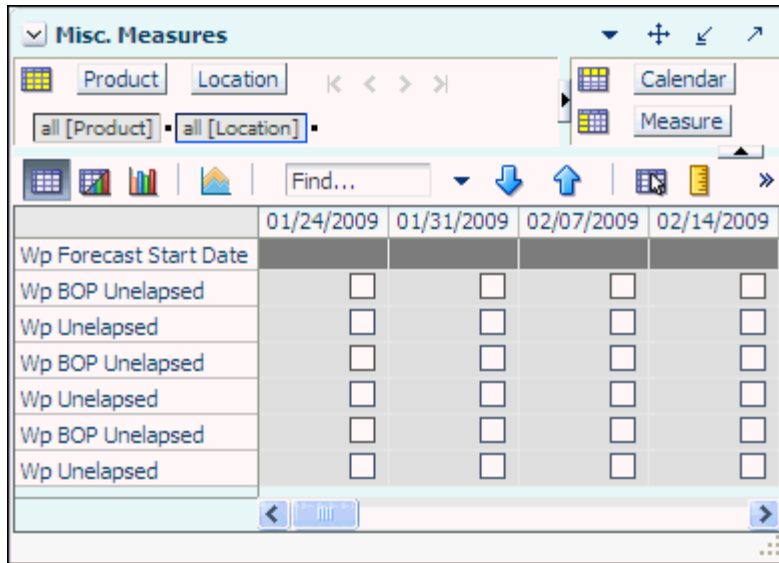
**Table 9–3 Top Down Working Plan View Measures**

Measure	Description
Wp BOP Inv C	Working Plan Beginning of Period Inventory Cost Value.
Wp EOP Inv C	Working Plan End Of Period Inventory Cost.
Wp Misc In C	Working Plan miscellaneous In Cost.
Wp Misc Out C	Working Plan miscellaneous Out Cost.
Wp On Order C	Working Plan On Order Cost Value.
Wp Receipts C	Working Plan Receipts Cost Value.
Wp Shrink C	Working Plan Shrink Cost.
Wp Sales C	Working Plan Sales Cost.

## Miscellaneous Measures Validation

The Misc. Measures Validation step includes one view, the Misc. Measures view. Use this view to validate that the measures were loaded in the batch process.

**Figure 9–8 Misc. Measures View**



The following table lists the measures available on this view.

**Table 9–4 Misc Measures View Measures**

Measure	Description
Wp Forecast Start Date	Working plan forecast start date.
Wp BOP Unelapsed	Bottom up working plan beginning of period unelapsed (time).
Wp Unelapsed	Bottom up working plan unelapsed (time).
Wp BOP Unelapsed	Middle out working plan beginning of period unelapsed (time).
Wp Unelapsed	Middle out working plan unelapsed (time).
Wp BOP Unelapsed	Top down working plan beginning of period unelapsed (time).
Wp BOP Unelapsed	Top down working plan unelapsed (time).

The VAT Admin workbook allows planning administrators to enter the value added tax rate by week.

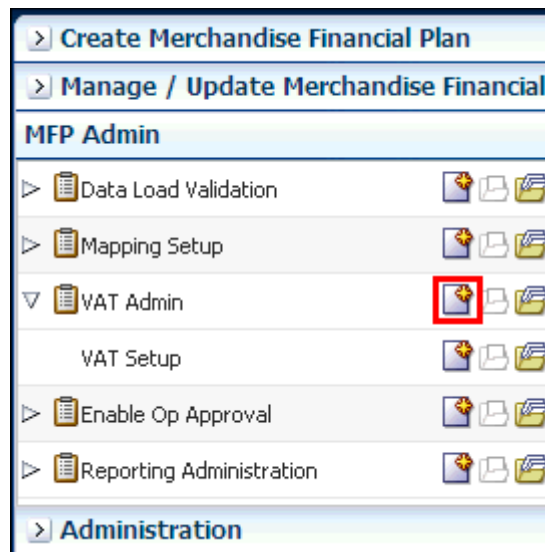
To use the VAT Admin workbook, you must first build a workbook.

### Building the VAT Admin Workbook

To build a new VAT Admin workbook, perform the following steps:

