

# **Oracle® Web Applications Desktop Integrator**

Implementation and Administration Guide

Release 12.1

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Oracle Web Applications Desktop Integrator Implementation and Administration Guide, Release 12.1

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## **Oracle Web Applications Desktop Integrator Implementation and Administration Guide, Release 12.1**

### **Part No. E12902-04**

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# Preface

## Intended Audience

Welcome to Release 12.1 of the *Oracle Web Applications Desktop Integrator Implementation and Administration Guide*.

This guide assumes you have a working knowledge of the following:

- The principles and customary practices of your business area.
- Computer desktop application usage and terminology.

If you have never used Oracle E-Business Suite, we suggest you attend one or more of the Oracle E-Business Suite training classes available through Oracle University.

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

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

To reach Oracle Support Services, use a telecommunications relay service (TRS) to call Oracle Support at 1.800.223.1711. An Oracle Support Services engineer will handle technical issues and provide customer support according to the Oracle service request process. Information about TRS is available at <http://www.fcc.gov/cgb/consumerfacts/trs.html>, and a list of phone numbers is available at <http://www.fcc.gov/cgb/dro/trsphonebk.html>.

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## Structure

- 1 Introduction to Oracle Web Applications Desktop Integrator**
- 2 Administering Oracle Web Applications Desktop Integrator**
- 3 Creating a Document**
- A Implementing Oracle Web Applications Desktop Integrator**
- B Frequently Asked Questions**

## Related Information Sources

This book is included on the Oracle E-Business Suite Documentation Library, which is supplied in the Release 12.1 Media Pack. You can download soft-copy documentation as PDF files from the Oracle Technology Network at <http://www.oracle.com/technology/documentation/>. The Oracle E-Business Suite Release 12.1 Documentation Library contains the latest information, including any documents that have changed significantly between releases. If substantial changes to this book are necessary, a revised version will be made available on the "virtual" documentation library on My Oracle Support (formerly Oracle*MetaLink*).

If this guide refers you to other Oracle E-Business Suite documentation, use only the latest Release 12.1 versions of those guides.

### Online Documentation

All Oracle E-Business Suite documentation is available online (HTML or PDF).

- **Online Help** - Online help patches (HTML) are available on My Oracle Support.
- **PDF Documentation** - See the Oracle E-Business Suite Documentation Library for



current PDF documentation for your product with each release. The Oracle E-Business Suite Documentation Library is also available on My Oracle Support and is updated frequently.

- **Release Notes** - For information about changes in this release, including new features, known issues, and other details, see the release notes for the relevant product, available on My Oracle Support.
- **Oracle Electronic Technical Reference Manual** - The Oracle Electronic Technical Reference Manual (eTRM) contains database diagrams and a detailed description of database tables, forms, reports, and programs for each Oracle E-Business Suite product. This information helps you convert data from your existing applications and integrate Oracle E-Business Suite data with non-Oracle applications, and write custom reports for Oracle E-Business Suite products. The Oracle eTRM is available on My Oracle Support.

### **Related Guides**

You should have the following related books on hand. Depending on the requirements of your particular installation, you may also need additional manuals or guides.

#### **Oracle E-Business Suite Concepts**

This book is intended for all those planning to deploy Oracle E-Business Suite Release 12, or contemplating significant changes to a configuration. After describing the Oracle E-Business Suite architecture and technology stack, it focuses on strategic topics, giving a broad outline of the actions needed to achieve a particular goal, plus the installation and configuration choices that may be available.

#### **Oracle E-Business Suite Desktop Integration Framework Developer's Guide**

Oracle E-Business Suite Desktop Integration Framework is a development tool that lets you define custom integrators for use with Oracle Web Applications Desktop Integrator. This guide describes how to define and manage integrators and all associated supporting objects, as well as how to download and upload integrator definitions.

#### **Oracle E-Business Suite Flexfields Guide**

This guide provides flexfields planning, setup, and reference information for the Oracle E-Business Suite implementation team, as well as for users responsible for the ongoing maintenance of Oracle E-Business Suite product data. This guide also provides information on creating custom reports on flexfields data.

#### **Oracle E-Business Suite Installation Guide: Using Rapid Install**

This book is intended for use by anyone who is responsible for installing or upgrading Oracle E-Business Suite. It provides instructions for running Rapid Install either to carry out a fresh installation of Oracle E-Business Suite, or as part of an upgrade. The book also describes the steps needed to install the technology stack components only, for the special situations where this is applicable.

## **Oracle E-Business Suite Multiple Organizations Implementation Guide**

This guide describes the multiple organizations concept in Oracle E-Business Suite. It describes setting up and working effectively with multiple organizations in Oracle E-Business Suite.

## **Oracle E-Business Suite System Administrator's Guide Documentation Set**

This documentation set provides planning and reference information for the Oracle E-Business Suite System Administrator. *Oracle E-Business Suite System Administrator's Guide - Configuration* contains information on system configuration steps, including defining concurrent programs and managers, enabling Oracle Applications Manager features, and setting up printers and online help. *Oracle E-Business Suite System Administrator's Guide - Maintenance* provides information for frequent tasks such as monitoring your system with Oracle Applications Manager, administering Oracle E-Business Suite Secure Enterprise Search, managing concurrent managers and reports, using diagnostic utilities including logging, managing profile options, and using alerts. *Oracle E-Business Suite System Administrator's Guide - Security* describes User Management, data security, function security, auditing, and security configurations.

## **Oracle E-Business Suite User's Guide**

This guide explains how to navigate, enter data, query, and run reports using the user interface (UI) of Oracle E-Business Suite. This guide also includes information on setting user profiles, as well as running and reviewing concurrent requests.

## **Oracle General Ledger User's Guide**

This guide provides information on how to use Oracle General Ledger. Use this guide to learn how to create and maintain ledgers, ledger currencies, budgets, and journal entries. This guide also includes information about running financial reports.

## **Oracle Report Manager User's Guide**

Oracle Report Manager is an online report distribution system that provides a secure and centralized location to produce and manage point-in-time reports. Oracle Report Manager users can be either report producers or report consumers. Use this guide for information on setting up and using Oracle Report Manager.

## **Oracle XML Publisher Report Designer's Guide**

Oracle XML Publisher is a template-based reporting solution that merges XML data with templates in RTF or PDF format to produce a variety of outputs to meet a variety of business needs. Using Microsoft Word or Adobe Acrobat as the design tool, you can create pixel-perfect reports from the Oracle E-Business Suite. Use this guide to design your report layouts.

This guide is available through the Oracle E-Business Suite online help.

## **Oracle XML Publisher Administration and Developer's Guide**

Oracle XML Publisher is a template-based reporting solution that merges XML data with templates in RTF or PDF format to produce a variety of outputs to meet a variety of business needs. Outputs include: PDF, HTML, Excel, RTF, and eText (for EDI and

EFT transactions). Oracle XML Publisher can be used to generate reports based on existing Oracle E-Business Suite report data, or you can use Oracle XML Publisher's data extraction engine to build your own queries. Oracle XML Publisher also provides a robust set of APIs to manage delivery of your reports via e-mail, fax, secure FTP, printer, WebDav, and more. This guide describes how to set up and administer Oracle XML Publisher as well as how to use the Application Programming Interface to build custom solutions.

This guide is available through the Oracle E-Business Suite online help.

## **Integration Repository**

The Oracle Integration Repository is a compilation of information about the service endpoints exposed by the Oracle E-Business Suite of applications. It provides a complete catalog of Oracle E-Business Suite's business service interfaces. The tool lets users easily discover and deploy the appropriate business service interface for integration with any system, application, or business partner.

The Oracle Integration Repository is shipped as part of the E-Business Suite. As your instance is patched, the repository is automatically updated with content appropriate for the precise revisions of interfaces in your environment.

## **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 Web Applications Desktop Integrator

This chapter covers the following topics:

- Overview
- Key Features
- Using Oracle Web Applications Desktop Integrator
- Process Flow for Oracle Web Applications Desktop Integrator
- Accessing Oracle Web Applications Desktop Integrator

## Overview

Oracle Web Applications Desktop Integrator brings Oracle E-Business Suite functionality to the desktop where the familiar Microsoft Excel, Word, and Project applications can be used to complete your Oracle E-Business Suite tasks. This guide provides instructions on using the Microsoft Excel functionality. For further information on using the Word and Project features, see the *Oracle HRMS Configuring, Reporting, and System Administration Guide* and the *Oracle Projects Implementation Guide*.

