

# **Oracle® Fusion Functional Setup Manager User's Guide**

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Oracle® Fusion Functional Setup Manager User's Guide

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# Preface

This Preface introduces the guides, online help, and other information sources available to help you more effectively use Oracle Fusion Applications.

## Oracle Fusion Applications Help

You can access Oracle Fusion Applications Help for the current page, section, activity, or task by clicking the help icon. The following figure depicts the help icon.



You can add custom help files to replace or supplement the provided content. Each release update includes new help content to ensure you have access to the latest information. Patching does not affect your custom help content.

## Oracle Fusion Applications Guides

Oracle Fusion Applications guides are a structured collection of the help topics, examples, and FAQs from the help system packaged for easy download and offline reference, and sequenced to facilitate learning. You can access the guides from the **Guides** menu in the global area at the top of Oracle Fusion Applications Help pages.

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### Note

The **Guides** menu also provides access to the business process models on which Oracle Fusion Applications is based.

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Guides are designed for specific audiences:

- **User Guides** address the tasks in one or more business processes. They are intended for users who perform these tasks, and managers looking for an overview of the business processes. They are organized by the business process activities and tasks.
- **Implementation Guides** address the tasks required to set up an offering, or selected features of an offering. They are intended for implementors. They are organized to follow the task list sequence of the offerings, as displayed within the Setup and Maintenance work area provided by Oracle Fusion Functional Setup Manager.
- **Concept Guides** explain the key concepts and decisions for a specific area of functionality. They are intended for decision makers, such as chief financial officers, financial analysts, and implementation consultants. They are organized by the logical flow of features and functions.

- **Security Reference Manuals** describe the predefined data that is included in the security reference implementation for one offering. They are intended for implementors, security administrators, and auditors. They are organized by role.

These guides cover specific business processes and offerings. Common areas are addressed in the guides listed in the following table.

Guide	Intended Audience	Purpose
Common User Guide	All users	Explains tasks performed by most users.
Common Implementation Guide	Implementors	Explains tasks within the Define Common Applications Configuration task list, which is included in all offerings.
Information Technology Management, Implement Applications Guide	Implementors	Explains how to use Oracle Fusion Functional Setup Manager to plan, manage, and track your implementation projects, migrate setup data, and validate implementations.
Technical Guides	System administrators, application developers, and technical members of implementation teams	Explain how to install, patch, administer, and customize Oracle Fusion Applications.

For guides that are not available from the Guides menu, go to Oracle Technology Network at <http://www.oracle.com/technetwork/indexes/documentation>.

## Other Information Sources

### My Oracle Support

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

Use the My Oracle Support Knowledge Browser to find documents for a product area. You can search for release-specific information, such as patches, alerts, white papers, and troubleshooting tips. Other services include health checks, guided lifecycle advice, and direct contact with industry experts through the My Oracle Support Community.

### Oracle Enterprise Repository for Oracle Fusion Applications

Oracle Enterprise Repository for Oracle Fusion Applications provides visibility into service-oriented architecture assets to help you manage the lifecycle of your software from planning through implementation, testing, production,

and changes. In Oracle Fusion Applications, you can use the Oracle Enterprise Repository for Oracle Fusion Applications at <http://fusionappsoer.oracle.com> for:

- Technical information about integrating with other applications, including services, operations, composites, events, and integration tables. The classification scheme shows the scenarios in which you use the assets, and includes diagrams, schematics, and links to other technical documentation.
- Publishing other technical information such as reusable components, policies, architecture diagrams, and topology diagrams.

## Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at <http://www.oracle.com/us/corporate/accessibility/index.html>.

## Comments and Suggestions

Your comments are important to us. We encourage you to send us feedback about Oracle Fusion Applications Help and guides. Please send your suggestions to [oracle\\_fusion\\_applications\\_help\\_ww\\_grp@oracle.com](mailto:oracle_fusion_applications_help_ww_grp@oracle.com). You can use the **Send Feedback to Oracle** link in the footer of Oracle Fusion Applications Help.





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## Overview

### Manage Application Implementation: Overview

The Manage Applications Implementation business process enables rapid and efficient planning, configuration, implementation, deployment, and ongoing maintenance of Oracle Fusion applications through self-service administration.

The Setup and Maintenance work area offers you the following benefits:

- Prepackaged lists of implementation tasks  
Task lists can be easily configured and extended to better fit with business requirements. Auto-generated, sequential task lists include prerequisites and address dependencies to give full visibility to end-to-end setup requirements of Oracle Fusion applications.
- Rapid start  
Specific implementations can become templates to facilitate reuse and rapid-start of consistent Oracle Fusion applications setup across many instances.
- Comprehensive reporting  
A set of built-in reports helps to analyze, validate and audit configurations, implementations, and setup data of Oracle Fusion applications.

With Oracle Fusion Functional Setup Manager you can:

- Learn about and analyze implementation requirements.
- Configure Oracle Fusion applications to match your business needs.
- Get complete visibility to setup requirements through guided, sequential task lists downloadable into Excel for project planning.
- Enter setup data through easy-to-use user interfaces available directly from the task lists.

