Oracle® Financials RXi Reports Administration Tool

User Guide

Release 12.1

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Oracle Financials RXi Reports Administration Tool User Guide, Release 12.1

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Send Us Your Comments

Preface

Send Us Your Comments

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Oracle welcomes customers' comments and suggestions on the quality and usefulness of this document. Your feedback is important, and helps us to best meet your needs as a user of our products. For example:

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

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

Note: Before sending us your comments, you might like to check that you have the latest version of the document and if any concerns are already addressed. To do this, access the new Oracle E-Business Suite Release Online Documentation CD available on My Oracle Support and www.oracle.com. It contains the most current Documentation Library plus all documents revised or released recently.

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Preface

Intended Audience

Welcome to Release 12.1 of the *Oracle Financials RXi Reports Administration Tool User 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 Applications, we suggest you attend one or more of the Oracle Applications 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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Our goal is to make Oracle products, services, and supporting documentation accessible to all users, including users that are disabled. To that end, our documentation includes features that make information available to users of assistive technology. This documentation is available in HTML format, and contains markup to facilitate access by

the disabled community. Accessibility standards will continue to evolve over time, and Oracle is actively engaged with other market-leading technology vendors to address technical obstacles so that our documentation can be accessible to all of our customers. For more information, visit the Oracle Accessibility Program Web site at http://www.oracle.com/accessibility/.

Accessibility of Code Examples in Documentation

Screen readers may not always correctly read the code examples in this document. The conventions for writing code require that closing braces should appear on an otherwise empty line; however, some screen readers may not always read a line of text that consists solely of a bracket or brace.

Accessibility of Links to External Web Sites in Documentation

This documentation may contain links to Web sites of other companies or organizations that Oracle does not own or control. Oracle neither evaluates nor makes any representations regarding the accessibility of these Web sites.

Structure

1 Using Attribute Sets
2 Printing RXi Reports
3 Managing RXi Reports and Attribute Sets

Related Information Sources

This document is included on the Oracle Applications Document Library, which is supplied in the Release 12 DVD Pack. You can download soft-copy documentation as PDF files from the Oracle Technology Network at http://otn.oracle.com/documentation, or you can purchase hard-copy documentation from the Oracle Store at http://oraclestore.oracle.com. The Oracle E-Business Suite Documentation Library Release 12 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 online documentation CD on Oracle *MetaLink*.

If this guide refers you to other Oracle Applications documentation, use only the Release 12 versions of those guides.

For a full list of documentation resources for Oracle Applications Release 12, see Oracle Applications Documentation Resources, Release 12, Oracle*MetaLink* Document 394692.1.

Online Documentation

All Oracle Applications documentation is available online (HTML or PDF).

- **PDF** - PDF documentation is available for download from the Oracle Technology Network at http://otn.oracle.com/documentation.

- **Online Help** - Online help patches (HTML) are available on Oracle*MetaLink*.

- **Oracle MetaLink Knowledge Browser** - The Oracle*MetaLink* Knowledge Browser lets you browse the knowledge base, from a single product page, to find all documents for that product area. Use the Knowledge Browser to search for release-specific information, such as FAQs, recent patches, alerts, white papers, troubleshooting tips, and other archived documents.

- **Oracle eBusiness Suite Electronic Technical Reference Manuals -** Each Electronic Technical Reference Manual (eTRM) contains database diagrams and a detailed description of database tables, forms, reports, and programs for a specific Oracle Applications product. This information helps you convert data from your existing applications and integrate Oracle Applications data with non-Oracle applications, and write custom reports for Oracle Applications products. Oracle eTRM is available on OracleMetaLink.

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 Applications 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 Applications 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 Applications Developer's Guide

This guide contains the coding standards followed by the Oracle Applications development staff. It describes the Oracle Application Object Library components needed to implement the Oracle Applications user interface described in the *Oracle Applications User Interface Standards for Forms-Based Products*. It provides information to help you build your custom Oracle Forms Developer forms so that they integrate with Oracle Applications. In addition, this guide has information for customizations in features such as concurrent programs, flexfields, messages, and logging.

Oracle Applications Flexfields Guide

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

Oracle Application Framework Developer's Guide

This guide contains the coding standards followed by the Oracle Applications

development staff to produce applications built with Oracle Application Framework. This guide is available in PDF format on Oracle*MetaLink* and as online documentation in JDeveloper 10*g* with Oracle Application Extension.

Oracle Application Framework Personalization Guide

This guide covers the design-time and run-time aspects of personalizing applications built with Oracle Application Framework.

Oracle Application Server Adapter for Oracle Applications User's Guide

This guide covers the use of OracleAS Adapter in developing integrations between Oracle applications and trading partners.

Please note that this guide is in the Oracle Application Server 10*g* Documentation Library.

Oracle Applications System Administrator's Guide Documentation Set

This documentation set provides planning and reference information for the Oracle Applications System Administrator. *Oracle Applications 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 Applications 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 Applications System Administrator's Guide - Security* describes User Management, data security, function security, auditing, and security configurations.

Oracle Applications User's Guide

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

Oracle Applications User Interface Standards for Forms-Based Products

This guide contains the user interface (UI) standards followed by the Oracle Applications development staff. It describes the UI for the Oracle Applications products and how to apply this UI to the design of an application built by using Oracle Forms.

Oracle E-Business Suite Diagnostics User's Guide

This manual contains information on implementing, administering, and developing diagnostics tests in the Oracle E-Business Suite Diagnostics framework.