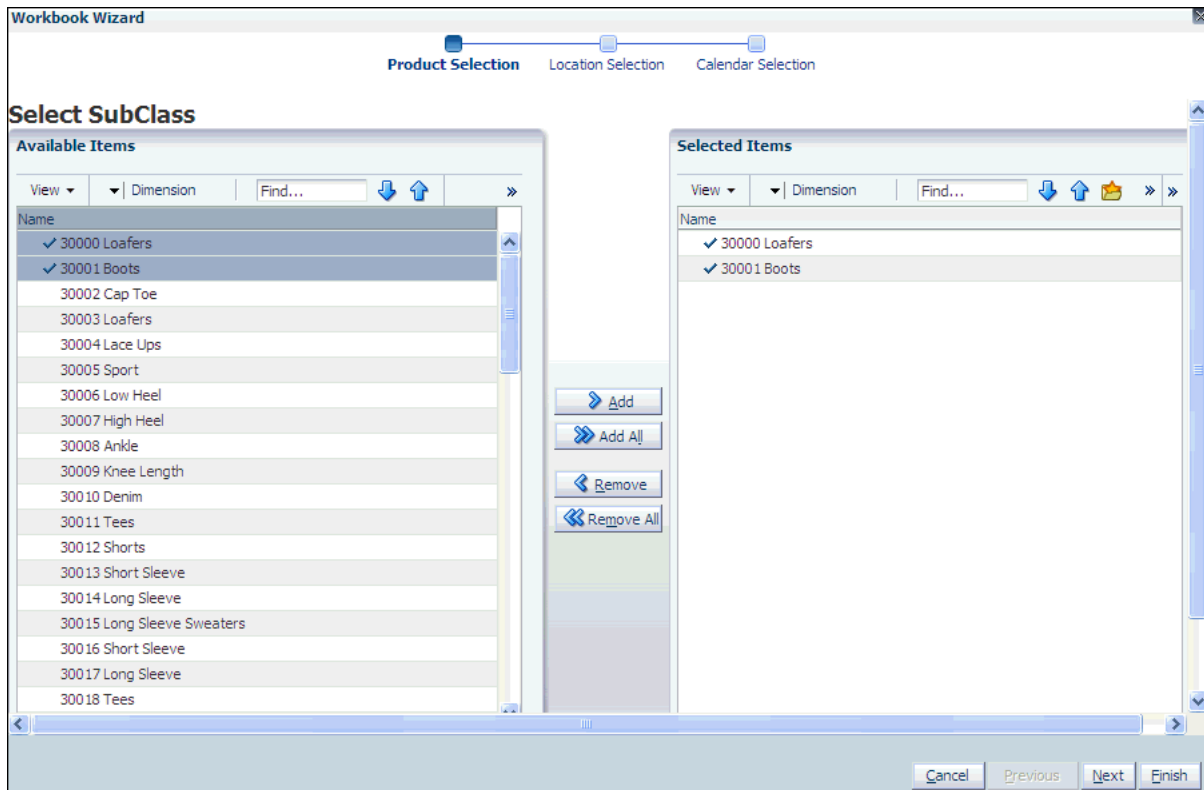
1. Click the **New Workbook** icon in the VAT Admin task.

*Figure 10–1 VAT Admin Task*



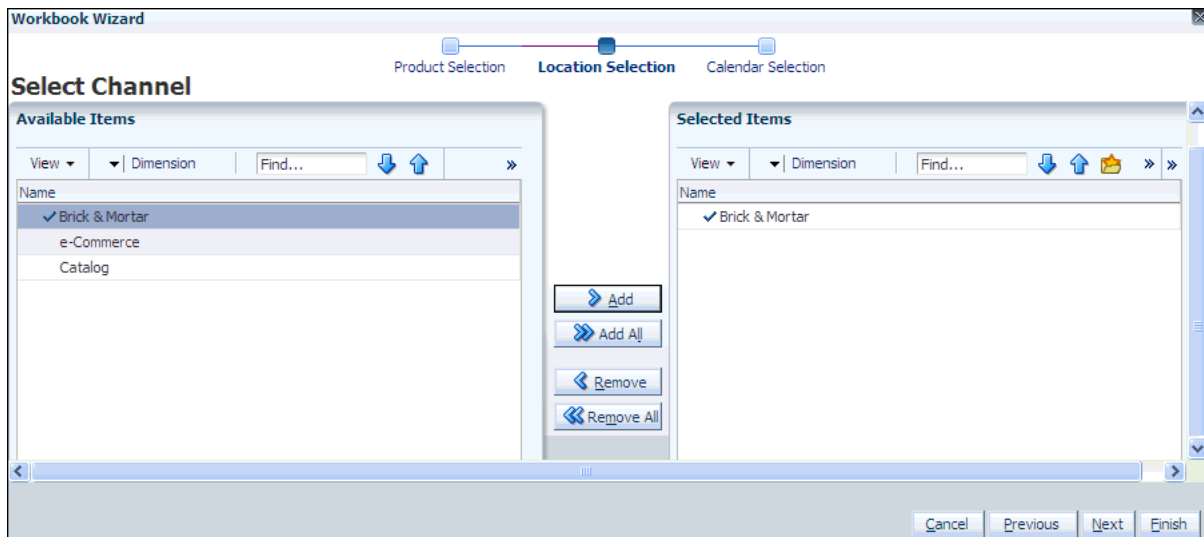
2. The workbook wizard opens at the Product Selection step. Select the subclass that you would like to set up and click **Next**.