The Oracle Web Applications Desktop Integrator integration with Microsoft Excel enables you to bring your Oracle E-Business Suite data to a spreadsheet where familiar data entry and modeling techniques can be used to complete Oracle E-Business Suite tasks. You can create formatted spreadsheets on your desktop that allow you to download, view, edit, and create Oracle E-Business Suite data. Use data entry shortcuts (such as copying and pasting or dragging and dropping ranges of cells) or Excel formulas to calculate amounts to save time. You can combine speed and accuracy by invoking lists of values for fields within the spreadsheet.

After editing the spreadsheet, you can use the Oracle Web Applications Desktop Integrator validation functionality to validate the data before uploading it to Oracle E-Business Suite. Validation messages are returned to the spreadsheet, allowing you to identify and correct invalid data.

The fields that appear in the spreadsheet, their positions, and their default values can all be customized through the Oracle Web Applications Desktop Integrator Layout functionality. This allows you to create a more productive work environment by removing unnecessary fields from the spreadsheet, and by organizing the spreadsheet in a way that conforms to your practices.

## Key Features

Oracle Web Applications Desktop Integrator includes the following features:

### **Works Via Internet**

Oracle Web Applications Desktop Integrator uses Internet computing architecture to lower the total cost of ownership by having the product centrally installed and maintained. No installation is required on client machines; you need only a Web browser and Microsoft Excel. This architecture also provides superior performance over a WAN or dialup connection, since the exchange between client and server is simplified through the use of HTML.

### **Presents Oracle E-Business Suite Data in a Spreadsheet Interface**

Spreadsheets provide a familiar interface that is common in the business environment. You can use familiar editing capabilities such as copying and pasting data, and moving ranges of cells to create or edit large amounts of data. Recurring data entry is possible by saving a spreadsheet, and then uploading it at needed intervals, such as every month or every quarter. Spreadsheets offer additional flexibility in the way work is done; they can be sent to others for approval or review, and they can be edited when disconnected from a network.

### **Validates Data**

All data in the spreadsheet can be validated against Oracle E-Business Suite business rules before it is uploaded. This includes validation against key and descriptive flexfields. Data is validated against accounts, segment security rules, and cross validation rules. If any errors are found, messages are returned directly to the spreadsheet, enabling you to correct the errors and successfully upload the data.

### **Enables Customizations**

You can use the layout functionality to determine what fields appear in your spreadsheet, where they appear, and if they contain default values. These definitions can be saved, reused, and modified as needed.

### **Automatically Imports Data**

Oracle Web Applications Desktop Integrator automatically imports data into your Oracle Web Applications Desktop Integrator spreadsheets whenever you create them. This information can come from the Oracle E-Business Suite or from a text file. Imported information can be quickly modified in Excel, validated, and uploaded to the Oracle E-Business Suite. This feature can be useful when migrating data from a legacy system to the Oracle E-Business Suite.

## Using Oracle Web Applications Desktop Integrator

The Oracle E-Business Suite task you perform on the desktop is determined by the integrator you select in Oracle Web Applications Desktop Integrator. Each seeded integrator is delivered with the Oracle E-Business Suite product that provides the functionality being integrated with the desktop. Additional information specific to each seeded integrator can be found in the product-specific documentation. For additional information about any custom integrators developed at your site using Oracle E-Business Suite Desktop Integration Framework, consult your system administrator.

You can access Oracle Web Applications Desktop Integrator functionality through a Self Service link on your personal home page.

### Prerequisites

The following are the prerequisites for Oracle Web Applications Desktop Integrator:

- Client PC with Windows NT 4.0 (with Service Pack 3 or later), Windows 98, Windows Me, Windows 2000, Windows XP, or Windows Vista installed on it.
- A Web browser supported by Oracle E-Business Suite installed on the client PC.

See My Oracle Support Knowledge Document 389422.1, *Recommended Browsers for Oracle E-Business Suite*, for the list of supported browsers.

- Microsoft Excel 2000, 2002, 2003, or 2007 installed on the client PC.

### Selecting Macro Security Settings in Microsoft Excel

In Microsoft Excel 2002 and higher, you must select the macro security settings that you want to enable the macros used by Oracle Web Applications Desktop Integrator. You can choose to set a medium macro security level, in which case you are prompted to enable the macros each time you open an Oracle Web Applications Desktop Integrator spreadsheet. Alternatively, you can set the BNE Enable Digital Signature profile option in Oracle E-Business Suite to have Oracle Web Applications Desktop Integrator affix a digital signature to the spreadsheets you create. In this case, you can select a high macro security level in Microsoft Excel. After you initially identify the Oracle Web Applications Desktop Integrator macros as coming from a trusted source, Microsoft Excel automatically allows the macros to run.

### Settings for Unsigned Spreadsheets

If you choose not to use digital signatures in Oracle Web Applications Desktop Integrator, then you must set your Microsoft Excel macro security to let you enable macros on a case by case basis. The steps to do so may vary depending on your version of Microsoft Excel. For example:

**For Microsoft Excel 2002 or 2003:**

1. From the **Tools** menu, select **Macro**, then **Security**, and then **Security Level**.
2. In the **Security Level** tab, select the **Medium** option.
3. In the **Trusted Sources** tab, select the **Trust access to Visual Basic Project** option.

**For Microsoft Excel 2007:**

1. Choose the **Microsoft Office** button, and then choose **Excel Options**. In the **Trust Center** category, choose **Trust Center Settings**, and then the **Macro Settings** category.
2. Select the **Disable all macros with notification** option.
3. Select the **Trust access to the VBA project object model** option.

## Settings for Digitally Signed Spreadsheets

If you want to use digital signatures in Oracle Web Applications Desktop Integrator, set the BNE Enable Digital Signature profile option to **Yes**. When this option is set, Oracle Web Applications Desktop Integrator affixes a digital signature to the spreadsheets you create. You can then select a macro security level in Microsoft Excel that requires digital signatures. The steps to do so may vary depending on your version of Microsoft Excel. For example:

**For Microsoft Excel 2002 or 2003:**

1. From the **Tools** menu, select **Macro**, then **Security**, and then **Security Level**.
2. In the **Security Level** tab, select the **High** option.
3. In the **Trusted Sources** or **Trusted Publishers** tab, select the **Trust access to Visual Basic Project** option.

**For Microsoft Excel 2007:**

1. Choose the **Microsoft Office** button, and then choose **Excel Options**. In the **Trust Center** category, choose **Trust Center Settings**, and then the **Macro Settings** category.
2. Select the **Disable all macros except digitally signed macros** option.
3. Select the **Trust access to the VBA project object model** option.

## Selecting Microsoft Internet Explorer Settings

If you use Microsoft Internet Explorer as your Web browser, select the following downloads setting so that you can download the spreadsheets created by Oracle Web



Applications Desktop Integrator to your desktop.

1. From the **Tools** menu, select **Internet Options** and then select the **Security** tab.
2. Select the zone in which you are working, such as **Trusted Sites**, and select the **Custom level** button.
3. In the **Downloads** settings, select **Enable** for the **File download** option.

Additionally, if you use Microsoft Internet Explorer 7 or 8, select the following scripting setting so that Oracle Web Applications Desktop Integrator can complete the spreadsheet creation process.

1. From the **Tools** menu, select **Internet Options** and then select the **Security** tab.
2. Select the zone in which you are working, such as **Trusted Sites**, and select the **Custom level** button.
3. In the **Scripting** settings, select **Enable** for the **Allow status bar updates via script** option.

## Process Flow for Oracle Web Applications Desktop Integrator

Oracle Web Applications Desktop Integrator uses the following process to upload data to Oracle E-Business Suite:

1. Define a layout that determines what fields appear in your spreadsheet (conditional).

**Note:** Layouts may already be defined for your spreadsheet. See the product-specific documentation to determine if you are required to define the layout.

2. Define a mapping to allow data to be imported into the spreadsheet (conditional).

**Note:** A mapping may already be defined for your spreadsheet. See the product-specific documentation to determine if you are required to define a mapping.

3. Create the spreadsheet.
4. If the spreadsheet integration allows upload, you can upload the data to the Oracle E-Business Suite.
5. Monitor the progress of your upload.

# Accessing Oracle Web Applications Desktop Integrator

## System Administrators:

System Administrators can access Oracle Web Applications Desktop Integrator functionality from the Desktop Integration responsibility. Use this responsibility to access the following functionality:

- Create Document
- Define Layout
- Define Mapping
- Setup Options
- Define Stylesheet
- Manage Document Links

System Administrators can also edit mappings and layouts for all integrators.

