

**Oracle® Demantra**

Sales and Operations Planning User Guide

Release 7.3

**Part No. E10533-06**

November 2010

Oracle Demantra Sales and Operations Planning User Guide, Release 7.3

Part No. E10533-06

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## **Oracle Demantra Sales and Operations Planning User Guide, Release 7.3**

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- Did you understand the context of the procedures?
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- Do you need different information or graphics? If so, where, and in what format?
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# Preface

## Intended Audience

Welcome to Release 7.3 of the *Oracle Demantra Sales and Operations Planning User Guide*.

See Related Information Sources on page ix for more Oracle E-Business Suite product information.

## Deaf/Hard of Hearing Access to Oracle Support Services

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## **Structure**

- 1 Introduction to Oracle Demantra Sales and Operations Planning**
- 2 Sales and Operations Planning Worksheets**
- 3 Sales and Operations Planning Workflows**
- 4 Working with Sales and Operations Planning**



## Related Information Sources

This is the Release 7.3 of the Oracle Demantra Sales and Operations Planning User's Guide. This manual describes the features that are available when you access Oracle Demantra Sales and Operations Planning as an S&OP User, Manager, or Administrator. If this guide refers you to other Oracle Demantra Applications documentation, use only the 7.3 versions of those guides.

Documentation on Oracle *MetaLink* can be found at <http://metalink.oracle.com>.

## Online Documentation

All Oracle Applications documentation is available online (HTML). Online help is available for end users of Oracle Sales and Operations Planning.

## Oracle Demantra User's Guide

This guide explains how to log in to Demantra, use worksheets, and navigate using the Graphical User Interface (GUI) available with Oracle Demantra.

## Oracle Demantra Implementation Guide

This guide provides information for a system administration who sets up the Oracle Demantra application. This guide also includes reference information on key database tables, client and server expressions, and configuring the various Demantra applications.

## Oracle Sales and Operations Planning Databases

## Do Not Use Database Tools to Modify Oracle E-Business Suite Data

Oracle **STRONGLY RECOMMENDS** that you never use SQL\*Plus, Oracle Data Browser, database triggers, or any other tool to modify Oracle E-Business Suite data unless otherwise instructed.

Oracle provides powerful tools you can use to create, store, change, retrieve, and maintain information in an Oracle database. But if you use Oracle tools such as SQL\*Plus to modify Oracle E-Business Suite data, you risk destroying the integrity of your data and you lose the ability to audit changes to your data.

Because Oracle E-Business Suite tables are interrelated, any change you make using an Oracle E-Business Suite form can update many tables at once. But when you modify Oracle E-Business Suite data using anything other than Oracle E-Business Suite, you may change a row in one table without making corresponding changes in related tables. If your tables get out of synchronization with each other, you risk retrieving erroneous

information and you risk unpredictable results throughout Oracle E-Business Suite.

When you use Oracle E-Business Suite to modify your data, Oracle E-Business Suite automatically checks that your changes are valid. Oracle E-Business Suite also keeps track of who changes information. If you enter information into database tables using database tools, you may store invalid information. You also lose the ability to track who has changed your information because SQL\*Plus and other database tools do not keep a record of changes.

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# Introduction to Oracle Demantra Sales and Operations Planning

## Overview

Sales and operations planning is a formal management process that creates a unified business plan based on a consensus between an organization's sales, marketing, manufacturing and financial functions. This process also extends to include key customers and suppliers. Collaboration among an organization's functional areas results in an integrated set of plans that all stakeholders understand and are committed to support.

Sales and operations planning is an iterative process typically led by senior management. Results from one planning cycle are compared with the next to give senior management trends within their business. They evaluate time-phased projections for supply and demand, inventory and order backlog to ensure that the tactical plans in all business functions and geographies are aligned and in support of the company's strategy.

With traditional "silo-based" companies, sales, manufacturing and financial functions often compete against each other. Without a consolidated plan, small problems can quickly grow into much larger issues. Using Sales and Operations Planning reports and KPIs, these problems can be quickly identified. Plan over plan net change reports can be run against key metrics to identify the largest changes automatically. With the high-level differences identified, further detail and understanding of the underlying causes are analyzed through various views and reports. With the exceptions and issues identified, alternative scenarios can be developed.

Some of the benefits of an effective sales and operations planning process include:

- Increased customer service levels
- Improved profitability

- More products to increase revenue
- Lower inventories and obsolescence
- Reduced lead times
- Quicker responsiveness
- Top-down management control
- Predictable operating performance for shareholders

In addition, a sales and operations planning process should also help to answer the following basic questions:

- What has changed since the last review?
- How are the performance to plan metrics?
- How are product categories performing?
- Is new product development on track?
- How does projected demand compare to projected supply?
- What are the projected resource requirements to meet both service and cost targets?
- What actions are required to ensure the appropriate levels of resources are available when needed?

## What is Sales and Operations Planning?

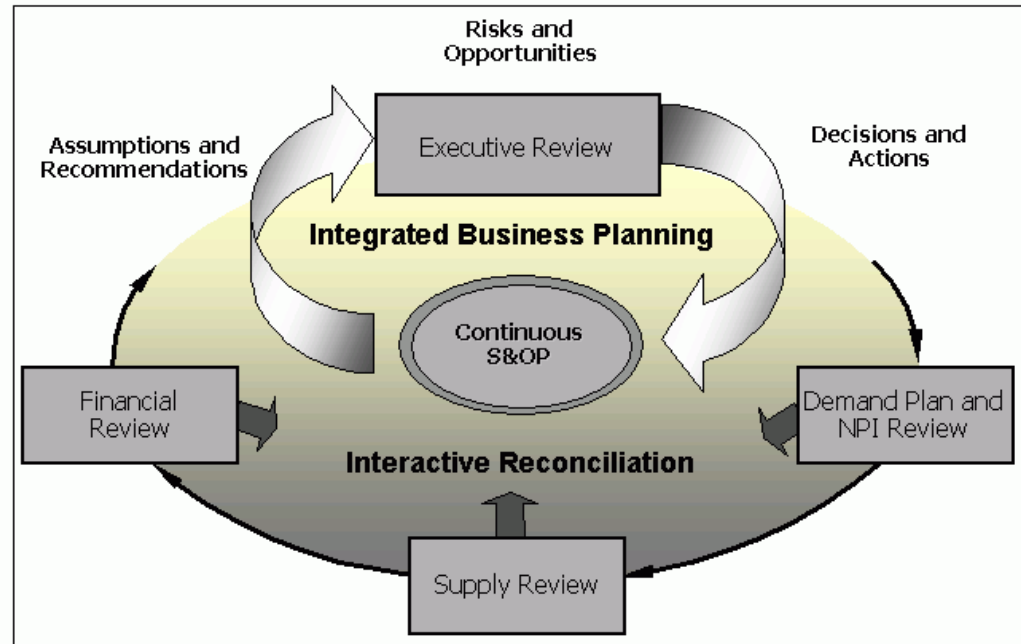
While the sales and operations planning process can differ greatly between industries and organization, there are specific elements that are common to virtually all processes. A typical sales and operations planning process can be described in the following major steps:

1. Updating demand, new product introduction (NPI), supply, and financial plans with the latest data.
2. Analysis and reconciliation of the demand, NPI, supply, and financial plans. Assumptions are recorded, risks and opportunities identified, recommendations are made.
3. Senior management reviews the consolidated plans and alternatives. Decisions are made and put into action.

However, in practice, different companies will have varying practices and time frames

for the process, ranging from a high-level, strategic process to a more short-term, operational focus. Sales and Operations Planning's flexible design allows you to map your existing sales and operations planning process.

The following diagram illustrates the typical sales and operations planning business process:



## Demand Plan Review

A demand plan is a company's agreed-upon forecast of future demand for its products. Demand plans are based on historical information on sales, sales campaigns, or other future initiatives that can affect demand. The purpose of the demand review is to generate a consensus forecast as input to the supply review.

The demand plan review is a meeting involving all interested stakeholders (for example, marketing and sales departments, or even customers). The purpose of the demand review phase of the S&OP process is to generate a consensus forecast as input to the supply review. This meeting typically involves reviewing:

- The baseline demand forecast.
- Changes in marketing plans.
- Changes in sales plans.
- Customer issues.
- New product introduction plans.

The demand plan review produces a consensus demand forecast. This forecast feeds supply planning to create a supply plan that includes rough-cut capacity, production and inventory plans.

## Supply Plan Review

A supply plan is a company's forecast of how to meet demand based upon manufacturing constraints and inventory targets.

The supply review determines the firm's ability to meet the consensus-based demand, measures past performance and projects future performance. There is also comparative analysis of alternative supply plan scenarios. The supply review meeting typically involves reviewing:

- The company's current performance, including inventories, backlog, assumptions, risks and opportunities.
- Changes in production plans.
- Changes in inventory plans and backlog.
- Changes in capacity plans.
- Any supplier issues.
- New process and equipment.

## Financial Plan Review

The purpose of the financial review is to evaluate the demand and supply plans against financial targets. This high-level view gives an indication of how well the demand and supply plans meet financial objectives.

Reviewing exceptions shows whether any out of tolerance metrics related to the financial performance need to be reviewed and reconciled. Changes in revenues, costs and budget from the previous cycle indicate whether the company's performance is on target.

## Reconciliation

Reconciliation is a continuous, interactive process to assess the impact of demand shaping and changes in supply performance and capacity. This step typically involves a pre-sales and operations planning meeting where a senior cross-functional team examines emerging business issues such as the latest views on new products and anticipated demand and supply. They highlight major issues, such as the:

- Impact of changes upon volume and financials.

- Gaps between the latest view and budget.
- Business plan strategic direction over the sales and operations planning horizon.

Lastly, the team prepares for the executive review to ensure it runs efficiently.

**Note:** In Oracle Demantra Sales and Operations Planning, the financial plan review is incorporated into the Executive review.

