

MICROS Materials Control

Purchase Budget

micros[®]
Materials Control

Product Version **8.80.61.1491**

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Department: Materials Control
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Introduction:

This module to define Budget amounts per item group and compare those with actual figures.

These budget figures are related to purchase transactions only. Internal transactions like issue requests, transfers, waste & usage are not considered.

The definition must be done per cost center/store.

Once defined the system could show warnings during the ordering process as well as during the authorization if the values will exceed the budgeted values.

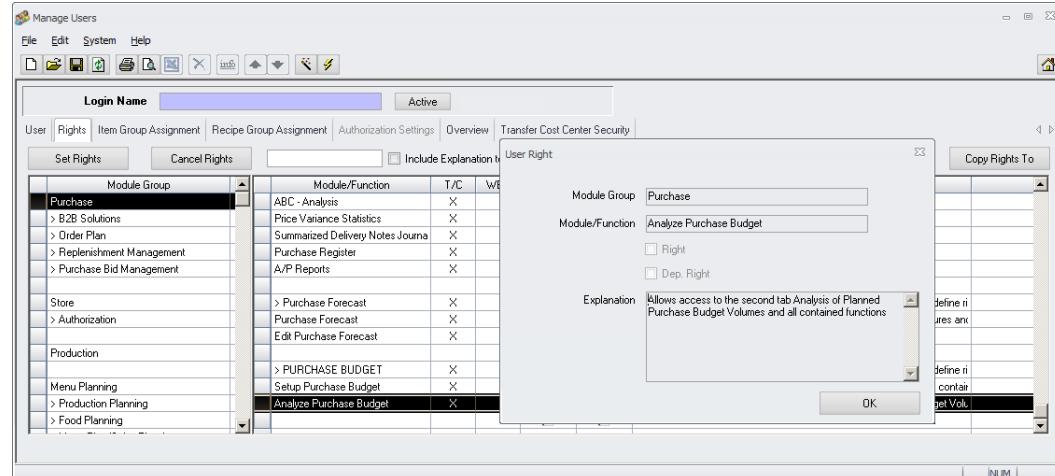
The functionality below is available in version 8.8.00.41.1485 and higher.

Configuration:

System > Users

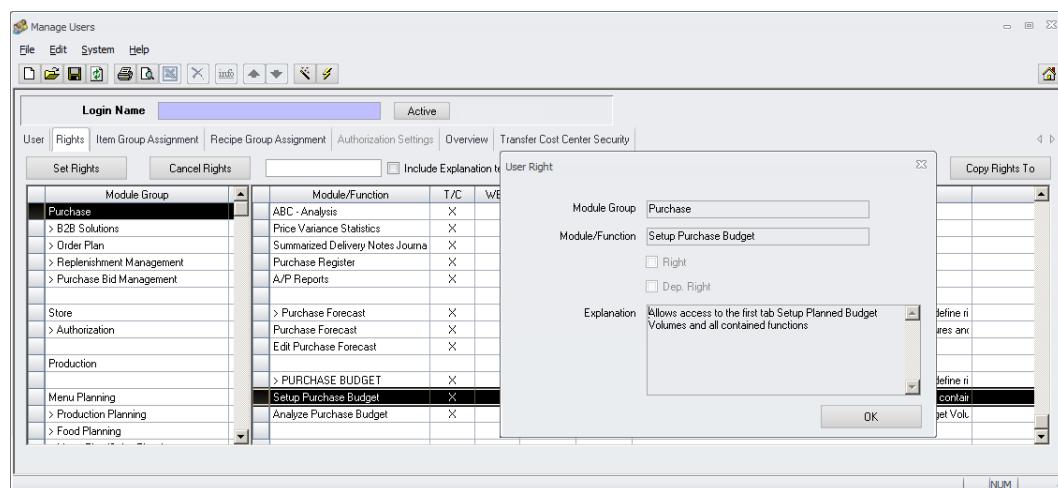
The user rights for this function must be enabled.

Go to System > Users > Rights > Purchase > Purchase Budget:



- The user right Purchase > Purchase Budget > **Analyze Purchase Budget** must be set to access the module itself and the “Analysis of Planned Volumes” tab.

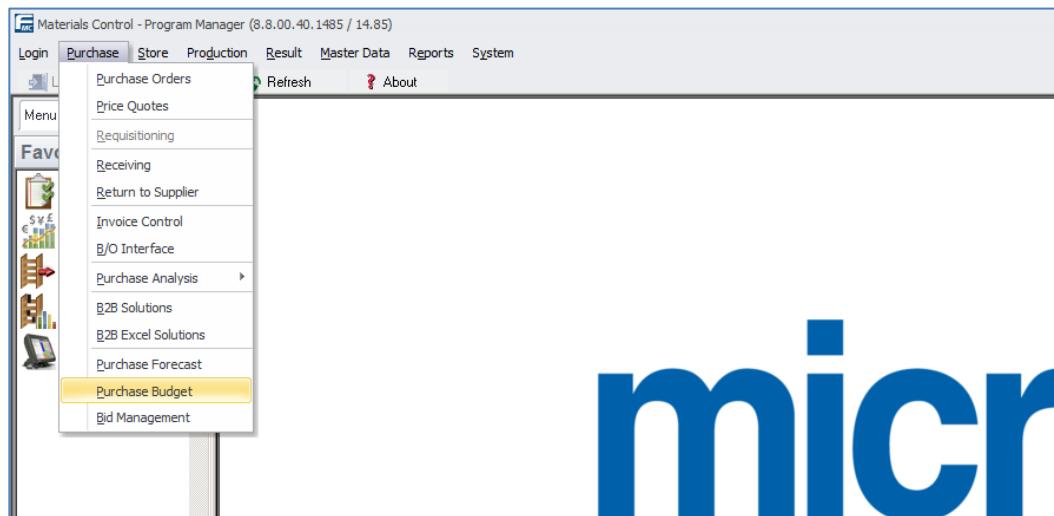
Go to System > Users > select the user > click on the tab “Rights” > select the section Purchase > Purchase Budget:



- The user right Purchase > **Setup Purchase Budget** must be set to access the “Setup Planned Volumes” tab to define / edit the Budget figures.
 NOTE: Please keep in mind that the user right “Analyze Purchase Budget” is required to access the module in general.

