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Notices

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Preface

About this Document

This document lists and describes various banking features in Oracle Revenue Management and Billing. It describes all screens related to the following features and explains how to perform various tasks in the application:

- Banking Control Central
- Invoicing Group
- Pricing Management
- Division
- Approval Workflow
- Multi-Currency Accounts
- Rules Engine
- Alternate Sequential Bill Numbers
- Currency Conversion
- Transaction Feed Management
- On Demand Billing
- Upload Validated Payment Data
- Freeze Payments on Notification
- Construct Based Billing
- Trial Billing
- Bill Tolerance
- GL Account Validation
- Upload Validated Adjustment Data
- Foreign Exchange Gain Loss
- Payment Request
- Account Receivable Central
- Offset Request
- Funding Request
- Refund/Write Off Request
- Hold Request
- Delinquency Central
- Upload Request
- GL Accounting Template
- Customer 360-Degree View
- Accrual
- Payment Agreement Request

- Dispute Request
- Earnings Credit Rate
- Reporting

In addition, this document provides information about the control data that needs to be setup in order to use the application.

Intended Audience

This document is intended for the following audience:

- End-users
- System Administrators
- Consulting Team
- Implementation Team
- Development Team

Organization of the Document

Each banking feature is described in a separate chapter in this document. All screens related to the feature and tasks related to the screen are explained in each chapter. This document contains the following chapters:

Chapter Number	Chapter Name	Chapter Description
Chapter 1	Banking Control Central	Explains how to search person and/or account related information. It also explains how to view the following: <ul style="list-style-type: none"> • Contracts assigned to an account • Financial and payment history of an account • Effective product pricing of an account or a person • Price lists assigned to an account or a person • Person hierarchy • Accounts of the person and person's child persons
Chapter 2	Invoicing Group	Explains invoicing group and how to create a master account. It also explains how to add or remove a member from a master account.
Chapter 3	Pricing Management	Explains how to define products, price lists, and pricing for a product. It also explains how to assign a product and price list to an account or a person.
Chapter 4	Division	Explains the type of divisions and how to define a division.
Chapter 5	Approval Workflow	Explains the approval workflow process and how to perform various tasks involved in the process. It explains how to implement the approval workflow process. It also lists and describes the prerequisites that needs to be setup before implementing the approval workflow process.

Chapter Number	Chapter Name	Chapter Description
Chapter 6	Multi-Currency Accounts	Lists and describes the business processes that are enhanced to implement the multi-currency accounts feature.
Chapter 7	Rules Engine	Explains how to define, execute, and maintain business rules separately from the application code.
Chapter 8	Alternate Sequential Bill Numbers	Explains how to generate alternate sequential bill numbers which are either unique throughout the system or within the division.
Chapter 9	Currency Conversion	Describes the business processes where the currency conversion feature can be enabled to meet the business requirements.
Chapter 10	Transaction Feed Management	Explains the transaction feed management process and how a transaction moves from one status to another during this process. It also explains how to search for transactions with different statuses.
Chapter 11	On Demand Billing	Explains the on demand billing process and how a usage record moves from one status to another during this process. It also explains how to view usage records with different statuses.
Chapter 12	Upload Validated Payment Data	Explains how to upload and validate the payment records before you move them to the staging area. It also explains how to create payment events and payments using the validated payment records.
Chapter 13	Freeze Payments on Notification	Explains how the system freezes or cancels the automatic payments when the review comments are received from the auto clearing house.
Chapter 14	Construct Based Billing	Explains how to define the billing hierarchy using the construct based billing feature. It also explains the different components of a construct.
Chapter 15	Trial Billing	Explains how to generate trial bills before the actual bill is generated for an account. It also explains how to view the trial bills in the system.
Chapter 16	Bill Tolerance	Explains how to define the tolerance limit for the bill amount. It also describes how the system behaves when the difference between the previous and current bill amount exceeds positive or negative tolerance limit.
Chapter 17	GL Account Validation	Explains how to enable the static and dynamic GL account validation feature.
Chapter 18	Upload Validated Adjustment Data	Explains how to validate and upload an adjustment data file and create adjustments using the adjustment records uploaded through an adjustment data file.
Chapter 19	Foreign Exchange Gain Loss	Explains how the system calculates the foreign exchange gain loss on financial transactions, such as payments and adjustments, using various scenarios.
Chapter 20	Payment Request	Explains how to create or transfer payments through a payment request.
Chapter 21	Account Receivable Central	Explains how to use the Account Receivable Central screen to search for a bill which you need to offset against another bill. It explains how to perform single, mass, and cross currency offset against one or more bills.

Chapter Number	Chapter Name	Chapter Description
Chapter 22	Offset Request	Explains how to offset the bill's outstanding amount through an offset request and create offset adjustments accordingly.
Chapter 23	Funding Request	Explains how to create funding and garnishment adjustments through a funding request.
Chapter 24	Refund/Write Off Request	Explains how to create refund and write off adjustments through a refund and write off request.
Chapter 25	Hold Request	Explains how to hold some processes and/or bills at the account or person level for a time period through a hold request.
Chapter 26	Delinquency Central	Explains how to track the overdue processes created for a delinquent account and create hold request, payment arrangement, and promise to pay for the respective account.
Chapter 27	Upload Request	Explains how to create an upload request of the specified upload request type is created on uploading the file.
Chapter 28	GL Accounting Template	Explains how to override the distribution code used for creating FT GL entries using the GL Accounting Template feature.
Chapter 29	Customer 360 - Degree View	Explains how to view in-depth information about the person by aggregating data from the application and presenting the same on one screen.
Chapter 30	Accrual	Explains how to calculate, create, and reverse accrual for accounts.
Chapter 31	Payment Agreement Request	Explains and describes the flexibility in payment of overdue, schedule amount of bills in multiple installments of schedule dates.
Chapter 32	Dispute Request	Explains how a paid or unpaid invoice is disputed and how it can be tracked.
Chapter 33	Earning Credit Rate	Explains how to add earnings credit rate to an account.
Chapter 34	Reporting	Lists and describes how to execute ten sample reports provided with the Oracle Revenue Management and Billing application.
Appendix A	Most Commonly Used Tasks	Lists and describes some of the common tasks that are performed while using various functionality in the application.
Appendix B	Administration	Lists some of the administrative tasks.

Conventions

The following conventions are used across this document:

Convention	Meaning
boldface	Boldface indicates graphical user interface elements associated with an action, or terms defined in the text.
<i>italic</i>	Italic indicates a document or book title.
Monospace	Monospace indicates information that an end-user needs to enter in the application.

Related Documents

You can refer to the following documents:

Document Name	Description
<i>Oracle Revenue Management and Billing Version 2.6.0.0.0 Release Notes</i>	Provides a brief description about the new features, enhancements, UI and database level changes, supported platforms, framework upgrade, supported upgrades, and technology upgrade made in this release. It also highlights the discontinued features, bug fixes, and known issues in this release.
<i>ORMB - Transaction Feed Management - Batch Execution Guide</i>	Describes the sequence in which the batches must be executed while performing various tasks in the Transaction Feed Management module.
<i>Oracle Revenue Management and Billing Batch Guide</i>	Lists and describes various ORMB batches.
<i>Oracle Revenue Management and Billing Installation Guide</i>	Lists the application server pre-requisites, supported platforms, and software and hardware requirements for installing the Oracle Revenue Management and Billing application. It explains how to install the Oracle Revenue Management and Billing application.
<i>Oracle Revenue Management and Billing Quick Installation Guide</i>	Provides high-level information on how to install the Oracle Revenue Management and Billing (ORMB) application and selected additional software.
<i>Oracle Revenue Management and Billing Database Administrator's Guide</i>	Provides information about the Oracle Database Server and Client required for installing the Oracle Revenue Management and Billing database. It explains how to install database with and without demo data. It provides database configuration guidelines including recommended settings for the Oracle Exadata Database machine.
<i>Oracle Revenue Management and Billing Server Administration Guide</i>	Explains the Oracle Revenue Management and Billing (ORMB) architecture and technical know-how required for configuring and using the ORMB application. It explains how to configure and deploy web and business application servers. In addition, it explains how to monitor client machines, web and/or business application servers, and database connections.
<i>Oracle Revenue Management and Billing Security Guide</i>	Lists the security features available in the Oracle Revenue Management and Billing application. It explains how to configure security for the Oracle Revenue Management and Billing application using the default security features.
<i>Oracle Revenue Management and Billing ODI Integration Guide for TFM</i>	Explains how to import the ODI artifacts for TFM. It also explains how to upload the transaction data from the flat file to various tables in the target database.

Change Log

Revision	Last Update	Updated Section	Comments
11.1	17-Jul-2017	Pricing Management	Updated release-specific changes
11.1	17-Jul-2017	Earning Credit Rate	Added chapter
11.2	22-Sep-2017	Throughout Document	Corrected Alignment Issues
11.2	22-Sep-2017	Feature Configuration	Removed Unwanted Sections
11.3	04-Oct-2018	General Ledger (GL) Accounting Template	Added Information
11.3	04-Oct-2018	Multi-Currency Accounts	Updated Information
11.3	04-Oct-2018	Dispute Request	Updated Information
11.3	04-Oct-2018	Payment Agreement Request	Updated Information
11.4	27-Aug-2020	Upload Validated Adjustment Data	Updated Information

Chapter 1

Banking Control Central

Topics:

- [Banking Control Central](#)
- [View Account Contracts Information](#)
- [View Account Financial Transaction History](#)
- [Account Payment Summary](#)
- [View Accounts of Person](#)
- [Control Central](#)

Banking Control Central allows you to quickly search for and find the person and/or account information even if you have a small piece of data, such as a phone number, partial name or address, to begin your search. Based on the search criteria, the system returns a list of account or person records that meet the search criteria. Besides viewing the account details, you can view all contracts assigned to the account, financial and payment history of the account, effective price item pricing of the account, and the price lists assigned to the account. Moreover, you can also view the person hierarchy, accounts of the person and person's child persons, effective price item pricing of the person, and the price lists assigned to the person.

In other words, this feature allows you to drill down to see or act on all current and historical revenue management and billing details. This allows you to professionally and efficiently handle customer inquiries and complaints at the first point of contact, raising your customer service to previously unattainable levels and reducing the associated time and cost.

Banking Control Central

The **Banking Control Central** screen allows you to search for accounts or persons using various search criteria. By default, whenever you login to the application, the **Banking Control Central** screen appears. This screen consists of the following zones:

- [Search](#) on page 38
- [Contract Information](#) on page 39
- [Payment History](#) on page 39

Through the **Banking Control Central** screen, you can navigate to the following screens:

- [View Account Contracts Information](#) on page 48
- [View Account Financial Transaction History](#) on page 50
- [Account Payment Summary](#) on page 52
- [Pricing \(Account\)](#) on page 225
- [Price List Assignment](#) on page 195
- [View Accounts of Person](#) on page 54
- [Banking Control Central](#) on page 38
- [Pricing \(Person\)](#) on page 246

Search

The **Search** zone allows you to search for accounts or persons using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The criteria are grouped as indicated by line separators between the criteria. Each group is independent from the other, and only one group is used at a time for searching. If you enter criteria in more than one group, the criteria from the first group is used for searching. For example, if you enter Account Identifier and Person Name (which are in different criteria groups), the system searches using Account Identifier, which appears before Person Name.

The fields in the **Search Criteria** section change depending on the query option selected. You can select either of the following query options:

- **Account** — Used to indicate that you want to search for an account.
- **Person** — Used to indicate that you want to search for a person.
- **Additional Account Details** — Used to indicate that you want to use advanced search for accounts.
- **Search Results** — The **Search Results** section either displays account or person records depending on the search criteria. The account or person records are further filtered based on the account's or person's access group, respectively, to ensure that the user belonging to the respective access group can only view those records.

Related Topics


For more information on...	See...
How to search for an account	Searching for an Account on page 40
How to use advanced search for an account	Using Advanced Search for an Account on page 45

Contract Information

The **Contract Information** zone lists contracts assigned to the account. The list includes only those contracts whose status is **Pending Start**, **Active**, **Pending Stop**, or **Stopped**. It does not include contracts whose status is either **Closed** or **Cancelled**. This zone contains the following columns:

Column Name	Column Description
Contract ID	Displays the contract ID. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Division	Displays the division which governs the contract.
Contract Type	Displays the contract type to which the contract belongs.
Contract Type Description	Displays the description of the contract type.
Contract Status	Displays the status of the contract.
Effective Start Date	Displays the start date of the contract.
Effective End Date	Displays the end date of the contract.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

By default, the **Contract Information** zone does not appear in the **Banking Control Central** screen. It appears only when you click the **Broadcast**  icon corresponding to the account in the **Search Results** section.

Related Topics


For more information on...	See...
How to view contracts assigned to an account	Viewing Contracts Assigned to an Account on page 42

Payment History

The **Payment History** zone lists payments made by the account. This zone contains the following columns:

Column Name	Column Description
Payment Date	Displays the date when the payment was made.
Payment Amount	Displays the amount of the payment.
Payment Currency	Display the currency in which the payment was made.
Payment Status	Displays the status of the payment.
Tender Amount	Displays the tender amount. Note: The tender amount is usually equal to the payment amount unless cash is returned to the person.
Tender Currency	Displays the currency in which the tender amount is maintained.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

By default, the **Payment History** zone does not appear in the **Banking Control Central** screen. It appears only when you click the **Broadcast**  icon corresponding to the account in the **Search Results** section.

Related Topics

For more information on...	See...
How to view the payment history of an account	Viewing Payment History of an Account on page 44

Searching for an Account

Prerequisites

To search for an account, you should have:

- Divisions and person identifier types defined in the application
- Accounts created in the application

Procedure

To search for an account:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, click **Banking Control Central**.
The **Banking Control Central** screen appears.
3. Select the **Account** option from the **Search By** list to indicate that you want to search for an account.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to specify the division to which the account belongs. Note: You can only view those divisions to which you have access in the Division list.	No
Primary Account Identifier	Used to specify the value of the primary account identifier.	No
Account ID	Used to specify the account ID.	No
Person Type	Used to indicate whether you want to search for accounts of all persons or only those persons who have a parent person.	No
Person Name	Used to specify the person whose accounts you want to search.	No
Address	Used to specify the address of the person whose accounts you want to search.	No
City	Used to specify the city of the person whose accounts you want to search.	No
Phone Number	Used to specify the phone number of the person whose accounts you want to search. Note: You must enter the phone number in the defined format.	No

Field Name	Field Description	Mandatory (Yes or No)
Person Identifier Type	Used to select the identifier type based on which you want to search for accounts of a person.	Yes (Conditional) Note: If you enter the person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to specify the ID linked to the person whose accounts you want to search.	Yes (Conditional) Note: If you specify the person identifier type as a search criteria, you have to enter the person identifier.

Note:

The fields in the **Search Criteria** section change depending on the query option selected.

You must specify at least one search criterion while searching for an account.

4. Select the division from the list, if required.

Note: When you specify division as the search criteria, you have to at least specify one more criteria, such as primary account identifier, account ID, person name, person identifier, person address, etc. for searching an account.

5. Enter the search criteria in any of the criteria groups.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the '%' wildcard character in all input fields except the date and ID fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

6. Click **Search**.

A list of accounts that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Account Identifier Type	Displays the primary account identifier type of the account.
Account Identifier	Displays the value of the primary account identifier type.
Person Name	Displays the name of the person linked to the account.
Division	Displays the division to which the account belongs.
Account Relationship Type	Displays the relationship type of the person linked to the account.

Column Name	Column Description
Phone Number	Displays the phone number of the person. Note: This column appears in the Search Results section only when you search for accounts using the Phone Number field.
Account Type	Indicates the type of account.
Account Currency	Displays the currency in which the account is billed.
Parent Person Name	Displays the name of the parent person (if any) of the person linked to the account. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective parent person.
Address	Displays the address of the person.
City	Displays the city where the person is located.
Person Identifier Type	Displays the identifier type of the person linked to the account. Note: This column appears in the Search Results section only when you search for an account using the Person Identifier Type and Person Identifier fields.
Person Identifier	Displays the ID of the person linked to the account. Note: This column appears in the Search Results section only when you search for an account using the Person Identifier Type and Person Identifier fields.

Related Topics

For more information on...	See...
Banking Control Central screen	Banking Control Central on page 38

Viewing Contracts Assigned to an Account

Procedure

To view contracts assigned to an account:

1. Search for the account in the **Banking Control Central** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the account whose contract details you want to view.

The **Contract Information** zone appears.

3. View the contracts assigned to the account in the **Contract Information** zone.

Note: If an account does not have any contracts, you will not find any records in the **Contract Information** zone.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 40
Contract Information zone	Contract Information on page 39

Searching for a Person

Prerequisites

To search for a person, you should have:

- Divisions and person identifier types defined in the application
- Persons created in the application

Procedure

To search for a person:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, click **Banking Control Central**.

The **Banking Control Central** screen appears.

3. Select the **Person** option from the **Search By** list to indicate that you want to search for a person.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to specify the division to which the person belongs. Note: You can only view those divisions to which you have access in the Division list.	No
Person Type	Used to indicate whether you want to search for all persons or only those persons who have a parent person.	No
Person Name	Used to specify the name of the person.	No
Address	Used to specify the address of the person.	No
City	Used to specify the city in which the person is located.	No
Phone Number	Used to specify the phone number of the person. Note: You must enter the phone number in the defined format.	No
Person Identifier Type	Used to select the identifier type based on which you want to search a person.	Yes (Conditional) Note: If you enter the person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to specify the ID linked to the person.	Yes (Conditional) Note: If you specify the person identifier type as a search criteria, you have to enter the person identifier.

Note:

The fields in the **Search Criteria** section change depending on the query option selected.

You must specify at least one search criterion while searching for a person.

- Select the division from the list, if required.

Note: When you specify division as the search criteria, you have to at least specify one more criteria, such as person name, person type, person identifier, person address, etc. for searching a person.

- Enter the search criteria in any of the criteria groups.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of persons that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Person Name	Displays the name of the person. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Person Address	Displays the address of the person.
City	Displays the city where the person is located.
Phone Number	Displays the phone number of the person. Note: This column appears in the Search Results section only when you search for accounts using the Phone Number field.
Division	Displays the division to which the person belongs. Note: It has a link. On clicking the link, the Division screen appears with the details of the respective division.
Parent Person Name	Displays the name of the parent person (if any) of the person. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective parent person.
Person Identifier Type	Displays the identifier type of the person linked to the account. Note: This column appears in the Search Results section only when you search for an account using the Person Identifier Type and Person Identifier fields.
Person Identifier	Displays the ID of the person linked to the account. Note: This column appears in the Search Results section only when you search for an account using the Person Identifier Type and Person Identifier fields.

Related Topics

For more information on...	See...
Banking Control Central screen	Banking Control Central on page 38

Viewing Payment History of an Account

Procedure

To view payment history of an account:

1. Search for the account in the **Banking Control Central** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the account whose payment history you want to view.

The **Payment History** zone appears.

