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# **JD Edwards World**

# **FASTR Guide**

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**Version A9.1**

**Revised - January 15, 2007**

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# 1 Overview



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# Overview to FASTR

The Financial Analysis Spreadsheet Tool and Report Writer (FASTR) is a flexible, easy-to-use report writer designed to retrieve data from your JD Edwards World General Accounting system.

You can create report versions for FASTR in many ways. A thorough understanding of FASTR will help you choose the most efficient way.

In FASTR, you can create a version using column, row, or cell specifications. A column consists of information that is set up vertically on your version. A row consists of information that is set up horizontally on your version. A cell is the intersection of a row and a column. You use:

- Column specifications – When you base the information for your version solely on the chart of accounts
- Row specifications – When you include details in your version, such as underlines, spaces, blank lines, and special calculations
- Cell specifications – When you include information in your versions that is different from the specifications you defined in rows and columns

Consider your reporting requirements before you create a version. If you have simple requirements, you create a version with column specifications. If you have more complex requirements, you create a version with row or cell specifications.

FASTR is similar to DREAM Writer, but allows more flexibility in defining the format of the version. You can define the following:

- Sequence of data
- Where totals appear
- Column headings
- Size of columns
- Sequence of columns
- Content of columns

To make the best use of this powerful reporting facility, you need to understand some fundamental ideas. These ideas are essential to understanding what FASTR does and how it presents data:

- As with DREAM Writer, you start from a versions list to create, revise, or run a version.
- The data for a FASTR version comes from the Account Balances table (F0902), not the transaction table. FASTR reporting is done on posted amounts only.

- The header of each FASTR version contains a job number that indicates whether your version is based on column specifications, row specifications, or both.
- FASTR builds a workfile (F8301) that contains all the balance and calculation data for your version. The workfile for each FASTR version is unique, based on the specifications you have defined.
- Typically, the system deletes the workfile after you run each version. You can, however, save the workfile if you want to use the same data later.
- Before using FASTR to run versions, you need to verify that the financial reporting date is correct. The financial reporting date is initially set to the current period and year as maintained in company constants and fiscal date patterns. You should change it before you run a new month's financial versions.
- Typically, you run versions at the end of the day or on SLEEPER so that you do not monopolize the job queue during regular business hours.

This section contains the following:

- [FASTR Features](#)
- [FASTR Version Layout](#)
- [How FASTR Compares with Other Report Writers](#)
- [How FASTR Compares with DREAM Writer](#)
- [FASTR System Flow](#)
- [Tables Used by FASTR](#)

## FASTR Features

FASTR shares many features with other report writers, such as DREAM Writer and STAR. The following features, however, are unique to FASTR.

### Columns

Consider the following features when creating columns for your version:

- Columnar selection. You can include information about fiscal years, ledger types, and column types on a column-by-column basis.
- Columnar calculations. You can define a column as the result of calculations using other columns and numeric values.
- Flexible columnar printing. You can define up to 40 columns of financial information including non-print columns, plus one column for descriptions. You use non-print columns for interim calculations.
- Column heading. You can define your own column headings of up to four 10-character lines. The system centers the headings within the defined column size.

### Rows

Rows are created in one of three ways.

Method	Description
Data sequencing	<ul style="list-style-type: none"> <li>▪ Similar to Data Sequence Set-Up in DREAM Writer</li> <li>▪ Rows may be companies, business units, accounts, subledgers, and so on</li> <li>▪ Automatically indents each level</li> <li>▪ Fastest version processing time</li> </ul>
Row specifications	<ul style="list-style-type: none"> <li>▪ Up to 4999 user defined rows</li> <li>▪ Can copy and revise Account Description from the Account Master</li> <li>▪ Account Master duplication includes titles, level of detail subtotals, underlines, and spaces</li> <li>▪ Slower version processing time than data sequencing</li> </ul>
Dynamic row creation	<ul style="list-style-type: none"> <li>▪ Rows are created at the time of execution based on designated Account Master parameters</li> </ul>

## Version Creation

Consider the following features when creating your version:

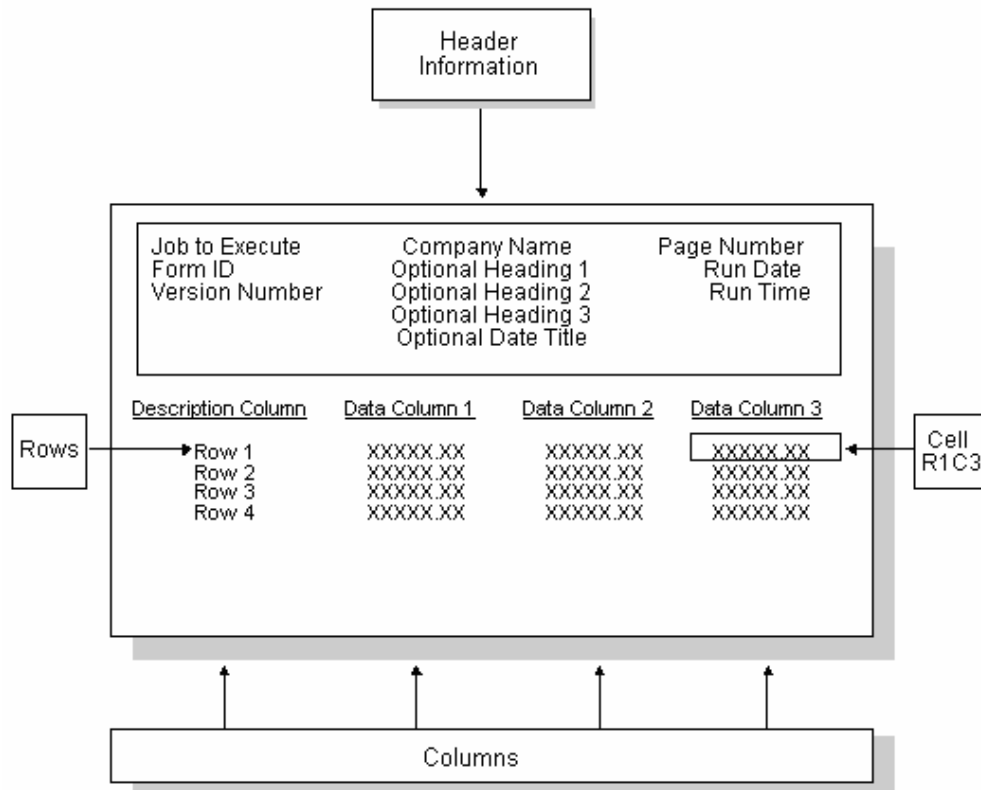
- **Exception reporting.** You can create exception versions by defining a column that prints only rows that are within a tolerance limit. A tolerance limit is a limit that is above, below, or above and below an amount or percent.
- **Journal entry creation.** You can have the system create journal entries to be posted to the general ledger for any column in a version.
- **Version illustrations.** After you define the columns for a version, the system displays an online illustration of the version layout. It shows version headings, column headings, and column sizes and position.
- **Multiple levels of subtotalling.** You can define your own subtotals using row calculations, or you can specify up to nine subtotal levels using a data sequencing and totaling feature.
- **Alternate sequencing capability.** You can resequence the way your data appears and specify up to nine sequences or level breaks within each version. Ascending and descending sequences are allowed.
- **Print options.** You can designate various print options for each report version. These options include printer width, division factor, number of decimals for division calculations, and sign reversal on profit and loss accounts.
- **PC download.** You can create an image of a version, transfer it to a PC, and use it in a spreadsheet or database program.
- **Balance auditor.** You can create an audit trail for problem solving purposes. This shows where non-calculated account balances originated.

## FASTR Version Layout

The basic layout of a FASTR version contains the following items:

- Header information
- Columns
- Rows
- Cells

The following illustrates how your report might appear.



## Header Information

Header information consists of the following items:

Item	Description
Job number	Identifies the program that processes the version
Form ID and version number	Identifies the group of versions that the version belongs to and the specific version within that group
Company name	Specifies Company 00000 as defined in the company constants at the top center of the version
Title 1 through title 3	Defines the version titles



Item	Description
Optional date line	Specifies profit and loss, balance sheet, or single period format
Page number, date, and time	Specifies when the version was processed

## Columns

FASTR versions can be defined using two types of columns:

- Description columns, which contain identifying information for a row or series of rows
- Data columns, which contain either values from the workfile or amounts calculated from other columns

## Rows

FASTR versions can be defined using three types of rows:

- Text-only rows, which provide identifying information for groups of rows. They do not contain any account balance amounts
- Selection rows, which represent groups of data items that are associated with the columnar amounts. For example, a row may represent different business units with columns of account ranges, or vice versa
- Calculation rows, which contain amounts calculated from other rows

## Cells

A cell is the information located at the intersection of a row and column. Cells are used to override specifications defined elsewhere in your version.

## How FASTR Compares with Other Report Writers

The following describes how FASTR compares with other JD Edwards World report writers.

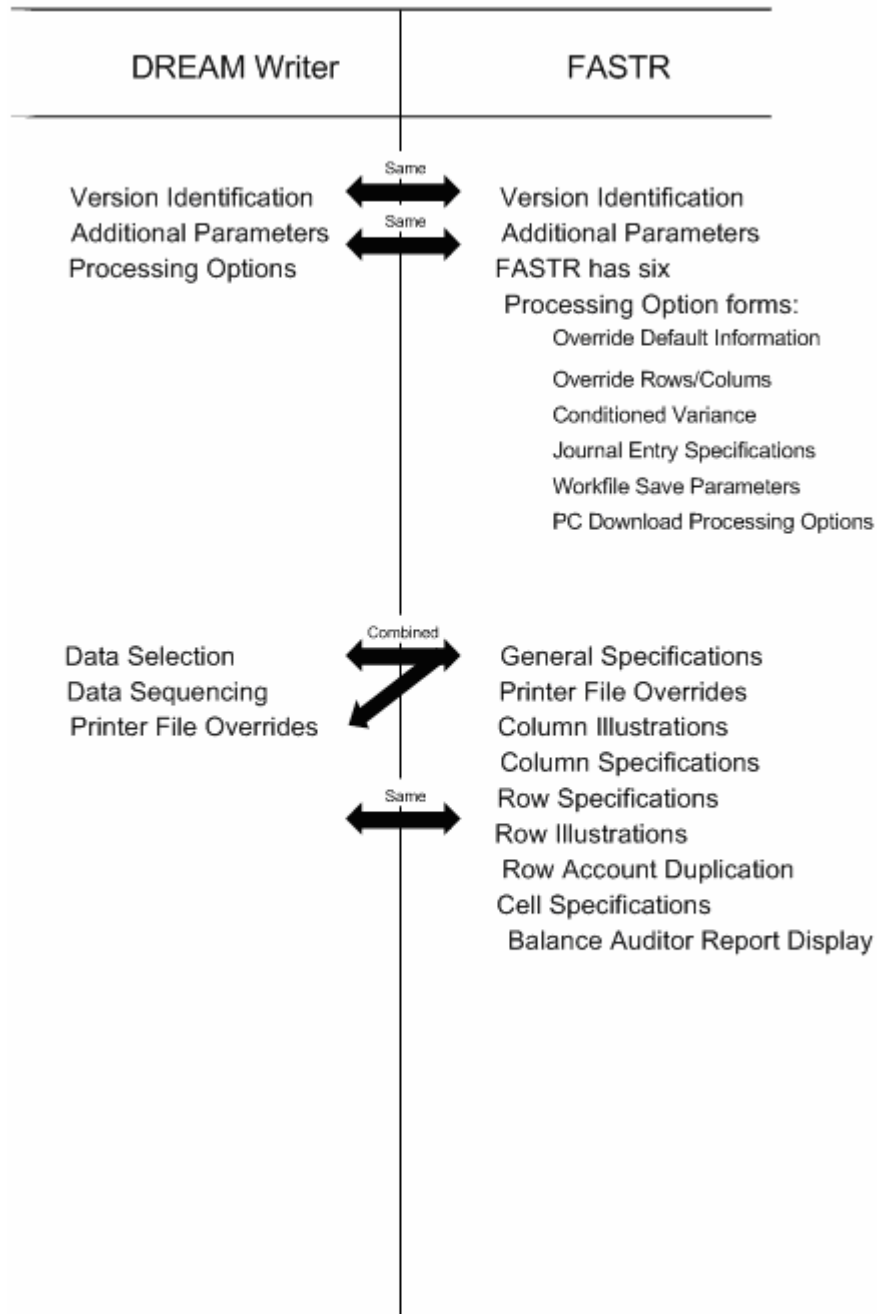
The following describes the four procedures in the previous list:

Procedure	Description
Tables	Indicates which tables you can choose data from for the version
Selection/Sequence	Indicates whether data selection and sequence for the version are separate or combined functions
Report Format	Indicates which parts of the version format you can define
PC Download	Indicates whether you can transfer a copy of a version to a PC program

## How FASTR Compares with DREAM Writer

The following describes how FASTR compares with DREAM Writer.

DREAM Writer and FASTR Forms



## DREAM Writer and FASTR Forms

FASTR shares the following forms with DREAM Writer:

- Version Identification
- Additional Parameters
- Printer File Overrides

In addition, FASTR uses the following forms:

- General Specifications
- Column Report Illustration
- Column Specifications

The General Specifications screen in FASTR combines the function of data selection and data sequence in DREAM Writer.

The processing options for FASTR appear on the following forms:

- Override Default Information
- Conditioned Variance Reports
- Journal Entry Specifications
- PC Download
- Override Rows and Columns
- Workfile Save Parameters

## DREAM Writer and FASTR Form IDs

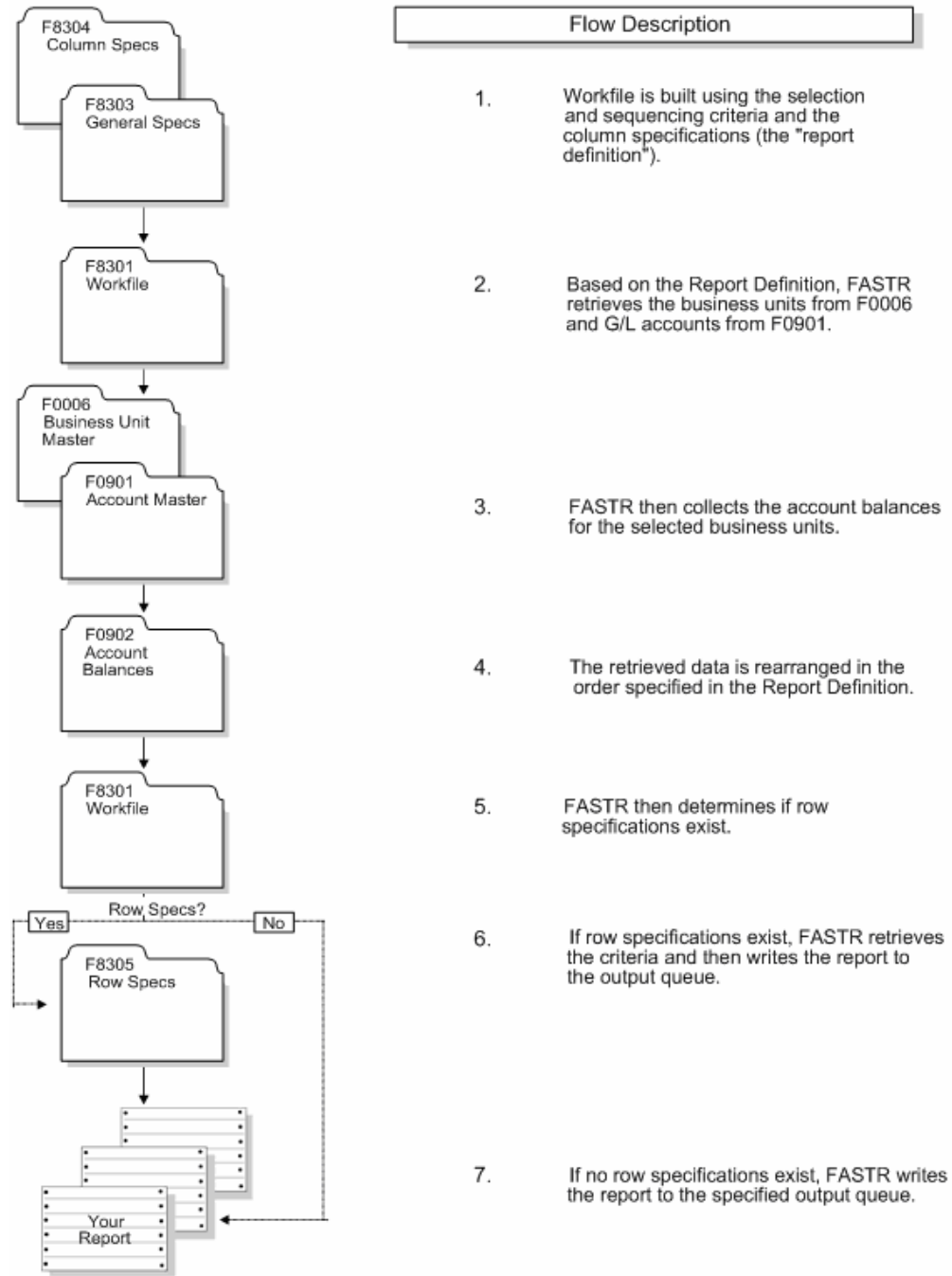
A form ID in DREAM Writer identifies a specific fixed template designed by JD Edwards World. The form ID is the same as the program ID. For example, P10111 is the form ID for Simple Balance Sheet.

A form ID in FASTR is user defined. Form IDs are used in FASTR to group versions by category, such as:

- Department (for example, TAX or MAINTENANCE)
- User
- Type (for example, ASSETS or BUDGET)

## FASTR System Flow

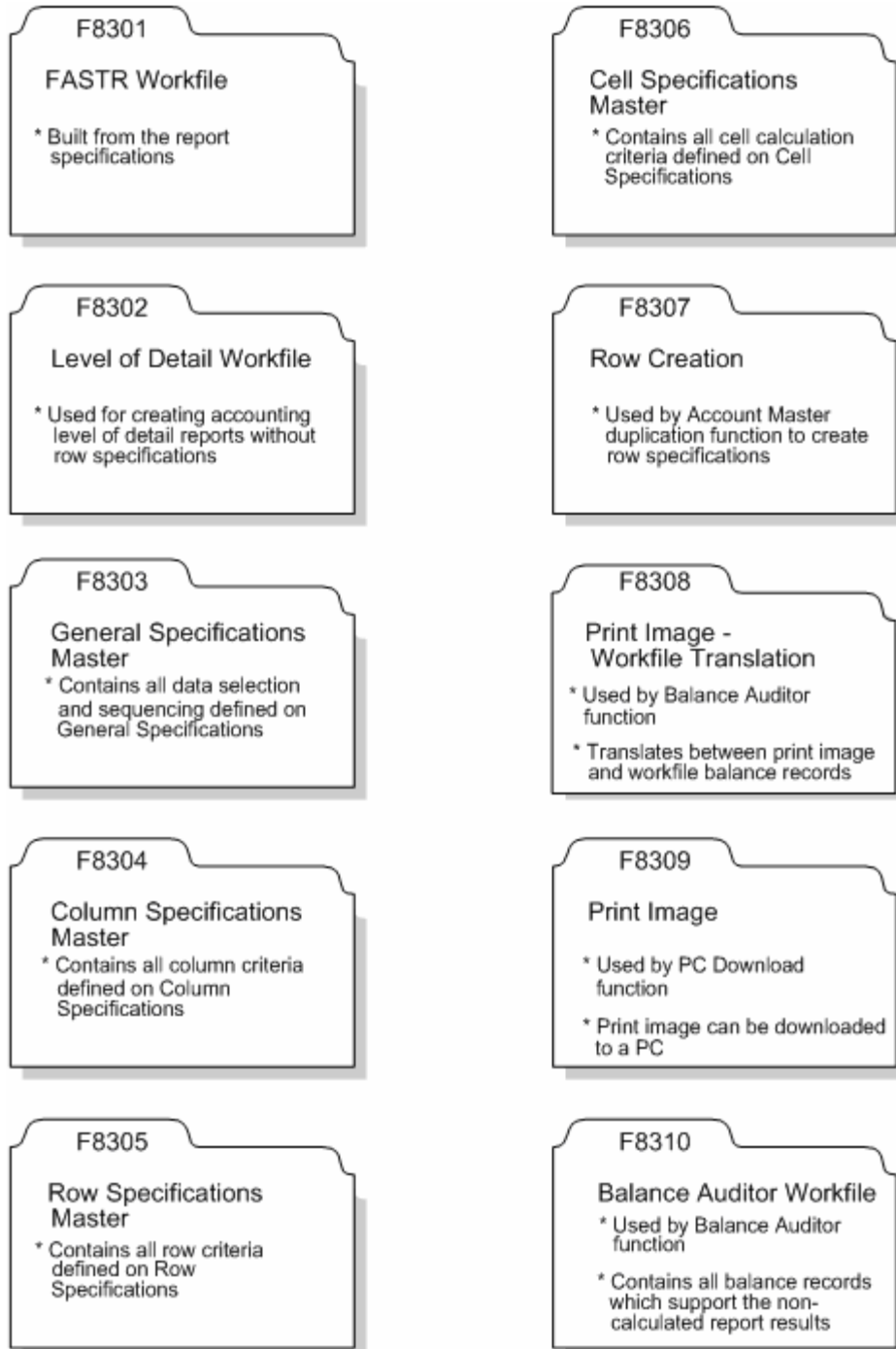
The following illustrates the FASTR file flowchart at execution time.



## Tables Used by FASTR

### Tables and Information Flow

The following illustrates the tables used by FASTR.



## Tables and Descriptions

DREAM Writer provides four tables for FASTR:

Table	Description
Version Identification (F98301)	Contains the information that identifies the version to the system

<b>Table</b>	<b>Description</b>
Additional Parameters (F983011)	Contains information about parameters that control variables such as security for the version and how the system processes and submits the version to batch
Processing Options Revisions (F98312)	Contains information about the options you can choose when creating a version
Printer File Overrides (F983012)	Contains printer and formatting information for the version

In addition to the DREAM Writer tables listed above, FASTR includes the following tables:

<b>Table</b>	<b>Description</b>
Override Default Information (F83OPT1)	Contains the defaults for the parameters that control how the version is printed and displayed
General Specifications Master (F8303)	Contains the data choice, sequence, and total specifications
FASTR Workfile (F8301)	Contains the records from which you want to select data for the version
Column Specifications Master (F8304)	Contains the column specifications
Row Specifications Master (F8305)	Contains the row specifications
Row Creation (F8307)	Creates row specifications using the Account Master Duplication function
Cell Specifications Master (F8306)	Contains all cell calculation criteria
Balance Auditor Workfile (F8308)	Creates a balance audit trail using the Balance Auditor function
Print Image (F8309)	Transfers copies of versions to a PC using the PC Download function

The database tables accessed by FASTR include:

<b>Table</b>	<b>Description</b>
Business Unit Master (F0006)	Stores business unit definitions, including name and number, company, and category codes.
Account Master (F0901)	Stores account definitions, including account numbers and descriptions. One record exists per account.

Table	Description
User Defined Codes (F0005)	Stores user defined codes and their descriptions.
Address Book Master (F0101)	Stores profiles on employees, prospects, companies, and so on, with information such as addresses, telephone numbers, and other pertinent data.

## FASTR Data Tables

The following illustrates and describes the data tables used by FASTR.



The Business Unit Master is the most important table. It contains the organizational rollups used by FASTR.



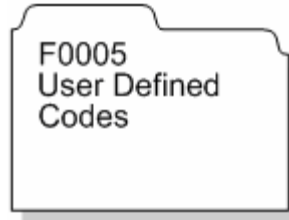
The Account Master is used by the copy facility when creating row specifications. Information copied from the Account Master includes:

- Account descriptions
- Account numbers
- Level of detail summarization and subtotaling

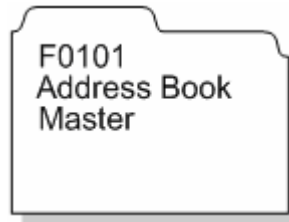
It is used to create row specifications through dynamic row creation. It is also used for data sequencing when row specifications are not used.



All amount data is extracted from the Account Balances table.



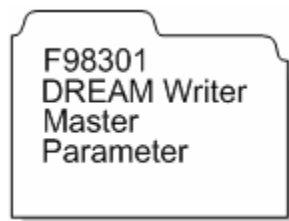
The User Defined Codes table is used to access valid codes and descriptions associated with category codes.



The Address Book Master table is used to select Address Book search type codes for reports using Address Book subledgers.



The Organization Structure Master table is used to create hierarchical reporting relationships among departments. FASTR can use the relationships to create reports for several entities and cost center rollups.



The DREAM Writer Master Parameter provides four forms for FASTR processing:

- Version Identification
- Additional Parameters
- Processing Options Revisions
- Printer File Overrides



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## 2 **Version Creation**



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# Overview to Version Creation

## Objectives

- To create a version, with or without using an existing version, using only column specifications

## About Version Creation

A version contains the specifications for a report. When you run a version, FASTR creates a report. You can run the version as many times as you want. Various DEMO versions are provided on Financial Statements, Job Cost Reports, and Public Services Reports.

You can create a version in FASTR in the following ways:

- Create a version without using an existing version as a template.
- Create a version by copying an existing version and revising it to suit your needs.

Typically, you copy a DEMO version and revise it. To become familiar with all the functionality of FASTR, you should create at least one version without using an existing version.

Version creation consists of the following tasks:

- Creating a version
- Copying a version
- Entering totals



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# Create a Version

## Creating a Version

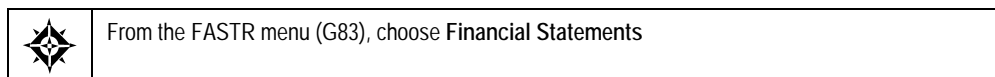
You can create a new version if none of the DEMO versions suits your needs. Typically, you can copy a DEMO version that is similar to what you need and revise it. However, you might need to create a version that is so different from any existing version that you prefer to create a new version.

When you create a new version, the system displays a series of screens you use to define specifications. As you complete each screen, press Enter to proceed to the next screen. If you need to return to the previous screen, press F12. To return to the versions list on Financial Statements, press F3 at any time.

Complete the following tasks:

- [Entering the Identifying Information](#)
- [Verifying Additional Parameters](#)
- [Entering Default Information](#)
- [Defining the Workfile](#)
- [Defining the Columns](#)
- [Overriding Defaults for a Column](#)
- [Arranging the Columns in a New Sequence](#)
- [Reviewing the Report](#)
- [Processing the Version](#)

## Entering the Identifying Information



When you create a version or copy an existing one, you need to identify the version by entering the following information:

- A version ID that the system uses to locate the version
- A version title to identify the version to users

You create a version title to identify the version. Unlike the version ID, which is an alphanumeric code, the version title describes the content of the version. For example, you might create a version title called “Month End Report for Company 1.”

You can also enter an optional title of up to three lines that will appear on the report under the title of the company default value.

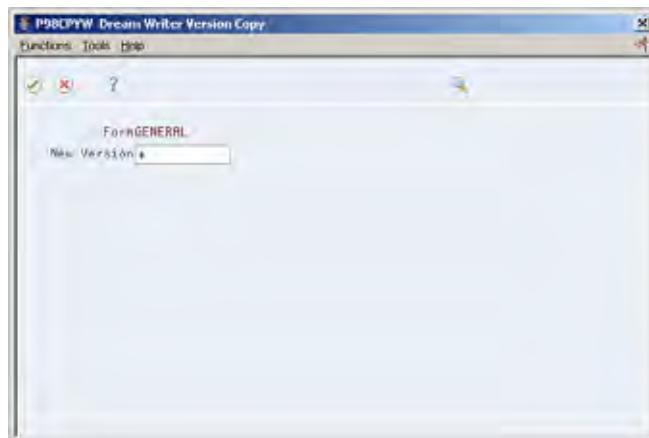
After you enter the version ID, FASTR displays the FASTR Definition Options screen, which allows you to choose the functions that you need to create or revise the version. After you choose the functions you need, FASTR displays the corresponding screens.

## To enter the identifying information

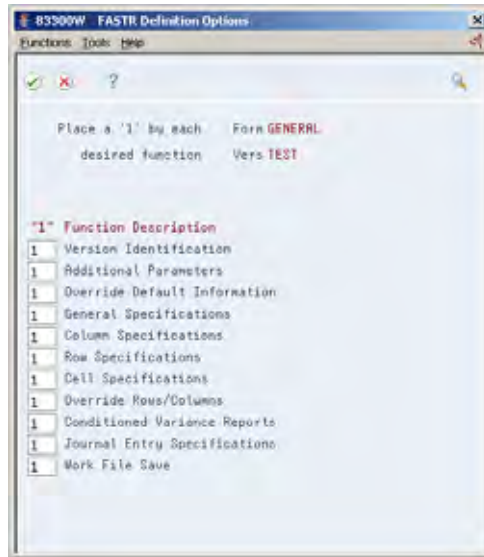
### On Financial Statements



1. Choose Copy next to a blank line.

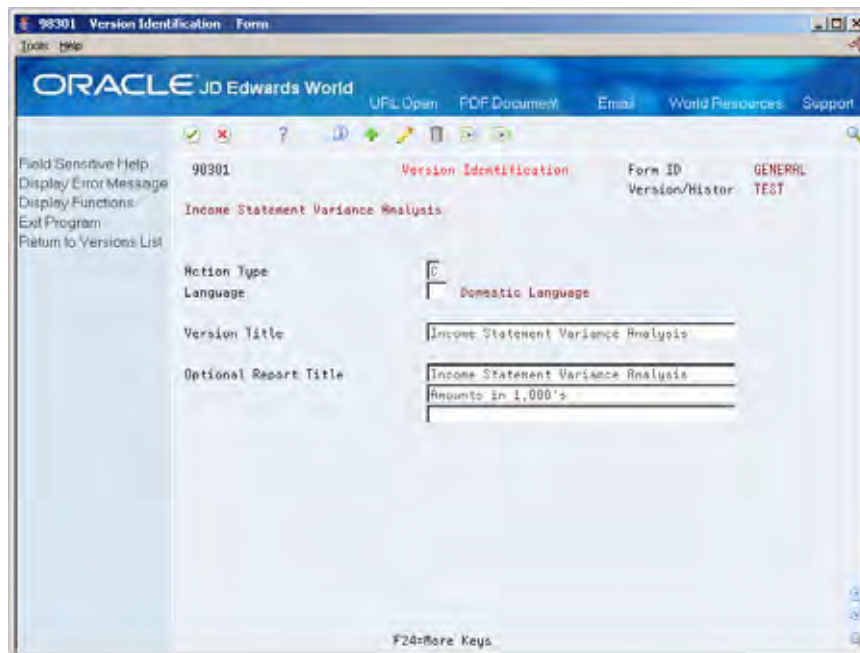


2. On DREAM Writer Version Copy, complete the following field:
  - New Version



3. On FASTR Definition Options, accept the default functions.

You can remove the 1 next to any of the functions that you do not need to create your version. For example, if you do not want to create journal entries, remove the 1 next to Journal Entry Specifications.



4. On Version Identification, complete the following fields:

- Version Title
- Optional Report Title

Field	Explanation
New Version	Identifies a group of items that the system can process together, such as reports, business units, or subledgers.
Version Title	A description of the version that appears next to the version number. The version title is different from the report title.
Optional Report Title	The title that appears at the top of the report. It can include up to three lines with 40 characters each. The lines are automatically centered on the report.

## Verifying Additional Parameters

You need to verify the additional parameters that control variables such as security for the version and how the system processes the version and submits it to batch.

You can also verify:

- Whether to include a cover page that lists the column, row, and cell specifications for your report
- The level of user access
- Whether to display processing options at the time you run the report

### To verify additional parameters

After you complete the information on Version Identification and press Enter, Additional Parameters appears.

On Additional Parameters



Verify the following fields:

Based on File

Based on Member

Print Cover Page

Mandatory Processing Options

User Exclusive

Format Name

Job to Execute

Typically, you should change only the following fields:

Print Cover Page

Mandatory Processing Options

User Exclusive

Hold on Job Queue

Field	Explanation
Based on File	The based on table information used by FASTR. Do not change the value in the Based On File field. The default value, F0006, is the table FASTR uses to obtain data for financial reports.
Based on Member	The name of a specific member of a physical or logical file. This is the based-on physical file member name. The standard default for the FASTR OPNQRYP is based on all members of the physical file (member name = *ALL). <b>Caution:</b> Do not change this field.
Print Cover Page (Y/N)	Type Y to print the report and cover page, as follows: <ul style="list-style-type: none"> <li>▪ Control parameters for the General Specifications report</li> <li>▪ Column control parameters for the Column Specifications report</li> <li>▪ Row control parameters for the Row Specifications report</li> <li>▪ Processing options for the Cell Specifications report</li> </ul> Type N to print the report only. <i>Form-specific information</i> Note: You can use 1 for Y and 0 (zero) for N.

<b>Field</b>	<b>Explanation</b>
Mandatory Processing Option	<p>A code that specifies whether processing options display when the version is submitted. Valid codes are:</p> <p>N Do not display the processing options. This is the default.</p> <p>Y Display the processing options at submittal time.</p> <p>2 Display both the processing options and general specifications.</p> <p>3 Display the general specifications only.</p> <p><b>Note:</b> You can use 1 for Y and 0 (zero) for N.</p>
User Exclusive (0/1/2/3)	<p>This field allows you to restrict user access for a report version.</p> <p>The valid values are:</p> <p>0 No security. Anyone can change, copy, delete, or run the version. This is the default when adding a new version.</p> <p>1 Medium security. Only the user who created the version can change or delete it. All users can copy or run the version. This is how the JD Edwards World Demo versions are delivered.</p> <p>2 Medium to full security. Only the user who created the version can change, delete, or run it. All users can copy the version.</p> <p>3 Full security. Only the user who created the version can change, delete, copy, or run it.</p>
Format Name	<p>The RPG format name that the system uses in the logical file or open query statement.</p>
Hold on Job Queue (Y/N)	<p>A code used to indicate whether to hold the submitted job in the job queue. Values are:</p> <p>Y Yes</p> <p>N No</p>

## What You Should Know About

### Print Instructions field

If you enter Y in the Print Instructions field, the system prints all of the program helps for FASTR. The program helps contain numerous pages and require a substantial amount of time to print.

## Entering Default Information

You must enter default information for the parameters that control how the system prints and displays the report. These parameters can include specifying decimal places, rounding, and sign reversal. The Override Default Information screen is the highest level at which you can set these parameters. On other screens at lower levels, you can change default values for individual columns, rows, or cells.

The 20 default edit codes that pertain to the report figure layout require particular attention because they account for a substantial amount of information. The following is a list of edit codes:

<b>Code</b>	<b>Commas Y/N</b>	<b>Zero Balance Y/N</b>	<b>Negative Amount Notation</b>
A	Y	Y	Cr
B	Y	N	Cr
C	N	Y	Cr
D	N	N	Cr
J	Y	Y	- Trailing
K	Y	N	- Trailing
L	N	Y	- Trailing
M	N	N	- Trailing
N	Y	Y	- Preceding
O	Y	N	- Preceding
P	N	Y	- Preceding
Q	N	N	- Preceding
R	Y	Y	< >
S	Y	N	< >
T	N	Y	< >
U	N	N	< >
1	Y	Y	No sign
2	Y	N	No sign
3	N	Y	No sign
4	N	N	No sign

To choose the appropriate default edit code for your report, review the Negative Amount Notation column in the Default Edit Code table and choose the appropriate

option for your report figures. This narrows your search to four codes. For example, if you choose a trailing minus sign as your negative amount notation, your search is narrowed to a code of J, K, L, or M.

Review the Zero Balance column in the Default Edit Code table and determine whether you want to print zero balances. This narrows your search to two codes. For example, if you choose to print zero balances, your search is narrowed to a code of J or L.

Review the Commas column in the Default Edit Code table and determine whether you want commas to appear in the report figures on your report. For example, if you want commas in your report figures, choose J. If not, choose L.

## To enter default information

After you complete the information on Additional Parameters and press Enter, Override Default Information appears.

On Override Default Information

The screenshot shows the 'Override Default Information' form in Oracle JD Edwards World. The form title is '830PT1 Override Default Information Form'. The form ID is 'GENRRAL' and the version/history is 'TEST'. The form is for 'Income Statement Variance Analysis'. The form contains a table with columns for 'Field Name', 'Allowed Values', and 'Default'. The fields are:

Field Name	Allowed Values	Default
Form Width	1=132, 2=190	1
Current Period	Enter Date	Cur F/R Date
Division Factor	@pennies, 1, 10, etc	1 (dollars)
Reverse Sign	Y or N	N
Print Row When "0"	Y, N, R, or 3-9	Y
Print Descr W/Keys	Y, S, or N	N
Date Title	@=B/S, P=PSL, S=Single	blank (none)
Print Pgm ID/Page	Y or N	Y
Default Edit Code	See Table	None
Default Decimals	0 to 5	0
Prt Alpha Name Only	Y or N	blank
Prt. Seq. in Heading	Y or N	blank

The form also includes a 'Tools' menu with options like 'Field Sensitive Help', 'Display Error Message', 'Display Functions', 'Exit Program', and 'Return to Previous Form'. At the bottom, there are instructions: 'Enter=Update' and 'F3=Exit'.

### 1. To enter date defaults, complete the following fields:

- Current Period
- Century
- Date Title

---

**Note:** If you do not enter a current period, the system provides the current financial reporting date.

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### 2. To specify the report format, complete the following fields:

- Form Width

- Print Program ID/Page
3. To specify display attributes, complete the following fields:
    - Division Factor
    - Reverse Sign
    - Default Edit Code
    - Default Decimals
  4. To define which report information to print, complete the following fields:
    - Print Row When 0
    - Print Description with Keys
  5. Complete the following field:
    - Print Alpha Name Only
  6. Scroll down to the second screen.