Setup:

The module can be found in the Purchase menu:

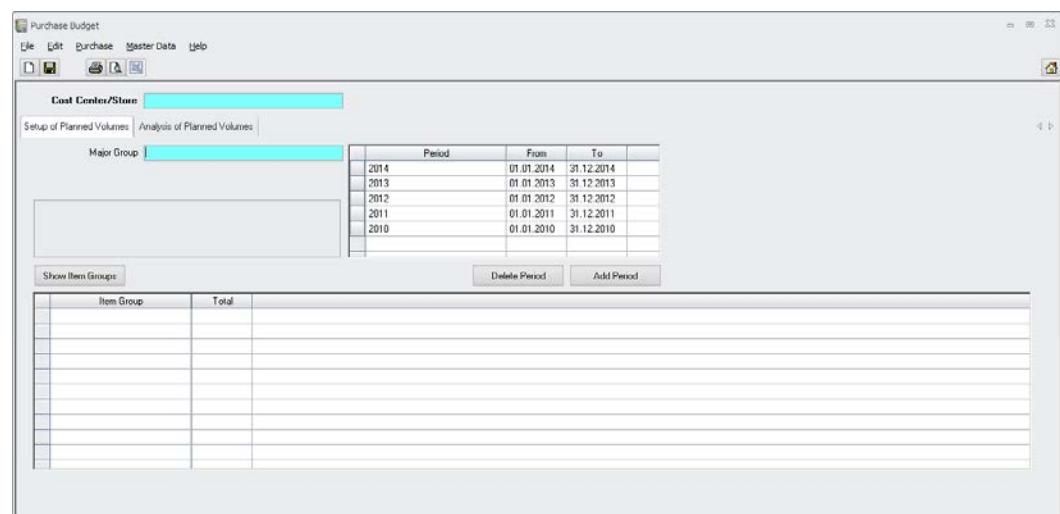


micr

This will open the module which allows setup and analysis.

Setup Planned Volumes:

This screen allows to define the budgeted amounts per item group.



Description of the screen:

Header section:

Purchase Budget

File Edit Purchase Master Data Help

Cost Center/Store

Setup of Planned Volumes Analysis of Planned Volumes

Major Group

	Period	From	To
2014	01.01.2014	31.12.2014	

- Please select the cost center first.

Upper section:

Major Group		Period	From	To
	2014		01.01.2014	31.12.2014
	2013		01.01.2013	31.12.2013
	2012		01.01.2012	31.12.2012
	2011		01.01.2011	31.12.2011
	2010		01.01.2010	31.12.2010

Major Group

This selection box allows to filter the list of displayed it by Major Group.

Note: Please keep in mind that (if activated in user setup) the item group filtering per user is active here as well. The user will see only these major groups where at least one of their item groups is assigned to him.

1. **What is the primary purpose of the study?**

This box will show all selected parameters like e.g. Supplier, Major Group filter, Item Group filter and selected period.

This grid shows the already defined periods.

Delete Period

Mark the period and click on the button.

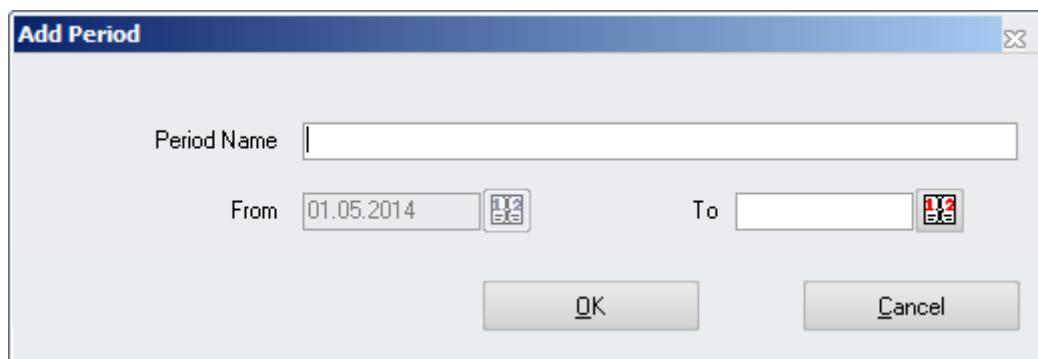
The system will show the following message "Do you want to delete the selected Period and all its details?".

- Confirming with "Yes" will delete the period
- Clicking "No" will return to the screen.

Only the last period can be deleted. If e.g. the third last period should be deleted, the first two ones must be deleted as well. Gaps between the periods are not allowed!

Add Period

This button allows to create new periods. The following dialog is shown:



- Period Name: Enter the Name of the new period.
 - Examples: 2014, January 2014, Q1 2014
- From: Define the start date for the period.
 - If there are no periods defined the field will be open to select any date.
 - If there are periods defined already the system will show the date after the "To"- date of the last period defined and the field is locked.
- To: Select the end date of the period.

Gaps between the periods are not allowed!

A period will always start at the 1st day of a month and end on the last day of a month (e.g. 01.01.2014 – 31.12.2014).

If the user selects e.g. 17.01.2014 – 19.12.2014, the system will adjust these dates to 01.01.2014 – 31.12.2014 automatically!

The system will split up the entire period into monthly sub periods. If you define a period as above it will be splitted into 1 sub period.

In case of a period 01.01.2014 – 31.12.2014 it will be splitted into 12 sub periods.

Because of the visibility in the report printouts it is not recommended to define a period longer than one year. All reports are designed to show 12 sub periods.

This could be adjusted, but will end in non-readable reports because of the font size!

Show Item Groups

After selection of the Cost Center and the selection of a period this button is used to show the item groups based on the group filter options above in the lower grid of the screen.

Lower section:

Item Group	P1	P2	P3	P4	P5	P6	P7	P8	P9	P10	P11	P12	Total
Asian Food	0.0000												
Dagels & Bread Rolls	0.0000												
Bakery frozen	0.0000												
Beer Bottles	0.0000												
Beer Keg	0.0000												
Brandy, Span	0.0000												
Bread	0.0000												
Breakfast Items	0.0000												
Cacao	0.0000												
Cakes	0.0000												
Cakes frozen	0.0000												

After the selection of required filters above and clicking **Show Item Groups**, the application will list all relevant records here.

Column Description:

Item Group

This column will show the Item group name.

The groups will be sorted in alphabetical order.

Note: Please keep in mind that the user's item group filter is active here!

P1 - Pxx

This column shows the quantity per sub period. The sum of the sub periods will be shown in the "Total" column.