- Export and import data from one instance to another for rapid setup.
- Validate setup by reviewing setup data reports.
- Implement all Oracle Fusion applications through a standard and consistent process.

There are several documentation resources available for learning how to configure Oracle Fusion Applications.

- Functional Setup Manager Developer's Guide
- Common Implementation Guide
- Customer Data Management Implementation Guide
- Enterprise Contracts Implementation Guide
- Marketing Implementation Guide
- Sales Implementation Guide
- Fusion Accounting Hub Implementation Guide
- Financials Implementation Guide
- Compensation Management Implementation Guide
- Workforce Deployment Implementation Guide
- Workforce Development Implementation Guide
- Incentive Compensation Implementation Guide
- Procurement Implementation Guide
- P6 EPPM Administrator's Guide for an Oracle Database
- P6 EPPM Administrator's Guide for Microsoft SQL Server Database

## **Who Will Use the Setup and Maintenance Work Area: Points to Consider**

There are primarily three types of business application users that will make use of Oracle Fusion Functional Setup Manager through the Setup and Maintenance work area.

### **Implementation Project Manager**

Implementation project managers are typically responsible for the overall implementation of an Oracle Fusion application. They research and analyze the functionality of Fusion offerings and match them to the business requirements of the implementation. They also determine what setup tasks need to be performed

and who will perform them to make an Oracle Fusion application ready for transactional processing.

### **Functional User**

Functional users are representatives from various lines of business of a company and are subject matter experts in their functional areas. They are the financial administrators, procurement managers, sales operations representatives, and benefits administrators. Typically, they will be responsible for entering setup data and then verifying that the applications are working correctly for the transactional processes.

### **System Administrator**

System administrators typically come with technical background and are responsible for software installation, systems configuration, and data migration. The export and import of setup data will usually be performed by system administrators.



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# Gathering Your Implementation Requirements

## Offerings: Explained

Offerings are application solution sets representing one or more business processes and activities that you typically provision and implement as a unit. They are, therefore, the primary drivers of functional setup of Oracle Fusion applications. Some of the examples of offerings are Financials, Procurement, Sales, Marketing, Order Orchestration, and Workforce Deployment. An offering may have one or more options or feature choices.

### Implementation Task Lists

The configuration of the offerings will determine how the list of setup tasks is generated during the implementation phase. Only the setup tasks needed to implement the selected offerings, options and features will be included in the task list, giving you a targeted, clutter-free task list necessary to meet your implementation requirements.

### Enabling Offerings

Offerings and their options are presented in an expandable and collapsible hierarchy to facilitate progressive decision making when specifying whether or not an enterprise plans to implement them. An offering or its options can either be selected or not be selected for implementation. Implementation managers decide which offerings to enable.

### Provisioning Offerings

The Provisioned column on the Configure Offerings page shows whether or not an offering is provisioned. While you are not prevented from configuring offerings that have not been provisioned, ultimately the users are not able to perform the tasks needed to enter setup data for those offerings until appropriate enterprise applications (Java EE applications) are provisioned and their location (end point URLs) is registered.

## Related Documents: Explained

Related documents are intended to help you plan a successful implementation of the offerings available on the Getting Started page. Every offering contains

a default set of reports as related documents. You cannot modify the default documents. In addition to these reports, you can add custom reports and other related documents to help with planning and implementation or when performing setup tasks. The documents available by default are:

### **Offering Content Guide**

This report shows detailed information on the business processes and activities supported by the offering.

### **Setup Task Lists and Tasks Report**

This report shows the list of task lists and tasks that you should complete to successfully implement the offering.

### **Related Features Report**

This report shows the list of options and features associated with the offering.

### **Associated Business Objects Report**

This report shows all setup data needed to implement the offering. It provides a list of all business objects that are associated with the setup tasks belonging to the offering.

### **Related Enterprise Applications Report**

This report shows the list of enterprise applications used by the functional pages and web services for the offering.

## **Options: Explained**

Each offering in general includes a set of standard functionality and a set of optional modules, which are called options. For example, in addition to standard Opportunity Management, the Sales offering includes optional functionality such as Sales Catalog, Sales Forecasting, Sales Prediction Engine, and Outlook Integration. These optional functions may not be relevant to all application implementations. Because these are subprocesses within an offering, you do not always implement options that are not core to the standard transactions of the offering.

## **Feature Choices: Explained**

Offerings include optional or alternative business rules or processes called feature choices. You make feature selections according to your business requirements to get the best fit with the offering. If the selected offerings and options have dependent features then those features are applicable

when you implement the corresponding offering or option. In general, the features are set with a default configuration based on their typical usage in most implementations. However, you should always review the available feature choices for their selected offerings and options and configure them as appropriate for the implementation.

You can configure feature choices in three different ways:

### **Yes or No**

If a feature can either be applicable or not be applicable to an implementation, a single checkbox is presented for selection. Check or uncheck to specify yes or no respectively.

### **Single Select**

If a feature has multiple choices but only one can be applicable to an implementation, multiple choices are presented as radio buttons. You can turn on only one of those choices.