## Executive Review

The senior management meeting, also known as the executive sales and operations planning meeting, is when decisions are made on the plans and additional actions proposed to close the gap between the operations plan, the budget, and the strategic plan. This meeting is an opportunity for all major stakeholders to meet and:

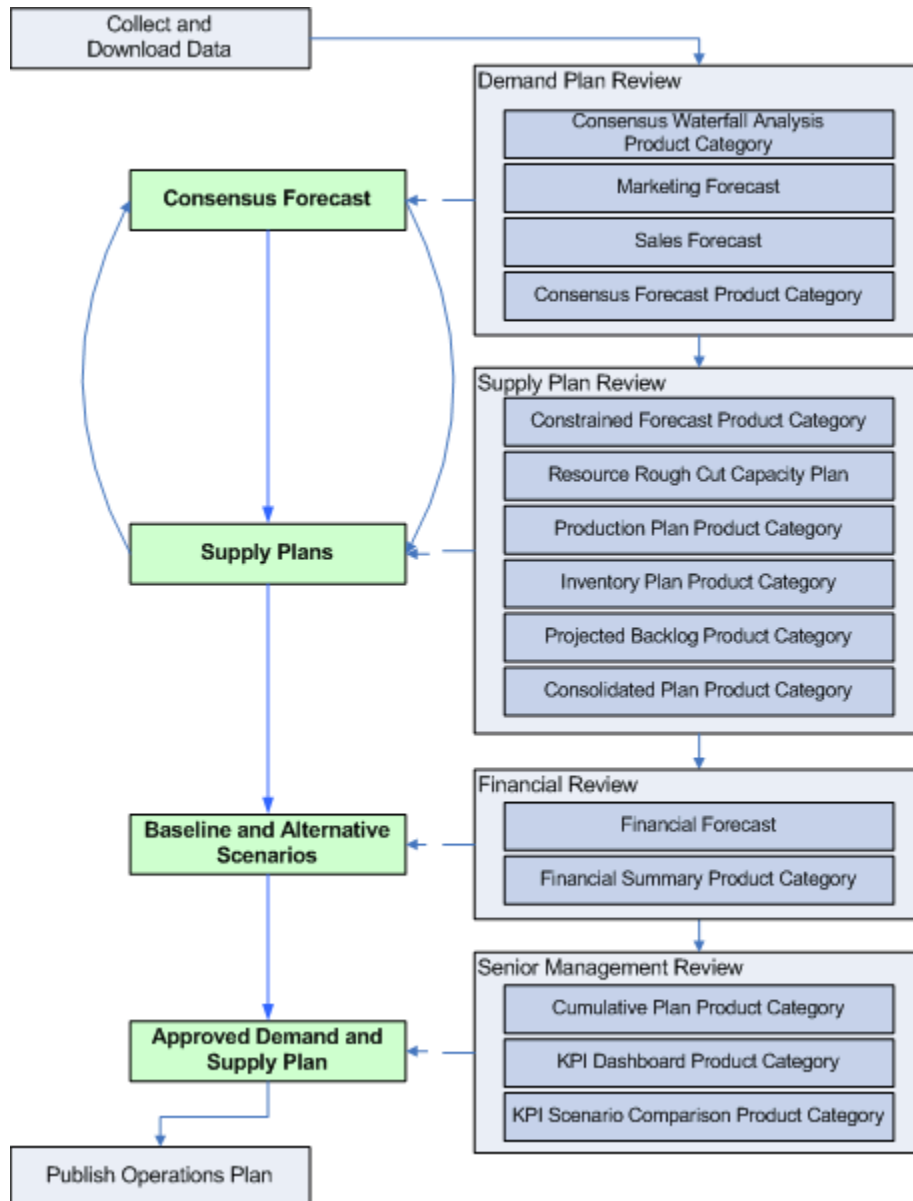
- Review key metrics and financial performance.
- Review baseline plans and alternative scenarios.
- Review strategies, assumptions and assign actions required to bring operations in line with the strategic direction.
- Review identified risks and opportunities.
- Approve operations plan.

## Demantra Sales and Operations Planning Overview

Oracle Demantra Sales and Operations Planning is a configurable web-based product to help your organization perform those tasks associated with the sales and operations planning process. Demantra Sales and Operations Planning is built around collaboration, and takes advantage of workflows to automate the S&OP process.

## The Demantra Sales and Operations Planning Process

The following diagram illustrates the Demantra Sales and Operations Planning process:



## Collect and Download Data

Most businesses regularly schedule their Demand Management process weekly, monthly or daily. During this period, data from various sources are loaded into the Demand Management system for use in forecasting future demand. The source systems can be an ERP system, legacy system or another Oracle APS (Advanced Planning Suite) module such as Advanced Supply Chain Planning, Inventory Optimization, Global Order Promising, Collaborative Planning or Rapid Planning.

The S&OP Administrator initiates (either manually or scheduled) the collection and downloading of data required by S&OP. This creates the items, locations, and sales data in Demantra.



## Demand Review

Prior to the demand review, demand analysts should have made forecast changes and saved the data in the Demand Management Demand Analysis worksheet.

**Note:** When using the Demand Analysis worksheet in conjunction with S&OP, the Approval and Final Approval check boxes that are used to accept the forecast are omitted. This is necessary when using S&OP, because selecting the Approval check box in Demand Management makes all worksheet series' read-only.

During the demand plan review meeting, participants use the Consensus Forecast worksheet that contains the separate stakeholder forecasts. Each stakeholder may assign weights to each series, as well as an override to the calculated (weighted) consensus plan. Any assumptions (for example, regarding causal factors) can be recorded in the worksheet's Notes section.

Once the forecast has been agreed-upon, the S&OP manager (or other final approver) approves the consensus forecast by product category. After reviewing and approving all product categories, the S&OP manager indicates that the forecast is ready for export using the Demand Review Completed workflow. This workflow notifies an administrator that the forecast is available for export to the supply plan step.

## Supply Review

The supply review determines a company's ability to meet the consensus-based demand, measures past performance and projects future performance, and serves as the main input into the senior management meeting. The supply review uses the following supply plan data to create a supply plan/rough-cut capacity plan:

- Constrained forecast by organization and item.
- Production plan by organization and item.
- Inventory plan by organization and item
- Resource (or rough-cut) capacity plan by organization and resource.
- Supplier capacity by supplier organization and critical component.

Once these have been imported to Demantra, the S&OP manager and strategic planner(s) are informed via a workflow that the consensus forecast is available for supply planning. The stakeholders review consolidated demand, supply and inventory plans worksheet as well as production and inventory levels by product category or family. By using exception alerts, the S&OP manager can identify any exceptions that arise from comparing the supply plan with any specified supply metric(s) thresholds.

At this point planners revise the production and capacity outside of the fixed time fence to meet inventory targets. If the strategic planner required a capacity increase within the

fixed time fence, they would seek approval by escalating. A method (available from the right-mouse menu) can run an approvals workflow to notify the appropriate approvers. Finally, the S&OP manager approves the revised supply plan scenario by product family.

### Financial Review

The financial review, commonly referred to as the pre-S&OP meeting, reconciles consensus demand and supply plans with financial performance objectives. Financial exceptions are identified at the product category (or family) level and investigated. This phase includes what-if financial analysis of demand shaping opportunities and the risks associated with lead-time and capacity constraints. Adjustments are made to the financial forecast based upon the latest consensus forecasts. The goal of the financial reconciliation is to prepare for the executive review by gathering a feasible set of operational plans to meet revenue targets while maximizing profitability.

### Executive Review

The executive review examines year-to-date performance of key metrics, considers alternative scenarios and seeks to achieve consensus. The result of this meeting is a single set of finalized consensus demand and supply plans, which are broadcast as operational plans.

## Sales and Operations Planning Users and Groups

Oracle E-Business Suite (EBS) has two pre-seeded user responsibilities for Demantra Sales and Operations Planning to control security and access:

- **Sales and Operations Planner** responsibility has access to Collaborator Workbench and worksheets.
- **Sales and Operations Planning Administrator** responsibility has the ability to maintain the system, run collections, access the Workflow Manager, open the Business Modeler, and so on.

These responsibilities provide single sign-on access to Demantra Sales and Operations Planning. The administrator can modify user security settings directly in the Demantra Business Modeler. If an EBS user already has access to Demantra Demand Management, then the user name in Demantra Sales and Operations Planning includes the suffix "\_SOP".

For non-EBS customers, there are other seeded users in the Business Modeler:

- **SalesMgr1** is an example of a stakeholder in the Sales department. This user can edit forecast data in the Sales Forecast worksheet.
- **Marketing1** is an example of a stakeholder in the Marketing department. This user can edit forecast data in the Marketing Forecast worksheet.

- **Finance1** is an example of a stakeholder in the Finance department.
- **Strategic1** is an example of a supply planning stakeholder. For example, a Strategic Planner receives notification of approved consensus demand forecasts and generates supply planning data for import and comparative analysis in Sales and Operations Planning.
- **Sop1** is an example of a stakeholder that facilitates the Sales and Operations Planning process and participates in all review meetings. This user has access to methods for approving forecasts and downloading supply plan data.
- **SopAdmin** is an example of a system administrator. This user runs workflows such as the workflow that uploads the consensus forecast.
- **sop** is the Demantra Sales and Operations Planning component owner.

There is also a seeded user group in the Business Modeler. The **SOP group** members can share forecast notes in worksheets.



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# Sales and Operations Planning Worksheets

## Worksheets Overview

To manage or view forecasts and demand, you start in the Collaborator Workbench and launch any of the relevant Sales and Operations Planning worksheets: Worksheets with the necessary series for analysis and modification of the forecast are available for the analyst at the beginning of each cycle.

## Time Display in Sales and Operations Planning Worksheets

The sales and operations planning process is typically done at an aggregate fiscal period level. By default, Sales and Operations Planning uses a weekly base time unit and displays worksheets with a 4-4-5 weekly calendar. Some worksheets that use inventory-type series (Inventory Plan, Projected Backlog, Consolidated Plan, and KPI Dashboard) are configured with weekly time buckets.

Worksheet time display is fully configurable and may be changed. It is recommended that you do not overwrite seeded worksheets. Use Save As and rename the modified worksheets to preserve the original worksheet definition.

## Demand Plan Review Worksheets

The demand review process produces a consensus demand forecast. This forecast feeds supply planning to create a supply plan that includes rough-cut capacity, production and inventory plans.

The hand-off from Demand Management to Sales & Operations Planning is in the collaborative demand review process. In this process, multiple stakeholder forecasts (series) are combined to produce a one-number, consensus forecast to drive the business.

The following worksheets are used during the demand review process:

<b>Worksheet</b>	<b>Description</b>
Consensus Waterfall Analysis Product Category	Comparison between actual vs. forecast demand, aggregated by product category and organization, to determine prior periods forecast accuracy.
Marketing Forecast	Displays historical demand and individual marketing stakeholder forecast trends, aggregated in quarterly buckets.
Sales Forecast	Displays sales and forecast values for individual products, broken down by 4-4-5 time buckets.
Consensus Forecast Product Category	Displays the consensus forecast and budget (or financial plan) by category or product family (in currency).
Exception Real Time Sales Tracking	Compares bookings for future dates with the consensus forecast at the Item level.

## Supply Plan Review Worksheets

The supply review determines the firm's ability to meet the consensus-based demand, measures past performance and projects future performance.

The following worksheets are used during the supply review process:

<b>Worksheet</b>	<b>Description</b>
Constrained Forecast Product Category	Compares the unconstrained consensus forecast derived from the Demand Review Consensus Forecast worksheet with the constrained forecast coming from supply planning.
Resource Rough Cut Capacity Plan	Machine and crew capacity-planning worksheet by scenario.
Supplier Rough Cut Capacity Plan	Plans future supply capacity by item and supplier.
Production Plan Product Category	Displays planned production by product category including actual production performance to plan.
Inventory Plan Product Category	Displays overall planned level of inventory by product category, including actual inventory performance to plan.

Projected Backlog Product Category	Displays historical backlog and future backlog trend.
Consolidated Plan Product Category	Displays demand, supply and the projected on-hand inventory.

## Financial Review Worksheets

The financial review reconciles the consensus demand and operational plans with financial performance metrics.

The following worksheets are used during the financial review process:

Worksheet	Description
Financial Forecast	Compares consensus plan with the financial forecast and budget.
Financial Summary Product Category	Compares operational plan with budget.

## Executive Review Worksheets

The executive review finalizes the demand plan and the supply plan, determines the financial implications, and integrates top-level business plans with tactical plans.