Total

This column shows the total quantity per period. If no quantities are entered in the sub period columns the system will divide the quantity entered here by the number of sub periods and fill the sub periods.

Example:

The following example will be based on a one-year period 01.01.2013 – 31.12.2013.

Purchase Budget													
Cost Center/Store: Main Store Beverage													
Setup of Planned Volumes Analysis of Planned Volumes													
Major Group: Softdrinks													
Period From To													
2014 01.01.2014 31.12.2014													
2013 01.01.2013 31.12.2013													
2012 01.01.2012 31.12.2012													
2011 01.01.2011 31.12.2011													
2010 01.01.2010 31.12.2010													
Show Item Groups													
Delete Period													
Add Period													
Item Group P1 P2 P3 P4 P5 P6 P7 P8 P9 P10 P11 P12 Total													
Juices 1000.000 1000.000 1000.000 1000.000 1000.000 1000.000 1000.000 1000.000 1000.000 1000.000 1000.000 1000.000 1000.000 12.000.000													
Lemonades / Water 800.000 1200.000 1200.000 1500.000 1500.000 1500.000 1500.000 1500.000 1500.000 1500.000 1500.000 1500.000 1500.000 16.700.000													
Postmix 1500.000 1500.000 1500.000 1500.000 2000.000 2000.000 2500.000 1500.000 1500.000 1500.000 1500.000 1500.000 20.000.000													
Premix 100.000 100.000 100.000 100.000 100.000 100.000 100.000 100.000 100.000 100.000 100.000 100.000 100.000 1.200.000													

Details:

- Selected Cost Center: Orders and Deliveries for the selected Cost Center/Store will be considered.
- The period is defined as 01.01.2013 – 31.12.2013. The system has automatically splitted this period into 12 sub periods (per month).
- The Major Group filter is set to “Softdrinks”. Only articles assigned to this group are listed.
- The columns P1 – P12 are showing the values defined per month.
 - In the 1st line a value of 12.000,00 was entered into the column “Total”. The system has splitted this to a value of 1.000,00 per sub period (month).
 - In the 3rd line the values were entered per sub period (month) and summarized in the column “Total”.
 - If the user would now adjust the value “Total” for the 3rd line, the system would divide this by 12 and overwrite the existing values!



Click on the  icon in the toolbar to save the definitions.



The icons  and  can be used to print or preview the entered quantities:

Preview - D:\Program Files\MC 800\grp_eng\PURBUD_VOL.QRP

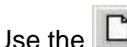
File View Print

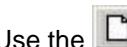
Setup of Planned Volumes

MICROS-FIDELIO DEMO (Jörg Trommeschläger) Systems Management SystemAdministrator 25.04.2013 18:05

Cost Center/Store: Main Store Beverage Period 01.01.2013 - 31.12.2013 Major Group: Softdrinks

Item Group	P1	P2	P3	P4	P5	P6	P7	P8	P9	P10	P11	P12	Total
Juices	1.000,00	1.000,00	1.000,00	1.000,00	1.000,00	1.000,00	1.000,00	1.000,00	1.000,00	1.000,00	1.000,00	12.000,00	
Lemonades / Water	800,00	1.200,00	1.200,00	1.500,00	1.500,00	1.500,00	1.500,00	1.500,00	1.500,00	1.500,00	1.500,00	16.700,00	
Postmix	1.500,00	1.500,00	1.500,00	1.500,00	2.000,00	2.000,00	2.500,00	1.500,00	1.500,00	1.500,00	1.500,00	20.000,00	
Premix	100,00	100,00	100,00	100,00	100,00	100,00	100,00	100,00	100,00	100,00	100,00	1.200,00	



Use the  icon to clear the screen to enter other quantities.

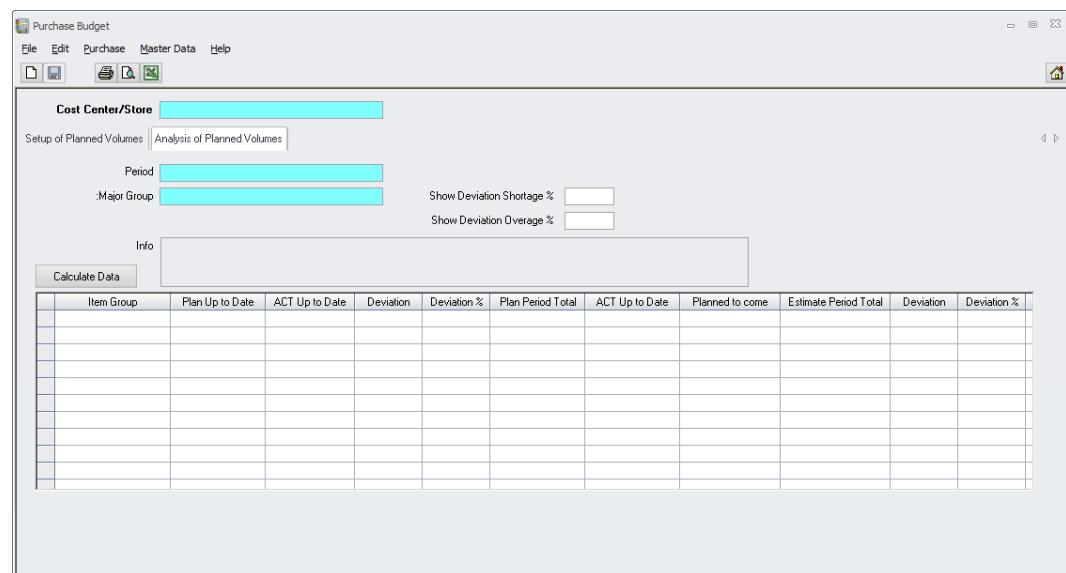
Analysis:

In the same module as the setup the user can find the analysis screens for the entered figures. This part of the module will compare the entered planned figures with actual purchase results.

Please keep in mind that the system will consider here ordered, received and also already invoiced figures. Even if it cannot be ensured that the ordered figures will be delivered completely, the application must consider this as a warning will be generated if an order will exceed the budgeted figures.