3. View the payments made by the account in the **Payment History** zone.

Note: If any payment is not made for the account, you will not find any records in the **Payment History** zone.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 40
Payment History zone	Payment History on page 39

Using Advanced Search for an Account

Oracle Revenue Management and Billing provides you with the facility to limit the search results based on the division and/or account relationship type along with other search criteria. You can also search for an account using various account identifiers defined for an account.

Prerequisites

To use advanced search for an account, you should have:

- Divisions, currencies, account relationship types, account identifier types, and person identifier types defined in the application
- Value defined for the **Account Type** option type in the **C1_ACCTINFO** feature configuration

Note: If you want to use account types other than those available in the price item, you need to create a new predefined characteristic type and add the required account types as its characteristic values. Then, specify the newly created characteristic type as the value for the **Account Type** option type in the **C1_ACCTINFO** feature configuration.

Procedure

To use advanced search for an account:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, click **Banking Control Central**.
The **Banking Control Central** screen appears.
3. Select the **Additional Account Details** option from the **Search By** list to indicate that you want to use advanced search for accounts.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to specify the division to which the account belongs. Note: You can only view those divisions to which you have access in the Division list.	No
Account Relationship Type	Used to specify the relationship type of the person linked to the account.	No
Account Type	Used to specify the type of account.	No
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to specify the value of the account identifier type.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Person Name	Used to specify the person whose accounts you want to search.	No
Bill Cycle	Used to search for accounts having a particular bill cycle.	No
Account Currency	Used to search for accounts which are billed in a particular currency.	No
Account Category	Used to search for accounts belonging to a particular category. The valid values are: <ul style="list-style-type: none"> • Invoice Account • Settlement Account • Usage Account 	No
Person Identifier Type	Used to select the identifier type based on which you want to search for accounts of a person.	Yes (Conditional) Note: If you enter the person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to specify the ID linked to the person.	Yes (Conditional) Note: If you specify the person identifier type as a search criteria, you have to enter the person identifier.

Note:

The fields in the **Search Criteria** section change depending on the query option selected.

You must specify at least one search criterion while searching for an account.

4. Select the division and/or account relationship type, if required.

Note: When you specify division and/or account relationship type as the search criteria, you have to at least specify one more criteria, such as account type, account identifier, person name, or person identifier, for searching an account.

5. Enter the search criteria in any of the criteria groups.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

6. Click **Search**.

A list of accounts that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Account Identifier Type	Displays the account identifier type.
Account Identifier	Displays the value of the account identifier type.
Person Name	Displays the name of the person linked to the account.
Account Relationship Type	Displays the relationship type of the person linked to the account.
Account Type	Indicates the type of account.
Bill Cycle	Displays the bill cycle of the account.
Account Category	Indicates whether the account is an invoice, usage, or settlement account.
Account Currency	Displays the currency in which the account is billed.
Division	Displays the division to which the account belongs.
Person Identifier Type	Displays the identifier type of the person linked to the account. Note: This column appears in the Search Results section only when you search for an account using the Person Identifier Type and Person Identifier fields.
Person Identifier	Displays the ID of the person linked to the account. Note: This column appears in the Search Results section only when you search for an account using the Person Identifier Type and Person Identifier fields.

Related Topics

For more information on...	See...
Banking Control Central screen	Banking Control Central on page 38

For more information on...	See...
How to setup the C1_ACCTINFO feature configuration	Setting the C1_ACCTINFO Feature Configuration on page 1735

View Account Contracts Information

The **View Account Contracts Information** screen allows you to view the details of the contracts assigned to the account. This screen consists of the following zones:

- [Account Information](#) on page 48
- [Search Contracts](#) on page 48

Account Information

The **Account Information** zone displays the details of the account. This zone contains the following fields:

Field Name	Field Description
Primary Account Identifier	Displays the primary account identifier type of the account along with its value.
Account Type	Indicates the type of account.
Account Currency	Displays the invoice currency of the account.
Billing Cycle	Displays the billing cycle during which the account is billed.
Person Name	Displays the name of the main customer. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Division	Displays the division to which the account belongs.
Account Info	Displays information about the account. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.

Note: All fields in the **Account Information** zone are read-only.

Search Contracts

The **Search Contracts** zone allows you to search for contracts assigned to the account. This zone contains the following two sections:

- **Search Criteria** — The criteria are grouped as indicated by line separators between the criteria. Each group is independent from the other, and only one group is used at a time for searching. If you enter criteria in more than one group, the criteria from the first group is used for searching. For example, if you enter Contract ID and Contract Type (which are in different criteria groups), the system searches using Contract ID, which appears before Contract Type. The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Contract ID	Used to specify the contract ID.	No

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to specify the division which governs the contract. Note: You can only view those divisions to which you have access in the Division list.	No
Contract Type	Used to specify the contract type to which the contract belongs.	No
Contract Status	Used to specify the status of the contract.	No
Effective Start Date	Used to specify the start date of the contract.	No
Effective End Date	Used to specify the end date of the contract.	No

Note: You must specify at least one search criterion while searching for a contract.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Contract ID	Displays the contract ID. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Division	Displays the division which governs the contract.
Contract Type	Displays the contract type to which the contract belongs.
Contract Type Description	Displays the description of the contract type.
Contract Status	Displays the status of the contract.
Effective Start Date	Displays the start date of the contract.
Effective End Date	Displays the end date of the contract.

Related Topics

For more information on...	See...
How to search for contracts assigned to an account	Searching for Contracts Assigned to an Account on page 49

Searching for Contracts Assigned to an Account


Prerequisites

To search for contracts assigned to an account, you should have:

- Divisions defined in the application

Procedure

To search for contracts assigned to an account:

1. Search for the account in the **Banking Control Central** screen.
2. In the **Search Results** section, click the **Show Context Menu** () icon corresponding to the account whose details you want to view.

A menu appears.

- Click the **Go To Contracts** menu option.

The **View Account Contracts Information** screen appears.

- In the **Search Contracts** zone, enter the search criteria in any of the criteria groups.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of contracts that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 40
View Account Contracts Information screen	View Account Contracts Information on page 48
Search Contracts zone	Search Contracts on page 48

View Account Financial Transaction History

The **View Account Financial Transaction History** screen allows you to view the financial transaction history of the account. This screen consists of the following zones:

- [Account Information](#) on page 48
- [Search Financial Transactions](#) on page 51

Account Information

The **Account Information** zone displays the details of the account. This zone contains the following fields:

Field Name	Field Description
Primary Account Identifier	Displays the primary account identifier type of the account along with its value.
Account Type	Indicates the type of account.
Account Currency	Displays the invoice currency of the account.
Billing Cycle	Displays the billing cycle during which the account is billed.
Person Name	Displays the name of the main customer. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Division	Displays the division to which the account belongs.
Account Info	Displays information about the account. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.

Note: All fields in the **Account Information** zone are read-only.

Search Financial Transactions

The **Search Financial Transactions** zone allows you to search for financial transactions which are created for the account. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Freeze Date From	Used to search for financial transactions which are frozen from a particular date onwards. Note: By default, the date is set to the current date minus 60 days. You can change the date, if required.	Yes
Freeze Date To	Used to search for financial transactions which are frozen till a particular date. Note: By default, the date is set to the current date. You can change the date, if required.	Yes
Accounting Date From	Used to search for financial transactions which are booked from a particular date onwards.	No
Accounting Date To	Used to search for financial transactions which are booked till a particular date.	No
Financial Transaction Type	Used to search a particular type of financial transactions. The valid values are: <ul style="list-style-type: none"> • Adjustment • Adjustment Cancellation • Bill Segment • Bill Cancellation • Pay Segment • Pay Cancellation 	No
Current Amount	Used to search for financial transactions with the specified current amount.	No
Arrears Date	Used to search for financial transactions with a particular arrears date.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Arrears Date	Displays the date from when the amount is outstanding on the bill.
Financial Transaction Type	Indicates the type of financial transaction.
Current Amount	Displays the amount billed to the person or received from the person.
Currency	Indicates the currency in which the amount is billed or received from the person.

Column Name	Column Description
Financial Transaction ID	Displays the financial transaction ID. Note: It has a link. On clicking the link, the Financial Transaction screen appears with the details of the respective financial transaction.

Related Topics

For more information on...	See...
How to search for financial transactions of an account	Searching for Financial Transactions of an Account on page 52

Searching for Financial Transactions of an Account

Procedure

To search for financial transactions of an account:

1. Search for the account in the **Banking Control Central** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the account whose details you want to view.

A menu appears.

3. Click the **Go To Financial History** menu option.

The **View Account Financial Transaction History** screen appears.

4. Enter the search criteria in the **Search Financial Transactions** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of financial transactions that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 40
View Account Financial Transaction History screen	View Account Financial Transaction History on page 50
Search Financial Transactions zone	Search Financial Transactions on page 51

Account Payment Summary

The **Account Payment Summary** screen allows you to search for payments that have been distributed to the account’s contracts. This screen consists of the following zones:

- [Search](#) on page 53

Search


The **Search** zone allows you to search for payments made for the account using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Status	Used to specify the status of the payment. The valid values are: <ul style="list-style-type: none"> • Canceled • Error • Freezable • Frozen • Incomplete 	No
Payment Date	Used to specify the date when the payment was made.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Payment ID	Displays the payment ID.
Payment Date	Displays the date when the payment was made.
Payment Amount	Displays the amount paid through the tender.
Payment Status	Indicates the current status of the payment. The valid values are: <ul style="list-style-type: none"> • Canceled • Error • Freezable • Frozen • Incomplete
Tender Source	Indicates the tender source through which the payment was remitted.

Note: The **Go To** () button appears corresponding to the payment. On clicking the button, you can view the details of the payment in the **Payment Event** screen.


Related Topics

For more information on...	See...
How to search payments made for an account	Searching Payments Made for an Account on page 53

Searching Payments Made for an Account

Procedure

To search payments made for an account:

1. Search for the account in the **Banking Control Central** screen.
2. In the **Search Results** section, click the **Show Context Menu** () icon corresponding to the account whose details you want to view.

A menu appears.

3. Click the **Go To Account Payment Summary** menu option.


The **Account Payment Summary** screen appears.


4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of payments that meet the search criteria appears in the **Search Results** section. Note that only those payments that are distributed to the account’s contracts are listed in this section.

Note: The **Go To** () button appears corresponding to the payment. On clicking the button, you can view the details of the payment in the **Payment Event** screen.

6. If required, you can export the list of payments in the Excel format by clicking the **Export To Excel** menu option from the **Explorer Zone** () menu.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 40
Account Payment Summary screen	Account Payment Summary on page 52
Search zone	Search on page 53

View Accounts of Person

The **View Accounts of Person** screen allows you to view the details of the person’s accounts. This screen consists of the following zones:

- [Person Information](#) on page 54
- [Search Accounts](#) on page 55

Person Information

The **Person Information** zone displays the details of the person. This zone contains the following fields:

Field Name	Field Description
Person Name	Displays the name of the person.

Field Name	Field Description
Person Address	Displays the address of the person.
Person Contact	Displays the primary and alternate phone numbers of the person.
Division	Displays the division to which the person belongs.

Note: All fields in the **Person Information** zone are read-only.

Search Accounts

The **Search Accounts** zone allows you to search for accounts of the person. This zone contains the following two sections:

- **Search Criteria** — The criteria are grouped as indicated by line separators between the criteria. Each group is independent from the other, and only one group is used at a time for searching. If you enter criteria in more than one group, the criteria from the first group is used for searching. For example, if you enter Account Identifier and Account Type (which are in different criteria groups), the system searches using Account Identifier, which appears before Account Type. The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to specify the value of the account identifier type.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Account ID	Used to specify the account ID.	No
Account Type	Used to specify the type of account.	No
Billing Cycle	Used to specify the billing cycle during which the account is billed.	No
Account Currency	Used to specify the invoice currency of the account.	No
Division	Used to specify the division whose accounts you want to search. Note: You can only view those divisions to which you have access in the Division list.	No

Note: You must specify at least one search criterion while searching for accounts of a person.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Account Identifier Type	Displays the account identifier type.
Account Identifier	Displays the value of the account identifier type.

Column Name	Column Description
Account ID	Displays the account ID. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Account Type	Indicates the type of account.
Billing Cycle	Displays the billing cycle during which the account is billed.
Account Currency	Displays the invoice currency of the account.
Division	Displays the division to which the account belongs.
Current Balance	Displays the amount of money in the account.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 40

Searching for Accounts of a Person

Prerequisites

To search for accounts of a person, you should have:

- Divisions, account types, billing cycles, and invoice currencies defined in the application

Procedure

To search for accounts of a person:

1. Search for the person in the **Banking Control Central** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the person whose details you want to view.

A menu appears.

3. Click the **Go To Accounts** menu option.

The **View Accounts of Person** screen appears.

4. In the **Search Accounts** zone, enter the search criteria in any of the criteria groups.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the '%' wildcard character in all input fields except the date and ID fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of accounts that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
How to search for a person	Searching for a Person on page 43
View Accounts of Person screen	View Accounts of Person on page 54
Search Accounts zone	Search Accounts on page 55



Control Central

The **Control Central** screen allows you to view the person hierarchy. It also allows you to search for accounts of the person's child persons. This screen consists of the following zones:

- [Person Information](#) on page 57
- [Search](#) on page 57
- [Child Hierarchy](#) on page 58

Person Information

The **Person Information** zone displays the details of the person. This zone contains the following fields:

Field Name	Field Description
Parent Person Name	Displays the name of the parent person.
Person Address	Displays the address of the person.
Person Contact	Displays the primary and alternate phone numbers of the person.
Division	Displays the division to which the person belongs.

Note: All the fields in the **Person Information** zone are read-only.

Search

The **Search** zone allows you to search for accounts of the person's child persons. This zone contains the following two sections:

- **Search Criteria** — The criteria are grouped as indicated by line separators between the criteria. Each group is independent from the other, and only one group is used at a time for searching. If you enter criteria in more than one group, the criteria from the first group is used for searching. For example, if you enter Account Identifier and Account Currency (which are in different criteria groups), the system searches using Account Identifier, which appears before Account Currency. The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Person Name	Used to specify the person whose accounts you want to search.	No
Account ID	Used to specify the account ID.	No
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to specify the value of the account identifier type.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.

Field Name	Field Description	Mandatory (Yes or No)
Contract ID	Used to specify the contract ID linked to the account.	No
Account Currency	Used to specify the invoice currency of the account.	No
Division	Used to specify the division whose accounts you want to search. Note: You can only view those divisions to which you have access in the Division list.	No
Account Type	Used to specify the type of account.	No
Billing Cycle	Used to specify the billing cycle during which the account is billed.	No

Note: You must specify at least one search criterion while searching for accounts of the person's child persons.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Person Name	Displays the name of the person's child person. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective child person.
Account ID	Displays the account ID. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Account Identifier Type	Displays the account identifier type.
Account Identifier	Displays the value of the account identifier type.
Contract ID	Displays the contract ID linked to the account.
Account Currency	Displays the invoice currency of the account.
Division	Displays the division to which the account belongs.
Account Type	Indicates the type of account.
Billing Cycle	Displays the billing cycle during which the account is billed.

Related Topics

For more information on...	See...
How to search for child persons' accounts	Searching for Child Persons' Accounts on page 59

Child Hierarchy

The **Child Hierarchy** zone displays the following in a tree view:

- Accounts owned by the person
- Contracts linked to each of these accounts
- Parent and children linked to the person

Each node in the tree has a link. On clicking the link, you can navigate to the respective screen.

Searching for Child Persons' Accounts

Prerequisites

To search for child persons' accounts, you should have:

- Divisions, account types, billing cycles, and invoice currencies defined in the application
- Accounts created in the application

Procedure

To search for child persons' accounts:

1. Search for the person in the **Banking Control Central** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the person whose details you want to view.

A menu appears.

3. Click the **Go To Person Hierarchy** menu option.

The **Control Central** screen appears.

4. In the **Search** zone, enter the search criteria in any of the criteria groups.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the '%' wildcard character in all input fields except the date and ID fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of accounts that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
How to search for a person	Searching for a Person on page 43
Control Central screen	Control Central on page 57
Search zone	Search on page 57

Chapter 2

Invoicing Group

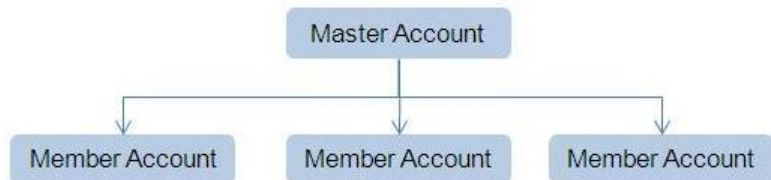
Topics:

- [Manage Invoicing Groups](#)
- [Invoicing Group Maintenance — Add/Edit](#)
- [Invoicing Group Information](#)

Invoicing group allows you to combine the charges for multiple accounts onto one bill for each billing period. It consists of the following:

- **Master Account** - The group level account that controls the billing.
- **Member Accounts** - The accounts whose bills are aggregated at the group level.

The following figure is a graphical representation of an invoicing group:



You can create an invoicing group by adding member accounts to the master account. An account can be the master account in the invoicing group only when its **Invoice Group Account** characteristic type is set to **Y**. On the other hand, an account can be added as a member to the master account only when its **Invoice Group Account** characteristic type is set to **N**.

Note: You can define the Invoice Group Account characteristic for the account only when the **Invoice Group Account** option type in the **C1_ACCTINFO** feature configuration is set. If the **Invoice Group Account** option type in the **C1_ACCTINFO** feature configuration is not set, you will not be able to indicate whether the account is a master or member account. For more information, refer to [Setting the C1_ACCTINFO Feature Configuration](#) on page 1735.

There is no restriction on the number of accounts that can be added to the master account. The accounts in the invoicing group can belong to different persons and may have different currencies, but they should be from the same banking division and person hierarchy. If the member accounts have a different invoice currency from the master account, the member account's charges will be converted to the master account's currency during billing.

Balances are maintained at the master account level. Bills are added to the master account's balance, and payments are subtracted from that balance. However, the charges can be traced back to the originating member accounts. The master account cannot have charges of its own; all charges come from the member accounts. However, when an account does not belong to any master account, it is billed individually with its charges appearing on the bill.

The contracts linked at the member level are duplicated at the master level when member accounts are added to the master account. However, note that only contracts which are eligible for billing are duplicated at the master level. Once a contract is duplicated at the master level, you need to activate the contract at the master level. Otherwise, the charges will be billed to the member account instead of the master account.

Manage Invoicing Groups

The **Manage Invoicing Groups** screen allows you to search for the master and member accounts using various search criteria. Through this screen, you can navigate to the **Invoicing Group Maintenance – Add/Edit** and **Invoicing Group Information** screens.

This screen contains the following two sections:

- Search Criteria
- Search Results

Searching for a Master Account

Prerequisites

To search for a master account, you should have:

- Divisions, billing cycles, and customer classes defined in the application
- Master accounts created in the application

Procedure

To search for a master account:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, click **Manage Invoicing Groups**.

The **Manage Invoicing Groups** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Invoicing Group Assignment Type	Used to indicate whether you want to search for a master or member account.	Yes
Account ID	Used to specify the account ID.	No
Division	Used to specify the division whose accounts you want to search.	No
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to specify the value of the account identifier type.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.