Oracle E-Business Suite Integrated SOA Gateway User's Guide

This guide describes the high level service enablement process, explaining how users can browse and view the integration interface definitions and services residing in Oracle Integration Repository.

Oracle E-Business Suite Integrated SOA Gateway Implementation Guide

This guide explains how integration repository administrators can manage and administer the service enablement process (based on the service-oriented architecture) for both native packaged public integration interfaces and composite services (BPEL type). It also describes how to invoke Web services from Oracle E-Business Suite by employing the Oracle Workflow Business Event System; how to manage Web service security; and how to monitor SOAP messages.

Oracle E-Business Suite Integrated SOA Gateway Developer's Guide

This guide describes how system integration developers can perform end-to-end service integration activities. These include orchestrating discrete Web services into meaningful end-to-end business processes using business process execution language (BPEL), and deploying BPEL processes at run time.

It also explains in detail how to invoke Web services using the Service Invocation Framework. This includes defining Web service invocation metadata, invoking Web services, managing errors, and testing the Web service invocation.

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 Workflow Administrator's Guide

This guide explains how to complete the setup steps necessary for any product that includes workflow-enabled processes. It also describes how to manage workflow processes and business events using Oracle Applications Manager, how to monitor the progress of runtime workflow processes, and how to administer notifications sent to workflow users.

Oracle Workflow Developer's Guide

This guide explains how to define new workflow business processes and customize existing Oracle Applications-embedded workflow processes. It also describes how to define and customize business events and event subscriptions.

Oracle Workflow User's Guide

This guide describes how users can view and respond to workflow notifications and monitor the progress of their workflow processes.

Oracle Workflow API Reference

This guide describes the APIs provided for developers and administrators to access Oracle Workflow.

Oracle Workflow Client Installation Guide

This guide describes how to install the Oracle Workflow Builder and Oracle XML Gateway Message Designer client components for Oracle E-Business Suite.

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.

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 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.

Oracle Advanced Global Intercompany System User's Guide

This guide describes the self service application pages available for Intercompany users. It includes information on setting up intercompany, entering intercompany transactions, importing transactions from external sources and generating reports.

Oracle Advanced Collections User Guide

This guide describes how to use the features of Oracle Advanced Collections to manage your collections activities. It describes how collections agents and managers can use Oracle Advanced Collections to identify delinquent customers, review payment history and aging data, process payments, use strategies and dunning plans to automate the collections process, manage work assignments, and handle later-stage delinquencies.

Oracle Advanced Collections Implementation Guide

This guide describes how to configure Oracle Advanced Collections and its integrated products. It contains the steps required to set up and verify your implementation of Oracle Advanced Collections.

Oracle Applications Multiple Organizations Implementation Guide

This guide describes the multiple organizations concepts in Oracle Applications. It describes in detail on setting up and working effectively with multiple organizations in Oracle Applications.

Oracle Assets User Guide

This guide provides you with information on how to implement and use Oracle Assets. Use this guide to understand the implementation steps required for application use, including defining depreciation books, depreciation method, and asset categories. It also contains information on setting up assets in the system, maintaining assets, retiring and reinstating assets, depreciation, group depreciation, accounting and tax accounting, budgeting, online inquiries, impairment processing, and Oracle Assets reporting. The

guide explains using Oracle Assets with Multiple Reporting Currencies (MRC). This guide also includes a comprehensive list of profile options that you can set to customize application behavior.

Oracle Balanced Scorecard User Guide

This guide describes how to use Oracle Balanced Scorecard to manage performance. It contains information on how to use scorecard views and objective reports.

Oracle Balanced Scorecard Administrator Guide

This guide describes how to set up and administer Oracle Balanced Scorecard and scorecard systems. For scorecard designers, this guide explains how to design and prototype scorecards and measures. It also explains how to move scorecards into production. For administrators, this guide explains how to generate the database schema; load data; manage user and scorecard security; and migrate scorecards to other instances.

Oracle Balanced Scorecard Install Guide

This guide describes how to how to install the Balanced Scorecard Architect components.

Oracle Bill Presentment Architecture User Guide

This guide provides you information on using Oracle Bill Presentment Architecture. Consult this guide to create and customize billing templates, assign a template to a rule and submit print requests. This guide also provides detailed information on page references, seeded content items and template assignment attributes.

Oracle Cash Management User Guide

This guide describes how to use Oracle Cash Management to clear your receipts, as well as reconcile bank statements with your outstanding balances and transactions. This manual also explains how to effectively manage and control your cash cycle. It provides comprehensive bank reconciliation and flexible cash forecasting.

Oracle Credit Management User Guide

This guide provides you with information on how to use Oracle Credit Management. This guide includes implementation steps, such as how to set up credit policies, as well as details on how to use the credit review process to derive credit recommendations that comply with your credit policies. This guide also includes detailed information about the public application programming interfaces (APIs) that you can use to extend Oracle Credit Management functionality.

Oracle Customers Online User Guide

This guide describes how to use Oracle Customers Online to view, create, and maintain your customer information. Oracle Customers Online is based on Oracle Trading Community Architecture data model and functionality, and is also part of the Oracle Customer Data Management product family.

Oracle Customers Online Implementation Guide

This guide describes how to implement Oracle Customers Online.

Oracle Daily Business Intelligence Implementation Guide

This guide describes how to implement Oracle Daily Business Intelligence, including information on how to create custom dashboards, reports, and key performance indicators.

Oracle Daily Business Intelligence User Guide

This guide describes how to use the preseeded Daily Business Intelligence dashboards, reports, and key performance indicators.