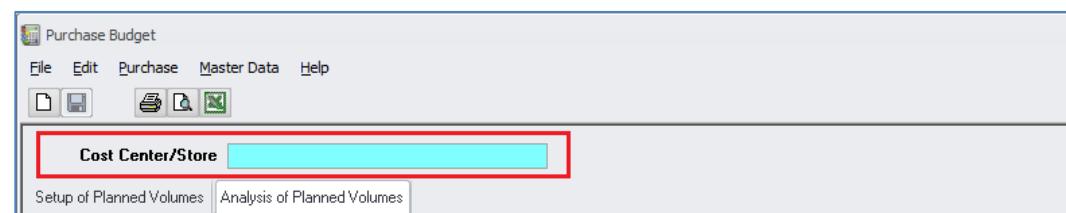
Analysis of Planned Volumes:

This screen compares the budgeted values per item group (as defined above) with current results.



Description of the screen:

Header section:



- Please select the cost center first.

Upper section:

Setup of Planned Volumes	Analysis of Planned Volumes
Period	<input type="text"/>
:Major Group	<input type="text"/>
Info	<input type="text"/>
<input type="button" value="Calculate Data"/>	

Period	<input type="text"/>
--------	----------------------

Here the period to evaluate must be selected.

Major Group	<input type="text"/>
-------------	----------------------

This selection box allows to filter the displayed list of item groups by Major Group.
Note: Please keep in mind that (if activated in user setup) the item group filtering per user is active here as well. The user will see only these major groups where at least one of their item groups is assigned to him.

<input type="text"/>

This box will show all selected parameters like e.g. Cost Center, Major Group filter and selected period.

Show Deviation Shortage %	<input type="text"/>
---------------------------	----------------------

This field allows to enter a percentage value of minimum shortage to filter the list shown below. The system will show records with a negative deviation \geq the entered value.

Show Deviation Overage %	<input type="text"/>
--------------------------	----------------------

This field allows to enter a percentage value of minimum overage to filter the list shown below. The system will show records with a positive deviation \geq the entered value.

Overage and Shortage can be used in the same analysis to show e.g. all records having a deviation $\geq 5\%$ in both directions.

<input type="button" value="Calculate Data"/>

After filling all parameters as required click this button to show the data in the lower grid of the screen.

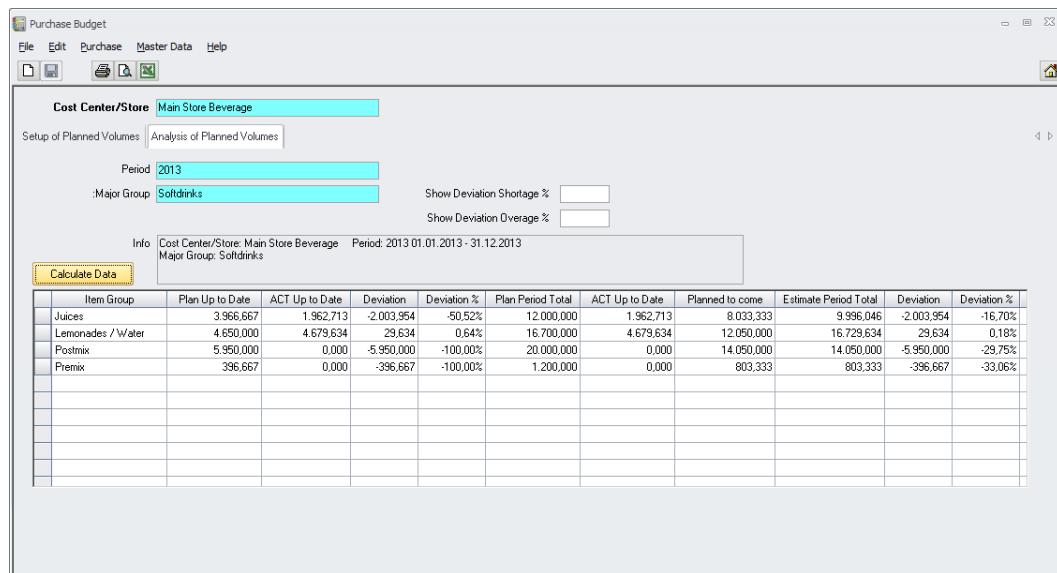
Lower section:

After the selections above and clicking the button “Calculate Data” the application will show the comparison between the budgeted figures and the actual ordered, received and/or invoiced volumes here.

Item Group	This column will show the item group name.
Plan Up to Date	This column will show the budgeted value until today.
ACT Up to Date	This column will show the actual volume until today.
Deviation	This column shows the deviation between Plan and ACT.
Deviation %	This column shows the percentage figure for the deviation. (This value is considered for the Overage & Shortage filter in the upper section!)
Plan Period Total	This column shows the entered budgeted value for the entire period.
ACT Up to Date	This column shows again the actual volume until today.
Planned to come	This column shows the planned expected values based of the entered figures in the volume setup.
Estimate Period Total	This is the sum of the current volume ("ACT Up to Date") and the "Planned to come" value.
Deviation	This is the deviation between the "Plan Period Total" and the "Estimate Period Total".
Deviation %	This is the percentage value for the deviation between the "Plan Period Total" and the "Estimate Period Total".

Example:

The following example will be based on the one-year period 01.01.2013 – 31.12.2013 as in the sample setup above.



The screenshot shows a software interface titled 'Purchase Budget' with a menu bar: File, Edit, Purchase, Master Data, Help. The main window is titled 'Cost Center/Store Main Store Beverage'. It displays a grid of items with columns for Item Group, Plan Up to Date, ACT Up to Date, Deviation, Deviation %, Plan Period Total, ACT Up to Date, Planned to come, Estimate Period Total, Deviation, and Deviation %. The grid includes rows for Juices, Lemonades / Water, Postmix, and Premix. A yellow box highlights the 'Calculate Data' button at the bottom left of the grid area.