Field Name	Allowed Values	Default
Account L00 Range	3 to 9, blank=not used	blank
BU Level of Detail	1 to 9, blank=not used	blank
Subledger Descr	F=Full, blank=Single Line	blank
Omit Cutback A/C's	Y or N	N
Job Cost Readings	Y or N	N
PC Download File	Y N or B	N
Member Name	Valid IBM Object Name	blank
Library Name	Valid IBM Library Name	blank
(If blank, file will be created in 00FL)		
52 Period Acct	Y or N	N
Include Zero Rec	Y or N	N
RRI Subtotaling	Y or N	N
Ending object	Object Account	blank

7. To define which report information to print, complete the following fields:
  - Subledger Description
  - Include 0 Records
8. Complete the following fields:
  - Business Unit Level of Detail
  - Omit Cutback Accounts
  - 52 Period Accounting

Field	Explanation
Current Period	The current fiscal reporting date establishes the period that the report is based on. If this field is blank, the system uses the Financial Report Date. If you want the Financial Report Date to be company sensitive, the first sequence on General Specifications must be company.
Date Title	<p>Determines how the date title appears at the top of each page of the report. Values include:</p> <p>B Balance sheet, for example, As of June 30, 1998.</p> <p>P Profit and Loss, for example, For the Six Months Ending June 30, 1998.</p> <p>S Single period, for example, For the Month Ending June 30, 1998.</p> <p>1-9 Custom. Typically, this is used by international clients.</p> <p>blank No date title. This is the default value.</p>
Form Width	<p>Determines the number of characters across the page that the report can support. Values are:</p> <p>1 132 characters. This is the default value.</p> <p>2 198 characters. Anything over 198 characters is truncated. (Not all printers support 198 characters.)</p> <p>This option overrides the setting on Printer Overrides.</p>
Print Pgm ID/Page	<p>Determines whether the program ID, page number, and run date and time appear at the top of each page of the report. Values are:</p> <p>Y Include these items on the report. This is the default value.</p> <p>N Do not include these items on the report.</p>
Division Factor	<p>Determines how the displayed amounts appear. Values are:</p> <p>0 Pennies</p> <p>1 Whole dollars</p> <p>10 Tens</p> <p>100 Hundreds</p> <p>1000 Thousands</p> <p>Amounts are rounded, not truncated, with standard 5/4 rounding.</p> <p>The display decimals on other screens:</p> <ul style="list-style-type: none"> <li>▪ Are set to 2 when displaying cents</li> <li>▪ Are set to 0 for everything else</li> <li>▪ Can be overridden in Column Specifications, Row Specifications, and/or Cell Specifications</li> </ul>

Field	Explanation
Reverse Sign	<p>This code is for printing purposes only. It determines whether signs for balances are globally reversed for profit and loss accounts. Valid codes are:</p> <p>Y    Reverse the signs. Print credit balances (revenue accounts) as positive numbers and debit balances (expense accounts) as negative numbers.</p> <p>N    Do not reverse the signs. This is the default.</p>
Default Edit Code	<p>Determines how data is printed or displayed. Depending on the code, you can change the appearance of the fields as follows (standard IBM edit codes):</p> <ul style="list-style-type: none"> <li>▪ Show commas - 1, 2, A, B, J, K, N, or O</li> <li>▪ Show decimal point - 1, 2, 3, 4, A, B, C, D, J, K, L, M, N, O, P, Q</li> <li>▪ Show sign for negative - A, B, C, D ("CR") or J through Q ("-")</li> <li>▪ Suppress leading zeros - 1 through 4, A through D, J through Q, Y and Z</li> </ul> <p>Refer to user defined codes (system 98/ type EC) for all valid codes, including additional JD Edwards World edit codes.</p>
Default Decimals	<p>The system uses this field to determine the number of decimal positions to use for rows or columns that contain division calculations.</p> <p>Values are 0 through 5. The default is 0. Amounts are rounded, not truncated, using standard 5/4 rounding.</p> <p>The system uses this default information during the row and column editing process only. You can override default decimals on Row Specifications, Column Specifications, and Cell Specifications.</p>
Print Row When "0"	<p>Determines whether rows with zero amounts are printed on versions with row specifications. Valid codes are:</p> <p>Y    Print all rows whether or not the amounts are zero.</p> <p>N    Do not print rows with zero amounts if they are detail lines. If they are total lines, zero amounts print.</p> <p>A    Suppress all rows with zero amounts. Text rows are not affected by this option.</p> <p>Form-specific information</p> <p>3-9    If you use account level of detail, you can enter a value between 3 and 9 to specify the level of detail where posting begins. This allows you to omit rows with zero amounts without omitting the level of detail header accounts.</p>

Field	Explanation
Print Descr W/Keys	<p>Determines whether to print the description with the numeric indicator of the row's value. Valid codes are:</p> <p>Y    Print both the description and key.</p> <p>N    Print only the description. This is the default value.</p> <p>S    Print the description and key only on sequence lines.</p>
Print Sequence in Heading	<p>Designates whether you wish to print or not to print the General Specifications sequence criteria in the header of the report.</p> <p>Y    Prints the General Specifications in the header</p> <p>N    Does not print the general Specifications in the header</p> <p>Blank Does not print the general Specifications in the header</p> <p><b>Note:</b> In order to print the General Specifications sequence criteria in the header of the column reports, the value for total and page break must be 'Y'.</p>
Subledger Descr	<p>Determines the amount of detail to print for a subledger description. Values are:</p> <p>Blank Single line</p> <p>F    Full description</p> <p>S    The tax ID for address book</p>
Include Zero Rec	<p>Determines whether to print zero amounts. These can be Account Balances amounts that net to zero for specific periods. Amounts can also exist for which there is an Account Master record but no corresponding Account Balances record. Use this feature with Column Only reports. Using it with row reports provides no benefits.</p> <p>Values are:</p> <p>N    Do not print accounts with zero amounts. This is the default value.</p> <p>Y    Print posting accounts with a net balance of zero.</p>
Prt Alpha Name Only	<p>Determines what to print when sequencing by address number.</p>
Business Unit Level Of Detail	<p>Determines the starting point for the business unit rollup on the report. Business unit level of detail is based on business unit numeric order, not the business unit report codes.</p>
Omit Cutback A/C's	<p>Determines whether the report omits accounts that fall within the range of cutback accounts as defined in automatic accounting instructions.</p>



Field	Explanation
52 Period Acct	Determines whether 52 period tables and variables are used during the processing of the report. The 52 period tables include the 52 Period Account Balances table (F0902B) and the 52 Period Fiscal Pattern table (F0008B). The 52 period variables include: <ul style="list-style-type: none"> <li>52 period normal number of periods</li> <li>52 period financial reporting year and period</li> </ul>

## See Also

- *Downloading a Report to a PC* for information about using the PC download file and member name to download a copy of a report to a PC.
- *Creating Custom Date Titles* for information about date titles 1-9 and about customizing them to suit your needs
- For information about changing the current financial reporting date, see *Changing a Financial Reporting Date* in the *General Accounting I Guide*.

## Defining the Workfile

The workfile contains those records from the Account Master, Account Balances, and Business Unit Master tables from which you choose data for the report. (You choose data from these tables for individual columns when you define the columns.) The workfile also defines how data is sequenced by row on the report and where totals and page breaks occur.

The screenshot shows the Oracle JD Edwards World interface for the 'General Specifications' form. The title bar indicates '83030 General Specifications Form'. The main window title is 'ORACLE JD Edwards World'. The form is titled 'Income Statement Variance Analysis'. The form ID is 'GENRRLL' and the version/history is 'TEST'. The form contains a table with columns: Field, Len, Rel, Value, Selection, Sequen, Total, and PageBr. The table lists the following fields and their specifications:

Field	Len	Rel	Value	Selection	Sequen	Total	PageBr
Business Unit Master	05	EQ	00100	[ ]	[ ]	[ ]	[ ]
Company	06	GF	5000	[ ]	[ ]	[ ]	[ ]
Account Master	02	EQ	99	[ ]	[ ]	[ ]	[ ]
Object Account	02	EQ	#VALUE	[ ]	[ ]	[ ]	[ ]
Account Balances							
Fiscal Year							
Ledger Type							

At the bottom of the form, there are keyboard shortcuts: F4=Display #Value/#Range, F5=Redisplay, and F16=Display all fields.

Defining the workfile is very important for creating a report that processes efficiently. You need to include all the records required for the report in the workfile, but no more than are necessary. For example, in a version designed to list actual amounts (AA), you might choose company but no ledger type. If so, FASTR will include *all* ledger types for the company. The report might take significantly more time to process than if you choose AA as the only ledger type.

The following illustration of the Account Balances table demonstrates this concept. If you choose Ledger Type equal to AA, BA, and BU, then the workfile will contain only records that have AA, BA, and BU in the Ledger Type field.

F0902	Account#	1018	Fiscal Year	08	Ledger Type	BU
F0902	Account#	1013	Fiscal Year	07	Ledger Type	BA
F0902	Account #	1001	Fiscal Year	08	Ledger Type	AA
	Beginning Balance	_____	Company #	_____		
	Period 1	_____	Subledger	_____		
	.	_____				
	Period 14	_____	Currency Code	_____		

## Record Selection

You use Boolean expressions to limit the records that the system includes in the workfile. A Boolean expression uses operators, such as EQ (equal to) and LT (less than), to indicate relationships between operands. An *operator* is a symbol or abbreviation that indicates the process to be carried out between two *operands* in an expression.

For example, in the mathematical expression,  $2 + 3$ ,  $+$  is the operator, and 2 and 3 are the operands. In the Boolean expression Ledger Type EQ AA, EQ is the operator, and Ledger Type and AA are the operands.

You enter Boolean logic using the following codes:

Code	Description
EQ	Equal to
NE	Not equal to
GT	Greater than
GE	Greater than or equal to
LT	Less than
LE	Less than or equal to
OS	Organizational structure

In FASTR, the operands are:

- Data fields in the Account Master, Account Balances, and Business Unit Master tables
- Values that define the data in the data fields, such as ledger types or account numbers

For example, to choose only records that have a ledger type equal to AA, use the following expression:

Ledger Type EQ AA

To indicate more than one value or a range of values, use \*VALUE or \*RANGE as operands and enter the specific values or ranges under the Boolean expression (in the fold area for the data field on General Specifications).

For example, to choose only records that have a ledger type equal to AA, BU, or BA:

Ledger	Type EQ	*VALUE
AA	BU	BA

To choose only records that have account ranges 5000-5999 and 8000-8999, enter Object, AccountEQ, and \*RANGE (5000 5999 8000 8999).

## Row Definition and Sequence

You define the content and sequence of rows on the report by entering sequence numbers for data fields. For example, assume you define company as sequence number 1, object account as sequence 2, and subsidiary as sequence 3. The system sequences the accounts on the report under their respective major accounting classes, and the system sequences major accounting classes under their respective companies.

## Totals and Page Breaks

You can define for which accounts the system creates totals and page breaks on a report. The system generates totals and page breaks whenever the account changes. For example, if you define totals for company and major accounting class, the system prints a total line each time the accounting class or company changes for the previous accounting class or company. If you define page breaks for company, a new page begins each time the company changes.

## To define the workflow

After you complete the information on Override Default Information and press Enter, General Specifications appears.

On General Specifications

Field	Len	Rel	Selection	Value	Sequen	Total	PageBr
			No	R/D	(Y/N)	(Y/N)	
Business Unit Master	05	EQ		00100	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Company	06	GF		5000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Master	02	EQ		05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Object Account	02	EQ		*VALUE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Account Balances							
Fiscal Year							
Ledger Type							

1. Complete the following fields for the data fields that are relevant to your report:

- Relationship
- Selection Value
- Report Sequence Number
- Sequence A/D
- Total
- Page Break

---

**Caution:** Do not press Enter.

---

2. Choose Display \*Value/\*Range if you are using \*VALUE or \*RANGE to define multiple values or ranges of values for a data field.
3. Access the fold area.
4. Page down to the data field for which you want to define multiple values or ranges.
5. Complete the following field:
  - \*Range or \*Value

---

**Note:** You must enter all information for this field. Do not leave any fields blank between your selections.

---

**6. Choose Redisplay.**

Field	Explanation
Relationship	<p>A code that describes the relationship between the range of variances you display. Valid codes are:</p> <p>EQ Equal to</p> <p>LT Less than</p> <p>LE Less than or equal to</p> <p>GT Greater than</p> <p>GE Greater than or equal to</p> <p>NE Not equal to</p> <p>NL Not less than</p> <p>NG Not greater than</p> <p>CT Contains (only allowed in selection for Open Query File function)</p> <p>CU Same as CT but converts all input data to uppercase letters</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>OS Organizational structure</p> <p><b>Note:</b> For FASTR, you cannot use codes NL, NG, CT, and CU.</p>
Value	<p>A value used in conjunction with the Relationship operand to determine which records are extracted from the data field to build the workfile for the version. Values are:</p> <ul style="list-style-type: none"> <li>▪ A specific value, such as a company or account number.</li> <li>▪ *VALUE to include multiple values. Enter up to 32 specific values in the *Range or *Values fields.</li> <li>▪ *RANGE to include a range of values. Enter the low and high range values in the *Range or *Value fields.</li> <li>▪ *BLANK to include values of all blanks.</li> <li>▪ *ZERO to include all zeros in a field.</li> </ul> <p>You can specify a character string of fixed and variable characters with the *WILDCARD value.</p>

---

Field	Explanation
Sequen No A/D	<p>Controls how a report is sequenced. You can select up to nine data fields for report sequencing. The highest numbered sequence field (9) determines what prints. You must sequence at least one data field for a report.</p> <p>For row reports, the rows print once for each group of sequenced fields. For example, if company is sequence 1 and business unit is sequence 2, rows print for each business unit under each company and page break.</p> <p>For column-only reports, the highest sequence number prints as the detail line. Any lower sequence numbers print as header rows and subtotal rows, if you select subtotalling.</p>
Report Sequence Order	Determines whether a selected data field is sequenced in ascending order (A) or descending order (D). Ascending order is the default.
Total (Y/N)	Controls total and subtotal breaks in the report. This field is ignored for row reports.
PageBk (Y/N)	Controls where page breaks occur on your version. To suppress page breaks in row reports when the highest sequence number changes, enter S for the highest sequence number.

## What You Should Know About

<b>Creating totals</b>	You should never create a total on your last level of sequencing because the system will create duplicate data which is unnecessary and confusing.
<b>Sequencing on a company</b>	If your first sequence is on a company, the system uses the financial reporting date of that company. If your first sequence is not on a company, the system uses the financial reporting date of company 00000.
<b>Sequencing on a blank business unit category code</b>	If you need a consolidated report of all companies in the system, search on an unused business unit category code because all the business units in the category code will be blank. As a result, you will not assign unnecessary page breaks to your report.

## Defining the Columns

You define columns to arrange your data across the page. FASTR versions include:

- A description column
- Data columns

You can define up to 40 data columns (columns of financial information), including non-printing columns, plus one description column, for a total of 41 columns. You use non-printing columns for interim calculations. You can have up to 20 print columns in addition to the description column.

Column size and position are user defined. You can define the column size to fit the data, and you can place the column anywhere on the printed report. You can easily move the columns after you have defined the report.

Col Nbr	Column Headings	Col Siz	Col	LT	Typ	Amnts	Selections or Calculations	
	Upper	Lower						
01	Current	Actual	13	01	AR	FR	1000	9999
02	Current	Budget	13	02	AR	FR	1000	9999
03	Variance		11	03		IC	C01	-
04	YTD	Actual	13	05	AR	FR	1000	9999
05	YTD	Budget	13	06	AR	FR	1000	9999
06	Variance		11	07		IC	C04	-
07			10	08				
08			10	09				
09			10	10				
10			10	11				
11			10	12				

Each line of information on Column Specifications defines a column on the report.

## The Description Column

The description column on a report contains descriptions for each row that appears on the report. These descriptions are based on the sequence numbers you assign to data fields on General Specifications. To define the title for the description column, you enter information in the top line on Column Specifications. You can define a heading for the column and change its width.

Col Nbr	Column Headings Upper	Lower	Col Size	Prt Col	LT	Col Typ	Col Amts	Selections of Column Headings
	Description		40	01				
01			10	02				
02			10	03				
03			10	04				
04			10	05				
05			10	06				
06			10	07				
07			10	08				
08			10	09				
09			10	10				
10			10	11				
11			10	12				

The bold line defines the description column of the report

126410 Studentbx 001	J.D. Edwards & Company Illustration of Detail As of June 30, 2008	2 07/31/08 13:55:18
----------------------------	---	---------------------------

Description	Actual Amounts	Budget Amounts	Variance
Company Name			
Sales			
Account 1	156,000	39,000	117,000
Account 2	44,000	11,000	33,000

The first line on Column Specifications has no column number because it is hard coded for the description column. If you do not want it to print, use a Print Column code of NP. If you need to change the position of the text, you can change the print column number.

Although the heading for the description column prints as one line, four 10-character fields are available for you to enter the heading. Two of these are in the detail area. If your heading is "Description," you enter it as follows:

Column Headings  
Upper | Lower

Description

When you update your entry, it appears as follows:

Column Headings  
Upper | Lower

Descri  
ption

The resulting heading on the report appears as follows:

.....Description.....

If your heading is more than 20 characters, you enter it across both rows of fields, for example:

Column Headings  
Upper | Lower

Heading with More Than  
20 Characters



## Data Columns

A data column includes:

- The column layout
- The column content

To define data columns, use the lines on Column Specifications that are under the line you use to define the description column.

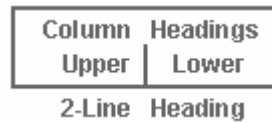
### Column Layout

The column layout consists of:

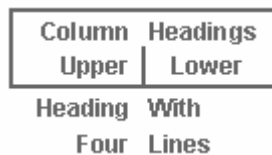
- The column heading
- The column size
- The position of the column on the report
- Rolling column headings

You can define up to four 10-character lines for a data column heading. You type the heading in the Column Heading fields from left to right and from top to bottom. The lower two fields are in the fold area.

If you use only the two top fields, such as:



Your two-line heading on the report will be centered over the column. If you use all four fields, such as:



Your four-line heading on the report will be centered over the column. You use the following rolling column headings to label the information from any period in your chart of accounts.

- :PA prints the current period
- :PA+01, and so on, prints the name of the next period
- :PA-01, and so on, prints the name of the last period

### Column Content

You can define two types of data columns:

- Selection columns - These contain data from the records in the workfile.
- Calculation columns - These contain amounts calculated from other columns.

For each selection column, you define the type of column. For example, to define a column that shows the revenue accounts, you enter a column type of AR (account range).

When selecting items that have balances, you also need to enter a column amount code to define which item balances to obtain from the Account Balances table, such as AB for current period balance. In addition, you need to define the specific data for the column.

For example, to define a column that shows the current period balance for your range of revenue accounts, you enter a column type of AR (Account Range), a column amount of AB, and the range, such as 5000 - 5999, as follows:

Col Typ	Col Amts	Selections or Column Headings	
AR	AB	5000	5999

To define a column with multiple ranges, you enter the additional ranges under the first range, in the fold area, as follows:

Col Typ	Col Amts	Selections or Column Headings	
AR	AB	5000	5200
		5300	5399
		5500	5599

To define a column with data from multiple business units, you enter a column type of CC (Business Unit) and the individual business units, as follows:

Col Typ	Col Amts	Selections or Column Headings	
CC	AB	61	64
		67	

If you enter a fiscal year for a column in the fold area, be sure that it doesn't conflict with the amount code. For example, your reporting year is 08. You want information from 07. Do not use a fiscal year of 07 and column amount of prior year because information from 06 will appear.

#### Calculation Columns

For each calculation column, enter a column type of C (Calculate Columns) and the columns and operators involved in the calculation. You need to use the fold area to include all the columns in the calculation. You do not need a column amount. For example, the definition of a column that contains the result of adding columns 3 and 4 is entered as follows:

Col Typ	Col Amts	Selections or Column Headings	
C		C3	+
		C4	

Calculations are performed in the order entered. That is, you cannot group parts of a complex calculation to be done first. For example, the calculation  $(C1 / C2) + C3$  is entered as follows:

Col Typ	Col Amt	Selections or Column Headings
C		C1 / C2 + C3

The calculation  $C1 - (C2 / C3)$  is entered as follows:

Col Typ	Col Amt	Selections or Column Headings
C		C2 / C3 * -1 + C1

Some calculations might require more than one column to perform. For example, assume you want a column to contain the result of the calculation  $C1 / (C2 + C3)$ . You could define column C4 as a non-printing column to contain the results of the calculation  $C2 + C3$ , and then define column C5 to contain the result of the calculation  $C1 / C4$ .

Use the S (sum) operand to add multiple, consecutive columns. For example, the calculation  $C1 + C2 + C3 + C4$  can be entered as C1 S C4.

Columns that are used only to contain data or the results of a calculation for a later calculation can be defined as non-printing columns. To define a non-printing column, you enter NP in the Print Column field.

#### Recalculation Column Type Codes

You use the four recalculation type codes, C, CR, %, and %R to calculate a percentage of the data in a specified number of columns or rows. C codes derive totals down a specified column for the answer. CR codes derive totals across a specified row for the answer.

CR and %R codes function similarly. Likewise, C and % codes function similarly. The only difference is that % and %R codes can be used only for percentage calculations. C and CR codes can be used for any calculations.

Use the following recalculation column type codes for the following occasions:

Code	Description
CR and %R	Applies column calculations to every row (including row calculations). Totals accumulate across the page.
C and %	Applies row calculations to calculated column amounts. Totals accumulate down the page.

The following illustrates the result of a calculation when you use recalculation column type codes. If you use C for specified report information you receive the following result.

83500 STUDENTXX 001	J.D. Edwards & Company Percentage Variance Column Column Type 'C' Column 2 / Column 1 x 100		02/19/08 <sup>2</sup> 13:55:18
	<u>Budget</u>	<u>Budget Variance</u>	<u>% Variance</u>
Sales	156,000	20,000	12.8
Widget Sales (Class 1)	44,000	5,000	11.4
Widget Sales (Class 2)	200,000	25,000	24.2
Sales			

$$12.8 + 11.4 = 24.2$$

If you use CR for the same report information you receive the following result.

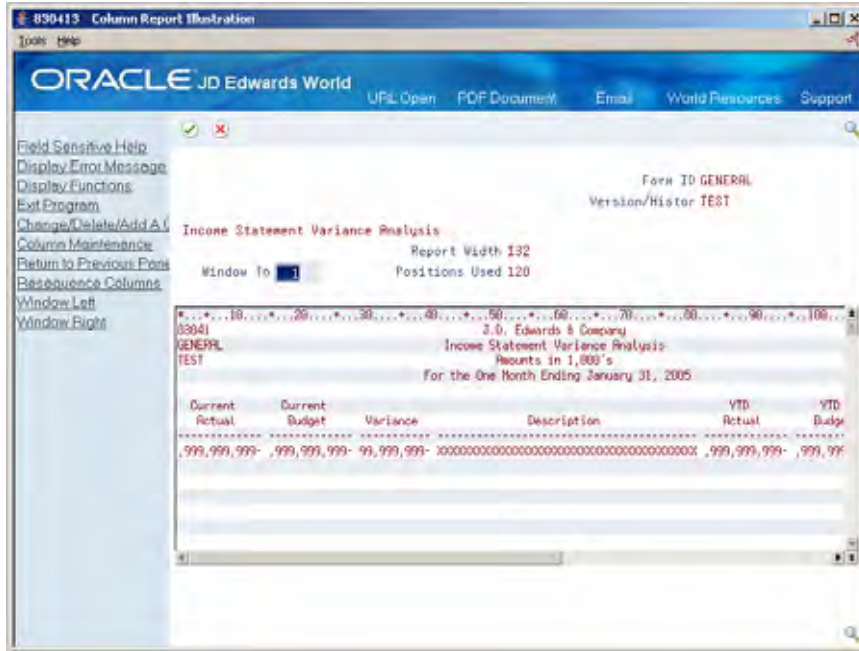
83500 STUDENTXX 001	J.D. Edwards & Company Percentage Variance Column Column Type 'CR' Column 2 / Column 1 x 100		02/19/08 <sup>2</sup> 13:55:18
	<u>Budget</u>	<u>Budget Variance</u>	<u>% Variance</u>
Sales	156,000	20,000	12.8
Widget Sales (Class 1)	44,000	5,000	11.4
Widget Sales (Class 2)	200,000	25,000	12.5
Sales			

$$\frac{25,000}{200,000 * 100} = 12.5$$

## To define the columns

After you complete the information on General Specifications and press Enter, Column Report Illustration appears.

On Column Report Illustration



1. Choose the Column Maintenance function to access Column Specifications.



2. On Column Specifications, complete the following fields in the first line (the one with no column number) to define the description column:
  - Column Headings
  - Column Size
  - Print ColumnDo not press Enter.
3. To define the selection columns, complete the following fields as they apply to each column:
  - Column Headings
  - Column Size
  - Print Column
  - Ledger Type
  - Column Type
  - Column Amounts
  - Selections or CalculationsDo not press Enter.
4. Choose Display Additional Selections/Calculations to access the fold area.
5. Complete the following field:
  - Fiscal YearDo not press Enter.
6. To define the calculation columns, complete the following fields:
  - Column Headings
  - Column Size
  - Print Column
  - Column Type
  - Selections or Calculations
7. In addition, complete the following fields:
  - Display Decimals
  - Default Edit Code
  - Total
  - Currency Symbol
8. Choose Redisplay.

Field	Explanation
Column Heading 01	<p>Variable column headings are used in management reporting. These headings are centered and stacked on each other. Four lines of column headings are available. Centering is controlled by the column size.</p> <p>The Description column heading can be between 1 and 60 characters and is a single-line heading. Centering is controlled by the column size.</p> <p>Use a keyword phrase delimited by a colon (:) to place a month (or ending date for 53 period reporting) in the heading. For example, :PA places the current month, based on the current financial reporting date, in the column heading. If the current month is 01, the heading is January. If the column size is fewer than nine characters, the heading is "Jan." :PA012 places December in the column heading, :PA+01 places February in the heading, and so on.</p>
Col Siz	<p>Designates the width of a column printed on a report. A column can be 1 to 30 characters. The default value is 10 characters. The description column can be between 1 and 60 characters. The default value is 40.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>When determining column sizes for your reports, you must include decimal points, commas, and negative signs. For example, -10,000,000 requires a column size of 11. If you define a column with fewer characters than are necessary to hold the data, the field on the report is filled with asterisks.</p>
Prt Col	<p>Defines the order in which the column will appear on the report. You can print up to 20 data columns on one report. Columns can be printed in any order, regardless of how they appear on the screen. NP indicates that the worksheet amount will not print on the report. This field should not be confused with the Column Number field, which specifies the number of the column for calculation purposes, not the order in which it appears on the report.</p>
Ledger Type	<p>A user defined code (system 09/type LT) that specifies the type of ledger, such as AA (Actual Amount), BA (Budget Amount), or AU (Actual Units). You can set up multiple, concurrent accounting ledgers within the general ledger to establish an audit trail for all transactions.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The ledger type can identify currency amounts or units, actual or budget figures. For each report column, enter a specific ledger type or an asterisk (*) for all ledger types.</p>

Field	Explanation
Col Type	<p>The column type code (system 83/ type CT) specifies whether columns are selection (extracted data) or calculation columns.</p> <p>Calculation columns allow you to perform arithmetic operations using the contents of the columns (that is, column 1 plus column 2). Literal values can be used instead of specific column numbers (that is, column 1 divided by 6.25). In the detail area, you can set up string calculations (that is, C1 + C2 + C5 / C8 * 6.25).</p> <p>Selection columns can be set up to extract information from the general ledger. Selections can be made by company, reporting code, business unit, account range, or subledger and account range.</p>
Column Amnts	<p>The user defined code (system 83/ type CA) that determines the period which the extracted data covers. For example, this could be the current period (PA), the year-to-date through the current period (YC), or the prior period (PA-01).</p> <p>An entry in the Fiscal Year field in the fold area affects this field.</p> <p>This field is for selection columns only.</p>
Selections or Calculations	<p>There are 24 selection or calculation fields available for each column you define for your report. Whether these fields are used as selection or calculation criteria depends on the value in the Column Type field.</p> <p>For selection fields, specify individual selection values or ranges of values, such as accounts, depending on the column type. If you specify ranges, use the left-hand field for the beginning of the range and the right-hand field for the end of the range.</p> <p>For calculation fields, use the left-hand columns for row numbers or numbers used in the calculation. Use the right-hand column for the arithmetic operator used in the calculation. For example, assume you want Row Number 03 to contain the result of Row Number 01 minus Row Number 02. In the first calculation field for Row Number 03, type R01. In the second field, type - (minus sign). In the third field (under the first one), type R03.</p> <p>The arithmetic operators you can use are:</p> <ul style="list-style-type: none"> <li>▪ + (add)</li> <li>▪ - (subtract)</li> <li>▪ / (divide)</li> <li>▪ * (multiply)</li> </ul>



Field	Explanation
Fiscal Year	<p>Values are:</p> <ul style="list-style-type: none"> <li>▪ 00 through 99 to designate a specific fiscal year</li> <li>▪ blanks to designate the current fiscal year (financial reporting date)</li> <li>▪ * to designate all fiscal years</li> <li>▪ -9 through -1 to designate a previous fiscal year (relative to the financial reporting date)</li> <li>▪ +1 through +9 to designate a future fiscal year (relative to the financial reporting date)</li> </ul>
Display Decimals	<p>Specifies the number of decimals to be displayed for a column or row. The default value is based on the division factor (for cells with calculations) and default decimals (for cells with division calculations only) from the Override Default Information screen.</p>
Edit Code	<p>Determines how data is printed or displayed. Depending on the code, you can change the appearance of the fields as follows (standard IBM edit codes):</p> <ul style="list-style-type: none"> <li>▪ Show commas - 1, 2, A, B, J, K, N, or O</li> <li>▪ Show decimal point - 1, 2, 3, 4, A, B, C, D, J, K, L, M, N, O, P, Q</li> <li>▪ Show sign for negative - A, B, C, D ("CR") or J through Q ("-")</li> <li>▪ Suppress leading zeros - 1 through 4, A through D, J through Q, Y and Z</li> </ul> <p>Refer to user defined codes (system 98/ type EC) for all valid codes, including additional JD Edwards World edit codes.</p>
Total (Y/N)	<p>Controls total and subtotal breaks in the report. This field is ignored for row reports.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>For individual columns, you can override the default specified on Override Default Information.</p>
Currency Symbol	<p>Specifies whether to print the currency symbol on the left side of the numeric value.</p>

## What You Should Know About

### Fiscal year

If you entered a current period on Override Default Information that differs from the fiscal year for the column on Column Specifications, incorrect data will appear in the column.

<b>Defining special columns</b>	You can define a blank column to add spaces between print columns. Use a column type code of BL and define the size of the column. To define a column of special characters, such as an * (asterisk), use a column type code of BL and enter the character to be repeated across the column as the first character in the Selections or Calculations field.
<b>Assigning a currency symbol</b>	When you assign the currency symbol, it prints next to every ledger entry.
<b>Specifying the print order</b>	You can specify the print order of columns independently of the column number.
<b>Ledger types</b>	JD Edwards World supplies a number of predefined ledger types in the user defined code list 09/LT.
<b>Column sizes</b>	If a column is not large enough to print the entire number, the system prints a row of ***** (asterisks) across the cell. It does not truncate the amounts.
<b>Using C and CR</b>	If you use C, totals accumulate down the page. If you use CR, totals accumulate across the page.

## See Also

- *Creating FASTR-Generated Journal Entries (P83040)*

## Overriding Defaults for a Column

You can override defaults for individual columns when you create, copy, or revise a version.

Defaults for the following fields are defined on Override Default Information and General Specifications:

- Display Decimals
- Edit Code
- Total

Totals can be useful in columns that show amounts. Totals might not be useful in the following types of columns:

- Columns that show percentages if the percentages are not intended to add up to 100%
- Columns that are defined to display only values above, below, or both above and below a certain value or percent

## To override defaults for a column

### On Column Specifications

1. Choose Display Additional Selections/Calculations.
2. Locate the column that you want to define or revise.
3. Complete any of the following fields that apply to your report:
  - Display Decimals
  - Edit Code
  - Total
4. Choose Redisplay.

Field	Explanation
Display Decimals	Specifies the number of decimals to be displayed for a column or row. The default value is based on the division factor (for cells with calculations) and default decimals (for cells with division calculations only) from the Override Default Information screen.

Field	Explanation
Edit Code	<p>Determines how data is printed or displayed. Depending on the code, you can change the appearance of the fields as follows (standard IBM edit codes):</p> <ul style="list-style-type: none"><li>▪ Show commas - 1, 2, A, B, J, K, N, or O</li><li>▪ Show decimal point - 1, 2, 3, 4, A, B, C, D, J, K, L, M, N, O, P, Q</li><li>▪ Show sign for negative - A, B, C, D ("CR") or J through Q ("-")</li><li>▪ Suppress leading zeros - 1 through 4, A through D, J through Q, Y and Z</li></ul> <p>Refer to user defined codes (system 98/ type EC) for all valid codes, including additional JD Edwards World edit codes.</p>
Total (Y/N)	<p>Controls total and subtotal breaks in the report. This field is ignored for row reports.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>For individual columns, you can override the default specified on Override Default Information.</p>

## Arranging the Columns in a New Sequence

If you delete or add columns to a version or want to arrange columns in a new sequence on the report, you might also want to assign new column numbers to make the column specifications easier to read. When you assign new column numbers, the system revises calculations in calculation columns so that they contain the correct column numbers.

For example, assume column 4 of a version is the result of column 2 + column 3. When you revise the version, you want to delete column 1. To keep the column specifications easy to read, you also want to assign column numbers 1, 2, and 3 to the remaining columns. When you resequence columns, the system changes the calculation from column 2 + column 3 = column 4 to column 1 + column 2 = column 3.

### To arrange the columns in a new sequence

#### On Column Specifications

1. Press Enter to return to Column Report Illustration.
2. Access Resequence Columns.



3. On FASTR - Column Resequencing, complete the following fields for each column you want to arrange in a new sequence on the report:
- New Column Number
  - New Print Number

Field	Explanation
New Col	Allows a column number to be changed to a new column number.
New Prt	Allows the current value of the print column to be changed. The Description column cannot have a value of NP (nonprinting), but all other columns can have this value.

## Reviewing the Report

You can review your FASTR report before you run it. You can review the layout of the report online and review specifications for individual columns. Complete the following tasks:

- Review the report layout
- Review single-column specifications

### To review the report layout

After you complete the information on Column Specifications and press Enter, Column Report Illustration appears with a representation of the layout of your report.

You review the column report illustrations and specifications to determine the following:

Do the report titles adequately define the information that follows?

Is the date correct?

Is the date format correct?

Do the column headings adequately define the information that follows?

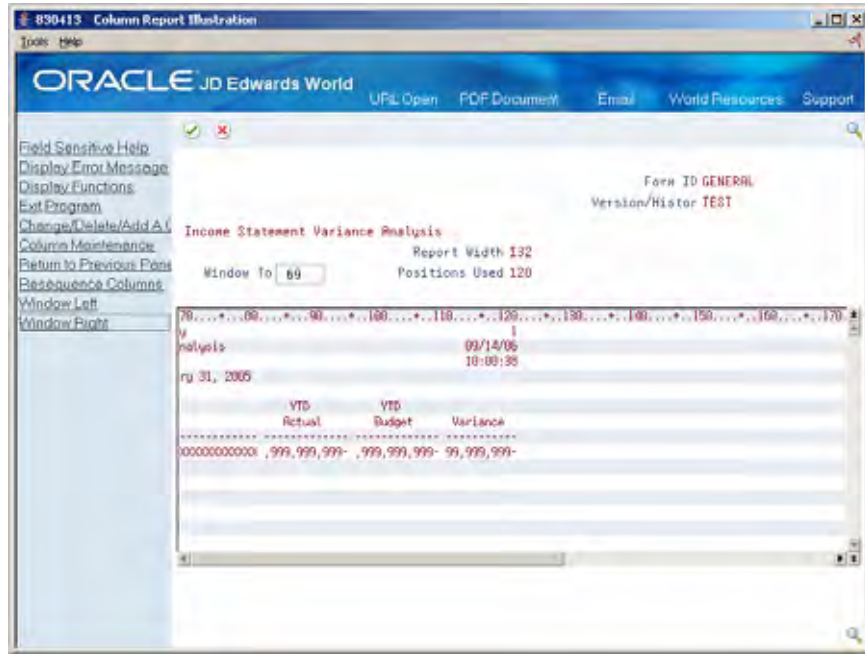
Are the columns in the correct order for printing?

Does the column layout fit within the width of the report?

Are the column widths adequate for the expected amounts?

Verify that you have accounted for commas and decimal points. For example, if your report figures are multimillion dollar amounts, such as 219,000,000.00, your column width must be at least 14 spaces to accommodate for the 11 numerals, the two commas, and the decimal point.

On Column Report Illustration



1. To view the right part of the report layout, choose Window Right.
2. To return to the original view, choose Window Left.
3. To move the report layout a specified number of positions to the right, complete the following field:
  - Window To
4. To return to the original view, enter 1 in the following field:
  - Window To

Field	Explanation
Position	Designates the position of the left-most margin on the report.

## To review single-column specifications

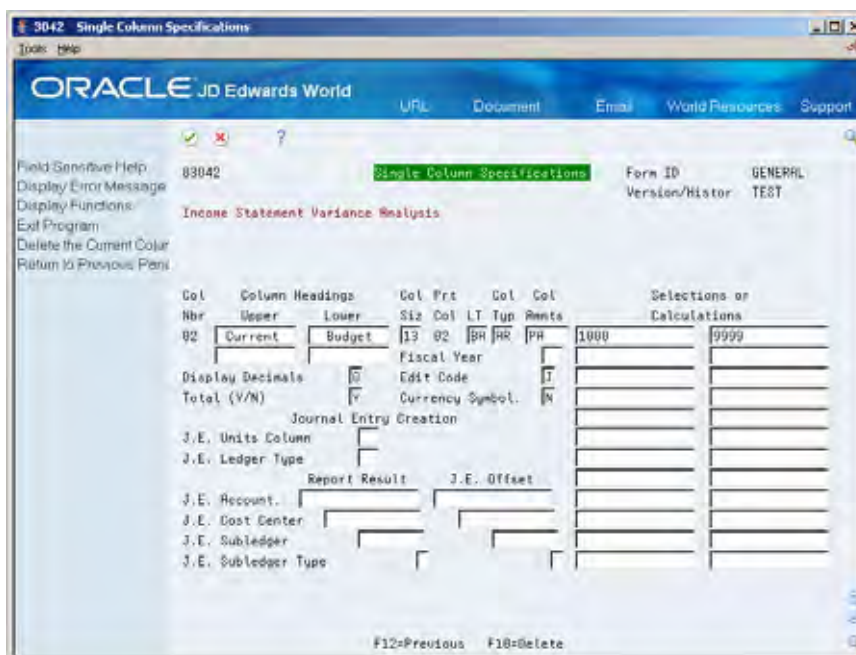
You can review the specifications for an individual column. You can also:

Change the specifications for the column if they are not correct

Delete the column by removing the values from all the fields that define the column

On Column Report Illustration

1. Move the cursor to the column you want to review and choose Change/Delete/Add a Column.



2. On Single Column Specifications, review the specifications for the column and make any changes.
3. Return to Column Report Illustration.

## Processing the Version

Run the version to submit it for processing. Review the version to make sure that you submitted the correct version and that it has processed correctly. After the version is processed correctly, you can print it.

Complete the following tasks:

- Run the version
- Review the submitted version
- Print the report

## To run the version

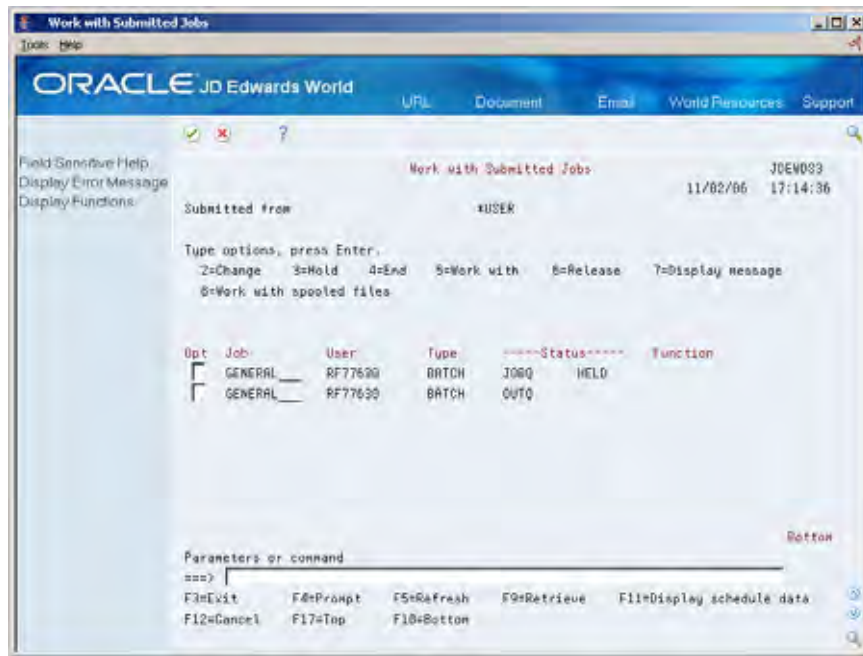
On Column Report Illustration

1. Press Enter until you return to the versions list on Financial Statements.
2. On Financial Statements, choose Run for your version.