### **Multi-Select**

If the feature has multiple choices but one or more can be applicable to an implementation then all choices are presented with a checkbox. Select all that apply by checking the appropriate choices.

## **FAQs for Gathering Your Implementation Requirements**

### **What's a business process?**

A business process is a collection of related, structured activities or tasks performed to achieve a particular business goal such as fulfilling orders, procuring raw material, or closing an accounting period. Enterprise applications are a means to achieve the end goal of optimizing a business process. Oracle Fusion Applications use business processes as a platform, or framework, to deliver enterprise application functions in context.

### **What's an offering?**

An offering is the highest level grouping of Oracle Fusion Applications functionality. Offerings are typically the starting points for configuration decisions. As the core drivers of provisioning and implementing Oracle Fusion Applications, offerings are groups of application functions representing one or more typical business processes and activities that are usually implemented as a unit. They often include optional business processes and alternative business rules known as options and features respectively.

### **What's an option?**

An option is a piece of specific functionality that you may want to implement as part of an offering. Options can be included or excluded from their parent

offering. Options may be hierarchical, and therefore may be subordinate to another option.

### **What's a feature?**

Features are alternative business methods or rules used to fine tune business processes and activities supported by an offering or an option.

### **How can I configure only licensed offerings and options?**

All offerings and options display on the Configure Offerings page and are available for configuration. However, the Provisioned column will indicate if an offering or option is installed and provisioned. If you attempt to enable an offering or option for implementation that is not provisioned, a warning message appears.

### **What happens if Enable for Implementation is selected for an offering?**

Dependent options that represent optional features and functionality of an offering may or may not be relevant to an implementation, and are not automatically enabled when you select Enable for Implementation. You select Enable for Implementation and configure the dependent options and features that match what you need for your business. This is why the dependent options are not automatically enabled.



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# Managing an Application Implementation

## Implementation Projects: Explained

An implementation project is the list of setup tasks you need to complete to implement selected offerings and options. You create a project by selecting the offerings and options you want to implement together. You manage the project as a unit throughout the implementation lifecycle. You can assign these tasks to users and track their completion using the included project management tools.

### Maintaining Setup Data

You can also create an implementation project to maintain the setup of specific business processes and activities. In this case, you select specific setup task lists and tasks

### Exporting and Importing

Implementation projects are also the foundation for setup export and import. You use them to identify which business objects, and consequently setup data, you will export or import and in which order.

### Selecting Offerings

When creating an implementation project you see the list of offerings and options that are configured for implementation. Implementation managers specify which of those offerings and options to include in an implementation project. There are no hard and fast rules for how many offerings you should include in one implementation project. The implementation manager should decide based on how they plan to manage their implementations. For example, if you will implement and deploy different offerings at different times, then having separate implementation projects will make it easier to manage the implementation life cycles. Furthermore, the more offerings you included in an implementation project, the bigger the generated task list will be. This is because the implementation task list includes all setup tasks needed to implement all included offerings. Alternatively, segmenting into multiple implementation projects makes the process easier to manage.

## Implementation Project Task Lists: Explained

Once you make offering and option selections, Oracle Fusion Functional Setup Manager creates the implementation project and generates a complete list of setup tasks based upon your selections.

## Offering Top Task List

A predefined hierarchical task list called the offering top task list is added. It includes a complete list of all tasks, including the prerequisites required to implement the offering. Typically, this task list will have the same name as the name of the offering it represents. If multiple offerings are included in a single implementation project, then each one of the offering top task lists is shown as a top node in the implementation task list hierarchy.

### Included Tasks

Tasks needed to set up any of the dependent options and features, which are not selected for implementation are excluded from the task list. The implementation task list is generated according to the offering configurations and top task list definitions present at the time an implementation project is created. Once created, the task list in the implementation project becomes self-contained and will not change based on any changes made to the offering configurations or top task list definitions.

### Task Organization

The offering top task list is shown as the top node in the implementation task list hierarchy. If multiple offerings are included in a single implementation project then top task list of each of the offerings becomes a top node of the implementation task list hierarchy. Within each top node, the tasks are organized with prerequisites and dependencies in mind.

- The most common requirements across all offerings are listed first.
- Next, the common tasks across an application area (such as Customer Relationship Management, or Financials), if applicable, are shown.
- Next, tasks that are common across multiple modules and options within an offering display.
- Finally, tasks for specific business areas of the offering, such as Opportunity Management, Lead Management, Territory Management, or Sales Forecasting are displayed.

## Predecessor Tasks: Explained

Some setup data may be a prerequisite for other setup data. The tasks that involve entering the prerequisite data may be identified as predecessor tasks.

In an assigned task list a task with predecessors is indicated as such, and provides you the following information:

- Which tasks are the predecessors of a given task.
- The status of the predecessor tasks.
- The recommended status of the predecessor tasks before performing the given task.

Predecessor tasks are identified to give you better understanding of the data dependency, but you are not prohibited from performing the task even if the predecessor task status is not in the recommended state. Different implementations may choose to implement the offerings in different orders. A predecessor task may also be a common task for many different offerings. If a predecessor task was performed as part of a previous implementation and setup data was entered, then you may be able to proceed with the dependent tasks without performing the predecessor tasks in the current implementation. The predecessor and the dependent tasks might be performed in parallel by entering certain values of predecessor first and then followed by entering the data that is dependent on the already entered parent data, and then repeating the process for each step of the data dependency.