Calculation Example for the columns:

- Assumption: System Date = April 29th.
- Item Group Lemonades/Water
- Planned QTY for P1 – P4 = 4.700,000
- Actual until today = 4.679,634
- Plan Period Total = 16.700,000
- “Plan Up to Date” shows 4.650,000
 - In setup value for P1 – P4 was defined as 4.700,000.
 - $(3.200,000 \{P1 - P3 volume\} + (1.500,000) / 30 \{no. of days in April\}) * 29 \{assumed 29th of January\} = 4.650,000$
- “ACT Up to Date” shows 4.679,634
 - Received value until today
- “Deviation” shows 29,634
 - $4.679,634 \{ACT Up to Date\} - 4.650,000 \{Plan up to Date\} = 29,634$
- “Deviation %” shows 2,84%
 - $(29,634 \{Deviation\} * 100) / 4.650,000 \{Plan up to Date\} = 0,637290322 \sim - 0,64$
- “Plan Period Total” shows 16.700,000
 - This is the total period value entered in the setup.
- “ACT Up to Date” shows 4.679,634
 - Received value until today
- “Planned to come” shows 12.050,000
 - $16.700,000 \{Plan Period Total\} - 4.650,000 \{Plan up to Date\} = 12.050,000$
- “Estimate Period Total” shows 16.729,634
 - $16.700,000 \{Planned to come\} + 29,634 \{Deviation\} = 16.729,634$
- “Deviation” shows 29,634

- $(12.050,000 \text{ (Planned to come)} + 4.679,634 \text{ (ACT Up to Date)}) - 16.700,000 \text{ (Plan Period Total)} = 29,634$

- “Deviation %” shows 0,18%
 - $(29,634 \text{ (Deviation)} * 100) / 16.700,000 \text{ (Plan Period Total)} = 0,177449 \sim 0,18$

The icons  and  can be used to print or preview the analysis report.

Preview - D:\Program Files\MC 800\arp_eng\PURBUD_PLVOL.QRP

File View Print

MICROS-FIDELIO DEMO (Jörg Trommeschläger) Systems Management SystemAdministrator
Analysis of Planned Volume 29.04.2013 14:30

Cost Center/Store: Main Store Beverage Period: 2013 01.01.2013 - 31.12.2013
 Major Group: Softdrinks

Item Group Plan Up to Date ACT Up to Date Deviation Dev % Plan Period Tot. ACT Up to Date Plan. to come Est. Period Tot. Deviation Dev %

Item Group	Plan Up to Date	ACT Up to Date	Deviation	Dev %	Plan Period Tot.	ACT Up to Date	Plan. to come	Est. Period Tot.	Deviation	Dev %
Juices	3.966,667	1.962,713	-2.003,954	-50,52	12.000,000	1.962,713	8.033,333	9.996,046	-2.003,954	-16,70
Lemonades / Water	4.650,000	4.679,634	29,634	0,64	16.700,000	4.679,634	12.050,000	16.729,634	29,634	0,18
Postmix	5.950,000	0,000	-5.950,000	-100,00	20.000,000	0,000	14.050,000	14.050,000	-5.950,000	-29,75
Premix	396,667	0,000	-396,667	-100,00	1.200,000	0,000	803,333	803,333	-396,667	-33,06

Click on the  icon to export the analysis to MS Excel.

Use the  icon to clear the screen for the next analysis.

Budget Warning Massages:

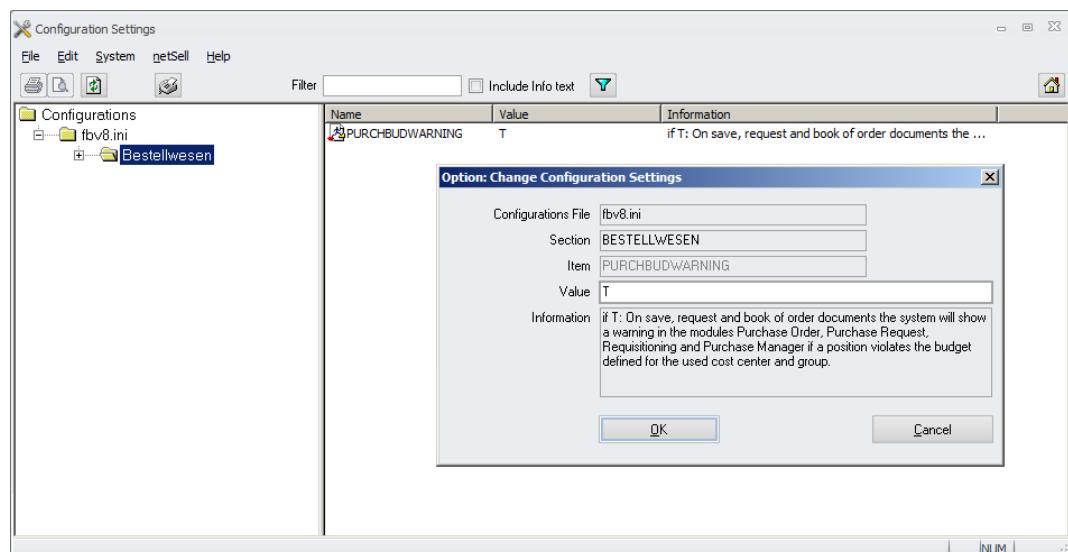
In addition to the setup & analysis of budget figures the application allows to show warning messages if a new purchase order, requisition or order request will exceed the budgeted figures.

The user will still be allowed to process the document, but his confirmation to exceed the budget will be recorded with user name and time stamp in the system.

Configuration:

In order to activate this feature one single parameter must be activated.

Go to System > Configuration > [Bestellwesen]:



If activated, the application will check if the figures used in the current document (purchase order, order request or requisition) will violate the budget figures.

If blank or false: The system will not check these values.

This setting does not affect the use of the Purchase Budget module itself.

Violations:

There are two violations to be considered:

- The monthly allowed total budget is violated.
This is the case if the budget is e.g. EUR 1.000,00 and the up-to-date value in the affected month plus the order will show EUR 1.001,00 or more.
- The current up-to-date total budget is violated.
Here the monthly totals will be summarized and compared with the up-to-date value including this order.