Figure 10–2 VAT Admin Workbook Wizard - Product Selection



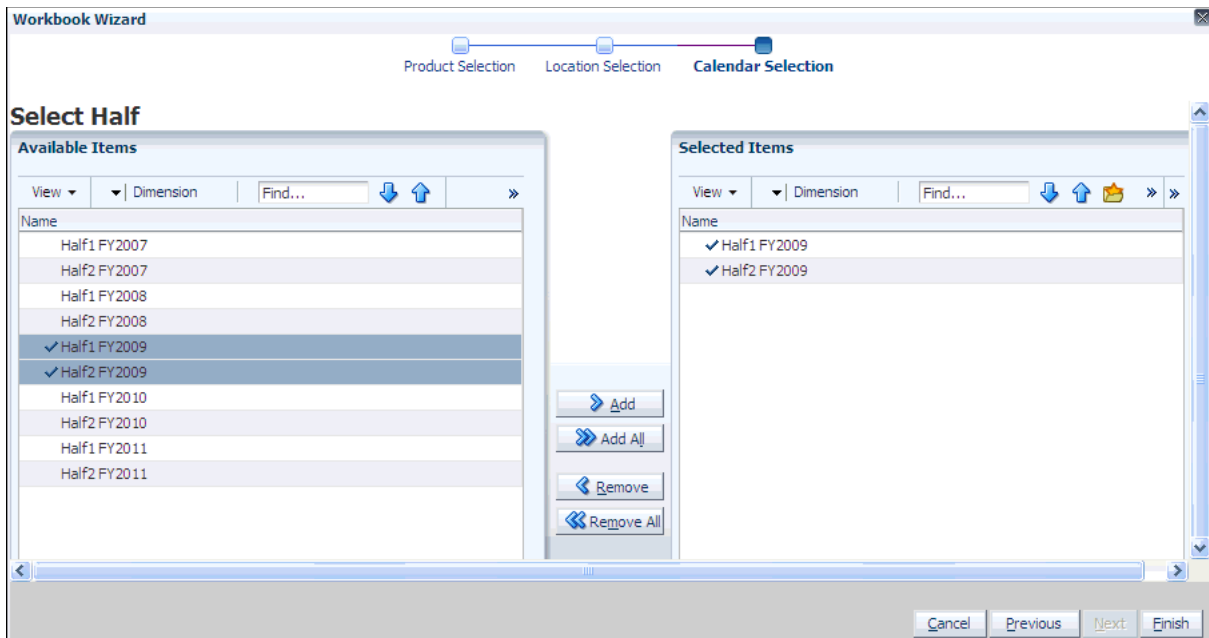
3. The Location Selection step appears. Select the channel and click **Next**.

Figure 10–3 VAT Admin Workbook Wizard - Location Selection



4. The Calendar Selection step appears. Select the halves you want and click **Finish**.

**Figure 10–4 VAT Admin Workbook Wizard - Calendar Selection**

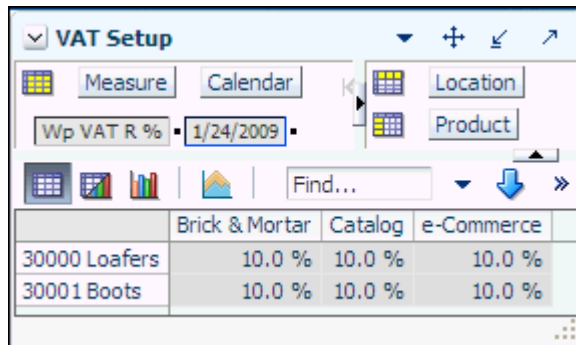


The VAT Admin workbook is built.

## VAT Setup

In this view, enter the value added tax for each subclass in the Wp Vat R % measure. When planning sales retail, the VAT is decremented, and the result is shown in the Wp Sales Net Vat R measure. If no Wp Vat R % is planned, then the Wp Sales Net Vat R and the Wp Sales R are the same value.

**Figure 10–5 VAT Admin - VAT Setup Workbook**



**Table 10–1 VAT Admin - VAT Setup Workbook Measures**

Measure	Description
Wp VAT R%	The value added tax rate for the working plan.





---

---

## Reporting Administration

The Reporting Administration workbook is used to facilitate the Oracle Retail Fashion Planning Bundle Reports. These reports are unsupported samples provided by Oracle Retail.

The Oracle Retail Fashion Planning Bundle Reports package includes role-based Oracle Business Intelligence (BI) Enterprise Edition (EE) reports and dashboards that provide an illustrative overview highlighting the Fashion Planning Bundle solutions. These dashboards can be leveraged out-of-the-box or can be used along with the other dashboards and reports that may have already been created to support a specific solution or organizational needs. This package includes dashboards for the Assortment Planning, Item Planning, Item Planning Configured for COE, Merchandise Financial Planning Retail Accounting, and Merchandise Financial Planning Cost Accounting applications.

The Oracle Retail Fashion Planning Bundle Reports documentation set includes the following documents that describe how you can install and use the reports and dashboards:

- *Oracle Retail Fashion Planning Bundle Reports Installation Guide* - This guide describes how you can download and install the Fashion Planning Bundle reports. This guide is intended for system administrators and assumes that you are familiar with the Oracle Retail Predictive Application Server (RPAS) and Oracle BI EE.
- *Oracle Retail Fashion Planning Bundle Reports User Guide* - This guide describes the reports and dashboards included for the Oracle Retail Fashion Planning Bundle solutions.