## **Completing Tasks not in an Implementation Project: Points to Consider**

You should consider performing task outside of an implementation project if you only need to perform one or two setup tasks independently of other tasks. you typically perform these tasks in the application instance where the change is needed, such as in the production instance. There are three important points to consider:

- Searching by task name or business object
- Performing the task
- Security validation

### **Searching by Task Name or Business Object**

Using the Overview page in the Setup and Maintenance work area you can search for the task you want to perform by using the All Tasks tab and searching on the name or the associated business object name.

### **Performing the Task**

Once search results return you execute the appropriate task directly from the search results by selecting the Go to Task icon. Performing a setup task from the search results is the same as performing the same task when assigned through an implementation project.

### **Security Validation**

You are able to see many tasks, but can only execute the tasks that you have security entitlements to execute. If you do not have the correct entitlements, you receive an error message when attempting to execute the task.

## **Assigning Setup Tasks: Explained**

Implementation projects have the correct list of setup tasks for you to assign to the appropriate individuals for execution. You can monitor the progress of

the setup data entry using the Overview page. You can specify due dates for completing the assigned tasks, which is recommended since due dates will help you monitor the progress of the task assignments, which in turn will determine the progress of the overall implementation project.

You can assign a single individual or multiple individuals to a setup task. If you assign multiple people to a task, then the same due date can be assigned to each person, or each assigned individual can have a different due date. Each individual is able to perform the task independently of the others. You can reassign tasks, and specify a new due date at any time.

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**Note**

If you assign a task list to a person, then they are assigned all the included tasks.

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## Executing Setup Tasks: Explained

You enter setup data directly from the list of tasks. You can find the task for which you want to enter data and then click the corresponding button that allows you to go to the page where you perform the task. The page for managing setup data for the task will appear, where you enter data as appropriate. Once you enter data and close the page, you will return to the list of assigned implementation tasks. If an assigned setup task only uses a web service for managing its data, the web service will be executed when you perform the task.

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**Note**

You cannot perform a task if you do not have the proper security entitlement.

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You can add a file, URL, or text as notes to an assigned task. These notes will be accessible not only to you, but also to the implementation manager. All users assigned to the task will be able to see the notes.

## Task List Scope: Explained

A setup task list may have a scope defined. If the setup data entered through the tasks within a task list can be segmented by a specific attribute, and therefore could be performed iteratively for each qualifying value, then the task list may benefit from scope. For Oracle Fusion offerings, typical examples of task list scopes are legal entities, business units, ledgers, tax regimes, and legislative data roles. For example, different tax rates can be defined for different tax regimes, or different requisition functions can be defined for different business units.

If the parent task list of an assigned task has a scope defined, then you will be prompted to pick a scope value before entering data. You can pick a scope value that was previously selected, select a new scope value, or create a new scope value and then select it. The selected value will be a qualifying attribute of the setup data entered by way of the task, and therefore, different setup data can be entered for different scope values.

# Monitoring an Implementation Project: Explained

Several graphical reports are available for you to monitor and analyze the progress of the assigned tasks in your implementation project. You can drill-down on the graphs on the Overview page to get all the information you need to track the progress of your project.

## Assignment by Status

This pie chart shows the statuses of the assigned tasks as percentages of the total number of tasks in an implementation project. The pie also shows the actual number of tasks with the specific status. The task statuses are predefined and used to indicate the progress.

### Task Status

Shows the exact status of the tasks:

- Not Started
- In Progress
- Completed
- Execution Frozen
- Submitted
- Completed with Errors
- Completed with Warnings

## Assignment by Due Dates

This is a stacked column graph that shows the number of assignments with due dates in various predefined time periods as columns broken down by different task statuses representing the stacks within a specific time period.

### Due Date Periods

The report compares due dates of the assigned tasks with current date to determine which time period a task belongs to. The predefined due date periods are as follows:

- Past Due  
(one week or more)
- This Week
- Next Week
- In 3 Weeks
- In 4 Weeks

- After 4 Weeks
  - None
- (no due date)

### **Task Status by Task List**

This stacked column graph shows the total number of tasks as columns for each of the task list in an implementation project. This includes tasks from all subsequent levels of the task list. Each column is further broken down by task status, which represents the stacks within a column. Since the task lists are organized in a hierarchy in an implementation project, the graph displays only the top nodes of an implementation project at first. You can drill-down on each graph to view the next level details.

### **Top Five Reports**

Both the Top Five Assigned Users with Incomplete Tasks by Due Dates and the Top Five Task Allocations reports are included.

## **Maintaining Setup Data: Explained**

All implementations require modifications to the setup data over time. A full implementation cycle using an implementation project is recommended for larger and higher risk modifications, such as reorganizing territories, or adding a new tax regime. You can make smaller changes such as changing profile options, or a list of values by searching for the appropriate task from the Overview page and performing the task directly from there.