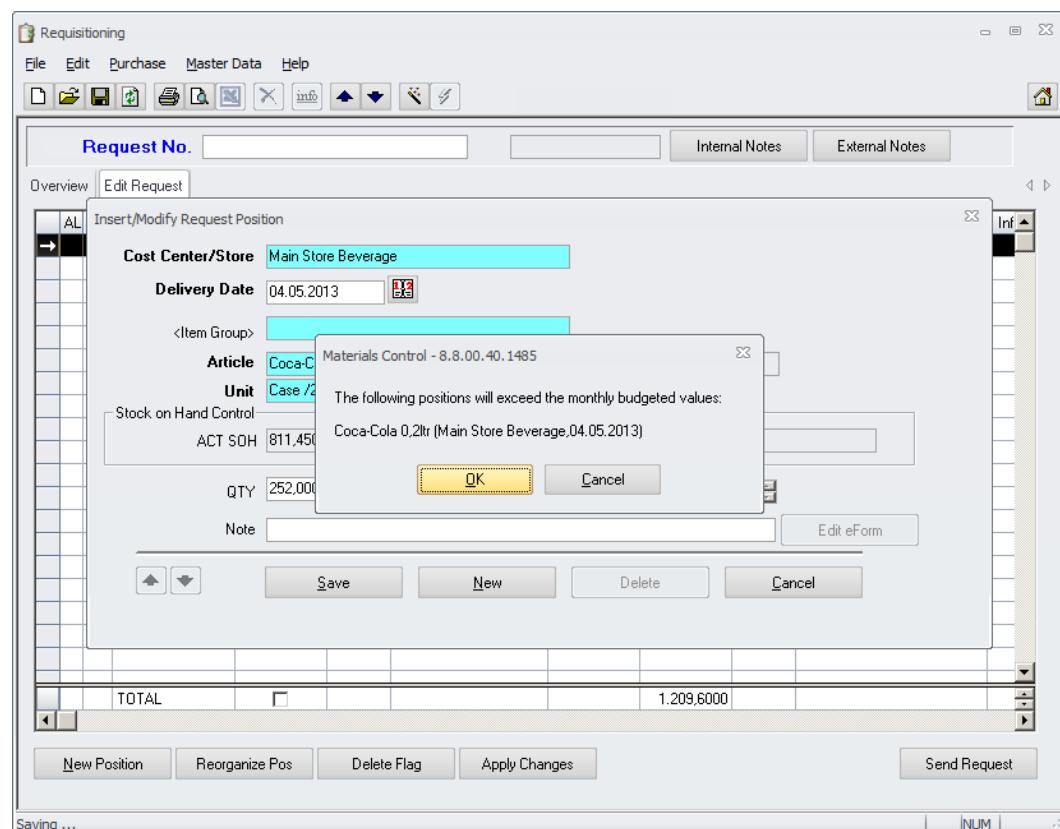
Examples:

The examples below are based on the figures used above in the chapters [Setup](#) and [Analysis](#).

Requisitions:

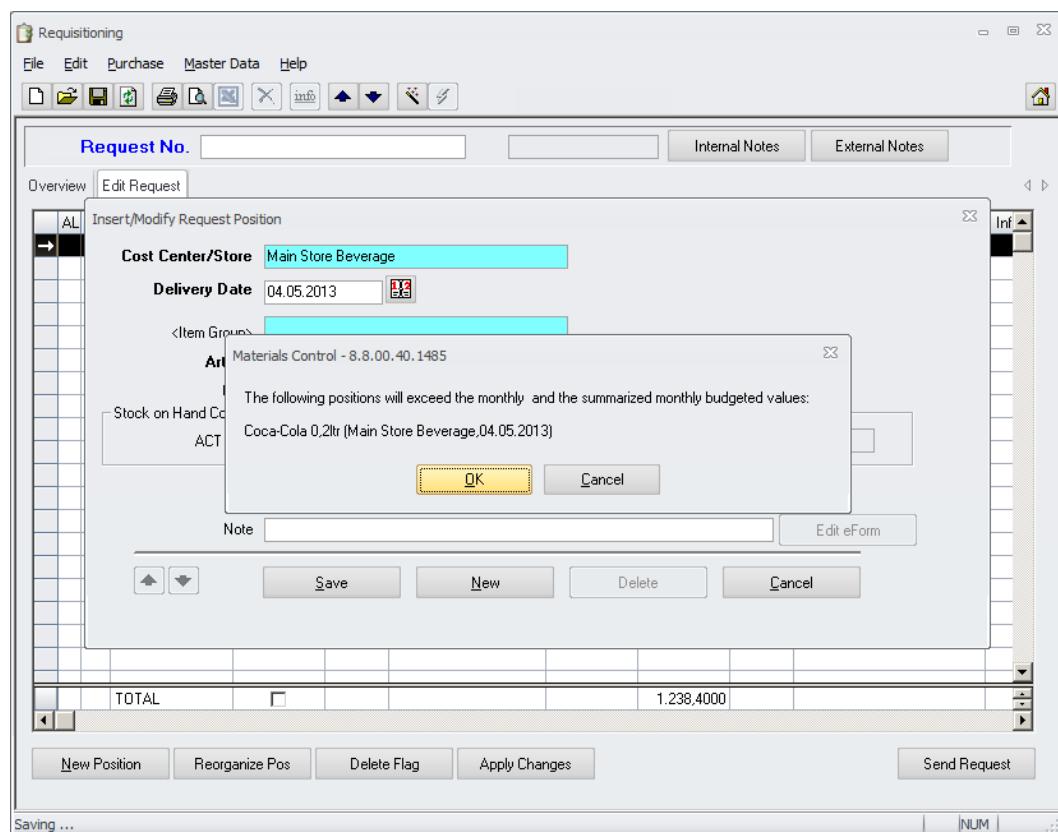
In the module Requisitioning no prices are available for the selected positions. As a result of this the last price stored in the Article Master Data record will be considered here.

The monthly budget for the item group "Lemonades / Water" was defined as EUR 1.500,00 for the month of May 2013.



The order has a value of EUR 1.512,00. This exceeds the Budget for May 2013, but not the total budget until End of May.