You can download this documentation set from My Oracle Support using the Note ID 1132783.1. Access My Oracle Support at the following URL:

<https://support.oracle.com>

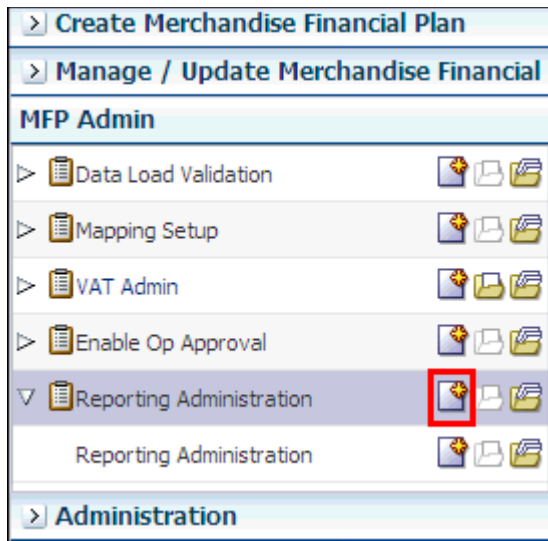
The Reporting Administration workbook in MFP is used to define a threshold between actual sales and planned sales. This threshold is used to highlight sales data in the Oracle BI EE reports. Sales that fall below the threshold appear in red. Sales above the threshold appear in green.

### Reporting Administration Wizard

To build a Reporting Administration workbook, perform the following steps:

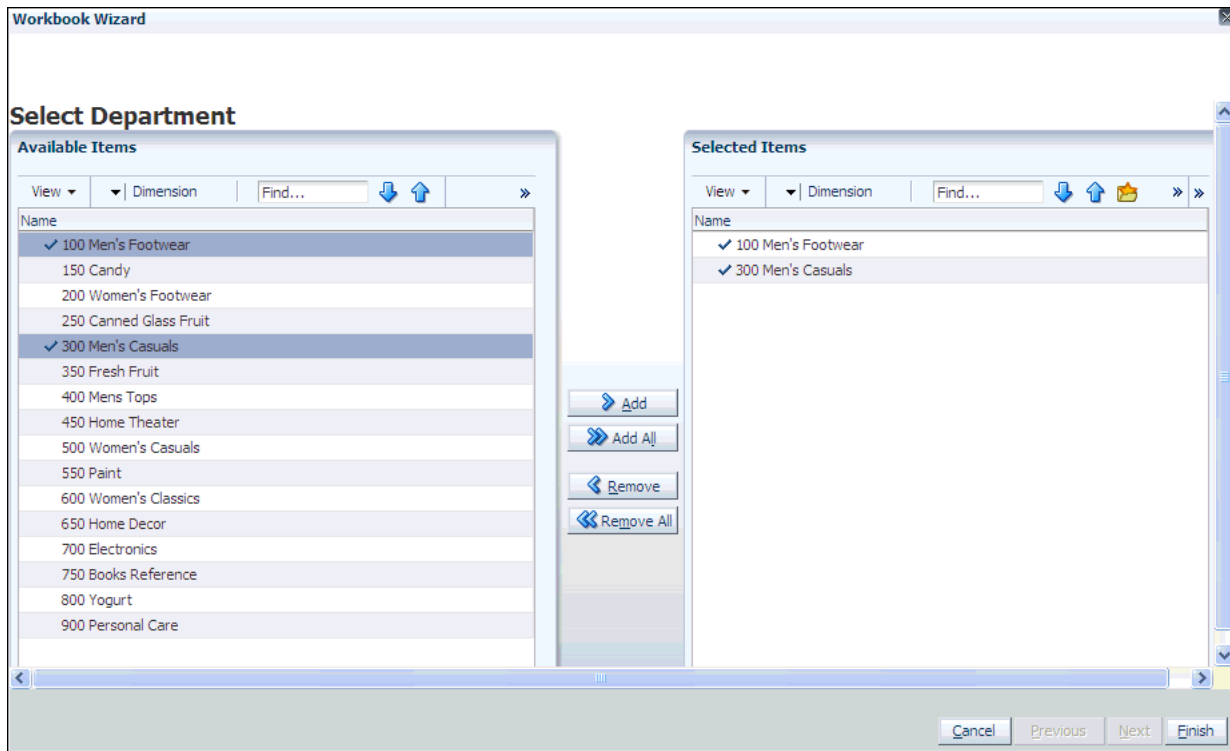
1. In the Reporting Administration task, click the **New Workbook** icon.

**Figure 11–1 Reporting Administration Task**



2. The workbook wizard opens at the Product Selection step. Select the departments you want to see and click **Finish**.

**Figure 11–2 Reporting Administration Workbook Wizard - Product Selection**



The Reporting Administration workbook is built.

## Reporting Administration at Department View

Use this view to define a threshold between the actual sales and the planned sales for each department. This threshold is used to highlight sales data in the Oracle BI EE

reports. Sales that fall below the threshold appear in red. Sales above the threshold appear in green.

Enter a threshold percentage in the Wp User-Defined Performance Threshold measure. When finished, commit the workbook.