## To review the submitted version

On the main menu

1. On the command line, enter 33 to display the submitted jobs.



2. On Work with Submitted Jobs, review the following field for your job to determine whether the job has finished processing:
  - Status

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**Note:** The last job to appear in the list is your job. From Work with Submitted Jobs, you can view the print file by entering an 8 to work with the spooled files.

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3. On Work with Job Spooled Files, choose the Display option for your job.

## To print the report

On Financial Statements

Follow your company's procedures for printing the report.



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# Copy a Version

## Copying a Version

You copy an existing version to modify it. To minimize the amount of modifications, you should choose a version that is similar to the one that you want to create.

You can copy and revise any version that does not have User Exclusive security set up for medium-to-full or full security. In addition, you can copy and run any version that does not have full security. FASTR provides you with DEMO versions that you can copy and revise to suit your needs.

When you copy a version, you can choose the forms you need to work with to revise the version. As you complete each screen, press Enter to proceed to the next screen. If you need to return to the previous screen, press F12. To return to the versions list on Financial Statements, press F3 at any time.

Copying a version consists of:

- [Revising the Identifying Information](#)
- [Revising the Default Information](#)
- [Reviewing and Running the Report](#)

## See Also

- *Creating a Version (P83300)*

## Revising the Identifying Information

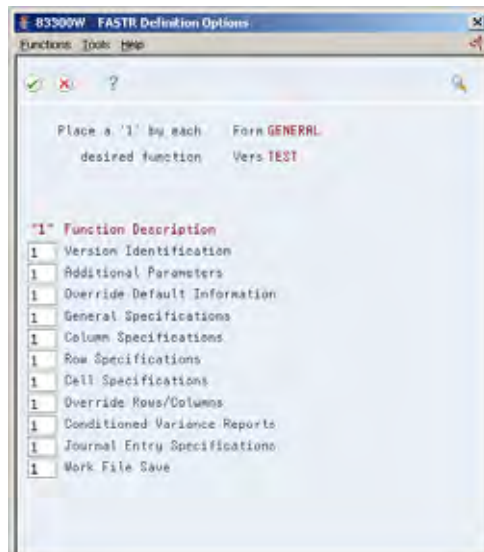
When you copy a version, you must assign it a new version ID. In addition, you can revise the version title and optional report title.

### To revise the identifying information

#### On Financial Statements



1. Choose Copy next to the version that you want to revise.
2. On Dream Writer Version Copy, complete the following field:
  - New Version



3. On FASTR Definition Options, delete the 1 next to any function you don't need to work with and press Enter to access Version Identification.
4. On Version Identification, complete the following fields:
  - Version Title
  - Optional Report Title

## See Also

- *Entering the Identifying Information*

## Revising the Default Information

After you revise the identifying information for the copied version, you can revise any of the default values.

You can revise the fields on any screen as necessary.

### To revise the default information

#### On Financials Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Override Default Information.

The screenshot shows the 'Override Default Information' form for 'Income Statement Variance Analysis'. The form is titled '830PT1 - Override Default Information Form' and includes a menu bar with options like 'UPL Open', 'PDF Document', 'Email', 'World Resources', and 'Support'. The main content area is divided into three columns: 'Form ID', 'Version/Histor', and 'GENERAL'. The 'Form ID' column contains '830PT1', 'Version/Histor' contains 'TEST', and 'GENERAL' contains 'TEST'. The 'Income Statement Variance Analysis' section lists various fields with their current values and default values. The 'Form Width' field is currently set to 1000, and the 'Current Period' field is currently set to 1000. The 'Allowed Values' column lists the possible values for each field, and the 'Default' column lists the default value for each field.

Field	Allowed Values	Default
Form Width	1=132, 2=190	1
Current Period	Enter Date	Cur F/R Date
Division Factor	0=pennies, 1, 10, etc	1 (dollars)
Reverse Sign	Y or N	N
Print Row When "0"	Y, N, R, or 3-9	Y
Print Descr W/Keys	Y, S, or N	N
Date Title	B=B/S, P=P&L, S=Single	blank (none)
Print Pgm ID/Page	Y or N	Y
Default Edit Code	See Table	None
Default Decimals	0 to 5	0
Prt Alpha Name Only	Y or N	blank
Prt. Seq. in Heading	Y or N	blank

3. On Override Default Information, revise the following fields as necessary:
  - Form Width
  - Current Period

- Division Factor
- Reverse Sign
- Print Row When 0
- Print Description with Keys
- Date Title
- Print Program ID/Page
- Default Edit Code
- Default Decimals
- Print Alpha Name Only
- Print Sequence in Heading

Field Name	Allowed Values	Default
Account LGR Range	3 to 9, blank=not used	blank
BU Level of Detail	1 to 9, blank=not used	blank
Subledger Descr	F=Full, blank=Single Line	blank
Omit Cutback A/C's	Y or N	N
Job Cost Headings	Y or N	N
PC Download File	Y or N or A	N
Member Name	Valid IBM Object Name	blank
Library Name	Valid IBM Library Name	blank
(If blank, file will be created in UGFL)		
52 Period Acct	Y or N	N
Include Zero Rec	Y or N	N
ARI Subtotaling	Y or N	N
Ending object	Object Account	blank

4. Page down to view the second form for Override Defaults.
5. Revise the following fields as necessary.
  - Account Level of Detail Range
  - Business Unit Level of Detail
  - Subledger Description
  - Omit Cutback Accounts
  - Job Cost Headings
  - PC Download File
    - Member Name
    - Library Name
  - 52 Period Accounting

- Include Zero Records
- Automatic Accounting Instructions Subtotaling
  - Ending Object

## Reviewing and Running the Report

You review and run a copied version in the same way as you review and run a created version.

### See Also

- *Creating a Version (P83300)*

## What You Should Know About

### **Hidden information**

You should review all forms and fold areas to verify that no information exists that you do not want to copy.





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# Enter Totals

## Entering Totals

You enter totals so that the system reports on specific information. Entering totals consists of:

- [Entering Interim Subtotals](#)
- [Entering Level of Detail Totals](#)

## Entering Interim Subtotals

From the FASTR menu (G83), depending on the task, choose one of the following:

- The command line
- Financial Statements

You enter interim subtotals to create column reports for items such as:

- Gross margins
- Profits before tax

You can do this without specifying rows.

Before you enter subtotals, you must verify that your automatic accounting instructions are in the correct location on your report. FASTR uses several AAIs, that is, items where you assign totals in your report. These items are identified as FR for the FASTR program. FR AAIs appear in your report as FRxx, in which xx stands for any two-letter combination. You use the FR AAIs anywhere in your chart of accounts that you want a total to be calculated and where you want a subsequent title for that calculation.

You can enter up to 20 interim subtotals. You can use \*BEFORE and \*AFTER wildcards to specify a line of characters to print before or after the total line.

Complete the following tasks:

- View automatic accounting instructions
- Enter subtotals

### To view automatic accounting instructions

On the main menu

1. Enter AAI to access Automatic Accounting Instructions.



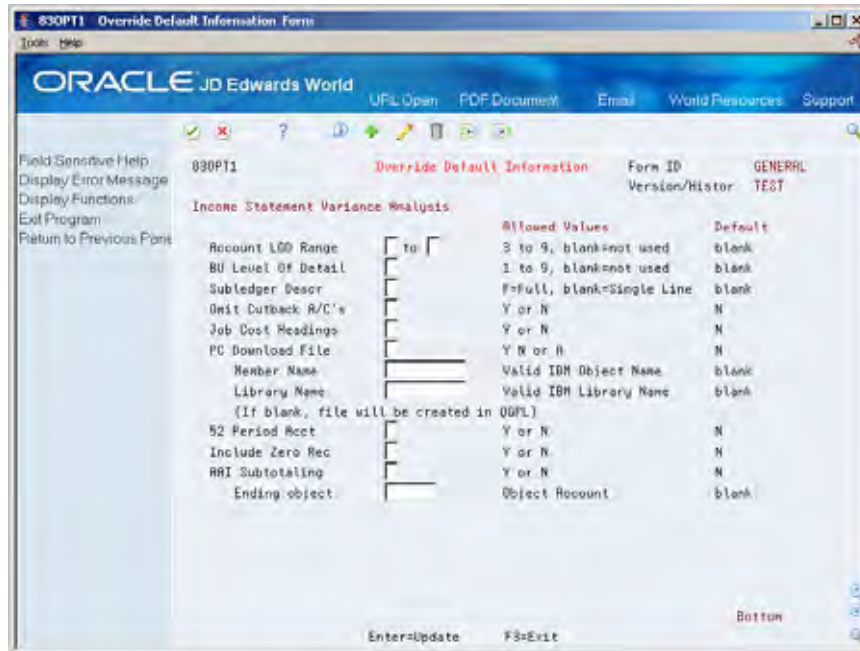
2. On Automatic Accounting Instructions, enter 83 in the following field:
  - Skip to Sequence Number

Field	Explanation
Skip to Sequence Number	A field that controls the sequencing of information on the screen.

## To enter subtotals

### On Financial Statements

1. Access FASTER Definition Options.
2. On FASTER Definition Options, select Override Default Information.
3. Access the second screen.



4. On Override Default Information, enter Y in the following field:
  - AAI Subtotaling
5. Complete the following field:
  - Ending Object

Field	Explanation
AAI Subtotaling	Includes automatic accounting instructions on the report. The Object field must be selected for sequencing if you use AAI subtotaling.
Ending object	Specifies the object account where AAI subtotaling ends. When running a balance sheet report, the value in this field must be greater than the last balance sheet account.

## What You Should Know About

- Entering column types** If you do not know which column type to use, use AR.
- The subtotaling feature** The subtotaling feature adds all accounts up to, but not including, the object account number specified in the Object field.
- Ending objects** If you do not specify an ending object when choosing AAI Subtotaling, the AAI interim totals (with account numbers above your selected report range) will still print.

## Entering Level of Detail Totals

From the FASTR menu (G83), choose *Financial Statements*.

You can enter an account level of detail range to create a rollup report without specifying rows. You use AAI subtotaling to enter level of detail totals in FASTR reports.

### To enter a level of detail total

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Override Default Information.
3. Access the second screen.

Field	Allowed Values	Default
Account LOD Range	3 to 9, blank=not used	blank
BU Level of Detail	1 to 9, blank=not used	blank
Subledger Descr	F=Full, blank=Single Line	blank
Omit Outback R/C's	Y or N	N
Job Cost Readings	Y or N	N
PC Download File	Y or N	N
Member Name	Valid IBM Object Name	blank
Library Name	Valid IBM Library Name	blank
(If blank, file will be created in UGFL)		
52 Period Acct	Y or N	N
Include Zero Rec	Y or N	N
AAI Subtotaling	Y or N	N
Ending object	Object Account	blank

4. On Override Default Information, complete the following fields:

- Account Level of Detail Range

Field	Explanation
Account LOD Range	Determines the highest level of detail (lowest number) for object accounts on the Account Level of Detail report. This is valid for non-row reports only. To produce output in an Account Level of Detail report, the object must be selected as one of the sequence fields on General Specifications.

## What You Should Know About

### **Level of detail entries**

Your beginning level of detail entry must be equal to the first account accessed by the system and enter into the workfile. For example, if the account range 5000 - 5999 has a level of detail of 4, your beginning level of detail entry must also be 4.



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## 3 **Version Revision**





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# Overview to Version Revision

## Objectives

- To revise an existing version

## About Version Revision

In addition to creating versions and copying versions, you can revise versions that you created and versions that have no security. Revising a version does not create a new version.



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# Revise a Version

## Revising a Version

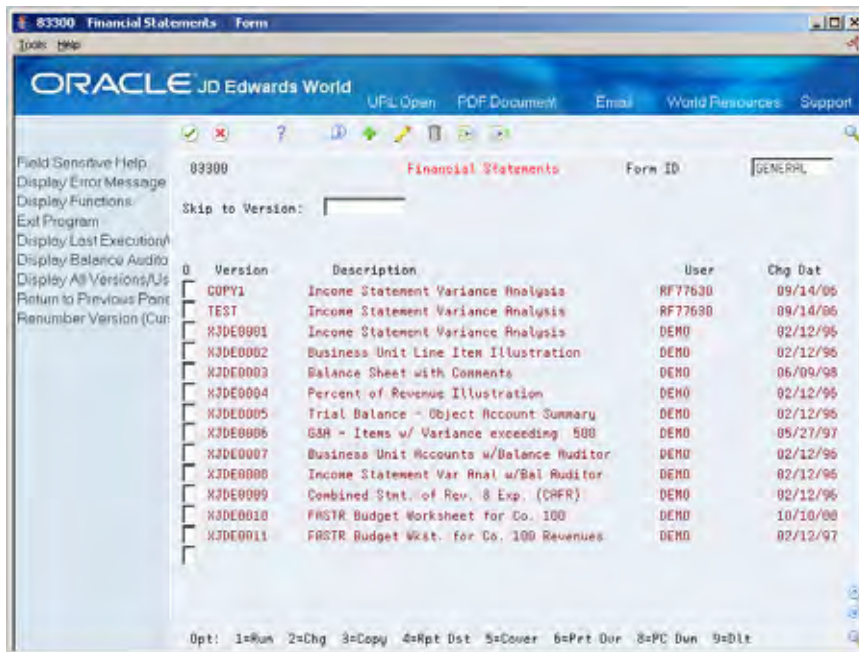
You can revise any version that does not have User Exclusive security set up. In addition, you can revise any version that you created. You cannot revise DEMO versions that FASTR provides. To use a DEMO version, you must copy it and revise the copy.

When you revise a version, you can choose the forms with which you need to work.

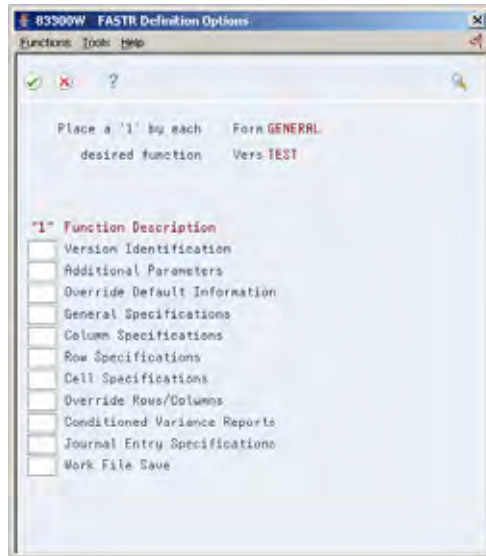
	From the FASTR menu (G83), choose Financial Statements
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## To revise a version

### On Financial Statements



1. Choose Change next to the version that you want to revise to access FASTR Definition Options.



2. On FASTR Definition Options, choose the functions that you want to revise.
3. As FASTR displays the forms corresponding to the functions you chose, revise the information on each screen to suit your needs.
4. Run the version to verify your report results so that your revisions are implemented correctly.

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## 4 Defaults and Overrides



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# Overview to Defaults and Overrides

## Objectives

- To understand defaults and overrides

## About Defaults and Overrides

You use defaults and overrides to simplify the version creation process. You set up default values in fields that have a recurring entry. You set up override values to override the default values that you originally set up. For example, you might be working with a report in which you are displaying decimals for all report figures and then determine to remove the decimals for one example. You set up the display decimals as a default value and override the display decimals for the one instance that you do not want them displayed.





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# Set Up Defaults and Overrides

## Setting Up Defaults and Overrides

You can define default values for several parameters on more than one screen. The screens on which you can change these parameters include:

- Column Specifications
- Row Specifications
- Cell Specifications

Some of the parameters that you can change include:

- Ledger type
- Fiscal year
- Decimal places
- Debit/credit signs
- Totals

Some default values can be overridden within columns, rows, or cells. For example, you might display two decimals for the majority of the report figures in your version but choose not to show any decimals in the row of your report that shows actual units. In this instance, you override that row on the row screen. Overrides occur in the same order as the screens on which you change them, for example, cell specifications can override row specifications, and row specifications can override column specifications.

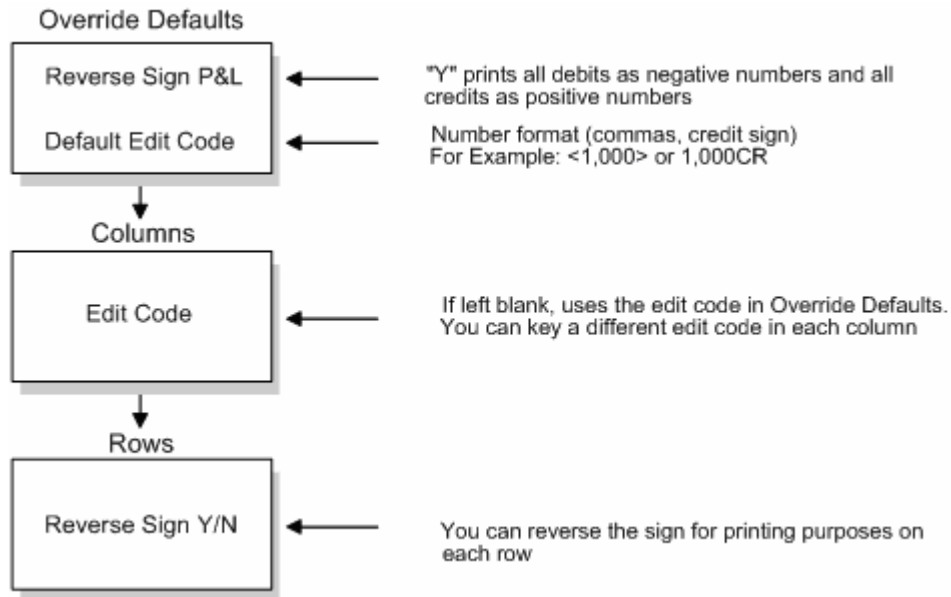
This section contains the following:

- [About Debit/Credit Signs](#)
- [About Decimal Places](#)
- [About Ledger Types](#)
- [About Wildcard Ledger Types](#)
- [How to Make the Print Sequences In Heading Value Stay In the FASTR Overrides](#)

## About Debit/Credit Signs

You use debit/credit signs to display the figures on your version as positive or negative. Revenue figures are generally displayed as positive. Expenses are generally displayed as negative.

The following illustrates how you set up the default values on Override Default Information. You can override the default values in columns with the edit code. In rows, you can reverse the sign through the Reverse Sign Y/N field.



## About Decimal Places

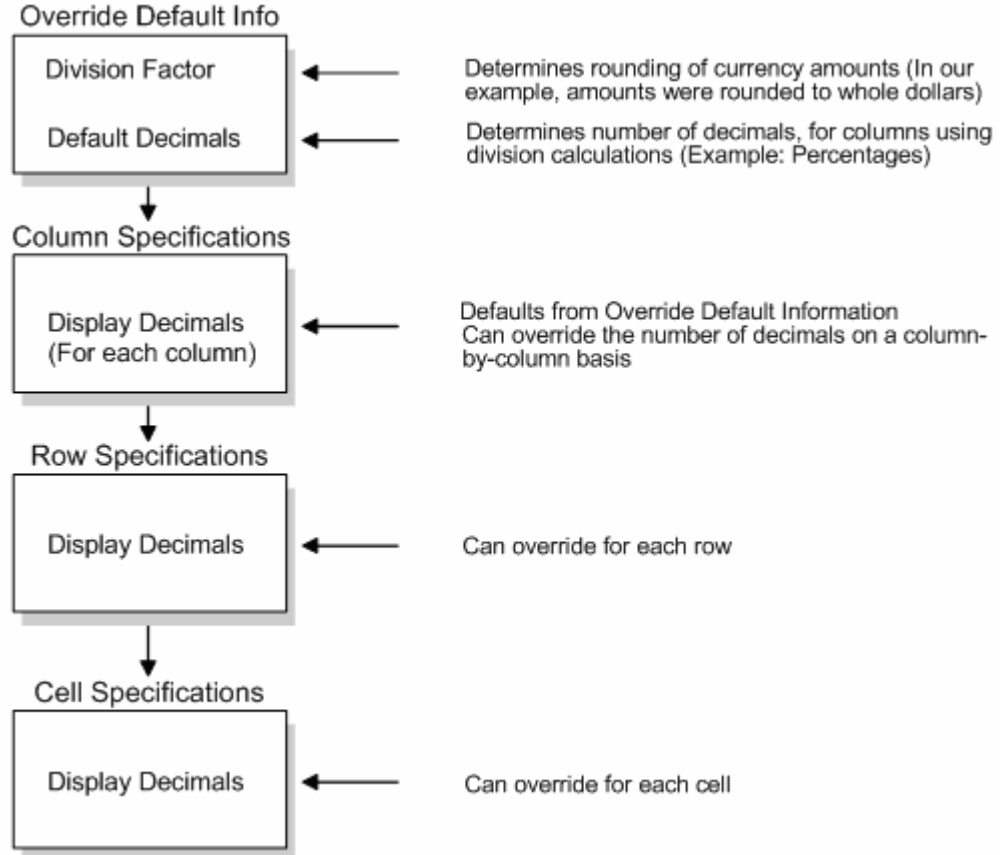
You use decimal places to display the level of accuracy in your report figures.

The following illustrates no decimals assigned to the values in the first three columns. In the last column, two decimals are assigned.

Example:

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>
	150,000	120,000	30,000-	25.00%

The following illustrates how you set up your default values for Division Factor and Default Decimals on Override Default Information. On Column Specifications, you can override the values in each column in the Display Decimals field. On Row Specifications, you can override the values for each row. On Cell Specifications, you can use display decimals to override decimals on a cell-by-cell basis.



## About Ledger Types

The following illustrates how you can set up fiscal years and ledger types in both column and row specifications. If you are defining ledger type by column, you must allow all ledger types in your rows. If you are defining fiscal year by row, you must allow for all fiscal years in your columns.

Fiscal Year	Result
08	Specific Year = 2008
(blank)	Current Year
-1	Prior Year (2007) (can go back to -9)
+ 1	Next Year (2009) (can go up to +9)
*	All Years (default in rows)

Ledger Types	Description
AA	Actual Amounts
AU	Actual Units
BA	Budget Amounts
*	All ledger types (default in rows)
*x and x*	Wildcard

## About Wildcard Ledger Types

You use wildcard ledger types when you are combining several ledger types in a complex version.

The following illustrates how you can set up wildcard ledger types.

Row	Column 1 Actual LTA + A*	Column 2 Budget LTA + B*
Row 1 Amounts (LT + *A)	AA	BA
Row 2 Units (LT + *U)	AU	BU

## What You Should Know

### Entering values

If a value you have entered disappears when you re-inquire, then the processing options have not been defined completely.

Select the Processing Options Setup program (P98304) and inquire on the Form ID of the FASTR in question. Page down, and add any missing processing options (the culprit is usually the Print Sequences in Heading field). Return to the FASTR version and add the values again.

If the processing options are complete, you need to run the DW Options program (P98325) to impact all Form Ids.

## How to Make the Print Sequences In Heading Value Stay In the FASTR Overrides

When the 'Y' value doesn't stay in the Print Sequences in Heading field in the FASTR Override Default Information, the Processing Option needs to be added to the system.

## Adding the "Print Sequences in Heading" Processing Option to the System

1. Inquire on the FASTR screen, where the FASTR version resides, in Processing Options Set-up (P98304).
2. The "Print Sequences in Heading" Processing Option is usually found within the first 30 sequences. Sometimes, however, this Processing Option may not be listed at all. This is the reason the value 'Y' won't stay in the Override Default Information of the FASTR version. In such cases, it should be added on the first blank line, which is usually found in the 80's sequences.

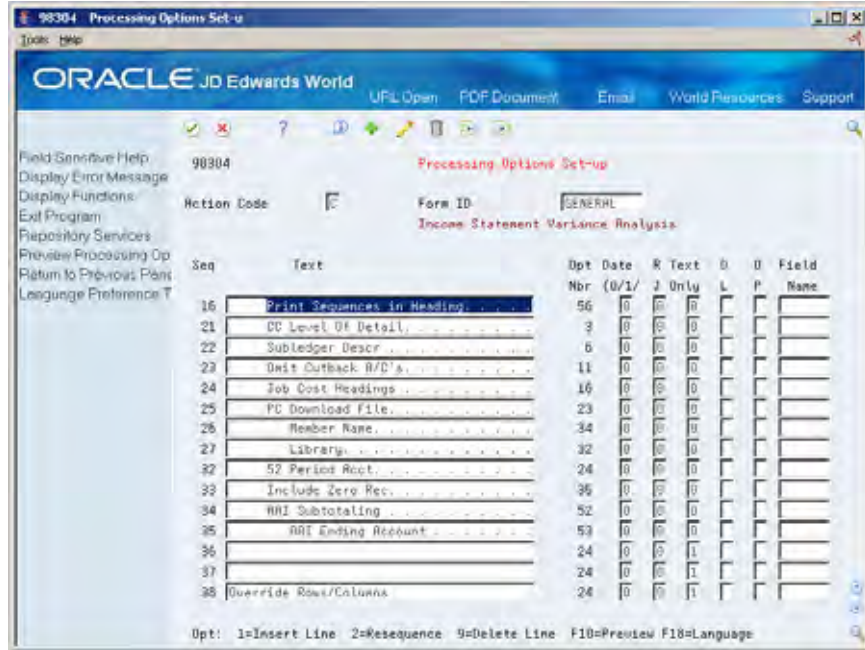


3. With a 'C' in the Action Code, add the information in the fields as shown below. The option number must be 56.

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**Note:** If the Date, Right Justify, or Text Only fields highlight when attempting to make the change, change the values that error, to a 1. If the Display Level column highlights, add blank as a valid value in the UDC table 00/LD (the Code field should be left blank and the description should be "Display All").

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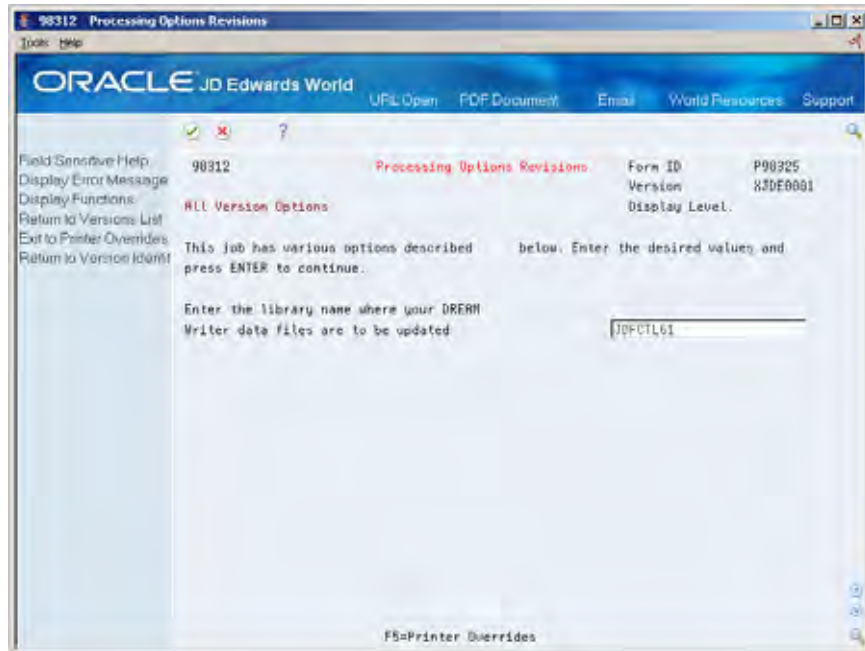


## Globally Updating all Existing FASTR Processing Options

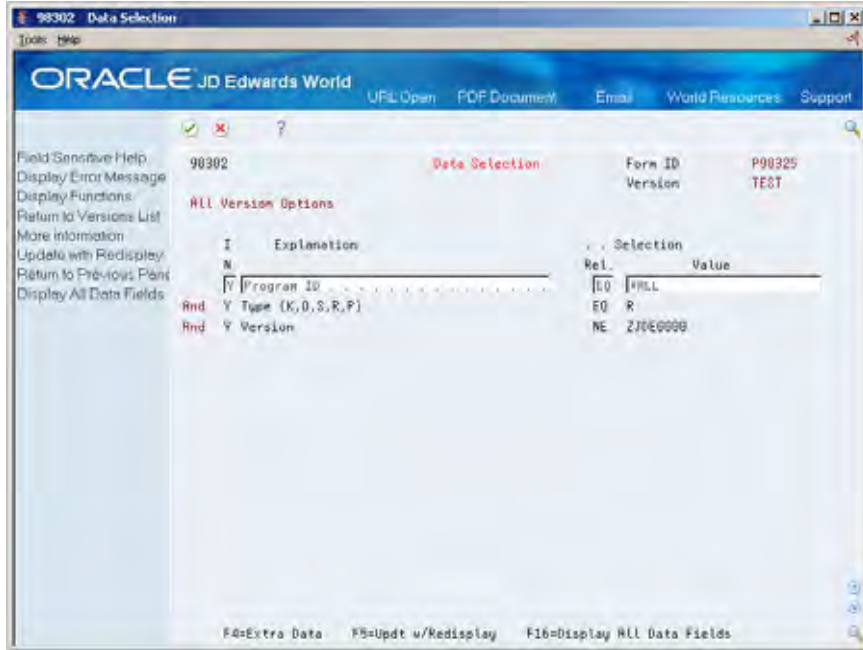
To make the change impact all of the FASTR versions, run DW Options (P98325).

**Note:** This job should run during off peak hours.

1. Add a new version
2. The production library should be entered in the Processing Option.



3. Set up the data selection as shown below.







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## 5 Versions with Row Specifications



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# Overview to Versions with Row Specifications

## Objectives

- To create a version with row specifications
- To create a version with row specifications by business unit
- To create a version with row specifications by category code
- To create a version with percentage calculations

## About Versions with Row Specifications

Versions with row specifications are column versions with additional parameters that you define. You create versions with row specifications when you have certain parameters that you cannot set up in a column only version, such as:

- Row underlines
- Blank lines
- A description not found in the chart of accounts
- Special row calculations

Unless you copy a version that already has rows, you must define rows individually or use the Row Duplication feature when you create a version with row specifications. Row specifications add detail to your version, but take longer for the system to process than a column only version. For this reason, you should specify rows on versions only if necessary.

Versions with row specifications consists of:

- Creating versions with row specifications
- Working with row specifications
- Creating row specifications by business unit
- Creating row specifications by category code
- Overriding specifications
- Setting up percentage calculations



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# Create Versions with Row Specifications

## Creating Versions with Row Specifications

When you create a version with row specifications, you can include certain parameters that you cannot include in a column only version. These parameters let you:

- Underline rows
- Create spacing between rows
- Create blank or text-only rows
- Create an account range within a specific business unit, for example, the revenue accounts for the branches of a company
- Create special calculations for a row, for example, budget amount divided by budget units
- Define special text not found in the chart of accounts, for example, budget by units

When creating versions with row specifications, you can specify how figures appear on your version or override the defaults already defined in your version. For example, you can specify whether revenue figures are positive numbers and expense figures are negative numbers, or vice versa. In addition, you can specify the decimal place displayed for the amounts.

This section contains the following:

- [Creating Rows Automatically](#)
- [Creating Rows Manually](#)

## What You Should Know About

### Creating rows

You can create up to 4999 rows on a version. The more rows that you create, the longer the processing time.

## Creating Rows Automatically

You create rows automatically to save time. You cannot create rows automatically in all instances. When creating rows automatically, take into consideration:

- Row account duplication
- Dynamic row creation

- Totaling requirements
- Row maintenance
- Job cost requirements

Creating rows automatically consists of:

- Activating row account duplication
- Activating dynamic row creation

## Row Account Duplication

With row account duplication, you specify which accounts you want to copy from your chart of accounts. Initially, you must specify the beginning and ending accounts on which you reporting.

After you specify the beginning and ending accounts, you can specify:

- Whether the level of detail for your version includes title accounts, such as assets, liabilities, revenues, and expenses, or more detailed information
- Whether you are reporting by account range or job cost sequence
- Whether you are reporting by actual amount, budget amount, unit amount, or any combination thereof

## Dynamic Row Creation

If your company is continually adding new accounts, you can use dynamic row creation to update the information in your rows. When you create rows dynamically, the system automatically gathers new accounts and includes them in your totals. This process is faster than entering rows manually. The rows do not exist on the system. They are created when you process your version and are deleted by the system after they are used.

## Totaling Requirements

To view a total or subtotal after every level of detail on your version, you set up totaling requirements. These requirements include assets, liabilities, revenues, and expenses. To do this, you set up Level of Detail Totaling so that the system creates a subtotal when the level of detail changes.

The following example illustrates the use of totaling requirements.

Revenues	
Widget Sales - Class 1	449,000.00
Widget Sales - Class 2	<u>127,000.00</u>
Revenue	576,000.00
Direct Costs	
Widget Costs - Class 1	293,000.00
Widget Costs - Class 2	<u>86,000.00</u>
Direct Costs	379,000.00

## Row Maintenance

To update any changes made to your chart of accounts on a version, you set up row maintenance. You can do this by:

Method	Description
Setting up dynamic row creation	The system automatically changes your row specifications when you process the version. Your version reflects changes in the account structure when they occur.
Adding data to existing rows	You copy new rows manually to reflect the new account structure.

**Caution:** If the Add to Existing Rows function on Row Account Duplication is set to N, and rows already exist, all previously created rows are deleted from the system.

## Job Cost Requirements

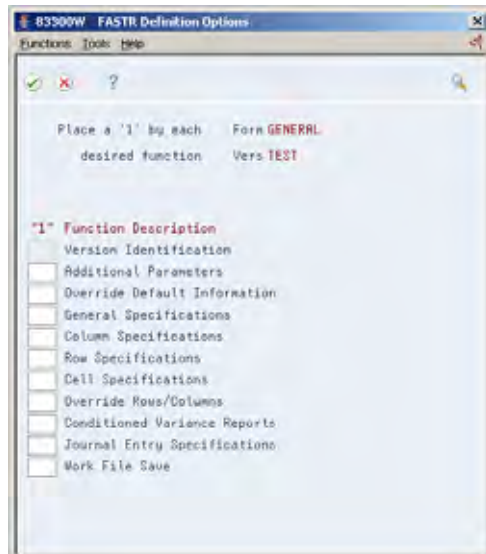
In job cost, you work with multiple ledger types. With multiple ledger types, you can simultaneously report on actual units, budget units, and actual amounts. To do so, you create job cost requirements so that you can use wildcard ledger types.

	From the FASTR menu (G83), choose Financial Statements
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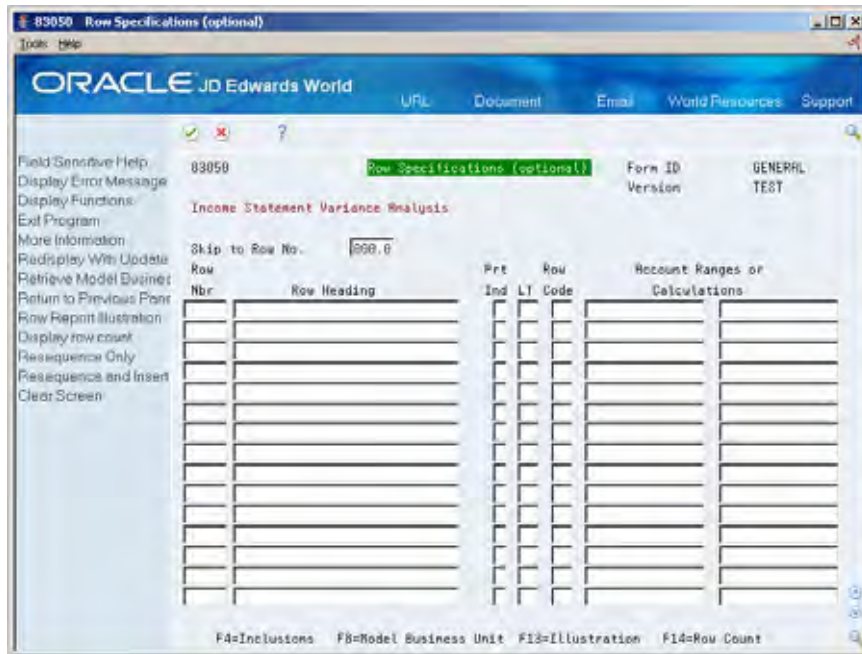
## To activate row account duplication

On Financial Statements

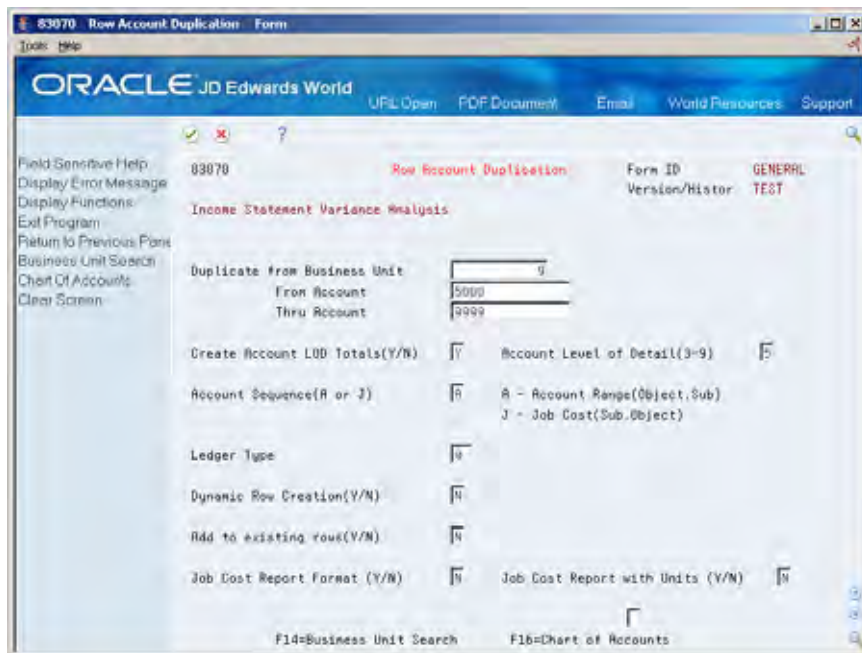
1. Access FASTR Definition Options.



2. On FASTR Definition Options, select Row Specifications, in addition to selecting the functions you use to create a column only version.
3. Complete each screen until Row Specifications appears.