Field Name	Field Description	Mandatory (Yes or No)
Person Name	Used to specify the person whose accounts you want to search.	Yes (Conditional) Note: If you specify the billing cycle or person class as a search criteria, you have to specify the person name.
Billing Cycle	Used to specify the billing cycle during which the account is billed.	No
Person Class	Used to specify the customer class of the account.	No

The criteria are grouped as indicated by line separators between the criteria. Each group is independent from the other, and only one group is used at a time for searching. If you enter criteria in more than one group, the criteria from the first group is used for searching. For example, if you enter Account ID and Person Name (which are in different criteria groups), the system searches using Account ID, which appears before Person Name.

Note: You must specify at least one search criterion while searching for a master account.

3. Select **Master** from the **Invoicing Group Assignment Type** list.
4. Specify the search criteria in any of the criteria groups.
5. Click **Search**.

The master accounts that meet the search criteria and to which you have access based on the account's access group appear in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Account ID	Displays the master account ID. Note: It has a link. On clicking the link, the Invoicing Group Maintenance – Add/Edit screen appears with the details of the respective master account.
Account Identifier Type	Displays the account identifier type of the master account.
Account Identifier	Displays the value of the account identifier type.
Account Currency	Displays the invoice currency of the master account.
Division	Displays the division to which the master account belongs.
Person Name	Displays the name of the main customer.
Customer Class	Displays the customer class of the master account.
Billing Cycle	Displays the billing cycle during which the master account is billed.

Related Topics

For more information on...	See...
Manage Invoicing Groups screen	Manage Invoicing Groups on page 63

Searching for a Member Account

Prerequisites

To search for a member account, you should have:

- Divisions, billing cycles, and customer classes defined in the application
- Accounts added as a member to the master accounts

Procedure

To search for a member account:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, click **Manage Invoicing Groups**.

The **Manage Invoicing Groups** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Invoicing Group Assignment Type	Used to indicate whether you want to search for a master or member account.	Yes
Account ID	Used to specify the account ID.	No
Division	Used to specify the division whose accounts you want to search.	No
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to specify the value of the account identifier type.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Person Name	Used to specify the person whose accounts you want to search.	Yes (Conditional) Note: If you specify the billing cycle or customer class as a search criteria, you have to specify the person name.
Billing Cycle	Used to specify the billing cycle during which the account is billed.	No
Customer Class	Used to specify the customer class of the account.	No

The criteria are grouped as indicated by line separators between the criteria. Each group is independent from the other, and only one group is used at a time for searching. If you enter criteria in more than one group, the criteria from the first group is used for searching. For example, if you enter Account ID and Person Name (which are in different criteria groups), the system searches using Account ID, which appears before Person Name.

Note: You must specify at least one search criterion while searching for a member account.

3. Select **Member** from the **Invoicing Group Assignment Type** list.
4. Specify the search criteria in any of the criteria groups.
5. Click **Search**.

The member accounts that meet the search criteria and to which you have access based on the account's access group appear in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Account ID	Displays the member account ID. Note: It has a link. On clicking the link, the Invoicing Group Information screen appears with the details of the respective member account.
Account Identifier Type	Displays the account identifier type of the member account.
Account Identifier	Displays the value of the account identifier type.
Account Currency	Displays the invoice currency of the member account. Note: If the member account has a different invoice currency from the master account, the member account's charges will be converted to the master account's currency during billing.
Division	Displays the division to which the member account belongs.
Person Name	Displays the main person of the member account.
Customer Class	Displays the customer class of the member account.
Master Account Identifier Type	Displays the primary account identifier type of the master account.
Master Account Identifier	Displays the value of the primary account identifier type.
Master Person Name	Displays the main person of the master account.
Billing Cycle	Displays the billing cycle during which the member account is billed.

Related Topics

For more information on...	See...
Manage Invoicing Groups screen	Manage Invoicing Groups on page 63

Viewing the Master Account Details

Procedure

To view the master account details:

1. Search for the master account in the **Manage Invoicing Groups** screen.
2. In the **Search Results** section, click the link in the **Account ID** column corresponding to the master account whose details you want to view.

The **Invoicing Group Maintenance – Add/Edit** screen appears.

3. View the accounts that are already added to the master account in the **Member Accounts** zone.

Related Topics

For more information on...	See...
How to search for a master account	Searching for a Master Account
Invoicing Group Maintenance – Add/Edit screen	Invoicing Group Maintenance – Add/Edit

For more information on...	See...
Member Accounts zone	Member Accounts

Viewing the Member Account Details

Procedure

To view the member account details:

1. Search for the member account in the **Manage Invoicing Groups** screen.
2. In the **Search Results** section, click the link in the **Account ID** column corresponding to the member account whose details you want to view.

The **Invoicing Group Information** screen appears.

3. View the member account details in the **Selected Member Account** zone, and its master account details in the **Invoicing Group Information** zone.

Related Topics

For more information on...	See...
How to search for a member account	Searching for a Member Account
Invoicing Group Information screen	Invoicing Group Information
Invoicing Group Information zone	Invoicing Group Information
Selected Member Account zone	Selected Member Account on page 74

Invoicing Group Maintenance — Add/Edit

The **Invoicing Group Maintenance – Add/Edit** screen allows you to view the details of the master account. It also allows you to add, edit, and remove member accounts from the master account. This screen consists of the following zones:

- [Account Information](#) on page 67
- [Member Accounts](#) on page 68
- [Edit Member Account Assignment](#) on page 68
- [Search Accounts to Add](#) on page 69
- [Add Member](#) on page 70

Account Information

The **Account Information** zone displays the details of the master account. This zone contains the following fields:

Field Name	Field Description
Invoicing Group Assignment Type	Indicates that the selected account is a master account.
Person Name	Displays the name of the main customer.


Field Name	Field Description
Primary Account Identifier	Displays the primary account identifier type of the master account along with its value.
Customer Class	Displays the customer class of the master account.
Account Currency	Displays the invoice currency of the master account.
Billing Cycle	Displays the billing cycle during which the master account is billed.
Division	Displays the division to which the master account belongs.

Note: All fields in the **Account Information** zone are read-only.

Member Accounts

The **Member Accounts** zone lists the member accounts of the master account. This zone contains the following columns:

Column Name	Column Description
Account Identifier Type	Displays the primary account identifier type of the member account.
Account Identifier	Displays the value of the primary account identifier type.
Account Currency	Displays the invoice currency of the member account. Note: During billing, the charges for the member account are calculated in this currency and then converted to the master account's currency.
Effective Start Date	Displays the date from when the charges for the member account appears on the bill of the master account.
Effective End Date	Displays the date till when the charges for the member account appears on the bill of the master account.
Person Name	Displays the name of the main customer.
Customer Class	Displays the customer class of the member account.
Billing Cycle	Displays the billing cycle during which the member account is billed. Note: If the account is removed from the master account, it will be billed during this billing cycle.

On clicking the **Broadcast**  icon corresponding to the member account, the **Edit Member Account Assignment** zone appears with the details of the respective member account.

Edit Member Account Assignment

The **Edit Member Account Assignment** zone allows you to edit the assignment details of the member account. This zone contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Start Date	Used to modify the date from when you want the charges for the member account to appear on the bill of the master account. Note: You can modify the date only when it is a future date.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Invoicing Group Assignment Type	Indicates that the account is a member account.	Not applicable
Effective End Date	Used to modify the date till when you want the charges for the member account to appear on the bill of the master account. Note: You can modify the date only when it is not a past date.	No
Primary Account Identifier	Displays the primary account identifier type of the member account along with its value.	Not applicable

Note: If a bill is already generated for the master account, you cannot modify the effective start and end dates.

This zone contains the following two buttons:

Button Name	Button Description
Save	Used to save the changes made in this zone.
Remove Member	Used to remove the member from the master account.

By default, the **Edit Member Account Assignment** zone does not appear in the **Invoicing Group Maintenance – Add/Edit** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the member account in the **Member Accounts** zone.

Related Topics

For more information on...	See...
How to edit the member account assignment details	Editing the Member Account Assignment Details on page 72
How to remove a member from the master account	Removing a Member from the Master Account on page 73

Search Accounts to Add

The **Search Accounts to Add** zone lists accounts defined within the division and person hierarchy to which the master account belongs. The list also includes those accounts that are already added to the master account. You can filter the accounts using various search criteria. This zone contains the following two sections:


- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account ID	Used to specify the account ID.	No
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier	Used to specify the value of the account identifier type.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Person Name	Used to specify the person whose accounts you want to search.	No
Billing Cycle	Used to specify the billing cycle of the account.	No
Customer Class	Used to specify the customer class of the account.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Account ID	Displays the account ID.
Customer Name	Displays the name of the main customer.
Account Identifier Type	Displays the account identifier type.
Account Identifier	Displays the value of the account identifier type.
Account Currency	Displays the invoice currency of the account.
Division	Displays the division to which the account belongs.
Customer Class	Displays the customer class of the account.
Billing Cycle	Displays the billing cycle during which the account is billed.

On clicking the **Broadcast** () icon corresponding to the account, the **Add Member** zone appears with the details of the respective account.

Related Topics

For more information on...	See...
How to add a member to the master account	Adding a Member to the Master Account on page 71

Add Member


The **Add Member** zone allows you to add a member to the master account. This zone contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Person Name	Displays the name of the main customer.	Not applicable
Primary Account Identifier	Displays the primary account identifier type of the account along with its value.	Not applicable
Account Currency	Displays the invoice currency of the account.	Not applicable
Customer Class	Displays the customer class of the account.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Effective Start Date	Used to specify the date from when you want the charges for the member account to appear on the bill of the master account. Note: The effective start date should be earlier than or equal to the member account's contract end date.	Yes
Billing Cycle	Displays the billing cycle during which the account is billed.	Not applicable

This zone contains the following button:

Button Name	Button Description
Save	Used to add a member to the master account.

By default, the **Add Member** zone does not appear in the **Invoicing Group Maintenance – Add/Edit** screen. It appears only when you click the **Broadcast** () icon corresponding to the account in the **Search Accounts to Add** zone.

Related Topics

For more information on...	See...
How to add a member to the master account	Adding a Member to the Master Account on page 71

Adding a Member to the Master Account

Prerequisites


To add a member to the master account, you should have:

- Accounts within the same banking division and person hierarchy where the value of the **Invoice Group Account** characteristic type is set to **N**
- Accounts with active contracts

Note: You cannot add an account as a member to a master account if that account is already a member of another master during that overlapping period.

Procedure

To add a member to the master account:

1. Access the **Invoicing Group Maintenance – Add/Edit** screen.
2. In the **Search Accounts to Add** zone, click the **Broadcast** () icon corresponding to the account that you want to add to the master account.

The **Add Member** zone appears.

3. Enter the date from when you want the charges for the member account to appear on the bill of the master account in the **Effective Start Date** field.

Note: The effective start date should be earlier than or equal to the member account's contract end date.

4. Click **Save**.

The account is added to the master account. The contracts at the member level are duplicated at the master level.

Note: Once a contract is duplicated at the master level, you need to activate the contract at the master level. Otherwise, the charges will be billed to the member account instead of the master account.

Related Topics



For more information on...	See...
How to access the Invoicing Group Maintenance – Add/Edit screen	Viewing the Master Account Details on page 66
Search Accounts to Add zone	Search Accounts to Add on page 69
Add Member zone	Add Member on page 70

Editing the Member Account Assignment Details

Procedure

You can edit the member account assignment details from both the **Invoicing Group Maintenance – Add/Edit** and **Invoicing Group Information** screens. To edit the member account assignment details:

1. Do either of the following:

If you want to	Then
Edit the member account assignment details from the Invoicing Group Maintenance – Add/Edit screen	<ol style="list-style-type: none"> 1. Access the Invoicing Group Maintenance – Add/Edit screen. 2. In the Member Accounts zone, click the Broadcast  icon corresponding to the member account whose assignment details you want to edit.
Edit the member account assignment details from the Invoicing Group Information screen	<ol style="list-style-type: none"> 1. Access the Invoicing Group Information screen. 2. In the Selected Member Account zone, click the Broadcast  icon corresponding to the member account whose assignment details you want to edit.

The **Edit Member Account Assignment** zone appears.

2. Modify the effective start and end dates, if required.

Note:

The effective start date should be earlier than or equal to the member account's contract end date. And, the effective end date cannot be earlier than the effective start date.

If a bill is already generated for the master account, you cannot modify the effective start and end dates.

3. Click **Save**.

The changes are saved.

Related Topics

For more information on...	See...
How to access the Invoicing Group Maintenance – Add/Edit screen	Viewing the Master Account Details on page 66



For more information on...	See...
How to access the Invoicing Group Information screen	Viewing the Member Account Details on page 67
Edit Member Account Assignment zone	Edit Member Account Assignment on page 68

Removing a Member from the Master Account

Procedure

You can remove a member from the master account through both the **Invoicing Group Maintenance – Add/Edit** and **Invoicing Group Information** screens. To remove a member from the master account:

1. Do either of the following:

If you want to	Then
Remove a member from the master account through the Invoicing Group Maintenance – Add/Edit screen	<ol style="list-style-type: none"> 1. Access the Invoicing Group Maintenance – Add/Edit screen. 2. In the Member Accounts zone, click the Broadcast  icon corresponding to the member account that you want to remove from the master account.
Remove a member from the master account through the Invoicing Group Information screen	<ol style="list-style-type: none"> 1. Access the Invoicing Group Information screen. 2. In the Selected Member Account zone, click the Broadcast  icon corresponding to the member account that you want to remove from the master account.

The **Edit Member Account Assignment** zone appears.

2. Click **Remove Member**.

The member is removed from the master account.

Related Topics

For more information on...	See...
How to access the Invoicing Group Maintenance – Add/Edit screen	Viewing the Master Account Details on page 66
How to access the Invoicing Group Information screen	Viewing the Member Account Details on page 67
Edit Member Account Assignment zone	Edit Member Account Assignment on page 68

Invoicing Group Information

The **Invoicing Group Information** screen allows you to view the details of the member account. It also allows you to edit and remove the member account from the master account. This screen consists of the following zones:

- [Invoicing Group Information](#) on page 74
- [Selected Member Account](#) on page 74
- [Edit Member Account Assignment](#) on page 75

Invoicing Group Information

The **Invoicing Group Information** zone displays the master account details of the member account. This zone contains the following fields:

Field Name	Field Description
Invoicing Group Assignment Type	Indicates that this zone displays information about the member's master account.
Person Name	Displays the name of the main customer.
Primary Account Identifier	Displays the primary account identifier type of the master account along with its value.
Customer Class	Displays the customer class of the master account.
Account Currency	Displays the invoice currency of the master account.
Billing Cycle	Displays the billing cycle during which the master account is billed.
Division	Displays the division to which the master account belongs.


Note: All fields in the **Invoicing Group Information** zone are read-only.

Selected Member Account

The **Selected Member Account** zone displays the details of the member account. This zone contains the following columns:

Column Name	Column Description
Account Identifier Type	Displays the primary account identifier type of the member account.
Account Identifier	Displays the value of the primary account identifier type.
Account Currency	Displays the invoice currency of the member account. Note: During billing, the charges for the member account are calculated in this currency and then converted to the master account's currency.
Effective Start Date	Displays the date from when the charges for the member account appears on the bill of the master account.
Effective End Date	Displays the date till when the charges for the member account appears on the bill of the master account.
Person Name	Displays the name of the main customer.
Customer Class	Displays the customer class of the member account.

Column Name	Column Description
Billing Cycle	Displays the billing cycle during which the member account is billed. Note: If the member account is removed from the master account, it will be billed during this billing cycle.

On clicking the **Broadcast**  icon corresponding to the member account, the **Edit Member Account Assignment** zone appears with the details of the respective member account.

Edit Member Account Assignment


The **Edit Member Account Assignment** zone allows you to edit the assignment details of the member account. This zone contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Start Date	Used to modify the date from when you want the charges for the member account to appear on the bill of the master account. Note: You can modify the date only when it is a future date. The effective start date should be earlier than or equal to the member account's contract end date.	Yes
Invoicing Group Assignment Type	Indicates that the account is a member account.	Not applicable
Effective End Date	Used to modify the date till when you want the charges for the member account to appear on the bill of the master account. Note: You can modify the date only when it is not a past date. The effective end date cannot be earlier than the effective start date.	No
Primary Account Identifier	Displays the primary account identifier type of the member account along with its value.	Not applicable

Note: If a bill is already generated for the master account, you cannot modify the effective start and end dates.

This zone contains the following two buttons:

Button Name	Button Description
Save	Used to save the changes made in this zone.
Remove Member	Used to remove the member from the master account.

By default, the **Edit Member Account Assignment** zone does not appear in the **Invoicing Group Information** screen. It appears only when you click the **Broadcast**  icon corresponding to the member account in the **Selected Member Account** zone.

Related Topics



For more information on...	See...
How to edit the member account assignment details	Editing the Member Account Assignment Details on page 72
How to remove a member from the master account	Removing a Member from the Master Account on page 73

Editing the Member Account Assignment Details

Procedure

You can edit the member account assignment details from both the **Invoicing Group Maintenance – Add/Edit** and **Invoicing Group Information** screens. To edit the member account assignment details:

1. Do either of the following:

If you want to	Then
Edit the member account assignment details from the Invoicing Group Maintenance – Add/Edit screen	<ol style="list-style-type: none"> 1. Access the Invoicing Group Maintenance – Add/Edit screen. 2. In the Member Accounts zone, click the Broadcast  icon corresponding to the member account whose assignment details you want to edit.
Edit the member account assignment details from the Invoicing Group Information screen	<ol style="list-style-type: none"> 1. Access the Invoicing Group Information screen. 2. In the Selected Member Account zone, click the Broadcast  icon corresponding to the member account whose assignment details you want to edit.

The **Edit Member Account Assignment** zone appears.

2. Modify the effective start and end dates, if required.

Note:

The effective start date should be earlier than or equal to the member account's contract end date. And, the effective end date cannot be earlier than the effective start date.

If a bill is already generated for the master account, you cannot modify the effective start and end dates.

3. Click **Save**.

The changes are saved.

Related Topics

For more information on...	See...
How to access the Invoicing Group Maintenance – Add/Edit screen	Viewing the Master Account Details on page 66
How to access the Invoicing Group Information screen	Viewing the Member Account Details on page 67



For more information on...	See...
Edit Member Account Assignment zone	Edit Member Account Assignment on page 68

Removing a Member from the Master Account

Procedure

You can remove a member from the master account through both the **Invoicing Group Maintenance – Add/Edit** and **Invoicing Group Information** screens. To remove a member from the master account:

1. Do either of the following:

If you want to	Then
Remove a member from the master account through the Invoicing Group Maintenance – Add/Edit screen	<ol style="list-style-type: none"> 1. Access the Invoicing Group Maintenance – Add/Edit screen. 2. In the Member Accounts zone, click the Broadcast  icon corresponding to the member account that you want to remove from the master account.
Remove a member from the master account through the Invoicing Group Information screen	<ol style="list-style-type: none"> 1. Access the Invoicing Group Information screen. 2. In the Selected Member Account zone, click the Broadcast  icon corresponding to the member account that you want to remove from the master account.