Oracle Customer Data Librarian User Guide

This guide describes how to use Oracle Customer Data Librarian to establish and maintain the quality of the Trading Community Architecture Registry, focusing on consolidation, cleanliness, and completeness. Oracle Customer Data Librarian has all of the features in Oracle Customers Online, and is also part of the Oracle Customer Data Management product family.

Oracle Customer Data Librarian Implementation Guide

This guide describes how to implement Oracle Customer Data Librarian. As part of implementing Oracle Customer Data Librarian, you must also complete all the implementation steps for Oracle Customers Online.

Oracle Customers Online Implementation Guide

This guide describes how to implement Oracle Customers Online.

Oracle Customers Online User Guide

This guide describes how to use Oracle Customers Online to view, create, and maintain your customer information. Oracle Customers Online is based on Oracle Trading Community Architecture data model and functionality, and is also part of the Oracle Customer Data Management product family.

Oracle E-Business Tax User Guide

This guide describes the entire process of setting up and maintaining tax configuration data, as well as applying tax data to the transaction line. It describes the entire regime-to-rate setup flow of tax regimes, taxes, statuses, rates, recovery rates, tax jurisdictions, and tax rules. It also describes setting up and maintaining tax reporting codes, fiscal classifications, tax profiles, tax registrations, configuration options, and third party service provider subscriptions. You also use this manual to maintain migrated tax data for use with E-Business Tax.

Oracle E-Business Tax Implementation Guide

This guide provides a conceptual overview of the E-Business Tax tax engine, and describes the prerequisite implementation steps to complete in other applications in order to set up and use E-Business Tax. The guide also includes extensive examples of setting up country-specific tax requirements.

Oracle E-Business Tax Reporting Guide

This guide explains how to run all tax reports that make use of the E-Business Tax data extract. This includes the Tax Reporting Ledger and other core tax reports, country-specific VAT reports, and Latin Tax Engine reports.

Oracle E-Business Tax: Vertex Q-Series and Taxware Sales/Use Tax System Implementation Guide

This guide explains how to setup and use the services of third party tax service providers for US Sales and Use tax. The tax service providers are Vertex Q-Series and Taxware Sales/Use Tax System. When implemented, the Oracle E-Business Tax service subscription calls one of these tax service providers to return a tax rate or amount whenever US Sales and Use tax is calculated by the Oracle E-Business Tax tax engine. This guide provides setup steps, information about day-to-day business processes, and a technical reference section.

Oracle Embedded Data Warehouse User Guide

This guide describes how to use Embedded Data Warehouse reports and workbooks to analyze performance.

Oracle Embedded Data Warehouse Implementation Guide

This guide describes how to implement Embedded Data Warehouse, including how to set up the intelligence areas.

Oracle Embedded Data Warehouse Install Guide

This guide describes how to install Embedded Data Warehouse, including how to create database links and create the end user layer (EUL).

Oracle Enterprise Performance Foundation User's Guide

This guide describes Oracle Enterprise Performance Foundation, an open and shared repository of data and business rules that provides the framework for all of the applications in the Corporate Performance Management set of products. It describes the product features that allow you to manage repository metadata and enable you to generate management reports and perform analyses.

Oracle Enterprise Planning and Budgeting User's Guide

This guide describes Enterprise Planning and Budgeting, which is an enterprise application that provides rich functionality to control the business processes of planning, budgeting, and forecasting. Enterprise Planning and Budgeting is deployed as a Web based solution using the power of Oracle relational technology to deliver scalable, multi-dimensional analysis and monitoring.

Oracle Financial Consolidation Hub User Guide

This guide describes how to set up, maintain, and troubleshoot Oracle Financial Consolidation Hub. It describes setting up entities, categories, consolidation methods, consolidation rules, intercompany rules, calendar maps, translation, consolidation hierarchies, analytical reporting, and the Excel add-in. The guide also includes chapters on submitting data, running consolidations, accounting for acquisitions and disposals, integrating with Internal Controls Manager and WebADI spreadsheets.

Oracle Financial Services Reference Guide

This guide provides reference material for Oracle Financial Services applications in Release 12, such as Oracle Transfer Pricing, and includes technical details about application use as well as general concepts, equations, and calculations.

Oracle Financial Services Implementation Guide

This guide describes how to set up Oracle Financial Services applications in Release 12.

Oracle Financial Services Reporting Administration Guide

This guide describes the reporting architecture of Oracle Financial Services applications in Release 12, and provides information on how to view these reports.

Oracle Financials and Oracle Procurement Functional Upgrade Guide: Release 11i to Release 12

This guides provides detailed information about the functional impacts of upgrading Oracle Financials and Oracle Procurement products from Release 11i to Release 12. This guide supplements the Oracle Applications Upgrade Guide: Release 11i to Release 12.

Oracle Financials Concepts Guide

This guide describes the fundamental concepts of Oracle Financials. The guide is intended to introduce readers to the concepts used in the applications, and help them compare their real world business, organization, and processes to those used in the applications.

Oracle Financials for the Americas User Guide

This guide describes functionality developed to meet specific business practices in countries belonging to the Americas region. Consult this user guide along with your financial product user guides to effectively use Oracle Financials in your country.

Oracle Financials for Asia/Pacific User Guide

This guide describes functionality developed to meet specific business practices in countries belonging to the Asia/Pacific region. Consult this user guide along with your financial product user guides to effectively use Oracle Financials in your country.

Oracle Financials for Europe User Guide

This guide describes functionality developed to meet specific business practices in countries belonging to the European region. Consult this user guide along with your financial product user guides to effectively use Oracle Financials in your country.