4. On Row Specifications, choose Model Business Unit to access Row Account Duplication.



5. On Row Account Duplication, complete the following fields:
  - Duplicate from Business Unit



- From Account
- Thru Account
- Account Level of Detail Totals
- Account Level of Detail
- Account Sequence
- Ledger Type
- Dynamic Row Creation
- Add to Existing Rows
- Job Cost Report Format
- Job Cost Report with Units

Field	Explanation
Duplicate from Business Unit	<p>An alphanumeric field that identifies a separate entity within a business for which you want to track costs. For example, a business unit might be a warehouse location, job, project, work center, or branch/plant.</p> <p>You can assign a business unit to a voucher, invoice, fixed asset, and so on, for purposes of responsibility reporting. For example, the system provides reports of open accounts payable and accounts receivable by business units to track equipment by responsible department.</p> <p>Security for this field can prevent you from locating business units for which you have no authority.</p> <p><b>Note:</b> The system uses this value for Journal Entries if a value is not entered in the AAI table.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>This is the business unit from which the chart of accounts is drawn for the row layout of the report. This is not used with dynamic row creation. The business unit from which the rows are created is determined by the business unit or company defined on General Specifications.</p>
From Account	<p>Identifies the beginning object account in a range of accounts. Only amounts posted to accounts in this range are allocated.</p> <p>Use this field to limit your data extraction within the business unit. If you specify the object only, do not place a period after the object number unless you want to retrieve data from an account with a blank subsidiary.</p> <p>If you specify the object for an account number and then enter a period, for example, 5880., the system interprets this as object 5880 with a blank subsidiary.</p>

Field	Explanation
Thru Account	<p>Identifies the ending object account in a range of accounts. Only amounts posted to accounts in this range are allocated.</p> <p>If you specify the object for an account number and then enter a period, for example, 2190., the system interprets this as object 2190 with a blank subsidiary.</p>
Create Account LOD Totals (Y/N)	<p>Determines whether totals are generated at every break in the level of detail. Values are:</p> <p>Y Yes (default value)</p> <p>N No</p>
Account Level of Detail (3-9)	<p>The number used to indicate the level of summarization desired in FASTR. You can have up to nine levels of detail. Level 9 is the most detailed and level 1, the least detailed. For example:</p> <p>3 Assets, Liabilities, Revenues, Expenses</p> <p>4 Current Assets, Fixed Assets, Current Liabilities, and so on.</p> <p>5 Cash, Accounts Receivable, Inventories, Salaries, and so on.</p> <p>6 Petty Cash, Cash in Banks, Trade Accounts Receivable, and so on.</p> <p>7 Petty Cash - Dallas, Petty Cash - Houston, and so on.</p> <p>8 More Detail</p> <p>9 More Detail</p> <p>Levels 1 and 2 are reserved for company and business unit totals.</p> <p>When using the Job Cost system, Levels 8 and 9 are reserved for job cost posting accounts.</p> <p>The default value of 9 indicates the greatest level of detail.</p>
Account Sequence (A or J)	<p>The indicator for either account range sequence or job cost sequence. Values are:</p> <p>A Object.subsidiary</p> <p>J Subsidiary.object</p>
Ledger Type	<p>A user defined code (system 09/type LT) that specifies the type of ledger, such as AA (Actual Amount), BA (Budget Amount), or AU (Actual Units). You can set up multiple, concurrent accounting ledgers within the general ledger to establish an audit trail for all transactions.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>The system determines all ledger types based on the column or cell specifications that you defined.</p>

Field	Explanation
Dynamic Row Creation (Y/N)	<p>Creates row specifications at run time based on the Account Master table parameters. This eliminates the need to update row specifications whenever changes are made to the Account Master table. Values are:</p> <p>Y    Yes, use dynamic row creation</p> <p>N    No, do not use dynamic row creation</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>No special totals can be entered when you use dynamic row creation.</p>
Add to existing rows (Y/N)	<p>Adds the account structure defined on Row Duplication to the bottom of the previously defined rows. This permits linking of different account structures. Values are:</p> <p>Y    Add rows</p> <p>N    Do not add rows</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If the Add to Existing Rows function on Account Duplication is set to N, and rows already exist, all previously created rows are deleted from the system.</p>
Job Cost Report Format (Y/N)	<p>Changes ledger type to *A in generated rows. This is useful when creating reports that compare actual to budgeted costs. Values are:</p> <p>Y    Change ledger type</p> <p>N    Do not change ledger type</p>
Job Cost Report with Units (Y/N)	<p>Determines whether to create rows for each account range with ledger type of *U. Values are:</p> <p>Y    Create rows</p> <p>N    Do not create rows</p> <p>Y is valid only if the Job Cost Report Format field is also set to Y.</p>

## To activate dynamic row creation

### On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications, in addition to selecting the functions you use to create a column only version.
3. Complete each screen until Row Specifications appears.
4. On Row Specifications, choose Model Business Unit to access Row Account Duplication.
5. On Row Account Duplication, complete the following fields:

- From Account
- Thru Account
- Account Level of Detail Totals
- Account Level of Detail
- Account Sequence
- Ledger Type
- Dynamic Row Creation
- Add to Existing Rows
- Job Cost Report Format
- Job Cost Report with Units

## Creating Rows Manually

You create rows manually if you have information that you cannot retrieve from the chart of accounts. For example, you create rows manually to set up long calculations or to retrieve accounts or account ranges that are non-sequential in the chart of accounts.

When creating rows manually, you define:

- Text rows, which describe the version figures
- Data rows, which consist of:
  - Selection rows, which define the account balances that you extract from the chart of accounts
  - Calculation rows, which define calculations based on row numbers, numeric values, and arithmetic operators

### Text Rows

You define text rows to add headings to your version. For example, you might want a row called Assets to be a heading for assets and their accumulated depreciation.

Text rows are reserved for textual information only, although you use them to describe numerical information in data rows. For example, you might define a text row to create a heading for the information in data or calculation rows.

### Data Rows

Data rows include numerical or textual information in a calculation. When defining data rows, you specify:

- Whether you are reporting by actual amount, budget amount, unit amount, or any combination thereof
- What kind of information is included in each row, such as text, account range, calculation, and so on
- The fiscal year for your row

- The selection and calculation data for the appropriate fields

Calculations for data rows are performed in the order entered. FASTR does not follow algebraic conventions. For example:

- $(R001.0 / R002.0) + R003.0$  is entered as  $R1 / R2 + R3$ .
- $(R001.0 + R002.0) / R003.0$  is entered as  $R1 + R2 / R3$ .
- $R001.0 - (R002.0 / R003.0)$  is entered as  $R2 / R3 * -1 + R1$ .

Some calculations require two or more rows. For example:

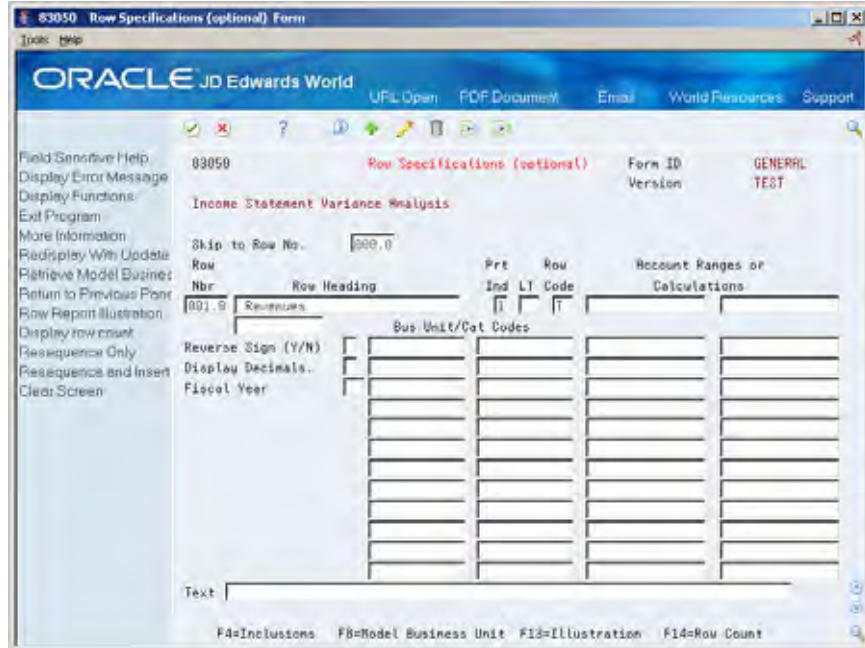
- $R004.0 = R002.0 + R003.0$ .
- $R001.0 / (R002.0 + R003.0)$  is entered as  $R1 / R4$ .

Use the W (sum without interim calculations) operand to add multiple rows when you do not want to include any of the interim calculation rows in the new calculation.

## To create a row manually

### On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications.
3. On Row Specifications, complete the following fields:
  - Row Number
  - Row Heading
  - Print Indicator
  - Ledger Type
  - Row Code
  - Account Ranges or Calculations
4. For the row that you want to create, choose Inclusions to access the fold area for Row Specifications.



5. On Row Specifications, complete the following fields:

- Reverse Sign
- Display Decimals
- Fiscal Year
- Text

Field	Explanation
Row Nbr	<p>Identifies the row on your worksheet. Values are 000.1 through 400.0. Use the decimal function to insert new lines between existing lines.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Unlike column numbers, a row number not only identifies the row, but also specifies its print sequence. Row numbers can be whole numbers (1, 10, 20) or even decimal numbers (1.5, 10.5, 20.5). JD Edwards World recommends that you use whole numbers at first. This allows you to insert rows between already defined rows by using the decimals.</p>
Row Heading	<p>An explanation of the row that prints in the Description column. The column width for the description can be between 20 and 40 characters.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>Row headings can be up to 40 characters long. The first 29 characters appear on the initial form and the other 11 in the fold area.</p>

Field	Explanation
Prt Ind	<p>A code that controls the printing of rows in the financial report writer. Values are:</p> <p>Y Yes, print the line with no spacing between lines.</p> <p>N No, do not print the line (for example, hidden calculations) and do not space a line.</p> <p>P Print the line, but create a page break first.</p> <p>U Print the line, but insert a line of underlines first.</p> <p>= Print the line, but insert a line of double underlines first.</p> <p>1 - 9 Print the line, but insert 1 through 9 blank lines first.</p>
Ledger Type	<p>A user defined code (system 09/type LT) that specifies the type of ledger, such as AA (Actual Amount), BA (Budget Amount), or AU (Actual Units). You can set up multiple, concurrent accounting ledgers within the general ledger to establish an audit trail for all transactions.</p>
Row Code	<p>Specifies which rows are text rows, calculation rows, category code ranges, and category code values. It also specifies row inclusions by subledger type, account ranges, and values.</p>
Account Ranges or Calculations	<p>There are 24 selection or calculation fields available for each row you define for your report. Whether these fields are used as selection or calculation criteria depends on the value in the Row Code field.</p> <p>For selection fields, specify individual selection values or ranges of values, such as accounts, depending on the row code. If you specify ranges, use the left-hand field for the beginning of the range and the right-hand field for the end of the range.</p> <p>For calculation fields, use the left-hand columns for row numbers or numbers used in the calculation. Use the right-hand column for the arithmetic operator used in the calculation. For example, assume you want Row Number 03 to contain the result of Row Number 01 minus Row Number 02. In the first calculation field for Row Number 03, type R01. In the second field, type - (minus sign). In the third field (under the first one), type R03.</p> <p>The arithmetic operators you can use are:</p> <ul style="list-style-type: none"> <li>▪ + (add)</li> <li>▪ - (subtract)</li> <li>▪ / (divide)</li> <li>▪ * (multiply)</li> </ul>

Field	Explanation
Reverse Sign	<p>This code is for printing purposes only. It determines whether signs for balances are globally reversed for profit and loss accounts. Valid codes are:</p> <p>Y Reverse the signs. Print credit balances (revenue accounts) as positive numbers and debit balances (expense accounts) as negative numbers.</p> <p>N Do not reverse the signs. This is the default.</p>
Display Decimals	<p>Specifies the number of decimals to be displayed for a column or row. The default value is based on the division factor (for cells with calculations) and default decimals (for cells with division calculations only) from the Override Default Information screen.</p>
Fiscal Year	<p>Values are:</p> <ul style="list-style-type: none"> <li>▪ 00 through 99 to designate a specific fiscal year</li> <li>▪ blanks to designate the current fiscal year (financial reporting date)</li> <li>▪ * to designate all fiscal years</li> <li>▪ -9 through -1 to designate a previous fiscal year (relative to the financial reporting date)</li> <li>▪ +1 through +9 to designate a future fiscal year (relative to the financial reporting date)</li> </ul>
Text	<p>A 74-character text field that overrides the row header for a text row (row type T) only. This field can be used to insert longer explanatory notes into the reports. The text will print beyond the column width specified for the Description column.</p>

## What You Should Know About

<b>Row specifications</b>	If you copy a version, it might already include row specifications. You can use them or modify them according to your needs.
<b>Performance considerations</b>	Avoid creating row specifications when possible because versions with row specifications take substantially more processing time.
<b>Missing data</b>	If data is missing in a row of your version that should have data, verify the fiscal year or ledger type in the fold area for the row on the Row Specifications screen.
<b>Category codes, columns, amounts, and ranges</b>	In the fold area, the two left columns are for business units or category codes. The two right columns are for account values, ranges, or calculations.



**Arbitrary zero amounts**

If a row of zeros should have a different amount, for example, 125,000,000, and the row specifications are defined correctly, verify that you did not exclude the ledger type on General Specifications or Column Specifications.

If the data for a row actually should be zero, the default edit code determines if zeros or blanks appear in that row.



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# Work with Row Specifications

## Working with Row Specifications



From the FASTR menu (G83), choose Financial Statements

After you create a report with row specifications, you might need to work with the individual row specifications to:

- Correct any errors made when creating rows
- Modify the layout of your report based on new reporting requirements

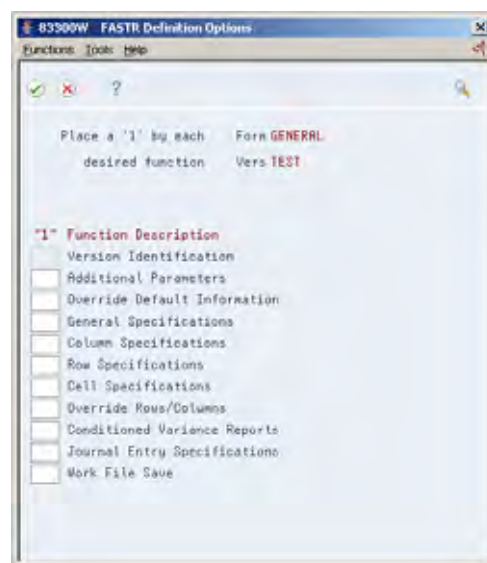
Row specifications can include header information, calculations, and ledger types.

### To insert rows

You insert a row to add information between existing rows. For example, you might have rows numbered 10, 20, and 30, with row specifications assigned to each. You now need to include information between rows 20 and 30. You can enter any number between 20 and 30, such as 25, in a blank row number field and any row specifications applicable to row 25.

On Financial Statements

1. Access FASTR Definition Options.



2. On FASTR Definition Options, select Row Specifications.

Row	Row Heading	Ind	LT	Code	Account Ranges or Calculations
001.0	Revenues	T		T	
002.0	Sales - Category A	V	AR	5099.	5099.
003.0	Sales - Category B	V	AR	5100.	5140.
004.0	Sales - Category C	V	AR	5150.	5155.
005.0	Revenues	H	C	5001.0	W
005.0	Direct Costs	S		T	
007.0	Cost Of Sales-Category H	V	AR	6010.	6050.
008.0	Cost Of Sales-Category B	V	AR	6100.	6210.
009.0	Cost Of Sales-Category C	V	AR	6300.	6320.
010.0	Allocated Overhead	V	AR	7990.	7990.
011.0	Direct Costs	H	C	8000.0	W
012.0	Gross Margin	H		T	8001.0
013.0	General And Administrative	S		T	
014.0	Administrative Salaries	V	AR	8100.	8199.
015.0	Building Occupancy Expense	V	AR	8200.	8309.

3. On Row Specifications, move the cursor to a blank line and complete the following fields:

- Row Number
- Row Heading
- Print Indicator
- Ledger Type
- Row Code
- Account Ranges or Calculations

### To copy row specifications

You copy row specifications to duplicate information from an existing row to a new row. For example, you might have rows numbered 10, 20, and 30, with row specifications assigned to each. You decide to duplicate the information from row 30 in a new row. You can do this by entering a new number over the number 30. The number you choose determines where the new row appears on the report. For example, if you enter 15, it appears between rows 10 and 20.

#### On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications.
3. On Row Specifications, complete the following field:
  - Row Number

Field	Explanation
Row Nbr	Identifies the row on your worksheet. Values are 000.1 through 500.0. Use the decimal function to insert new lines between existing lines.  <i>Form-specific information</i>  Unlike column numbers, a row number not only identifies the row, but also specifies its print sequence. Row numbers can be whole numbers (1, 10, 20) or even decimal numbers (1.5, 10.5, 20.5). JD Edwards World recommends that you use whole numbers at first. This allows you to insert rows between already defined rows by using the decimals.

## To change row specifications

You change row specifications to add to or replace the information in a row. You can change any information except the row number. Changing the row number creates a new row.

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications.
3. On Row Specifications, type over any fields that you want to change.

## To renumber rows

After inserting rows into your version, you might not have space to insert new rows, for example, you might have an entry at 1.1, 1.2, 1.3, 1.4, and so on. Resequence your rows to renumber them to the nearest whole number. This provides the space that you need to insert new rows.

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications.
3. On Row Specifications, press the Resequence Only function next to the following field:
  - Row Number

## To delete row specifications

You delete row specifications to remove a row of information.

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications.

- On Row Specifications, remove the row number of the rows that you want to delete.

## To review row specifications

You review row specifications to verify the row information that you have set up and to avoid potential problems with the layout of your version.

Row Nbr	Row Heading	Prt	Row	Account Ranges on Calculations
001.0	Revenues	T	T	
002.0	Sales - Category A	V*	AR	5099.
003.0	Sales - Category B	V*	AR	5100.
004.0	Sales - Category C	V*	AR	5150.
005.0	Revenues	V	C	5991.0
006.0	Direct Costs	E	T	
007.0	Cost Of Sales-Category A	V*	AR	6010.
008.0	Cost Of Sales-Category B	V*	AR	6210.
009.0	Cost Of Sales-Category C	V*	AR	6320.
010.0	Allocated Overhead	V*	AR	7990.
011.0	Direct Costs	R	E	8000.0
012.0	Gross Margin	R	T	8991.0
013.0	General And Administrative	E	T	
014.0	Administrative Salaries	V*	AR	8199.
015.0	Building Occupancy Expense	V*	AR	8399.

As you review the row specifications, determine the following:

Do the version titles adequately define your report?

Is the date correct?

Is the date title correct?

Do the column headings adequately define your columns?

Are the column widths adequate for the expected amounts?

Are the columns in the correct order for printing?

Are your row descriptions adequately defined?

Does data appear in the appropriate rows?

On Financial Statements

- Access FASTR Definition Options.
- On FASTR Definition Options, select Row Specifications.
- On Row Specifications, press F13.

## Identifying the Array Index Error

The line of source identified in the Array Index error on the joblog will indicate the field causing the problem. Locate the exact line number in the joblog. If the joblog has an Array Index Error on statement 999999, you must recompile the program to get the actual line number. Then locate that line number in the source code. The line of source will indicate the field causing the problem.

Array Index Errors are most commonly found in row reports. To verify that the problem is a row, copy the report, remove the row specifications and rerun the report. If the report runs without the rows, you know where to begin the investigation.

The following are some common causes for Array Index Errors:

- The description column in the Column Specifications is missing. Every FASTR report must have a description column;
- FASTRs are being run in a % menu (job stream) and the first report (the Data Builder) has a page break defined;
- Accounts have been changed and the global updates have not been run;
- A calculation rows ends with a symbol (\*, +, /, -);
- Company 00000 has not been set up in Company Names and Numbers;
- A calculation is referencing a column or row that does not exist;
- A Column Amount code of PA-13 or greater exists. Change the FY value to be -1 instead;
- The width of the columns is greater than 132 and the Column Illustrator has been turned on. To correct, change the vocabulary overrides for V83300 from P83041 to P83040 - line 20;
- The width of the columns has exceeded 198 (and the Column Illustrator is turned off);
- Information has been requested for a fiscal year that has not been set up in Fiscal Date Patterns;
- A row number of zero exists;
- A calculation row or column is defined before the data has been brought in. For example, column 1 is adding column 6 to column 7. The report has to pull in the information from columns 6 and 7 before it can do calculations on the column amounts;
- The column is completely blank. Use the Column Type Code BL to correct.

## What You Should Know About

### Refreshing the screen

Whenever you add, change, or delete row specifications, use the Refresh function to refresh the information on the screen.

- “Row number not defined” error** If you changed one of your rows to a different number, and are now getting a “Row Number Not Defined” error message for the old row number, then you have cell specifications or calculation rows that reference the old row number. Update this information with the new row number.
- Copying row specifications** You can also use the Resequence and Insert Line function to copy and resequence your rows. This function key is cursor sensitive. Place your cursor on the row that you want to copy and press the Resequence and Insert Line function. The new row is created and all rows are renumbered to whole numbers.
- Reviewing your rows** Not all rows are displayed. Enough rows are displayed to show the format of your version.
- Column Width** Non-printing columns do not count towards the total column width



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# Create Row Specifications by Business Unit

## Creating Row Specifications by Business Unit

You create row specifications by business unit to report on a specific business unit or range of business units on a row-by-row basis.

This section contains the following:

- [Creating Row Specifications by Business Unit Values](#)
- [Creating Row Specifications by Business Unit Ranges](#)

### Before You Begin

- Define text and data rows. See *Creating Rows Manually*.

## Creating Row Specifications by Business Unit Values



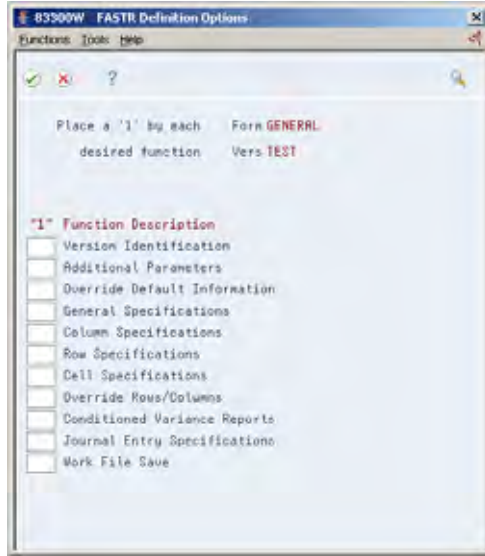
From the FASTR menu (G83), choose Financial Statements

You create row specifications by business unit values to specify a business unit and range of accounts for a row. For example, you might compare expenses and revenues for different departments in a company.

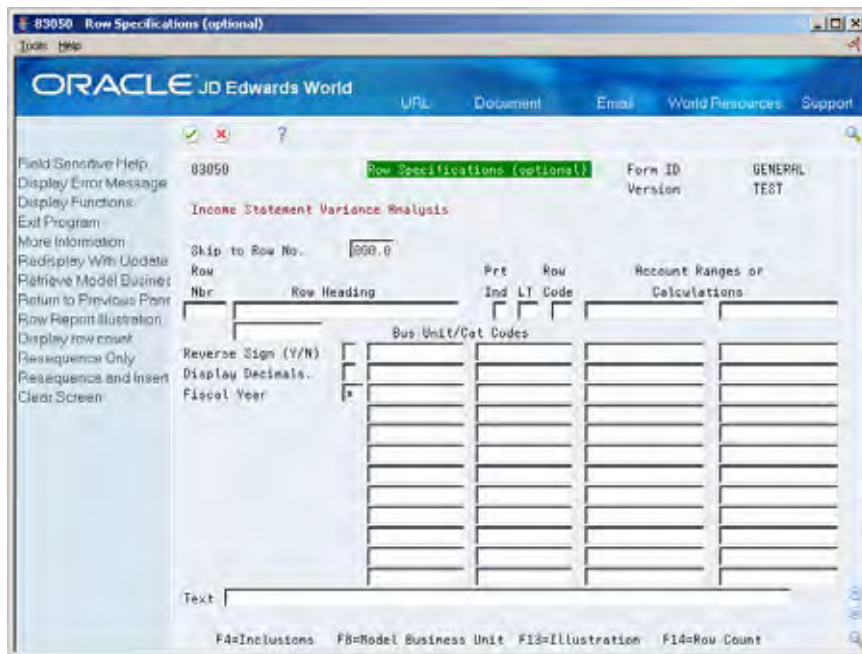
### To create row specifications by business unit values

On Financial Statements

1. Access FASTR Definition Options.



2. On FASTR Definition Options, choose Row Specifications.




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**Caution:** Do not complete the Account Ranges or Calculations field for the first row number. This is reserved for the heading. Completing this field can cause unpredictable results.

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3. On Row Specifications, on the line for the appropriate row number, enter AR in the following field:

- Row Code

4. To access the Row Specifications fold area, choose Inclusions.

5. Enter one or more business unit values in the first column in the fold area of the following field:
  - Business Unit / Category Code
6. Complete the following field with your account ranges:
  - Account Ranges or Calculations

Field	Explanation
Row Code	Specifies which rows are text rows, calculation rows, category code ranges, and category code values. It also specifies row inclusions by subledger type, account ranges, and values.
Bus.Unit/Cat Codes	Selection criteria for a specific value or range of values that is used to select records for management reporting.
Account Ranges or Calculations	<p>There are 24 selection or calculation fields available for each row you define for your report. Whether these fields are used as selection or calculation criteria depends on the value in the Row Code field.</p> <p>For selection fields, specify individual selection values or ranges of values, such as accounts, depending on the column type. If you specify ranges, use the left-hand field for the beginning of the range and the right-hand field for the end of the range.</p> <p>For calculation fields, use the left-hand columns for row numbers or numbers used in the calculation. Use the right-hand column for the arithmetic operator used in the calculation. For example, assume you want Row Number 03 to contain the result of Row Number 01 minus Row Number 02. In the first calculation field for Row Number 03, type R01. In the second field, type - (minus sign). In the third field (under the first one), type R03.</p> <p>The arithmetic operators you can use are:</p> <ul style="list-style-type: none"> <li>▪ + (add)</li> <li>▪ - (subtract)</li> <li>▪ / (divide)</li> <li>▪ * (multiply)</li> </ul>

## Creating Row Specifications by Business Unit Ranges



From the FASTR menu (G83), choose Financial Statements

You create row specifications by business unit ranges to select ranges of departments, regions, branches, and so on, for a row. For example, you might compare the annual report figures from this year to last year.

## To create row specifications by business unit ranges

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications.

---

**Caution:** Do not complete the Account Ranges or Calculations field for the first row number. This is reserved for the heading. Completing this field can cause unpredictable results.

---

3. On Row Specifications, on the line for the appropriate row number, enter AR in the following field:
  - Row Code
4. To access the Row Specifications fold area, choose Inclusions.
5. Enter a beginning and ending business unit value in the following field:
  - Business Unit
6. Complete the following field:
  - Account Ranges or Calculations

## What You Should Know About

**Specifying account values** When specifying account values, enter AV in the Row Code field.

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# Create Row Specifications by Category Code

## Creating Row Specifications by Category Code



From the FASTR menu (G83), choose Financial Statements

You create row specifications by category code to report on a category code value, range of values, or a combination thereof. For example, you have three regions identified as Central (C), Eastern (E), and Western (W). If you select category code values, you might specify C, E, and W. If you select a range of category code values, you might specify all branches between C and E. In addition, you might specify the account range 5000 through 5999 for the Central region.

There are two types of Category Codes that are available:

- Business unit Category Codes are identified by using the row codes CV, CR and CA.
- Account Category Codes are identified by using the row codes RV and RR.

Code	Description
CV and RV	You indicate to the system that you want to print a total of all accounts associated with any business unit that has a specific Category Code populated with a specific value. RV pulls in account category codes.
CR or RR	You pull in from a range of Category Code values
CA	You define an account range within a specific Business Unit Category Code and Category Code value

Different row codes require different information in the report setup. Category Codes can be defined either by a business unit or by a specific object account.

When creating a row report, you can use Category Codes in the following ways:

- Create row specifications by Category Code values
- Create row specifications by Category Code ranges
- Create row specifications by business unit Category Code values and account ranges



3. On Row Specifications, enter CV (business unit value) or RV (account master value) in the following field:
  - Row Code
4. To access the Row Specifications fold area, choose Inclusions.

The screenshot shows the 'Row Specifications (optional)' window in Oracle JD Edwards World. The window title is '83050 Row Specifications (optional)'. The main area displays a table with the following columns: Nbr, Row Heading, Prt, Row, Ind, LT, Code, and Account Ranges or Calculations. The first row is '1 Central Region' with 'CV' in the Row column. Below the table are fields for Reverse Sign (Y/N), Display Decimals, and Fiscal Year. The bottom of the window has a status bar with 'F4=Inclusions F8=Model Business Unit F13=Illustration F14=Row Count'.

5. Enter category code numbers in the following field:
  - Business Unit / Category Code
6. Enter user-defined code values in the following field:
  - Account Ranges or Calculations

## To create row specifications by category code ranges

### On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications.

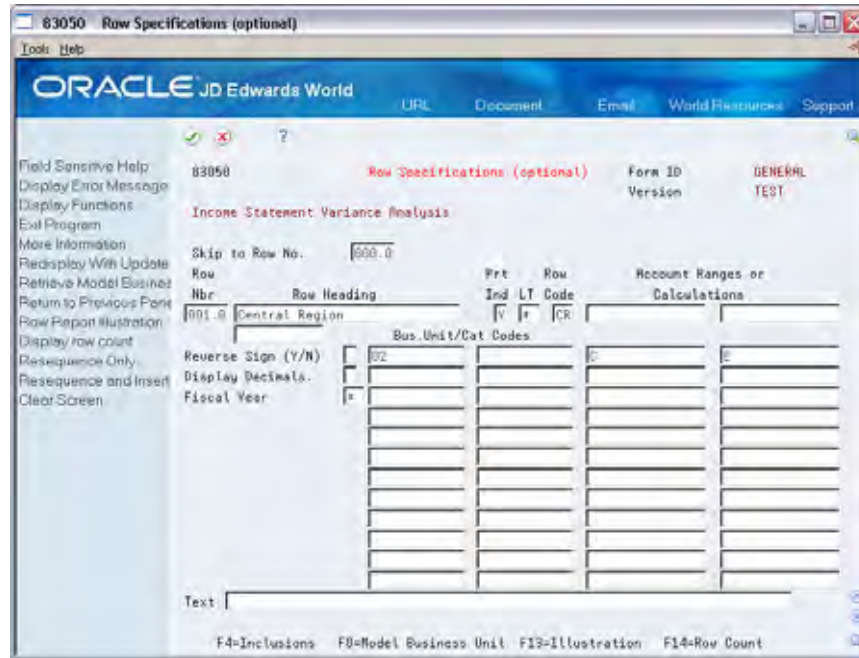
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**Caution:** Do not complete the Account Ranges or Calculations field for the first row number. This is reserved for the heading. Completing this field can cause unpredictable results.

---

3. On Row Specifications, enter CR (business unit range) or RR (account master range) in the following field:
  - Row Code
4. To access the Row Specifications fold area, choose Inclusions.





5. Enter category code numbers in the following field:
  - Business Unit / Category Code
6. Enter beginning and ending range values in the following field:
  - Account Ranges or Calculations

### To create row specifications by business unit category code values and account ranges

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications.

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**Caution:** Do not complete the Account Ranges or Calculations field for the first row number. This is reserved for the heading. Completing this field can cause unpredictable results.

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3. On Row Specifications, enter CA (business unit category code value/account range) or CJ (business unit category code value/job cost account range) in the following field:
  - Row Code
4. To access the Row Specifications fold area, choose Inclusions.



5. Enter a business unit category code number in the first column of the following field:
  - Business Unit / Category Code
6. Enter a business unit category code value on the second line of the following field:
  - Business Unit / Category Code
7. Enter the beginning account range value on the first line of the following field and the ending account range value on the second line of the following field:
  - Account Ranges or Calculations

## What You Should Know About

### Definitions

If a business unit or account category code is defined on the left side of the screen, a category code value or range of values, or an account range must also be defined on the right side of the screen.

### Valid Values

You must use a valid Category Code value. The system will not show an error on the screen, but the report will simply print blank or zero for that row. Make sure the code is in the proper UDC table.



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# Override Specifications

## Overriding Specifications



From the FASTR menu (G83), choose Financial Statements

You can save time by using a model version to override the specifications in your version. When you use a model, the system replaces any combination of column, row, and cell specifications in the existing version with the specifications from the model. Because you can set up multiple versions that use a model, you can change all of the versions at the same time by changing the specifications in the model.

You can choose your override specifications for columns and rows from different model versions. The system accesses the model when you run your version.

The system stores the values for override rows/columns in the DREAM Writer Master Parameter table (F98301).

Overriding specifications consists of:

- Overriding column specifications
- Verifying column specifications
- Overriding row specifications
- Verifying row specifications
- Overriding cell specifications

## Before You Begin

- Create a model version

## What You Should Know About

### **The Override Columns/ Rows feature**

You cannot define columns or rows for a report that uses the Override Columns/Rows feature. If you attempt to do so, you receive a message that the override is activated.

### **Including cells in a new version**

If you select row override specifications for your version and you have defined cell specifications in the model that you are accessing, decide whether you want these cells included in your version. If so, enter the appropriate value in the remaining field.

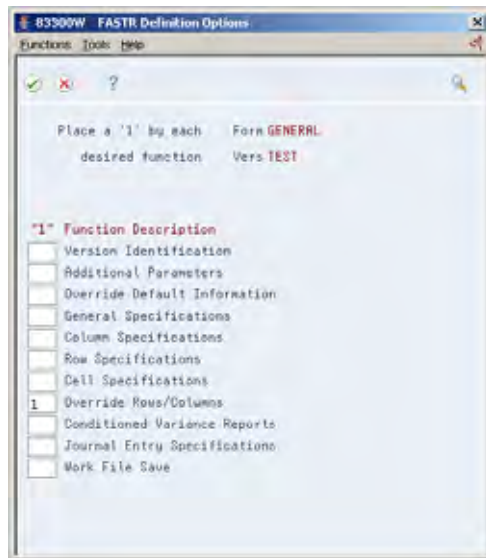
**Overriding column or row specifications** If you choose to override column or row specifications, you acquire all specifications from the model version. You cannot choose just a portion of them.

## To override column specifications

To replace the column specifications in your version with the column specifications from a model version, you override column specifications.

On Financial Statements

1. Access FASTR Definition Options.



2. On FASTR Definition Options, select Override Rows/Columns.

3. On Override Rows/Columns, under Column Override, complete the following fields:
  - Form Name
  - Version Number

### To verify column specifications

#### On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Column Specifications.
3. On Column Report Illustration, choose Column Maintenance.



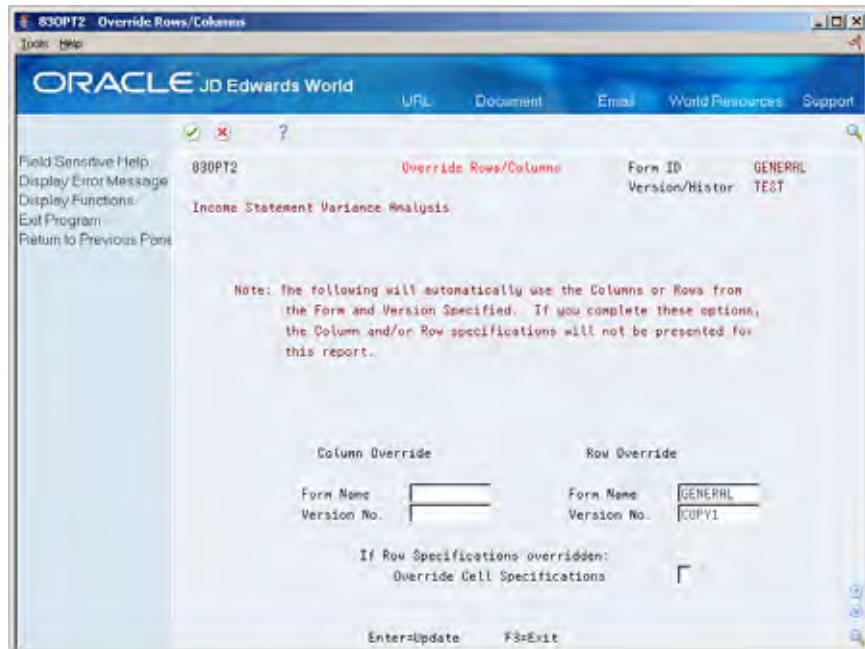
4. On Column Specifications, verify your column specifications.

### To override row specifications

To replace the row specifications in your version with the row specifications from a model version, you override row specifications.

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Override Rows/Columns.

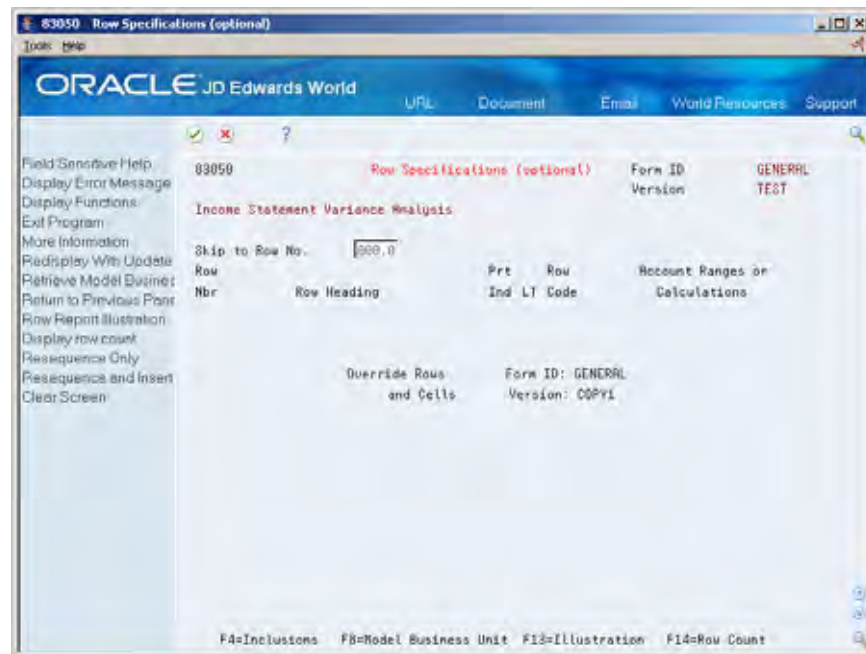


3. On Override Rows/Columns, under Row Override, complete the following fields:
  - Form Name
  - Version Number

## To verify row specifications

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Row Specifications.



3. On Row Specifications, verify your row specifications.

## To override cell specifications

To replace the cell specifications in your version with the cell specifications from an existing version, you override cell specifications. You can borrow cells only from the model version for which you borrowed rows.

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Override Rows/Columns.
3. On Override Rows/Columns, complete the following field:
  - Override Cell Specifications





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# Set Up Percentage Calculations

## Setting Up Percentage Calculations

You can designate the information in one column of your version as a percentage of the information in one row. For example, you can designate each row of an income statement as a percentage of total revenue.

You can use percentage calculations only in reports with row specifications. You can base percentage calculations on any account range balance, such as Total Costs, Net Income (Loss), or Percentage of Revenue. Examples of percentage calculations include:

- “Widget Sales - Class 1” is 77.95% of Total Revenue.
- “Net Income (Loss)” is 9.72% of Total Revenue.
- “Revenue” is 100.00% of Total Revenue.

When you create a percentage calculation, the system performs the following calculation:

$(\text{Numerator} / \text{Denominator}) * 100$

The numerator is equal to the amount in a column that you specify. The denominator is equal to the amount in the first row of your row specifications.

You can only perform one percentage calculation per version.

Setting up percentage calculations consists of:

- [Setting Up Percentage Calculations for Columns](#)
- [Setting Up Percentage Calculations for Rows](#)

### See Also

- *Creating a Version (P83300)*

## Setting Up Percentage Calculations for Columns

To set up percentage calculations for columns, follow these guidelines:

- Add a column for the percentage calculation
- Use a column type code of % or %R
- Enter the column number (numerator) upon which the percentage column is based
- Specify only one based-on column for each percentage column

## Setting Up Percentage Calculations for Rows

To set up percentage calculations for rows, follow these guidelines:

- Add a row for the percentage account range
- Enter the row number in the first row
- Enter a row heading for nonprinting lines, if the first row is nonprinting
- Enter a ledger type that corresponds to the column
- Enter AR for the account range
- Enter the beginning and ending range of revenue accounts

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## **6 Versions with Cell Specifications**



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# Overview to Versions with Cell Specifications

## Objectives

- To create a version with cell specifications

## About Versions with Cell Specifications

You use cell specifications to set up calculations for a version on a cell-by-cell basis. These calculations override the column and row amounts on your version. You can use cells only if you have rows defined in your FASTR version.

A cell is the intersection of a row and a column. It is defined by the number of the row and column.

In the following example the cell that intersects row 1 and column 3 is defined as R1C3, or R001.0 C03, or 001.0 03, depending on the field.