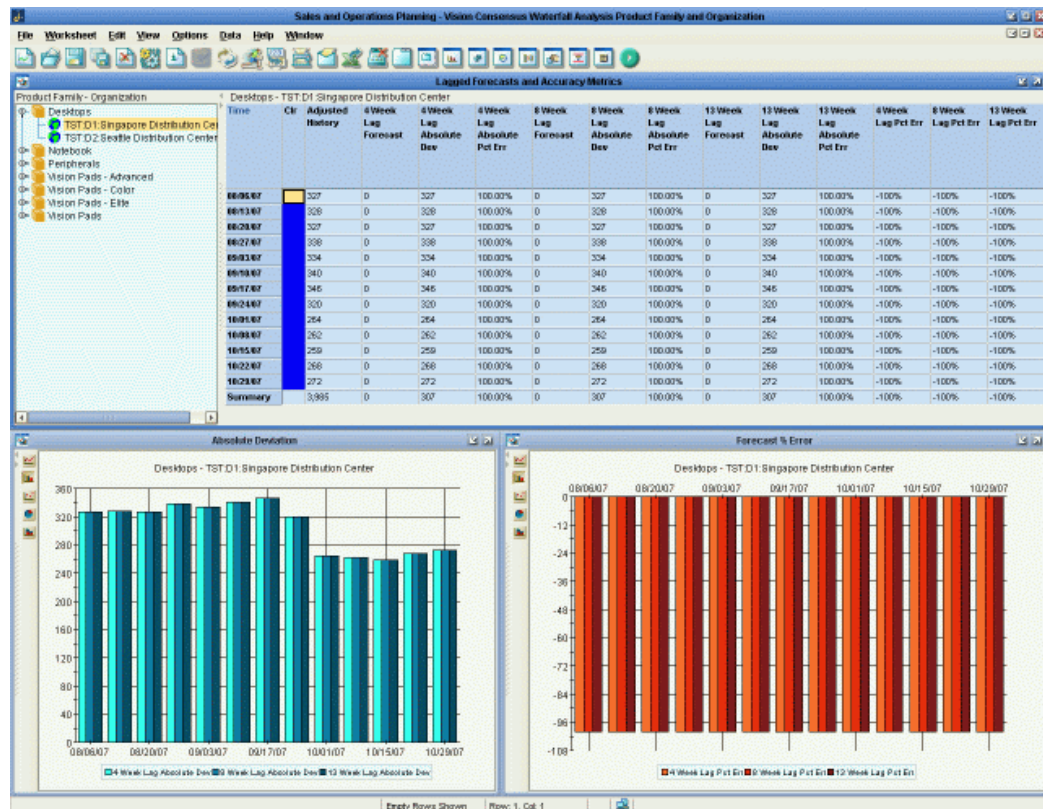
The following worksheets are used during the executive review process:

Worksheet	Description
Cumulative Plan Product Category	Compares cumulative planning data with the budget.
KPI Dashboard Product Category	Displays S&OP Key Performance Indicators by scenario and category.
KPI Scenario Comparison Product Category	Compare S&OP scenarios by key performance indicators.

## Consensus Waterfall Analysis Product Category Worksheet

The first step in the demand review process is to look at your previous cycle and determine how accurate your forecasts were. Using the Waterfall Analysis worksheets you can compare actual versus forecast demand for individual product categories, organizations, and regions (zones). By comparing actuals to forecast, demand planners can identify problem areas, and deduce why forecast demand did better (or worse) than planned.

**Note:** This worksheet is essentially the same as the Demand Management Consensus Waterfall Analysis Product Category worksheet, except that the Consensus Forecast series is used for archiving, instead of Final Forecast.



The Waterfall Analysis worksheet is aggregated at the Product Category and Organization level. The following archived forecasts are used in these worksheets:

- 4 Week Lag Forecast: The forecast series for the current week minus four.
- 8 Week Lag Forecast: The forecast series for the current week minus eight.



- 13 Week Lag Forecast: The forecast series for the current week minus 13.
- 4, 8, and 13-Week Lag Absolute Percentage Error: A measure of forecast accuracy, which is calculated as actual demand minus forecast demand, and displayed as a percentage.
- 4, 8, and 13-Week Lag Absolute Deviation: A measure of forecast accuracy, and represents the average amount that the actual demand varies from forecast demand.

## Reference

<b>Accessing this Worksheet</b>	In My Worksheets (in Collaborator Workbench), click Consensus Waterfall Analysis Product Category.
<b>Levels you can select</b>	Product Category and Organization
<b>Time Aggregation</b>	Weekly

The following series are available in this worksheet:

Series	Description
Color	Legend indicating Color indicator for rolling horizon. Values are: <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
Adjusted History	Unconstrained historical sales.
4 Week Lag Forecast	Forecast archived four weeks prior to the current time bucket.
4 Week Lag Absolute Deviation	Absolute Deviation for the forecast archived four weeks prior to the current time bucket.
4 Week Lag Absolute % Error	Absolute percentage error for the forecast archived four weeks prior to the current time bucket.

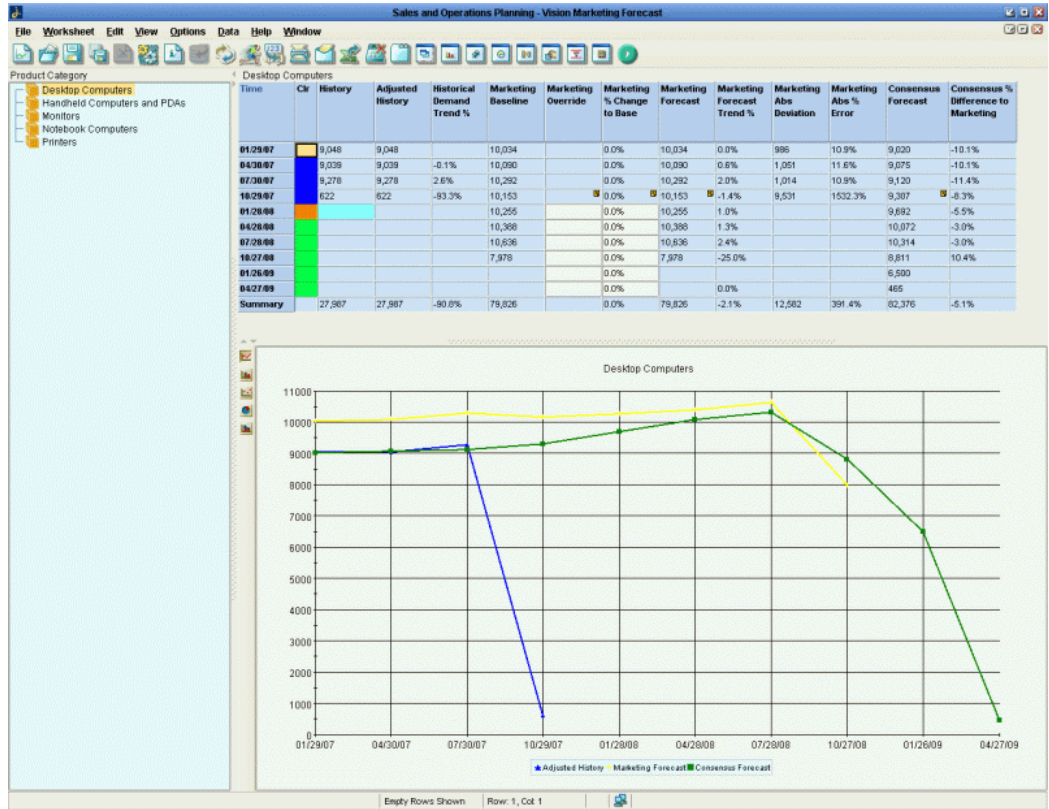
4 Week Lag % Error	Percentage error for the forecast archived four weeks prior to the current time bucket.
8 Week Lag Forecast	Forecast archived eight weeks prior to the current time bucket.
8 Week Lag Absolute % Error	Absolute percentage error for the forecast archived eight weeks prior to the current time bucket.
8 Week Lag Absolute Deviation	Absolute Deviation for the forecast archived eight weeks prior to the current time bucket.
8 Week Lag % Error	Percentage error for the forecast archived eight weeks prior to the current time bucket.
13 Week Lag Forecast	Forecast archived 13 weeks prior to the current time bucket.
13 Week Lag Absolute % Error	Absolute percentage error for the forecast archived 13 weeks prior to the current time bucket.
13 Week Lag Absolute Deviation	Absolute Deviation for the forecast archived 13 weeks prior to the current time bucket.
13 Week Lag % Error	Percentage error for the forecast archived 13 weeks prior to the current time bucket.

## Marketing Forecast Worksheet

Use the Marketing Forecast worksheet to examine historical demand trends, forecast accuracy and trends for marketing stakeholder forecasts, where data is aggregated in quarterly buckets. It also provides the means to observe the difference between the Marketing Forecast and Consensus Forecast by category.

The Marketing Forecast worksheet displays a table and graph showing demand and forecast values. You can override the baseline forecast by entering either a baseline quantity or percentage.

**Note:** The Marketing Baseline series is not populated automatically during data collections. The administrator must specify a source for this data.



## Reference

**Accessing this Worksheet**

In My Worksheets (in Collaborator Workbench), click Marketing Forecast.

**Levels you can select**

Product Category.

**Time Aggregation**

Quarterly

The following series are available in this worksheet:

**Series**

**Description**

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Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
History	Actual historical sales (adjusted).
Adjusted History	Unconstrained historical sales.
Historical Demand Trend %	A read-only, calculated series (history only) that defines the period-over-period change in actual demand.
Marketing Baseline	Baseline forecast for the Marketing stakeholder. This field is read-only.
Marketing Override	The quantity override to Marketing Baseline forecast. This field is only editable for the forecast range.
Marketing % Change	User-input field representing the percentage change to the baseline marketing forecast.
Marketing Forecast	Marketing stakeholder forecast.
Marketing Forecast Trend %	A read-only, calculated series (history only) that defines period-over-period change in the Marketing Forecast.
Marketing Abs Deviation	Historical absolute difference between the Marketing Forecast and Adjusted History series.
Marketing Abs % Error	Historical absolute forecast error between the Marketing Forecast and Adjusted History series.
Consensus Forecast	One-number forecast derived during Demand Review (history and forecast) through weighting and/or override.
Consensus % Difference to Marketing	The percentage difference between the Consensus Forecast and the Marketing Forecast.