Oracle Financials for India User Guide

This guide provides information on how to use Oracle Financials for India. Use this guide to learn how to create and maintain setup related to India taxes, defaulting and calculation of taxes on transactions. This guide also includes information about accounting and reporting of taxes related to India.

Oracle Financials for India Implementation Guide

This guide provides information on how to implement Oracle Financials for India. Use

this guide to understand the implementation steps required for application use, including how to set up taxes, tax defaulting hierarchies, set up different tax regimes, organization and transactions.

Oracle Financials Implementation Guide

This guide provides information on how to implement the Oracle Financials E-Business Suite. It guides you though setting up your organizations, including legal entities, and their accounting, using the Accounting Setup Manager. It covers intercompany accounting and sequencing of accounting entries, and it provides examples.

Oracle General Ledger Implementation Guide

This guide provides information on how to implement Oracle General Ledger. Use this guide to understand the implementation steps required for application use, including how to set up Accounting Flexfields, Accounts, and Calendars.

Oracle General Ledger Reference Guide

This guide provides detailed information about setting up General Ledger Profile Options and Applications Desktop Integrator (ADI) Profile Options.

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 Incentive Compensation Implementation Guide

This guide provides Compensation Administrators with guidance during implementation of Oracle Incentive Compensation. The procedures are presented in the recommended order that they should be performed for successful implementation. Appendixes are included that describe system profiles, lookups, and other useful information.

Oracle Incentive Compensation User Guide

This guide helps Compensation Managers, Compensation Analysts, and Plan administrators to manage Oracle Incentive Compensation on a day-to-day basis. Learn how to create and manage rules hierarchies, create compensation plans, collect transactions, calculate and pay commission, and use Sales Credit Allocation.

Oracle Internal Controls Manager Implementation Guide

This guide describes implementation information for Oracle Internal Controls Manager, a comprehensive tool for executives, controllers, internal audit departments, and public accounting firms to document and test internal controls and monitor ongoing compliance. It is based on COSO (Committee of Sponsoring Organizations) standards.

Oracle Internet Expenses Implementation and Administration Guide

This book explains in detail how to configure Oracle Internet Expenses and describes its integration with other applications in the E-Business Suite, such as Oracle Payables and Oracle Projects. Use this guide to understand the implementation steps required for

application use, including how to set up policy and rate schedules, credit card policies, audit automation, and the expenses spreadsheet. This guide also includes detailed information about the client extensions that you can use to extend Oracle Internet Expenses functionality.

Oracle iAssets User Guide

This guide provides information on how to implement and use Oracle iAssets. Use this guide to understand the implementation steps required for application use, including setting up Oracle iAssets rules and related product setup steps. It explains how to define approval rules to facilitate the approval process. It also includes information on using the Oracle iAssets user interface to search for assets, create self-service transfer requests and view notifications.

Oracle iProcurement Implementation and Administration Guide

This manual describes how to set up and administer Oracle iProcurement. Oracle iProcurement enables employees to requisition items through a self–service, Web interface.

Oracle iReceivables Implementation Guide

This guide provides information on how to implement Oracle iReceivables. Use this guide to understand the implementation steps required for application use, including how to set up and configure iReceivables, and how to set up the Credit Memo Request workflow. There is also a chapter that provides an overview of major features available in iReceivables.

Oracle iSupplier Portal User Guide

This guide contains information on how to use Oracle iSupplier Portal to enable secure transactions between buyers and suppliers using the Internet. Using Oracle iSupplier Portal, suppliers can monitor and respond to events in the procure-to-pay cycle.

Oracle iSupplier Portal Implementation Guide

This guide contains information on how to implement Oracle iSupplier Portal and enable secure transactions between buyers and suppliers using the Internet.

Oracle Loans User Guide

This guide describes how to set up and use Oracle Loans. It includes information on how to create, approve, fund, amortize, bill, and service extended repayment plan and direct loans.

Oracle Partner Management Implementation and Administration Guide

This guide helps Vendor administrators to set up and maintain relationships and programs in the Partner Management application. The main areas include setting up the partner and channel manager dashboards, partner setup, partner programs and enrollment, opportunity and referral management, deal registration, special pricing management, and partner fund management.

Oracle Partner Management Vendor User Guide

This guide assists vendor users in using Partner Management on a daily basis. This includes interaction with the partner and channel manager dashboards, working with partners and partner programs, managing opportunities and referrals, registering deals, and working with special pricing and partner funds.

Oracle Payables User Guide

This guide describes how to use Oracle Payables to create invoices and make payments. In addition, it describes how to enter and manage suppliers, import invoices using the Payables open interface, manage purchase order and receipt matching, apply holds to invoices, and validate invoices. It contains information on managing expense reporting, procurement cards, and credit cards. This guide also explains the accounting for Payables transactions.

Oracle Payables Implementation Guide

This guide provides you with information on how to implement Oracle Payables. Use this guide to understand the implementation steps required for how to set up suppliers, payments, accounting, and tax.

Oracle Payables Reference Guide

This guide provides you with detailed information about the Oracle Payables open interfaces, such as the Invoice open interface, which lets you import invoices. It also includes reference information on purchase order matching and purging purchasing information.