When setup data of an existing implementation requires modification that involves a significant number of tasks and task lists or has high risk implication in many parts of an application, maintaining those setup changes through implementation projects is advisable. Often you should perform the modifications in a test environment to mitigate risks before applying the changes to a production environment.

For maintenance of setup data, you can create an implementation project without selecting offerings or options. You can add tasks and task lists specific to the needed modification directly to the implementation project. Once the implementation project is created, functionality is exactly the same as any implementation project you create based on offerings and options. The processes for assigning users to tasks to maintain the setup data and finally to export and import the changes to the target instance is the same as implementation projects you create based on offerings and options.

## **Business Object Dependencies: Explained**

If there is data dependency between two business objects then a hierarchical relationship can be defined between them. Typically this signifies that parent

business object is needed to fully qualify the child business object. For example, Tax Regime is the parent business object while Tax Rate is a child business object. This means, that to fully identify a tax rate one needs to know the tax regime as well.

### **Task List Scope and Business Object Hierarchy**

A hierarchical relationship between business objects is especially important if you need to define hierarchical task list scope objects. Relationships between the scope objects must be defined through the hierarchical relationships of the respective business objects.

For example, a Tax Regime object is the scope for a Define Legal Entity object. If Legal Entity is the scope for Define Tax Regime, then if you want to make selection of both Legal Entity and Define Tax Regime when defining Tax Rate, you must define Legal Entity as the parent business object of Tax Regime.

A child or dependent business object can have one and only one parent, while a parent business object may have multiple children.

### **Defining Super Type or Subtype Business Objects**

Super type and subtype business objects are special types of dependencies. The super type business objects are the primary business objects, while their subtypes identify specific segments within them.

For example, Persons is the super type business object, while its subtypes are Employees, Customers, Partners, and Contractors.

In technical terms, a super type business object often becomes the database table in the physical data model, while the subtypes are identified using a discriminating attribute in the same database table. For example, Type in the case of Person.

## **FAQs for Managing an Application Implementation**

### **What's an implementation project?**

An implementation project consists of all the tasks required for the implementation. You refine the list of tasks for the implementation project by reviewing features and selecting feature options. Because only tasks required for the selected functionality are included, project initiation productivity is improved.

Selecting offerings, options, and the related features associated with each offering dynamically creates an implementation task list based on just the functionality to be implemented. This can greatly enhance productivity by presenting a targeted list of tasks in the appropriate implementation order.

A setup task list is a logical grouping of setup tasks that are related to the same business processes or activity, and are often performed together. Task lists are hierarchical: a parent task list can include children that are either tasks or other task lists.

### **What's a setup task list?**

A setup task list is a logical grouping of setup tasks that are related to the same business processes or activity, and are often performed together. Task lists are hierarchical: a parent task list can include children that are either tasks or other task lists.

### **What's a setup task?**

A setup task is performed to enter setup data for offerings to make them ready for transaction processing. Tasks represent the work necessary to set up initial configurations of offerings, and in turn the business processes and activities that those offerings support to make them ready for transactions. For example, Manage Reporting Currency, Assign Balancing Segments to Ledger, and Manage Tax Regime are setup tasks you perform to make the Financials offering ready for transactions.

### **When does a dependency need to be defined for a business object?**

If the selection of a business object for a task list itself requires a business object to properly identify the selection, then a parent child dependency must be defined between the two objects. For example, several tasks need to be performed to set up a transaction tax. Each transaction tax is only relevant in the context of a tax regime. Therefore, if tax regime is defined as the parent business object for transaction tax, then you will be able to choose the appropriate tax regime and transaction tax combinations when performing the list of tasks to setup taxes.

### **What happens if a task is assigned to more than one person?**

If a task is assigned to more than one person, it will be displayed on each person's Assigned Implementation Tasks tab. Each assignee can have a different due date and can track the status of the task separately.

### **Why did my implementation project omit the tasks for a new option or feature choice I enabled on the Configure Offerings page?**

The task list generated for an implementation project is created based on the offering, option and feature choice selections enabled at the time you created the implementation project. The task list of an implementation project is self-contained once it is generated, and new selections of offerings, options or feature choices do not affect the task list.

### **Why does each offering include common tasks?**

The auto-generated list of tasks for implementing any offering is self-contained. It includes all tasks, including the prerequisites, needed to complete implementation of any given offering. The task list gives you full visibility to the end-to-end setup requirements. By having a complete task list self-contained



within the implementation of each offering, dependencies on any particular order needed for offerings implementation are eliminated and you can decide how best to manage the implementation according to your business needs.

### **When does it make sense to customize a task list?**

A comprehensive list of setup tasks is generated automatically when you create an implementation project. You can further customize the list by adding or removing tasks to address any exception cases. This is an optional step that you may consider after reviewing the generated task list and comparing it with your implementation needs. When adding tasks you can decide where in the hierarchy the tasks fit and you can sequence the implementation task list accordingly. When adding, reordering or removing tasks you must consider data dependencies and their implications on export.