	C1	C2	C3
R1			
R2			
R3			

Cells can be identified in either row:column or column:row sequence. For example, you can enter R1C1 or C1R1. The system changes this to R001.0:C01 or C01:R001.0.

You use the Recalculation field to determine whether cell calculations are performed:

- In sequence with other report calculations
- After all regular row and column calculations are complete

The system recalculates cells in the following sequence:

1. All columns from left to right

2. All rows from top to bottom
3. All cell values in which the Recalculation field is set to N
4. All columns and rows
5. All values in which the Recalculation field is set to Y

The following illustrates how cell recalculation operates.

JD Edwards and Company			
Column 1 without cell calculations			
Column 2 with a cell calculation			
Column 3 with a recalculating cell calculation			
	C01	C02	C03
		Recalc= N	Recalc= Y
		R3C2=	R3C3=
		R3C1/1000	R3C1/1000
<u>Description</u>	<u>Amounts</u>		
Row R001.0	576,000	576,000	576,000
Row R002.0	379,000-	379,000-	379,000-
Row R003.00(=R1+R2)	197,000	197	197
Row R004.0	101,000-	101,000-	101,000-
Row R005.0	40,000-	40,000-	40,000-
Row R006.0(=R3+R4+R5)	56,000	140,803-	56,000

Because Recalc = Y  
197,000 is used in calculations

You cannot create cells using text rows. The row must be a calculation, an account range, or some other numeric value.

When you process a version with cell specifications, the system requires more resources than when processing a version with column specifications or with column and row specifications. Because of this, you should create as many of your versions as possible using column or column and row specifications.

Cell specifications are stored in the FASTR Cell Specifications Master table (F8306).

Versions with cell specifications consists of:

- Creating versions with cell specifications
- Working with cell specifications

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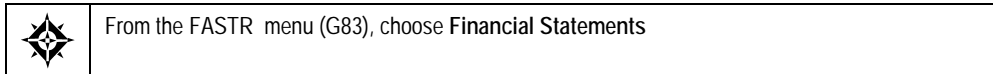
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# Create Versions with Cell Specifications

## Creating Versions with Cell Specifications

You use cell specifications to define the values for individual cells within your version. With a cell, you can define a calculation without using an entire row or column. For example, you might define a percent calculation for a cell within a percent column.

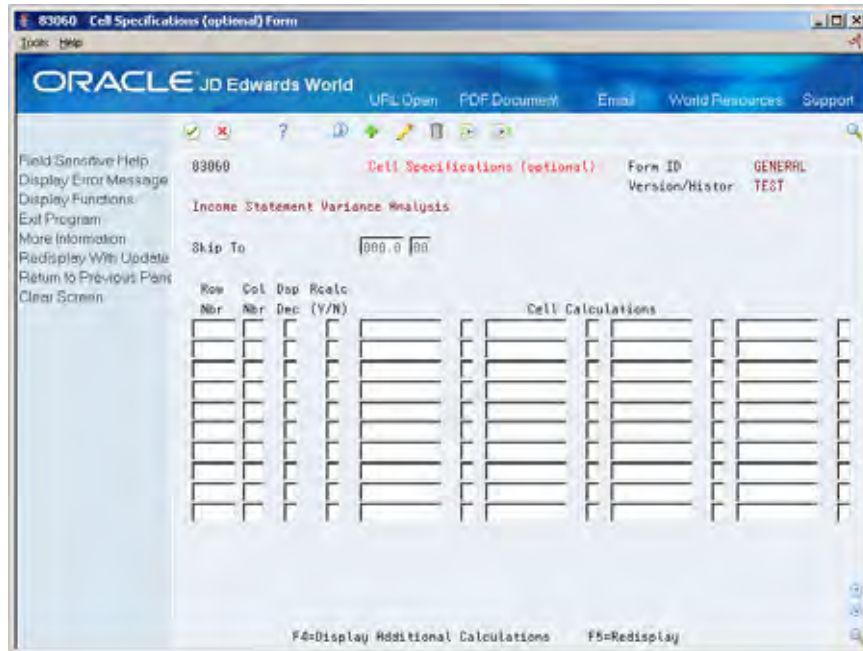
You define each cell by row number and column number, for example, R2C2.



### To create a version with cell specifications

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Cell Specifications, in addition to selecting the functions you use to create a version with row specifications.
3. Follow the steps for creating a version with row specifications.  
*See [Creating Versions with Row Specifications](#).*
4. Complete each screen until Cell Specifications appears.



5. On Cell Specifications, complete the following fields:
  - Row Number
  - Column Number
  - Cell Calculations
6. Choose Display Additional Calculations to access the detail area on Cell Specifications.
7. Complete the following fields:
  - Ledger Type
  - Display Decimals
  - Recalculation

Field	Explanation
Cell Calculations	Identifies a fixed value to be used in a calculation. A cell is identified by the row and column number, for example, R10C2.
Ledger Type	A user defined code (system 09/type LT) that specifies the type of ledger, such as AA (Actual Amount), BA (Budget Amount), or AU (Actual Units). You can set up multiple, concurrent accounting ledgers within the general ledger to establish an audit trail for all transactions.
Dsp Dec	Specifies the number of decimals to be displayed for a column or row. The default value is based on the division factor (for cells with calculations) and default decimals (for cells with division calculations only) from the Override Default Information screen.



<b>Field</b>	<b>Explanation</b>
Rcalc (Y/N)	Determines if a cell calculation is done in conjunction with column and row calculations or after all column and row calculations have been completed. Values are: N     Calculate with column and row calculations. Y     Calculate after column and row calculations are complete.

## What You Should Know About

<b>Cell specifications</b>	You cannot specify a cell for a calculation and then use that cell in the calculation itself. For example, $R4C5 = R4C5/R3C6$ is invalid.
<b>Cell calculations</b>	When an entire column is overridden with cell calculations, it does not matter how that column is defined in Column Specifications.
<b>Recalculation options</b>	If you are uncertain whether to choose Yes or No for recalculation, start with No. If No does not work, use Yes. Remember that if either choice works in a test environment, it will work on your version. Be consistent with your version. If you choose No, continue to use No for every submission of the version.



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# Work with Cell Specifications

## Working with Cell Specifications



From the FASTR menu (G83), choose Financial Statements

After you create a version, you might need to modify its cell specifications. For example, you might need to create a series of cell calculations that uses the same row number but a different column number. In this instance, you can copy and change your cell specifications. You can also delete a cell that no longer applies to your version.

Working with cell specifications consists of:

- Copying cell specifications
- Changing cell specifications
- Deleting cell specifications

### To copy cell specifications

You copy cell specifications to create new cells for your version using existing cells. To do this, you replace the existing cell number that you want to copy with a new cell number.

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Cell Specifications.
3. On Cell Specifications, complete the following fields:
  - Row Number
  - Column Number

### To change cell specifications

You change cell specifications to replace existing cell information with new information. You can change the information in any field. Remember that if you change the information in a column or row number, you are creating a new cell.

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Cell Specifications.

3. On Cell Specifications, change the information in any field except the column or row number.

## To delete cell specifications

You delete cell specifications to remove existing cell information.

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Cell Specifications.
3. On Cell Specifications, remove the column and row number information.

## What You Should Know About

### Renumbering rows

If you renumber rows, the system renumbers cells simultaneously.

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## **7 Additional FASTR Features**



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# Overview to Additional FASTR Features

## Objectives

- To learn how to use the various FASTR processing option features

## About Additional FASTR Features

After you create a version, you can use additional FASTR features to perform special tasks. For example, you can transfer a copy of a FASTR version to a program on your PC, such as a spreadsheet, so that you can customize the version.

Using additional FASTR features consists of:

- Working with audit trails
- Activating PC download
- Creating FASTR-generated journal entries
- Creating conditioned variance versions
- Working with organizational report structures
- Understanding special arithmetic operands
- Saving and managing a workfile





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# Work with Audit Trails

## Working with Audit Trails



From the FASTR menu (G83), choose Financial Statements

When you need to research questionable account balances for a version, you can create an audit trail. To do this, you must first activate the balance auditor. Because the balance auditor requires significant system resources, you should run a version with it activated only when necessary.

With the balance auditor activated, the system determines which records in the Account Balances table (F0902) were used to create the account balances on your version.

The balance auditor provides an audit trail for non-calculated amounts only. It does not provide an audit trail for amounts that are the result of column, row, or cell calculations.

The information on the audit trail might differ from the information in your account ledger. This is because the account ledger is dynamic. That is, when someone posts a transaction, it is reflected immediately. The audit trail, in contrast, is static. If someone posts a transaction after you create the audit trail, it is not reflected in the audit trail.

Working with audit trails consists of:

- Creating audit trails
- Reviewing audit trails
- Setting up a menu option for Balance Auditor (optional)

### To create an audit trail

You need to run your version with the balance auditor activated. The balance auditor saves a soft copy of the report and creates an audit trail.

On Financial Statements

1. Follow the steps for revising a version.  
*See [Revising a Version](#).*
2. On FASTR Definition Options, select Override Default Information.
3. On Override Default Information, access the second screen.



4. Type A in the following field:
  - PC Download File
5. Type a member name (or a value that begins with an alpha character) in the following field and press Enter:
  - Member Name
6. On FASTR Definition Options, press Enter.
7. On Financial Statements, choose Run next to the version to create the audit trail.

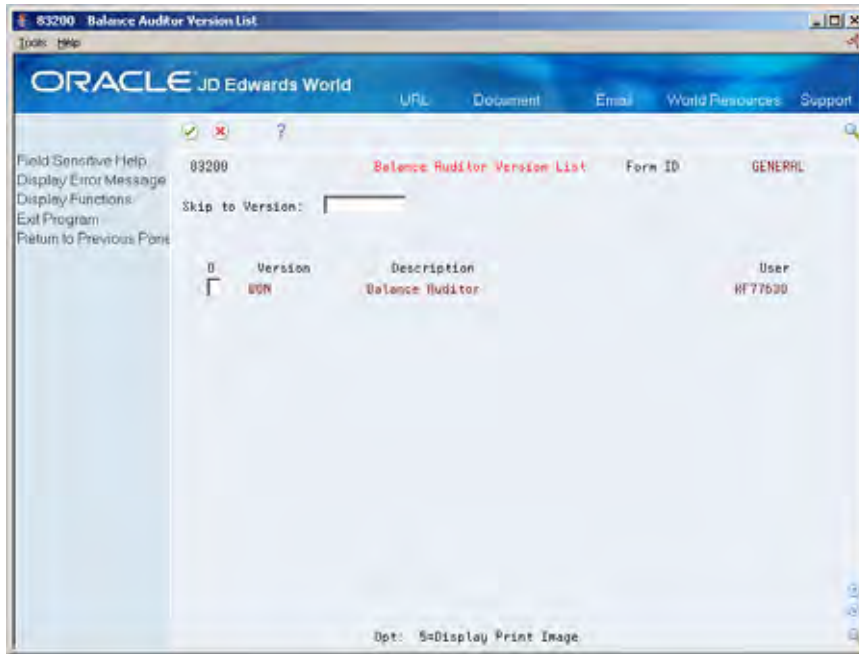
Field	Explanation
PC Download File	<p>Determines whether data is retained for use after you generate a report. Values are:</p> <p>N Do not retain any data.</p> <p>Y Retain a print image to be used later by Excel or other PC-based products.</p> <p>A Retain data for both the PC Download and Balance Auditor functions. For performance reasons, use this value only when you need to use the balance auditor to audit an amount on a report.</p>
Member Name	<p>The IBM member name that is used to hold PC Download or balance auditor information in the worktables (F8308, F8309, and F8310). This name must follow the IBM object name rules. There cannot be any leading blanks, and the first character must be #,\$,@ or A-Z. The remaining characters must be #,\$,@, _, A-Z or 0-9.</p>

## To review an audit trail

After creating an audit trail, you can review it.

On Financial Statements

1. Press F8.



2. On Balance Auditor Version List, choose Display Print Image to see an online image of your version.



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**Note:** Only amounts that are not the result of column, row, or cell calculations are available for audit.

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- To review the audit trail for an amount, move the cursor to the amount and choose Balance Auditor(Cursor Sensitive).

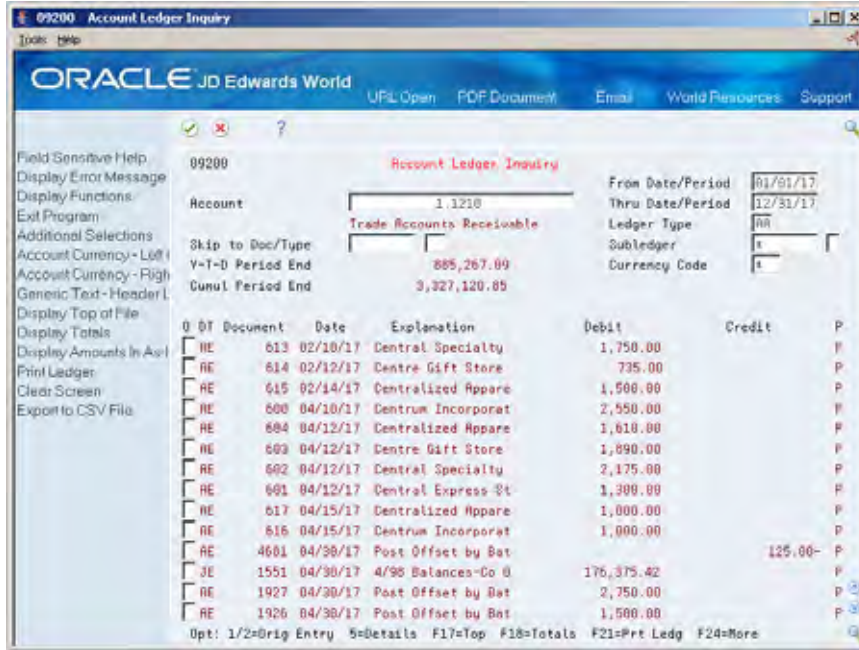
Cmp	BusinessUnit	Obj	Sub	L1 FY	Sub Ledger	T	Account Balance
00001	1	1210	AM 17				3,327,120.05
** TOTAL ***							3,327,120.05

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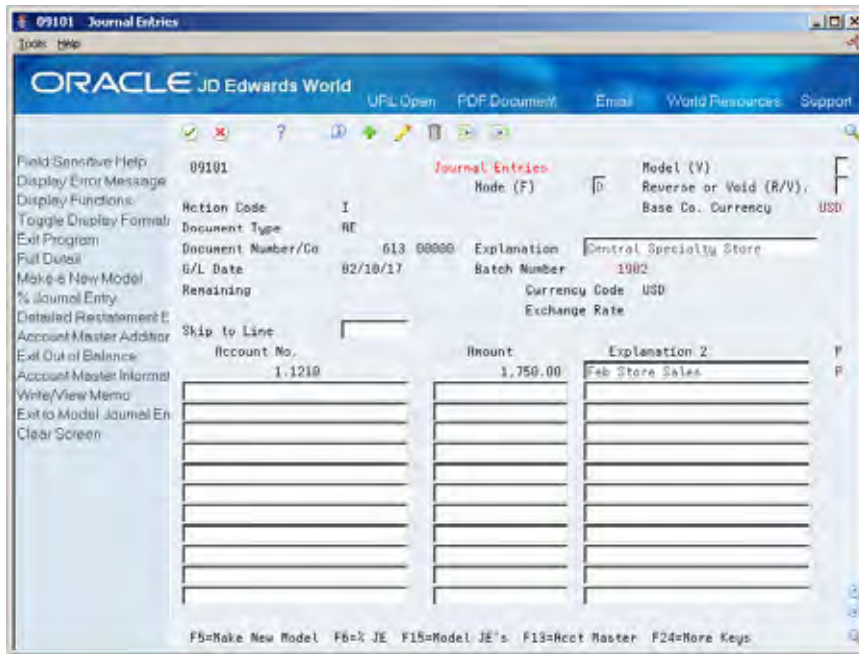
**Note:** The Balance Audit Trail shows the records from the Account Balances table (F0902) that make up the amount you are reviewing.

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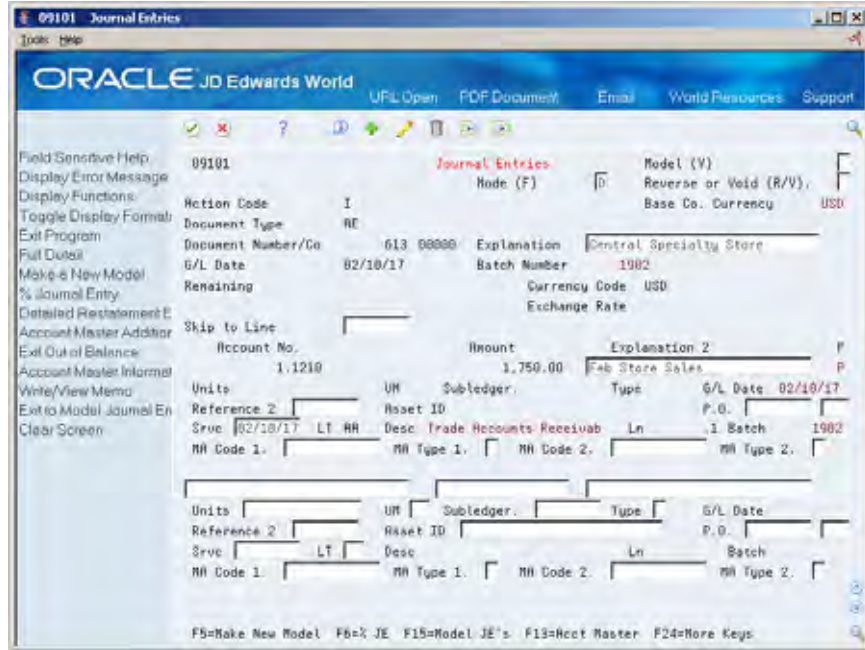
- To display the account ledger records that the system currently has in the account, choose Account Ledger Inquiry.



- On Account Ledger Inquiry, choose Original Entry to review the original entry for a record.



- On Journal Entries, choose More Details to display additional information about a record.



7. On Journal Entries, exit the balance auditor until you return to Financial Statements.

When you are done using the balance auditor for a version, return to Override Default Information for the version and remove the values in the PC Download File and Member Name fields.

## What You Should Know About

### Purging report copies

The system stores copies of audit trail reports for two days before purging them.



## Set Up a Menu Option for Balance Auditor

To access a Balance Auditor versions list, normally you go into the FASTR form ID and press F8. However, you can set up a menu option to access the Balance Auditor versions list associated with a specific form ID directly. To do this you must access Menu Revisions to attach the correct program for balance auditor:

On Revisions P00908

The screenshot shows the 'Revisions' form in Oracle JD Edwards World. The form is titled '00908 Revisions' and has a menu bar with options like 'URL', 'Document', 'Email', 'World Resources', and 'Support'. The main area is divided into a left-hand pane with various utility functions and a right-hand pane for editing a specific menu option. The right-hand pane shows the following fields:

Action Code	Menu Id	Lock	A	J	K	DP	F
Menu Title	Setup Menu	Level of Displa					
Advanced/Tech	System Code						
Menu Glass							
Selection	Description	Batch	Highlight				
Job to Execute	Help Inst Key	Option Key	Version				
Menu to Execute	Option Key	Run Time Map	Contry/Reg				
Option Code							
Real Override							

The list of menu options in the right-hand pane is as follows:

1. Financial Statements	13.
2. Job Cost Reports	14.
3. Public Services Reports	15.
4.	16.
5.	17.
6. FASTR Report Sample-Solutions	18.
7.	19.
8.	20.
9.	21.
10.	22.
11.	23.
12.	24.

At the bottom of the form, there are keyboard shortcuts: F4=Skip To, F5=Updt w/Redisplay, F6=Browse, F8=Security Review, F9=Search.

1. Inquire on the desired menu (where you want the option to appear). This could be G83 or a custom FASTR menu;
2. Look for a blank selection on the menu, then Page Down until that number appears in the Selection field;
3. Complete the required fields as follows:
  - Description = Enter the name you would like to appear on the menu
  - Execute Job = P83200
  - Batch = 0
  - Option Cntrl = 2
  - Option Key = Enter the Form ID of the Balance Auditor version you would like to access
  - Version = 1





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# Activate PC Download

## Activating PC Download



From the FASTR menu (G83), choose Financial Statements

You can make certain modifications to your FASTR report on a PC that you cannot make using an AS/400. These modifications include entering footnotes in your report and adding colors to your headings.

Before you can make these modifications, you must activate a PC download so that you can transfer a report from the AS/400 to a PC.

### To activate a PC download

On Financial Statements

1. Access FASTR Definition Options.
2. Choose Override Default Information.
3. Page down to the second screen.

Field Name	Allowed Values	Default
Account LGR Range	3 to 9, blank=not used	blank
BU Level of Detail	1 to 9, blank=not used	blank
Subledger Descr	F=Full, blank=Single Line	blank
Omit Outback R/C's	Y or N	N
Job Cost Headings	Y or N	N
PC Download File	Y N or B	N
Member Name	Valid IBM Object Name	blank
Library Name	Valid IBM Library Name	blank
(If blank, file will be created in 00PL)		
B2 Period Acct	Y or N	N
Include Zero Rec	Y or N	N
ARI Subtotaling	Y or N	N
Ending object	Object Account	blank

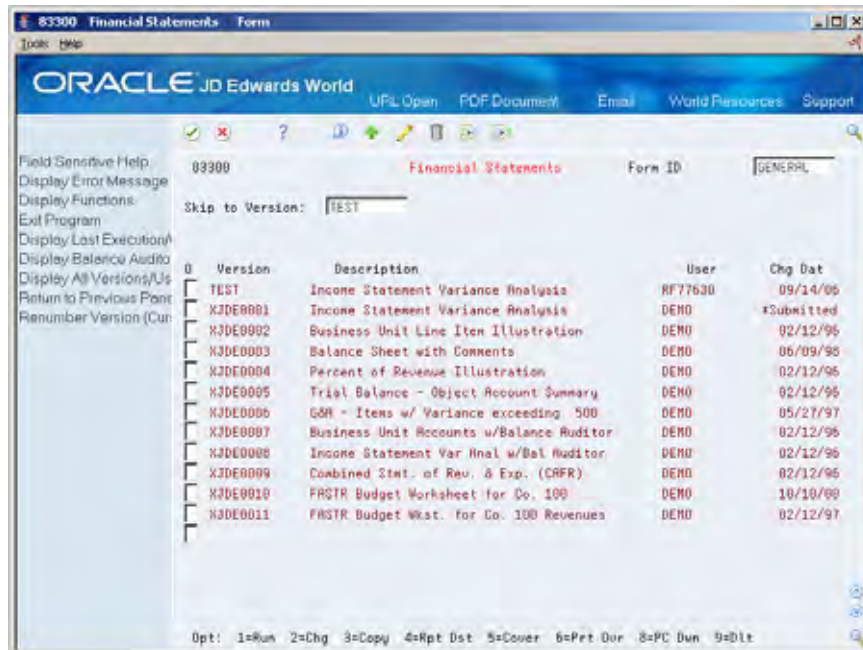
4. On Override Default Information, enter Y in the following field:

- PC Download File
5. Enter the version ID in the following field:
    - Member Name
  6. Enter the library name in the following field:
    - Library Name (must be a valid IBM object name)

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**Note:** If left blank, the file will be created in QGPL

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  7. Press Enter until you return to the versions list.



8. On the versions list, enter 1 in the field next to the version you want to submit.
9. When the version is finished running, resubmit it by entering 8 in the field next to your version.

10. On PC Download Processing Options, complete the following fields to include in the PC download:

- Include Headings
- Include Column Headings
- Include Totals
- Include Text Lines
- Include Underlines
- Include Blanks
- Include Key Values

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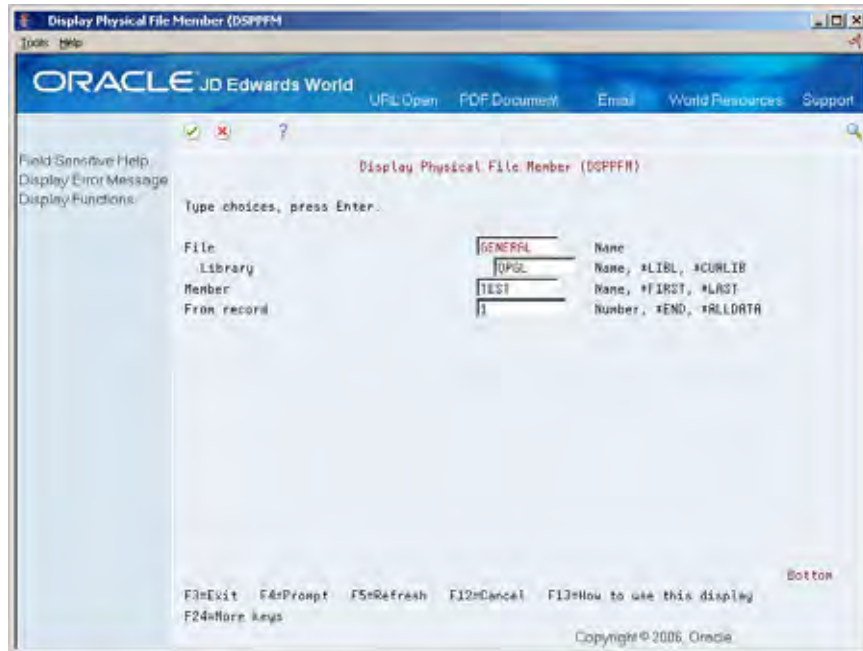
**Note:** To omit headings from being downloaded to your spreadsheet, suppress all of the PC download processing options.

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Field	Explanation
Include Headings in PC Download	Determines which report headings are included in the PC download. Values are:
	Y Include all heading report lines. 1 Include only the heading report lines from the first page.
Include Column Headings in PC Download	Determines which column headings are included in the PC download. Values are:
	Y Include all column heading lines. 1 Include only the column heading lines from the first page.

Field	Explanation
Include Totals in PC Download	Determines which report totals are included in the PC download. Values are:
	<p>Y Include report totals. These totals are the level break totals in column-only reports and the calculated rows in row reports.</p> <p>N Do not include report totals.</p>
Include Text Lines in PC Download	Determines which text lines are included in the PC download. Values are:
	<p>Y Include text report lines.</p> <p>N Do not include text report lines.</p>
Include Underlines in PC Download	Values are:
	<p>Y Include underlines from reports in the PC download.</p> <p>N Do not include underlines.</p>
Include Blanks in PC Download	Values are:
	<p>Y Include blank report lines from reports in the PC download.</p> <p>N Do not include blank report lines.</p>
Include Key Values in PC Download	Values are:
	<p>Y Include key values from the keys defined on General Specifications in the additional columns of the PC download.</p> <p>N Do not include key values.</p>

- 11.** Press Enter to reformat the version that was processed and save it in an EBCDIC format to the disk file F8309.



12. You should have the file to be converted to ASCII at this point. You can view this file by entering the following commands on the AS/400 command line:
  - From the Command Line: DSPPFM (F4)
  - File: FASTR Form ID (e.g., General)
  - Library: QGPL, or library specified in Override Default Information
  - Member: Version Name (e.g., xjde0001)
13. Press Enter.

---

**Note:** If the file is there and resembles the version that you submitted, proceed to the next steps; otherwise, return to Step 1. You are ready to use the PC support product to create the transfer.

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## Transferring the Data via your PC Support Product

1. Access your PC support product. The following instructions are for IBM Client Access on a Windows NT 4.0 platform.
2. Double click on the selection Data Transfer from AS/400.
3. AS/400 System Name: Type your system name (e.g., JDEG1)
4. File Name: Click on Browse and select -
5. Library/Form Name/(Version Name) e.g., QGPL/TEACHER(XJDE0001)
6. PC Output Device: File
7. Select the subdirectory and file name with a .prn extension where you want this file to reside on your PC.
8. Click Transfer Data From AS/400.

9. A window appears with the message: Receive completed successfully.

### Excel Instructions

1. Once in Excel, click the File/Open button.
2. Find your file with the .prn extension in the subdirectory and open it.
3. In the Text Import Wizard Step 1 of 3 window, select the following settings:  
Delimited  
File Origin = DOS or OS/2 (PC-8)
4. Click Next.
5. In the Text Import Wizard Step 2 of 3 window, select the following options:  
For Delimiters, select comma only  
Text Qualifier: ""
6. Click Next
7. In the Text Import Wizard step 3 of 3 window, select the following options:  
Column Data Format: General
8. Click Finish.
9. Organize the data as needed.

### See Also

- *Appendix B - PC Download for Lotus and Excel*

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# Create FASTR-Generated Journal Entries

## Creating FASTR-Generated Journal Entries

You can create a version that generates journal entries. You can then post the journal entries to the general ledger using the General Accounting system. You might generate journal entries:

- For budgeting
- To re-evaluate assets
- To retire tax ledgers

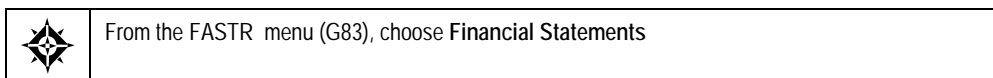
You can run the version in proof or final mode. When you run the version in proof mode, the system creates a report and, if applicable, creates error messages, such as “invalid account.” When you run the version in final mode, the system creates a report that includes page, document, and batch numbers and creates the F0911 records. Use the batch number to review and post the journal entries.

You can create FASTR-generated journal entries for versions with column specifications only. You cannot generate journal entries for versions in which you define row or cell specifications.

Creating FASTR-generated journal entries consists of:

- [Defining Accounts and Ledgers for Journal Entries](#)
- [Entering Journal Entry Specifications](#)

## Defining Accounts and Ledgers for Journal Entries



For each column in the version for which you want to create journal entries, you must specify:

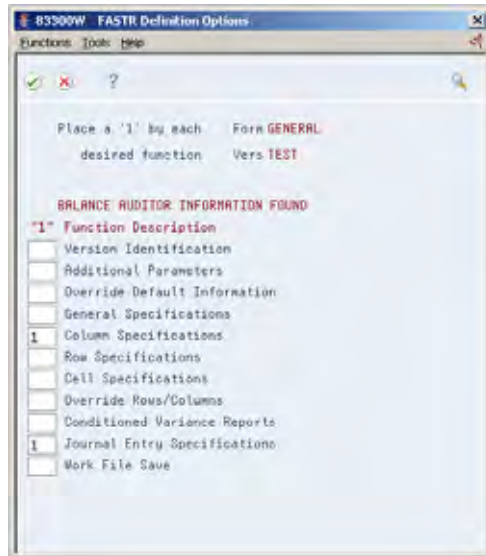
- Which accounts the system uses to create the journal entries
- To which ledgers the system posts those journal entries

### To define accounts and ledgers for journal entries

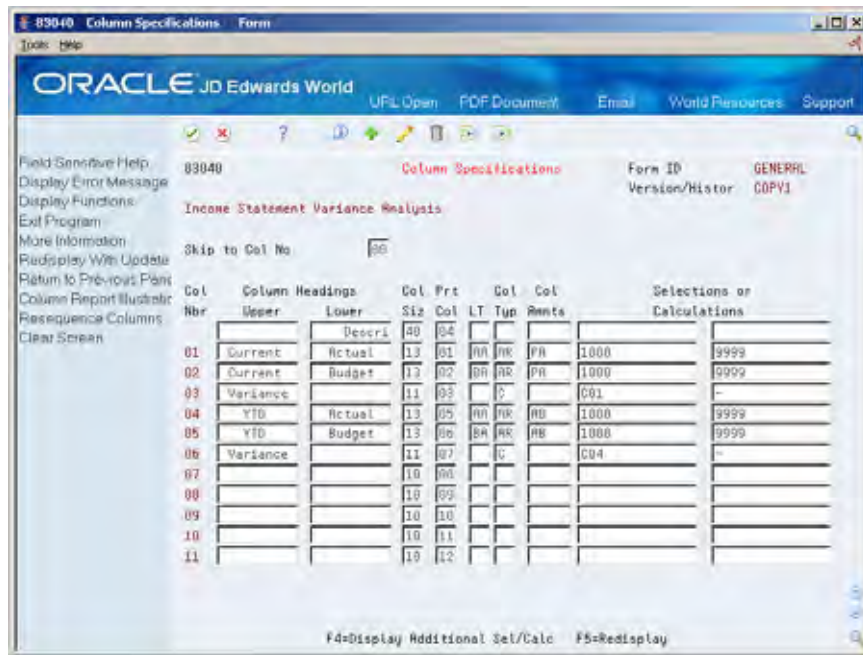
On Financial Statements

1. Access FASTR Definition Options.

- On FASTR Definition Options, choose Column Specifications, Journal Entry Specifications, and any other functions you need to create the version.



- On Column Report Illustration, choose Column Specifications.



- On Column Specifications, choose the columns for which you want to create journal entries.
- Choose Display Additional Selections/Calculations to access the detail area.
- Access the column for which you want to create journal entries.



7. Complete the following fields:
  - Journal Entry Units Column
  - Journal Entry Ledger Type
8. Complete the following fields under Report Result:
  - Journal Entry Account
  - Journal Entry Business Unit
  - Journal Entry Subledger
  - Journal Entry Subledger Type
9. Complete the following fields under Journal Entry Offset:
  - Journal Entry Account
  - Journal Entry Business Unit
  - Journal Entry Subledger
  - Journal Entry Subledger Type

---

**Note:** Do not press Enter if you want to create journal entries for other columns.

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10. Repeat steps 6 through 9 for each column for which you want to create journal entries.
11. Press Enter.
12. Revise the information on each screen you selected until Journal Entry Specifications appears.

Field	Explanation
J.E. Units Column	The presence of this field indicates that units are to be included in the journal entries generated by the report. It designates the column that contains the units for the entries.
J.E. Ledger Type	A code that identifies the ledger type that the system will assign to journal entries created from a specific column, e.g. AA, BA. It is not possible to specify a units ledger here. When posting to the units ledger you must specify the associated amounts ledger (AA,BA). Because the units field is populated, the Post General Journal (P09800) will automatically update the units ledger (AU,BU) with the appropriate amounts.
Report Result Account	<p>The account number (OBJ.SUB) to which the amounts defined in the column will post.</p> <p>An asterisk (*) in the left-most position of this field indicates that the account number should be taken from the worktable record.</p> <p>If you enter an object account that does not have a subsidiary, type a period (.) after the object account.</p> <p>If you are using Flex Format object accounts, you must precede the object account with additional spaces, e.g. if the object account field is defined as six positions, you need to input _ _ 8399. If error 0355 is returned, it usually indicates that Flex Format is being used.</p> <p>To determine if Flex Format is in use, go to menu G094111 and choose Flex Format - BU.Obj.Sub (P0907). If the LEN field for Object is defined with anything other than a value of 4, Flex Format is in use and preceding spaces will be necessary.</p>
Report Result Business Unit	<p>Specifies the business unit to which the amounts in the column will post.</p> <ul style="list-style-type: none"> <li>▪ Enter an * in the first character of the field to post column amounts to their respective business units. This is the default value. If you are generating a report for two or more business units, then account balances will be pulled for all business units that contain the report result account.</li> <li>▪ Enter an *S in the first two characters of the field to indicate that the subsequent business unit number is being used for the current business unit.</li> <li>▪ If a single business unit is entered, all accounts will post to this business unit.</li> <li>▪ General Specifications must sequence the report by business unit if the report is to post to respective business units.</li> </ul>

Field	Explanation
Report Result Subledger	<p>Specifies the subledger to which column amounts will post.</p> <p>If subledgers are not involved, leave this field blank to default in an asterisk (*), or, if subledgers are involved, specify an asterisk to post column amounts to their respective subledger. If you want the field to populate a specific subledger, enter that subledger number in this field.</p> <p>The report must be sequenced by subledger in the General Specifications in order to post to the respective subledgers defined in the report.</p>
Report Result Subledger Type	<p>A code used to validate the use of a journal entry offset subledger.</p> <p>Specify a single subledger type, e.g. C for business unit or A for address book</p> <p>If subledgers are not involved, leave this field blank to default in an asterisk (*), or, if subledgers are involved, specify an asterisk to post column amounts to their respective subledger.</p>
J.E. Offset Fields	<p>These fields differ from the report result information in that they define the offset account information. The offset is the entry made to a journal entry to make it balance (net to zero). Each of the four fields use the same field definitions outlined for the Report Results section.</p>

## What you Should Know About

<b>Subledgers and offsets</b>	If you want to create journal entries with subledgers, but the offsets without subledgers, then use *BLANK in the JE Offset Subledger field along with a valid subledger type.
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## Entering Journal Entry Specifications

After you specify the accounts and ledgers that you want the system to use when creating FASTR-generated journal entries, you enter journal entry specifications to determine whether to run the report in proof or final mode. Proof mode creates a report that verifies whether the accounts you specified are valid. Final mode creates the journal entries in the Account Ledger table (F0911). In addition, you enter journal entry specifications to determine:

- The G/L date for the journal entries
- Whether the journal entries are reversing
- The document type for the journal entries
- A description of the journal entries

## To enter journal entry specifications

Journal Entry Specifications appears after you have completed all other screens that correspond to the functions you chose on FASTR Definition Options.

### On Journal Entry Specifications

Complete the following fields:

Mark Journal Entries as Reversing

Document Type

Field	Explanation
Create Journal Entries	Specifies whether to process the report in proof or final mode. Values are: <ul style="list-style-type: none"> <li>P Proof. Edits the journal entries and prints any error messages. Does not create the journal entries.</li> <li>F Final. Creates the journal entries and prints the batch number and document number on a report. Journal Entries will be created in the F0911.</li> </ul>
G/L Date	Determines the date used for the journal entry. If you leave this field blank, the date specified in the current period field in the override default information will be used. If the value in the current period field is also blank, the last day of the period entered in financial reporting date for the company, specified in the FASTR general specifications, is used. If company is not in the general specifications, or if multiple companies are selected (for consolidation), the last date of the current period for company 00000 in company numbers and names is used

<b>Field</b>	<b>Explanation</b>
Mark Journal Entries as Reversing	<p>Determines whether reversing journal entries are created. When used, this creates a reversing journal entry for the first day of the next period. Values are:</p> <p>R     Journal entries are reversing</p> <p>Blank Journal entries are not reversing</p>
Document Type	<p>A user defined code (system 00/type DT) that identifies the origin and purpose of the transaction.</p> <p>JD Edwards World reserves several prefixes for document types, such as vouchers, invoices, receipts, and timesheets. The reserved document type prefixes for codes are:</p> <p>P     Accounts payable documents</p> <p>R     Accounts receivable documents</p> <p>T     Payroll documents</p> <p>I     Inventory documents</p> <p>O     Order processing documents</p> <p>J     General ledger/joint interest billing documents</p> <p>The system creates offsetting entries as appropriate for these document types when you post batches.</p>
JE Description	<p>An optional user defined description may be entered in this field, which will update the explanation field (GLEXA) of the journal entry. The FASTR form ID and version appear in the explanation 2 field (GLEXR).</p>

Once the FASTR is submitted with the Journal Entries Creation in Final Mode, a report will be generated listing the Document Number and Batch Number of the Journal Entry. The entry can then be viewed using the Journal Entry program (P09101) and then can be posted to the General Ledger.

## What You Should Know About

**Document types**     JD Edwards World recommends that you use a specific user-defined document type, such as FS, that you reserve for FASTR-generated journal entries. This helps you verify that the entries were created using the FASTR system.