Oracle Payments Implementation Guide

This guide describes how Oracle Payments, as the central payment engine for the Oracle E-Business Suite, processes transactions, such as invoice payments from Oracle Payables, bank account transfers from Oracle Cash Management, and settlements against credit cards and bank accounts from Oracle Receivables. This guide also describes how Oracle Payments is integrated with financial institutions and payment systems for receipt and payment processing, known as funds capture and funds disbursement, respectively. Additionally, the guide explains to the implementer how to plan the implementation of Oracle Payments, how to configure it, set it up, test transactions, and how use it with external payment systems.

Oracle Payments User Guide

This guide describes how Oracle Payments, as the central payment engine for the Oracle E-Business Suite, processes transactions, such as invoice payments from Oracle Payables, bank account transfers from Oracle Cash Management, and settlements against credit cards and bank accounts from Oracle Receivables. This guide also describes to the Payment Administrator how to monitor the funds capture and funds disbursement processes, as well as how to remedy any errors that may arise.

Oracle Procurement Buyer's Guide to Punchout and Transparent Punchout

This guide contains necessary information for customers implementing remote catalog content on a supplier's Web site or on Oracle Exchange.

Oracle Procurement Contracts Implementation and Administration Guide

This guide describes how to set up and administer Oracle Procurement Contracts. Oracle Procurement Contracts enables employees to author and maintain complex contracts through a self–service, Web interface.

Oracle Profitability Manager User's Guide

This guide describes Profitability Manager, which provides a rich set of features that support complex models to analyze your business. These features include a powerful allocation engine that supports many allocation methodologies, Activity-Based Management calculations that provide activity costs, rolled up costs and statistics, activity rates, and cost object unit costs, and customer profitability calculations to consolidate customer accounts, aggregate customer data, and determine profitability results.

Oracle Purchasing User's Guide

This guide describes how to create and approve purchasing documents, including requisitions, different types of purchase orders, quotations, RFQs, and receipts. This guide also describes how to manage your supply base through agreements, sourcing rules, and approved supplier lists. In addition, this guide explains how you can automatically create purchasing documents based on business rules through integration with Oracle Workflow technology, which automates many of the key procurement processes.

Oracle Receivables User Guide

This guide provides you with information on how to use Oracle Receivables. Use this guide to learn how to create and maintain transactions and bills receivable, enter and apply receipts, enter customer information, and manage revenue. This guide also includes information about accounting in Receivables. Use the Standard Navigation Paths appendix to find out how to access each Receivables window.

Oracle Receivables Implementation Guide

This guide provides you with information on how to implement Oracle Receivables. Use this guide to understand the implementation steps required for application use, including how to set up customers, transactions, receipts, accounting, tax, and collections. This guide also includes a comprehensive list of profile options that you can set to customize application behavior.

Oracle Receivables Reference Guide

This guide provides you with detailed information about all public application programming interfaces (APIs) that you can use to extend Oracle Receivables functionality. This guide also describes the Oracle Receivables open interfaces, such as AutoLockbox which lets you create and apply receipts and AutoInvoice which you can use to import and validate transactions from other systems. Archiving and purging Receivables data is also discussed in this guide.

Oracle Sourcing Implementation and Administration Guide

This guide contains information on how to implement Oracle Sourcing to enable participants from multiple organizations to exchange information, conduct bid and auction processes, and create and implement buying agreements. This allows professional buyers, business experts, and suppliers to participate in a more agile and accurate sourcing process.

Oracle Subledger Accounting Implementation Guide

This guide provides setup information for Oracle Subledger Accounting features, including the Accounting Methods Builder. You can use the Accounting Methods Builder to create and modify the setup for subledger journal lines and application accounting definitions for Oracle subledger applications. This guide also discusses the reports available in Oracle Subledger Accounting and describes how to inquire on subledger journal entries.

Oracle Supplier Scheduling User's Guide

This guide describes how you can use Oracle Supplier Scheduling to calculate and maintain planning and shipping schedules and communicate them to your suppliers.

Oracle iProcurement Implementation and Administration Guide

This manual describes how to set up and administer Oracle iProcurement. Oracle iProcurement enables employees to requisition items through a self–service, Web interface.

Oracle Procurement Contracts Implementation and Administration Guide

This manual describes how to set up and administer Oracle Procurement Contracts. Oracle Procurement Contracts enables employees to author and maintain complex contracts through a self–service, Web interface.

Oracle Trading Community Architecture User Guide

This guide describes the Oracle Trading Community Architecture (TCA) and how to use features from the Trading Community Manager responsibility to create, update, enrich, and cleanse the data in the TCA Registry. It also describes how to use Resource Manager to define and manage resources.

Oracle Trading Community Architecture Administration Guide

This guide describes how to administer and implement Oracle Trading Community Architecture (TCA). You set up, control, and manage functionality that affects data in the TCA Registry. It also describes how to set up and use Resource Manager to manage resources.

Oracle Trading Community Architecture Reference Guide

This guide contains seeded relationship types, seeded Data Quality Management data, D and B data elements, Bulk Import interface table fields and validations, and a comprehensive glossary. This guide supplements the documentation for Oracle Trading Community Architecture and all products in the Oracle Customer Data Management family.

Oracle Trading Community Architecture Technical Implementation Guide

This guide explains how to use the public Oracle Trading Community Architecture application programming interfaces (APIs) and develop callouts based on Oracle Workflow Business Events System (BES). For each API, this guide provides a description of the API, the PL/SQL procedure, and the Java method, as well as a table of the parameter descriptions and validations. For each BES callout, this guide provides the name of the logical entity, its description, and the ID parameter name. Also included are setup instructions and sample code.

Oracle Transfer Pricing User Guide

This guide contains the information you need to understand and use Oracle Transfer Pricing, including how to generate transfer rates and option costs for your product portfolio and determine account level match-funded spreads.