The **Edit Member Account Assignment** zone appears.

2. Click **Remove Member**.

The member is removed from the master account.

Related Topics

For more information on...	See...
How to access the Invoicing Group Maintenance – Add/Edit screen	Viewing the Master Account Details on page 66
How to access the Invoicing Group Information screen	Viewing the Member Account Details on page 67
Edit Member Account Assignment zone	Edit Member Account Assignment on page 68

Chapter

3

Pricing Management

Topics:

- [Types of Pricing](#)
- [Multi Parameter Based Pricing](#)
- [Price Assignment Search Mechanism](#)
- [Person Relationship Type Sequence](#)
- [Pricing Eligibility](#)
- [Persisting Interest Rate for Rate Type Price Items](#)
- [Persisting Fee for Fee Type Price Items](#)
- [Repricing](#)
- [Types of Price Item Bundle](#)
- [Parameter](#)
- [Product](#)
- [View Product](#)
- [Price Item](#)
- [Price Item](#)
- [Price Item Relationship](#)
- [Price Item Assignments](#)
- [Price List](#)
- [Price List](#)
- [Price List Price Item Pricing](#)
- [Price List Assignment](#)
- [Price List Assignments](#)
- [Persons and Accounts Eligible for Price List Assignment](#)
- [Pricing \(Account\)](#)
- [Pricing \(Person\)](#)

Oracle Revenue Management and Billing allows you to define prices for price item and services offered to the customers. These prices are either standard prices defined in the price lists or override prices that are specific to a customer or an account. The system allows you to define prices at various levels in a customer hierarchy (for example, at the account level, main customer level, or at the parent customer level). You can also define prices in the account's price list, main customer's price list, parent customer's price list, price list's parent price list. As prices can be defined at multiple places, the order in which the system searches for effective price item pricing will affect the price charged to the customer. The search order is configurable, and can vary with each division. You need to define the search order in the price assignment search algorithm (which is also known as crawling algorithm) and then attach the algorithm to the division. You can change the search order at any time.

You need to define the price assignment search algorithm using the C1_PRASN algorithm type. The price assignment search algorithm is used while:

- Listing effective price item pricing for an account or a customer
- Fetching effective price item pricing while creating recurring and non-recurring bill segments
- Fetching effective post processing pricing while creating post processing bill segments
- Fetching effective price item pricing in the **Price Item Pricing Verification (C1-TXNVP)** batch

For more information about the price assignment search algorithm, see [Price Assignment Search Mechanism](#) on page 85.

Since a global customer is not associated to any division, the system cannot determine the price assignment search order for a global customer. Hence, the default search order is defined for global customers through the **C1_PRASNORDR** feature configuration. You can change this default search order, if required.

The prices that are specific to a customer or an account are referred to as customer agreed or account agreed prices, respectively. You can override these agreed prices. Customer agreed or account agreed prices are effective for a particular duration and do not expire until you manually specify the end date. However, if you set the **Expire Override Switch** option type of the **C1_EXP_OVRD** feature configuration to **Y**, the system will automatically expire an agreed pricing when the agreed pricing of a customer or an account without end date is overridden. If you do not want an agreed pricing to automatically expire when it is overridden, you must set the **Expire Override Switch** option type of the **C1_EXP_OVRD** feature configuration to **N**.

The system allows you to define the following types of pricing:

- [Effective Pricing Information](#)
- [Price Item Pricing](#)
- [Pricing Simulation](#)
- [Eligible Price List](#)
- [Rate Definition](#)
- [Tiering Criterion](#)
- [Variance Parameter](#)
- [Person to Person Relationship Type Sequence](#)

- Flat Pricing
- Tiered Pricing

For more information about the types of pricing, see [Types of Pricing](#) on page 81.

The price for a price item or service may differ depending upon various transaction, customer or account attributes. Oracle Revenue Management and Billing provides a facility to define pricing for a price item based on multiple parameters. This multi parameter based pricing feature enables the price analyst to define price item and its parameters which influence pricing. You can then define pricing for the price item based on these parameters. Bundles are offered to customers to provide discounted rates. You can also define pricing for bundles based on multiple parameters. To enable the multi parameter based pricing feature, you must set the **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration to **True**. For more information about the multi parameter based pricing feature, see [Multi Parameter Based Pricing](#) on page 81.

Types of Pricing

The system allows you to define the following types of pricing:

- **Flat Pricing** — Used when you want to charge a fixed price per unit to the customer.
- **Tiered Pricing** — Used when standard flat pricing is not sufficient to meet the business needs. Through tiered pricing, you can offer more favorable pricing to the customers based on service quantity utilization. For example, CG Limited uses wire transfer services provided by a large bank. If CG Limited initiates up to 1,000 wire transfers, the fee charged by the bank will be \$5 per transfer. If CG Limited initiates more than 1,000 wire transfers, the fee will be \$3 per transfer. To introduce this flexibility in the pricing model, the following tiered pricing is defined:

Quantity Range	Rate (\$) per transfer
0 – 1000	5
1000+	3

You can define two types of tiered pricing:

- **Step Tiered Pricing** — The rate of the first tiering range is used to calculate the charge for the maximum quantity in the range, and for incremental service quantity utilization, the rate of the progressive tiering range is used. This happens till the utilized quantity is exhausted. For example, when you define the following step tiered pricing for Price Item A and the user consumes 60,000 units of the same, the system will charge the first 45,000 units at \$2 per unit and the remaining 15,000 units at \$1 per unit:

Quantity Range	Rate (\$) per unit
0 – 45000	2
45000+	1

- **Threshold Tiered Pricing** — The rate of the tiering range within which the service quantity utilization falls is used to calculate the charge for the entire volume. For example, when you define the following threshold tiered pricing for Price Item A and the user consumes 75,000 units of the same, the system will charge 75,000 units at \$1 per unit as the service quantity utilization falls within 45000+ tiering range:

Quantity Range	Rate (\$) per unit
0 – 45000	2
45000+	1

Multi Parameter Based Pricing

Oracle Revenue Management and Billing provides a facility to define pricing for a price item based on multiple parameters. You can also define pricing for bundles based on multiple parameters. You can enable or disable the multi parameter based pricing feature by setting the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration. For more information, see [Setting the C1_PPARM_FLG Feature Configuration](#) on page 1719.

If the multi parameter based pricing feature is disabled, you can define pricing for a price item based on the variance parameter. If the multi parameter based pricing feature is enabled, you can define pricing for a price item based on multiple parameters. For example:

Price Item A	Country	Currency
Pricing 1	US	USD

Price Item A	Country	Currency
Pricing 2	Germany	USD

Pricing 1 and Pricing 2 are defined for Price Item A based on two parameters — Country and Currency. Before you define pricing based on country and currency, you need to define these parameters in the system. Once you define these parameters, you need to associate them to the price item (i.e. Price item A).

Then, when you define Pricing 1 for Price item A, you need to set the following price item parameters:

- Country — US
- Currency — USD

Similarly, you need to define Pricing 2 with Country set to Germany and Currency set to USD.

The following table lists the tiering ranges defined in Pricing 1 where price item parameters are set to US, USD:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	2	Number of Transactions	Price Item A	US, USD		0	5000
20	1	Number of Transactions	Price Item A	US, USD		5000	

The following table lists the tiering ranges defined in Pricing 2 where price item parameters are set to Germany, USD:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	4	Number of Transactions	Price Item A	Germany, USD		0	1000
20	3	Number of Transactions	Price Item A	Germany, USD		1000	

Now, when the user performs 1500 transactions (in USD) of Price Item A in Germany, 12000 transactions (in USD) of Price Item A in US, the system creates two billable charges. In one billable charge (with Price Item A, US and USD combination), the system uses \$1 as the rate for calculating charges, and in another billable charge (with Price Item A, Germany and USD combination), the system uses \$3 as the rate for calculating charges.

Note that in this case the parameters based on which you have defined pricing and tiering ranges are same. You can use different parameters while defining pricing and tiering ranges, if required. You can also use another price item or bundle and its parameters while defining tiering ranges. For example:

The following table lists the tiering ranges of Pricing 1 defined for Price Item A where price item parameters are set to US, USD:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	2	Number of Transactions	Price Item B	Germany, USD		0	100
20	1	Number of Transactions	Price Item B	Germany, USD		100	200
30	0.5	Number of Transactions	Price Item B	Germany, USD		200	

Now, when the user performs 1500 transactions (in USD) of Price Item A in US, 200 transactions (in USD) of Price Item B in Germany, the system creates one billable charge. The system adds the transactions with the following combinations and then determines the range of Price Item A within which the total units (i.e. 200) fall:

- Price Item B, Germany, USD

In this case, the total units fall in the 100 – 200 range of Price Item A, and therefore the system uses \$1 as the rate for calculating charges (i.e. $1500 * 1 = 1500$).

Some parameters might be mandatory and some might be optional while defining price item pricing. You can define price item pricing based on these parameters at various levels, such as:

- Account Agreed
- Account Price List
- Account Inherited Price List
- Customer Agreed
- Customer Price List
- Customer Inherited Price List
- Parent Customer Agreed
- Parent Customer Price List
- Parent Customer Inherited Price List
- Default Price List
- Global Price List

As prices can be defined at multiple levels, the system first searches for exact match at all levels (using the search order). If the system finds the exact match at multiple levels, the price assignment at the higher precedence level is considered. Let us understand this with the help of an example.

Pricing 1 is defined for Price Item A with the following parameters at the Account Agreed level:

Parameter	Mandatory (Yes or No)	Priority	Value
Type	Yes	—	BT
Country	No	1	US
Currency	No	2	USD

Pricing 2 is defined for Price Item A with the following parameters at the Parent Customer Agreed level:

Parameter	Mandatory (Yes or No)	Priority	Value
Type	Yes	—	BT
Country	No	1	US
Currency	No	2	USD

Pricing 3 is defined for Price Item A with the following parameters at the Account Price List level:

Parameter	Mandatory (Yes or No)	Priority	Value
Type	Yes	—	BT
Country	No	1	US
Currency	No	2	—

Now, when the user performs transactions (with the type set to BT in US) of Price Item A in USD, the system searches for price with exact match (Type — BT, Country — US, and Currency — USD). The exact match is available at two levels — Account Agreed and Parent Customer Agreed. The system considers the price at the Account Agreed level because this level has higher precedence.

Depending on the search order defined for the division (to which the account belongs), the level with higher precedence changes. Accordingly, the price assignment at the higher precedence level is considered for calculating the charges.

If the system does not find the exact match at any level, it searches for the best fit match at all levels. Let us understand how the best fit match is determined with the help of an example.

Pricing 1 is defined for Price Item A with the following parameters:

Parameter	Mandatory (Yes or No)	Priority	Value
Type	Yes	—	BT
Country	No	1	US
Currency	No	2	-

Pricing 2 is defined for Price Item A with the following parameters:

Parameter	Mandatory (Yes or No)	Priority	Value
Type	Yes	—	BT
Country	No	1	-
Currency	No	2	USD

Pricing 3 is defined for Price Item A with the following parameters:

Parameter	Mandatory (Yes or No)	Priority	Value
Type	Yes	—	BT
Country	No	1	-
Currency	No	2	-

Pricing 4 is defined for Price Item A with the following parameters:

Parameter	Mandatory (Yes or No)	Priority	Value
Type	Yes	—	BT
Country	No	1	US
Currency	No	2	GBP

The system has Pricing 1, Pricing 2, Pricing 3, and Pricing 4 defined for Price Item A. Now, when the user performs transactions (with the type set to BT in US) of Price Item A in USD, the system does not find price with exact match (Type — BT, Country — US, and Currency — USD). Therefore, it searches for the best fit match.

While searching for the best fit match, the system rules out the optional parameter with lowest priority (i.e. Currency) and checks whether the price (with Type — BT and Country — US) is available. If the price is available, the system considers the price as the best fit match. Therefore, in this case, Pricing 1 is considered as the best fit match.

Suppose, if the price (with Type — BT and Country — US) is not available, then the system rules out the optional parameter with next lowest priority (i.e. Country) and checks whether the price (with Type — BT and Currency — USD) is available. If the price is available, the system considers the price as the best fit match. In this case, Pricing 2 would be considered as the best fit match. If the system finds the best fit match with same weight at multiple levels, the price assignment at the higher precedence level is considered.

Price Assignment Search Mechanism

The price assignment search algorithm searches effective price item pricing based on the following parameters:

- **Search Order** — Used to indicate the order in which the system must search effective price item pricing at various levels in the customer hierarchy. This is a mandatory parameter. The valid values are:

If you select the following value...	Then the effective price item pricing is searched at the following levels in the specified order.....
AGREED_PRICELIST	<ol style="list-style-type: none"> 1. Account Agreed — Means price item pricing is agreed for the account in the hierarchy. 2. Account Price List — Means price item pricing is defined within the price list which is assigned to the account. 3. Account Inherited Price List — Means price item pricing is inherited from the hierarchy defined for the price list which is assigned to the account. 4. Customer Agreed — Means price item pricing is agreed for the customer in the hierarchy. 5. Customer Price List — Means price item pricing is defined within the price list which is assigned to the customer. 6. Customer Inherited Price List — Means price item pricing is inherited from the hierarchy defined for the price list which is assigned to the customer. 7. Parent Customer Agreed — Means price item pricing is agreed for the parent customer in the hierarchy. 8. Parent Customer Price List — Means price item pricing is defined within the price list which is assigned to the parent customer. 9. Parent Customer Inherited Price List — Means price item pricing is inherited from the hierarchy defined for the price list which is assigned to the parent customer.

If you select the following value...	Then the effective price item pricing is searched at the following levels in the specified order.....
AGREED_FIRST	<ol style="list-style-type: none"> 1. Account Agreed — Means price item pricing is agreed for the account in the hierarchy. 2. Customer Agreed — Means price item pricing is agreed for the customer in the hierarchy. 3. Parent Customer Agreed — Means price item pricing is agreed for the parent customer in the hierarchy. 4. Account Price List — Means price item pricing is defined within the price list which is assigned to the account. 5. Account Inherited Price List — Means price item pricing is inherited from the hierarchy defined for the price list which is assigned to the account. 6. Customer Price List — Means price item pricing is defined within the price list which is assigned to the customer. 7. Customer Inherited Price List — Means price item pricing is inherited from the hierarchy defined for the price list which is assigned to the customer. 8. Parent Customer Price List — Means price item pricing is defined within the price list which is assigned to the parent customer. 9. Parent Customer Inherited Price List — Means price item pricing is inherited from the hierarchy defined for the price list which is assigned to the parent customer.

Note: In these price assignment search orders, the account agreed level has highest precedence and parent customer inherited price list level has lowest precedence.

- **Default Price List ID** — Used to indicate the default price list. If the effective price item pricing is not available at any level in the customer hierarchy, the system checks whether the default price list is specified in the price assignment search algorithm. If the default price list is specified in the algorithm, the system checks whether effective price item pricing is available in the default price list.
- **Global Price List** — Used to indicate whether the system should consider the price item pricing defined in the global price list. If the effective price item pricing is not available in the default price list or if the default price list is not specified in the price assignment search algorithm, the system checks whether it should consider the price item pricing defined in the global price list. The valid values are:
 - Y
 - N

Finally, if the effective price item pricing is not available in either default and/or global price list, an error message occurs indicating that the effective price item pricing is not available in the system.

- **Prefer Price Item Over Bundle** — Used to indicate whether to prefer price item, regular bundle, or parent bundle pricing when the price item, regular bundle (to which the price item belongs), and parent (regular) bundle (i.e. to which the regular bundle belongs) are assigned at the same level. The valid values are:
 - Y
 - N

If the value of the **Prefer Price Item Over Bundle** parameter is set to **Y**, the system first searches whether effective pricing is available for the price item. If the effective pricing is not available for the price item, then

the system searches whether effective pricing is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system searches whether effective pricing is available for the parent bundle at the same level. However, if the value of the **Prefer Price Item Over Bundle** parameter is set to **N**, the system first searches whether effective pricing is available for the parent bundle. If the effective pricing is not available for the parent bundle, then the system searches whether effective pricing is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system searches whether effective pricing is available for the price item at the same level.

- **Person Relationship Type Sequence Algorithm** — Used to attach an algorithm which is defined using the C1-CUSRLALGT algorithm type. The attached algorithm is used while searching effective price item pricing at the parent customer level. It indicates whether the system should search person to person relationship type sequence defined:
 - For the division, price item, and price item parameters combination
 - For the division
 - In the C1_PER_REL feature configuration

Related Topics

For more information on...	See...
Person to Person Relationship Type Sequence	Person Relationship Type Sequence on page 87

Person Relationship Type Sequence

When the price assignment search algorithm searches effective price item pricing at the parent customer level, the system determines the parent customer's person to person relationship type whose price item pricing should be considered. The person to person relationship type sequence indicates the order in which relationship type should be considered while searching for effective price item pricing at the parent customer level. For example, if a customer has two parents – Parent 1 with the relationship type set to “Subsidiary” and Parent 2 with the relationship type set to “Franchise Owner”, and the following person to person relationship type sequence is defined in the system:

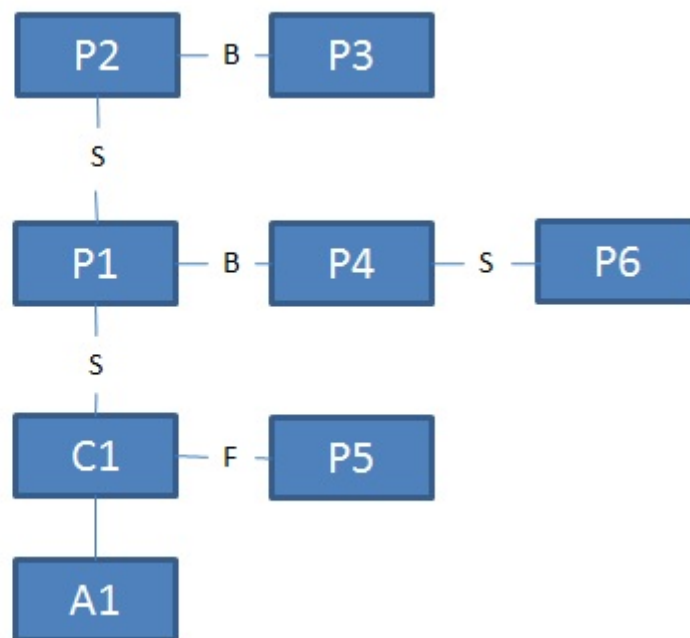
When the price assignment search algorithm searches effective price item pricing at the parent customer level, the system determines the parent customer's person to person relationship type whose price item pricing should be considered. The person to person relationship type sequence indicates the order in which relationship type should be considered while searching for effective price item pricing at the parent customer level. For example, if a customer has two parents – Parent 1 with the relationship type set to “Subsidiary” and Parent 2 with the relationship type set to “Franchise Owner”, and the following person to person relationship type sequence is defined in the system:

Sequence Number	Relationship Type
10	Subsidiary
20	Franchise Owner

In the above example, the system will inherit effective price item pricing (if available) from Parent 1 or within its hierarchy. If the effective price item pricing is not available in the Parent 1 hierarchy, the system will inherit effective price item pricing (if available) from Parent 2 or within its hierarchy. If the effective price item pricing is not available in the Parent 2 hierarchy, an error message occurs indicating that the effective price item pricing is not available.