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# Create Conditioned Variance Versions

## Creating Conditioned Variance Versions



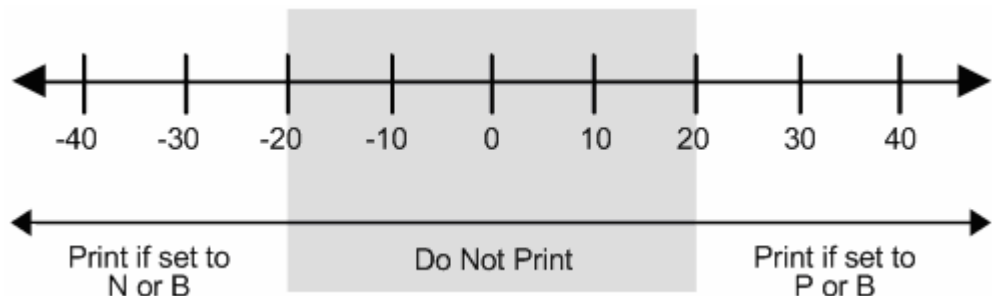
From the FASTR menu (G83), choose Financial Statements

You can create conditioned variance versions using FASTR. That is, you can define one column in a version that includes:

- Only positive values above a specified amount or percent
- Only negative values below a specified amount or percent
- Both positive and negative values above and below a specified amount or percent

The specified amount or percent is called a tolerance limit.

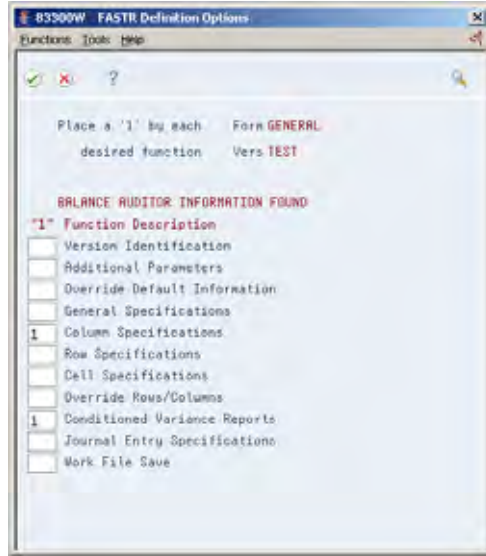
The following illustrates which numbers will print when you specify positive, negative, or both variances.



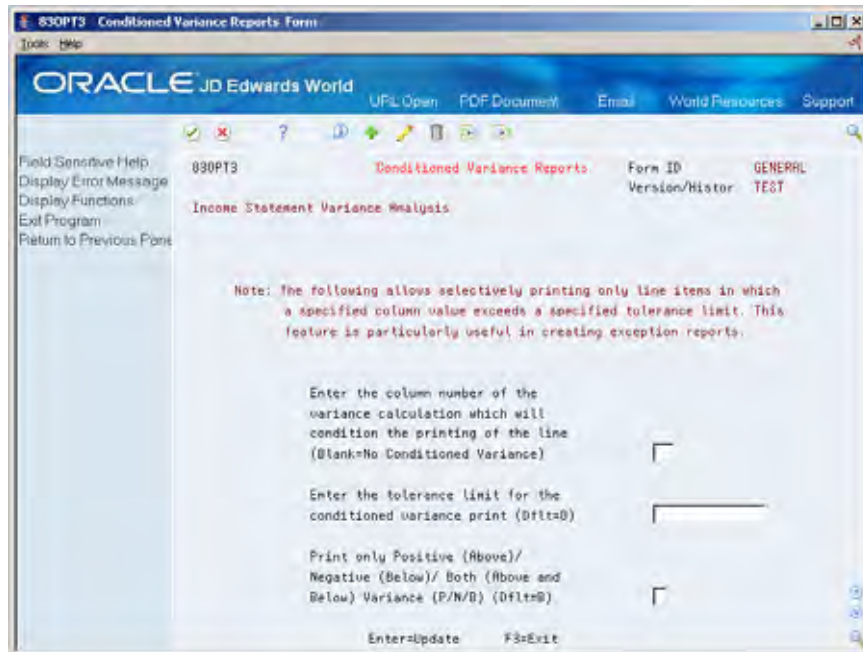
### To create a conditioned variance version

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Column Specifications, Conditioned Variance Reports, and any other functions you need to create the version.



3. Complete each screen until Column Specifications appears.
4. On Column Specifications, identify the column number for which you want to specify a tolerance limit.
5. Revise any information on Column Specifications.
6. Press Enter until Conditioned Variance Reports appears.



7. On Conditioned Variance Reports, complete the following fields:
  - Column Number
  - Conditioned Variance Tolerance
  - Print Only Positive/Negative/Both



8. Revise the information on each screen until the versions list on Financial Statements appears.
9. On the versions list on Financial Statements, run the revised version.

Field	Explanation
Column Number	<p>Identifies the column on your screen in which the percentages or amounts are compared to the tolerance limit. For example, if column 02 contains the calculated budget amounts, you enter the column number (not the print number), such as 02 for C02.</p> <p>A blank denotes no conditioned variance. This is the default value.</p>
Cond. Var. Tolerance	<p>Determines the tolerance allowed before a conditioned variance report includes a row. The amount of each value in a column is tested against this value to determine which rows print. Choose the appropriate method:</p> <ul style="list-style-type: none"> <li>▪ Percentage, for example, enter 20 for 20%</li> <li>▪ Currency amount, for example, enter 1000 for currency amount</li> </ul> <p>The default value is zero.</p>
Print only Positive (Above)/ Negative (Below)/ Both (Above and Below) Variance (P/N/B) (Dflt=B)	<p>The mathematical sign that determines whether a row is included in a conditioned variance report. Values are:</p> <p>P    Print only rows with a positive variance (larger than the tolerance).</p> <p>N    Print only rows with a negative variance (smaller than the tolerance).</p> <p>B    Print rows with both a positive and negative variance beyond the tolerance. This is the default value.</p>



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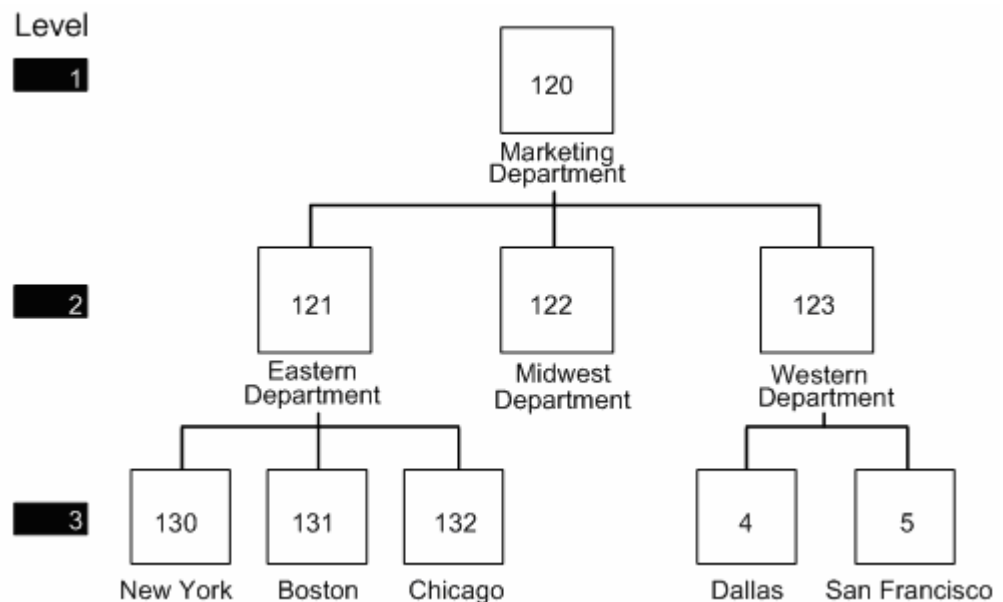
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# Work with Organizational Report Structures

## Working with Organizational Report Structures

You use organizational report structures to create multi-tiered, tree-like structure relationships between business units using existing business units from other JD Edwards World software systems.

To do this, you create parent/child relationships between business units, as in the following example. A parent comprises the children. For example, the Marketing Department parent comprises the Eastern, Midwest, and Western children. Likewise, the Western Department parent comprises the Dallas and San Francisco children.



Rollup reporting is a type of report format in which all levels of a company or organization are assigned a report level. Typically, the broadest level of a company is assigned the lowest reporting level.

In the previous example, marketing is assigned a level 1, while each city branch is assigned a level 3.

You can create an organizational hierarchy for rollup reporting. For example, in an organizational hierarchy, all departments are children of a region, and all regions are children of a corporation.

The organizational report structure presents a hierarchy of your business units without:

- Using additional category codes
- Adhering to naming conventions for business units that are restrictive and required for the Business Unit Level of Detail function currently used by FASTR

The following summarizes the report pages that the system generates when you assign a relative level to the organizational hierarchy in the previous example.

Page Number	Description
1	Balance for Business Unit 130
2	Balance for Business Unit 131
3	Balance for Business Unit 132
4	Consolidation for Business Unit 121 (includes Business Units 130, 131, 132 and 121)
5	Balance for Business Unit 4
6	Balance for Business Unit 5
7	Consolidation for Business Unit 123 (includes Business Units 4, 5 and 123)
8	Balance for Business Unit 122
9	Consolidation for all descendants of Business Unit 120 (includes balances for Business Units 130, 131, 132, 4, 5, 121, 122, 123 and 120)

A business unit might be at one level for reporting in a geographic structure and another level in an organizational structure.

You create reporting structures that meet your business reporting needs. For example, you can create the following:

- Organizational structures (ORG)
- Financial structures (FIN)
- Geographic structures (GEO)

Working with organizational report structures consists of:


- [Creating Organizational Report Structures](#)
- [Reviewing Organizational Report Structures](#)
- [Printing Versions with Organizational Report Structures](#)

## What You Should Know About

### Balance auditor

Organizational report structures cannot be used with the balance auditor.

## Creating Organizational Report Structures

	<p>From General Accounting (G09), enter 24</p> <p>From Organization &amp; Account Setup (G09411), choose <b>Advanced Organization Setup</b></p> <p>From Advanced Organization Setup (G094111), choose <b>Structure Revisions</b></p>
---	--

You create an organizational report structure so that you can combine business units for reporting needs.

You can create structure types that are specific to your organization. A structure type is a user defined code. You create structure types on User Defined Code Tables (00/TS).

You must set up the business unit structure for each structure type. You enter children for parents or parents for children. A parent comprises the children. For example, an Eastern Department parent comprises the New York, Boston, and Chicago children.

Any designated parent business unit in the structure must have a complete chart of accounts associated with it. You can set up a total of 25 levels of parent/child associations.

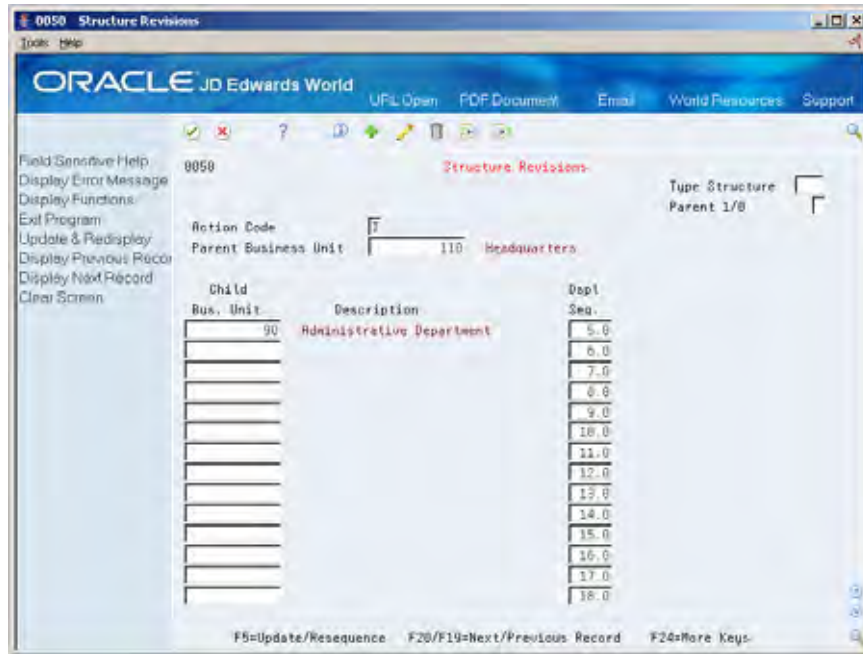
You can add or change structures at any time.

### Before You Begin

- Add valid structure type codes to the user defined codes. These codes must be three characters in length and are defined in the user defined codes list (00/TS).

## To create an organizational report structure

### On Structure Revisions




1. Complete the following field:
  - Parent Business Unit

---

**Note:** If the parent business unit does not exist, create one using the Add action.

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2. Complete the following fields:
  - Type Structure
  - Child Business Unit
  - Display Sequence
3. Repeat the previous steps by locating a child business unit, which becomes the parent business unit, and adding child business units to it.

## Reviewing Organizational Report Structures

	<p>From General Accounting (G09), enter 24          From Organization &amp; Account Setup (G09411), choose <b>Advanced Organization Setup</b>          From Advanced Organization Setup (G094111), choose <b>Structure Inquiry</b></p>
---	--

When you review an organizational report structure, you can see an entire report structure at the same time.

## To review an organizational report structure

### On Structure Inquiry



Complete the following fields:

- Type Structure
- Mode
- Parent Business Unit

## Printing Versions with Organizational Report Structures



From the FASTR menu (G83), choose Financial Statements

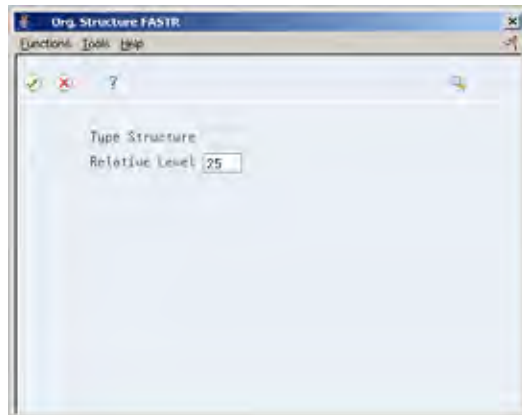
### To print a report with an organizational report structure

#### On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select General Specifications.
3. In the Business Unit row on General Specifications, enter 1 in the following field:
  - Sequence number
4. Enter OS in the following field:
  - Relationship

5. Enter a parent business unit in the following field:

- Selection Value



6. Press Enter to access Organizational Structure FASTR.

7. On Organizational Structure FASTR, complete the following fields:

- Type structure
- Relative level

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**Note:** The relative level is the lowest level of reports that you generate.

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# Understand Special Arithmetic Operands

## About Special Arithmetic Operands

You use special arithmetic operands to minimize the number of calculations on your report. Special arithmetic operands for column, row, and cell calculations include:

- A (Average)
- < (Store smaller number)
- > (Store larger number)
- Z (Store last non-zero number)

To understand special arithmetic operands, you must understand the following concepts:

- Averaging
- High/low
- Zero

## About Averaging

You can calculate the average of consecutive columns, rows, or cells.

For example, if you want column 7 to show the average of the amounts in columns 1 through 6, you use the A operand and enter the following:

Col Nmbr	Column Headings		Col Siz	Prt Col	LT	Col Typ	Col Amnts	Selections or Calculations
	Upper	Lower						
07			10	08		C		C1 A C6

This gives the same result as the following column definition:

Col Nmbr	Column Headings		Col Siz	Prt Col	LT	Col Typ	Col Amnts	Selections or Calculations
	Upper	Lower						
07			10	08		C		C1 S C6 / 6

When you use the A operand in cell calculations, all cells must be in the same row or in the same column.

For example, R2C2 A R5C2 calculates the average of the consecutive cells included in column 2, as follows:

R1C1	R1C2	R1C3	R1C4
R2C1	R2C2	R2C3	R2C4
R3C1	R3C2	R3C3	R3C4
R4C1	R4C2	R4C3	R4C4
R5C1	R5C2	R5C3	R5C4
R6C1	R6C2	R6C3	R6C4

FASTR averages these cells in column 2

R3C1 A R3C4 calculates the average of the consecutive cells included in row 3, as follows:

R1C1	R1C2	R1C3	R1C4
R2C1	R2C2	R2C3	R2C4
R3C1	R3C2	R3C3	R3C4
R4C1	R4C2	R4C3	R4C4

FASTR averages these cells in row 3

### About High/Low

If you implement the greater than symbol (>), the system stores the highest number found in that column, row, or cell. If you implement the less than symbol (<), the system stores the lowest number in that column, row, or cell. The columns, rows, or cells do not need to be consecutive.

For example, if you want column 5 to contain the smallest number found in columns 1, 2, and 4, enter it as follows:

Col Nbr	Column Headings Upper Lower	Col Siz	Prt Col	LT	Col Typ	Col Amnts	Selections or Calculations
05		10	08		C		C1 < C2 < C4 <

FASTR compares the amount in column 1 with the amount in column 2 and selects the smaller number. It then compares the smaller of these numbers with the amount in column 4 and prints the smaller number in column 5.

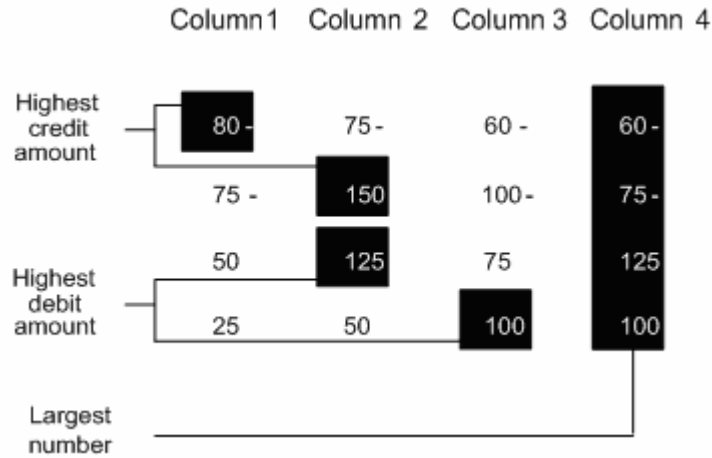
The following example illustrates this.

	Column 1	Column 2	Column 4	Column 5
	50	125	75	50
	50	25	100	25
	85	90	35	35

Smallest number

When using the < and > operands, be careful with credit amounts. Even though 100.00 - is a higher credit amount than 50.00 -, it is a smaller number.

In the following example, column 4 contains the largest number found in columns 1, 2, and 3 ( $C1 > C2 > C3$ ). The first two rows show revenues (credit amounts), and the last two rows show expenses (debit amounts).



This example illustrates that the largest number for a debit account is the highest amount for that account. However, the largest number for a credit account is not the highest amount for the credit account. The smallest number for a credit account is the highest amount. Therefore, to find the highest amount for a debit account, you use the  $>$  operand, but to find the highest amount for a credit account, you use the  $<$  operand.

The following illustrates how the system locates the absolute value of a column using the greater than ( $>$ ) operator.

Column 1 Account Range (AR)	Column 2 C01*-1 (C)	Column 3 C01>C02 (C)
75-	75	75
100	100-	100
50	50-	50
25-	25	25
60-	60	60

## About Zero

You can store the last non-zero number to avoid unrealistic results when you have division calculations that use zero as a divisor.

For example, assume the columns in the following example are from a budget variance report. Column 1 shows budget amounts. Column 2 shows actual amounts. Column 3 shows how much budget varies from actual. Column 4 shows by what percent budget varies from actual.

Column1 Budget	Column2 Actual	Column3 Variance (C1- C2)	Column4 % Variance (C3C / * 100 )
100	50	50	50%
100	25	75	75%
25	100	75-	-300%
100	0	100	100%
0	0	0	0%
0	25	25-	0%

Result of dividing -25 by zero

All rows in column 4 show realistic percentages except the last row. The last row shows 0% variance even though the budget amount is zero and the actual amount is 25. This is because FASTR divides the amount in column 3, which is 25, by zero, the amount in column 1. FASTR always gives zero as the result of dividing a number by zero, even though you cannot divide by zero.

The Z operand provides a solution to this problem. The Z operand stores the last non-zero number found in a pair of columns. If no non-zero numbers are found, the system stores zero. In the previous example, you can define a non-printing column that stores the last non-zero number found when reading column 2 and then column 1, as follows:

Col Nbr	Column Headings Upper   Lower	Col Siz	Prt Col	LT	Col Typ	Col Amnts	Selections or Calculations
03			NP		C		C2 Z C1

The non-printing column is used as the divisor for the percent variance calculation. The following example shows the results. Column 3 is the non-printing column and the last column calculates percent variance using column 3 as the divisor.

	Column 1 Budget	Column 2 Actual	Column 3 Non-print (C2 Z C1)	Column 4 % Variance (C1 - C2)	Column 5 % Variance (C4 / C3 * 100)
	100	50	100	50	50%
	100	25	100	75	75%
	25	100	25	75	-300%
	100	0	100	100	100%
Stores last non-zero number	0	0	0	0	0%
found reading column 2 and then column 1	0	25	25	25-	-100%

The percent variance for all rows is the same as in the first example, except for the last row. Because column 3 stored 25 as the last nonzero number in that row, 25 became the divisor in the percent variance calculation, not 0. The result is -100% instead of zero for the percent variance in that row.



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# Save and Manage a Workfile

## Saving and Managing a Workfile



From the FASTR menu (G83), choose Financial Statements

You save and manage a workfile to:

- Save the data for a report
- Manage data that is generated by another report

If you are satisfied that your data is set up correctly, you can use it for multiple reports, which saves significant processing time.

When you save a workfile, the system:

- Stores workfile values in the DREAM Writer Master Parameter table (F98301)
- Assigns the member to which you save your data in the F83WORK table
- Creates reports that use 52-period accounting on Override Default Information in the F83WORKB table

Saving and managing a workfile consists of:

- Saving a workfile
- Managing a workfile for input
- Deleting expired workfiles

## What You Should Know About

### Member names

Whenever you work with a workfile, you must supply a member name. This name must be a valid IBM name for the member that you create or the member that you use in the report that you define. A member is used to store information, like a drawer in a filing cabinet. You can save the workfile with or without producing a report. You can use existing workfile data in subsequent reports.

### Expiration dates

You must enter an expiration date when you save a workfile. If the balance auditor and PC download files are saved for an extended period of time, you may compromise the space available on the system.

### Missing reports

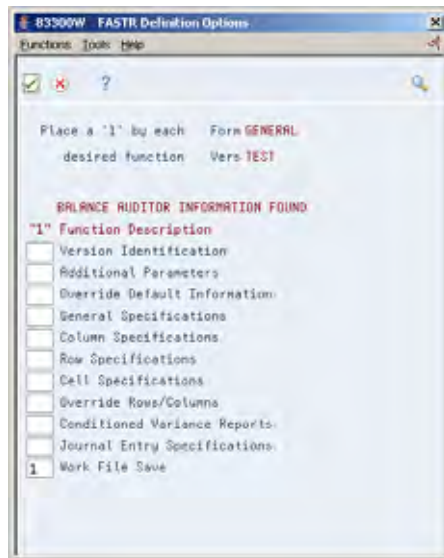
If a report does not print, check Work File Save Parameters to determine if the report is designated as Output only.

**Checking entries for accuracy**

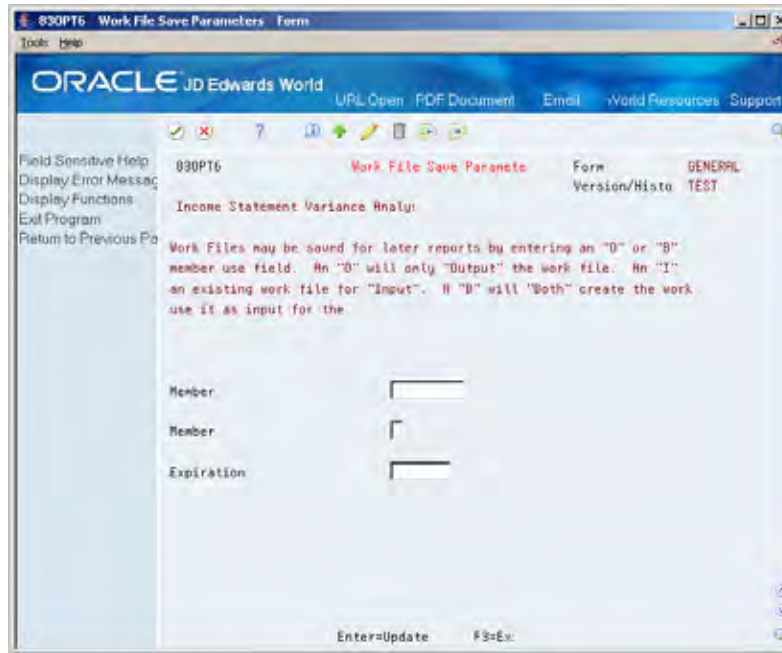
Check your entries on Work File Save Parameters for accuracy. The screen does not redisplay when the system processes the report.

**To save a workfile**

You create a workfile to consolidate information. After you save the workfile, multiple versions can use the information.

**On Financial Statements****1. Access FASTR Definition Options.****2. On FASTR Definition Options, select Work File Save.**





3. On Work File Save Parameters, complete the following fields:
  - Member name
  - Expiration date
4. Enter O or B in the following field:
  - Member use

Field	Explanation
Expiration Date	This is the last day on which the data in the workfile is valid. The first FASTR version run after this date will delete this workfile. An expiration date is required for member use O or B, but is not used for member use I.
Member Use	The code that specifies how data is used. Values are: <ul style="list-style-type: none"> <li>I Input. Use the data in the member named as input for the report.</li> <li>O Output only. Create the workfile and save it, but do not generate a report.</li> <li>B Both input and output. Create the workfile and produce a report.</li> </ul> <p><b>Note:</b> There is no default code.</p>

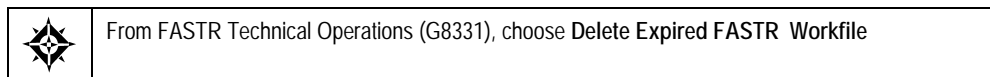
## To manage a workfile for input

After you save a workfile, you manage that workfile to process your reports. As a result, you do not have to rebuild a workfile. Managing a workfile for input improves processing time of your reports because you are using an existing workfile.

### On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Work File Save.
3. On Work File Save Parameters, complete the following field:
  - Member Name
4. Enter I in the following field:
  - Member Use

## To delete an expired workfile



You can set up a DREAM Writer program to read all expiration dates that are assigned to your workfiles and to delete any that are before the system date. For example, if your workfile has an expiration date in May and the current month is June of the same year, the DREAM Writer program deletes that workfile.

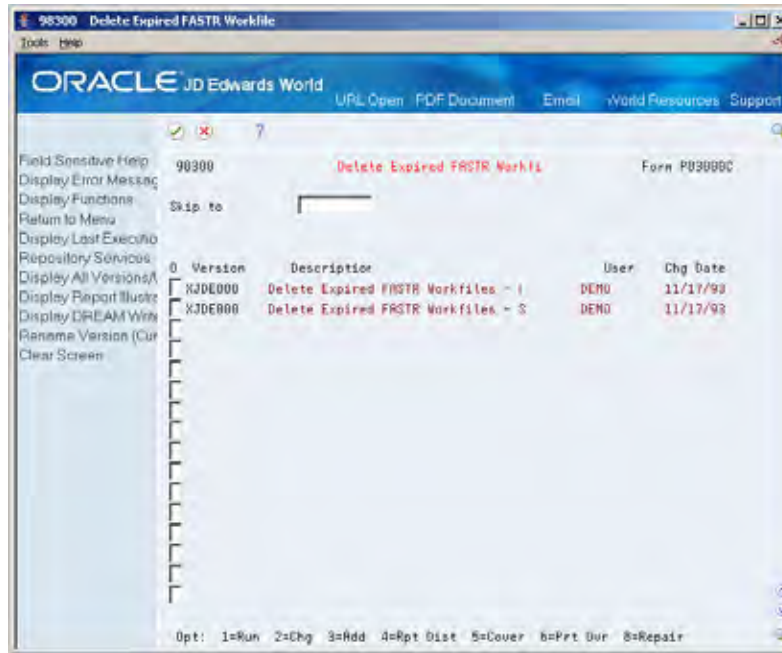
The Work File Save program contains the following DEMO versions:

A version to delete expired workfiles for all forms

A version to delete expired workfiles for selected forms

To delete expired workfiles for all forms, run the appropriate DEMO version. To delete expired workfiles for selected forms, copy the appropriate DEMO version and specify the program and versions on Data Selections.

### On Delete Expired FASTR Workfile



1. Enter 3 next to the DREAM Writer version that you want to copy.
2. Press Enter until you access Data Selection.



3. On Data Selection, enter the form identification in the following field:
  - Program ID

4. Complete the following field:
  - Version
5. Press Enter until you access Delete Expired FASTR Workfile.
6. Enter 1 next to the DREAM Writer version that you want to run.

## Changing the Number of days to Save a Workfile

The software is initially set up to save Balance Auditor and PC Download files for two days. All Balance and PC download files that are greater than two days are deleted. These spool files can be maintained longer than two days by changing the appropriate data area.

### To View the Number of Days



From FASTR Technical Operations (G8331), Enter DSPDTAARA and press F4

### On Display Data Area



1. Enter DTA83BA in the following field:
  - Data area
2. Press Enter to display the information.



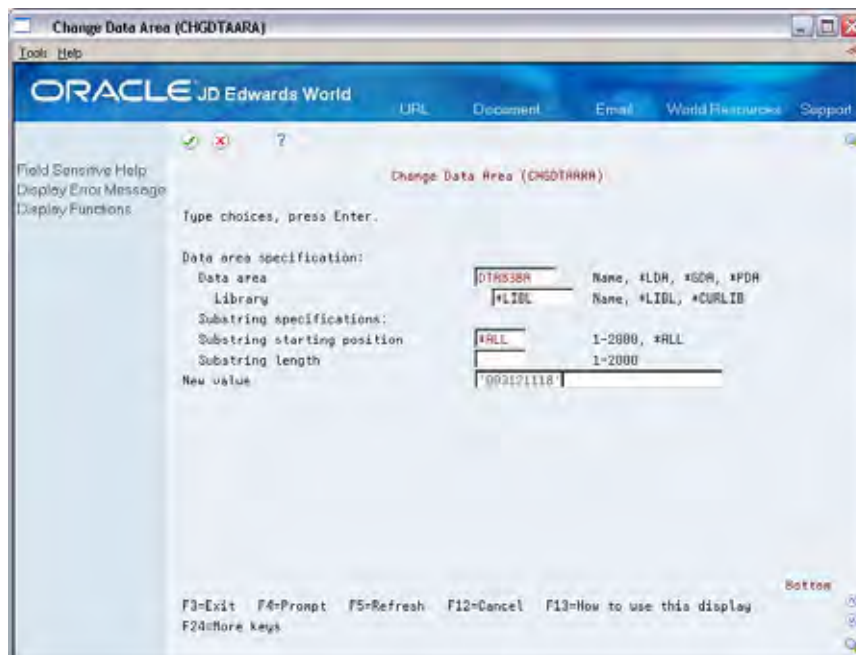
**Note:** The date format will be displayed as 'xxxxyyyyyy', where xxx equals the number of days to save the file and yyyyyy is the current date.

## To Change the Number of Days



From FASTR Technical Operations (G8331), Enter CHGDTAARA and press F4

## On Display Data Area



1. Enter DTA83BA in the following field:

- Data area

2. Enter the days and date in the following field:

- New value

Enter the days and date using the format 'xxxyyyyy', where xxx equals the number of days to save the file and yyyy equals the current date.

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**Note:** Be sure to use single quotes around your entry ('xxxyyyyy').

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3. Press Enter.

4. Verify your entry by displaying the Data Area again.

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## **8 FASTR Maintenance Considerations**





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# Overview to FASTR Maintenance Considerations

## About FASTR Maintenance Considerations

FASTR maintenance considerations consists of a variety of tasks that explain how you can save time when working with a version. These considerations include:

- Making your system run more efficiently – You can set up your system to run multiple versions. The system accesses data for all versions at the same time, instead of accessing data for each version separately.
- Enabling you to work more efficiently – You can customize the General Specifications screen to suppress, or hide, all of the fields that you do not use. This saves you time when you search for the fields that you do use.

FASTR maintenance considerations consist of:

- Working with row optimization
- Running multiple versions
- Customizing General Specifications
- Copying parameters
- Working with specifications



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# Work with Row Optimization

## Working with Row Optimization



From the FASTR menu (G83), choose Financial Statements

You can evaluate how efficiently your report runs and make improvements where possible by working with row optimization.

A version can contain the following types of rows:

- Clean
- Irrelevant
- Dirty

Clean rows are rows that are set up properly and run as efficiently as possible. The majority of rows in your version should be clean.

A version usually contains some irrelevant rows, such as calculations. These are rows that must be set up one way only and take the same amount of time to run in all situations.

Your version might contain dirty rows, which are rows that take a long time for the system to process and can be set up to run more efficiently. Your version should not contain any dirty rows. You can eliminate dirty rows by redefining them.

Working with row optimization consists of:

- [Determining Processing Time](#)
- [Decreasing Processing Time](#)

## Determining Processing Time

You can determine processing time by creating a job log. The report from the job log includes the following information:

- The number of dirty rows.
- The number of inclusion tests, that is, how many times the system must read each row. An inclusion test informs you how inefficient a row is. The less efficient the row, the longer it takes for the system to read each row.

If your report takes an extensive amount of time to process, you can improve the processing time by cleaning your report. To do this, you identify which rows are not set up properly and change them so that they run more efficiently.

## Before You Begin

- Ensure that you have the authority to create a job log by consulting your MIS department

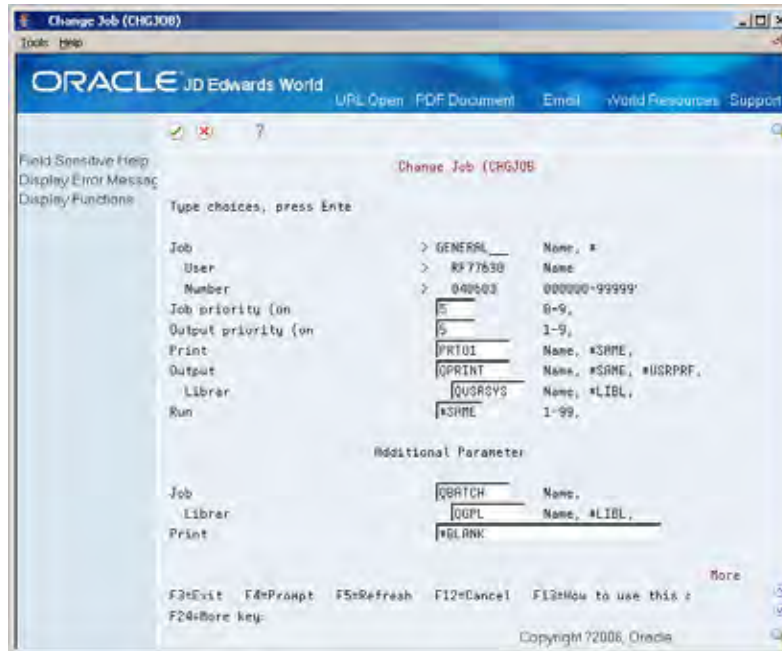
### To determine processing time

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Additional Parameters.
3. On Additional Parameters, enter Y in the following field:
  - Hold on Job Queue
4. Press Enter until you return to Financial Statements.
5. On Financial Statements, choose Run next to your version.
6. Return to the main menu.
7. Enter 33 to access Work with Submitted Jobs.



8. On Work with Submitted Jobs, highlight your version and click Change under the Options tab to access Change Job.



9. On Change Job, page down to the second screen.



10. Enter \*SecLvl in the Text field.

11. Click the \*Yes option for the following:

- Log CL Program Commands

12. Press Enter to return to Work with Submitted Jobs.

13. On Work with Submitted Jobs, highlight your version and click Release to release the job.

## Decreasing Processing Time

You decrease processing time by cleaning the dirty rows in your version. To do this, you view the job log to identify the number of dirty rows in your version. Then, you return to the forms where those rows were originally defined and redefine them so that they run more efficiently.

The following example illustrates a dirty row. It is dirty because multiple ranges are assigned to a single row code.

<u>Row Nbr</u>	<u>Row Heading</u>	<u>Prt Ind</u>	<u>LT</u>	<u>Row Code</u>	<u>Account Ranges or Calculations</u>
002	Sales	Y	*	AR	5005 5080 5100 5140 5150 5155

The following example illustrates clean rows. A single account range is assigned to each row code.

<u>Row Nbr</u>	<u>Row Heading</u>	<u>Prt Ind</u>	<u>LT</u>	<u>Row Code</u>	<u>Account Ranges or Calculations</u>
002	Sales	N	*	AR	5005 5080
003	Sales	N	*	AR	5100 5140
004	Sales	N	*	AR	5150 5155
005	Sales	Y		C	R2 W R5

### Before You Begin

- Create a job log to determine how many dirty rows exist

### To decrease processing time

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select the forms that contain the rows you want to change.
3. As the screens appear, make the appropriate rows more specific.

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# Run Multiple Versions

## Running Multiple Versions



From Computer Assisted Design (G92), Enter 3  
From Menus (G901), choose Revisions

To save time, you can run multiple versions simultaneously. Running multiple versions is more efficient than running the versions separately because, if you are using the Work File Save feature, the system retrieves the data for all of the versions at the same time, rather than one at a time.

Running multiple versions consists of:

- Creating the percent menu
- Adding the percent menu to another menu
- Running the versions

## What You Should Know About

- Running multiple versions** When running multiple versions, each version must have the Mandatory Processing Option field on Additional Parameters set to N. Multiple versions are typically run during off-peak hours. If the processing option is set to Y, the system prompts you for a reply. If no reply is given, the procedure is halted.
- Long reports** If you include too many lengthy reports in the same job, the system requires a substantial amount of time to process them.
- The first menu selection** If you are using the Work File Save feature, you can choose the first of the 24 menu selections on Revisions so that the system saves the workfile. You can have the other FASTR versions use the saved workfile. This decreases processing time and improves performance.
- Alternatively, you can use the Group Jobs feature. However, this is not as efficient as the Work File Save feature.

## To create the percent menu

You create percent (%) menus to list all the versions that you are preparing to run. The system submits only the versions listed on this menu.

### On Revisions

1. Enter a percent sign (%) followed by a descriptive title in the following field:
  - Menu ID
2. Do one of the following:
  - To run a column report, enter J83410 in the following field:
    - Job to Execute
  - To run a row report, enter J83500 in the following field:
    - Job to Execute
3. Enter 2 in the following field:
  - Option Code
4. Enter 1 in the following field:
  - Batch
5. Enter the form ID in the following field:
  - Option Key
6. Complete the following fields:
  - Menu Title
  - Description
  - Highlight



- Version

Field	Explanation
Menu Id	The percent menus are not required to follow the G naming convention but they are required to start with a %, such as %MONTHEND.
Job to Execute	For column only versions, use J83410. For row versions, use J83500.
Batch	<p>This code designates the method of execution, as follows:</p> <p>0 Interactive or Video</p> <p>1 Batch</p> <p>2 Delayed (display a screen to gather information and submit to batch)</p> <p>3 Interactive with return value containing fast path menu instruction</p> <p>If your menu selection is using the DREAM Writer and the DREAM Writer is a report:</p> <ul style="list-style-type: none"> <li>▪ Enter 0 if you are not specifying a DREAM Writer version number. If version number is blank, the DREAM Writer Versions List is displayed. You can then submit a job to batch from this list. In addition, enter 0 if your menu selection is for an online program because online displays cannot be submitted to the batch.</li> <li>▪ Enter 1 if you are specifying a DREAM Writer version number.</li> <li>▪ Enter 2 if your menu selection displays a screen and then submits it to the batch. A 2 displays a submitted-to-batch message.</li> </ul>
Option Key	This field is form ID specific, such as GENERAL, JOB COST, and so on.
Menu Title	A text description of the menu.
Selection	Used to determine the order of menu items and allow them to be selected by this number.
Menu Text	Contains menu titles and menu selection descriptions.
Highlight	<p>Specifies whether the selection number or both the number and description are highlighted when entering menu selections. The selection number is normally set to high intensity when the selection is driven by processing options. The menu level field in user information determines whether the menu selection is highlighted. The field values function as follows:</p> <p>0 Normal intensity</p> <p>1 Selection number high intensity</p> <p>2 Selection number and description high intensity</p>

Field	Explanation
Version	Version identifies a specific set of data selection and sequencing settings for the application. Versions may be named using any combination of alpha and numeric characters. Versions that begin with 'XJDE' or 'ZJDE' are set up by JD Edwards World.