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.

1

Using Attribute Sets

Oracle Financials RXi Reports Administration Tool

The Oracle Financials RXi Reports Administration Tool lets you design the content and layout of your RXi reports. With the Oracle Financials RXi Reports Administration Tool, you can print the same report using different layouts, and you can control the data items included in your report. RXi lets you tailor your reports to meet statutory and other reporting requirements, and to create reports for your own internal use.

The Oracle Financials RXi Reports Administration Tool gives you great flexibility in managing your reporting requirements. Use the Oracle Financials RXi Reports Administration Tool to:

- Choose the columns to include in the report

- Format selected columns

- Order and group selected data

- Edit report and column headings

- Manage page size and other printing controls

- Generate reports in text, html, CSV (Comma-Separated Values), and tab-delimited formats

All formatting and column information is defined and maintained in *attribute sets*. Each RXi report comes with one or more attribute sets. Use the Attribute Set window to view default attribute sets that come standard with RXi. You can create user-defined attribute sets based on default attribute sets with the format and data that your company needs. You can further modify your user-defined attribute sets to meet additional company requirements.

You define and save attribute sets in the Attribute Set window. Assign an attribute set to a report when you print the report using the Standard Request Submission windows.

Working with Attribute Sets

Use the Attribute Set window to define attribute sets for RXi reports. The attribute set that you associate with an RXi report determines the layout and data content of the report.

By default, each RXi report already has one or more attribute sets associated with it. You can use one of these attribute sets to print reports, but you cannot modify a default attribute set. Instead, you copy and rename an attribute set, then apply new layout definitions to the renamed attribute set. Define as many attribute sets as you want for a report.

The Attribute Set window is the main window for working with attribute sets. You access all other windows and dialog boxes from the Attribute Set window.

From the Attribute Set window you can:

- Copy and rename an attribute set, using the Copy Attribute Set dialog box. See: Copying a New Attribute Set, page 1-2.

- Define a new attribute set or modify an attribute set that you previously defined, using the Attribute Set window. See: Defining or Modifying an Attribute Set, page 1-3.

- Define column formatting, using the Column Details window. See: Defining Column Formatting, page 1-5.

- Define summary columns, using the Summary Details window. See: Defining Summary Columns, page 1-8.

Copying a New Attribute Set

Use the Copy Attribute Set dialog box to copy and rename an attribute set. You can copy either a default attribute set included with an RXi report, or an attribute set that you previously defined for the report.

To copy an attribute set:

1. Navigate to the Attribute Set window.

2. In the Report Name field, choose the RXi report that you want.

   The Attribute Set field displays the report's first default attribute set.

3. In the Attribute Set field, enter the attribute set that you want.

4. Press the Copy Attribute Set button.

   The Copy Attribute Set dialog box appears.

5. In the Attribute Set field, enter a name for the new attribute set.

6. In the Short Name field, enter the internal short name for the new attribute set.

7. Return to the Attribute Set window with the name of the new attribute set displayed in the Attribute Set window. All of the column formats from the original attribute set are already defined.

Defining or Modifying an Attribute Set

Use the Attribute Set window to define a new attribute set that you have just copied, or to modify an existing attribute set that you previously defined.

> **Note:** You should also refer to the documentation that came with your RXi reports for more information about the report's default attribute sets.

To define or modify an attribute set:

1. Navigate to the Attribute Set window.

2. In the Report Name field, choose the RXi report that you want.

3. In the Attribute Set field, enter the attribute set that you want to define or modify.

4. Navigate to the Displayed Columns tabbed region.

   The Available list box displays all columns that are available for this report but not currently included in the report output of this attribute set. The Displayed list box displays the report columns that are included in the report output of this attribute set.

5. Use the Available list box to add a column to the report by selecting a column and pressing the Right arrow button.

   The column name moves to the Displayed list box.

6. In the Displayed list box, remove a column from the report by selecting a column and pressing the Left arrow button.

   The column name moves to the Available list box.

7. In the Displayed list box, arrange the order of columns in the report by selecting a column and pressing the Up or Down arrow button.

   The order of the columns in the list is the left-to-right order that they appear in the report output.

8. In the Displayed list box, create breaking columns by selecting a column and pressing the Plus or Minus button.

   Breaking columns are numbered in the Displayed list box. The number next to a column indicates the column grouping level. If a column does not have a number, this column is not used for grouping purposes.

9. Navigate to the Page Setup tabbed region.

10. In the Report Title field, enter the title that you want to appear on the report.

    The default report title is the concurrent program name of the RXi report.

11. In the Group Display Type field, enter one of these values:

    • **Group Left** - to place breaking columns to the left of non-breaking columns

    • **Group Above** - to place breaking columns above non-breaking columns

12. In the Page Width and Page Height fields, enter the number of characters to designate the page width and page height of the report (text output only).

    > **Note:** There are no default values for these fields. If you do not enter a value in the Page Width field, the report prints as one line with no wrapping. If you do not enter a value in the Page Height field, the report is only one page long, and Print commands such as Current Page and Number of Pages have no meaning.

13. In the Print Report Headings region, indicate the report headings to print in the report heading by checking the appropriate check box. This table describes what is printed for each checked check box.

Check this check box. . .	To print. . .
Title	The report title.
Organization Name	Either your organization name, or the value from the interface table used by the report (for example, ledger, operating unit, legal entity). If the RXi report does not support this feature, no value is printed.
	Note: See the documentation for the RXi report for more information.