While searching effective pricing at the parent customer level based on the person to person relationship type sequence, the system will use the depth first search mechanism. Let us understand this with the help of an example.

Person To Person Relationship Type Sequence	
Sequence Number	Relationship Type
10	Subsidiary (S)
20	Branch (B)
30	Franchise Owner (F)



In the above example, if the effective pricing is not available at the account or customer level, the system will search effective pricing at the parent customer level in the following order:

- P1 (because the first relationship type in the sequence is Subsidiary)
- P2 (grandparent of P1 irrespective of the relationship type)
- P3 (because the second relationship type in the sequence is Branch)
- P4 (because the second relationship type in the sequence is Branch)
- P6 (grandparent of P4 irrespective of the relationship type)
- P5 (because the third relationship type in the sequence is Franchise Owner)

The system provides you the flexibility to define person to person relationship type sequence:

- For each division, price item, and price item parameters combination
- For each division
- In the C1_PER_REL feature configuration

The system will first check whether the person to person relationship type sequence is defined for the division, price item, and price item parameters combination. If the person to person relationship type sequence is defined for the division, price item, and price item parameters combination, the system will search effective price item pricing at the parent customer level based on the sequence defined for the combination. However, if the person to person relationship type sequence is not defined for the division, price item, and price item parameters combination, the system will check whether the person to person relationship type sequence is defined for the division. If the person to person relationship type sequence is defined for the division, the system will search effective price item pricing at the parent customer level based on the sequence defined for the division. However, if the person to person relationship type sequence is not defined for the division, the system will consider the person to person relationship type sequence defined in the C1_PER_REL feature configuration and accordingly search the effective price item pricing at the parent customer level.

To enable the system to search person to person relationship type sequence at different levels, you need to create an algorithm of the C1-CUSRLALGT algorithm type and attach it to the **Person Relationship Type Sequence Algorithm** parameter in the price assignment search algorithm. The C1-CUSRLALGT algorithm type has the following parameters:

- **Check on Division, Price Item and Price Item Parameters Combination** - Used to indicate whether you want the system to search person to person relationship type sequence defined for the division, price item, and price item parameters combination. This is a mandatory parameter. The valid values are:

- Y
- N

By default, the value is set to **N**.

- **Check on Division** - Used to indicate whether you want the system to search person to person relationship type sequence defined for the division. This is a mandatory parameter. The valid values are:

- Y
- N

By default, the value is set to **N**.

- **Check on Feature Configuration** – Used to indicate whether you want the system to consider the person to person relationship type sequence defined in the **C1_PER_REL** feature configuration. This is a mandatory parameter. The valid values are:

- **A** – Used when you want to consider all person to person relationship types defined in the feature configuration (in the specified sequence).
- **F** – Used when you want to only consider the person to person relationship type defined with the lowest sequence in the feature configuration.
- **N** – Used when you do not want to consider the person to person relationship type sequence defined in the C1_PER_REL feature configuration.

By default, the value is set to **F**.

Related Topics

For more information on...	See...
Person to Person Relationship Type Sequence screen	Person to Person Relationship Type Sequence on page 319
How to set the C1_PER_REL feature configuration	Setting the C1_PER_REL Feature Configuration on page 1722

Pricing Eligibility

Oracle Revenue Management and Billing enables you to define pricing eligibility criteria using the account, person, and product attributes while defining a price item pricing. For example, a bank offers a product named 12 Month Standard Certificate of Deposit (CD). The interest rate charged to a person for this product differs based on two parameters – Deposit Amount and Person Type (Preferred and Non-Preferred). The following table lists the interest rates offered for the 12 Month Standard Certificate of Deposit (CD) product:

Deposit Amount	Non-Preferred	Preferred
Less than \$5,000	0.13%	0.20%
Greater than \$5,000	0.15%	0.22%

Earlier, you were able to define different interest rates based on different parameters using the rate eligibility feature at the rate component level. Considering the above example, you had to define four rate components. The respective rate component would appear while defining price item pricing based on the following:

- The value defined for the **Deposit Amount** characteristic on the account

- The value defined for the **Customer Type** characteristic on the main customer

However, now, you can implement the above scenario using a single rate component instead of maintaining four different rate components. Now, while defining price item pricing, you need to define four different price components for a rate component. For each price component, you need to define the pricing eligibility criteria in the following manner:

Price Component	Rate	Pricing Eligibility Criteria	If True	If False
P1	0.13%	Deposit Amount > 5000	Check Condition Next	Return False
P1	0.13%	Person Type = Non-Preferred	Return True	Return False
P2	0.15%	Deposit Amount < 5000	Check Condition Next	Return False
P2	0.15%	Person Type = Non-Preferred	Return True	Return False
P3	0.20%	Deposit Amount > 5000	Check Condition Next	Return False
P3	0.20%	Person Type = Preferred	Return True	Return False
P4	0.22%	Deposit Amount < 5000	Check Condition Next	Return False
P4	0.22%	Person Type = Preferred	Return True	Return False

You can define pricing eligibility criteria only when the appropriate parameters are created in the system. These parameters must be mapped to either of the following:

- Account attributes, characteristics, usage amounts, or usage counters
- Person attributes, characteristics, usage amounts, or usage counters
- Product attributes or characteristics
- Service Quantity Identifier
- Custom algorithm which returns the appropriate value

In the above example, you can define the pricing eligibility criteria only when the following parameters are defined in the system:

Parameter	Source Entity	Source Type	Source Type Code	Value Type
Deposit Amount	Account	Usage Amount	Deposit Amount	Adhoc
Customer Type	Person	Characteristic	Person Type	Predefined

You can define pricing eligibility criteria for rate components whose tiering type is set to **Flat**, **Threshold**, or **Step**. Each criterion in the pricing eligibility criteria is executed in the specified sequence. If the value of the pricing eligibility criteria is **True**, the rate of the respective price component is passed to the rate component for further calculations.

Persisting Interest Rate for Rate Type Price Items

While defining a price item, you can indicate whether the price item is available for pricing and billing or only for pricing. If the price item is available only for pricing, you can indicate the type of the price item. The valid values for the price item type are:

- Rate (i.e. Interest Rate)
- Fees

If the type of a price item is **Rate**, the system calculates and persist the rate for the price item. The rate is persisted only for the price item pricing which is either assigned or inherited by an account. If the account or person attributes are changed, the system allows you to recalculate and persist the interest rate for rate type price items. This process is known as **Repricing**.

Related Topics

For more information on...	See...
Repricing	Repricing on page 91

Persisting Fee for Fee Type Price Items

While defining a price item, you can indicate whether the price item is available for pricing and billing or only for pricing. If the price item is available only for pricing, you can indicate the type of the price item. The valid values for the price item type are:

- Rate
- Fees

The input elements Pricing Frequency, Advance Pricing should be populated if **Price Item** is available for **Pricing Only**, **Price Item Type** is **Fees** and **Price Assignment Type** is **Post-Processing**.

If the type of a price item is **Fee**, the system calculates and persist the fee for the price item.

Note: The **Process Fees Request and Persist Fees for an Account (C1-ACFEE)** batch is used to calculate and persist the fees for the account. It must be executed when a user wants to store fees.

Related Topics

For more information on...	See...
Repricing	Repricing on page 91

Repricing

If the account or person attributes are changed, the system allows you to recalculate and persist the interest rate for rate type price items. This process is known as **Repricing**. The **Repricing** process is triggered in the following scenarios when:

- You edit the attributes and characteristics of an account.
- You add or delete the usage amount and counter details of an account.
- You edit the attributes and characteristics of a person.
- You add or delete the usage amount and counter details of a person.

- You define or edit the price item pricing of an active price list which is assigned to an account or a person.
- You define, edit, override, or copy the price item pricing of an account or a person.
- You assign a price list to an account or a person, or edit the price list assignment details of an account or a person.

The system behaves in the following manner in the above scenarios:

Scenario	System Behaviour
On editing the attributes and characteristics of an account	<p>The system checks whether the account is eligible for repricing. If the account is eligible for repricing, the system checks whether a parameter for the account attribute or characteristic whichever is changed is already defined in the system. If the required parameters are available in the system, the system creates a repricing request for the account and effective date combination in the CI_REPRC_REQ_DTL table. On executing the Process Repricing Request and Persist Pricing for an Account (C1-REPC2) batch, you can recalculate and persist the rate for the account in the CI_PRCE_CALC table.</p> <p>Note: On editing the account attributes, the effective date is set to the date when you edit the account attributes. However, on editing the account's characteristic, the effective date is set to the date from when the characteristic is effective for the account.</p>
On adding or deleting the usage amount and counter details of an account	<p>The system checks whether the account is eligible for repricing. If the account is eligible for repricing, the system checks whether a parameter for the usage amount or counter whichever is changed is already defined in the system. If the required parameters are available in the system, the system creates a repricing request for the account and effective date combination in the CI_REPRC_REQ_DTL table. On executing the Process Repricing Request and Persist Pricing for an Account (C1-REPC2) batch, you can recalculate and persist the rate for the account in the CI_PRCE_CALC table.</p> <p>Note: The effective date is set to the date from when the usage amount or counter is effective for the account.</p>
On editing the attributes and characteristics of a person	<p>The system identifies all accounts which belong to the person and its child persons, and then checks whether the identified accounts are eligible for repricing. If one or more accounts are eligible for repricing, the system checks whether a parameter for the person attribute or characteristic whichever is changed is already defined in the system. If the required parameters are available in the system, the system creates a repricing request for the account and effective date combination in the CI_REPRC_REQ_DTL table. On executing the Process Repricing Request and Persist Pricing for an Account (C1-REPC2) batch, you can recalculate and persist the rate for the account in the CI_PRCE_CALC table.</p> <p>Note:</p> <p>Only accounts where the person and child person are the main customers are considered for repricing.</p> <p>On editing the person attributes, the effective date is set to the date when you edit the person attributes. However, on editing the person's characteristic, the effective date is set to the date from when the characteristic is effective for the person.</p>

Scenario	System Behaviour
<p>On adding or deleting the usage amount and counter details of a person</p>	<p>The system identifies all accounts which belong to the person and its child persons, and then checks whether the identified accounts are eligible for repricing. If one or more accounts are eligible for repricing, the system checks whether a parameter for the usage amount or counter whichever is changed is already defined in the system. If the required parameters are available in the system, the system creates a repricing request for the account and effective date combination in the CI_REPRC_REQ_DTL table. On executing the Process Repricing Request and Persist Pricing for an Account (C1-REPC2) batch, you can recalculate and persist the rate for the account in the CI_PRCE_CALC table.</p> <p>Note:</p> <p>Only accounts where the person and child person are the main customers are considered for repricing.</p> <p>The effective date is set to the date from when the usage amount or counter is effective for the person.</p>
<p>On assigning a price list to an account or editing the price list assignment details of an account</p>	<p>The system creates a repricing request for the account, price item, and effective date combination in the CI_REPRC_REQ_DTL table. If the price assignment end date and/or price list assignment end date is available, the system creates two repricing requests – one request where the effective date is set to the start date and another request where the effective date is set to the end date. The effective date is set to the price assignment start date or price list assignment start date depending on the following conditions:</p> <ul style="list-style-type: none"> • If the Price Assignment Start Date is later than the Price List Assignment Start Date, then the effective date is set to Price Assignment Start Date. • If the Price Assignment Start Date is earlier than or equal to the Price List Assignment Start Date, then the effective date is set to Price List Assignment Start Date. <p>However, the effective date is set to the price assignment end date or price list assignment end date depending on the following conditions:</p> <ul style="list-style-type: none"> • If the Price Assignment End Date is earlier than the Price List Assignment End Date, then the effective date is set to Price Assignment End Date + 1 Day. • If the Price Assignment End Date is later than or equal to the Price List Assignment End Date, then the effective date is set to Price List Assignment End Date + 1 Day. <p>On executing the Process Repricing Request and Persist Pricing for an Account (C1-REPC2) batch, you can recalculate and persist the rate for the account in the CI_PRCE_CALC table.</p> <p>Note: The system creates the repricing request for the account irrespective of whether the account is eligible for repricing or not.</p>

Scenario	System Behaviour
<p>On assigning a price list to a person or editing the price list assignment details of a person</p>	<p>The system identifies all accounts which belong to the person and its child persons, and then creates a repricing request for the account, price item, and effective date combination in the CI_REPRC_REQ_DTL table. If the price assignment end date and/or price list assignment end date is available, the system creates two repricing requests – one request where the effective date is set to the start date and another request where the effective date is set to the end date. The effective date is set to the price assignment start date or price list assignment start date depending on the following conditions:</p> <ul style="list-style-type: none"> • If the Price Assignment Start Date is later than the Price List Assignment Start Date, then the effective date is set to Price Assignment Start Date. • If the Price Assignment Start Date is earlier than or equal to the Price List Assignment Start Date, then the effective date is set to Price List Assignment Start Date. <p>However, the effective date is set to the price assignment end date or price list assignment end date depending on the following conditions:</p> <ul style="list-style-type: none"> • If the Price Assignment End Date is earlier than the Price List Assignment End Date, then the effective date is set to Price Assignment End Date + 1 Day. • If the Price Assignment End Date is later than or equal to the Price List Assignment End Date, then the effective date is set to Price List Assignment End Date + 1 Day. <p>Note: If the Price List Assignment Start Date and Price List Assignment End Date are earlier than the current date, repricing requests for the accounts are not created in the CI_REPRC_REQ_DTL table.</p> <p>On executing the Process Repricing Request and Persist Pricing for an Account (C1-REPC2) batch, you can recalculate and persist the rate for the account in the CI_PRCE_CALC table.</p> <p>Note:</p> <p>Only accounts where the person and child person are the main customers are considered for repricing.</p> <p>The system creates the repricing request for the account irrespective of whether the account is eligible for repricing or not.</p>
<p>On defining, editing, overriding, or copying the price item pricing of an account</p>	<p>The system creates a repricing request for the account, price item, and effective date combination in the CI_REPRC_REQ_DTL table. If the price assignment end date is specified, the system creates two repricing requests – one request where the effective date is set to the price assignment start date and another request where the effective date is set to the price assignment end date + 1 Day. On executing the Process Repricing Request and Persist Pricing for an Account (C1-REPC2) batch, you can recalculate and persist the rate for the account in the CI_PRCE_CALC table.</p> <p>Note: The system creates the repricing request for the account irrespective of whether the account is eligible for repricing or not.</p>

Scenario	System Behaviour
On defining, editing, overriding, or copying the price item pricing of a person	<p>The system identifies all accounts which belong to the person and its child persons, and then creates a repricing request for the account, price item, and effective date combination in the CI_REPRC_REQ_DTL table. If the price assignment end date is specified, the system creates two repricing requests – one request where the effective date is set to the price assignment start date and another request where the effective date is set to the price assignment end date + 1 Day. On executing the Process Repricing Request and Persist Pricing for an Account (C1-REPC2) batch, you can recalculate and persist the rate for the account in the CI_PRCE_CALC table.</p> <p>Note:</p> <p>Only accounts where the person and child person are the main customers are considered for repricing.</p> <p>The system creates the repricing request for the account irrespective of whether the account is eligible for repricing or not.</p>
On defining or editing the price item pricing of an active price list which is assigned to an account or a person	<p>The system creates an entry for the price item pricing in the CI_REPRC_ENTITY_DTL table. On executing the Identify Accounts for Repricing (C1-REPC1) batch, the system identifies the following in the specified order:</p> <ol style="list-style-type: none"> 1. Price list on which the price item pricing is assigned 2. Account or Person on which the price list is assigned 3. All accounts which belong to the person and its child persons when the price list is assigned to a person <p>Once the accounts are identified, the system checks whether the identified accounts are eligible for repricing. If one or more accounts are eligible for repricing, a repricing request is created for the account, price item, and effective date combination in the CI_REPRC_REQ_DTL table. If the price assignment end date is specified, the system creates two repricing requests – one request where the effective date is set to the price assignment start date and another request where the effective date is set to the price assignment end date + 1 Day. On executing the Process Repricing Request and Persist Pricing for an Account (C1-REPC2) batch, you can recalculate and persist the rate for the account in the CI_PRCE_CALC table.</p> <p>Note: Only accounts where the person and child person are the main customers are considered for repricing.</p>

For more information about the **Identify Accounts for Repricing (C1-REPC1)** and **Process Repricing Request and Persist Pricing for an Account (C1-REPC2)** batches, refer to *Oracle Revenue Management and Billing Batch Guide*.

To enable the repricing feature, you need to do the following:

- Define an algorithm using the **C1-REPRCACCT** algorithm type and attach it to the **Audit** algorithm spot of the **C1-AccountBO** business object
- Define an algorithm using the **C1-REPRCACBC** algorithm type and attach it to the **Audit** algorithm spot of the **C1-ACCBALCNT** business object
- Define an algorithm using the **C1-REPRCPERS** algorithm type and attach it to the **Audit** algorithm spot of the **C1_PERSON_BO** business object

- Define an algorithm using the **C1-REPRCPEBC** algorithm type and attach it to the **Audit** algorithm spot of the **C1-PERBALCNT** business object
- Define an algorithm using the **C1_PLASGNAUD** algorithm type and attach it to the **Audit** algorithm spot of the **C1_PLASGNADD** and **C1_PLASGNEDIT** business objects
- Define an algorithm using the **C1-PRCASGNAD** algorithm type and attach it to the **Audit** algorithm spot of the **C1_PRICEASGN_BO** business object
- Define an algorithm using the **C1-REPRCPLPA** algorithm type and attach it to the **Audit** algorithm spot of the **C1_PRICEASGN_BO** business object
- Define the required parameters for the account and person attributes, characteristics, usage amount and usage counter

Types of Price Item Bundle

The system allows you to define the following types of price item bundle:

- [Regular Bundle](#) on page 96
- [Phantom Bundle](#) on page 100
- [Ratio Bundle](#) on page 97

Regular Bundle

In case of a regular bundle, pricing is defined at the bundle level. The system determines the rate by identifying the tiering range within which the total service quantities used for all price items in the bundle fall. Note that the rate is determined from the tiering range of the price component whose pricing eligibility criteria is met. Let us understand this with the help of an example.

Bundle X, which is a regular bundle, contains the following three price items:

- Price Item A
- Price Item B
- Price Item C

The following tiered pricing is defined for Bundle X:

Quantity Range	Rate (\$) per unit
1 – 3000	3
3001 – 4000	2
4001 – 8000	1

Note: In the above example, the assumption is that there only one rate component, one price component within the rate component, and pricing eligibility criteria is not defined for the price component.

Now, when the user consumes 1500 units of Price Item A, 1000 units of Price Item B, and 2000 units of Price Item C, the system adds the quantities of services used for all price items in Bundle X (i.e. $1500+1000+2000=4500$), and then determines the range within which the total units (i.e. 4500) fall. In this case, the total units fall in the 4001 – 8000 range, and therefore the system uses \$1 as the rate for calculating charges.