### **When does a duplicate common task need to be deleted from the task list to avoid duplicating setup data?**

Generally you do not need to delete duplicate common tasks. Common tasks are repeated in an implementation project in case Implementation of multiple offerings requires different data for the same task. Each duplicate task points to the same interface and data irrespective of which offering implementation it is used for, so setup data is not duplicated unless you purposely choose to do so. You can review the existing data and decide whether or not to enter additional data because of the new offering.

### **What happens if I create a custom task and add it to an existing implementation project?**

You can create custom tasks and add them to implementation projects. Typically you must also create the business objects for holding setup data, an interface for entering data, and a web service needed to export or import the data. However, if you create a custom task for common reference objects, you do not need to create the related items. The export and import process treats the custom tasks just like any other Oracle Fusion seeded task.

### **How can I see what types of setup data I enter using an implementation project?**

The Manage Implementation Project page shows the hierarchy of setup tasks by default. You can toggle the view from task hierarchy to business object hierarchy to find out what setup data is entered through an implementation project. The sequence of the business objects in the hierarchy indicates the order in which the setup data will be exported and imported when you export or import the implementation project.

### **What happens if I assign more than one user to the same task?**

You can assign a task to one or many users, each with the same due date or different due dates. Each user can perform the tasks independently.

### **Why did the task not show as completed when I returned to my assigned task list after entering data?**

You must set the task status manually. Just by returning to your assigned task list after entering setup data for a task might not necessarily mean that the task was completed. Consider the scenario when you might be entering data and interrupted before completion. In this case, you can save your work and return later to complete entering data. When you return to the assigned task list, change the task status to an appropriate value.

### **Why did a common task I already performed and set to completed not show as completed in every instance of the task across multiple implementation projects?**

You set the task status individually for each task, including duplicated common tasks. Some tasks might need a different set of data for a different implementation. The status of a task does not update based on its status in a previous implementation. For example, you implement Financial Control and Reporting and complete currency set up. Later, when you implement Procurement, you need a few additional currencies for paying suppliers but not for financial reporting.

### **When does it make sense to create an implementation project to make changes to my setup data?**

You do not necessarily have to create an implementation project to make changes to setup data. For low risk changes you can search for a task by name or its associated business object name and then perform the task again to enter the data into the appropriate page.

### **When does a task need to be required?**

If a task within a given task list must be performed to successfully complete the task list, then the task should be identified as a required task within that task list.

### **What happens if I change a task list in an implementation project after some tasks have been performed?**

You can customize the implementation project task list at any time. Your changes become effective immediately so the implementation project is maintained and current. Your new tasks are immediately available for assignment, status reporting, and execution.

### **How can I view implementation specific reports?**

You can download and print a set of reports at each level of the implementation task list hierarchy. These reports show the relevant information for the task list and all dependent task lists and tasks. The available reports are the Setup Task

Lists and Tasks report, the Related Business Objects report, and the Related Enterprise Applications report.



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## Importing and Exporting Setup Data

### Configuration Packages: Explained

Almost all Oracle Fusion application implementations require moving functional setup data from one instance into another at various points in the lifecycle of the applications. For example, one of the typical cases in any enterprise application implementation is to first implement in a development or test application instance and then deploy to a production application instance after thorough testing. You can move functional setup configurations of applications from one application instance into another by exporting and importing Configuration packages from the Manage Configuration Packages page.

A Configuration Package contains the setup import and export definition. The setup import and export definition is the list of setup tasks and their associated business objects that identifies the setup data for export as well as the data itself. When you create a configuration package only the setup export and import definition exists. Once you export the configuration package appropriate setup data is added to the configuration package using the definition. Once a configuration package is exported, the setup export and import definition is locked and cannot be changed.

You generate the setup export and import definition by selecting an implementation project and creating a configuration package. The tasks and their associated business objects in the selected implementation project define the setup export and import definition for the configuration package. In addition, the sequence of the tasks in the implementation project determine the export and import sequence.

### Exporting and Importing Setup Data: Explained

A configuration package is required to export setup data. You can export a configuration package once you create it, or at any time in the future. During export, appropriate setup data will be identified based on the setup export definition and added to the configuration package. The setup data in the configuration package is a snapshot of the data in the source application instance at the time of export. After the export completes, you can download the configuration package as a zipped archive of multiple XML files, move it to the target application instance, and upload and import it.

## **Export**

You can export a configuration package multiple times by creating multiple versions. While the export definition remains the same in each version, the setup data can be different if you modified the data in the time period between the different runs of the export process. Since each version of the configuration package has a snapshot of the data in the source instance, you can compare and analyze various versions of the configuration package to see how the setup data changed.

## **Import**

In the target application instance, the setup import process will insert all new data from the source configuration package that does not already exist and update any existing data with changes from the source. Setup data that exists in the target instance but not in source will remain unchanged.

## **Export and Import Reports**

You can review the results of the export and import processes using reports. The results appear ordered by business objects and include information on any errors encountered during the export or import process. If a setup export or import process paused due to errors encountered or for a manual task to be performed outside of the application, then you can resume the paused process.

These reports show what setup data was exported or imported and by which specific process. You can change the reports to validate the setup data as well as to compare or analyze it. A report is generated for each business object. These reports show the same information as the export and import results seen directly in the application.