## End Users:

Because Oracle Web Applications Desktop Integrator can be integrated with Oracle E-Business Suite applications according to product-specific business flows, end user access depends on individual product implementations.

Generally, the product implementation follows one of two methods:

- The product integrates the generate spreadsheet functionality within its own functional page flow. Oracle Web Applications Desktop Integrator is used in the background to generate the spreadsheet. This is the most common method.
- The product provides a self-service menu item that invokes the Oracle Web Applications Desktop Integrator Create Document page flow.

See the product-specific documentation for details on accessing the Desktop Integration functionality.

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# Administering Oracle Web Applications Desktop Integrator

This chapter covers the following topics:

- Defining Layouts
- Defining Mappings
- Defining a New Mapping
- Defining a Style Sheet
- Defining Setup Options for Key Flexfields

## Defining Layouts

Layouts enable you to customize the user interface presented in your spreadsheet. Use the layout functionality to determine the fields in a spreadsheet, set their positions, and specify default values for the fields.

A layout must be available before you create a spreadsheet in the Create Document flow. Some integrators offer predefined layouts, or you can use the procedure described in this chapter to create a layout.

**Note:** For some products, the layouts are predefined and preselected. Therefore you cannot select an alternate layout during document creation.

**Note:** Unless your User is assigned the System Administrator responsibility, you must be granted access to an integrator to modify its layout. Specific form functions grant access to specific integrators. See the product-specific documentation for information regarding access to individual integrator layouts.

Use the Define Layout flow to perform the following:

- Define a new layout
- Modify an existing layout
- Duplicate a layout from the list and save it under a different name. You can then modify this duplicated layout.
- Delete a layout from the list

## Defining a New Layout

Use this procedure to define or modify a layout. The define layout flow consists of the following actions:

1. Select the integrator.
2. Select an existing layout to update or create a new layout.
3. Enter a name for the layout and select the number of headers.
4. Select the fields to appear on the layout, set defaults for the fields, and select the placement of the field as context, header, or line item.
5. Set properties for the layout components including field width or column span, hidden or unhidden, and position.

### Define Layout Flow

To access the Define Layout flow: From the Oracle E-Business Suite navigator, select **Define Layout**. This may be under the Desktop Integration responsibility, or it may be located under a different responsibility assigned to you by your system administrator.

1. Select the integrator. Existing layouts for the integrator will be displayed.
2. Choose **Create** to create a new layout; or, select an existing layout and choose **Update** to modify it. To create a new layout based on an existing layout, select **Duplicate**.
3. Enter a **Layout Name** and specify the **Number of Headers** to place across the top of the document.

If your document has one header, all fields that you identify as Header fields will display in a single list. If your layout includes numerous header fields, you may consider defining multiple headers to place them horizontally across the top of your document.

4. Determine the fields to be included in the Layout, their placement and default

values. The page displays Required Fields and Optional Fields.

Some integrators offer the option **Include Graph of Lines Data**. Select the box to include a graph.

All required fields must be included in your layout. Include optional fields by selecting the **Select** box. The following table describes the options available for the fields in your layout:

#### ***Layout Field Options***

<b>Fields</b>	<b>Description</b>
Placement	<p>Defines the location of the field on the spreadsheet. Choices are Context, Header, and Line. In your spreadsheet:</p> <ul style="list-style-type: none"><li>• <b>Context:</b> Appears at the top of the spreadsheet as read-only, contextual information.</li><li>• <b>Header:</b> Fields whose values do not change for every record you are uploading. This region appears above the line region in the spreadsheet. If you specified multiple headers, select the one you wish the field to display in (for example: Header 1, Header 2, or Header 3).</li><li>• <b>Line:</b> Fields whose values change for every record that is uploaded to Oracle E-Business Suite. The rows of data in this region represent every record that will be uploaded.</li></ul>
Default Types	<p>Note that some fields will have defaults predefined.</p>
Default Type - Constant	<p>Used when the text entered in the Default Value field is used as the default value in the spreadsheet.</p>
Default Type - Environment	<p>Used to reference an environment variable when setting a default for a field. Values are as follows:</p> <ul style="list-style-type: none"><li>• <b>sysdate:</b> System date</li><li>• <b>database:</b> Name of the current database</li><li>• <b>oauser.id:</b> ID of your current Oracle E-Business Suite user</li></ul>

Fields	Description
Default Type - Parameter	Used to reference a parameter that your system administrator stores in the form function (Self Service Link) that you use to access the Create Document flow. The parameters that can be referenced are specific to each integrator. See the product-specific documentation for the valid values for the default type.
Default Type -SQL	<p>Used to run a SQL statement to determine the default for the field. Oracle Web Applications Desktop Integrator runs the SQL statement entered in the Default Value field and automatically populates the spreadsheet with the results. If more than one value is returned from the query, it uses the first value.</p> <p>You can use the following tokens in the SQL statement for the Default Value field:</p> <ul style="list-style-type: none"> <li>• <b>\$profiles\$.profilename</b>: Returns the value for the current user's profile when you enter the name of the profile option.</li> <li>• <b>\$env\$.userid</b>: Returns the current user ID.</li> <li>• <b>\$env\$.appid</b>: Returns the current application ID.</li> <li>• <b>\$env\$.respid</b>: Returns the current responsibility ID.</li> <li>• <b>\$env\$.language</b>: Returns the current session language.</li> </ul>
Default Type - Formula	<p>You can enter Excel-compatible formulas as default values for fields. Follow the Excel formula syntax and enclose field names in brackets.</p> <p>For example: [credit]+[debit]</p> <p>Note that referencing the field names rather than the cell names prevents your formulas from being corrupted if the order of the fields is changed in the layout.</p>

5. In the Create Layout page, define display properties for the page components. Use this page to mark fields as Read Only, to Hide fields, and to move the fields up or down in the display order.

#### Document Properties

- Protect Sheet - select Yes or No to set the state of the document when

downloaded. A protected sheet will allow you to update the data fields but will not allow you to insert rows. The user can change this setting in Excel by selecting **Protection** from the **Tools** menu.

- Stylesheet - select a stylesheet to apply to the document. See Defining a Stylesheet, page 2-10.
- Apply Filters - select Yes to enable Microsoft Excel filters for the lines region when the document is downloaded. The user can change this setting in Excel by selecting **Filters** from the **Oracle** menu.

If you selected the Include Graph of Lines Data check box on the previous page, this page will include a section to enter your graph properties. Enter the following:

- Enter a graph **Title**
- Select the **Graph Type**: Area, Bar, Column, Line, or Pie
- Select the **Subtype**: 3D (three-dimensional) or 2D (two-dimensional)
- For 2D charts: Enter the titles for the **Category (X) Axis** and the **Value (Y) axis**.  
For 3D charts: Enter the titles for the **Category (X) Axis**, **Series (Y) Axis**, and the **Value (Z) Axis**.
- Enter the **Category Columns**. The data from these columns will be represented on the x-axis. Separate each column name with a comma. Each name entered must be a valid column name occurring in the layout definition.
- Enter the **Series Columns**. The data from these columns will be represented on the y-axis. Separate each column name with a comma. Each name entered must be a valid column name occurring in the layout definition.

#### **Context and Header Field Properties**

- Prompt Span - enter the number of columns that the field prompt will span.

**Important:** For context and header fields, you set the number of columns for the Prompt, Hint, and Data to span. You set the column widths for the fields at the Line level. Therefore, when setting the column spans for a header or context field, be aware that the width of a column is determined by the width of the line fields in the spreadsheet. See Design Considerations, page 2-6.

- Title - (optional) enter a title for the header.
- Hint Span - enter the number of columns for the field hint to span. The hint for

a field can include the following:

- \* - indicates the field is required.
- List - indicates that the field provides a list of values. Double-click the field to invoke the list.
- Data type - the data type for each field is always displayed. For example, Text or Number.
- Data Span - enter the number of columns for the data to span.
- Hide - select this box if you want the field hidden on the spreadsheet.
- Read Only - select this box if you want the field to display as a nonupdateable, read-only field.