Check this check box. . .	To print. . .
Page Number	The current page number.
Parameters	Parameter names and values.
Submission Date	The submission date in the report heading.
Ledger Currency	The ledger currency code. If the RXi report does not provide this information, no value is printed. **Note:** See the documentation for the RXi report for more information.
Total Pages	The total number of pages in the report.
Page Break Columns	The first group level in the report heading. If the values of the first group level change, the report generates a page break.

14. Navigate to the Default Format tabbed region.

15. In the Default Date Format field, enter a date format mask. The default is DD-MON-YY.

    The date format mask applies to date columns that do not have a separate date format definition, as well as to date parameter values.

16. In the Default Date Time Format, enter a date-time format mask. The default is DD-MON-YY hh:mm:ss.

    The date-time format mask applies to the report submission date, as well as to date-time parameter values.

Defining Column Formatting

Use the Column Details window to define formatting attributes for individual columns in a report. In the Column Details window, you can define:

• Column title printed in the report

• Column length

- Column ordering

- Date and number format masks

- Currency code

- Presentation of number values

All changes are optional and depend on your reporting needs. The Format Mask field is for date and number columns only. The Currency Column field is for currency columns only. The Precision, Minimum Accountable Unit, and Units fields are for number columns only.

> **Note:** You can only enter a value in one of these fields for any given attribute set.

The Sum and Count check boxes in the Column Details window are display only. To define summed or counted columns, and to change the level at which summed or counted values are printed, navigate to the Summary Details window by selecting a column and pressing the Sum or Count button. See: Defining Summary Columns, page 1-8 for more information.

To define column formatting:

1. Navigate to the Attribute Set window.

2. In the Report Name field, choose the RXi report that you want.

3. In the Attribute Set field, enter the attribute set that you want.

4. Navigate to the Column Details window by pressing the Column Details button.

   The Level field displays the grouping level for each column. The Column Name field displays the interface table column name for each column.

5. In the Attribute Name field, enter a new column heading.

6. In the Length field, change the length (in characters) of a column.

   > **Note:** A column heading longer than the value that you enter wraps to the next line. Column data in a report that is longer than the value that you enter is truncated.

7. In the Ordering field, enter one of these values for each column:

   - **Ascending** - to print column values in ascending order

- **Descending** - to print column values in descending order

- **None** - to print without ordering column values

> **Note:** You must order the values in breaking columns.

8. In the Format Mask field, enter your own date or number format mask for a column, for example, *YYYY-MM-DD* for dates or *9.999.990,00* for numbers.

- **Number format mask** - If you want to enter your own number format mask, make sure that the format mask is less than or equal to the value in the Length field, and that the number format is long enough to accommodate the length of number values in your reports. If you enter a number format mask, the report does not use the Currency Column, Precision, and Minimum Accountable Units fields.

- **Date format mask** - The default date format mask is taken from the Default Format tabbed region of the Attribute Set window.

9. In the Currency Column field, enter the column name from the interface table that contains the currency code, if this column is a currency column.

The currency column in the interface table is used to correctly format column values. For example, USD (US dollars) values use two decimal places, while JPY (Japanese yen) does not use decimal places.

> **Note:** If you enter a value in the Currency Column field, the report does not use the number format mask or the Precision and Minimum Accountable Units fields.

10. In the Precision field, enter the number of decimal places used to print number values.

For example, if you enter *3*, the report prints the number 1.23456 as 1.234. The report does not round up the last decimal place.

> **Note:** If you enter a value in the Precision field, the report does not use the number format mask or the Currency Column and Minimum Accountable Units fields.

11. In the Minimum Accountable Units field, enter a minimum accountable unit to format numbers.

A minimum accountable unit truncates numbers in the column to multiples of the value that you enter. For example, for a column displaying stock prices in units of

1/16, enter *.0625*.

> **Note:** If you enter a value in the Minimum Accountable Units field, you cannot use the number format mask or the Currency Column and Precision fields.

12. In the Units field, specify the basic display unit for numbers.

   For example, if you enter *1,000,000*, the number 2,345,000 is printed in the report as 2.345. You can also use the Units field in conjunction with the Precision field. For example, if you specify a precision of *1*, then the number 2,345,000, with a basic display unit of 1,000,000 prints as 2.3.

Defining Summary Columns

Use the Summary Details window to define columns as summary columns in a report. A *summary column* is a column whose values are either summed or counted. You can designate the summed and counted levels printed, and you can rename the default summary prompts.

The Summary Details window displays the report summary levels and the column grouping levels for the column that you select in the Column Details window.

The report summary levels are:

- **Page Total Sum** - The sum or count of records on the current page.

- **Running Page Total** - The sum or count of records up to and including the current page.

- **Previous Page Total** - The sum or count of records up to but not including the current page.

- **Report Total Sum** - The sum or count of records in the entire report.

The grouping levels displayed in the Summary Details window are all grouping levels up to, but not including, the grouping level for the selected column. For example, a report contains these grouping levels:

1 - Payment Currency

2 - Bank

2 - Branch

2 - Account

3 - Date

3 - Supplier Name

3 - Supplier Site

3 - Payment Method

Invoice Number

Invoice Amount

Taxable Amount

If you print the number of suppliers (count on Supplier Name), the Supplier Name column shows six summary levels: four report summary levels, grouping level 1 (Payment Currency), and grouping level 2 (Bank, Branch, and Account).

If you print total purchases (sum on Invoice Amount), the Invoice Amount column shows seven summary levels: four report summary levels, grouping level 1 (Payment Currency), grouping level 2 (Bank, Branch, Account), and grouping level 3 (Date, Supplier Name, Supplier Site, Payment Method).