Process status details are available as text files showing the status of an export or import process including the errors encountered during the process.

# **Customizing Configuration Packages: Points to Consider**

All tasks and associated business objects in the selected implementation project are included in the setup export and import definition of a configuration package. You can customize the setup export and import definition.

## **Excluding Business Objects**

If you do not want to export any specific setup data, you can exclude the corresponding business object from the setup data export and import definition of the configuration package.

## **Reordering Business Objects**

You can change the sequence in which setup data is exported and consequently imported by changing the sequence of the business objects in the setup export and import definition of your configuration package. The default export and import order of setup data, or business objects, is the same as the order of the tasks they are associated with in the implementation project.

## Filtering Setup Data

All setup data from all business objects in the setup export and import definition is exported by default. However, you can filter exported setup data by specific export scope values if the business object has a scope selection for setup data export. During export, you might have the option to choose specific scope values. For any setup data where scope is applicable, only the data that matches the selected values will transfer.

## Business Objects Marked as Scope Parameters: How They are Exported

When creating a configuration package, you may see some business objects that are used as scope parameters for data filtering. These business objects correspond to parameters used by some tasks within the implementation project as source for the configuration package to filter data.

## Settings That Affect Business Object Data Export

The data for business objects used as scope parameters data is not exported because these business objects are not directly associated to any tasks in the implementation project used to create the configuration package.

## How Business Object Data Is Exported

Data of dependent business objects is filtered by the selected scope values and exported.

### Example

Subledger may have been defined as the scope parameter for receivable data but is not associated with any tasks in the implementation project you selected to create a configuration package. You will find the sub ledger business object listed. While subledger data will not be exported by way of the configuration package, you will have the option to filter receivables data by certain subledgers during export.

## Business Object Import Sequence: Explained

The setup data for business objects related to tasks are imported according to the import sequence. The default business object import sequence is derived based on the sequence of the tasks within the implementation project selected to create the configuration package. This is because the task sequence in the implementation projects should be congruent to the sequence you need to enter the related data to prevent dependency failures. You can change the default import sequence when creating your configuration package if you are fully aware that such changes will not result in data dependency failures during import.

The application assigns the lowest import sequence number to the business objects associated to the first task and increases the sequence number for the successive tasks.

The following business objects are exceptions to the rule and they are always exported and imported before any other business objects in this sequence:

Business Object Name	Business Object ID
Application Taxonomy	FND_APP_TAXONOMY
Application Reference Data Set	FND_APP_REFERENCE_DATA_SET
Application Reference Data Set Assignment	FND_APP_REFERENCE_DATA_SET_ASSIGNMENT
Application Lookup	FND_APP_SET_ENABLED_LOOKUP
Data Security Policy	FND_APP_DATA_SECURITY_POLICY
Application Tree Structure	FND_APP_TREE_STRUCTURE
Application Tree Label	FND_APP_TREE_LABEL
Application Tree	FND_APP_TREE
Application Flex Value Set	FND_APP_FLEX_VALUE_SET
Application Descriptive Flexfield	FND_APP_EXTENSIBLE_FLEXFIELD
Application Extensible Flexfield	FND_APP__FLEXFIELD
Application Key Flexfield	(FND_APP_KEY_FLEXFIELD

You must have access to the Application Implementation Consultant role in order to export or import setup data. However, access to additional roles is needed to export and import setup data for certain business objects:

Business Object Name	Required Role Name
Corporate Card Expense Type Mapping Rule	Corporate Card Administrator
Corporate Card Company Account	Corporate Card Administrator
Corporate Card Program	Corporate Card Administrator
Corporate Card Transaction Download Parameter	Corporate Card Administrator
Corporate Card Transaction Upload Rule	Corporate Card Administrator
Corporate Card Usage Limit Rule	Corporate Card Administrator
Bank Statement Reconciliation Tolerance	Cash Manager
Bank Statement Automatic Reconciliation Matching Rule Set	Cash Manager
Bank Statement Automatic Reconciliation Matching Rule	Cash Manager
Bank Statement Transaction Creation Rule	Cash Manager
Cash Transaction Type	Cash Manager
Bank Transaction Code	Cash Manager
Bank Statement Parsing Rule	Cash Manager
Bank Account	Cash Manager
Bank Branch	Cash Manager
Bank	Cash Manager
Collections Aging Bucket	Collections Manager



Collections Dunning Configuration	Collections Manager
Collections Preference	Collections Manager
Collector	Collections Manager
Incentive Compensation Participant	Incentive Compensation Application Administrator
Department	Human Capital Management Application Administrator
Legal Employer	Human Capital Management Application Administrator
Payroll Statutory Unit	Human Capital Management Application Administrator
Division	Human Capital Management Application Administrator
Job	Human Capital Management Application Administrator
Location	Human Capital Management Application Administrator
Enterprise Information	Human Capital Management Application Administrator
Legislative Data Group	Human Capital Management Application Administrator

## Export Scope: Explained

Certain business objects contain export scope. These are typically the business objects that are qualifiers of other setup data and therefore, might potentially use filter or segment data during setup export and import. Some of the examples of business objects with scope are Business Units, Legal Entities, Ledgers, and Territories.