**Figure 11–3 Reporting Administration at Department View**

	Wp User-defined performance threshold at dept level %
100 Men's Footwear	5.0 %
300 Men's Casuals	4.5 %

## Reporting Administration at Class View

Use this view to define a threshold between the actual sales and the planned sales for each class. This threshold is used to highlight sales data in the Oracle BI EE reports. Sales that fall below the threshold appear in red. Sales above the threshold appear in green.

Enter a threshold percentage in the Wp User-Defined Performance Threshold measure. When finished, commit the workbook.

**Figure 11–4 Reporting Administration at Class View**

	Wp User-defined performance threshold at class level %
4000 Casual	2.0 %
4001 Dress Shoes	1.5 %
4005 Bottoms	2.5 %
4006 Tops	1.7 %
4007 Shorts	3.0 %

## Reporting Administration at Sub-Class View

Use this view to define a threshold between the actual sales and the planned sales for each subclass. This threshold is used to highlight sales data in the Oracle BI EE reports. Sales that fall below the threshold appear in red. Sales above the threshold appear in green.

Enter a threshold percentage in the Wp User-Defined Performance Threshold measure. When finished, commit the workbook.

**Figure 11-5 Reporting Administration at Sub-Class View**

Wp User-defined performance threshold at sds level %	
30000 Loafers	2.0 %
30001 Boots	1.5 %
30002 Cap Toe	2.0 %
30010 Denim	2.0 %
30011 Tees	1.5 %
30012 Shorts	1.7 %

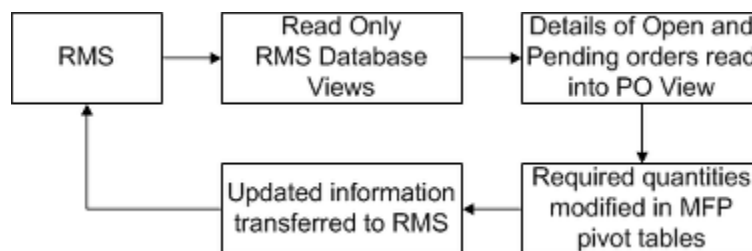
## Purchase Order View

The Purchase Order (PO) View is an add-on module for Merchandise Financial Planning (MFP). It provides users with an interface to view open or pending purchase orders in the Retail Merchandising System (RMS). This is of assistance to users engaged in tasks such as reviewing merchandising plans or the Open to Buy (OTB) budget.

### Overview of PO View

PO View operates broadly as follows:

**Figure 12–1 Conceptual Flowchart - PO View**



- RMS acts as the system of record for purchasing data.
- A set of read only database views are created in RMS as part of the PO view installation process. These database views contain information on Open and Pending orders in RMS. This data can be referenced by the PO View in MFP.
- When the user makes a selection of data in a view in MFP and invokes PO View, a subset of data from the RMS Database Views is read into the PO View.
- Using the read only information in PO View, the user can modify the order quantities in the view in MFP. As this stage, the order quantities in RMS remain unchanged.
- Once committed, the updated order quantities will be transferred back to RMS in order to update the required order quantities. The exact method and timing of the transfer of information will be retailer specific, as will be the method of updating order quantities in RMS.

### Overview of Configuring PO View

Before being used, PO View must first be configured. It requires the following actions to be carried out.

---



---

**Note:** This information is intended as a summary only. For full information, see the *Oracle Retail Predictive Application Server Configuration Tools User Guide*.

---



---

- **Create database views in RMS**

PO View is not designed to integrate with the main tables in the RMS database. Instead it references a simplified set of data out of specially created read only database views. These database views are created as part of the PO View installation process. They will only contain information on pending or open orders.

- **Update the Manifest File for PO View**

A manifest file is an XML file used to configure details of functionality in the Fusion Client. The existing manifest file has to be updated for the PO View functionality. It requires the following information to be updated or edited:

- **Datasource**

The manifest file must contain details of the data source where the purchase order information is to be read from. The same data source information must also exist for the Web Logic server.

- **Selection**

The manifest file allows the PO View to be configured to accept different selection options for the Location and Product dimensions. Possible selection options for Product dimension are Department, Class and Subclass. Possible selection options for the Location dimension are Company, Chains, Channels, Districts, Regions, Areas and Stores.

- **Metrics**

The implementer can specify which metrics will show and which will be hidden in the Order Item Details section of the PO View. The options available are Quantity Ordered, Quantity Received, Quantity Cancelled, Quantity Open, Quantity Ordered Unit Cost, Quantity Received Retail, Quantity Cancelled Unit Cost and Quantity Open Unit Cost.

- **Configuring the Fusion Client for PO View**

In order to get PO View to launch from within the MFP Fusion Client, changes need to be made to the Fusion Client configuration file.

## Launching PO View

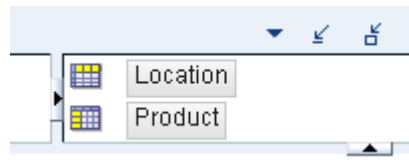
The range of purchase orders displayed will depend on the selection made on the Worksheet. (This will be the intersection of Product-Location-Calendar dimension). Depending on what is selected, users can retrieve purchase orders for a single product at a single location, orders at subclass level at a single location, orders at department level for multiple locations or other combinations of dimensions. The exact options available can be configured in the manifest file.