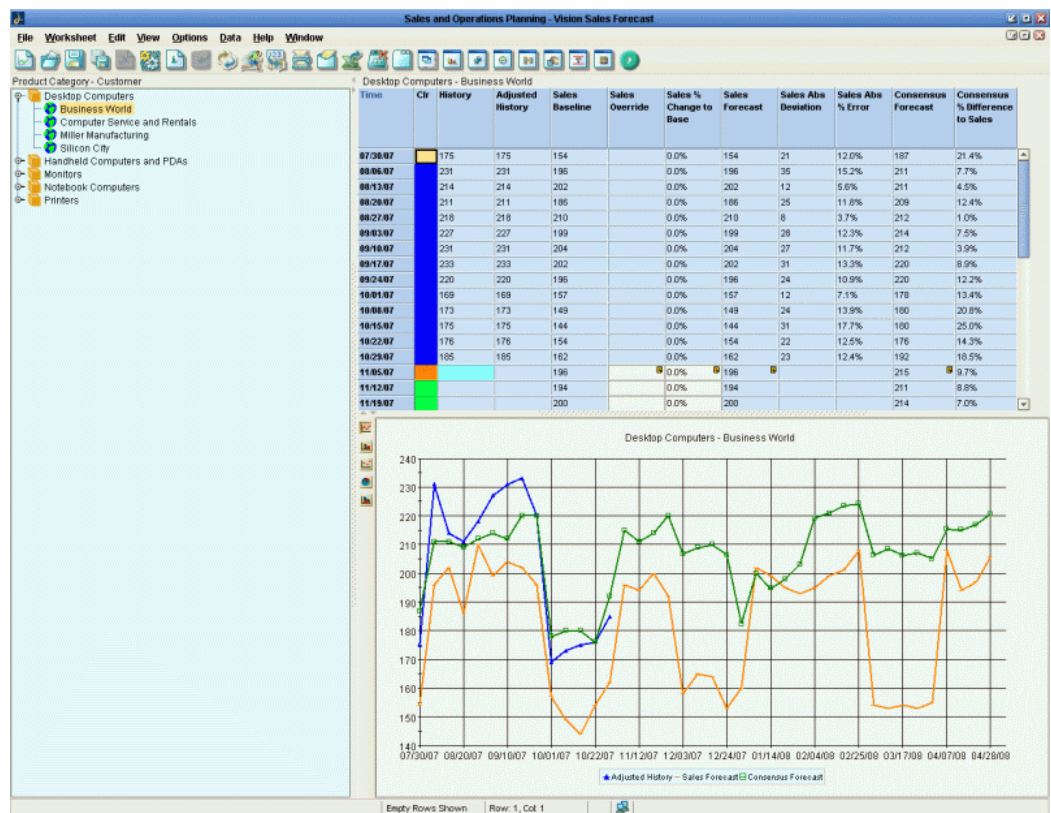
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## Sales Forecast Worksheet

Use the Sales Forecast worksheet to analyze and update the current sales stakeholder forecast before the demand review meeting. The Sales Forecast worksheet displays a table and graph showing actual sales, forecast accuracy, and forecast values. You can override the baseline forecast by entering either a baseline quantity or percentage.

**Note:** The Sales Baseline series is not populated automatically during data collections. The administrator must specify a source for this data.

Sales managers can enter forecasts and observe the difference between the Sales Forecast and Consensus Forecast.



## Reference

### Accessing this Worksheet

In My Worksheets (in Collaborator Workbench), click Sales Forecast.

<b>Levels you can select</b>	Product Category and Customer.
<b>Time Aggregation</b>	Weekly.

The following series are available in this worksheet:

<b>Series</b>	<b>Description</b>
Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
History	Actual historical sales (adjusted).
Adjusted History	Unconstrained historical sales.
Sales Baseline	Baseline forecast for the sales stakeholder. This field is read-only.
Sales Override	The quantity override to the baseline sales forecast. This field is only editable for the forecast range.
Sales % Change	User-input field representing the percentage change to the baseline sales forecast.
Sales Forecast	Sales stakeholder forecast.
Sales Abs Deviation	Historical absolute difference between the Sales Forecast and Adjusted History series.
Sales Abs % Error	Historical absolute forecast error between the Sales Forecast and Adjusted History series.
Consensus Forecast	One-number forecast derived during Demand Review (history and forecast) through weighting and/or override.

Consensus % Difference to Sales	The percentage difference between the Consensus and Sales forecasts.
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## Consensus Forecast Product Category Worksheet

Use the Consensus Forecast Product Category worksheet as part of the demand review to assign stakeholder weighting to derive the consensus forecast. Examine gaps between the consensus forecast and budget (or financial plan) by category or product family, shown in currency. By analyzing the forecast error by each stakeholder in the weighting table, you can provide justification as to why one stakeholder forecast might get more weight than another.

Use the Open With right-click menu option to drill-down to the Category and Zone worksheet.

## Reference

<b>Accessing this Worksheet</b>	In My Worksheets (in Collaborator Workbench), click Consensus Forecast Product Category.
<b>Levels you can select</b>	Product Category
<b>Time Aggregation</b>	Weekly

The following series are available in this worksheet:

Series	Description
Color	Legend indicating Color indicator for rolling horizon. Values are: <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
History	Actual historical sales (adjusted).
Adjusted History	Unconstrained historical sales.

Final Forecast	Planner augmented statistical from the demand Analysis worksheets in Demand Management.  This series is read-only.
Sales Forecast	Sales stakeholder forecast (history and forecast).  This series is read-only.
Marketing Forecast	Marketing stakeholder forecast (history and forecast).  This series is read-only.
Consensus Forecast	One-number forecast derived during the Demand Review.  This series is read-only.
Consensus Forecast Value	One-number forecast derived from the Demand Review. This series is the aggregate of items multiplied by unit prices. Provides ability to compare demand plan with budget in the same unit.  This series is read-only.
Budget Value	Annual or updated budget (or finance plan), against which a company wants to track its performance.  A value for this series is typically imported by a custom (user-defined) import Integration Profile.

## Exception Real Time Sales Tracking Worksheet

Use the Exception Real Time Sales Tracking worksheet to compare Bookings History (for future dates) with the Consensus forecast. By comparing Bookings with the Consensus Forecast at the Item level early in an S&OP cycle, you can determine if orders are outstripping the forecast.

## Reference

<b>Accessing this Worksheet</b>	In My Worksheets (in Collaborator Workbench), click Exception Real Time Sales Tracking.
<b>Levels you can select</b>	Item



<b>Time Aggregation</b>	Weekly
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The following series are available in this worksheet:

<b>Series</b>	<b>Description</b>
Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
Booking - Book Qty - Book Date	This series includes data for future dates to support forecast tracking. This series color is amber when Booking History is greater than > Consensus Forecast for future dates (not history).
Consensus Forecast	One-number forecast derived from the Demand Review.
Difference	Difference between Booking History and Consensus Forecast (for future dates only – not history).

## Constrained Forecast Product Category Worksheet

Use the Constrained Forecast Product Category worksheet as part of the supply review to determine how much of the consensus demand can be filled given supply chain constraints. The Supply Review stage of the S&OP process compares the consensus forecast with the constrained forecast.

### Reference

<b>Accessing this Worksheet</b>	In My Worksheets (in Collaborator Workbench), click Constrained Forecast Product Category.
<b>Levels you can select</b>	Product Category and Organization

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**Time Aggregation**Weekly

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The following series are available in this worksheet:

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Series	Description
Color	Legend indicating Color indicator for rolling horizon. Values are: <ul style="list-style-type: none"><li>• Blue: Historical period</li><li>• Orange: current period</li><li>• Green: future period</li></ul>
Consensus Forecast	One-number forecast, derived from the Demand Review's Consensus Forecasting worksheet. This is a read-only series.
Constrained Forecast	Forecast returned from a constrained supply plan. This worksheet provides the ability to compare unconstrained demand with constrained supply. This series is read-only.
Unmet Demand	Difference between Consensus forecast and Constrained Forecast.  This is a calculated, read-only series.
Demand Fill %	Percentage of met demand. This series is calculated as (Constrained Forecast / Consensus Forecast). This series color indicates: <ul style="list-style-type: none"><li>• Amber when the Demand Fill % is &lt; 97.5% or &gt; 102.5%</li><li>• Red when the Demand Fill % &lt; 95% or &gt; 105%.</li></ul>
Unmet Revenue	Loss of revenue due to unmet demand. Calculated as (Unmet Demand * Unit Price) for forecast and history.  This series is read-only.

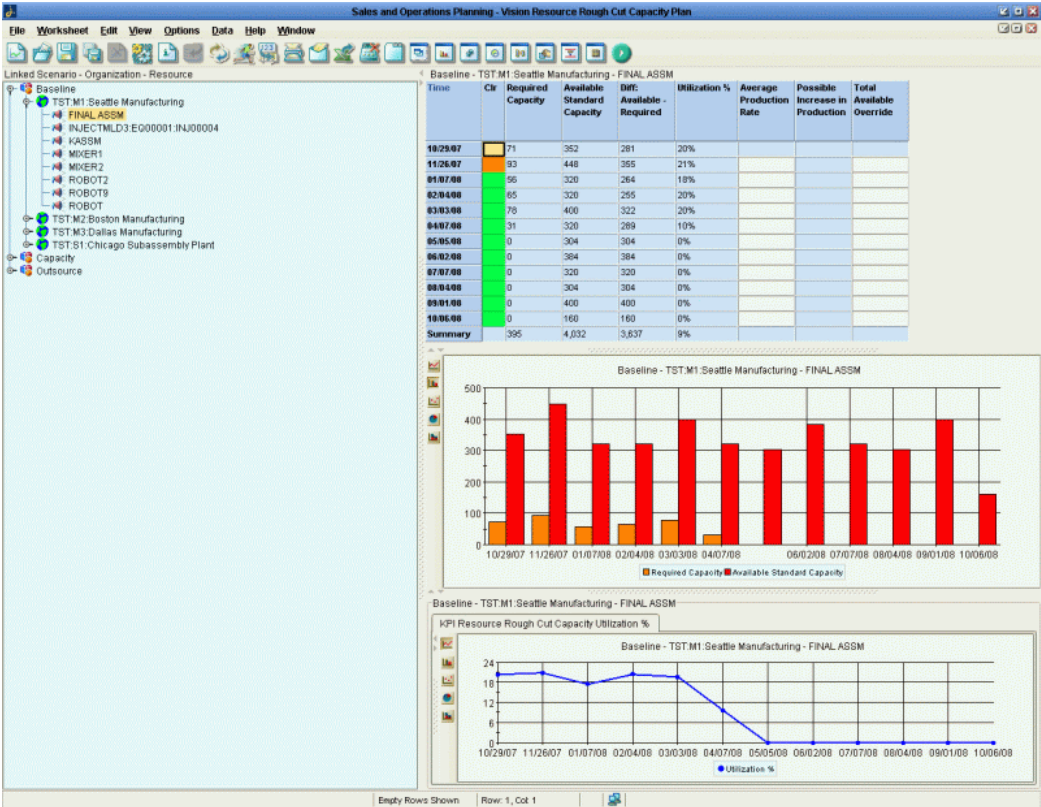
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## Resource Rough Cut Capacity Plan Worksheet

Use the Resource Rough Cut Capacity Plan worksheet to plan future machine and crew

capacity by plant and resource.

You can filter the worksheet to only display critical resources. If resource groups are available, then the worksheet displays resource capacity load by plant, resource group, and resource.



## Reference

### Accessing this Worksheet

In My Worksheets (in Collaborator Workbench), click Resource Rough Cut Capacity Plan.

### Levels you can select

Organization and Resource

### Time Aggregation

Weekly

The following series are available in this worksheet:

### Series

### Description

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Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
Required Capacity	<p>Amount of resource capacity required to meet demand.</p> <p>This series is read-only.</p>
Available Standard Capacity	<p>Regular, planned resource capacity.</p>
Available Premium Capacity	<p>Planned overtime for resource capacity.</p> <p>This series is read-only and not shown by default.</p>
Total Available Capacity	<p>Total planned resource capacity. This series is calculated as: (Available Standard Capacity + Available Premium Capacity).</p> <p>This series is read-only and not shown by default.</p>
Difference: Available and Required	<p>Difference between Total Available Capacity and Required Capacity.</p> <p>This series is read-only.</p>
Utilization %	<p>The percentage capacity load on a resource. The series color indicates:</p> <ul style="list-style-type: none"> <li>• Amber: resource utilization is &gt; 85% .</li> <li>• Red: resource utilization is &gt; 95%.</li> </ul> <p>This series is read-only.</p>
Average Production Rate	<p>Average rate of production on this resource. This series is used to calculate the Possible Increase in Production (PIP).</p> <p>This is a user-defined series that can be manually maintained in S&amp;OP.</p>
Possible Increase in Production	<p>Potential available production increase. This series is calculated as Average Production Rate * (Diff: Available - Required).</p>

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Total Available Override	User-input override of a resource. Upon review of the capacity load, the S&OP Manager can request a revision to Total Available Capacity. For example, if Utilization % is heavily loaded (e.g. > 90%), then a request to increase Total Available Capacity is appropriate.
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## Production Plan Product Category Worksheet

Use the Production Plan Product Category worksheet during the Supply Review process to determine how a business plans to meet demand. This worksheet displays the overall level of planned production and performance to plan by product category, broken down by planning period.