If the multi parameter based pricing feature is enabled, you can define pricing for regular bundles based on multiple parameters. For example:

Bundle X	Country	Currency
Pricing 1	US	USD
Pricing 2	Germany	USD

Pricing 1 and Pricing 2 are defined for Bundle X based on two parameters — Country and Currency. Before you define pricing based on country and currency, you need to define these parameters in the system. Once you define these parameters, you need to associate them to the regular bundle (i.e. Bundle X) and then add price items (i.e. Price Item A, Price Item B, and Price Item C) to the bundle. Note that you can add a price item to a regular bundle only when the regular bundle and price item have same parameters associated with them for the specified date range. Therefore, before adding Price Item A, Price Item B, and Price Item C to Bundle X, you should ensure that Country and Currency are also associated with these price items.

Then, when you define Pricing 1 for Bundle X, you need to set the following price item parameters:

- Country — US
- Currency — USD

Similarly, you need to define Pricing 2 with Country set to Germany and Currency set to USD.

The following table lists the tiering ranges defined in Pricing 1 where price item parameters are set to US, USD:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	2	Number of Transactions	Bundle X	US, USD		0	500
20	1	Number of Transactions	Bundle X	US, USD		500	

The following table lists the tiering ranges defined in Pricing 2 where price item parameters are set to Germany, USD:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	4	Number of Transactions	Bundle X	Germany, USD		0	1000
20	3	Number of Transactions	Bundle X	Germany, USD		1000	

Now, when the user performs 500 transactions (in USD) of Bundle X in Germany, 1200 transactions (in USD) of Bundle X in US, the system creates two billable charges. In one billable charge (with Bundle X, US and USD combination), the system uses \$1 as the rate for calculating charges, and in another billable charge (with Bundle X, Germany and USD combination), the system uses \$4 as the rate for calculating charges.

Ratio Bundle

In case of a ratio bundle, pricing is not defined at the bundle level. Instead, pricing is defined separately for each price item in the bundle.

A ratio expresses the magnitude of quantities relative to each other. It has two factors — Numerator and Denominator. For ratio bundle, the ratio of price item quantities is used to determine the rate for volume based pricing. To determine within which range of ratio limit does the price item utilization falls, the ratio of price item quantities is used. Once the range limits are determined, the rate specified for that range is applied to the quantity of the price item used. Let us understand this with the help of an example.

Bundle X, which is a ratio bundle, contains the following price items:

- **Price Item A** — It has been added to the bundle using the price item relationship type as Numerator. It has the following tiered pricing defined in the system:

Quantity Range	Rate (\$) per unit
0 – 0.6	4
0.6 – 0.9	3
0.9+	2

- **Price Item B** — It has been added to the bundle using the price item relationship type as Numerator. It has the following tiered pricing defined in the system:

Quantity Range	Rate (\$) per unit
0 – 0.6	5
0.6 – 0.9	4
0.9+	3

- **Price Item C** — It has been added to the bundle using the price item relationship type as Denominator. It has the following tiered pricing defined in the system:

Quantity Range	Rate (\$) per unit
0 – 0.6	3
0.6 – 0.9	2
0.9+	1

Now, when the user consumes 500 units of Price Item A, 2500 units of Price Item B, and 4000 units of Price Item C, the system calculates the ratio of price item quantities (i.e. $(500+2500)/4000=0.75$). Once the ratio is calculated, the system determines the range of each price item within which the ratio (i.e. 0.75) falls. In this case, the ratio falls in the 0.6 – 0.9 range of Price Item A, B, and C. Therefore, the system uses \$3, \$4, and \$2, respectively, as the rate for calculating charges (i.e. $(500*3)=1500$, $(2500*4)=10000$, and $(4000*2)=8000$).

If the multi parameter based pricing feature is enabled, you can determine the price item utilization in a ratio bundle based on multiple parameters. For example:

Bundle X	Country	Currency
Price Item A	US	USD
Price Item B	Germany	USD
Price Item C	England	USD

Price Item A, Price Item B, and Price Item C are added in Bundle X. Price Item A, Price Item B, and Price Item C utilization in Bundle X is determined based on two parameters — Country and Currency. Before you add price item to a ratio bundle, you need to define these parameters in the system. Once you define these parameters, you need to associate them to the price items (i.e. Price Item A, Price Item B, and Price Item C) and then add these price items to the bundle (i.e. Bundle X).

While adding Price Item A to Bundle X, you need to set the following price item parameters:

- Country — US
- Currency — USD

Similarly, you need to add Price Item B to Bundle X with Country set to Germany and Currency set to USD, and Price Item C with Country set to England and Currency set to USD.

The following table lists the tiered pricing defined for Price Item A:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	5	Number of Transactions	Bundle X			0	1.75
20	4	Number of Transactions	Bundle X			1.75	2.50
30	3	Number of Transactions	Bundle X			2.50	

The following table lists the tiered pricing defined for Price Item B:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	5	Number of Transactions	Bundle X			0	3.5
20	4	Number of Transactions	Bundle X			3.5	

The following table lists the tiered pricing defined for Price Item C:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	2	Number of Transactions	Bundle X			0	2.0
20	1	Number of Transactions	Bundle X			2.0	

Now, when the user performs 5000 transactions (in USD) of Price Item A in US, 6000 transactions (in USD) of Price Item B in Germany, and 5000 transactions (in USD) of Price Item C in England, the system creates three billable charges — one for each price item (i.e. Price Item A, Price Item B, and Price Item C). The system calculates the ratio of transactions with the following combinations and then determines the range of each price item within which the ratio (i.e. 2.2) falls:

- Price Item A, US, USD
- Price Item B, Germany, USD
- Price Item C, England, USD

In this case, the ratio falls in the 1.75 – 2.50 range of Price Item A, the 0 – 3.5 range of Price Item B, and in the 2.0 — Infinite range of Price Item C. Therefore, the system uses \$4, \$5, and \$1 as the rate for calculating charges (i.e. $(5000*4)=20000$, $(6000*5)=30000$, and $(5000*1)=5000$).

You can also add a price item more than once in a ratio bundle with different set of parameters. For example:

Bundle X	Relationship Type	Country	Currency
Price Item A	Numerator	US	USD
Price Item A	Numerator	England	USD
Price Item B	Numerator	Germany	USD
Price Item C	Denominator	England	USD
Price Item C	Denominator	US	USD

In this case, the system calculates the ratio of transactions with the following combinations and then determines the range of each price item (i.e. Price Item A, Price Item B, and Price Item C) within which the ratio falls:

- Price Item A, US, USD
- Price Item A, England, USD
- Price Item B, Germany, USD
- Price Item C, England, USD

- Price Item C, US, USD

Phantom Bundle

In case of a phantom bundle, pricing is not defined at the bundle level. Instead, pricing is defined separately for each price item in the bundle. The system determines the price by identifying the tiering range of each price item within which the total quantities of services used for all price items in the bundle fall. Let us understand this with the help of an example.

Bundle A, which is a phantom bundle, contains the following two price items:

- **Price Item X** — The following tiered pricing is defined for Price Item X:

Quantity Range	Rate (\$) per unit
1 – 3000	3
3001 – 6000	2

- **Price Item Y** — The following tiered pricing is defined for Price Item Y:

Quantity Range	Rate (\$) per unit
1 – 5000	2
5001 – 10000	1

Now, when the user consumes 2500 units of Price Item X and 3500 units of Price Item Y, the system adds the quantities of services used for all price items in Bundle A (i.e. $2500+3500=6000$), and then determines the range of each price item within which the total units (i.e. 6000) fall. In this case, the total units fall in the 3001 – 6000 range of Price Item X and the 5001 – 10000 range of Price Item Y, and therefore the system uses \$2 and \$1, respectively, as the rate for calculating charges (i.e. $(2500*2)=5000$ and $(3500*1)=3500$). This helps the customer to take advantage of the lowest rate.

If the multi parameter based pricing feature is enabled, you can determine the price item utilization in a phantom bundle based on multiple parameters. For example:

Bundle A	Country	Currency
Price Item X	US	USD
Price Item Y	Germany	USD

Price Item X and Price Item Y are added in Bundle A. Price Item X and Price Item Y utilization in Bundle A is determined based on two parameters — Country and Currency. Before you add price item to a phantom bundle, you need to define these parameters in the system. Once you define these parameters, you need to associate them to the price items (i.e. Price Item X and Price Item Y) and then add these price items to the bundle (i.e. Bundle A).

While adding Price Item X to Bundle A, you need to set the following price item parameters:

- Country — US
- Currency — USD

Similarly, you need to add Product Y to Bundle A with Country set to Germany and Currency set to USD.

The following table lists the tiered pricing defined for Price Item X:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	3	Number of Transactions	Bundle A			0	5000
20	2	Number of Transactions	Bundle A			5000	10000
30	1	Number of Transactions	Bundle A			10000	

The following table lists the tiered pricing defined for Price Item Y:

Tier Sequence	Rate	Tiering Criteria	Price Item	Price Parameters	Item	From	To
10	5	Number of Transactions	Bundle A			0	5000
20	4	Number of Transactions	Bundle A			5000	

Now, when the user performs 5000 transactions (in USD) of Price Item Y in Germany, 6000 transactions (in USD) of Price Item X in US, the system creates two billable charges — one for Price Item X and another for Price Item Y. The system adds the transactions with the following combinations and then determines the range of each price item within which the total units (i.e. 11000) fall:

- Price Item X, US, USD
- Price Item Y, Germany, USD

In this case, the total units fall in the 10000 – Infinite range of Price Item X and the 5000 – Infinite range of Price Item Y, and therefore the system uses \$1 and \$4, respectively, as the rate for calculating charges (i.e. (5000*4)= 20000 and (6000*1)=6000).

You can also add a price item more than once in a phantom bundle with different set of parameters. For example:

Bundle A	Country	Currency
Price Item X	US	USD
Price Item X	Germany	USD
Price Item Y	Germany	USD
Price Item Y	US	USD

In this case, the system adds the transactions with the following combinations and then determines the range of each price item (i.e. Price Item X and Price Item Y) within which the total units fall:

- Price Item X, US, USD
- Price Item X, Germany, USD
- Price Item Y, Germany, USD
- Price Item Y, US, USD

Parameter

The pricing for a price item may differ depending upon various transaction, person, account, or product attributes. Oracle Revenue Management and Billing provides a facility to define pricing for a price item based on multiple parameters. In addition, you can define the pricing and price list eligibility criteria using one or more parameters.

Each parameter must be mapped to the following:

- **Source Entity** — Indicates the entity from where the parameter value will be derived. A source entity can be account, person, product, transaction, service quantity identifier, or an algorithm.
- **Source Type** — Indicates the type of source from where the parameter value will be derived. A source type can be field, characteristic, usage amount, or usage counter.
- **Source Type Code** — Indicates the source (such as, field, characteristic, usage amount, usage counter, SQI, or algorithm) whose value you want to store in the parameter.

The system allows you to define various types of parameters — **Adhoc**, **Predefined**, and **Reference**. The **Parameter** screen allows you to define, edit, delete and copy a parameter. This screen consists of the following zones:

- [Search Parameter](#) on page 102

Search Parameter





The **Search Parameter** zone allows you to search for a parameter using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Parameter	Used to search a particular parameter.	No
Value Type	Used to search parameters which can store a particular type of value. The valid values are: <ul style="list-style-type: none"> • Adhoc • Predefined • Reference 	No
Source Entity	Used to search parameters whose value will be derived from a particular entity. The valid values are: <ul style="list-style-type: none"> • Account • Algorithm • Person • Product • Service Quantity Identifier • Transaction 	No
Source Type	Used to search parameters whose value will be derived from a particular type of source. The valid values are: <ul style="list-style-type: none"> • Characteristic • Field • Usage Amount • Usage Counter 	No
Description	Used to search parameters with a particular description.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Parameter	Displays the parameter name.
Value Type	Indicates the type of value that you can store in the parameter. The valid values are: <ul style="list-style-type: none"> • Adhoc • Predefined • Reference

Column Name	Column Description
Description	Displays the description of the parameter.
Source Entity	Indicates the entity from where the parameter value will be derived. The valid values are: <ul style="list-style-type: none"> • Account • Algorithm • Person • Product • Service Quantity Identifier • Transaction
Source Type	Indicates the type of source from where the parameter value will be derived. The valid values are: <ul style="list-style-type: none"> • Characteristic • Field • Usage Amount • Usage Counter
View	On clicking the View () icon, the Parameter screen appears where you can view the details of the parameter.
Edit	On clicking the Edit () icon, the Parameter screen appears where you can edit the details of the parameter.
Delete	On clicking the Delete () icon, you can delete the parameter. Note: You can delete a parameter only when it is not yet associated to any price item or used while defining the pricing eligibility criteria.
Copy	On clicking the Copy () icon, the Parameter screen appears where you can define a new parameter using an existing parameter.

You can define a new parameter by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a parameter	Searching for a Parameter on page 103
How to define a parameter	Defining a Parameter on page 104
How to edit a parameter	Editing a Parameter on page 109
How to delete a parameter	Deleting a Parameter on page 114
How to copy a parameter	Copying a Parameter on page 114
How to view the details of a parameter	Viewing the Parameter Details on page 119

Searching for a Parameter

Procedure

To search for a parameter:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Parameter**.

The **Parameter** screen appears.

3. Enter the search criteria in the **Search Parameter** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of parameters that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Parameter screen	Parameter on page 101
Search Parameter zone	Search Parameter on page 102

Defining a Parameter

Prerequisites

To define a parameter, you should have:

- Validation algorithm defined using the **C1_PPARM_VAL** algorithm type (in case you want to validate an adhoc parameter value)
- An algorithm defined using the **C1-PPARM-ENT** algorithm type (in case you want to use the algorithm while defining the pricing eligibility criteria)

Note:

A sample algorithm type named **C1_PPARM_VAL** is shipped with the product. At present, it allows you to specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;) in the parameter value.

A sample algorithm type named **C1-PPARM-ENT** is shipped with the product. At present, it returns a boolean value true. You can build custom logic in this algorithm which returns a value. This value can then be compared against the parameter value specified in the pricing eligibility criteria.

Procedure

To define a parameter:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Parameter**.
The **Parameter** screen appears.
3. Click the **Add** link in the upper right corner of the **Search Parameter** zone.

The **Parameter** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Parameter	Used to specify the parameter name. Note: You cannot specify any special character except underscore (_) in the parameter name.	Yes
Source Entity	Used to indicate the entity from where the parameter value will be derived. The valid values are: <ul style="list-style-type: none"> • Account • Algorithm • Person • Product • Service Quantity Identifier • Transaction 	Yes
Description	Used to specify the description for the parameter.	Yes
Source Type	Used to indicate the type of source from where the parameter value will be derived. The valid values are: <ul style="list-style-type: none"> • Characteristic • Field • Usage Amount • Usage Counter Note: This field appears only when you select the Account , Person , or Product option from the Source Entity list. The Usage Amount and Usage Counter options does not appear in the Source Type list when you select the Product option from the Source Entity list.	Yes
Value Type	Used to indicate the type of value that you want to store in the parameter. The valid values are: <ul style="list-style-type: none"> • Adhoc • Predefined • Reference 	Yes

Field Name	Field Description	Mandatory (Yes or No)																																				
Source Type Code	<p>Used to indicate the source (such as, field, characteristic, usage amount, usage counter, SQI, or algorithm) whose value you want to store in the parameter.</p> <p>Note:</p> <p>This field does not appear when you select the Transaction option from the Source Entity list.</p> <p>The following table indicates the values that are listed in the Source Type Code field depending on the source entity and source type selected:</p> <table border="1"> <thead> <tr> <th>Source Entity</th> <th>Source Type</th> <th>Source Type Code</th> </tr> </thead> <tbody> <tr> <td>Account</td> <td>Characteristic</td> <td>All characteristics where the characteristic entity is set to Account</td> </tr> <tr> <td>Account</td> <td>Field</td> <td>All fields of the CI_ACCT table</td> </tr> <tr> <td>Account</td> <td>Usage Amount</td> <td>All values of the BAL_FLG lookup field</td> </tr> <tr> <td>Account</td> <td>Usage Counter</td> <td>All values of the CNT_FLG lookup field</td> </tr> <tr> <td>Person</td> <td>Characteristic</td> <td>All characteristics where the characteristic entity is set to Person</td> </tr> <tr> <td>Person</td> <td>Field</td> <td>All fields of the CI_PER table</td> </tr> <tr> <td>Person</td> <td>Usage Amount</td> <td>All values of the BAL_FLG lookup field</td> </tr> <tr> <td>Person</td> <td>Usage Counter</td> <td>All values of the CNT_FLG lookup field</td> </tr> <tr> <td>Product</td> <td>Characteristic</td> <td>All characteristics where the characteristic entity is set to Product</td> </tr> <tr> <td>Product</td> <td>Field</td> <td>All fields of the CI_PRODUCT table</td> </tr> <tr> <td>Service Quantity Identifier</td> <td>—</td> <td>All service quantity identifiers available in the CI_SQI table</td> </tr> </tbody> </table>	Source Entity	Source Type	Source Type Code	Account	Characteristic	All characteristics where the characteristic entity is set to Account	Account	Field	All fields of the CI_ACCT table	Account	Usage Amount	All values of the BAL_FLG lookup field	Account	Usage Counter	All values of the CNT_FLG lookup field	Person	Characteristic	All characteristics where the characteristic entity is set to Person	Person	Field	All fields of the CI_PER table	Person	Usage Amount	All values of the BAL_FLG lookup field	Person	Usage Counter	All values of the CNT_FLG lookup field	Product	Characteristic	All characteristics where the characteristic entity is set to Product	Product	Field	All fields of the CI_PRODUCT table	Service Quantity Identifier	—	All service quantity identifiers available in the CI_SQI table	Yes
Source Entity	Source Type	Source Type Code																																				
Account	Characteristic	All characteristics where the characteristic entity is set to Account																																				
Account	Field	All fields of the CI_ACCT table																																				
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Product	Field	All fields of the CI_PRODUCT table																																				
Service Quantity Identifier	—	All service quantity identifiers available in the CI_SQI table																																				

Field Name	Field Description	Mandatory (Yes or No)						
	<table border="1"> <thead> <tr> <th>Source Entity</th> <th>Source Type</th> <th>Source Type Code</th> </tr> </thead> <tbody> <tr> <td>Algorithm</td> <td>—</td> <td>All algorithms which are defined using the C1-PPARM-ENT algorithm type</td> </tr> </tbody> </table>	Source Entity	Source Type	Source Type Code	Algorithm	—	All algorithms which are defined using the C1-PPARM-ENT algorithm type	
Source Entity	Source Type	Source Type Code						
Algorithm	—	All algorithms which are defined using the C1-PPARM-ENT algorithm type						
Validation Algorithm	<p>Used to indicate the algorithm that must be triggered when you save the adhoc parameter value.</p> <p>Note: This algorithm validates the parameter value. This field appears only when you select the Adhoc option from the Value Type list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No						
Reference Entity	<p>Used to indicate the table whose primary key (column) you want to set as the reference entity.</p> <p>Note: This field appears only when you select the Reference option from the Value Type list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Reference Table Search window appears.</p> <p>You can only specify a language table, where the DESCR column is available, in this field.</p>	Yes						
Field Name	<p>Indicates the column which is the primary key of the table. The parameter value is then validated against the primary column of the table.</p> <p>Note: This field appears only when you select the Reference option from the Value Type list.</p>	Not applicable						

In addition, this screen contains the following two sections:

- **Parameter Values** — This section allows you to define predefined values for the parameter. If you want to define more than one predefined value for the parameter, click the **Add** (+) icon and then enter the value. However, if you want to remove a predefined value from the list, click the **Delete** (🗑️) icon corresponding to the parameter value.