## Changing the Levels Available for Dimensions

When working with PO View, the levels available for a dimension determine the purchase orders that can be selected. These are specified in the **All Measures** dialog box. This may be accessed on one of two ways:

- Double clicking the Measure buttons in the Page Edge

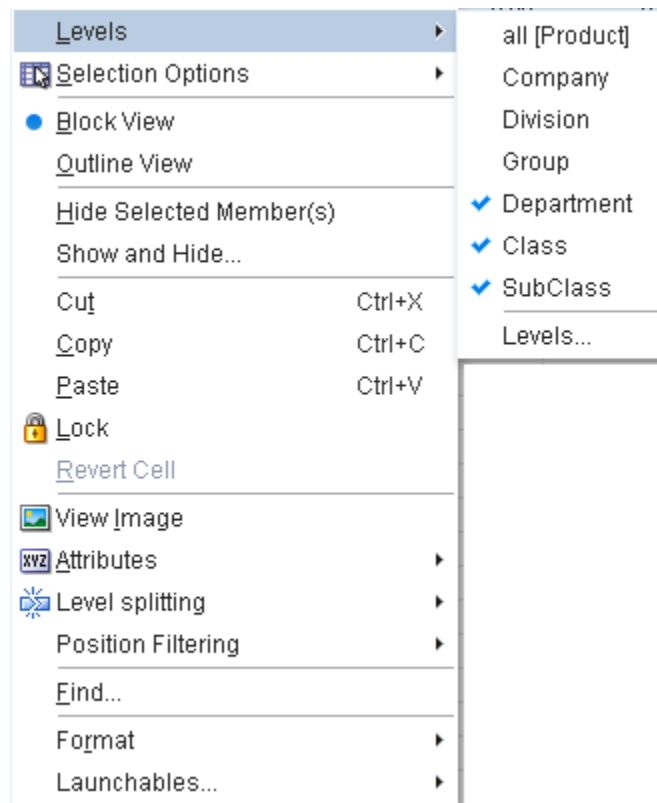
**Figure 12-2 Measure Buttons in Page Edge**



- Right clicking on a column or row header

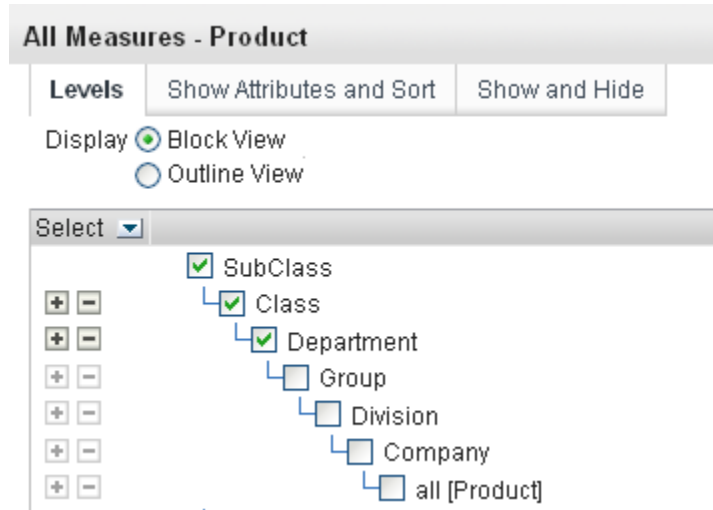
This will bring up the right click menu, allowing the levels to be selected by checking or unchecking them. Selecting the levels option in the right hand menu will also bring up the **All Measures** dialog box.

**Figure 12-3 Right Click Menu - Levels Options**



The **Levels** tab in the **All Measures** dialog box allows users to specify the levels to display in the pivot table.

**Figure 12-4 All Measures Dialog Box - Levels Tab**



**Selecting the Data**

When the required levels for each measure have been selected, the user needs to select the data for which to display all open purchase orders. There are three basic ways of doing this:

**Figure 12-5 Example Ways of Selecting Data for PO Views**

Select a row header to get all PO Views associated with that level in the Hierarchy

Select a column header to get all PO Views associated with that level in the Hierarchy

	Brick &	Catalog	Commerce
100 Men's Footwear	0.00	0.00	0.00
150 Candy	0.00	0.00	0.00
200 Women's Footwear	19,953.00	0.00	0.00
250 Canned Glass Fruit	0.00	0.00	0.00
300 Men's Casuals	14,934.00	0.00	0.00
350 Fresh Fruit	0.00	0.00	0.00
400 Mens Tops	9,768.00	0.00	0.00
450 Home Theater	0.00	0.00	0.00
500 Women's Casuals	0.00	0.00	0.00
550 Paint	0.00	0.00	0.00
600 Women's Classics	0.00	0.00	0.00

Select a group of cells get all PO Views associated with those cells

- **Highlighting a row header and right clicking**

If the user highlights a row header and right clicks, the right click menu will come up. If PO View is launched, this will bring up all open purchase orders associated with that row - in this example, this will bring up all orders for a specific department across all locations.



Highlighting multiple rows will enable orders for those rows to be brought across all locations.