### Reference

Accessing this Worksheet	In My Worksheets (in Collaborator Workbench), click Production Plan Product Category.
Levels you can select	Product Category
Time Aggregation	Weekly

The following series are available in this worksheet:

Series	Description
Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
Constrained Forecast	Capacitated forecast from a constrained supply plan. This series appears red if the Constrained Forecast is less than the Consensus Forecast.

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Actual Production	Actual reported production (history only).  This series is read-only.
Production Plan	Historical and future planned production.
Consensus Forecast	One-number forecast derived from Demand Review.  This series is read-only.
Diff: Prod Plan - Actual	Difference between the Production Plan and Actual Production series.
Production Plan Accuracy	Percentage of the Production Plan that has been met. This series is calculated as Actual Production/Historical Production Plan. The series color indicates: <ul style="list-style-type: none"> <li>• Amber: plan accuracy is either &lt; 95% or &gt; 105%.</li> <li>• Red: plan accuracy is either &lt; 85% or &gt; 115%.</li> </ul>
Production Plan Value	Priced production plan. This series is calculated as (Actual Production * Unit Cost) for history and (Production Plan * Unit Cost) for forecast.  This series is read-only.

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## Inventory Plan Product Category Worksheet

Use the Inventory Plan Product Category worksheet during the supply review process to determine how a business plans to meet demand based on its planned inventory levels. This worksheet displays overall planned level of inventory and performance to plan by product category, broken down by planning period.

Enter positive or negative quantities in the Projected On-Hand Adjustment series to modify the Projected On-Hand calculation. For example, a business's on-hand inventory is less than safety stock, because a significant amount of stock was placed on-hold. With some rework (not reflected in production plan), most of this inventory will be saleable in the next planning period. In this case, an S&OP Planner adds inventory to Projected On-Hand Adjustment in next planning period and the Projected On-Hand increases by that amount.

## Reference

<b>Accessing this Worksheet</b>	In My Worksheets (in Collaborator Workbench), click Inventory Plan Product Category.
<b>Levels you can select</b>	Product Category
<b>Time Aggregation</b>	Weekly

The following series are available in this worksheet:

<b>Series</b>	<b>Description</b>
Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
Actual On-Hand	<p>Actual (for history only) period-ending inventory levels.</p> <p>This series is read-only.</p>
Beginning On-Hand Inventory	Beginning inventory level from a supply plan.
Projected On-Hand Adjustment	Adjustment field used to modify the Projected On-Hand series.
Projected On-Hand	Historical and future planned inventory levels.
Safety Stock	<p>Safety stock level (history and forecast).</p> <p>This series is read-only.</p>
Periods On-Hand	Projected number of periods' inventory that are currently on-hand.
Safety Periods On-Hand	Projected number of periods' safety stock that are currently on-hand.

Difference: Projected On-Hand and Actual On-Hand	<p>Difference between historical Projected On-Hand and Actual On-Hand for history only.</p> <p>This series is read-only.</p>
Inventory Adherence %	<p>Inventory plan attainment percentage. This series is calculated as (Actual On-Hand / (historical) Projected On-Hand). The series color indicates:</p> <ul style="list-style-type: none"> <li>Amber: Adherence is either &lt; 90% or &gt; 110%.</li> <li>Red: Adherence is either &lt; 80% or &gt; 120%.</li> </ul> <p>This series is read-only.</p>
Projected On-Hand Value	<p>Value of the projected on-hand in currency. This series is calculated as (Actual On-Hand * Unit Cost) for history and (Projected On-Hand * Unit Cost) for forecast.</p>
Consensus Forecast	<p>One-number consensus forecast derived from Demand Review (history and forecast).</p> <p>This series is read-only.</p>
Constrained Forecast	<p>Capacitated forecast from a constrained supply plan. This series appears red if the Constrained Forecast is less than the Consensus Forecast.</p>

## Projected Backlog Product Category Worksheet

Use the Projected Backlog Product Category worksheet during the Supply Review to work with and calculate the projected backlog. That is, the quantity of booked sales orders that have not yet shipped.

### Reference

<b>Accessing this Worksheet</b>	In My Worksheets (in Collaborator Workbench), click Projected Backlog Product Category.
<b>Levels you can select</b>	Product Category
<b>Time Aggregation</b>	Weekly



The following series are available in this worksheet:

Series	Description
Color	Legend indicating Color indicator for rolling horizon. Values are: <ul style="list-style-type: none"><li>• Blue: Historical period</li><li>• Orange: current period</li><li>• Green: future period</li></ul>
History	Shipment history by planning period.
Shipment Forecast	Statistical forecast based on the shipped date of the requested item.
Booking History	Booking History (requested item and booked date). This series color is amber when Booking History > Consensus Forecast for future dates (not history).
Booking Forecast	Statistical forecast generated by the Analytical Engine using Booking History series.  This series is read-only.
Total Backlog	Actual backlog (in history only).
Past Due Backlog	Actual past due backlog (in history only).
Consensus Forecast	One-number consensus forecast derived from Demand Review (history and forecast).  This series is read-only.
Difference: Booking Forecast and Shipment Forecast	Difference between Booking Forecast and Shipment Forecast (for future dates only).
Projected Backlog	Calculated estimate of sales backlog (history and forecast). This series is calculated as: (Total Backlog (prior period) + Booking Forecast - Shipment Forecast).
Projected Backlog Value	Value of projected backlog in currency.

Projected Backlog Trend %	Period-over-period percentage change in the Projected Backlog series.
	This series is read-only.

## Consolidated Plan Product Category Worksheet

Use the Consolidated Plan Product Category worksheet during the supply review to view demand, supply, and inventory levels.

You can enter positive or negative quantities in the Projected On-Hand Adjustment series to modify the Projected On-Hand calculation. It is also possible to use this series for production scenarios. For example, a business's production adherence has been below expected performance and there is some concern that the production plan is overstated. Entering negative quantities to reduce the inventory for each period based upon the production adherence trend (e.g. 90%) and the Projected On-Hand may more accurately represent the situation.

The Consolidated Plan is also referred to as the S&OP report, since it is typically reviewed during Supply Review and pre-S&OP meetings at the category, segment or product family level.

## Reference

<b>Accessing this Worksheet</b>	In My Worksheets (in Collaborator Workbench), click Consolidated Plan Product Category.
<b>Levels you can select</b>	Product Category
<b>Time Aggregation</b>	Weekly

The following series are available in this worksheet:

Series	Description
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Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
Consensus Forecast	<p>One-number consensus forecast derived from Demand Review (history and forecast).</p> <p>This series is read-only.</p>
Constrained Forecast	<p>Capacitated forecast from a constrained supply plan. This series appears red if the Constrained Forecast is less than the Consensus Forecast.</p>
Beginning On-Hand Inventory	<p>Beginning inventory levels by planning period for a supply plan.</p>
Production Plan	<p>Planned production levels for both history and forecast, including purchase and in-transit orders.</p> <p>This series is read-only.</p>
Dependent Demand	<p>Internal demand for items that are both saleable and consumed in other production (for example, service parts).</p>
Planned Shipments	<p>Planned shipments out of a location.</p>
Inventory Plan	<p>Planned inventory levels imported from Strategic Network Optimization (if used).</p>
Projected On-Hand	<p>Projected forecast and history inventory levels. This series appears amber if its value drops below the Safety Stock series.</p>
Safety Stock	<p>Safety stock level (history and forecast).</p>
Periods On-Hand	<p>Projected number of periods' inventory that are currently on-hand.</p>
Inv Periods On-Hand	<p>Projected number of periods' inventory for planned levels imported from Strategic Network Optimization (if used).</p>

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Safety Periods On-Hand

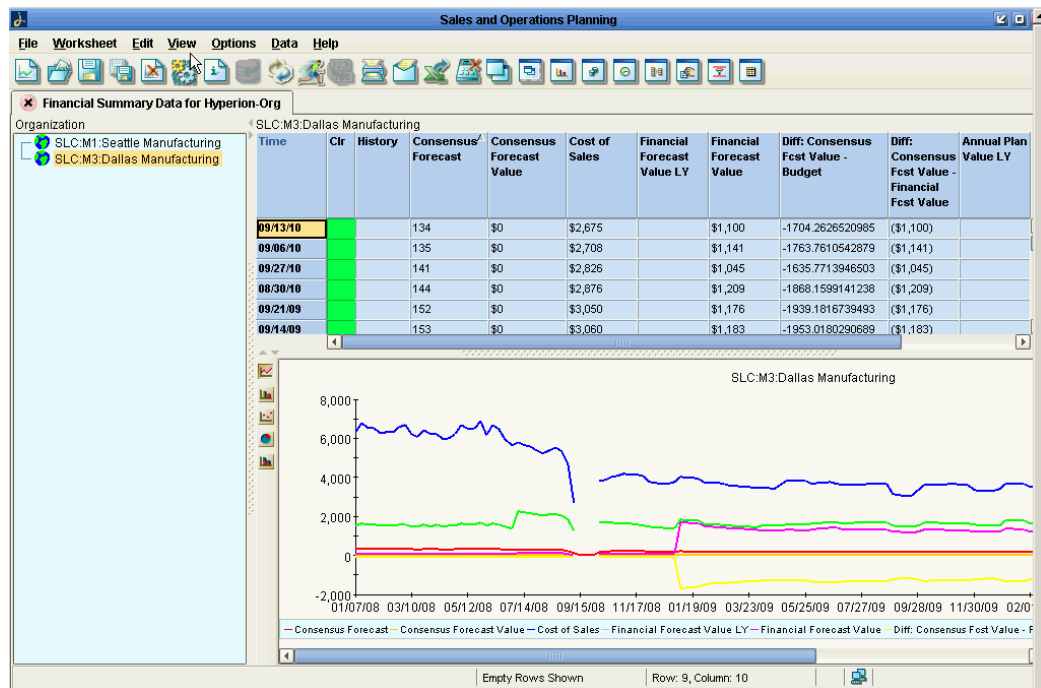
Projected number of periods' safety stock that are currently on-hand.

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## Financial Forecast Worksheet

Use the Financial Forecast worksheet during the financial review to compare financial targets such as annual plan, budget and financial forecast with the consensus forecast, consensus forecast value and cost of sales. A chart displays the Consensus Forecast Value, Budget Value and Financial Forecast Value. When integrated with Hyperion Planning, this worksheet displays financial forecast and budget data imported from Hyperion.

Quickly identify below-budget plans where Difference: Consensus Forecast Value and Budget Value series < 0 and Difference: Consensus Forecast Value and Financial Forecast < 0.



## Reference

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Accessing this Worksheet

In My Worksheets (in Collaborator Workbench), click Financial Forecast.