Note:

The **Parameter Values** section appears only when you select the **Predefined** option from the **Value Type** list.

You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;): in the predefined parameter value.

At least one parameter value should be defined when you define a parameter whose value type is set to **Predefined**.

- **Parameter Available For** — This section allows you to indicate whether the parameter can be used while defining price item pricing or while defining pricing eligibility criteria. It contains the following options:

Option	Description														
Price Item	<p>Used to indicate whether the parameter can be associated with a price item. If a parameter is associated with a price item, you can use the parameter while defining the price item pricing.</p> <p>Note:</p> <p>The following table lists the source entity and source type combinations when the Price Item check box does not appear in the Parameter Available For section:</p> <table border="1"> <thead> <tr> <th>Source Entity</th> <th>Source Type</th> </tr> </thead> <tbody> <tr> <td>Account</td> <td>Usage Amount</td> </tr> <tr> <td>Account</td> <td>Usage Counter</td> </tr> <tr> <td>Person</td> <td>Usage Amount</td> </tr> <tr> <td>Person</td> <td>Usage Counter</td> </tr> <tr> <td>Algorithm</td> <td>—</td> </tr> <tr> <td>Service Quantity Identifier</td> <td>—</td> </tr> </tbody> </table>	Source Entity	Source Type	Account	Usage Amount	Account	Usage Counter	Person	Usage Amount	Person	Usage Counter	Algorithm	—	Service Quantity Identifier	—
Source Entity	Source Type														
Account	Usage Amount														
Account	Usage Counter														
Person	Usage Amount														
Person	Usage Counter														
Algorithm	—														
Service Quantity Identifier	—														
Pricing Eligibility Criteria	<p>Used to indicate whether the parameter can be used while defining the pricing eligibility criteria.</p> <p>Note: This check box does not appear in the Parameter Available For section when you select the Transaction option from the Source Entity list.</p>														
Price List Eligibility Criteria	<p>Used to indicate whether the parameter can be used while defining the price list eligibility criteria.</p> <p>Note: This check box does not appear in the Parameter Available For section when you select the Transaction option from the Source Entity list.</p>														

Note: At least one check box should be selected in the **Parameter Available For** section.

4. Enter the required details depending on whether you want to create a parameter with the adhoc, predefined, or reference value type.

Note: You can search for an algorithm or reference table by clicking the **Search** (🔍) icon corresponding to the respective field.

Note: You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

5. Click **Save**.

The parameter is defined.

Note: If a parameter is already defined using the source entity, source type, and source type code combination, the system will not allow you to define another parameter with the same combination.

Related Topics

For more information on...	See...
Parameter screen	Parameter on page 101
Search Parameter zone	Search Parameter on page 102

Editing a Parameter

Prerequisites

To edit a parameter, you should have:

- Validation algorithm defined using the **C1_PPARM_VAL** algorithm type (in case you want to validate an adhoc parameter value)
- An algorithm defined using the **C1-PPARM-ENT** algorithm type (in case you want to use the algorithm while defining the pricing eligibility criteria)

Note:

A sample algorithm type named **C1_PPARM_VAL** is shipped with the product. At present, it allows you to specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;) in the parameter value.

A sample algorithm type named **C1-PPARM-ENT** is shipped with the product. At present, it returns a boolean value true. You can build custom logic in this algorithm which returns a value. This value can then be compared against the parameter value specified in the pricing eligibility criteria.

You cannot edit the details of a parameter when it is already associated to a price item or used while defining the pricing eligibility criteria.

Procedure

To edit a parameter:

1. Search for the parameter in the **Parameter** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the parameter whose details you want to edit.

The **Parameter** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Parameter	Displays the parameter name.	Not applicable
Source Entity	Used to indicate the entity from where the parameter value will be derived. The valid values are: <ul style="list-style-type: none"> • Account • Algorithm • Person • Product • Service Quantity Identifier • Transaction 	Yes
Description	Used to specify the description for the parameter.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Source Type	<p>Used to indicate the type of source from where the parameter value will be derived. The valid values are:</p> <ul style="list-style-type: none"> • Characteristic • Field • Usage Amount • Usage Counter <p>Note:</p> <p>This field appears only when you select the Account, Person, or Product option from the Source Entity list.</p> <p>The Usage Amount and Usage Counter options does not appear in the Source Type list when you select the Product option from the Source Entity list.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you select the Account, Person or Product option from the Source Entity list.</p>
Value Type	<p>Indicates the type of value that you can store in the parameter. The valid values are:</p> <ul style="list-style-type: none"> • Adhoc • Predefined • Reference 	Not applicable

Field Name	Field Description	Mandatory (Yes or No)																																				
Source Type Code	<p>Used to indicate the source (such as, field, characteristic, usage amount, usage counter, SQI, or algorithm) whose value you want to store in the parameter.</p> <p>Note:</p> <p>This field does not appear when you select the Transaction option from the Source Entity list.</p> <p>The following table indicates the values that are listed in the Source Type Code field depending on the source entity and source type selected:</p> <table border="1" data-bbox="548 596 1101 1961"> <thead> <tr> <th data-bbox="548 596 688 680">Source Entity</th> <th data-bbox="688 596 850 680">Source Type</th> <th data-bbox="850 596 1101 680">Source Type Code</th> </tr> </thead> <tbody> <tr> <td data-bbox="548 680 688 827">Account</td> <td data-bbox="688 680 850 827">Characteristic</td> <td data-bbox="850 680 1101 827">All characteristics where the characteristic entity is set to Account</td> </tr> <tr> <td data-bbox="548 827 688 911">Account</td> <td data-bbox="688 827 850 911">Field</td> <td data-bbox="850 827 1101 911">All fields of the CI_ACCT table</td> </tr> <tr> <td data-bbox="548 911 688 1016">Account</td> <td data-bbox="688 911 850 1016">Usage Amount</td> <td data-bbox="850 911 1101 1016">All values of the BAL_FLG lookup field</td> </tr> <tr> <td data-bbox="548 1016 688 1121">Account</td> <td data-bbox="688 1016 850 1121">Usage Counter</td> <td data-bbox="850 1016 1101 1121">All values of the CNT_FLG lookup field</td> </tr> <tr> <td data-bbox="548 1121 688 1268">Person</td> <td data-bbox="688 1121 850 1268">Characteristic</td> <td data-bbox="850 1121 1101 1268">All characteristics where the characteristic entity is set to Person</td> </tr> <tr> <td data-bbox="548 1268 688 1352">Person</td> <td data-bbox="688 1268 850 1352">Field</td> <td data-bbox="850 1268 1101 1352">All fields of the CI_PER table</td> </tr> <tr> <td data-bbox="548 1352 688 1457">Person</td> <td data-bbox="688 1352 850 1457">Usage Amount</td> <td data-bbox="850 1352 1101 1457">All values of the BAL_FLG lookup field</td> </tr> <tr> <td data-bbox="548 1457 688 1562">Person</td> <td data-bbox="688 1457 850 1562">Usage Counter</td> <td data-bbox="850 1457 1101 1562">All values of the CNT_FLG lookup field</td> </tr> <tr> <td data-bbox="548 1562 688 1709">Product</td> <td data-bbox="688 1562 850 1709">Characteristic</td> <td data-bbox="850 1562 1101 1709">All characteristics where the characteristic entity is set to Product</td> </tr> <tr> <td data-bbox="548 1709 688 1835">Product</td> <td data-bbox="688 1709 850 1835">Field</td> <td data-bbox="850 1709 1101 1835">All fields of the CI_PRODUCT table</td> </tr> <tr> <td data-bbox="548 1835 688 1961">Service Quantity Identifier</td> <td data-bbox="688 1835 850 1961">—</td> <td data-bbox="850 1835 1101 1961">All service quantity identifiers available in the CI_SQI table</td> </tr> </tbody> </table>	Source Entity	Source Type	Source Type Code	Account	Characteristic	All characteristics where the characteristic entity is set to Account	Account	Field	All fields of the CI_ACCT table	Account	Usage Amount	All values of the BAL_FLG lookup field	Account	Usage Counter	All values of the CNT_FLG lookup field	Person	Characteristic	All characteristics where the characteristic entity is set to Person	Person	Field	All fields of the CI_PER table	Person	Usage Amount	All values of the BAL_FLG lookup field	Person	Usage Counter	All values of the CNT_FLG lookup field	Product	Characteristic	All characteristics where the characteristic entity is set to Product	Product	Field	All fields of the CI_PRODUCT table	Service Quantity Identifier	—	All service quantity identifiers available in the CI_SQI table	Yes
Source Entity	Source Type	Source Type Code																																				
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Field Name	Field Description	Mandatory (Yes or No)						
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Source Entity	Source Type	Source Type Code						
Algorithm	—	All algorithms which are defined using the C1-PPARM-ENT algorithm type						
Validation Algorithm	<p>Used to indicate the algorithm that must be triggered when you save the adhoc parameter value.</p> <p>Note: This algorithm validates the parameter value. This field appears only when you select the Adhoc option from the Value Type list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No						
Reference Entity	<p>Used to indicate the table whose primary key (column) you want to set as the reference entity.</p> <p>Note: This field appears only when you select the Reference option from the Value Type list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Reference Table Search window appears.</p> <p>You can only specify a language table, where the DESCR column is available, in this field.</p> <p>You cannot change the reference entity when it is already used while defining the price item pricing, tiering criteria, or pricing eligibility criteria.</p>	Yes						
Field Name	<p>Indicates the column which is the primary key of the table. The parameter value is then validated against the primary column of the table.</p> <p>Note: This field appears only when you select the Reference option from the Value Type list.</p>	Not applicable						

In addition, this screen contains the following two sections:

- **Parameter Values** — This section allows you to define predefined values for the parameter. If you want to define more than one predefined value for the parameter, click the **Add** (+) icon and then enter the value. However, if you want to remove a predefined value from the list, click the **Delete** (🗑️) icon corresponding to the parameter value.

Note:

The **Parameter Values** section appears only when you select the **Predefined** option from the **Value Type** list.

You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;): in the predefined parameter value.

At least one parameter value should be defined when you edit a parameter whose value type is set to **Predefined**.

You cannot edit or remove a predefined parameter value from the list when it is already used while defining the price item pricing, tiering criteria, or pricing eligibility criteria.

- **Parameter Available For** — This section allows you to indicate whether the parameter can be used while defining price item pricing or while defining pricing eligibility criteria. It contains the following options:

Option	Description														
Price Item	<p>Used to indicate whether the parameter can be associated with a price item. If a parameter is associated with a price item, you can use the parameter while defining the price item pricing.</p> <p>Note:</p> <p>The following table lists the source entity and source type combinations when the Price Item check box does not appear in the Parameter Available For section:</p> <table border="1"> <thead> <tr> <th>Source Entity</th> <th>Source Type</th> </tr> </thead> <tbody> <tr> <td>Account</td> <td>Usage Amount</td> </tr> <tr> <td>Account</td> <td>Usage Counter</td> </tr> <tr> <td>Person</td> <td>Usage Amount</td> </tr> <tr> <td>Person</td> <td>Usage Counter</td> </tr> <tr> <td>Algorithm</td> <td>—</td> </tr> <tr> <td>Service Quantity Identifier</td> <td>—</td> </tr> </tbody> </table>	Source Entity	Source Type	Account	Usage Amount	Account	Usage Counter	Person	Usage Amount	Person	Usage Counter	Algorithm	—	Service Quantity Identifier	—
Source Entity	Source Type														
Account	Usage Amount														
Account	Usage Counter														
Person	Usage Amount														
Person	Usage Counter														
Algorithm	—														
Service Quantity Identifier	—														
Pricing Eligibility Criteria	<p>Used to indicate whether the parameter can be used while defining the pricing eligibility criteria.</p> <p>Note: This check box does not appear in the Parameter Available For section when you select the Transaction option from the Source Entity list.</p>														
Price List Eligibility Criteria	<p>Used to indicate whether the parameter can be used while defining the price list eligibility criteria.</p> <p>Note: This check box does not appear in the Parameter Available For section when you select the Transaction option from the Source Entity list.</p>														

Note:

At least one check box should be selected in the **Parameter Available For** section.

You cannot deselect the check box in the **Parameter Available For** section when the parameter is already associated to a price item or used while defining the pricing and price list eligibility criteria.

3. Modify the required details in the **Parameter** screen.

Note:

You can search for an algorithm or reference table by clicking the **Search** (🔍) icon corresponding to the respective field.

4. Click Save.

The changes made to the parameter are saved.

Related Topics

For more information on...	See...
How to search for a parameter	Searching for a Parameter on page 103

Deleting a Parameter**Procedure**

To delete a parameter:

1. Search for the parameter in the **Parameter** screen.
2. In the **Search Results** section, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the parameter that you want to delete.

A message appears confirming whether you want to delete the parameter.

Note: You can delete a parameter only when it is not yet associated to any price item or used while defining the pricing eligibility criteria.

3. Click OK.

The parameter is deleted.

Related Topics

For more information on...	See...
How to search for a parameter	Searching for a Parameter on page 103

Copying a Parameter

Instead of creating a parameter from scratch, you can define a new parameter using an existing parameter. This is possible through copying a parameter. When you copy a parameter, the predefined values, validation algorithm, and reference entity (depending upon the value type) are copied along with other parameter details. You can then edit the details, if required.

Note: You cannot change the type of value that you can store in the new parameter (which is created using an existing parameter).

Prerequisites

To copy a parameter, you should have:

- Parameter (whose copy you want to create) defined in the application
- Validation algorithm defined using the **C1_PPARM_VAL** algorithm type (in case you want to validate an adhoc parameter value)
- An algorithm defined using the **C1-PPARM-ENT** algorithm type (in case you want to use the algorithm while defining the pricing eligibility criteria)


Note:

A sample algorithm type named **C1_PPARAM_VAL** is shipped with the product. At present, it allows you to specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;) in the parameter value.

A sample algorithm type named **C1-PPARM-ENT** is shipped with the product. At present, it returns a boolean value true. You can build custom logic in this algorithm which returns a value. This value can then be compared against the parameter value specified in the pricing eligibility criteria.

Procedure

To copy a parameter:

1. Search for the parameter in the **Parameter** screen.
2. In the **Search Results** section, click the **Copy** () icon in the **Copy** column corresponding to the parameter whose copy you want to create.

The **Parameter** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Parameter	Used to specify the parameter name. Note: You cannot specify any special character except underscore (_) in the parameter name.	Yes
Source Entity	Used to indicate the entity from where the parameter value will be derived. The valid values are: <ul style="list-style-type: none"> • Account • Algorithm • Person • Product • Service Quantity Identifier • Transaction 	Yes
Description	Used to specify the description for the parameter.	Yes
Source Type	Used to indicate the type of source from where the parameter value will be derived. The valid values are: <ul style="list-style-type: none"> • Characteristic • Field • Usage Amount • Usage Counter Note: This field appears only when you select the Account , Person , or Product option from the Source Entity list. The Usage Amount and Usage Counter options does not appear in the Source Type list when you select the Product option from the Source Entity list.	Yes (Conditional) Note: This field is required when you select the Account , Person or Product option from the Source Entity list.

Field Name	Field Description	Mandatory (Yes or No)																											
Value Type	Indicates the type of value that you can store in the parameter. The valid values are: <ul style="list-style-type: none"> • Adhoc • Predefined • Reference 	Not applicable																											
Source Type Code	Used to indicate the source (such as, field, characteristic, usage amount, usage counter, SQI, or algorithm) whose value you want to store in the parameter. <p>Note:</p> This field does not appear when you select the Transaction option from the Source Entity list. The following table indicates the values that are listed in the Source Type Code field depending on the source entity and source type selected: <table border="1" data-bbox="548 831 1105 1822"> <thead> <tr> <th data-bbox="548 831 688 911">Source Entity</th> <th data-bbox="688 831 850 911">Source Type</th> <th data-bbox="850 831 1105 911">Source Type Code</th> </tr> </thead> <tbody> <tr> <td data-bbox="548 911 688 1058">Account</td> <td data-bbox="688 911 850 1058">Characteristic</td> <td data-bbox="850 911 1105 1058">All characteristics where the characteristic entity is set to Account</td> </tr> <tr> <td data-bbox="548 1058 688 1138">Account</td> <td data-bbox="688 1058 850 1138">Field</td> <td data-bbox="850 1058 1105 1138">All fields of the CI_ACCT table</td> </tr> <tr> <td data-bbox="548 1138 688 1255">Account</td> <td data-bbox="688 1138 850 1255">Usage Amount</td> <td data-bbox="850 1138 1105 1255">All values of the BAL_FLG lookup field</td> </tr> <tr> <td data-bbox="548 1255 688 1373">Account</td> <td data-bbox="688 1255 850 1373">Usage Counter</td> <td data-bbox="850 1255 1105 1373">All values of the CNT_FLG lookup field</td> </tr> <tr> <td data-bbox="548 1373 688 1520">Person</td> <td data-bbox="688 1373 850 1520">Characteristic</td> <td data-bbox="850 1373 1105 1520">All characteristics where the characteristic entity is set to Person</td> </tr> <tr> <td data-bbox="548 1520 688 1600">Person</td> <td data-bbox="688 1520 850 1600">Field</td> <td data-bbox="850 1520 1105 1600">All fields of the CI_PER table</td> </tr> <tr> <td data-bbox="548 1600 688 1717">Person</td> <td data-bbox="688 1600 850 1717">Usage Amount</td> <td data-bbox="850 1600 1105 1717">All values of the BAL_FLG lookup field</td> </tr> <tr> <td data-bbox="548 1717 688 1822">Person</td> <td data-bbox="688 1717 850 1822">Usage Counter</td> <td data-bbox="850 1717 1105 1822">All values of the CNT_FLG lookup field</td> </tr> </tbody> </table>	Source Entity	Source Type	Source Type Code	Account	Characteristic	All characteristics where the characteristic entity is set to Account	Account	Field	All fields of the CI_ACCT table	Account	Usage Amount	All values of the BAL_FLG lookup field	Account	Usage Counter	All values of the CNT_FLG lookup field	Person	Characteristic	All characteristics where the characteristic entity is set to Person	Person	Field	All fields of the CI_PER table	Person	Usage Amount	All values of the BAL_FLG lookup field	Person	Usage Counter	All values of the CNT_FLG lookup field	Yes
Source Entity	Source Type	Source Type Code																											
Account	Characteristic	All characteristics where the characteristic entity is set to Account																											
Account	Field	All fields of the CI_ACCT table																											
Account	Usage Amount	All values of the BAL_FLG lookup field																											
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Person	Usage Amount	All values of the BAL_FLG lookup field																											
Person	Usage Counter	All values of the CNT_FLG lookup field																											

Field Name	Field Description	Mandatory (Yes or No)															
	<table border="1"> <thead> <tr> <th>Source Entity</th> <th>Source Type</th> <th>Source Type Code</th> </tr> </thead> <tbody> <tr> <td>Product</td> <td>Characteristic</td> <td>All characteristics where the characteristic entity is set to Product</td> </tr> <tr> <td>Product</td> <td>Field</td> <td>All fields of the C1_PRODUCT table</td> </tr> <tr> <td>Service Quantity Identifier</td> <td>—</td> <td>All service quantity identifiers available in the C1_SQI table</td> </tr> <tr> <td>Algorithm</td> <td>—</td> <td>All algorithms which are defined using the C1-PPARM-ENT algorithm type</td> </tr> </tbody> </table>	Source Entity	Source Type	Source Type Code	Product	Characteristic	All characteristics where the characteristic entity is set to Product	Product	Field	All fields of the C1_PRODUCT table	Service Quantity Identifier	—	All service quantity identifiers available in the C1_SQI table	Algorithm	—	All algorithms which are defined using the C1-PPARM-ENT algorithm type	
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Product	Field	All fields of the C1_PRODUCT table															
Service Quantity Identifier	—	All service quantity identifiers available in the C1_SQI table															
Algorithm	—	All algorithms which are defined using the C1-PPARM-ENT algorithm type															
Validation Algorithm	<p>Used to indicate the algorithm that must be triggered when you save the adhoc parameter value.</p> <p>Note:</p> <p>This algorithm validates the parameter value.</p> <p>This field appears only when the Value Type field is set to Adhoc.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No															
Reference Entity	<p>Used to indicate the table whose primary key (column) you want to set as the reference entity.</p> <p>Note:</p> <p>This field appears only when the Value Type field is set to Reference.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Reference Table Search window appears.</p> <p>You can only specify a language table, where the DESCR column is available, in this field.</p>	Yes															
Field Name	<p>Indicates the column which is the primary key of the table. The parameter value is then validated against the primary column of the table.</p> <p>Note: This field appears only when the Value Type field is set to Reference.</p>	Not applicable															

In addition, this screen contains the following two sections:

- **Parameter Values** — This section allows you to define predefined values for the parameter. If you want to define more than one predefined value for the parameter, click the **Add** (+) icon and then enter the value. However, if you want to remove a predefined value from the list, click the **Delete** (🗑️) icon corresponding to the parameter value.