- **Highlighting a column header and right clicking**

If the user highlights a column header and right clicks, the right click menu will come up. If PO View is launched, this will bring up all open purchase orders associated with that column - in this example, this will bring up all orders for all departments for a specific location.

Highlighting multiple columns will enable orders for those columns to be brought across all departments.

- **Highlighting a group of cells and right clicking**

Highlighting a group of cells and right clicking to bring up the right click menu will select a sub-set of data for specific departments in specific locations.

---

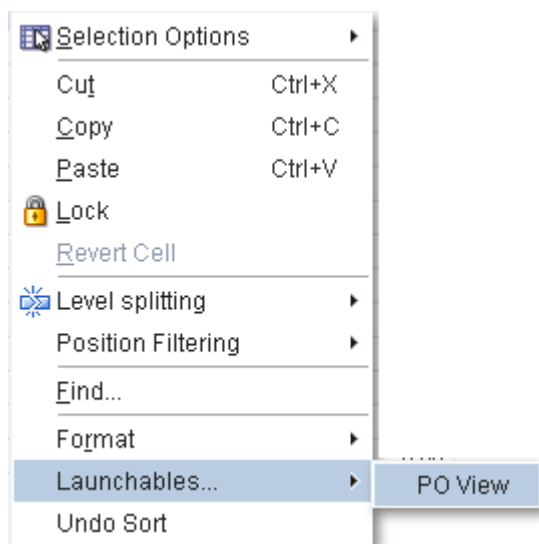
**Note:** When right clicking, ensure the mouse pointer is over the cell border and not over any editable value.

---

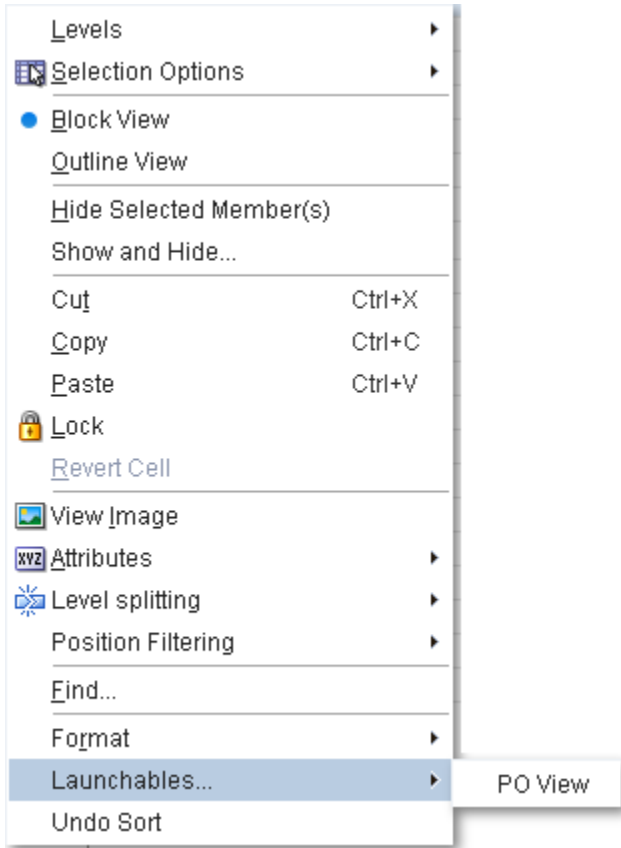
### Right Click Menus to Initiate PO View

Depending on what is selected when right clicking different right click menus will appear.

**Figure 12-6** Right Click Menu - Cells Selected



**Figure 12–7 Right Click Menu - Row or Column Header Selected**



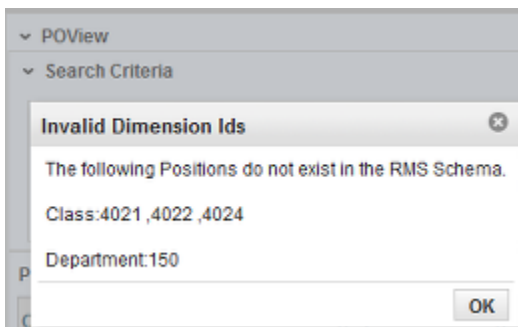
## The PO View Window

PO View is intended as an aid to users updating plans in MFP. It provides a read only view of data on open or pending orders from RMS. This in turn allows order quantities to be adjusted in MFP.

## Missing Position Warning

If the selected data contains cells where no information exists in RMS, a warning will be generated. One way this may occur is when the hierarchies in MFP do not match the hierarchies in RMS.