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<b>Levels you can select</b>	Organization, Product Category
<b>Time Aggregation</b>	Quarterly

The following series are available in this worksheet:

<b>Series</b>	<b>Description</b>
Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
History	Shipment history by planning period.
Consensus Forecast	<p>One-number consensus forecast derived from Demand Review (history and forecast).</p> <p>This series is read-only.</p>
Consensus Forecast Value	<p>One-number forecast derived from Demand Review history and forecast, representing the aggregate value of items multiplied by unit prices.</p> <p>This series is read-only.</p>
Cost of Sales	One-number forecast derived from the demand review and multiplied by unit costs
Financial Forecast Value LY	Lagged financial revenue forecast showing prior year's actual revenues.
Financial Forecast Value	Financial revenue forecast including actuals to date against which a company wants to track its performance.
Diff: Consensus Fcst Value - Financial Fcst Value	<p>Difference between the Consensus Forecast Value and Financial Forecast Value series (for both history and forecast).</p> <p>If this series is less than zero then the consensus plan is below the updated financial forecast. This series is read-only.</p>

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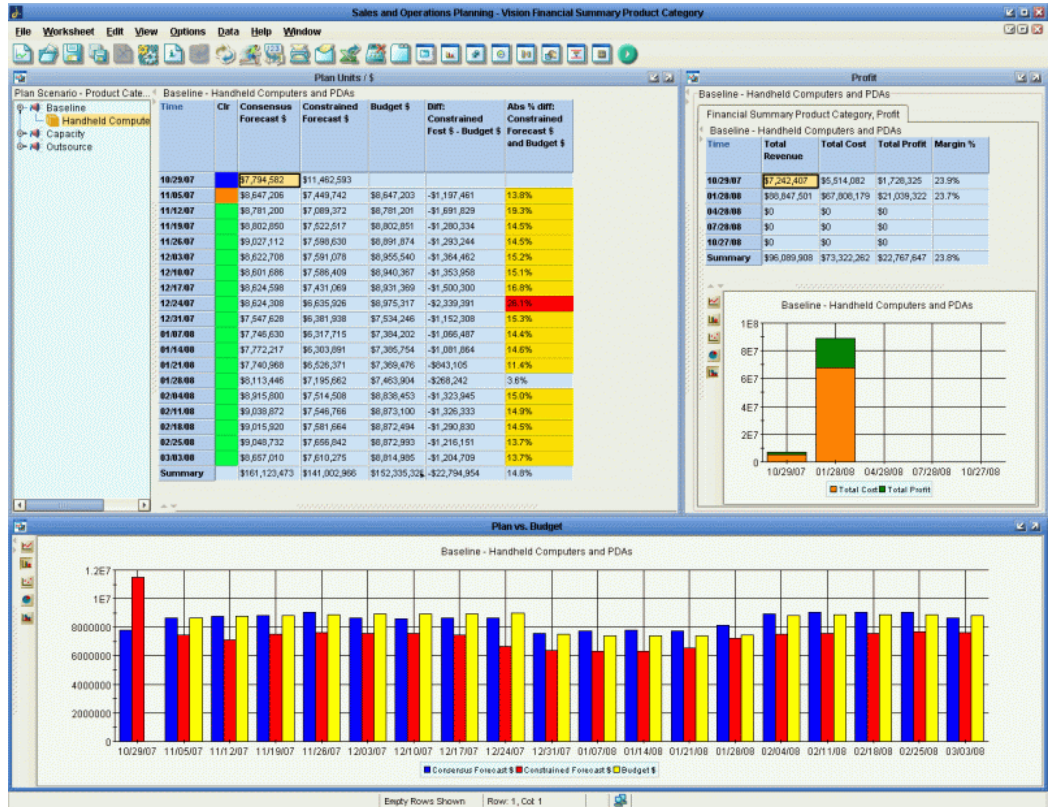
Budget Value	Top-down Budget revenue forecast against which a company wants to track its performance. This series is amber if > 10% of the Consensus Forecast Value and red if < 75% of the Consensus Forecast Value.
Diff: Consensus Fcst Value - Budget Value	Difference between the Consensus Forecast Value and Budget Value series (for both history and forecast). If this series is less than zero then the consensus plan is below budget. This series is read-only.

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## Financial Summary Product Category Worksheet

Use the Financial Summary Product Category worksheet during the financial review to compare your operational plan with the budget. This worksheet displays the consensus, constrained forecast, and financial forecast (in currency) by product category and planning period. Review the quarterly financial breakdown using an embedded worksheet. When integrated with Hyperion Planning, this worksheet displays financial forecast and budget amounts imported from Hyperion.

Quickly identify below-budget plans where Difference: Constrained Forecast Value and Budget Value series < 0 and Difference: Consensus Forecast Value and Financial Forecast Value < 0.



## Reference

Accessing this Worksheet

In My Worksheets (in Collaborator Workbench), click Financial Summary Product Category.

Levels you can select

Product Category

Time Aggregation

Weekly

The following series are available in this worksheet:

Series

Description

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Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
Consensus Forecast Value	<p>One-number forecast derived from Demand Review history and forecast, representing the aggregate value of items multiplied by unit prices.</p> <p>This series is read-only.</p>
Constrained Forecast Value	<p>Demand amount, in currency, that can be achieved given the plan's current constraints. This series appears red if Constrained Forecast Value is less than the Consensus Forecast Value series.</p> <p>This series is read-only.</p>
Financial Forecast Value	<p>Financial revenue forecast including actuals to date. When integrated with Hyperion, this series contains the Financial Forecast scenario.</p>
Diff: Consensus Fcst Value - Financial Forecast Value	<p>The difference between the consensus forecast value and the budget. This series is read-only.</p>
Budget Value	<p>The budget forecast, in currency, by which a company wants to track against financially. The series color indicates:</p> <ul style="list-style-type: none"> <li>• Amber if Consensus Forecast Value &lt; 90% or &gt; 125% of Budget Value.</li> <li>• Red if Consensus Forecast Value &lt; 75% of Budget Value.</li> </ul>
Difference: Constrained Fcst Value - Budget Value	<p>Difference between the Constrained Forecast Value and Budget Value series (for both history and forecast). If this series is less than zero then the plan is below budget.</p> <p>This series is read-only.</p>
Absolute Difference: Constrained Fcst Value and Budget Value	<p>Percent difference between the Constrained Forecast Value and Budget Value series (for both history and forecast).</p>

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Total Revenue	Total plan revenue in currency. This series is calculated as ((History or Constrained Plan) * Unit Price).
Total Cost	Cost, in currency, of producing goods sold. This series is calculated as ((History or Constrained Plan) * Unit Cost).
Total Profit	Total Revenue – Total Cost.
Margin %	Percentage gross profit. This series is calculated as Total Profit / Total Revenue.

## Cumulative Plan Product Category Worksheet

Use the Cumulative Plan Product Category worksheet during the executive review to compare cumulative forecast with the budget.

### Reference

<b>Accessing this Worksheet</b>	In My Worksheets (in Collaborator Workbench), click Cumulative Plan Product Category.
<b>Levels you can select</b>	Product Category
<b>Time Aggregation</b>	Weekly

The following series are available in this worksheet:

Series	Description
Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>

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Consensus Forecast	<p>One-number consensus forecast derived from Demand Review history and forecast, representing the aggregate of items multiplied by unit prices.</p> <p>This series is read-only.</p>
Constrained Forecast	<p>Forecast returned from a supply plan. This worksheet provides the ability to compare constrained demand with constrained supply. This series is read-only.</p>
Consensus Forecast Value	<p>One-number forecast derived from Demand Review history and forecast, representing the aggregate value of items multiplied by unit prices.</p> <p>This series is read-only.</p>
Constrained Forecast Value	<p>Demand amount, in currency, that can be achieved given the plan's current constraints. This series appears red if Constrained Forecast Value is less than the Consensus Forecast Value series.</p> <p>This series is read-only.</p>
Budget Value	<p>The budget forecast, in currency, by which a company wants to track against financially. The series color indicates:</p> <ul style="list-style-type: none"> <li>• Amber if Consensus Forecast Value &lt; 90% or &gt; 125% of Budget Value.</li> <li>• Red if Consensus Forecast Value &lt; 75% of Budget Value.</li> </ul>
Difference: Constrained Forecast Value and Budget Value	<p>Difference between Constrained Forecast Value and Budget Value for both history and forecast. This series is calculated as Difference between Constrained Forecast Value and Budget Value.</p> <p>This series is read-only.</p>
Cumulative Constrained Forecast Value	<p>Year-to-date cumulative forecast (in currency) based upon Actuals and Constrained Forecast Value.</p>

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Cumulative Budget Value	<p>Year-to-date cumulative calculation (in currency) based upon Budget Value series. The series color indicates:</p> <ul style="list-style-type: none"> <li>• Amber if Cumulative Budget Value is &gt; Cumulative Consensus Forecast Value.</li> <li>• Red if &gt; +/- 10% Cumulative Consensus Forecast Value.</li> </ul>
Cumulative Difference: Constrained Fcst Value and Budget Value	<p>Difference between the Constrained Forecast Value and Budget Value series for both history and forecast.</p> <p>This series is read-only.</p>
Cumulative Constrained Fcst Value	Total Year Constrained Forecast Value.
Cumulative Budget Value	<p>Entire year (52 week) cumulative total for the Budget Value series. The series color indicates:</p> <ul style="list-style-type: none"> <li>• Amber if &gt; Total Yr Consensus Fcst Value.</li> <li>• Red if &gt; +/- 10% of Total Yr Consensus Fcst Value.</li> </ul>

## KPI Dashboard Product Category Worksheet

The KPI Dashboards are worksheets that display all S&OP Key Performance Indicators by scenario and category (excluding resources). At the category level, you can drill-down to other worksheets using the Open With menu.

### Reference

<b>Accessing this Worksheet</b>	In My Worksheets (in Collaborator Workbench), click KPI Dashboard Product Category.
<b>Levels you can select</b>	Product Category
<b>Time Aggregation</b>	Weekly

The following series are available in this worksheet:

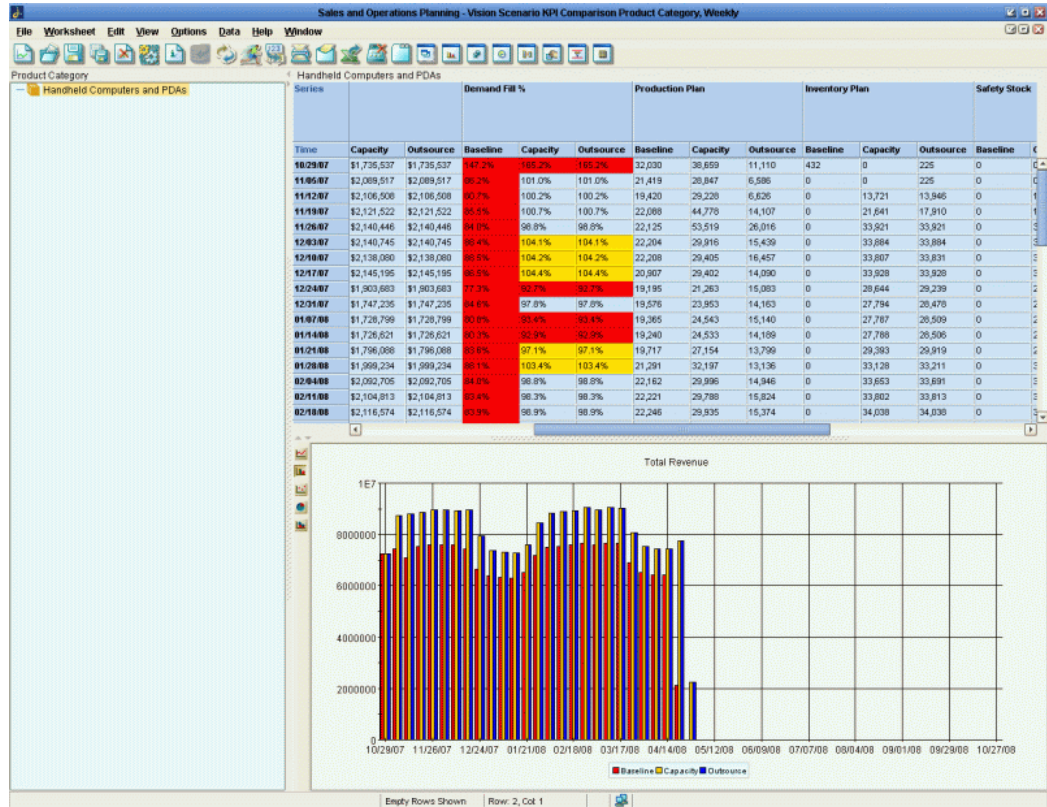
Series	Description
Color	<p>Legend indicating Color indicator for rolling horizon. Values are:</p> <ul style="list-style-type: none"> <li>• Blue: Historical period</li> <li>• Orange: current period</li> <li>• Green: future period</li> </ul>
Demand Fill %	<p>Percentage of met demand. This series is calculated as (Constrained Forecast / Consensus Forecast). This series color indicates:</p> <ul style="list-style-type: none"> <li>• Amber when the Demand Fill % is &lt; 97.5% or &gt; 102.5%.</li> <li>• Red when the Demand Fill % &lt; 95% or &gt; 105%.</li> </ul>
Margin %	Percentage gross profit. This series is calculated as Total Profit / Total Revenue.
Total Revenue	Total plan revenue in currency.
Total Cost	Cost, in currency, of producing goods sold.
Total Profit	Total Revenue – Total Cost.
Production Plan	Planned production levels for both history and forecast.
Projected On-Hand	Historical and projected forecast inventory levels.
Safety Stock	Safety stock level (history and forecast).
Periods On-Hand	Projected number of periods' inventory that are currently on-hand.
Safety Periods On-Hand	Projected number of periods' safety stock that are currently on-hand.
Projected Backlog	Calculated estimate of sales backlog (history and forecast).

Consensus Forecast Value	<p>One-number forecast derived from Demand Review history and forecast, representing the aggregate value of items multiplied by unit prices.</p> <p>This series is read-only.</p>
Constrained Forecast Value	<p>Demand amount, in currency, that can be achieved given the plan's current constraints. This series appears red if Constrained Forecast Value is less than the Consensus Forecast Value series.</p> <p>This series is read-only.</p>
Budget Value	<p>The budget forecast, in currency, by which a company wants to track against financially. The series color indicates:</p> <ul style="list-style-type: none"> <li>• Amber if Consensus Forecast Value &lt; 90% or &gt; 125% of Budget Value.</li> <li>• Red if Consensus Forecast Value &lt; 75% of Budget Value.</li> </ul>
Projected On-Hand Accuracy	<p>Performance to plan metric for inventory levels.</p>
Production Plan Accuracy	<p>Percentage of the Production Plan that has been met. This series is calculated as Actual Production/Production Plan. The series color indicates:</p> <ul style="list-style-type: none"> <li>• Amber: plan accuracy is either &lt; 95% or &gt; 105%.</li> <li>• Red: plan accuracy is either &lt; 85% or &gt; 115%.</li> </ul>

## KPI Scenario Comparison Product Category Worksheet

Use the KPI Scenario Comparison Product Category worksheet to compare S&OP scenarios by key performance indicators. By selecting in a column in the table, such as Demand Fill %, the graph updates to display that KPI.

To update the KPI graph for filtered scenarios, select the appropriate KPI column in the table.



## Reference

### Accessing this Worksheet

In My Worksheets (in Collaborator Workbench), click KPI Scenario Comparison Product Category.

### Levels you can select

Product Category

### Time Aggregation

Weekly

The following series are available in this worksheet:

### Series

### Description

Total Revenue

Total plan revenue in currency.

Total Cost

Cost, in currency, of producing goods sold.

---

Total Profit	Total Revenue – Total Cost.
Demand Fill %	<p>Percentage of met demand. This series is calculated as (Constrained Forecast / Consensus Forecast). This series color indicates:</p> <ul style="list-style-type: none"> <li>• Amber when the Demand Fill % is &lt; 97.5% or &gt; 102.5%.</li> <li>• Red when the Demand Fill % &lt; 95% or &gt; 105%.</li> </ul>
Production Plan	Planned production levels for both history and forecast.
Projected On-Hand	Projected forecast and history inventory levels. This series appears amber if its value drops below the Safety Stock series.
Inventory Plan	Historical and projected inventory levels from Strategic Network Optimization (if used).
Safety Stock	Safety stock level (history and forecast).
Periods On-Hand	Projected number of periods' inventory that are currently on-hand.
Inventory Periods On-Hand	Projected number of periods' inventory for planned levels imported from Strategic Network Optimization (if used).
Safety Periods On-Hand	Projected number of periods' safety stock that are currently on-hand.

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# Sales and Operations Planning Workflows

## Overview

Oracle Demantra Sales and Operations Planning uses the following workflows. These workflows are pre-seeded to manage batch forecasting and facilitate the forecast approval process.

Workflow Name	Where Used	Description
Archive Demand Plan	Demand Review	Archives the approved consensus forecast.
Approve Plan Scenario	Supply Review	Approves a plan scenario and notifies stakeholders. Approve Scenario method runs this workflow.
Booking Forecast Generation	Supply Review	Generates booking forecast used in the Projected Backlog calculation.
Complete Exception Review	Supply Review	Changes status of the specified plan scenario from "Detect Exceptions" to "Not Approved". Complete Scenario Exceptions Review method runs this workflow.
Demand Review Process	Demand Review	Resets approval flags for all product categories. Creates task for user sop1 to conduct demand review.

Download Plan Scenario Data	Supply Review	Loads plan scenario related series data from ASCP, Rapid Planning or SNO and imports it into Sales and Operations Planning. Load Scenario Data method runs this workflow. The Exception detection steps runs immediately after data download.
Download Plan Scenarios	Supply Review	Loads or refreshes the list of S&OP supply plans.
Download SCI Data	Supply Review	Downloads actual backlog, production, and on-hand data into Demantra Sales and Operations Planning.
Download Unit Cost	Supply Review	Loads data into the item cost staging table and then download data into the Unit Cost series.
Export OBI Data	All	Exports forecasting series data from Demantra to measures in the Advanced Planning Command Center.
Hyperion Export	Financial Review	Imports the revenue annual plan, financial forecast value, and budget data from Hyperion Planning into Demantra. This workflow is supported if <i>Oracle Demantra Sales and Operations Planning Integration to Hyperion Planning</i> has been licensed and installed.
Hyperion Import	Financial Review	Exports the consensus forecast (units, currency) and cost of sales (currency) from Demantra into Hyperion Planning. This workflow is supported if <i>Oracle Demantra Sales and Operations Planning Integration to Hyperion Planning</i> has been licensed and installed.
Remove Plan Scenario Approval	Supply Review	Removes plan scenario approval. Remove Scenario Approval method runs this workflow.

Supply Plan Exception Detection	Supply Review	Start exception detection of the selected ASCP/SNO plan scenario. The Detect Scenario Exceptions method runs this workflow.
Upload Consensus Forecast - Org, Week	Demand Review	Exports consensus forecast to supply planning dimensioned by item and organization.
Upload Consensus Forecast - Zone, Week	Demand Review	Exports consensus forecast to supply planning dimensioned by item and zone.

## Sales and Operations Planning Workflow Reference

### Archive Demand Plan

Use the Archive Demand Plan workflow during the demand review process to archive the approved consensus forecast.

### Approve Plan Scenario Workflow

Use the Approve Plan Scenario workflow during the Supply Review to approve a plan scenario at the Product Category level. This action changes the scenario status from "Not Approved" to "Approved". There is an e-mail step in the workflow to send a confirmation to S&OP Manager and Strategic Planner that Supply Plan Scenario <Plan ID> has been approved in the Supply Review. As well, a confirmation email is sent to the finance stakeholder, notifying them that the "Supply Review phase has completed". Once a plan scenario has been approved, it's available as an operational plan during the Executive review.

The Approve Scenario method runs this workflow.

**Note:** This workflow is only available to S&OP managers.

### Booking Forecast Generation Workflow

Use the Booking Forecast Generation workflow to generate booking forecast used in the Projected Backlog calculation.

## Complete Scenario Exceptions Review Workflow

Use the Complete Scenario Exceptions Review workflow during the Supply Review to remove exceptions for the specified plan scenario from the worksheet. This action changes the scenario status from "Detect Exceptions" to "Not Approved".

The Complete Scenario Exceptions Review method runs this workflow.

**Note:** This workflow is only available to S&OP managers.

## Constrained Forecast Below Budget Workflow

Use the Constrained Forecast Below Budget workflow to detect situations where forecasts in supply plans are not meeting budget objectives. This workflow is automatically launched as part of the supply plan exception detection process.

You can modify the exception threshold from the Exception Financial Summary Product Category worksheet.

## Demand Review Process Workflow

Run the Demand Review Process workflow at the start of the demand review process to reset approval flags for all product categories and create a task for user sop1. Upon completion of demand review, sop1 clicks on task to notify sopAdmin to export forecast and archive approved consensus forecast.

## Download Plan Scenario Data Workflow

Use the Download Plan Scenario Data workflow to load plan scenario- related series data from ASCP, Rapid Planning or SNO and import it into Demantra Sales and Operations Planning.

Load Scenario Data method runs this workflow. Exception Detection Steps run immediately after data download.

## Download Plan Scenarios Workflow

Use the Download Plan Scenarios workflow to load or refresh the list of S&OP supply plans in Demantra Sales and Operations Planning.

## Download SCI Data Workflow

Use the Download SCI Data workflow to download actual backlog, production and on-hand data into Demantra Sales and Operations Planning.

## Download Unit Cost Workflow

Use the Download Unit Cost workflow to load data into the item cost staging table and then download data into the Unit Cost series.

## Export OBI Data

Use the Export OBI Data workflow to export forecasting series data such as Marketing Forecast, Projected Backlog, and Bookings Forecast from Demantra to the Advanced Planning Command Center.

## Hyperion Export

Use the Hyperion Export workflow to export the revenue annual plan, financial forecast value, and budget data from Hyperion Planning into Demantra. The Extract to Hyperion Planning method starts this workflow. This workflow is supported if *Oracle Demantra Sales and Operations Planning Integration to Hyperion Planning* has been licensed and installed.

## Hyperion Import

Use the Hyperion Import workflow to import the consensus forecast (units, currency) and cost of sales (currency) to Hyperion Planning from Demantra. The Publish to Hyperion Planning method starts this workflow. This workflow is supported if *Oracle Demantra Sales and Operations Planning Integration to Hyperion Planning* has been licensed and installed.

## Low Demand Fill Rate Workflow

Use the Low Demand Fill Rate workflow to detect a low demand fill rate in supply plans. This workflow is automatically launched as part of the supply plan exception detection process.

You can modify the exception threshold from the Exception Resource Rough Cut Capacity Plan worksheet.