All setup data from all business objects in the export definition is exported by default. However, exported setup data can be filtered by specific export scope values if the business object has scope enabled for setup data export. During export, you will have the option to choose specific scope values. For any setup data where scope is applicable, only the data that matches the selected values will export.

## FAQs for Importing and Exporting Setup Data

### What's a setup business object?

A setup business object is a self-contained representation of a business entity supported by a setup task. These are logical representations of real-world objects. Setup business objects represent the data entered when you perform setup tasks. Business objects used by setup tasks also require web services to facilitate export and import of corresponding data. Setup data entered by way of a setup task is stored in the table associated with the corresponding business object. For example, Primary Ledger is the business object of the setup task called Manage Primary Ledger. When the Manage Primary Ledger task is performed, data

entered is stored in the tables associated with the Primary Ledger business object.

### **What happens if I upload a different version of the same configuration package?**

The previously uploaded version is overwritten with the newly uploaded version.

### **How can I export or import an implementation project without the associated setup data?**

When you create a configuration package select the option to export the setup task list only. When this configuration package is exported and imported, only the task list from the selected implementation project will be transported.

### **What happens if I modify a configuration package that I recently created?**

You can only modify configuration packages that display a status of definition in progress. The configuration package definition is locked once you submit it for export or upload it for import. If you want to keep making modifications to a configuration package you can save it until you are ready to submit it for export.

### **How can I see what setup data is transferred when I export a configuration package?**

When you create a configuration package by selecting an implementation project, the business objects associated with the tasks in the implementation project task list are what will be included during export. You can view these business objects when you are working in the implementation project or after you create the configuration package.

### **How can I exclude any business objects from exporting or change the import sequences?**

By default, all business objects related to the task list of the implementation project used in the configuration package will be exported. You can exclude any business objects from exporting by deselecting the business object from the default list. If you deselect a business object then the business object data will not be exported or be available for subsequent import. The default import sequences of the business objects are based on the order of the related tasks in the implementation project. You can change the import sequence when creating a configuration package. As a result, the order in which the business objects export and import changes. Use caution when excluding business objects or changing their import sequences because data dependencies among the business objects might exist, which could result in failures during import.

### **Why did the export process not raise any errors when it did not export any data?**

Sometimes no data exports for a business object even though the process completes successfully without any errors. This happens when only Oracle Fusion Applications seeded setup data exists in the business object. Setup export

and import excludes Oracle Fusion Applications seeded setup data. A message indicating that no rows were processed and no failures occurred during export will display when the export process completes.

### **Why did import errors appear when no data to import is found?**

If your configuration package contains no data for a given business object, the import process sets the status to Completed with Errors and indicates that no data is found. The application is trying to ensure that all relevant data for a given implementation is available during the import. If data does not exist or you do not want to import data for the business object, you can bypass these errors by resuming the import process without pausing for errors.

### **When does export or import show errors at the data level as opposed to the system level?**

An error at the business object level occurs if the setup export and import web services cannot be invoked. For example, if a service cannot be found in the specified location where it is registered or access is denied to the service then the application will raise an error. In general, errors occur at the system level. However, data level error may also occur depending on how the web services were designed.

### **What happens if my import process remains in the User Action Required status?**

An import process is set to User Action Required when the process has paused because either an error occurred that you need to correct, or certain data must be imported using another application or process external to the Setup and Maintenance Work Area. Review the process results and resume the process once you have taken appropriate actions to correct the errors or externally imported the required data.

### **How can I view the associated business object hierarchy?**

The task list generated for an implementation project not only drives the implementation tasks but also determines what setup data exports and imports during deployment to another instance. You can see the list of business objects representing the setup data by selecting the business objects view from the Manage Implementation Projects page. The business object view shows the business objects associated with the tasks and gives an insight into the order the business objects, and therefore setup data, exports and imports when you deploy the implementation to another instance.

### **How can I view and print any errors generated by an import or export process?**

Download and then view or print the Export Results Report or the Import Results Report for the relevant process.

### **How can I cancel an export or import process that I submitted?**

You can cancel any export or import process from the Manage Export and Import Processes page or from the Manage Configuration Packages page. Select the

process you want to cancel, and choose Cancel Process from the Actions menu. Once you confirm to cancel the process, it will complete processing of the business object that already started and will not process the remaining business objects. The process status will be changed to Canceled and you will not be able to resume the process.

### **When does it make sense to create multiple configuration packages from the same implementation project?**

You can use the same implementation project to create many configuration packages. It is only useful to do so if the list of tasks in the implementation project has changed, or tasks and their associated business objects in the selected implementation project define the setup export or import definition for the configuration package. It is also useful if you use a custom export or import definition for different configuration packages.

### **Why does the configuration package contain some scope values by default?**

If you have selected any scope values when performing an assigned implementation task, then the selected values are preselected as candidates for filtering setup during export and import. Some application core tasks, such as tasks for defining profile options, have parameters defined that you can use as setup filters and are preselected as filter candidates for export and import. You can remove any of these preselected values when you are creating the configuration package. You can also add more scope values for export and import purposes only.