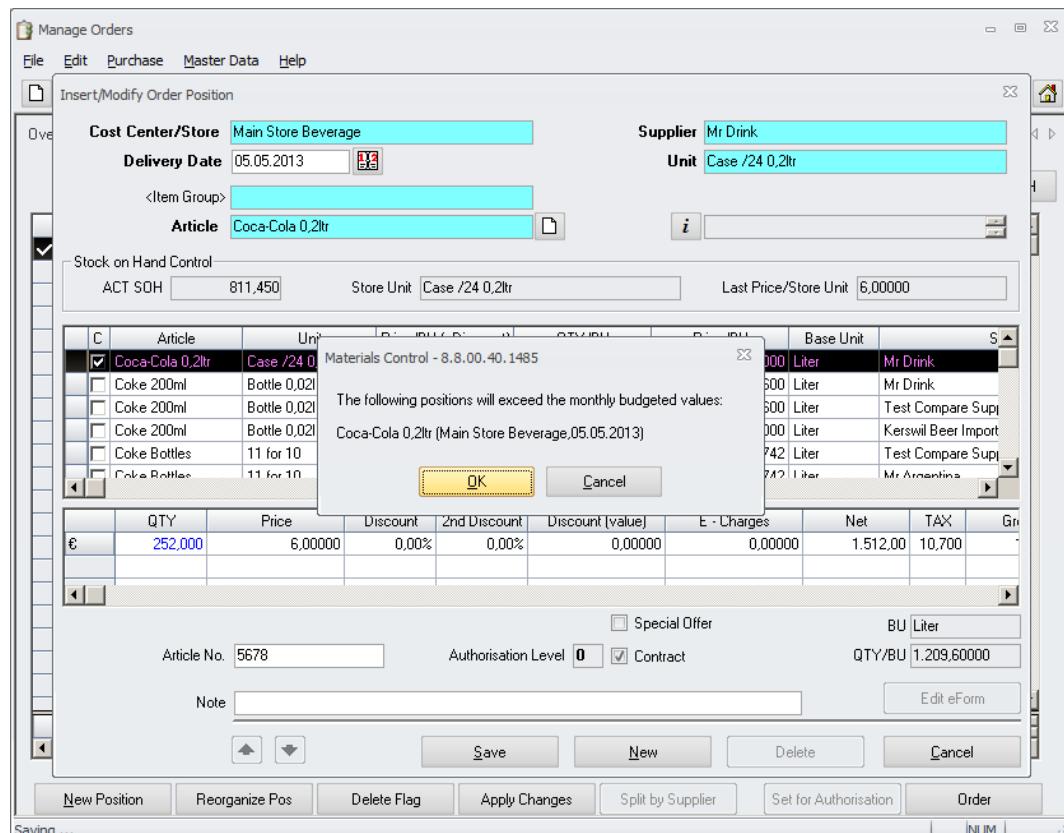
Now the order will be adjusted to a higher QTY:



The order value for this position now shows EUR 1.548,00. This number exceeds the budgeted figure for May 2013 and, together with the previous orders and receivings it exceeds the value allowed until end of May 2013, which is EUR 6.200,00.

Purchase Orders & Order Requests:

The monthly budget for the item group "Lemonades / Water" was defined as EUR 1.500,00 for the month of May 2013.



The order has a value of EUR 1.512,00. This exceeds the Budget for May 2013, but not the total budget until End of May.

Now the order will be adjusted to a higher QTY:

Manage Orders

File Edit Purchase Master Data Help

Insert/Modify Order Position

Cost Center/Store: Main Store Beverage Supplier: Mr Drink

Delivery Date: 05.05.2013

Unit: Case /24 0,2ltr

Item Group: Article: Coca-Cola 0,2ltr

Stock on Hand Control: ACT SOH: 811.450 Store Unit: Case /24 0,2ltr Last Price/Store Unit: 6.00000

Article: Coca-Cola 0,2ltr

Materials Control - 8.8.00.40.1485

The following positions will exceed the monthly and the summarized monthly budgeted values:

Coca-Cola 0,2ltr (Main Store Beverage, 05.05.2013)

OK Cancel

Article	QTY	Price	Discount	2nd Discount	Discount [value]	E - Charges	Net	TAX	GR
Coca-Cola 0,2ltr	258,000	6.00000	0,00%	0,00%	0,00000	0,00000	1.548,00	10,700	

Special Offer: Article No.: 5678 Authorisation Level: 0 Contract: QTY/BU: 1.238,40000

Note:

Save New Delete Cancel

New Position Reorganize Pos Delete Flag Apply Changes Split by Supplier Set for Authorisation Order

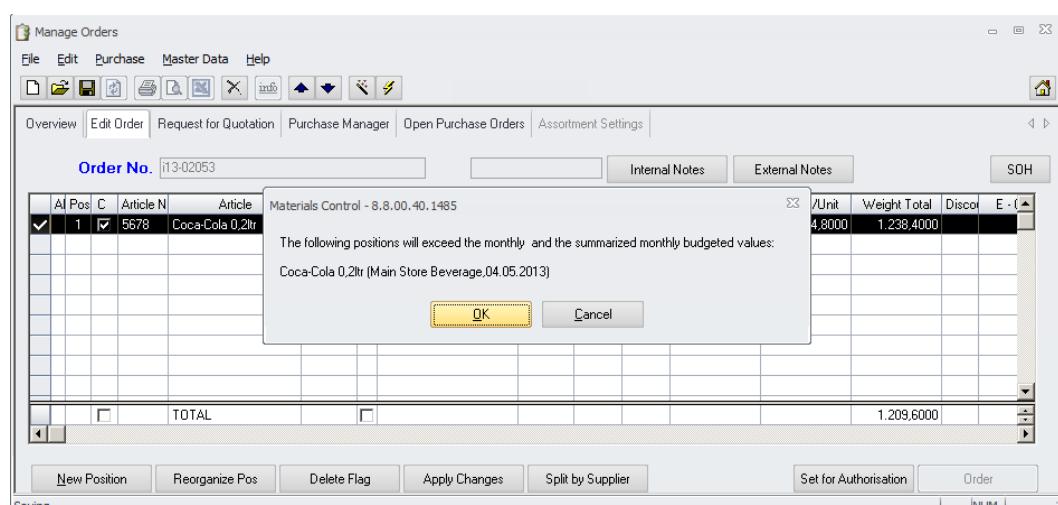
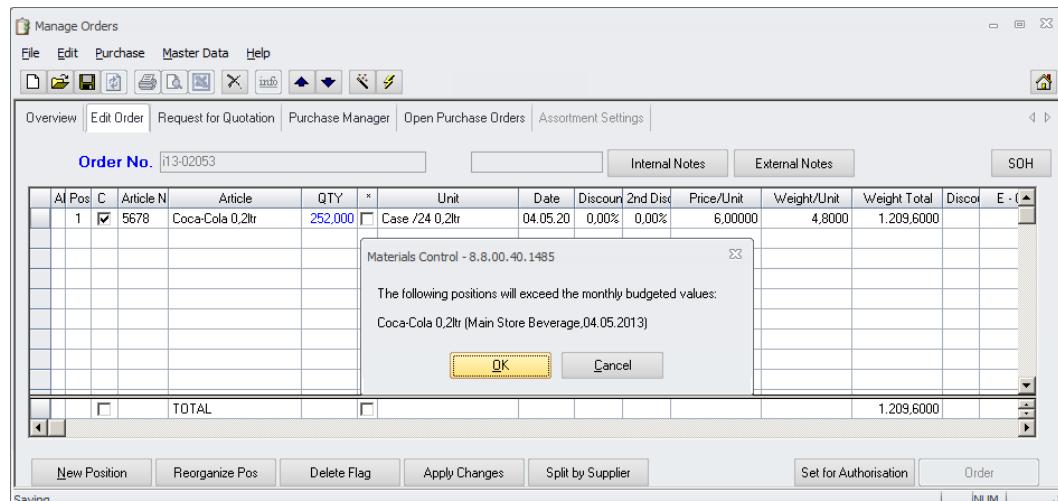
Saving ...