#### **Line Region Properties**

- Data Entry Rows - enter the number of blank rows to display when the document is generated. The user can add more rows once the document is downloaded to Excel.
- Width - enter the width of the field in characters.
- Frozen Pane - use this selection to set the fields that you want to remain visible while you scroll horizontally across the spreadsheet.
- Read Only

## **Design Considerations**

When setting the column spans for context and header fields, you must consider the column widths that are set at the line item level. The following figure shows the layout specifications for the Context fields and how these specifications rendered in the actual document. The Context Prompt Span is defined as 5 columns and the Context Data Span is defined as 4 columns. Note that the Prompt span covers columns B through D:

- Column B is the automatically generated Upload line item column
- Column C is the Period line item column
- Columns D, E, and F are key flexfield segment columns





Set the Hint Span to 3 to accommodate the placement of the Header Hint field.

Note that achieving the desired layout may require several iterations, as changing the column spans for the fields in the first header will affect the placement of the fields in the second header. For example, in the preceding figure, when the Hint Span was changed to 3 for Header 1, the Hint text for Header 2 was moved to a narrower column resulting in part of that text being hidden.

## Defining Mappings

You can choose to automatically import data into the spreadsheet during the Create Document flow, as discussed in Creating a Document, page 3-1. When you choose to import data on the Content page, Oracle Web Applications Desktop Integrator prompts you to select a mapping. Oracle Web Applications Desktop Integrator requires a mapping in order to determine where imported data should be placed in the spreadsheet.

Mapping associates columns in the imported data with columns in the spreadsheet. You do not need to create new mappings for fields that do not have data, or if a mapped field is not included in the spreadsheet. You need to create multiple mappings for Content only if the associations between the downloaded columns and the fields in the spreadsheet change. If you import text files with varied data structures, you may have to define more than one mapping for each text file variation.

**Note:** Do not modify Contents that download data from Oracle E-Business Suite.

**Note:** To modify an integrator's mappings, you must be granted access to the integrator or have the System Administrator responsibility. Specific form functions grant access to specific integrators. See the product documentation for the form functions that must be added to your menu to have access to an integrator's list of mappings.

## Defining a New Mapping

Use this procedure to define a mapping between source data and columns in a spreadsheet.

### Steps:

1. From the Oracle E-Business Suite Navigator, select the Define Mapping link. This may be under the Desktop Integration responsibility, or it may be located under a different responsibility assigned to you by your system administrator.
2. In the Mapping window, select an integrator.
3. In the Select Content window, select a content to import. For example, Text File.  
Content indicates the information you will import into your spreadsheet. One or more mappings can be defined for a particular content.
4. In the Select Mapping window, select Define Mapping. Enter a name for the new mapping, and the number of columns to be mapped.
5. In the Define Mapping - Source to Target Columns window, associate columns being imported from the content to fields in the spreadsheet.
  - Click the list of values for the Source Column to view a list of available columns to import, and then enter the search criteria. (If you know the name of the Source Column, you can type it directly into the field without using the list of values.) Click the radio button next to the column name, and then click select to select columns to map.
  - Use the Target Column field next to each Source Column to create a mapping between the two fields. The Target Column list of values contains a list of columns that can exist in a spreadsheet. You may add new rows if more columns need to be mapped. Click the list of values for the Target Column to view a list of available columns to import, and then enter the search criteria. Click the radio button next to the column name, and then click select to select columns to map.
  - Some Target Columns support the translation of ID values from Source Columns. To find out if the translation of IDs is supported by a specific

column, select that column and click Lookup. If the column supports the ID translation, a check box appears under Lookup for that column name. To perform the ID translation, select the Lookup check box for the desired columns.

6. Apply the mapping definition you have created.

## Defining a Style Sheet

The style sheet enables you to define the colors and fonts to apply to the sheet, the prompts, the hints, and the data fields of your document.

**Create Style Sheet**  
 \* Indicates Required Field

\* Style Sheet Name: Management Colors  
 Description: Management Style Sheet  
 Read Only Color: #CCFFFF

	Background Color	Font Color	Font Family	Font Style	Font Size
Sheet	#CCFFFF	#000099	Tahoma	Regular	9
Prompt	#33CCFF	#000099	Tahoma	Bold	9
Hint	#33CCFF	#000099	Tahoma	Regular	7
Data	#CCFFFF	#003300	Tahoma	Regular	9

Cancel Apply

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Navigate to the **Create Style Sheet** page using the **Define Style Sheet** link. This may be under the Desktop Integration responsibility, or it may be located under a different responsibility assigned to you by your system administrator.

You can define the following properties for the Sheet, the Prompts, the Hints, and the Data fields:

- Background color
- Font color
- Font family
- Font style
- Font size

Select a Read Only color to apply to the background of read-only fields. Read-only

fields take the font properties of Data fields.

Use the color picker to select a color, or for additional color options, you can enter the hexadecimal value for the color in the field provided. For example, enter #A52A2A for brown.

The following figure shows the style sheet items as they appear on a generated document:

Sheet

	A	B	C	D	E	F	G	H	I	J	K	M
2	View Context			View Header			View Line					
3	Balance Type			Database			Budget					
4	Data Access Set			Chart Of Accounts			AP6274RT.ATG12X10					
5	Ledger			Text			Vision Operations (USA)					
6	Category			Text			Operations Accounting Flex					
7	Source			Text								
8	Organization			Text								
9	Currency			Text								
10	Budget			Text								
11	Upl Period			Co. Dpt Acct Sub Prd Debit			Credit			Messages		
12	List - Text			* List - Text			* Number			* Number		
13												
14												
15												
16												
17												
18												
19												
20												
21												
22												
23												
24												
25												
26												
27	Totals:			0			0			0		
28	Tip: This is not the end of the Template. Unprotect the sheet and insert as many rows as needed.											

Prompts

Read-Only Fields

Hint Text

Data Fields

## Defining Setup Options for Key Flexfields

Oracle Web Applications Desktop Integrator provides the option to set right-justification and zero padding for every segment of a key flexfield, regardless of this setting at the value set level.

Lists of values for flexfields apply character format masks after a segment value has been selected. These format masks such as right-justify and zero padding and maximum character width are derived from the flexfield value set definition. Use the Oracle Web Applications Desktop Integrator Setup Options feature to override the values specified in the value set definition.

If you set the right-justify and zero-fill format mask for a key flexfield segment, then Oracle Web Applications Desktop Integrator performs right-justification and zero padding on the value entered in the spreadsheet based on the segment length and validates the value according to this option before updating the segment value in the interface table.

**Note:** If you are migrating from the client-server Oracle Applications Desktop Integrator, this provides the equivalent functionality to the Zero Pad Account Values feature.

To set the right-justify and zero-fill format mask for a key flexfield, or for a specific key flexfield structure:

1. From the Oracle E-Business Suite Navigator, select Desktop Integration, then Setup Options.
2. Choose **Select Key Flexfields**.
3. To apply the right-justify and zero-fill format mask to every structure of a flexfield, select it from the list.
4. To apply the format mask to specific structures of the key flexfield, choose **Select Structure**, then select the appropriate structures.

The **Overridden** column will display the number of structures selected.

**Note:** If you choose this option, you must not modify the format of the cells for the flexfield segments in the spreadsheet. Oracle Web Applications Desktop Integrator sets a custom number format for the flexfield segments in the spreadsheet to enable zero padding. If you change this format, such as by using the Format Cells menu option within Microsoft Excel, by copying and pasting a cell with a different format, or by adding a character such as an apostrophe ( ' ) to the cell value, then Oracle Web Applications Desktop Integrator does not perform zero padding for the value, and the value may fail validation and not be updated in the interface table.

---

## Creating a Document

This chapter covers the following topics:

- Overview
- Creating a Spreadsheet
- Working with Spreadsheets
- Uploading and Downloading Data from Spreadsheets
- Monitoring Concurrent Requests

### Overview

The Create Document workflow guides you through steps that allow you to create your spreadsheet. This section only applies to those products that instruct users to create documents through a form function that calls the Oracle Web Applications Desktop Integrator Create Document page flow. See your product documentation for information specific to accessing its spreadsheet functionality.

**Note:** Before you create your spreadsheet, make sure at least one layout has been defined. Layouts determine the fields that appear in the spreadsheet you will create. If you intend to automatically import information into the spreadsheet, make sure that a mapping has been defined. For details on defining layouts and mapping, see *Administering Oracle Web Applications Desktop Integrator*, page 2-1.

After you have defined the parameters for your spreadsheet, you can review them before creating the spreadsheet.

Note that the Create Document process varies depending on how it is implemented. Also, some of the parameters in the Create Document windows might be pre-configured by your system administrator.

## Creating a Spreadsheet

Use this procedure to create a spreadsheet on your desktop to which you can import data from Oracle E-Business Suite.