## What You Should Know About

**Menu selections**                      You must complete the menu selection fields on Revisions in sequential order. If you do not complete a field, the program stops running at that particular menu selection.

### To add the percent menu to another menu

After you create a percent menu, you must add it as a selection on any JD Edwards World menu to which you have access, except for other percent menus. For example, you might add %MONTHEND as a selection on the General Accounting Close menu.

On Revisions

1. Enter the menu to which you are adding your percent menu in the following field:
  - Menu ID
2. To designate where you want the percent menu to appear, complete the following field:
  - Selection
3. Enter J81900 in the following field:
  - Job to Execute
4. Enter 2 in the following field:
  - Option Code
5. Enter 1 in the following field:
  - Batch
6. Enter the percent menu name in the following field:
  - Option Key
7. Enter XJDE0001 in the following field:
  - Version
8. Complete the following fields:
  - Description
  - Highlight

## What You Should Know About

**Running more than 24 jobs** JD Edwards World recommends that you do not add more than 24 jobs because this significantly slows processing time. However, if you do need to run more than 24 jobs, you can create a second percent menu and add it as menu selection 24 on the first percent menu that you set up.

### To run the versions

To submit the list of versions on your percent menu for processing, you run the menu selection of the percent menu job. The versions appear as one job on your job queue.

#### On Revisions

1. Access the menu to which you added your percent menu.
2. Complete the following field with the number that you assigned to your percent menu:
  - Selection



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# Customize General Specifications

## Customizing General Specifications



From the FASTR menu (G83), choose Financial Statements

You can customize General Specifications to prevent the system from duplicating fields on the screen.

For example, the General Specifications screen accesses information from the following tables:

- Business Unit Master (F0006)
- Account Master (F0901)
- Account Balances (F0902)
- Address Book Master (F0101)

The Company field appears in the first three tables and, as a result, appears on General Specifications three times. You only need one Company field. To prevent the Company field from appearing three times, you hide the fields in two of the tables.

Customizing General Specifications consists of:

- Customizing General Specification values
- Locating a field name from the table

## What You Should Know About

### Hiding fields

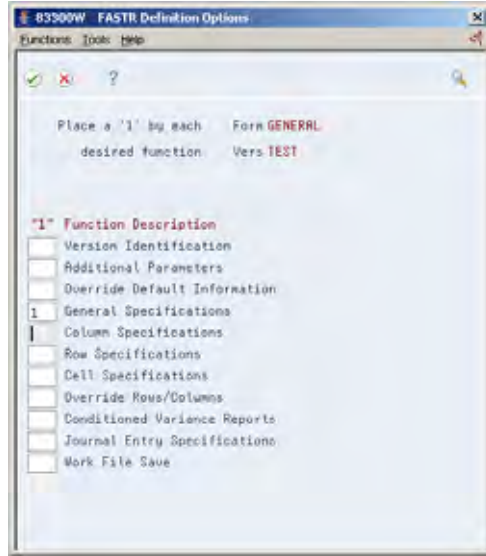
If a field is used in a version and then hidden at a later time, the system creates a joblog report.

### To customize General Specification values

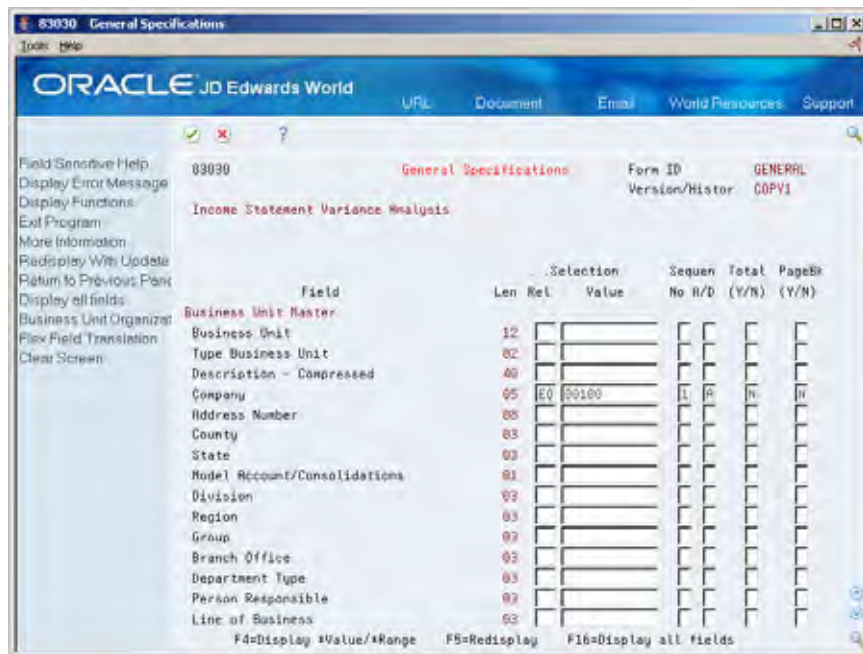
You define which fields to hide in the user defined code list (83/FS). Any fields that appear on Field Suppression - FASTR will not appear on General Specifications.

On Financial Statements

1. Access FASTR Definition Options.



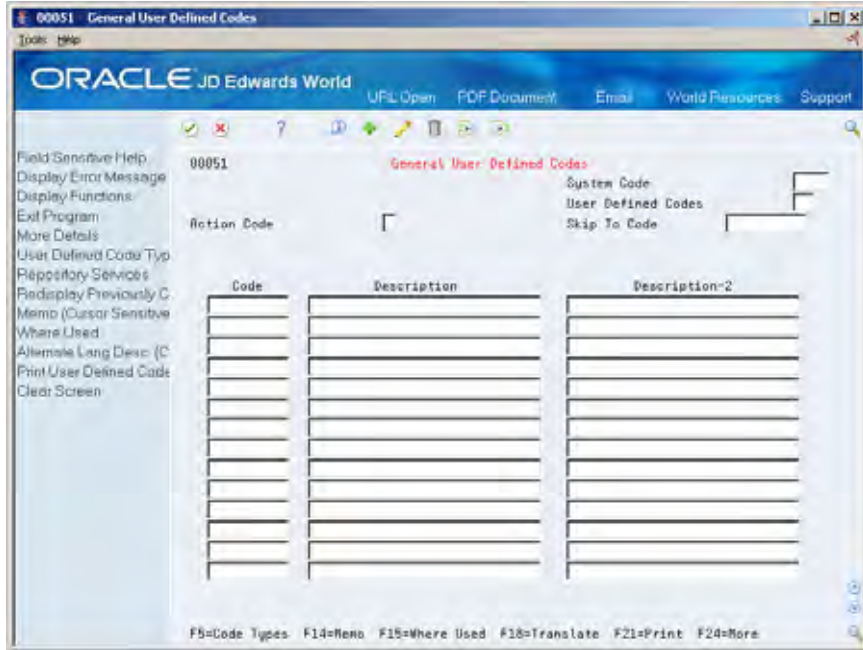
2. On FASTR Definition Options, select General Specifications.



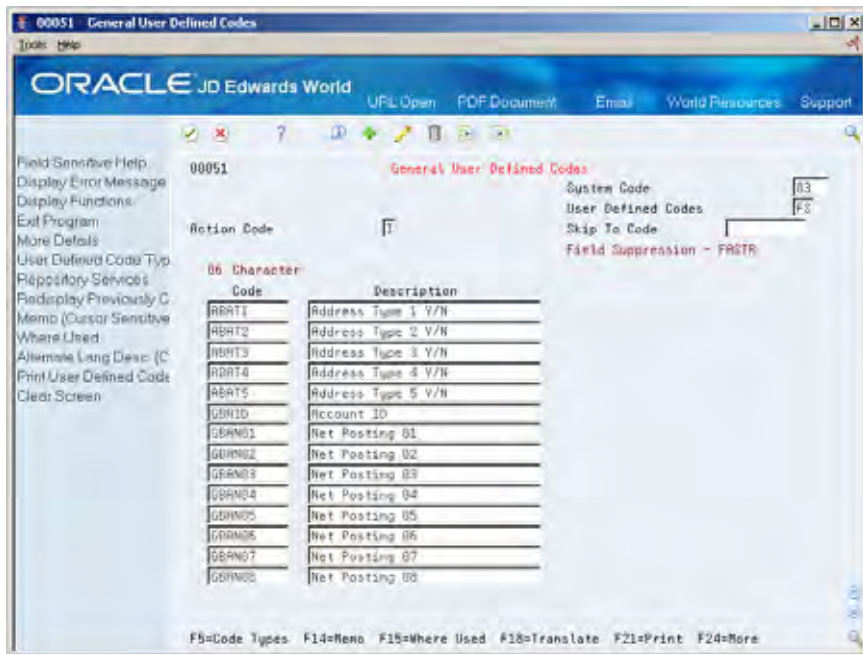
3. On General Specifications, identify the fields that you do not want to display.

4. Return to the FASTR menu.

5. On the FASTR menu, enter UDC on the command line to access General User Defined Codes.



6. On General User Defined Codes, enter 83 in the following field:
  - System Code
7. Enter FS in the following field:
  - User Defined Codes
8. Access the detail by pressing Enter.



9. Delete the information that you do not want to hide or add information that you want to hide in the following fields:

- Code
- Description

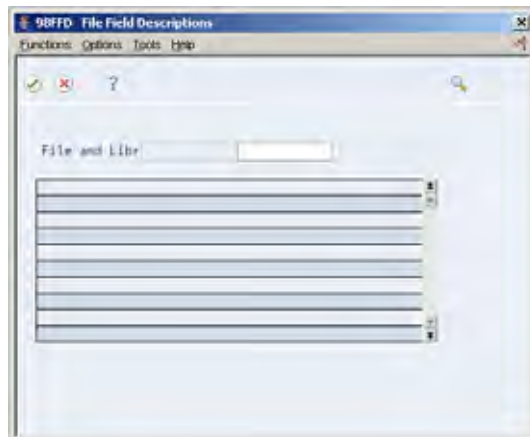
The 6-character code is the field name that is accessed from one of the following tables:

- Address Book
- Account Balances
- Account Master
- Business Unit

### To locate a field name from the table

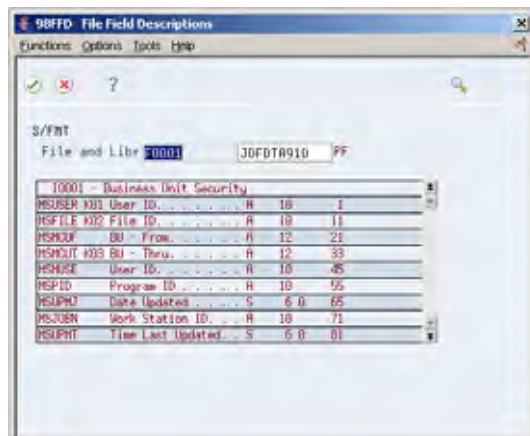
From a command line on any menu

1. Enter 40 to access File Field Descriptions.



2. On File Field Descriptions, complete the following field:

- File





3. Use the scroll keys to locate the field name for which you are searching.

<b>Field</b>	<b>Explanation</b>
User Defined Codes	Identifies the table that contains user defined codes. The table is also referred to as a code type.
Code	This column contains a list of valid codes for a specific user defined code list. The number of characters that a code can contain appears in the column title.
Description	A user defined name or remark. Use this field to describe the customer or class of customers who will use the execution list.



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# Copy Parameters

## Copying Parameters



From FASTR (G83), enter 29  
From Technical Operations (G8331), choose Copy/Move FASTR Parameters

To transfer a version, you copy its parameters from a test environment to a live environment or from one form ID to another. This eliminates the need for you to have to recreate the version manually.

You can copy all parameters for a form ID:

- To a different form ID in the same library
- To the same form ID in a different library
- To a different form ID in a different library

The following example defines how to copy a FASTR form in the same library. You copy a FASTR form when you are using the same report for multiple companies. You are using the same report, but you assign the report different form IDs to differentiate between each of the companies.

```
From Library . . . *LIBL
To Library . . . . *LIBL
From Form ID . . FORM1
To Form ID . . . . FORM2
```

The following example defines how to copy parameters for a form to a different library. You copy the parameters for a form into a different library when you have set up a test environment and decide to transfer it into a live environment.

```
From Library . . . LIBRARY1
To Library . . . . LIBRARY2
From Form ID. . . FORM1
To Form ID. . . . ( blank = Same Form ID)
```

## To copy FASTR parameters

### On Copy/Move FASTR Parameters

1. Complete the following fields:
  - From Library
  - To Library
  - From Form ID
  - To Form ID
  - Add or Replace
2. Complete the following optional fields:
  - Version Range Start
  - Version Range End

Field	Explanation
Add or Replace	Specifies whether the versions you copy replace the versions in the To Form ID or are added to the list of existing versions. Valid codes are: <ul style="list-style-type: none"> <li>A Add the versions to the current versions list. This is the default value.</li> <li>R Delete all existing versions in the Form ID being copied to and then copy the specified versions, keeping their current version numbers.</li> </ul>

Field	Explanation
Version Range Start	<p>Determines the lowest version number to be copied from the From Form ID field to the To Form ID field. You must enter an appropriate Version Range Start, for example, ZJDE0001.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If you are using either of the copy functions from ASI Work with Instructions programs, you can determine the available versions in the JDFDATA library by viewing the new version from the ASI Inquiry/Update form.</p> <p>If you are using the Copy/Move DW Parameters from G81, you need to know the beginning version number you want to copy.</p>
Version Range End	<p>Determines the highest version number to be copied from the From Form ID field to the To Form ID field. You must enter an appropriate Version Range End, for example, ZJDE9999.</p> <p style="text-align: center;"><i>Form-specific information</i></p> <p>If you are using either of the copy functions from ASI Work with Instructions programs, you can determine the available versions in the JDFDATA library by viewing the new version from the ASI Inquiry/Update form.</p> <p>If you are using the Copy/Move DW Parameters from G81, you need to know the ending version number you want to copy.</p>

## What You Should Know About

<b>The Add or Replace field</b>	If you enter R in the Add or Replace field, you replace all the versions in the To form with those in the From form. Be careful not to replace any version in the To form that you want to keep.
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# Work with Specifications

## Working with Specifications

You work with specifications to manage your version. For example, you can determine who accesses your version and which functions they can perform. In addition, you can set up your version so that it runs more efficiently.

Working with specifications consists of:

- [Printing Specifications](#)
- [Reviewing Row and Column Overrides](#)
- [Managing Version Lists](#)
- [Securing Versions](#)
- [Understanding Naming Conventions](#)
- [Increasing Performance](#)

## Printing Specifications



From FASTR Technical Operations (G8331), choose Print FASTR Specifications

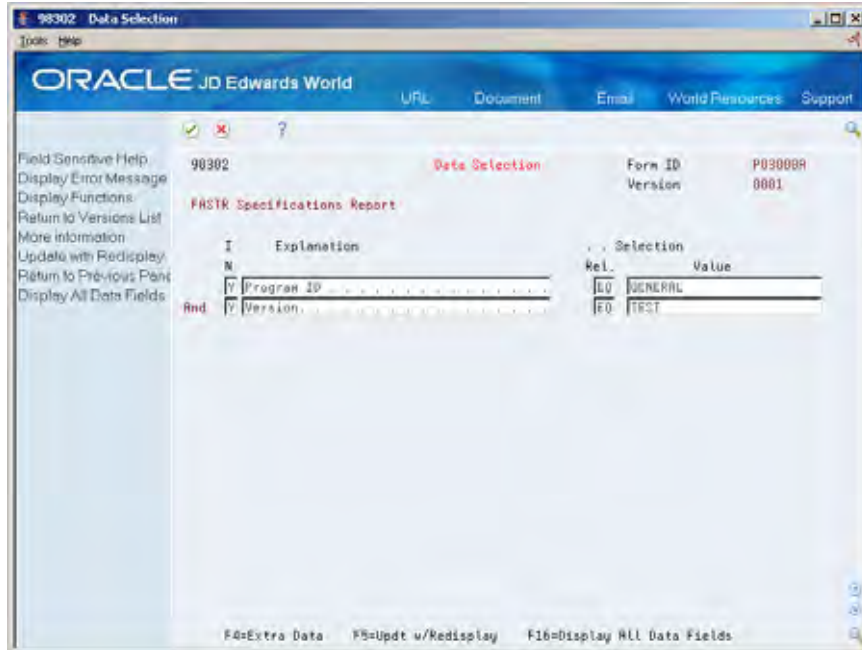
You use the Print Specifications program to print only the specifications of one or more versions. You are not required to process the FASTR report.

## To print specifications

### On Print FASTR Specifications



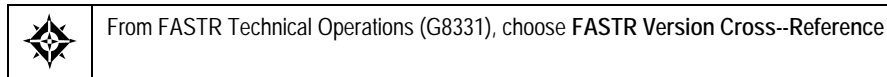
1. Enter 3 in the following field next to the demo version that you want to copy:
  - Option
2. Press Enter until you access Data Selection.





3. On Data Selection, complete the following fields:
  - Program ID (Form ID)
  - Version

## Reviewing Row and Column Overrides

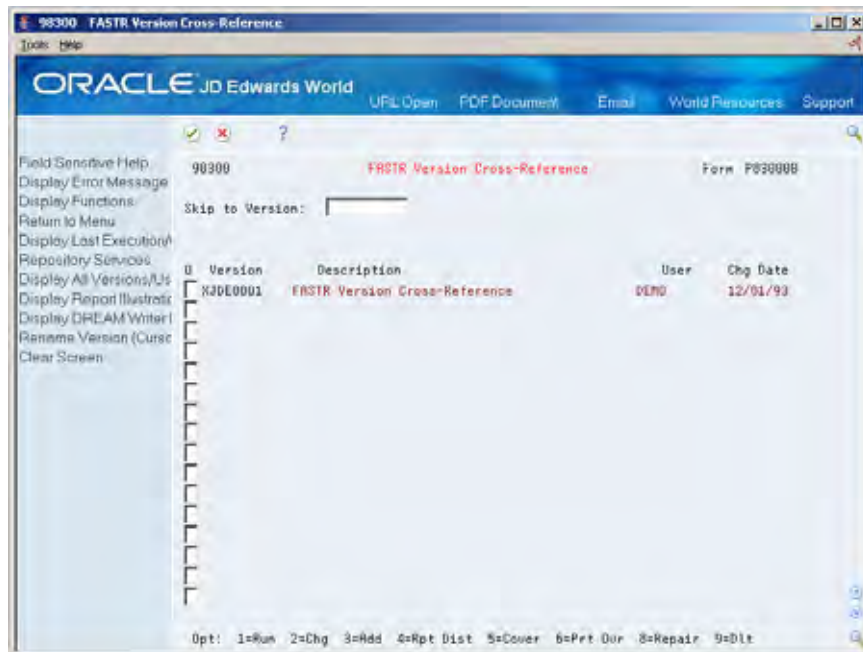


To identify which versions are connected to other versions, you review row and column overrides. You review the overrides so that you can change or delete them, if necessary.

You can borrow row and column specifications from master FASTR versions. This eliminates a large percentage of the maintenance you perform on multiple versions. When you make a few changes to the chart of accounts, you only need to change a few versions instead of making numerous changes in each of the versions to which the changes apply. You can create a report to cross-reference which versions are borrowing specifications from the master version.

### To review row and column overrides

On FASTR Version Cross-Reference



1. Choose Add next to the DEMO version with the row and column overrides that you want to review.
2. Press Enter until Data Selection appears.

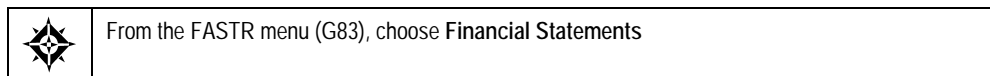
I	Explanation	Rel.	Value
N	Program ID	EQ	GENERAL
N	Version	EQ	TEST

3. On Data Selection, complete the following fields for Program ID and Version:

- Relationship
- Value

In the Program ID row, enter the form ID of the version number of the version for which you want to verify the rows and columns that are being borrowed.

## Managing Version Lists



You maintain version lists to:

- Organize the versions into meaningful categories.
- Move the versions that you work with most frequently to the top of your list. You do this by renaming the version.
- Identify when your version was last submitted.

### To manage a version list

On Financial Statements

1. To access Rename Version, complete the following field next to the version that you want to rename:
  - Option

2. On Rename Version, complete the following field and press Enter:

- Enter New Version Name

Your version appears on the versions list in alphanumerical order.

Field	Explanation
Enter New Version Name	Identifies a group of items that the system can process together, such as reports, business units, or subledgers.

## What You Should Know About

**Accessing your versions** To access only the versions that you created, press the Display All Versions/User Versions Only function. This temporarily hides all other versions so that you can locate your versions quickly. This is especially useful when numerous versions exist on your system.

**Verifying the date of version submittal** To verify the date of the last time your version was submitted, press the Display Last Execution/Change Date function.

## Securing Versions

From the FASTR menu (G83), choose *Financial Statements*.

To control who has access to your versions and which functions they can perform, secure the versions. This is important because many FASTR versions contain sensitive information, such as payroll accounts or expenditures.

### To secure a version

On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, select Additional Parameters.
3. On Additional Parameters, complete the following field:
  - User Exclusive

Field	Explanation
User Exclusive (0/1/2/3)	<p>This field allows you to restrict user access for a report version.</p> <p>The valid values are:</p> <p>0 No security. Anyone can change, copy, delete, or run the version. This is the default when adding a new version.</p> <p>1 Medium security. Only the user who created the version can change or delete it. All users can copy or run the version. This is how the JD Edwards World Demo versions are delivered.</p> <p>2 Medium to full security. Only the user who created the version can change, delete, or run it. All users can copy the version.</p> <p>3 Full security. Only the user who created the version can change, delete, copy, or run it.</p>

## Understanding Naming Conventions

When naming a version, you should:

- Implement report naming standards for all users. For example, enter standard abbreviations for version titles, such as BS for all balance sheets and CO\_1 for reports that pertain to company 1.
- Make the version title as descriptive as possible using standard abbreviations that users understand.
- Identify every version with a form ID and version number.

JD Edwards World recommends that you set up different form IDs for groups of versions. This makes it easier for you to identify which versions need updating.

It is easier to manage several form IDs with few versions than a few form IDs with hundreds of versions because you can locate your version more quickly.

You can create a new form ID by typing in the form ID name and entering, when an error is received, enter a 3 in the option field to create a new version. Then name the version with a version ID.

## Increasing Performance

You can create a FASTR version using a variety of methods. Some methods are more efficient than others. The following considerations will improve performance for your version:

- Create sequences using General Specifications instead of Row Specifications whenever possible because General Specifications are less complex and more efficient.
- Use dynamic row creation:

- When you need only level of detail totals
- When the system does not require interim totals
- When you have a dynamic chart of accounts
- Use broad, inclusive account ranges instead of narrowly defined account ranges or single account values. For example, use 5000 through 5999 instead of 5100 through 5200. This requires less maintenance because when you add an account within this larger range you are not required to change the parameters.
- Use FASTR model versions to override the specifications in the versions that access the model version. This allows you to change the specifications for many versions at the same time.
- Use the Print Rows When 0 function when creating a report that sequences by business unit to avoid printing accounts that do not belong to a particular business unit. If you run one report that sequences many business units, the report will look as though it is customized for each one. As a result, you can avoid creating a new report for each business unit.

## What You Should Know About

### Display of fields

If you are unable to find a field in the FASTR General Specifications (after pressing F16), it may have been suppressed from display. To view all suppressed FASTR fields, go to the UDC table 83/FS. If you remove a field from this UDC table it will reappear for selection on the General Specifications screen. You may add or delete fields on this list as desired, provided they are fields either in the Address Book (F0101), Business Unit Master (F0006), Account Master (F0901), or Account Balance (F0902) files.



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# Restore FASTR Reports

## Restoring Specific Reports

The following is a list of the files needed to restore FASTR versions that have been accidentally deleted, or to restore a FASTR environment that has been damaged:

File	File	File	File	File
F8303	F8307	F98301LA	F98302	F81900
F8303LA	F8308	F98301LB	F98303	F81901
F8304	F8309	F98301LC	F98311	F83JOIN
F8305	F8310	F98301LD	F98312	F83JOINA
F8306	F98301	F98301LE	F9831	F83JOINB

## To Restore Reports

1. Restore the files into a new library.
2. Move the library to the top of the library list.
3. Use P98790, Copy/Move FASTR Parameters, to move the versions that were accidentally deleted back into the production environment. Be sure to *Add* these versions, rather than *Replace* them.
4. Delete the new library.





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## 9 Job Cost Versions



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# Overview to Job Cost Versions

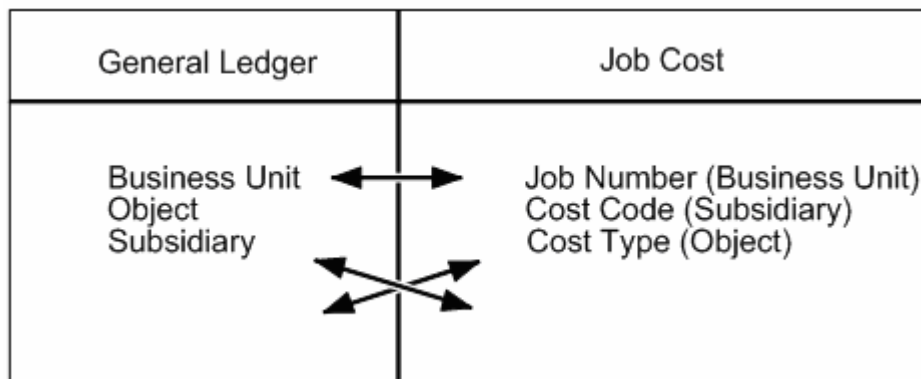
## Objectives

- To understand job cost reporting in FASTR
- To create a FASTR version using job cost account structures
- To create a FASTR version using propagation

## About Job Cost Versions

You use job cost versions to separate the steps of a business process and to track the cost of those steps. For example, you might use a job cost version to track the cost of cement, lumber, and steel in the construction of a building.

Job cost versions are different from general ledger reports. In the general ledger format, you sort by business unit.object.subsidiary. In the job cost format, you sort by business unit.subsidiary.object or job number.cost code.cost type.



You can generate job cost versions using all of the column type, column amount, and row type codes used elsewhere in FASTR reports. The following codes are specific to job cost reporting:

Code	Description
AC	Account code (Account Master Category Codes 01 through 23)
D1 through D6	Job cost dates 1 through 6
JR	Job cost account range (Subsidiary.Object)
JV	Job cost account values (Subsidiary.Object)



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# Understand Budget Versions

## About Budget Versions

You create budget versions to compare the actual amounts of a business process with the budgeted amounts. Budget information for a job can extend for the duration of the job, even if it is more than a year.

The system stores budget information in the Account Balances table (F0902) by the following ledger types:

Ledger Type	Description
JA	Job cost budget amounts
JU	Job cost budget units

In most instances, jobs are set up with an original budget for the life of the project. Changes to this budget are called change orders.

You create journal entries for budget change orders and post the entries to the Account Ledger table (F0911). The system stores these changes in the Account Balances table (F0902), in the period in which they occurred. There are 14 period net postings.

Add two non-print columns to calculate a column for total or revised budget, for example, total budget = BO + IC.

When creating a budget version, you need to use the following column amount codes:

Code	Description
BO	Budget original (BORG)
IC	Inception to date through current period (used for reporting on budget change orders)

## What You Should Know About

### Budget amounts

Original budget amounts should remain the same throughout the life of the job or project.

## See Also

- *Creating a Version (P83300)*

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# Understand Column Propagation

## About Column Propagation

You propagate columns to copy the same value down a column. This is helpful if you have a value that does not change, such as the actual number of units that you produced. You can propagate the actual number of units down a column so that the actual number of units can be divided by the actual cost of production. This provides you with the cost of every step during production.

To gather values that can be copied down a column, you use one of the following column type codes:

Code	Description
PR	Propagate a column by values
RP	Propagate a column by range

These column type codes are valid values for column-only versions. You cannot use these codes in reports with row specifications.

JD Edwards World recommends that you sequence the report on object or object.subsidiary so that you can access account balances.

## See Also

- *Creating a Version (P83300)*





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## 10 **Advanced Features**



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# Overview to Advanced Features

## Objectives

- To set up and use new column headings
- To set up and use new date titles
- To set up and use special category code features

## About Advanced Features

FASTR provides advanced features, such as flexible column headings and levels of detail for account rollup, which enable you to customize your reports.

Advanced features consist of:

- Customizing column headings
- Setting up custom date titles
- Assigning levels of detail to business units
- Understanding dependent and concatenated codes
- Setting up dependent and concatenated structures
- Setting up combination structures



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# Customize Column Headings

## Customizing Column Headings

JD Edwards World provides standard column headings, which are either complete month names, such as January, February, and March, or abbreviated names, such as Jan, Feb, and Mar.

If you are not able to use standard column headings, which are based on a monthly date pattern, for your FASTR versions, you need to customize your column headings. You might also need to customize your headings if you want text other than the default to appear in your version headings. For example, if you want your version heading to show Period 1 instead of January, you must customize the column heading.

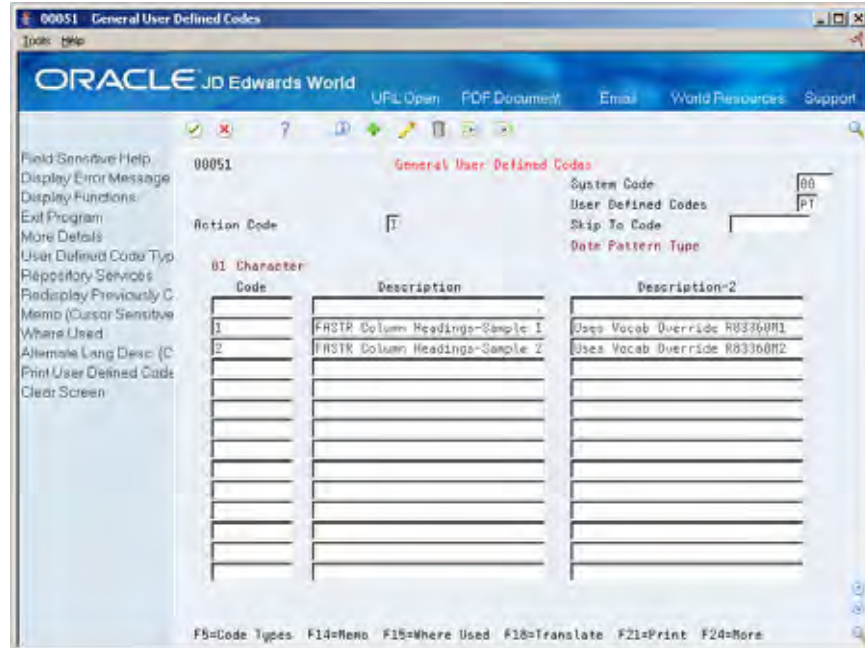
Customizing column headings consists of:

- Defining a column heading type
- Creating the text for a column heading
- Assigning a column heading type to a company
- Attaching a column heading to a report

## To define a column heading type

To access General User Defined Codes, type UDC on any command line.

On General User Defined Codes



1. Locate the user defined code (00/PT) for date pattern type by completing the following fields:
  - System Code
  - User Defined Codes
2. Complete the following fields:
  - 01 Character Code
  - Description
  - Description - 2

## What You Should Know About

**The 01 Character Code field** Enter a one-character code to identify a type of monthly column heading. A blank, the default value, identifies the standard monthly column heading (that is, January, February, March, and so on).

You create the actual text for the column heading on Vocabulary Overrides.

## To create the text for a column heading



From Advanced and Technical Operations (G09), choose **Run Time Setup**  
From Run Time Setup (G90), choose **Vocabulary Overrides**

After you define a type of column heading, you must create a record in vocabulary overrides. This record includes the actual text that will appear in the heading.


### On Vocabulary Overrides

Text Description	Data Item	O	C	Pos	R	H	+/-	Scr	Fld Size
One								F	001
Two								F	002
Three								F	003
Four								F	004
Five								F	005
Six								F	006
Seven								F	007
Eight								F	008
Nine								F	009
Ten								F	010
Eleven								F	011
Twelve								F	012
Thirteen								F	013
Fourteen								F	014

1. To create the text for a column heading, do one of the following:
  - Locate an existing record and use the Change action
  - Use the Add action
2. Enter R83360x (where x represents the date pattern type code) in the following field:
  - Screen/Report
3. Complete the following field:
  - Default Title
4. Enter the full text for periods 1 - 14 in the first 14 fields under the following:
  - Text Description
5. To abbreviate period headings when the column size on your report is fewer than 9 characters, enter text in the subsequent 14 Text Description fields.

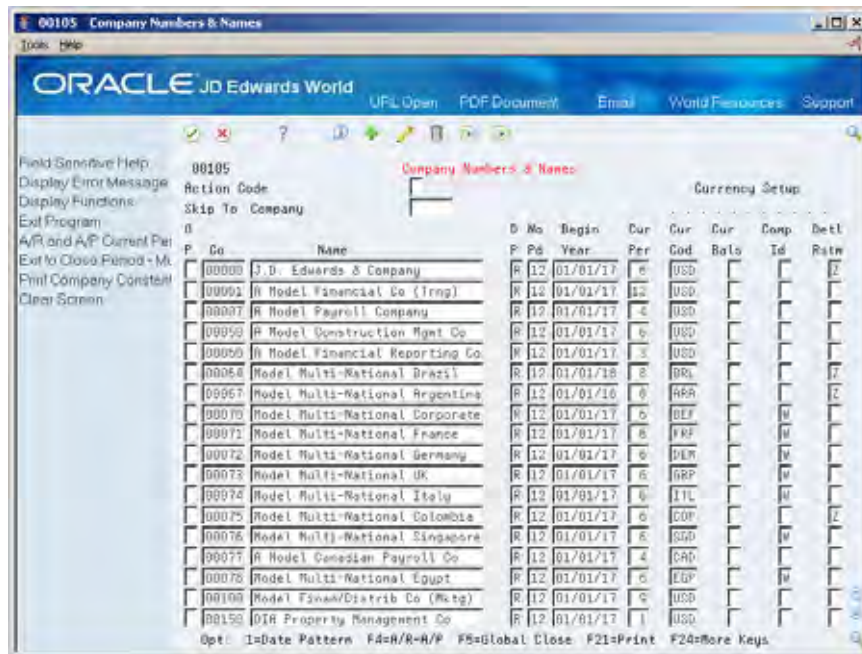
Field	Explanation
Screen/Report	The identification, such as program number, table number, and report number, that is assigned to an element of software.
Default Title	The vocabulary overrides title used on forms and reports. On forms, the title is retrieved from the Menu table. If a record is not found, then the title is retrieved from the Vocabulary Overrides table. Report titles are retrieved from the DREAM Writer Version ID (F98301).
Text Description	Soft-coded text for all form/report literals. If you want to override this description, verify that the override has a Y. Otherwise, whenever this form/report is changed or a batch rebuild is run, the form or report is automatically updated from information in the data dictionary.

## To assign a column heading type to a company

	From General Accounting (G09), choose Organization and Account Setup From Organization and Account Setup (G09411), choose Company Numbers & Names
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After you define a type of column heading and create the text for it, you must assign the column heading type to each company. This enables FASTR to place the appropriate column heading on the company's versions.

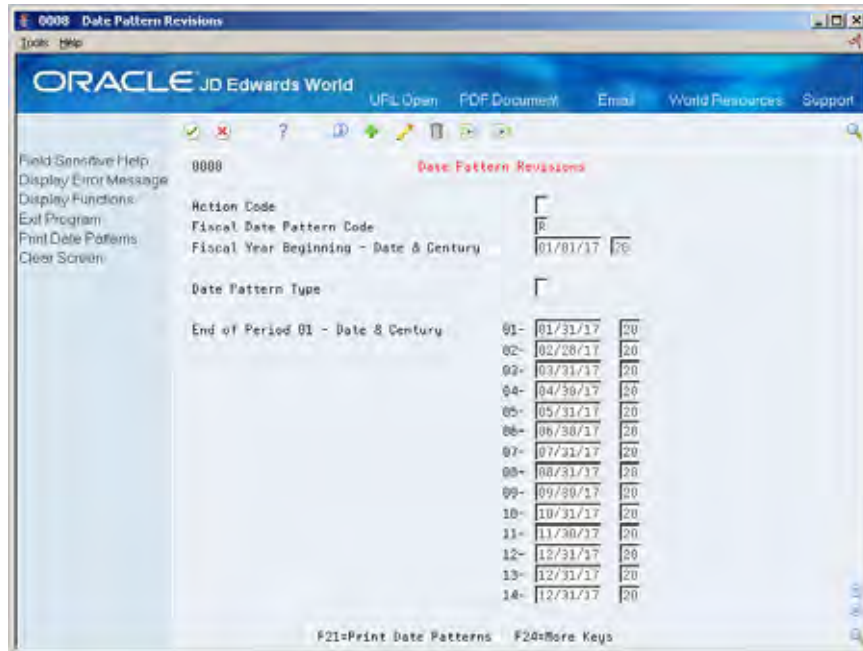
On Company Numbers & Names



P	Co	Name	D	Mo	Begin	Cur	Cur	Cur	Comp	Dett
	00000	J.D. Edwards & Company	R	12	01/01/17	6	USD			
	00001	R Model Financial Co (Trng)	R	12	01/01/17	12	USD			
	00007	R Model Payroll Company	R	12	01/01/17	4	USD			
	00050	R Model Construction Mgmt Co	R	12	01/01/17	6	USD			
	00050	R Model Financial Reporting Co	R	12	01/01/17	3	USD			
	00054	Model Multi-National Brazil	R	12	01/01/18	2	BRL			
	00057	Model Multi-National Argentina	R	12	01/01/16	6	ARA			
	00070	Model Multi-National Corporate	R	12	01/01/17	6	BEF			
	00071	Model Multi-National France	R	12	01/01/17	6	FRF			
	00072	Model Multi-National Germany	R	12	01/01/17	6	DEP			
	00073	Model Multi-National UK	R	12	01/01/17	6	GBP			
	00074	Model Multi-National Italy	R	12	01/01/17	6	ITL			
	00075	Model Multi-National Colombia	R	12	01/01/17	6	COP			
	00076	Model Multi-National Singapore	R	12	01/01/17	6	SGD			
	00077	R Model Canadian Payroll Co	R	12	01/01/17	4	CAD			
	00078	Model Multi-National Egypt	R	12	01/01/17	6	EGP			
	00100	Model Financial Distrib Co (Mktg)	R	12	01/01/17	6	USD			
	00150	DIR Property Management Co	R	12	01/01/17	1	USD			

1. Choose Date Pattern for the appropriate company.





2. On Date Pattern Revisions, complete the following field:
- Date Pattern Type

Field	Explanation
Date Pattern Type	This field is used by Financial Analysis Spreadsheet Tool and Report Writer (FASTR) to determine the column headings that print on reports. It differentiates normal calendar patterns from 4-4-5 and 13 period accounting patterns. You can maintain headings for non-standard patterns in vocabulary override records R83360Mx, where x represents the value for this field.