The order value for this position now shows EUR 1.548,00. This number exceeds the budgeted figure for May 2013 and, together with the previous orders and receivings it exceeds the value allowed until end of May 2013, which is EUR 6.200,00.

Purchase Manager:

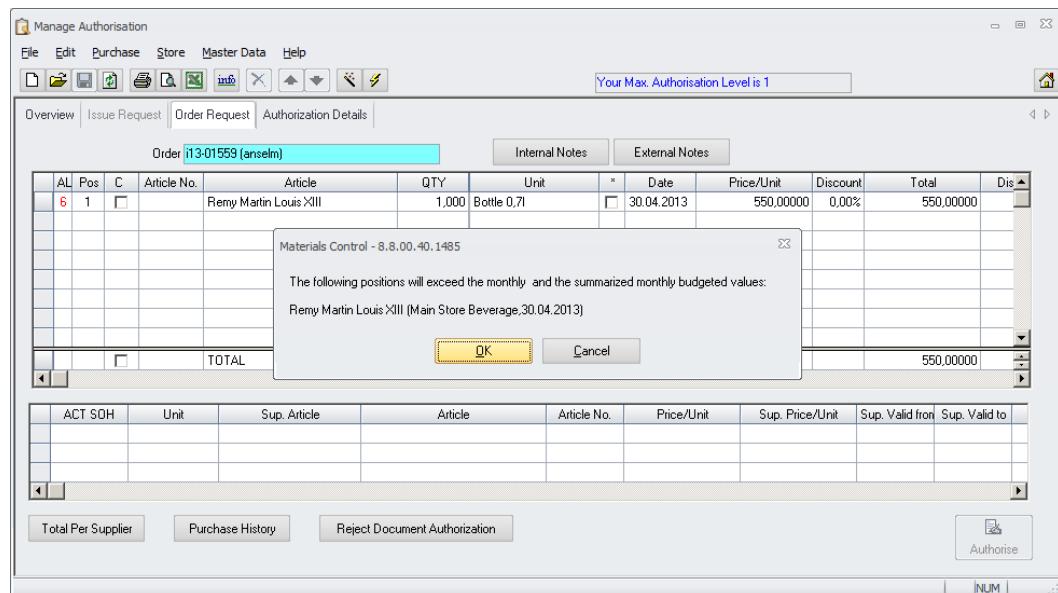
Order Requests and Requisitions created by users assigned to a Purchase Manager need to be resolved/processed by the assigned Purchase Manager in the related module. Since there the prices become final at creation of the Basket/Purchase Order the Budget Check will be done at this stage only.

The same logic as in the examples above will be used.



Authorization:

Similar as in the previous shown modules also the Authorization module shows the warning message, if the budget figures are exceeded:



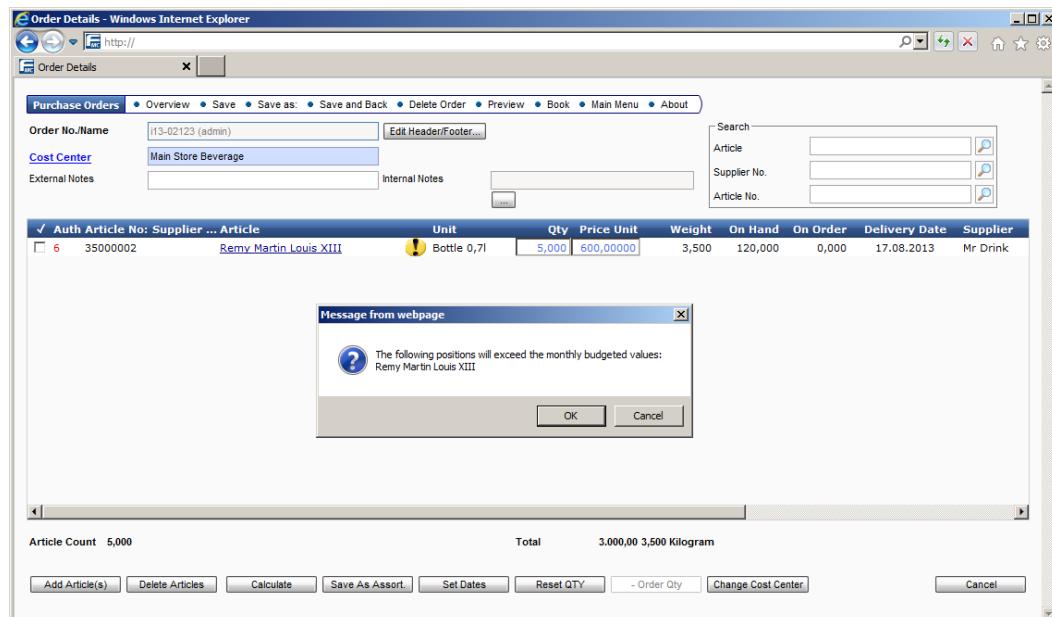
Control Table:

Each time a user confirms that the budget figures are violated, the system will write an entry into the control table:

Checked	Date	Action	Information	User	Changed by
<input type="checkbox"/>	29.04.2013 12:22:52	LOGIN	SystemAdministrator	admin	
<input type="checkbox"/>	29.04.2013 15:29:46	LOGOUT	SystemAdministrator	admin	
<input type="checkbox"/>	29.04.2013 15:30:24	LOGIN	Anselm Wieneke	anselm	
<input type="checkbox"/>	29.04.2013 16:05:15	Budget Warning Ignored	Budget Warning ignored for .13-02052 : Coca-Cola 0.2ltr (Main Store Beverage, 04.05.2013)	anselm	
<input type="checkbox"/>	29.04.2013 16:05:25	Budget Warning Ignored	Budget Warning ignored for .13-02052 : Coca-Cola 0.2ltr (Main Store Beverage, 04.05.2013)	anselm	

MCweb:

The Budget Warnings are fully supported in MCweb version 8.00.73.1491 and higher.



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