There are three possible procedure flows for creating a spreadsheet:

- The product uses the Create Document page flow, described in the following procedure.
- The product calls the Create Document page flow from within its application. In this case, you will follow one or more of the following steps depending on the product implementation. See your product documentation for details.
- The product calls the Create Document page flow, but does not require user input for these steps. The spreadsheet will be automatically created as described in Step 8.

### Steps:

1. From the Oracle E-Business Suite Navigator, select the link appropriate for your product to create a document.
2. In the Integrator window, select an integrator. The integrator defines the task you will be performing. For example, to use spreadsheets to upload data to General Ledger, select General Ledger - Journals Integrator.

**Note:** You must be granted access to an integrator by your system administrator. Specific form functions grant access to specific integrators. See the product documentation for information on your product's form functions.

3. In the Viewer window, select the viewer that you want to use to open your spreadsheet. For example, Excel 2000.  
  
Select the Reporting box only if you want to create a spreadsheet that does not allow data upload.
4. In the Layout window, select a layout. Layouts determine which fields are included in your spreadsheet, their placement, and any default values. See Administering Oracle Web Applications Desktop Integrator, page 2-1 for details on defining custom layouts.
5. In the Content window, select the content to import. This window allows you to define a blank spreadsheet (None option) or automatically populate the spreadsheet (for example, using a Text File). There may be other options available, depending on the integrator.



- If you select None, selecting Next will take you to Step 7.
  - If you select Text, selecting Next will take you to Step 6.
  - If you select a product-specific option, depending on the integrator you are using, Oracle Web Applications Desktop Integrator prompts you for mapping information and parameters required by the content. See your product documentation.
6. If you selected the Text File option, select the Mapping to use in order to map the text file or other data to the spreadsheet columns. Select Browse to locate the text file in your local system.
- Indicate the delimiter used in the text file. Enter the delimiter directly into the text field if you select Other.
  - Select Ignore Consecutive Delimiters if you do not want to insert a null value into the spreadsheet when two delimiters exist side by side in the text file.
  - Enter the line in the text file where you want to start importing. The first few lines in a text file may be header information that you do not want to import into the spreadsheet.

**Note:** If you work in a multi-byte environment, save the text file with UTF-8 encoding before importing the text file.

See Administering Oracle Web Applications Desktop Integrator, page 2-1 for details on defining custom mappings.

7. In the Review window, optionally, click Save. The Select Shortcut window allows you to select a shortcut that appears at the beginning of the Create Document flow. Specify the shortcut name and choose the settings you want to save. Any settings that you save will be pre-specified whenever you use this shortcut, and the pages displaying those settings will be skipped.

**Note:** System administrators can save the shortcut to a form function, and attach the form function to a user's menu.

8. Create your spreadsheet by selecting Create Document (or the link specified by your product documentation). Your browser will prompt you to download the file "WebADI.xls". Select Open, then select Enable Macros. The Excel file will open and a small window will open that will format the Excel file.

If you selected a Content in Step 5, the data will be downloaded.

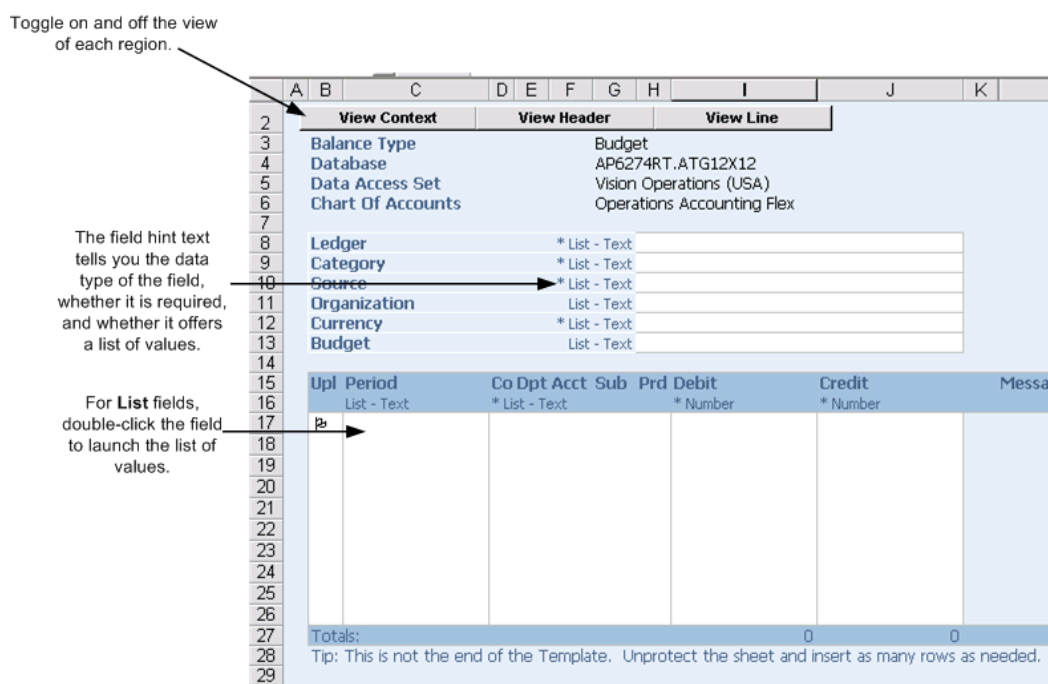
Do not close the window or use Excel until this window indicates that formatting is

After you have finished modifying the spreadsheet, you can upload the data.

**Note:** You cannot copy an entire worksheet to a different worksheet; however, you can copy row and column values from one worksheet to another Oracle Web Applications Desktop Integrator worksheet, and then upload the data. Copying the entire worksheet is not supported because, while rows and columns are copied, the macro code behind the Oracle Web Applications Desktop Integrator worksheet is not copied over to the new sheet.

## Working with Spreadsheets

Once you have created and downloaded your document, Oracle Web Applications Desktop Integrator provides features that extend the functionality of the spreadsheet. The following figure highlights some of the features described in this section.



**Note:** In Microsoft Excel 2007, the Oracle menu is available from the Add-Ins tab.

## Working with Unsigned Spreadsheets

If you choose not to use digital signatures in Oracle Web Applications Desktop

Integrator, then you must enable the Oracle Web Applications Desktop Integrator macros on a case by case basis within Microsoft Excel. Microsoft Excel prompts you to enable the macros whenever you create or open an Oracle Web Applications Desktop Integrator spreadsheet. See: Selecting Macro Security Settings in Microsoft Excel, page 1-3.

## Working with Digitally Signed Spreadsheets

If you set the BNE Enable Digital Signature profile option to have Oracle Web Applications Desktop Integrator affix a digital signature to the spreadsheets you create, then you can select a high macro security level in Microsoft Excel. The first time you create a signed Oracle Web Applications Desktop Integrator spreadsheet, you must identify the Oracle Web Applications Desktop Integrator macros as coming from a trusted source. Subsequently, whenever you create a signed spreadsheet, Microsoft Excel automatically allows the macros to run. See: Selecting Macro Security Settings in Microsoft Excel, page 1-3.

**Note:** If you create a digitally signed spreadsheet, it is recommended to work without saving in order to preserve the signature. If you save an Oracle Web Applications Desktop Integrator spreadsheet, then the Oracle signature is discarded, because the content of the spreadsheet is no longer controlled by Oracle. To continue working on the spreadsheet, you can use one of these options:

- Change your macro security settings to a medium security level temporarily while performing tasks that use Oracle Web Applications Desktop Integrator macros, such as using lists of values or performing an upload to Oracle E-Business Suite.
- Create a new digitally signed Oracle Web Applications Desktop Integrator spreadsheet, and copy and paste the modified data from the saved, unsigned spreadsheet to the new signed spreadsheet. You can then continue working in the new spreadsheet at the same security level.
- Attach your own digital signature from a trusted source to the spreadsheet and save the spreadsheet again.

## Viewing Data

The toggle bars at the top of the spreadsheet allow you to toggle on and off the views of each of the sections: Context, Header, and Lines.

Oracle Web Applications Desktop Integrator enables you to turn on Microsoft Excel filtering on the line items. This is useful when your spreadsheet contains many rows of data. To enable filters, from the Oracle menu select **Filters**, then **Show Filters**. To turn filters off, from the Oracle menu select **Filters**, **Hide Filters**.

## Multiple Worksheets

Your spreadsheet may contain multiple worksheets if your product integrator is defined to generate multiple worksheets or if your downloaded data exceeds 64,000 rows, multiple worksheets will be automatically created.