## Poor Production Adherence Workflow

Use the Poor Production Adherence workflow to detect resources that are not meeting production levels in supply plans. This workflow is automatically launched as part of the supply plan exception detection process.

You can modify the exception threshold from the Exception Production Plan Product Category worksheet.

## Poor Projected On-Hand Adherence Workflow

Use the Poor Projected On-Hand Adherence workflow to detect poor on-hand adherence levels in supply plans. This workflow is automatically launched as part of the supply plan exception detection process.

You can modify the exception threshold from the Exception Production Plan Product Category worksheet.

## Real Time Sales Tracking Workflow

Use the Real Time Sales Tracking workflow to detect exceptions via workflow that can either be scheduled, or run at the completion of an incremental EP\_LOAD of historical sales data.

## Remove Plan Scenario Approval Workflow

Use the Remove Scenario Approval workflow during the Supply Review to remove a plan scenario approval at the Product Category level. This action changes the scenario status from "Approved" to "Not Approved". There is an e-mail step in the workflow that notifies the finance stakeholder that approval for Supply Plan Scenario <Plan ID> has been revoked.

The Remove Scenario Approval method runs this workflow.

**Note:** This workflow is only available to S&OP managers.

## Resource Capacity Overused Workflow

Use the Resource Capacity Overused workflow to detect resources that are over capacity in supply plans. This workflow is automatically launched as part of the supply plan exception detection process.

You can modify the exception threshold from the Exception Resource Rough Cut Capacity Plan worksheet.

## Supplier Capacity Overused Workflow

Use the Supplier Capacity Overused workflow to detect suppliers that are over capacity in supply plans. This workflow is automatically launched as part of the supply plan exception detection process.

You can modify the exception threshold from the Exception Resource Rough Cut Capacity Plan worksheet.

## Supply Plan Exception Detection Workflow

Use the Supply Plan Exception Detection workflow during the Supply Review process to start exception detection of an imported ASCP, Rapid Planning or SNO plan scenario, at the Plan Scenario level.

The Detect Scenario Exceptions method runs this workflow, changing the plan scenario status from Importing to Detect Exceptions.

## Upload Consensus Forecast-Org,Demand Class,Week Workflow

Use the Upload Consensus Forecast-Org,Demand Class,Week workflow to export the weekly consensus forecast organized by organization and demand class to planning applications such as ASCP, Rapid Planning, Strategic Network Optimization, and Inventory Optimization.

## Upload Consensus Forecast-Zone,Demand Class,Week Workflow

Use the Upload Consensus Forecast-Zone,Demand Class,Week workflow to export the weekly consensus forecast organized by demand class and zone to planning applications such as ASCP, Rapid Planning, Strategic Network Optimization, and Inventory Optimization.

## Upload Consensus Forecast-Org,Period Workflow

Use the Upload Consensus Forecast-Org,Period workflow to export the period consensus forecast organized by organization to planning applications such as ASCP, Rapid Planning, Strategic Network Optimization, and Inventory Optimization.

**Note:** Demand Priority and Mean Absolute Percent Error (MAPE) are not pre-seeded in the integration interface export profiles. It is a straightforward operation to add these series in the profiles directly in the Business Modeler.

## Upload Consensus Forecast-Org,Week Workflow

Use the Upload Consensus Forecast-Org,Week workflow to export the weekly consensus forecast organized by organization to planning applications such as ASCP, Rapid Planning, Strategic Network Optimization, and Inventory Optimization.

**Note:** Demand Priority and Mean Absolute Percent Error (MAPE) are not pre-seeded in the integration interface export profiles. It is a straightforward operation to add these series in the profiles directly in the Business Modeler.

## Upload Consensus Forecast-Zone,Period Workflow

Use the Upload Consensus Forecast-Zone,Period workflow to export the period consensus forecast organized by zone to planning applications such as ASCP, Rapid Planning, Strategic Network Optimization, and Inventory Optimization.to ASCP.

**Note:** Demand Priority and Mean Absolute Percent Error (MAPE) are not pre-seeded in the integration interface export profiles. It is a straightforward operation to add these series in the profiles directly in the Business Modeler.

## Upload Consensus Forecast-Zone,Week Workflow

Use the Upload Consensus Forecast-Zone,Week workflow to export the weekly consensus forecast organized by zone to planning applications such as ASCP, Rapid Planning, Strategic Network Optimization, and Inventory Optimization.

**Note:** Demand Priority and Mean Absolute Percent Error (MAPE) are not pre-seeded in the integration interface export profiles. It is a straightforward operation to add these series in the profiles directly in the Business Modeler.

## Configuring Workflows

During installation, Sales and Operations Planning adds pre-seeded users and user groups that are required by the application and used for the approval process. During the configuration process, administrators should modify workflows to reflect the S&OP analysts and managers who will be performing approval tasks.

By design, only the creator of a workflow can view or edit that workflow. The pre-seeded Sales and Operations Planning workflows were created by the component owner "sop". To access these workflows you must access the Workflow Manager as the component owner (sop).



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# Working with Sales and Operations Planning

## Overview

Use the following procedures to work with Sales and Operations Planning.

## Starting the Demand Review Process

Demantra Sales and Operations Planning uses a pre-seeded workflow to initiate the demand review process:

1. Start the Web Server.
2. Start the Workflow Manager.
3. From the View According to Schema Groups drop-down list box, choose Sales and Operations Planning.

The Workflow Manager filters workflows to only display those belonging to Sales and Operations Planning.

4. Locate the Demand Review Process in the Schema Name column, and click the corresponding Start button.

This workflow initiates the Demand Review process by resetting all prior demand review approvals, and sending task notifications to the appropriate S&OP planner.

## Editing Forecasts

One of the collaborative responsibilities of a sales or marketing manager is to review and adjust forecasts.

1. From the Collaborator Workbench, select the worksheet containing the forecast that you want to edit.

For example, choose Sales Forecast.

2. In the tree, select the combination for which you want to edit the forecast. By default, there are pre-seeded levels in worksheets such as Sales Forecast. If you review forecasts at different levels then make a copy of the worksheet and modify the pre-seeded level combination.
3. Editable series appear on the worksheet in white. Locate the series that you want to edit and enter a new value for the appropriate time bucket. For example, modify the Sales Baseline forecast by using the Sales Override column to make a quantity adjustment or by using the Sales % Change to Base column to make a percentage adjustment.

**Note:** You can only edit future values.

You can use negative values to specify a decrease in the forecast.

4. Save your changes to the forecast. From the Data menu, choose Save Data.

## Creating and Approving a Consensus Forecast

You can use the pre-seeded Consensus Forecast Product Category worksheet to create and approve a consensus forecast by time period range and product category.

1. Log in to the Collaborator Workbench as a user with S&OP approver privileges.
2. From the Collaborator Workbench, open the Consensus Forecast Product Category worksheet.
3. In the tree, choose the product category for which you want to create a consensus forecast.
4. Compare stakeholder forecasts – for example, the Final Forecast series from Demand Management with the Sales Forecast and Marketing Forecast in Sales and Operations Planning.
5. Forecast weights and override series for individual stakeholders are editable. Use the stakeholder accuracy as the basis for determining appropriate weights. For example, Abs % Error and Sales Abs % Error contain accuracy for Demand Management Analysts and Sales respectively.

To specify a stakeholder's forecast weight, enter the weighting as a percentage in either the Sales Forecast % Weight or Marketing Forecast % Weight series.

6. Re-run the worksheet. From the Data menu, choose Rerun.
7. To approve the consensus forecast for a specific time period, choose Yes from the Consensus Forecast Approved series.

**Note:** You can approve forecasts for multiple time periods by multi-selecting worksheet rows and using Edit Cells option from the right-mouse menu.

When a forecast is approved, the corresponding weights and approval series become read-only.

## Completing the Demand Review Process

When the Demand Review Process begins, the S&OP Manager is sent a task notification via the Collaborator Workbench. By completing the Demand Review process, the Demand Review workflow notifies S&OP Administrator that the Consensus Forecast is available for upload to EBS or other Advanced Planning applications.

1. Log in to the Collaborator Workbench as the S&OP Manager.
2. From the My Tasks section of the Collaborator Workbench, click the Done check box for the Complete Forecast Approval check box.

## Running Simulations for Existing Batch Profiles

By default, bookings forecasts and simulations are not generated in Demantra Sales and Operations Planning. Some series (for example, History Override) are owned by Demantra Demand Management. Users can either run the forecast and simulation from within Demand Management, or alternately add the override series to the Sales and Operations Planning worksheets, so that simulations may be run.

Use the following procedure to configure the Simulation Engine for existing batch profiles:

1. Log in to the Business Modeler.
2. From the Parameters menu, select System Parameters.  
The System Parameters dialog box appears.
3. Select the Engine tab.
4. Click the New button.  
The Create Engine Profile dialog box appears.

5. Choose the existing batch profile on which you would like the simulation profile to be based.

The same engine parameters used in the batch profile will be used in the simulation profile. This includes the demand stream configuration.

6. In the Profile Name field, enter an Engine Profile name.
7. In the Init Params Table Name field, specify a table where the engine profile will be stored

**Note:** It is recommended that a new table be chosen to enable changes if necessary without affecting other engine profiles. To see which parameter tables are currently used, edit existing profiles and note which Init Params Tables are currently used. Best practice naming convention is `init_params_<number>`

8. Enable the Simulation Engine Profile check box.
9. Choose the batch engine profile this simulation profile will be associated with. Typically this will be the same batch profile used in step 5.
10. Click OK.

## Creating Series to Display Simulation Results

After you have created an engine profile to run simulations in Sales and Operations Planning, you need to create a series that displays the simulation results.

1. Determine which simulation engine profile the series will display.
2. From the ENGINE\_PROFILES table, locate (and note) the PARENT\_ID of the specific simulation engine profile whose results you want to view.

**Note:** The syntax to view PARENT\_IDs is "select \* from engine\_profiles"

3. Log into the Business Modeler.
4. From the Configuration menu, select Configure Series.
5. Right click an existing simulation series (default name Simulation) and select Create As.

The Create Series As dialog box appears.

6. In the Series Name field, enter a series name.
7. In the Internal Name field, enter an internal identifier for the series. Internal names cannot contain spaces.
8. Click OK.  
The Select Data Type dialog box appears.
9. Click the Cancel button.
10. From the Configuration Menu, choose Configure Series.  
The Series Editor appears.
11. Modify the server expression to point to a new `sim_val` column. The syntax of the column is: `sim_val_<number of parent id>`. For example, if the PARENT ID is 45, then the column being pointed to would be `sim_val_45`.
12. Click Save.

## Working with Exceptions

When Demantra Sales and Operations Planning has completed loading scenario data, the status changes to "Detect Exceptions" and automatically runs the Supply Plan Exception Detection workflow. This pre-seeded workflow automatically checks the supply plan for the following conditions:

- Low Demand Fill %
- Overloaded Resource and Supplier Capacity
- Poor Production/ Inventory Plan Adherence
- Constrained Forecast < Budget

To view and work with exceptions:

1. Log in to the Collaborator Workbench as the S&OP Manager.
2. From the My Tasks section of the Collaborator Workbench, select the hyperlink to go directly to the exception worksheet.

**Note:** Task notifications include the specific supply plan scenario name in the message for which the exceptions appear.

3. Exception worksheets are configurable and you can revise the default level

combinations, add data filters and change the time horizon if you are looking for exceptions in the short-term only.

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