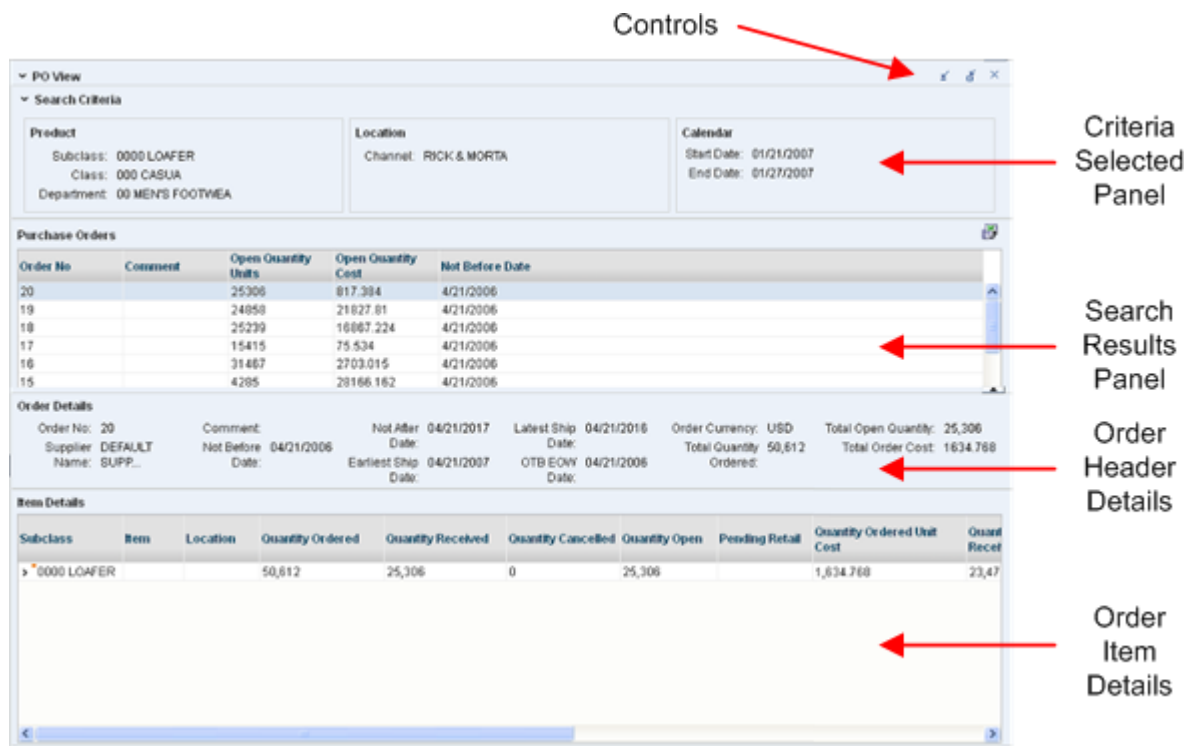
**Figure 12–8 Missing Positions Warning Dialog Box**



## PO View Window Parts

The PO View Window has the following parts:

Figure 12–9 PO View Window



### Controls

The controls allow the user to minimise, restore or close the PO View Window. Unlike the main view, the PO View Window is a pop-up window that can be closed.

### Criteria Selected Panel

This panel has read only information on the product, location and calendar (date) information used to select the purchase orders.

### Search Results Panel

The Search Results Panel contains a list of all orders matching the selected criteria. It only contains header level data. The rows are sortable. By default they are sorted based on the **Not Before Date**.

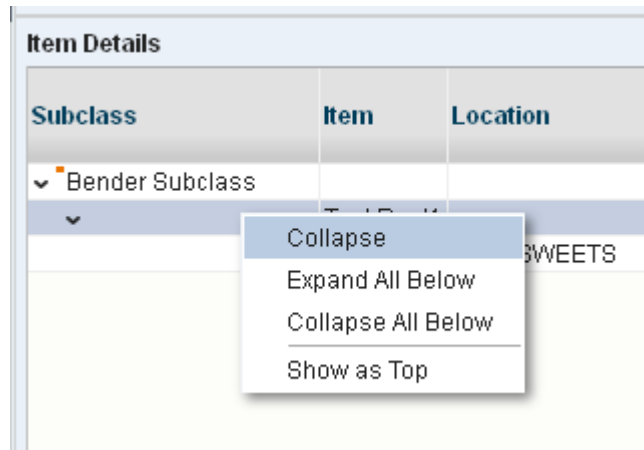
### Order Header Details

This section contains details of the order highlighted in the Search Result Panel. This includes more detailed information including the total quantity of outstanding items.

### Order Item Details

This section contains full details of the order highlighted in the Search Result Panel. The first row will be selected by default when the PO view opens.

The precise fields shown are dependent on what is specified in the Manifest File when PO View is configured. The level of detail can be specified from the right click menu.

**Figure 12–10 Item Details Window - Right Click Menu**

The item can be displayed as a single line of data. Or it could be expanded out in order to show (for example) order quantities for each location referenced by the order.

## Using PO View

PO View is a read only view. It can be used in parallel with specific MFP views is specified taskflow by:

- Alternately maximizing and minimizing PO View while editing data in the MFP worksheet.
- Tiling the PO View along with the pertinent MFP view so that both views are visible.

PO View does not dynamically update, so if a different set of data is required, the user can switch back to the worksheet, select another set of data and relaunch PO View.

## Relationship between Information in RMS and MFP

When using PO View, users need to take into account the schedule for transferring updated purchase order quantities back from MFP to RMS. Until this data is read into RMS and the order quantities updated, the latest changes in MFP will not be reflected in the data being read by PO view from the RMS database views.