If your spreadsheet contains multiple worksheets, then at upload time you will be presented the options of **Upload** or **Upload All**. **Upload** will upload only the current worksheet. **Upload All** will upload all worksheets.

## Viewing Graphs

If your integrator supports graphs, your spreadsheet will include additional graphing options.

If the layout for your integrator was designed with the option **Include Graph of Lines Data** selected, then a graph of the data will be generated when you download the spreadsheet. Otherwise, view the graph of your line data by selecting **Create Graph** from the Oracle menu.

The **Create Graph** menu item provides the following options:

- Graph All - creates a graph of the data on the active worksheet.
- Graph Selection - creates a graph of the selected data on the spreadsheet.
- Graph Variation - this option is available for multi-sheet downloads, where each sheet contains data from a different source. The data in each sheet shares the same Category and Series. The graph will display the same series column from each worksheet.

**Note:** Excel limits the number of data points that can be used in a graph.

**Note:** Oracle Web Applications Desktop Integrator graphs the data according to the graph definition specified in the layout. For more information, see Document Properties, page 2-4. The graph can be changed on the graph page by selecting Graph from the Oracle menu. Select Modify Graph Type or Modify Graph Options.

## Adding Rows to a Spreadsheet

To add rows to an open spreadsheet:

### Steps:

1. Unprotect the spreadsheet: Select **Tools**, then **Protection**, then **Unprotect Sheet**.

Note that some spreadsheets are defined with protection turned off.

**Note:** Certain regions of the spreadsheet will remain uneditable even when protection is turned off.

2. Select a row in the lines section of the spreadsheet.
3. Select **Insert**, then **Rows**. Repeat to add as many rows as you need. Oracle Web Applications Desktop Integrator displays a flag in the **Upl** column beside every row you add.
4. To enter data, either type the data directly in the spreadsheet field, or if the field shows the **List** hint, then you can double-click the field to access the list of values. The hint text for the field displays an asterisk (\*) if the field is required, and indicates the data type of the field (number or text).
5. If desired, protect the spreadsheet by selecting **Tools**, then **Protection**, then **Protect Sheet**.

## Entering Data

### Steps:

1. To enter data, either type the data directly in the spreadsheet field, or if the field shows the **List** hint, then you can double-click the field to access the list of values. The hint text for the field displays an asterisk (\*) if the field is required, and indicates the data type of the field (number or text).
2. If desired, protect the spreadsheet by selecting **Tools**, then **Protection**, then **Protect Sheet**.

## Uploading and Downloading Data from Spreadsheets

### Uploading Data

After creating and modifying your spreadsheet, you can upload the data to Oracle E-Business Suite.

**Note:** Not all spreadsheets support upload.

Use the following procedure to upload data:

### Steps

1. While viewing your spreadsheet, choose Upload from the Oracle menu. The Upload Parameters window appears.
2. Select the desired parameters.

Upload parameters depend on the integrator you select. Moreover, your system administrator might disallow you from changing upload parameters using the Web ADI: Allow Set Parameters profile option. See your product documentation for information on the available parameters.

The following table shows some common parameters that you may see:

Upload Parameter	Description
Rows to Upload	<ul style="list-style-type: none"><li>• All Rows Select to upload all rows in your spreadsheet, regardless of whether changes have been made.</li><li>• Flagged Rows Select to upload only those rows that are marked with a flag character in the Upl column of your spreadsheet. Oracle Web Applications Desktop Integrator displays a flag character against a row that has changed.</li></ul>
Validate Before Upload	Recommended. Validating prevents invalid data from being uploaded to Oracle E-Business Suite. It is useful when you expect the import process to be quite lengthy or when you plan to run it unattended, such as overnight.
Automatically Submit Import	Select this option to automatically submit a processing request for the data after upload.  This parameter is available when a post-processing procedure has been setup for the integrator. A post-processing procedure may be a call to a server-side procedure or a concurrent program to continue processing the data in the E-Business Suite.

3. Start the upload process. After the upload process completes, the upload window indicates whether or not the upload was successful. Oracle Web Applications Desktop Integrator returns messages to the spreadsheet identifying all rows containing invalid values. If the data in any rows are invalid, Oracle Web Applications Desktop Integrator does not upload any of the data in the spreadsheet. You must correct all errors to successfully upload the spreadsheet.

Any errors that occur during the upload of a multi-sheet workbook will also be

displayed in a Summary Worksheet. The Summary Worksheet enables you to see all errors and link to them.

## Downloading Data

Download enables you to refresh data that you have imported into your spreadsheet. This option is available only if the spreadsheet contains imported data. To download or refresh data, from the Oracle menu select **Download**.

**Note:** Any new rows of data or other modifications that you have made on the spreadsheet will be overwritten when you use **Download** to refresh the data. Some product integrators may not allow refresh.

If you imported data from a text file, **Download** will not be available.

## Monitoring Concurrent Requests

The upload process of some of the integrators starts a concurrent program to import the data you have uploaded to an interface table in Oracle E-Business Suite. You can monitor concurrent requests from the spreadsheet.

To monitor concurrent requests from the spreadsheet, select the Oracle menu, then Monitor. The Monitor Requests window displays the last 10 concurrent requests submitted by the current user.





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# Implementing Oracle Web Applications Desktop Integrator

This appendix covers the following topics:

- Overview
- Setting Profile Options
- Setting Up Form Functions, Menus, and Responsibilities
- Granting Users the Ability to Create Documents

## Overview

This section describes how to implement Oracle Web Applications Desktop Integrator. It applies to all integrators that use the Create Document page flow. It describes how to set up form functions to call the Oracle Web Applications Desktop Integrator Create Document page flow. Once set up, the user can create a spreadsheet to download and upload data to a specific product. Use this appendix in conjunction with the product-specific documentation.

## Setting Profile Options

The following profile options can be set to control specific Oracle Web Applications Desktop Integrator functions in your system. For more information on profile options, see: Setting User Profile Options, *Oracle E-Business Suite System Administrator's Guide - Maintenance*.

### BNE Allow No Security Rule

Set this profile option to **Yes** only when instructed by Oracle Support.

The default value is **No**.

## BNE Allow Set Parameters

Valid values are `Yes` and `No`. If this profile option is set to `No`, users will not be able to access the upload parameters window.

## BNE Debug Log Directory

This profile option can be used to set the directory for the Oracle Web Applications Desktop Integrator log file on the application server. If this profile option is not set, then the `FND_TOP/log` directory is used.

The default value is `FND_TOP/log`.

## BNE Debug Log Filename

Use this profile option to change the name of the Oracle Web Applications Desktop Integrator log file on the middle tier. If this profile option is not set, `bne.log` is used.

The default value is `bne.log`.

## BNE Debug Log Level

This profile option determines the level of detail that is recorded in the Oracle Web Applications Desktop Integrator log file. The valid values are listed below. The level of granularity and amount of information recorded to the log file increases as you move down the list.

- **CRITICAL\_ERROR** – Messages that are the result of a system failure. The integrity and reliability of the system is in doubt as a result of this error.
- **ERROR** – Messages that are the result of an unexpected error in the system. It is possible to recover from these errors; the system may still be in a usable state. Setting the profile option to this value will include **CRITICAL\_ERROR** messages in the log file.
- **WARNING** – Messages trapped by the application. These errors were handled by the application but the system administrator should be aware of them occurring. Setting the profile option to this value will include **ERROR** as well.
- **INFORMATION** – Additional messaging is added to the log file that includes processing information. Setting the profile option to this value includes **CRITICAL\_ERROR**, **WARNING**, and **ERROR** log messages. This is the default setting.
- **DETAIL** – Messages that summarize what is written to the log file. Setting the profile option to this value includes **CRITICAL\_ERROR**, **WARNING**, **ERROR**, and **INFORMATION** log messages.

- **TRACE** - Messages that provide detailed debugging information. Setting the profile option to this value includes **CRITICAL\_ERROR**, **WARNING**, **ERROR**, **INFORMATION**, and **DETAIL** log messages.

The default value is **INFORMATION**.

## **BNE Disable**

Valid values are **Yes** and **No**. If set to **Yes**, all Oracle Web Applications Desktop Integrator functionality is disabled. This can be set at the Site, Application, Responsibility and User level.

## **BNE Document Lifetime**

Spreadsheets created by Oracle Web Applications Desktop Integrator can be saved, opened, and used again at a later date to interact with Oracle E-Business Suite. Use this option to disable a spreadsheet from connecting to the database after a specific length of time from the creation date. Select from a range of hours, days, months, or years.