The Date Pattern Code can be any numeric value between 1 and 9 as long as it is defined in the UDC table 00/PT. The value entered should correspond to the number being used for the Custom Date Title. In other words, if you choose to use Date Title R833601, you must enter a Data Type of 1.

All three of these pieces work together:

The Date Title entered into the Override Default Information

The Date Pattern Type entered into the Date Pattern Revisions

The Vocabulary Overrides for R83360x and R83360Mx (where x = the number of the custom Date Title)

## What You Should Know About

**Fiscal date pattern codes** This is a single-character code defined in the user defined code 00/PT. This code specifies which vocabulary override record is used for the custom column heading.

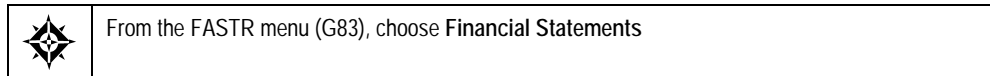
**Date pattern types**

You assign the date pattern types to a fiscal date pattern. The fiscal date pattern is then assigned to several companies. These companies use the new column titles. Fiscal date patterns are set up a year at a time. Be certain that the date pattern type is assigned to all years.

**Column size**

The maximum size for a column is 20 characters. If the column size is too small when you use the standard date title codes of B, P, or S, column headings that are entered on Column Specifications using :PA, :PA-*nn*, or :PA+*nn* are automatically abbreviated.

Depending on column size, the system also abbreviates column headings for custom date titles. Abbreviations may be any length but are truncated if they do not conform to the column width specified.

**To attach a column heading to a report**

After you have defined a column heading type, created the text for it, and assigned it to a company, you must attach the column heading to a version so that it appears in your report.

**On Financial Statements**

1. Select a version to change.



Col Nbr	Column Headings	Col Upper	Col Lower	Col Siz	Col Col	LT	Typ	Rents	Selections or Calculations
01	:PA+01			10	01			5000	5999
02	:PA			10	02			5000	5999
03	:PA-01			10	03			5000	5999
04				10	04				
05				10	05				
06				10	06				
07				10	07				
08				10	08				
09				10	09				
10				10	10				
11				10	11				

4. On Column Specifications, complete the following field for each column number:
- Column Headings - Upper

Field	Explanation
Column Headings Upper	<p>Variable column headings are used in management reporting. These headings are centered and stacked on each other. Four lines of column headings are available. Centering is controlled by the column size.</p> <p>The Description column heading can be between 1 and 60 characters and is a single-line heading. Centering is controlled by the column size.</p> <p>Use a keyword phrase delimited by a colon (:) to place a month (or ending date for 53 period reporting) in the heading. For example, :PA places the current month, based on the current financial reporting date, in the column heading. If the current month is 01, the heading is January. If the column size is fewer than nine characters, the heading is "Jan." :PA012 places December in the column heading. :PA+01 places February in the heading, and so on.</p>

## What You Should Know About

### **Rolling column headings**

With rolling column headings, the date on your report automatically changes when the current period changes.

:PA prints the current period in the column heading of the report. For example, if the current period is March (:PA), then the following applies:

- :PA+01 prints April (the next period in the column heading)
- :PA-01 prints February (the prior period in the column heading)

You can use :PA, or :PA-99 through :PA+99.

### **Date pattern types**

You can use different date pattern types if you select company as sequence 1. For example:

- Company 00001 can use the date pattern type of January through December.
- Company 00015 can use the date pattern type of Period 1 through Period 12.



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# Set Up Custom Date Titles

## Setting Up Custom Date Titles

You can set up custom date titles to change the date text in the headings of your FASTR versions. Custom date titles use the same data as standard date titles but appear in a format that you design. JD Edwards World software contains nine sample custom date formats that you can use and modify.

Custom date titles are used primarily by international clients who need to customize the wording of date titles, such as “For Period Ending” and “As Of Date.”

Setting up custom date titles consists of:

- [Assigning Format Codes for Date Titles](#)
- [Creating Custom Date Titles](#)
- [Understanding Substitution Parameters](#)

## Assigning Format Codes for Date Titles



From the FASTR menu (G83), choose Financial Statements

Each FASTR version must have a format code assigned to it. This code determines how a date appears on the top of each page of a report. You can assign a format code for standard date titles, such as titles for balance sheets, profit and losses, and single fiscal periods. Or you can create a custom date title.

## What You Should Know About

### **Column abbreviations record**

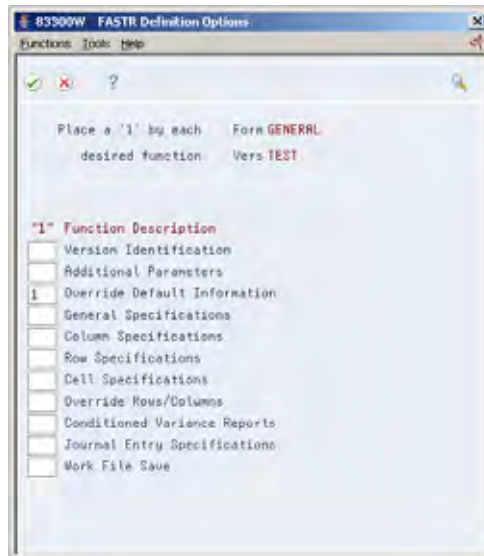
You define column abbreviations in the substitution parameters record R83360A. These user-defined abbreviations can be used for both standard and custom date title headings.

## To assign format codes for date titles

### On Financial Statements



### 1. Access FASTR Definition Options.



### 2. On FASTR Definition Options, select Override Default Information.





3. On Override Default Information, complete the following field:

- Date Title

Field	Explanation
Date Title	<p>Determines how the date title appears at the top of each page of the report. Values include:</p> <p>B Balance sheet, for example, As of June 30, 1998.</p> <p>P Profit and Loss, for example, For the Six Months Ending June 30, 1998.</p> <p>S Single period, for example, For the Month Ending June 30, 1998.</p> <p>1-9 Custom. Typically, this is used by international clients. The last digit of the screen (1-9) must be entered into the Date Title field in the Override Default Information of the FASTR Report in order for this date title to be used.</p> <p>blank No date title. This is the default value.</p>

## Creating Custom Date Titles



From Advanced and Technical Operations (G09), choose Run Time Setup  
From Run Time Setup (G90), choose Vocabulary Overrides

You use vocabulary overrides to create custom date titles for your FASTR reports. The vocabulary override records you use for custom date titles are R833601 (custom date title 1) through R833609 (custom date title 9).

The last digit of the record corresponds to the date title on Override Default Information. For example, 1 in the Date Title field selects the custom title from record R833601.

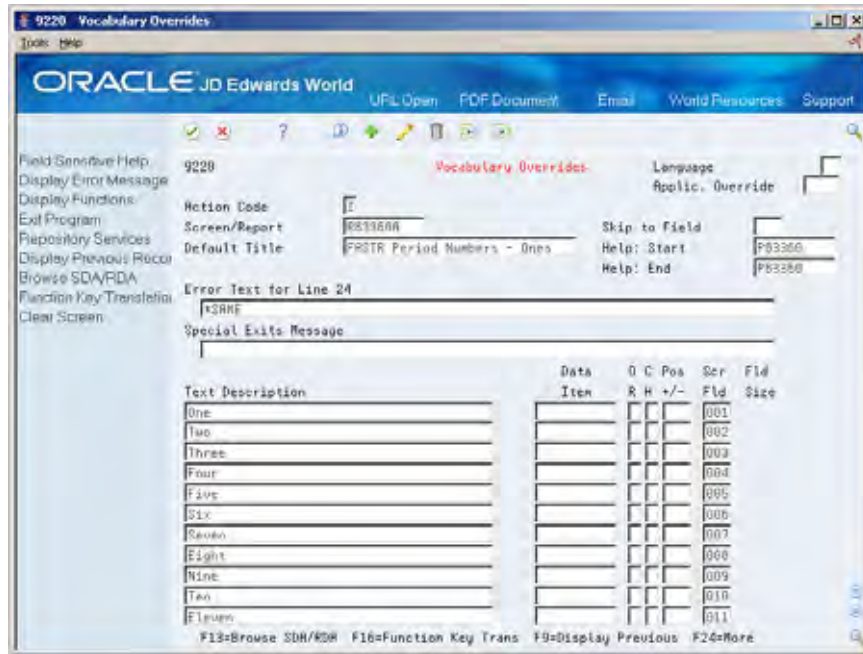
## What Are the Default Headings for Custom Date Titles?

The following shows the vocabulary override records for the various custom date titles and an example of the corresponding text that prints in a report heading.

<b>Record</b>	<b>Example</b>
R833601	As of June 30, 2017
R833602	For the Twenty-Six Periods Ending June 30, 2017
R833603	For the Period Ending June 30, 2017
R833604	As of 30-JUN-17
R833605	For the 6 Periods Ending 30-JUN-17
R833606	For the 6 Periods Ending 30-06-17
R833607	Various Dates: <ul style="list-style-type: none"><li>▪ February 28, 2017</li><li>▪ 06/30/17</li><li>▪ 31-JUL-2017</li></ul>
R833608	<ul style="list-style-type: none"><li>▪ English - Twenty-six</li><li>▪ German - Sechs und Zwanzig</li><li>▪ Spanish - Veinte y seis</li></ul>
R833609	For the Period Ending 06/30/17
R83360A	Text for increments of one and ten; Month name; Month abbreviation

## To create a custom date title

### On Vocabulary Overrides P9220



1. Complete the following field:
  - Screen/Report
2. Complete the following field:
  - Default Title
  - Data Item
  - Screen Field

## Understanding Substitution Parameters

Substitution parameters are the words (month, day, year, and period number) used in date headings. These words are defined on Vocabulary Overrides. The following is an example of a date heading for 52-period accounting:

For the Twenty-Six Periods Ending June 30

The spelling for Twenty-Six resides in vocabulary overrides:

- R83360A provides the spelling for increments of one, that is One, Two, Three, and so on, as well as increments of ten, that is Ten, Twenty, Thirty, and so on. It also provides text for numbers, month names, and month abbreviations.
- The text for numbers 1-19 is defined by the lines between 1 and 19.
- The text for 10s is defined by the lines between 25 and 33
- The text for months is defined by the lines between 49 and 62 (including thirteen and fourteen for extra periods)

- The text for month abbreviations is defined by the lines between 73 and 86 (including 13 and 14 for extra periods)

The vocabulary overrides can be modified for different languages.

The following shows the substitution parameters and describes how they are used:

Parameter	Description
&1	Month name (for example, June)
&2	Last day of accounting period (for example, 30)
&3	Year with century (CCYY; for example, 1998)
&4	Number of accounting periods text in tens
&5	Number of accounting periods text in ones
&6	Number of accounting periods numeric
&7	Month abbreviation
&8	Month numeric
&9	Year without century (YY; for example, 98)
&0	One blank space
&?	Text, if the number of accounting periods is a compound number (for example, twenty-six)

## What You Should Know About

<b>Position in record</b>	You must specify substitution parameters in positions 1 and 2, or 2 and 3 of the Text Description field of the Date Title Format record. Using positions 2 and 3 causes a space to be printed before the value of all substitution parameters.
<b>Text Description line</b>	Substitution parameters must be the only value on a Text Description line. The exception is the parameter &?.
<b>&amp;? parameter</b>	<p>You must enter the text that you want to print immediately following the &amp;? parameter. Text only prints if the substitution parameters on both sides of the &amp;? <i>do not</i> include a space.</p> <p>This is so you can create compound numbers, such as twenty-six (as opposed to simple numbers such as five and thirty).</p>
<b>&amp;4 and &amp;5 parameters</b>	Substitution parameters &4 and &5 only print when their values do not equal zero.
<b>End of text</b>	A report prints text from the substitution parameters until the system locates a blank line in the Text Description field.

**Length of custom date titles** Custom date titles cannot be more than 100 Text Description lines in length.

**Saving customizations** To prevent losing any customizations when a new version of software is installed, enter a Y in the Text Override field when you create a custom date title.



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# Assign Levels of Detail to Business Units

## Assigning Levels of Detail to Business Units

You control how amounts are rolled up into a balance for reporting purposes by assigning a level of detail to each account.

Assigning levels of detail to business units consists of:

- Setting up the level of detail hierarchy
- Activating the level of detail hierarchy

### Example: Level of Detail Hierarchy

The following example illustrates the level of detail hierarchy for business units:

<b>Business Unit</b>	<b>Hierarchy</b>
Business unit 1	Level of detail 3
Business unit 10	Level of detail 4
Business unit 110	Level of detail 4
Business unit 1999	Level of detail 4

In this example, business units 10 through 1999 (which have a level of detail 4) would roll up into business unit 1 (which has a lower level of detail, 3).


## What You Should Know About

<b>Level of Detail fields</b>	The setup and functionality of the Level of Detail field in the Business Unit Master record differs from the Account Level of Detail field in the Account Master record.
<b>Title accounts</b>	Business units with a higher level of detail cannot be title accounts. They must have balances associated with them.

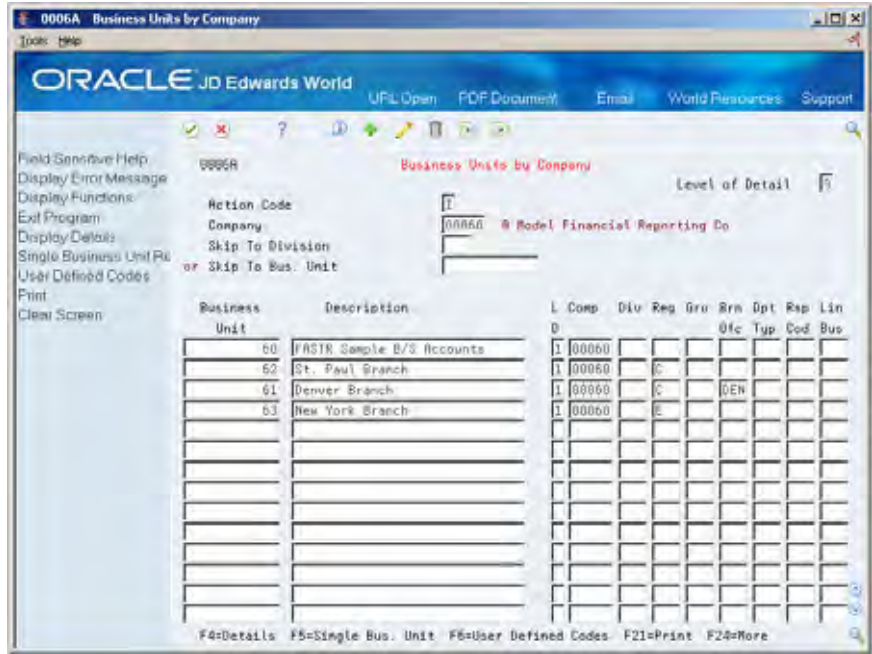
## See Also

- *Working with Business Units in the General Accounting I Guide (P0006A)*

## To set up the level of detail hierarchy

	From General Accounting (G09), choose <b>Organization and Account Setup</b> From Organization and Account Setup (G09411), choose <b>Business Units by Company</b>
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### On Business Units by Company



1. Locate the business unit with which you want to work.
2. Complete the following field:
  - LD

Field	Explanation
Level of Detail	<p>A code that identifies the relationship of parent and subordinate business units in a hierarchy. Up to nine levels of detail are available.</p> <p>An example would be a project number 10000 for Office Parks that has a level of detail of 2. Subordinate to the Office Parks project are the North and the South Office Parks with job numbers of 10010 and 10020, respectively, and each with a level of detail of 3. Subordinate to the North and South Office Parks are Buildings A and B and Buildings C and D, respectively, and each with a level of detail of 4.</p>

## To activate the level of detail hierarchy

	From the FASTR menu (G83), choose <b>Financial Statements</b>
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## On Financial Statements

1. Access FASTR Definition Options.
2. On FASTR Definition Options, choose Override Default Information.

Field Name	Allowed Values	Default
Account LGR Range	3 to 9, blank=not used	blank
BU Level Of Detail	1 to 9, blank=not used	blank
Subledger Descr	F=full, blank=Single Line	blank
Unit Outback R/C's	Y or N	N
Job Cost Headings	Y or N	N
PC Download File	Y N or B	N
Member Name	Valid IBM Object Name	blank
Library Name	Valid IBM Library Name	blank
(If blank, file will be created in UGPL)		
32 Period Acct	Y or N	N
Include Zero Rec	Y or N	N
ARI Subtotaling	Y or N	N
Ending object	Object Account	blank

3. On the second page of Override Default Information, with the number of the level at which you want to report, complete the following field:
  - Business Unit Level of Detail

Field	Explanation
BU Level Of Detail	Determines the starting point for the business unit rollup on the report. Business unit level of detail is based on business unit numeric order, not the business unit report codes.



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# Understand Dependent/Concatenated Structures

## About Dependent and Concatenated Structures

Typically, category codes for business units are unique and have no relationship to one another. These codes are stand-alone codes. However, some business units might need the category codes to have a relationship to each other. When this is necessary, you can establish one of the following:

Relationship	Description
Dependent relationships	You establish dependent relationships when you want category codes to remain as single entities. For example, category codes for state and county are often defined as dependent structures so that you can select and sequence on county or state only.
Concatenated relationships	You establish concatenated relationships when you want to combine category codes. For example, in oil and gas companies, category codes for lease, well, and phase are combined or concatenated so that you can select and sequence on the lease/well/phase entity.

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**Note:** Dependent and concatenated category codes are used primarily in the oil and gas industries.

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## About Dependent Relationships

Dependent relationships are necessary when you have category codes that depend on two or three other category codes to make them meaningful.

A dependent relationship uses a hierarchical structure for category codes. In a hierarchical structure, the first category code is one reporting level. The first and second category codes are the second reporting level. The first, second, and third category codes are the third reporting level.

If you build a dependent relationship on two category codes, the first code stands alone, while the combination of the two codes represents a unique six-character category code.

If you build a dependent relationship on three category codes, the first code stands alone, the first and second represent a unique six-character code, and all three codes represent a unique nine-character category code.

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**Note:** Category codes must be sequential when building the relationships.

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The following is an example of a dependent relationship that uses three category codes:

Category Code	Description
Category code 01	Structure Size = 3 Structure Type = D
Category code 02	Structure Size = Blank Structure Type = D
Category code 03	Structure Size = Blank Structure Type = D

In this example, the following applies:

- Category code 01 is three characters.
- Category code 02 is six characters (category code 01 + 02).
- Category code 03 is nine characters (category code 01 + 02 + 03).

Dependent relationships are especially useful for state and county relationships in which the state is unique and the values for the category code numbers in the county are unique.

In the following example, you can reuse an identifier (in this example, 001) so that you do not have to define a unique county identifier for each county in every state:

State	County
State - TX : Texas	County - 001 : Harris
State - CO : Colorado	County - 001 : Arapahoe

## About Concatenated Relationships

A concatenated relationship combines category codes into one unique code. This relationship defines just one category code whose length is the total length of all category codes in a structure.

Like a dependent relationship, you can define concatenation for two or three consecutive category codes for a business unit. Unlike a dependent relationship, a concatenated relationship combines category codes into one unique category code.

After you have established a concatenated relationship, the category codes no longer exist as separate entities. The length of the combined code is equal to the total length of all category codes in the concatenated structure. As a result, two concatenated category codes become one six-character category code. Three concatenated codes become one nine-character code.

The following example shows a concatenated relationship between two category codes:

Category Code	Description
Category code 01	Structure Size = 2 Structure Type = C
Category code 02	Structure Size = Blank Structure Type = C

The following example shows a concatenated relationship among three category codes:

Category Code	Description
Category code 01	Structure Size = 3 Structure Type = C
Category code 02	Structure Size = Blank Structure Type = C
Category code 03	Structure Size = Blank Structure Type = C

**Note:** You cannot concatenate more than three report codes, with a maximum length of nine characters. You can, however, concatenate other groups of report codes in the structure.

## About Combinations of Dependent and Concatenated Relationships

You can combine dependent and concatenated relationships in a structure. For example, category codes 01 and 02 can be part of a dependent structure. At the same time, category codes 04 through 06 can be part of a concatenated structure. And, category code 03 can remain a stand-alone, or single-code structure. Such combinations work independently of each other.

In the following example, category codes 01 and 02 are concatenated. They also have a dependent relationship with category code 03:

Category Code	Description
Category code 01	Structure Size = 3 Structure Type = C
Category code 02	Structure Size = Blank Structure Type = C

<b>Category Code</b>	<b>Description</b>
Category code 03	Structure Size = Blank Structure Type = D

In this example, the following applies:

- Category codes 01 + 02 equals one unique code of six characters.
- Concatenated category code 1 plus dependent category code 03 equals one unique code of nine characters.

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# Set Up Dependent and Concatenated Structures

## Setting Up Dependent and Concatenated Structures



From FASTR (G83), enter 27

From FASTR Technical Operations (G8331), choose Category Code Structure Setup

Dependent and concatenated codes establish relationships among the 20 business unit category codes you can assign to business units. To create the structure that allows you to process reports using these relationships, you need to run a program to set up your category code structure. Typically, you run this program after you have completed the initial installation of your FASTR system. It should be run only once.

Although you can change your dependent and concatenated relationships after you have run this setup program, be aware of the following:

- You will need new alternate titles for any new relationships.
- You might affect any or all existing FASTR versions.

The values that you select when you run this program are stored in the DREAM Writer Master Parameter table (F98301).

## To set up dependent and concatenated structures

When you run the Category Code Structure Setup program, the Report Code Structure Revision screen appears.

On Report Code Structure Revision



Next to each category code that you want the system to set up, complete the following fields:

Structure Size

Structure Type

Field	Explanation
Struct Size	Structure size designates the number of reporting codes in a reporting code structure. Up to three contiguous codes can be joined into a structure. Both concatenated codes and dependent codes should be joined into a structure. Assign structure size to the first code in the structure and remove structure size values for the remaining codes of the structure.



Field	Explanation
Struct Type	<p>Structure type determines the relationship of reporting codes in a report code structure. "C" implies that the structure represents a reporting level through concatenation of the codes in the reporting code structure.</p> <p>"D" implies that the codes in a structure have a dependency. This means they exist in a hierarchical relationship such that the first code in a structure represents a reporting level and the concatenation of the first and second represent a reporting level. If the structure consists of three codes, the concatenation of all three codes represents a reporting level.</p> <p>This field has no meaning for report codes that are not in a structure and is, therefore, assumed to be blank.</p>

## What You Should Know About

### Processing options

To access the processing option for this program, type the menu selection number in the Selection field and press F18. The processing option is a system level option. It specifies whether to use system 00 (normal reporting codes) or system 83 (FASTR) to retrieve the description of the category codes from the user defined codes. Select the value that you want and press Enter. JD Edwards World recommends that you do not alternate between standard and FASTR category codes.



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# Set Up Combination Structures

## Setting Up Combination Structures



From FASTR (G83), enter 27  
From FASTR Technical Operations (G8331), choose Category Code Revisions

Dependent and concatenated codes establish relationships among the 20 category codes you can assign to business units. To create the structure that allows you to process reports using dependent or concatenated relationships, you run Category Code Structure Setup. However, if you want to *combine* dependent and concatenated relationships within a structure, you must run Category Code Revisions.

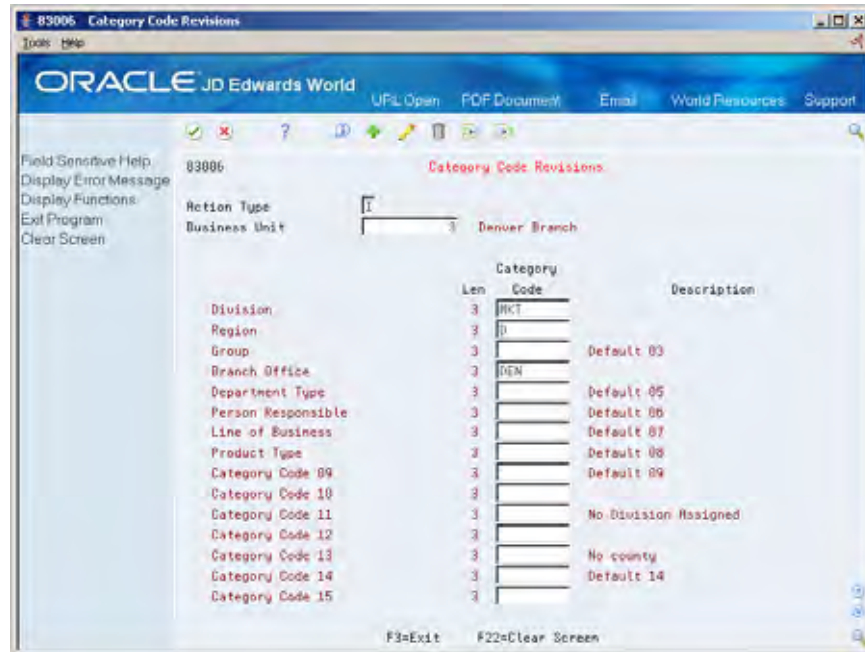
Revisions to category codes are stored in the DREAM Writer Master Parameter table (F98301) and updated in the Business Unit Master table (F0006).

### Before You Begin

- Ensure that only authorized personnel access Category Code Revisions by setting up action code security for this program

## To set up combination structures

### On Category Code Revisions



1. Locate the business unit for which you want to set up a combination structure.
2. Use the Change action and complete the following field:
  - Category Code

### Example: How Combination Structures Appear on the Screen

If you set up category codes with dependent (hierarchical) relationships, each level of dependency appears indented.

For example, if you set up a dependent relationship between two category codes called State and County (with values of CO and 001), the following appears on the screen:

	Len	Code	Description
State .....	3	CO	Colorado
County .....	3	001	Arapahoe

Both codes appear because, technically, you have two codes:

- A code CO for State
- A code CO 001 for County

If you set up category codes with concatenated relationships, the combined set appears as one code with one total length.

For example, if you set up a concatenated relationship with category codes 3 and 4 (and their values are 333 and 444), the following appears on the screen:

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	Category	
Len	Code	Description
Category Code 03 . . 6	333444	xxxxxxxxxxxxxxxx

---

**Note:** Category Code 04 does not appear because you have combined codes 3 and 4 into one unique code with six characters.

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## 11 Appendices





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# Appendix A – Codes and Charts

The following codes and charts are instrumental in creating FASTR versions:

Column Type Code	Description
C	Calculation column
CR	Calculation column (recalculation at each row)
%	Percentage calculation column
%R	Percentage calculation column (recalculation at each row)
BL	Blank column specification
AV	Account values (OBJ.SUB)
AR	Account ranges (OBJ.SUB)
CC	Business unit values
CR	Business unit ranges
CO	Company values
RO	Company ranges
SL	Subledger values
RL	Subledger ranges
01-30	Business unit category code 01 - 30 selection
51-73	Account category code 01 - 23 selection
AC	Account code (SUB/OBJ print)
D1-D6	Job cost date 1 through job cost date 6
JR	Job cost account ranges (SUB.OBJ)
JV	Job cost account values (SUB.OBJ)
MC	Method of computation
PR	Propagate a column / values
RP	Propagate a column / range
UM	Unit of measure

<b>Column Amount Code</b>	<b>Description</b>
AB	Account balance as of current period
AB + NN	Account balance as of current + nn periods
AB - NN	Account balance as of current - nn periods
AB0NN	Account balance as of period nn
BA	Budget (approved)
BO	Budget (original)
BR	Budget (requested)
IC	ITD through current period
IC + NN	ITD through current + nn periods
IC - NN	ITD through current - nn periods
IC0NN	ITD period nn
IY	ITD through year-end
PA	Period activity - current period
PA + NN	Period activity - current + nn periods
PA - NN	Period activity - current - nn periods
PA0NN	Period activity - period nn
PB	Prior year-end balance forward (ITD)
PC	Prior year's current period
PR	Prior year's YTD to current period
PY	Prior year-end balance (YTD net)
PS	Prior semester-to-date
SC	Current semester-to-date
Q1	End of quarter 1
Q2	End of quarter 2
Q3	End of quarter 3
Q4	End of quarter 4
WT	Weekly activity (52 period accounting)
YC	YTD through current period

<b>Column Amount Code</b>	<b>Description</b>
YC + NN	YTD through current + nn periods
YC - NN	YTD through current - nn periods
YC0NN	YTD through period nn
YY	YTD through year-end

<b>Row Type Code</b>	<b>Description</b>
AR	Account ranges
AV	Account values
C	Row calculations
CR	Business unit category code ranges
CV	Business unit category code values
CA	Business unit category codes and account ranges
JR	Job cost account ranges
JV	Job cost account values
RR	Account master category code ranges
RV	Account master category code values
RL	Subledger ranges
SL	Subledger values
T	Text only
AR	Account ranges

<b>Print Indicator Code</b>	<b>Description</b>
Y	Yes, print the line
N	No, do not print the line
P	Page break before printing the line
U	Underline, then print the line below
=	Double-underline
1-9	Insert 1-9 blank lines before printing

<b>Fiscal Year Code</b>	<b>Description</b>
@	All fiscal years
blank	Current fiscal year
00 through 99	Designate specific fiscal years
-9 through -1	Prior fiscal years relative to current
+1 through +9	Future fiscal years relative to current

<b>Arithmetic Operation Code</b>	<b>Description</b>
+	Add
-	Subtract
*	Multiply
/	Divide
A	Average
S	Sum
W	Sum without interim calculations
Z	Store non-zero numbers
<	Store smaller number
>	Store larger number

<b>Edit Code</b>	<b>Commas Y/N</b>	<b>Zero Balance Y/N</b>	<b>Negative Amount Notation</b>
A	Y	Y	Cr
B	Y	N	Cr
C	N	Y	Cr
D	N	N	Cr
J	Y	Y	- Trailing
K	Y	N	- Trailing
L	N	Y	- Trailing
M	N	N	- Trailing
N	Y	Y	- Preceding
O	Y	N	- Preceding

<b>Edit Code</b>	<b>Commas Y/N</b>	<b>Zero Balance Y/N</b>	<b>Negative Amount Notation</b>
P	N	Y	- Preceding
Q	N	N	- Preceding
R	Y	Y	< >
S	Y	N	< >
T	N	Y	< >
U	N	N	< >
1	Y	Y	No sign
2	Y	N	No sign
3	N	Y	No sign
4	N	N	No sign



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# Appendix B – PC Download for Lotus and Excel

## About the Download Process

1. Run the FASTR version with the following information specified in the corresponding fields on the Override Default Information form:

Field	Information
PC Download File	Y
Member Name	(your name, initials, or version name)
Library Name	(a valid library name). If left blank, the system will create a file in QGPL

2. When the version finishes running, resubmit it by entering an 8.
3. Press Enter.  
This reformats the version that you created in step 1, and saved to disk file F8309, into an EBCDIC format.
4. (Optional) You should have a file prepared to be converted to ASCII. You can view this file by entering the following commands:

Prompt	Value
Command entry	DSPPFM
File	FASTR form ID (e.g. GENERAL)
Library	QGPL (or whatever library was specified in the library field)
Member	Version identifier (e.g. XJDE0001)

5. Press F4.  
If the file is there and resembles the version that you submitted, proceed to step 6; otherwise, return to step 1.
6. You are ready to use the PC support product to create the transfer.

## Transferring the Data via your PC Support Product

1. Access your PC support product. The following instructions are for IBM Client Access on a Windows NT 4.0 platform.
2. Double click on the selection Data Transfer from AS/400.
3. AS/400 System Name: Type your system name (e.g., JDEG1)
4. File Name: Click on Browse and select -
5. Library/Form Name/(Version Name ) (e.g., QGPL/TEACHER(XJDE0001)
6. PC Output Device: File
7. Select the subdirectory and file name with a .prn extension where you want this file to reside on your PC.
8. Click Transfer Data From AS/400.
9. A window appears with the message: Receive completed successfully.

## Lotus Instructions

1. Once in Lotus, press F9 to retrieve options. Choose the following:
  - F - File
  - I - Import (Do not use R - retrieve)
  - N - Numbers (Do not use T - text)
2. Follow the standard procedures for creating a Lotus spreadsheet.

## Excel Instructions

1. Once in Excel, click the File/Open button.
2. Find your file with the .prn extension in the subdirectory and open it.
3. In the text Import Wizard Step 1 of 3 window, select the following settings:
  - Delimited
  - File Origin = DOS or OS/2 (PC-8)
4. Click Next.
5. In the text Import Wizard Step 2 of 3 window, select the following options:
  - For Delimiters, select comma only
  - Text Qualifier: ""
6. Click Next
7. In the Text import Wizard step 3 of 3 window, select the following options:
  - Column Data Format: General
8. Click Finish.
9. Organize the data as needed.



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# Appendix C – Troubleshooting FASTR Issues

## Possible Reasons for Getting Incorrect Data on a FASTR Report

### Date Problems

The field, Current Period, in the Override Default Information is blank and the Financial Reporting Date has not been updated to the correct period.

### F0902 Balance File Contains Incorrect Information

- Verify the correct balance by viewing the account online in the Account Balance by month program (P09213).
- Verify the account balance is in sync with the detail transactions by running the Repost Account Ledger program (P099105) in report mode.
- Verify there aren't any additional accounts in the F0902 balance file by running the Account Balance to Transaction Report (P09705).

To locate the transactions that are included in an account balance, activate the Balance Auditor feature in FASTR.

### Cell Specifications Exist

Verify that cell calculations are not set up which may be overriding an amount on the report.

### Incorrect Setup

Verify the FASTR setup is correct for the information you are trying to obtain.

### P & L Accounts

If you are getting inception-to-date amounts for your P & L accounts, check the column amount code. Instead of using IC (for inception-to-date), use YC (for year-to-date balances) or AB (for account balances). Inception-to-date amounts are stored for profit and loss accounts, but most online programs (such as Account Ledger Inquiry P09200) are hard-coded not to include them.

## Account Balances and Subsidiaries

If you are getting incorrect results due to balances of accounts with subsidiaries being rolled into balances of accounts without subsidiaries, you are probably sequencing separately on object and subsidiary. The program will include all subsidiaries in the object account, then print them again for each subsidiary. By changing the sequencing in your General Specifications to make the object and subsidiary the *same* sequence, the account will print once.

## Category Code Descriptions

If you would like the system to print business unit category code descriptions, rather than the alternate descriptions that can be set up for FASTR, change the FASTR Category Code processing option from a value of A to *blank*.

- Go to menu G8331
- Choose the program, Category Code-ProcOption Only, and press F18 to access the processing option. If you press Enter, nothing will happen.
- Change the processing option from A to *blank* and press Enter to exit.

## Calculation Columns

If you have a calculation column that prints a percent (using the column type code C), and it adds all the percents together instead of recalculating a percent when the column prints the grand total, then change the column type code from C to CR.

## FASTR Report Skips Printing Specific Data

If your FASTR report is not printing specific data, the most common reason is a mismatch of values entered in rows and columns, or entered between your columns and General Specifications. Often, the problem is with the Fiscal Year (FY) and Ledger Type (LT) fields.

## Row Reports - Fiscal Year \* - Hierarchy of Determining Fiscal Year Value

The fiscal year field in the row report always defaults in a value of asterisk (\*) unless the Row Code is T or C (Text or Calculations). The only time this field does not have a value is when you manually override the value in the field. When the program is run, the \* directs the system to locate the fiscal year from the Column Specifications.

If the Fiscal Year field in the Column Specifications is blank, the system determines the fiscal year from the Current Period entered in the Override Default Information.

If the Current Period in the Override Default Information is blank, the system locates the Fiscal Year from the Financial Reporting Date. If Company is defined as the first sequence in the General Specifications, the fiscal year is determined by the financial reporting date (menu G10, Set Financial Report Date, P001019) for each company defined. If Company is not the first sequence in the General

Specifications, the system retrieves the fiscal year from the Financial Reporting Date for company 00000.

## Row Reports - Fiscal Year = Value

You can define your fiscal year in specific rows. For example, one row might be defined for FY 99 and another row for FY 00. This will print a result as long as you define the Fiscal Year in your Column Specifications as \*. If the fiscal year in the column is defined as 99 and rows are defined for fiscal year 00, the report will not print a result, because F0902 records do not exist that meet both criteria: FY = 99 and FY = 00.

If you have a fiscal year defined in your row, but leave the FY field in the column blank, the report will print a result as long as the fiscal year defined in the row is the same as the one established in the Set Financial Report Date program (P001019). For example, if the fiscal year on the row is 99 and the Financial Reporting date is for fiscal year 00, the report will not have a value. Records do not exist that meet both criteria: FY = 99 and FY = 00.

## Row Reports - Fiscal Year = Blank

If you leave the FY year in the row blank, the system defaults to whatever fiscal year is in the column. If the fiscal year in the column is blank, the system determines the fiscal year from the Current Period entered in the Override Default Information.

If the Current Period in the Override Default Information is blank, the system locates the fiscal year from the Financial Reporting Date.

## Ledger Types

If you enter a row for any row type other than T or C, the ledger type defaults in as \*. If you leave the field blank in the Column Specifications, the value of AA defaults into the field.

The only time you can have a mismatch of ledger types is when you specify the value in the row, but have a different value in the column. For example, if you enter BA as the ledger type for the row, but the column is defined as AA, you will get no data because of the mismatch of the ledger types.

## General Specifications

General Specifications determine which F0902 records will be considered for the report. The information entered in the columns and rows determine which of those records will print on the report.

If you do not define values for the Fiscal Year or Ledger Type in your General Specifications, records for all fiscal years and all ledger types are considered. If you specify a different fiscal year in your General Specifications than you do in your column or row specifications, you will receive no data on your report.

For example, if you specify fiscal year 00 in your General Specifications, but enter fiscal year 99 in either a column or row, the report will not print a value.

## Wildcards (\*)

You can use Wildcards in conjunction with both ledger types and fiscal year values. A ledger type entered as \*A tells the system to consider all records for ledger types that end in A. Thus, you could get a balance of AA, HA, PA, BA ledger types for the account specified. If you set up fiscal year as 9\* all records for fiscal years 90 through 99 for the account specified will be added together to return a result.

## Account Description

If you would like the account description printed, include the subsidiary as a sequence in the General Specifications.

## Account Number

To print the account number as well as the account description, enter a value of Y in the field, Print Descriptions with Keys, located in the Override Default Information.

## Subsidiary Information

If subsidiary information is not printing on the report, then check your Row Specifications to see if the object account has a trailing period. A trailing period indicates that subsidiary information should be suppressed. Remove the period to print subsidiary information on the report.

## Defined Subledger Information

Subledgers must be defined with 8 characters. For example, if the subledger value entered into the FASTR row specification was 1001, the report would not print anything for that row, because the value should be entered as 00001001 (8 characters, zero filled). If the 8 characters are not filled, then the subledger information will not print.

## Summary

The key to determining why a result did not print on a FASTR report is to compare the information in the row against values for the same fields in the column and ensure that this criteria is not limited in some manner by the General Specifications.

## Consolidating Companies

There are several ways to produce a consolidated report for several companies. The key is to choose a field that is common to all records for all companies to be consolidated and sequence on that value. Possible solutions are:

- Sequence on a category code that is not being used. Since the value *blank* is the same for that category code for all companies, sequencing on the category code will produce a consolidated report.
- Add the same value to a category code (for all business units for all companies) and sequence on that value.

- If the information desired is for the same fiscal year, you can also sequence on that field.

## What You Should Know About

### **Data selection values**

There is no way to add more fields to the data selection. Other options would be to use category codes, or to use "Not Equal to" rather than "Equal to". You can also set up multiple FASTR versions, and then download them to your PC, and combining them into a single Excel report. You also may want to consider a broad range in the General Specifications, and then use the Column and Row Specifications to narrow down the data that you receive. When working with column or row specifications, you may also use multiple hidden specifications, and combine them for a printing total.

### **Sequence**

For row reports only, a page break may be suppressed by entering an S in the PageBk (Y/N) field in the General Specs on the last (highest)

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