To define summary details for a column:

1. Navigate to the Attribute Set window.

2. In the Report Name field, choose the RXi report that you want.

3. In the Attribute Set field, enter the attribute set that you want.

4. Navigate to the Column Details window by pressing the Column Details button.

5. Select the column heading that you want, then navigate to the Summary Details window by pressing the Sum Details or Count Details button.

   Press the Sum Details button to summarize column values. This button is available for number columns only. Press the Count Details button to count column records. This button is available for all columns, since you can count the number of records in any column.

   The Summary Details window appears.

6. In the Prompt field, enter a new prompt name for a report summary level or grouping level to print in the report.

   You can include the interface table column name of another column in the prompt to create a dynamic prompt. For example, *Total for [SOB_NAME]*.

   > **Note:** If several columns share the same group level, summary function, and summary prompt, these columns are printed together on one line under one prompt.

7. Check the Display check box next to each report summary level and grouping level that you want to include in the report.

8. Return to the Column Details window. The Sum or Count check box is checked for the selected column.

9. Repeat steps 5 to 8 for each column that you want to summarize.

2

Printing RXi Reports

Using the RXi Reports Concurrent Program

Use the Publish RX Reports concurrent program to generate an RXi report. You can generate an RXi report with one of the report's default attribute sets, or with an attribute set that you defined in the Attribute Set window. The report prints according to the layout definition of the attribute set. You can print reports in text, html, CSV, or tab-delimited format.

There are two steps involved in generating an RXi report:

- Run the RXi report to extract data to the temporary interface table.

- Run the Publish RX Reports concurrent program to print the extracted data with the attribute set and output format that you want.

The RXi report and Publish RX Reports concurrent program can run together in one step, depending on the setup of RXi reports and concurrent programs:

- If you run the RXi report and Publish RX Reports concurrent program together in one step, the RXi report parameters include the Publish RX Reports concurrent program parameters.

- If you need to run the RXi report and Publish RX Reports concurrent program in two separate steps, submit the RXi report to retrieve data, then submit the Publish RX Reports concurrent program to print data.

> **Note:** If you use two steps to generate the report, use the Requests window to obtain the request ID of the RXi report. You need to enter the request ID to print a report that was previously run.

Use the Standard Request Submission windows to submit the RXi report and the Publish RX Reports concurrent program.

Publish RX Reports Report Parameters

If you run the RXi report and Publish RX Reports concurrent program together in one step, the Attribute Set and Output Format parameters are included in the list of RXi report parameters.

If you need to submit the Publish RX Reports concurrent program separately after you run the RXi report, use the Requests window to obtain the RXi report request ID.

Request ID - Enter the request ID for the RXi report that you want to generate (if necessary).

Attribute Set - Enter the attribute set that you want to use to generate the report.

Output Format - Enter *Text*, *HTML*, *CSV*, or *Tab Delimited*.

Related Topics

Managing Concurrent Programs and Requests, *Oracle Applications System Administrator's Guide - Maintenance*

3

Managing RXi Reports and Attribute Sets

Purging RXi Report Data

Use the Purge RX Interface Data concurrent program to purge data from the RX interface tables.

Most RXi reports insert data into an interface table before generating the report with an attribute set. You can periodically run the Purge Data from RX Interface Tables concurrent program to remove this data.

Use the Standard Request Submission windows to submit the concurrent program Purge Data from RX Interface Tables.

Report Parameters

Number of Days - Enter the number of days prior to the current day that you want to purge data from. The program purges all data that exists before the number of days that you enter.

Report - Enter the name of the RXi report to purge from the interface table. If you do not enter a value in this field, Oracle Applications purges data according to the value in the Number of Days parameter.

Related Topics

Managing Concurrent Programs and Requests, *Oracle Applications System Administrator's Guide - Maintenance*

Managing Access to RXi Reports and Attribute Sets

User access to RXi reports means that a user also has access to any data retrieved into the interface table by RXi reports. Since an attribute set controls the content of the report output, you must assign attribute sets to a responsibility if you want to restrict data access.

Use the Define Security window to assign RXi report attribute sets to responsibilities. You can assign one or more responsibility to each attribute set.

Use the Define Security window in conjunction with other security measures to limit user access to RXi reports. To limit access to RXi reports, you must perform these three tasks:

• Assign each RXi report to a responsibility.

• Assign the Publish RX Reports concurrent program to a responsibility.

• Assign RXi report attribute sets to responsibilities.

To assign an attribute set to a responsibility:

1. Navigate to the Attribute Set window.

2. Enter or query the report and attribute set that you want.

3. Choose Security from the Tools menu.

   The Define Security window appears.

4. In the Responsibility fields, enter the responsibilities that can have access to this attribute set.

5. Repeat these steps for each RXi report and attribute set that you want.

RXi Report and Attribute Set Menu Access

By default, the Attribute Set window and the Purge Data from RX Interface Tables concurrent program are only available from the Report eXchange Designer responsibility. To use the Attribute Set window and the Purge Data from RX Interface Tables concurrent program from other responsibilities, add the *FA_RX_MAIN* menu.

Use the Menus window in the System Administrator responsibility to add the *FA_RX_MAIN* menu. To restrict users to query-only access to attribute sets, add the function *RXi:Administration* to the Menu Exclusions for the responsibility that you choose.

Related Topics

Overview of Oracle Applications Security, *Oracle Applications System Administrator's Guide - Security*