## **BNE Enable Digital Signature**

Use this profile option to enable Oracle Web Applications Desktop Integrator to affix a digital signature to the spreadsheets you create, identifying them as coming from a trusted source. You can then select a macro security level in Microsoft Excel that requires digital signatures when working with these spreadsheets. See: *Selecting Macro Security Settings in Microsoft Excel*, page 1-3.

The default value is **No**.

## **BNE Enforce Parameter Values**

If a required parameter is invalid or not sent by the form function calling the Oracle Web Applications Desktop Integrator service, the user will be shown a page to enter the required parameter so the create document process can be completed. If this profile option is set to **Yes**, users will not be able to enter parameter values and will be shown an error stating that they should have their system administrator edit the form function to correct the problem.

## **BNE Excel Worksheet Maximum**

Sets the maximum number of worksheets that Oracle Web Applications Desktop Integrator can create within a workbook. This is unlimited by default.

**Note:** The number of worksheets that can be added to a spreadsheet is limited only by the available memory resources. Setting this option allows you to manage your memory resources and avoid potential

crashes for users working on older, less resource-rich clients.

## **BNE Redirect Portal URL**

Define the URL users are sent to when they press "Cancel" or "Return" in the create document page flow. Users are also sent to this location after their document is created. If this profile option is not set, users are sent to the Self Service Personal Home Page.

## **BNE Upload Batch Size**

All of the rows in the spreadsheet are uploaded from the client machine to the middle tier at once; the Upload Batch Size determines the number of records sent to the database at one time from the middle tier. The default is 100. System administrators can adjust this setting to find the batch size that optimizes upload time for their environment. This setting should not be less than 5 or greater than 200. Network packet sizes, latency and average number of rows uploaded from the client affect the optimal setting of this value. If there is a large distance between the middle tier and the database, you may want to increase the batch size to reduce the number of trips over the network. You also want to make sure that the amount of data sent in a batch takes full advantage of the size of packets on your network using the average number of rows users will be uploading.

## **BNE XML Response Compression**

If set to null or `Yes`, XML compression is used when downloading data to the spreadsheet. Some browsers do not support this XML compression, so you may need to set this option to `No` for some users to avoid errors.

## **Setting Up Form Functions, Menus, and Responsibilities**

When you install Oracle Web Applications Desktop Integrator it automatically creates form functions, menus, and responsibilities.

### **Form Functions**

The following table describes the form functions that are automatically created. Note that integrators are not installed with Oracle Web Applications Desktop Integrator, but with their associated products.

### **Form Functions**

<b>Form Function</b>	<b>Description</b>
BNE_ADI_CREATE_DOCUMENT	Allows users to access the Create Document Page flow for the General Ledger - Journals integrator. This is a series of pages that prompts users for parameters that determine how a formatted spreadsheet is generated on the desktop.
BNE_ADI_DEFINE_LAYOUT	Allows users access to the user interface to define layouts. Users are prompted for a layout in the Create Document Page flow. The layout determines the fields that are included in the spreadsheet, their placement, and whether they have default values.
BNE_ADI_DEFINE_MAPPING	Allows users to access the interface to define mappings. Mappings are used to import information into a spreadsheet. Users can select content in the Create Document Page flow to import information from a text file or from Oracle E-Business Suite tables into a spreadsheet. The mapping associates data in the content with fields in the spreadsheet.
BNE_ADI_DEFINE_STYLESHEET	Allows users access to the define style sheet user interface. The style sheet sets the colors and font styles used in the spreadsheet.
BNE_ADI_LOB_MANAGEMENT	Specific to the Human Resources application. You do not need to give users access to this form function unless they use mail merge functionality in Oracle HRMS. See My Oracle Support Knowledge Document 394265.1 for more information on HRMS functionality.
BNE_ADI_SETUP_OPTIONS	Allows system administrators to define right-justification and zero-fill format masking for key flexfields. This setting will override the flexfield value set definition.

### **Menu**

The Desktop Integration Menu is created with the following prompts:

- Create Document (BNE\_ADI\_CREATE\_DOCUMENT)
- Define Layout (BNE\_ADI\_DEFINE\_LAYOUT)
- Define Mapping (BNE\_ADI\_DEFINE\_MAPPING)
- Manage Document Links (BNE\_ADI\_LOB\_MANAGEMENT)
- Setup Options (BNE\_ADI\_SETUP\_OPTIONS)

- Define Style Sheet (BNE\_ADI\_DEFINE\_STYLESHEET)

### **Responsibility**

The Desktop Integration responsibility is created with the Desktop Integration Menu.

## **Granting Users the Ability to Create Documents**

The sections that follow apply to integrators that are accessed through the Create Document page flow. The following topics are covered:

- Using the Seeded Form Functions, Menu, and Responsibility
- Creating Form Functions
- Including Parameter Values in the Create Document Form Function
- Specifying Skipped Pages Parameters
- Providing Users a Secured List of Values
- Including Parameters for Default Values in Layouts

### **Using the Seeded Form Functions, Menu, and Responsibility**

The Desktop Integration menu includes the Create Document, Define Layout, and Define Mapping form functions. For all other products, consult your product documentation for information on accessing these functions.

You may also choose to create other responsibilities and menus to restrict access to the available form functions. Some users may only need to create documents, while others are responsible for creating mappings and layouts.

### **Creating Form Functions Using the Create Document Page Flow**

You can go through the Create Document page flow procedure and select all parameters, then save the parameters to a form function.

#### **Specifying Skipped Pages Parameters**

If a page is to be skipped, every parameter on that page must be specified in the form function. Follow these steps to create a form function with specified parameter values:

1. Log in to Oracle E-Business Suite and select the Create Document Function (make sure this user has the System Administrator responsibility).
2. Select the parameter values you want to save in the Page Flow.

3. Click Save in the Review Page. The Select Shortcut window opens.
4. Enter a name for your form function in the Shortcut Name field. This name will have the prefix BNE\_ when you search for it in Oracle E-Business Suite.
5. Select Save to Form Function.
6. Select the parameters you want to save to the form function and determine if the Review page will be displayed.

If all the parameters are saved and you choose not to display the Review page, the document will immediately be created when the user selects the form function. If you do not save some of the parameters, users have to manually select them when they create documents.

**Note:** Viewer and Reporting must be saved if they are not be displayed to users. If you have users with different versions of Excel creating documents for upload in English, you may want to create separate form functions; one for each viewer.

7. Log in to Oracle Forms with the System Administrator responsibility and attach the form function to a menu. Under Application, select Menu, and search for BNE\_ (name entered in Step 4). You must attach the function to the same menu that contains the form function that grants access to the integrator.

## Creating and Editing Form Functions in Oracle Forms

System administrators can create form functions using these steps for integrators that are used through the Create Document page flow; however, see your product documentation for the form function that must be placed in the same menu structure for access to the integrator.

To create your own form functions:

- Set the Type to SSWA SERVLET FUNCTION for all Oracle Web Applications Desktop Integrator form functions
- Set the HTML Call for all Oracle Web Applications Desktop Integrator form functions to BneApplicationService
- To create a form function allowing people to create documents, set the parameter field to bne:page=BneCreateDoc
- To create a form function allowing people to define layouts, set the parameter field to bne:page=BneDefineLayout
- To create a form function allowing people to define Mappings, set the parameter

field to bne:page=BneMappingTemplate

### Including Parameter Values in the Create Document Form Function

When users create documents they are prompted for a number of parameters that determine how their spreadsheet will be created. These parameters can be specified within the form function to secure parameter values and force users to use certain values. When users access the Create Document page flow, pages prompting users for values specified in the form function will not be displayed; this reduces the number of steps they must take to create documents.

The table that follows provides a description of each parameter that determines page flows.

#### *Parameters for Page Flows*

Page	Parameter	Required/Optional	Description
Viewer	Bne:viewer	Required	The desktop program that will be used to view the spreadsheet.
Viewer	Bne:reporting	Required	If selected, the spreadsheet created will not allow upload of data.
Integrator	Bne:integrator	Required	Indicates that the Oracle E-Business Suite task users will be using the desktop.
Layout	Bne:layout	Required	The Layout determines the fields in the spreadsheet, their placement, and their default values. Valid values depend on the integrator you select.
Content	Bne:content	Optional	Points to information that will be imported into the spreadsheet. Valid values depend on the integrator you select.
Map	Bne:map	Required, if Content is chosen	Provides the relationship between data in the content and fields in the spreadsheet. Valid values depend on the integrator you select.

### Providing Users a Secured List of Values

You might want to grant access to several parameter values. Hard coding these parameter values in the form function would require you to create a Self-Service link for every parameter you wish to grant to a user. You can work around this by allowing users to choose from a restricted list of parameter values.



For example, twenty layouts may be defined for an integrator; however, you can create a form function that will allow users to see only ten. You can do this by defining more than one value for the bne:layout parameter in the form function definition.

1. Log in to Oracle E-Business Suite with the System Administrator responsibility.
2. Navigate to the Form Function Screen and look up a form function that calls the Create Document page flow.
3. Go to the Parameter field and locate the parameter you want to secure and add a comma-separated list of valid values, or a partial value that includes a wild card that will return more than one parameter value.

Parameter values can be referenced by their internal key names or by their user visible values.

The sections that follow discuss how to enter internal keys, enter user values, and use wild cards.

### Entering Internal Keys

1. Parameter values are saved in the format of the Application Short Name:Key; For example, bne:integrator=

BNE:JOURNALS\_120&bne:layout = BNE:FUNCT\_ACT\_SINGLE\_120.

To give the user two options for a Layout, you would enter bne:layout=

BNE:FUNCT\_ACT\_SINGLE\_120,BNE:FUNCT\_ACT\_MULTIPLE\_120.

2. If you are only using the Journals Integrator, all of your parameter values will be using the BNE Application Short Name.

To ensure that you have entered a valid value for a parameter, go through the Create Document page flow, select the layout you want to grant to users, and click Save on the Review page to create a form function. Then log in as System Administrator, look up the form function and see the key that was saved for the layout.

### Entering User Values

If you do not know the key value for a layout, your form function may reference the name of the layout that is seen in the Create Document page flow.

1. Navigate to the Select Layout page and choose the layouts you want the user to access. Layouts may be "Functional Actuals – Single" and "Functional Actuals – Multiple".
2. Log in as System Administrator and look up the form function.

3. Go to the parameter field and enter a comma separated list of the layout names using the following format:

```
parameter name=USER_NAME:user name,USER_NAME:user name
```

In this example, you would enter: "bne:layout=USER\_NAME:Functional Actuals – Single, USER\_NAME:Functional Actuals - Multiple".

**Note:** The user name you enter in the form function must match the names you see in the Create Document page flow.

## Using Wild Cards

You may create restricted lists by entering a value for the bne:layout parameter that includes a wild card (%). The wild card character (%) must be escaped with "%25". In this example, you would enter `bne:layout=USER_NAME:Fu%25` to restrict the list to "Functional Actuals – Single" and "Functional Actuals – Multiple". These will be the layouts shown to the user because they are the only layouts whose names begin with "Fu".

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## Frequently Asked Questions

This appendix covers the following topics:

- General Issues
- Technical Issues

### General Issues

General issues are as follows:

**Is the Oracle Applications Desktop Integrator client-server version still supported?**

Version 7.2 will be supported for Release 11 and 11*i* only; not for Release 12 and higher.

**Do any Oracle Web Applications Desktop Integrator components need to be installed on the desktop?**

No. You need only a Web browser supported by Oracle E-Business Suite and Microsoft Excel.

**How will new integrators be added?**

New seeded integrators will be added as separate patches. These patches will be shipped with the products related to the integrators. You can also use Oracle E-Business Suite Desktop Integration Framework to define custom integrators. See: *Oracle E-Business Suite Desktop Integration Framework Developer's Guide*.

**Why can't I get past the login page after selecting a Oracle Web Applications Desktop Integrator form function on the PHP?**

The GUEST user name defined in the .dbc file cannot be the same as your Oracle E-Business Suite user name. When you select a Oracle Web Applications Desktop Integrator form function, a guest login to the database is performed based on the .dbc setting. The Oracle Web Applications Desktop Integrator application requires login to the database before it can attempt to take any action, such as validating your login name and password or getting the profile option to see that Single Sign-On (SSO) server support is enabled. Reference information regarding the Guest user account can be

found in the *Oracle E-Business Suite System Administrator's Guide*.

**Are reference fields supported when entering key and descriptive flexfield information into the spreadsheet?**

No. Reference fields are not currently supported; however, there are plans to support this Oracle E-Business Suite flexfields feature. See enhancement 2809958 for the current status of this feature.

**My spreadsheet has only 10 rows for entering data. Can I increase the number of lines so that I can enter more than 10 records?**

Yes, you can increase the number of rows to enter more records. See *Adding Rows to a Spreadsheet*, page 3-6.

**Can I copy my entire Oracle Web Applications Desktop Integrator worksheet to a different workbook?**

You cannot copy an entire worksheet to a different workbook; however, you can copy row and column values from one worksheet to another Oracle Web Applications Desktop Integrator worksheet and then upload the data. Oracle Web Applications Desktop Integrator does not support copying the entire worksheet because Excel copies only the rows and columns. If you copy entire worksheets, the macro code behind the Oracle Web Applications Desktop Integrator worksheet is not copied over to the new sheet.

**Can I copy a spreadsheet to a PC running a different language?**

Spreadsheets can be copied between operating systems running different languages under the following conditions:

- A spreadsheet generated on any language on Windows 98, NT, 2000, ME, XP, or Vista can be copied and used on a Windows NT, 2000, XP, or Vista machine running a different language. For example, you can copy spreadsheets from French Windows 98 to German Windows NT; however, you cannot copy spreadsheets from French Windows 98 to German Windows 98.
- A spreadsheet that is copied onto a Windows 98 or ME machine must be generated on an operating system running the same language.

**Where can I find client-server Oracle Applications Desktop Integrator functionality in Release 12?**

The Web versions of Analysis Wizard, Budget Wizard, Journal Wizard, Report Wizard, and Account Hierarchy Manager are available within the Oracle General Ledger product. The Web versions of Physical Inventory and Asset Wizard functionality can be found within the Oracle Assets product. Submitting and publishing standard, variable, and FSG reports can be found in Oracle Report Manager.

## Technical Issues

Technical issues are as follows:

**What versions of Microsoft Excel can be used with Oracle Web Applications Desktop Integrator?**

Microsoft Excel 2000, 2002, 2003, and 2007 are currently supported. These versions contain the VBA code that is capable of receiving OLE commands from the browser.

**What internet browsers are supported by Oracle Web Applications Desktop Integrator?**

All browsers supported by Oracle E-Business Suite are supported.

**Is the Apple Macintosh supported?**

Although not currently supported, work is currently underway to support Apple Macintosh.

**How does Oracle Web Applications Desktop Integrator utilize the Internet Computing Architecture (ICA)?**

ICA is a three-tiered framework with desktop, middle, and database tiers. For Oracle Web Applications Desktop Integrator, the desktop tier will make a direct connection to the HTTP server. The business logic is controlled through Java components, which are executed by an appropriate module. The modules connect to the data server as necessary to complete their assigned instructions. Oracle Web Applications Desktop Integrator business logic and properties will be installed on the middle tier. The Apache listener is required on the middle tier.

**How does the desktop tier communicate with the middle tier?**

The desktop tier makes a direct connection to the HTTP server on the middle tier. It uses standard Web protocols such as HTTP, HTTPS, or SSL.

**What is the role of the middle tier?**

Oracle E-Business Suite software and tools are deployed and managed on this tier. This tier eliminates the need to install and maintain application software on each desktop client. The software also has the potential to scale with load by moving components to separate hosts. Network traffic is kept low by passing only data, instead of passing graphical information like some screen scraping technologies. Oracle Web Applications Desktop Integrator business logic is installed on the middle tier.

**How does the middle tier communicate with the database tier?**

The middle and database tiers communicate via SQL\*Net, Net8, or JDBC.

**What is the role of the database tier?**

The database tier holds all data and data-intensive programs, and processes all SQL requests for data. Machines in this tier do not communicate directly with applications users, but rather with machines on the middle tier that mediate these communications, or with other servers on the database tier.

**How can I import text files in a multi-byte environment?**

If you use a multi-byte environment, you must save the text file with UTF-8 encoding

before importing the text file.

**Does Oracle Web Applications Desktop Integrator support Single Sign-On (SSO)?**

Yes. Oracle Web Applications Desktop Integrator is SSO capable when used in an Oracle E-Business Suite environment. No extra configuration of Oracle Web Applications Desktop Integrator with SSO is required.

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