Note:

The **Parameter Values** section appears only when the **Value Type** field is set to **Predefined**.

You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;): in the predefined parameter value.

At least one parameter value should be defined when you define a parameter whose value type is set to **Predefined**.

- **Parameter Available For** — This section allows you to indicate whether the parameter can be used while defining price item pricing or while defining pricing eligibility criteria. It contains the following options:

Option	Description														
Price Item	<p>Used to indicate whether the parameter can be associated with a price item. If a parameter is associated with a price item, you can use the parameter while defining the price item pricing.</p> <p>Note:</p> <p>The following table lists the source entity and source type combinations when the Price Item check box does not appear in the Parameter Available For section:</p> <table border="1"> <thead> <tr> <th>Source Entity</th> <th>Source Type</th> </tr> </thead> <tbody> <tr> <td>Account</td> <td>Usage Amount</td> </tr> <tr> <td>Account</td> <td>Usage Counter</td> </tr> <tr> <td>Person</td> <td>Usage Amount</td> </tr> <tr> <td>Person</td> <td>Usage Counter</td> </tr> <tr> <td>Algorithm</td> <td>—</td> </tr> <tr> <td>Service Quantity Identifier</td> <td>—</td> </tr> </tbody> </table>	Source Entity	Source Type	Account	Usage Amount	Account	Usage Counter	Person	Usage Amount	Person	Usage Counter	Algorithm	—	Service Quantity Identifier	—
Source Entity	Source Type														
Account	Usage Amount														
Account	Usage Counter														
Person	Usage Amount														
Person	Usage Counter														
Algorithm	—														
Service Quantity Identifier	—														
Pricing Eligibility Criteria	<p>Used to indicate whether the parameter can be used while defining the pricing eligibility criteria.</p> <p>Note: This check box does not appear in the Parameter Available For section when you select the Transaction option from the Source Entity list.</p>														
Price List Eligibility Criteria	<p>Used to indicate whether the parameter can be used while defining the price list eligibility criteria.</p> <p>Note: This check box does not appear in the Parameter Available For section when you select the Transaction option from the Source Entity list.</p>														

Note: At least one check box should be selected in the **Parameter Available For** section.

3. Enter the required details depending on whether you want to create a parameter with the adhoc, predefined, or reference value type.

Note:

You can search for an algorithm or reference table by clicking the **Search** (🔍) icon corresponding to the respective field.

4. Click Save.

The new parameter is defined.

Note: If a parameter is already defined using the source entity, source type, and source type code combination, the system will not allow you to define another parameter with the same combination.

Related Topics

For more information on...	See...
How to search for a parameter	Searching for a Parameter on page 103

Viewing the Parameter Details**Procedure**

To view the details of a parameter:

1. Search for the parameter in the **Parameter** screen.
2. In the **Search Results** section, click the **View** (👁) icon in the **View** column corresponding to the parameter whose details you want to view.

The **Parameter** screen appears. It contains the following fields:

Field Name	Field Description
Parameter	Displays the parameter name.
Source Entity	Indicates the entity from where the parameter value will be derived. The valid values are: <ul style="list-style-type: none"> • Account • Algorithm • Person • Product • Service Quantity Identifier • Transaction
Description	Displays the description of the parameter.
Source Type	Indicates the type of source from where the parameter value will be derived. The valid values are: <ul style="list-style-type: none"> • Characteristic • Field • Usage Amount • Usage Counter <p>Note: This field appears only when the Source Entity field is set to Account, Person, or Product.</p>

Field Name	Field Description
Value Type	Indicates the type of value that you can store in the parameter. The valid values are: <ul style="list-style-type: none"> • Adhoc • Predefined • Reference
Source Type Code	Indicates the source (such as, field, characteristic, usage amount, usage counter, SQI, or algorithm) whose value you want to store in the parameter. Note: This field does not appear when the Source Entity field is set to Transaction .
Validation Algorithm	Indicates the algorithm that must be triggered when you save the adhoc parameter value. Note: This field appears only when the Value Type field is set to Adhoc .
Reference Entity	Indicates the table whose primary key (column) you want to set as the reference entity. Note: This field appears only when the Value Type field is set to Reference .
Field Name	Indicates the column which is the primary key of the table. The parameter value is then validated against the primary column of the table. Note: This field appears only when the Value Type field is set to Reference .
Parameter Available For	Indicates whether the parameter can be associated with a price item, or used while defining the pricing or price list eligibility criteria.

In addition, this screen contains the following section:

- **Parameter Values** — This section allows you to view the predefined values of the parameter. This section appears only when the **Value Type** field is set to **Predefined**.

3. View the details of the parameter in the **Parameter** screen.

Related Topics

For more information on...	See...
How to search for a parameter	Searching for a Parameter on page 103

Product

A bank may offer wide range of loan products (such as Car Loan, Personal Loan, House Loan, and so on) and a person may want to open the car loan account with the bank. Oracle Revenue Management and Billing facilitate you to define a product and then map the product to an account. In this way, you can map the Car Loan product to the account, and thereby create a car loan account for the person.

You can also create a product class or group and then add products within the product class or group. In other words, you can define a product to product relationship. For example, you can create various products such as Loan, Car Loan, Personal Loan, Home Loan, and Mortgage Loan. Once these products are defined, you can associate the Car Loan, Personal Loan, Home Loan, and Mortgage Loan products to the Loan product. In this way, you can define product to

product relationship for the Loan product. This helps you to create the product hierarchy in the system. You can also create a product bundle and then add products within the product bundle. At present, the product bundle types are not shipped with ORMB. The implementation team can create the required product bundle types and build the custom logic for each product bundle type as per the business requirements.

A product can be associated with one or more divisions. You can map a product only to those accounts which belong to the division to which the product is associated. Each product will have its own interest rates or fees. These rates or fees are charged for services offered for the product. These services are defined as price items in the system. You can define pricing for these product related price items in a price list and then set it as a division-specific default price list for the product. In this way, you can maintain different interest rates and fees for each division and product combination. You can set either standard or promotional price list as the division-specific default price list for the product.

When you create an account and map it to a product, the division-specific default price list defined for the product is assigned to the account. The rate for price item pricing on the default price list will be persisted for the new account only when you manually execute the **C1-PriceAccount** business service.

You can define price item pricing based on the product attributes. For example, if there are two products – Car Loan and Home Loan and you want to define interest rate for both these products, you can define a price item named Interest Rate and associate it with a parameter named Product. Once the price item is created, you can define the following for the account:

- Pricing for the Interest Rate price item based on the Product parameter where the parameter value is set to Car Loan
- Pricing for the Interest Rate price item based on the Product parameter where the parameter value is set to Home Loan

The **Product** screen allows you to search for a product or product bundle using various search criteria. It also allows you to create and edit a product or product bundle. This screen consists of the following zones:

- [Search Product](#) on page 121

Search Product

The **Search Product** zone allows you to search for a product using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Product	Used to search a particular product.	No
Description	Used to search products with a particular description.	No
Division	Used to search products which are associated with a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Bundle	Used to indicate whether you want to search a product bundle. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

Note: You must specify at least one search criterion while searching for a product.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Product	Displays the product code. Note: It has a link. On clicking the link, the View Product screen appears where you can view the details of the product.
Description	Displays the description of the product.
Bundle	Indicates whether the product is a bundle or not. The valid values are: <ul style="list-style-type: none"> • Yes • No
Bundle Type	Indicates the type of the product bundle.
Edit	On clicking the Edit (✎) icon, the Product screen appears where you can edit the details of the product.

Related Topics

For more information on...	See...
How to search for a product or product bundle	Searching for a Product or Product Bundle on page 122
How to view the details of a product or product bundle	Viewing the Product or Product Bundle Details on page 131
How to create a product or product bundle	Creating a Product or Product Bundle on page 123
How to edit a product or product bundle	Editing a Product or Product Bundle on page 128

Searching for a Product or Product Bundle

Prerequisites

To search for a product or product bundle, you should have:

- Divisions defined in the application
- Products or product bundles associated with the division to which the user belongs

Procedure

To search for a product or product bundle:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Pricing Management** and then click **Product**.
A sub-menu appears.
3. Click the **Search** option from the **Product** sub-menu.
The **Product** screen appears.
4. Enter the search criteria in the **Search Product** zone depending on whether you want to search for a product or product bundle.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search

criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of products or product bundles that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Product screen	Product on page 120
Search Product zone	Search Product on page 121

Creating a Product or Product Bundle

Prerequisites

To create a product bundle, you should have:

- Product bundle types defined in the **PROD_BUNDLE_TYPE_FLG** lookup field

Procedure

To create a product or product bundle:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Pricing Management** and then click **Product**.
A sub-menu appears.
- Click the **Add** option from the **Product** sub-menu.

The **Product** screen appears. It contains the following sections:

- Main** — Used to specify basic details about the product or product bundle.
- Product to Product Relationship** — Used to associate a product with the parent product or add a product to the product bundle.
- Divisions** — Used to associate the product or product bundle with one or more divisions.
- Characteristics** — Used to define characteristics for the product or product bundle.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Product	Used to specify the product code. Note: You cannot specify any special character except underscore (_) in the product code.	Yes
Description	Used to specify the description for the product.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Bundle	Used to indicate whether you want to define a product bundle. The valid values are: <ul style="list-style-type: none"> • Yes • No Note: By default, the No option is selected.	Yes
Bundle Type	Used to indicate the type of the product bundle. Note: This field is enabled only when you select the Yes option from the Bundle list.	Yes (Conditional) Note: This field is required when you are creating a product bundle.

Tip: Alternatively, you can access the **Product** screen by clicking the **Add** button in the **Page Title** area of the **Product** screen.

4. Enter the required details in the **Main** section.
5. Associate a product with the parent product or add a product to the product bundle, if required.
6. Define characteristics for the product or product bundle, if required.
7. Associate the product or product bundle with one or more divisions, if required.
8. Click **Save**.

Related Topics

For more information on...	See...
Product screen	Product on page 120
Search Product zone	Search Product on page 121
How to define characteristics for a product or product bundle	Defining Characteristics for a Product or Product Bundle on page 127
How to associate a product with the parent product or add a product to the product bundle	Associating a Product with the Parent Product or Adding a Product to the Product Bundle on page 124
How to associate a product or product bundle with a division	Associating a Product or Product Bundle with a Division on page 126



Associating a Product with the Parent Product or Adding a Product to the Product Bundle

Prerequisites

To associate a product with the parent product or add a product to the product bundle, you should have:

- Product relationship types defined in the **PROD_REL_TYPE_FLG** lookup field

Procedure

To associate a product with the parent product or add a product to the product bundle:

1. Ensure that the **Product to Product Relationship** section is expanded when you are creating or editing a product.

The **Product to Product Relationship** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Product	Used to indicate the product that you want to associate with the parent product or add to the product bundle. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Product Search window appears.	Yes (Conditional) Note: This field is required when you are associating a product with the parent product or adding a product to the product bundle.
Relationship Type	Used to indicate how the product is related to the parent product or product bundle.	Yes (Conditional) Note: This field is required when you are associating a product with the parent product or adding a product to the product bundle.
Effective Start Date	Used to specify the date from when the product is associated with the parent product or added to the product bundle. Note: The effective start date cannot be later than the effective end date.	Yes (Conditional) Note: This field is required when you are associating a product with the parent product or adding a product to the product bundle.
Effective End Date	Used to specify the date till when the product is associated with the parent product or added to the product bundle. Note: The effective end date cannot be earlier than the effective start date.	No

- Enter the required details in the **Product to Product Relationship** section.

Note: You cannot associate or add same products with the same or different relationship type within the same or overlapping date range.

- If you want to associate more than one product with the parent product or add more than one product to the product bundle, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to disassociate a product from the parent product or remove a product from the product bundle, click the **Delete** (🗑) icon corresponding to the product.

- Click **Save**.

The product is associated with the parent product or added to the product bundle.

Related Topics

For more information on...	See...
How to create a product or product bundle	Creating a Product or Product Bundle on page 123
How to edit a product or product bundle	Editing a Product or Product Bundle on page 128

Associating a Product or Product Bundle with a Division

Prerequisites

To associate a product or product bundle with a division, you should have:

- Divisions defined in the application
- Price lists associated with the division to which the user belongs

Procedure

To associate a product or product bundle with a division:

1. Ensure that the **Divisions** section is expanded when you are creating or editing a product.

The **Divisions** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to indicate the division to which you want to associate the product or product bundle. Note: You can only view those divisions to which you have access in the Division list.	Yes (Conditional) Note: This field is required when you are associating the product or product bundle with a division.
Default Price List	Used to indicate the price list that you want to use as a division-specific default price list for the product or product bundle. Note: You can only specify a price list which is in the Active status. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price List Search window appears.	Yes (Conditional) Note: This field is required when you are associating the product or product bundle with a division.
Effective Start Date	Used to specify the date from when the price list must be used as a division-specific default price list for the product or product bundle. Note: The effective start date cannot be later than the effective end date.	Yes (Conditional) Note: This field is required when you are associating the product or product bundle with a division.
Effective End Date	Used to specify the date till when the price list must be used as a division-specific default price list for the product or product bundle. Note: The effective end date cannot be earlier than the effective start date.	No

2. Enter the required details in the **Divisions** section.

Note:

You can search for an active price list by clicking the **Search** (🔍) icon corresponding to the **Default Price List** field.

You cannot define multiple product-specific default price lists for a division within the same or overlapping date range.

- If you want to associate the product or product bundle with more than one division, click the **Add (+)** icon and then repeat step 2.

Note: However, if you want to remove the product or product bundle from a division, click the **Delete (🗑)** icon corresponding to the division.

- Click **Save**.

The product or product bundle is associated with the divisions.

Related Topics

For more information on...	See...
How to create a product or product bundle	Creating a Product or Product Bundle on page 123
How to edit a product or product bundle	Editing a Product or Product Bundle on page 128

Defining Characteristics for a Product or Product Bundle

Prerequisites

To define characteristics for a product or product bundle, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Product**)

Procedure

To define characteristics for a product or product bundle:

- Ensure that the **Characteristics** section is expanded when you are creating or editing a product.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the product or product bundle.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the product or product bundle.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Product .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the product or product bundle.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the product or product bundle.

- Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one characteristic for the product or product bundle, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the product or product bundle, click the **Delete** (🗑️) icon corresponding to the characteristic.

- Click **Save**.

The characteristics are defined for the product or product bundle.

Related Topics

For more information on...	See...
How to create a product or product bundle	Creating a Product or Product Bundle on page 123
How to edit a product or product bundle	Editing a Product or Product Bundle on page 128

Editing a Product or Product Bundle

Procedure

To edit a product or product bundle:

- Search for the product in the **Product** screen.
- In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the product whose details you want to edit.

The **Product** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the product or product bundle.
- **Product to Product Relationship** — Used to associate a product with the parent product or add a product to the product bundle.
- **Divisions** — Used to associate the product or product bundle with one or more divisions.
- **Characteristics** — Used to define characteristics for the product or product bundle.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Product	Displays the product code.	Not applicable
Description	Used to specify the description for the product.	Yes
Bundle	Indicates whether the product is a bundle or not. The valid values are: <ul style="list-style-type: none"> • Yes • No 	Not applicable
Bundle Type	Indicates the type of the product bundle.	Not applicable

Note: Alternatively, you can click the **Edit** button in the **View Product** screen to edit the details of the product or product bundle.

- Modify the details in the **Main** section, if required.

4. Associate or disassociate a product from the parent product, or add or remove a product from the product bundle, if required.
5. Define, edit, or remove characteristics from the product or product bundle, if required.
6. Associate or remove the product or product bundle from the divisions, if required.

Note:

You cannot define multiple product-specific default price lists for a division within the same or overlapping date range.

You cannot remove a product or product bundle from a division when the product or product bundle is already mapped to an account which belongs to the division.

If the product or product bundle is associated to a division to which you do not have access, then the corresponding row in the **Divisions** section is grayed out.

7. Click **Save**.

The changes made to the product are saved.

Related Topics

For more information on...	See...
How to search for a product or product bundle	Searching for a Product or Product Bundle on page 122
How to define characteristics for a product or product bundle	Defining Characteristics for a Product or Product Bundle on page 127
How to associate a product with the parent product or add a product to the product bundle	Associating a Product with the Parent Product or Adding a Product to the Product Bundle on page 124
How to associate a product or product bundle with a division	Associating a Product or Product Bundle with a Division on page 126

View Product

The **View Product** screen allows you to view the details of a product or product bundle. This screen contains the following sections:

- **Main** — Displays basic information about the product or product bundle. This section contains the following fields:

Field Name	Field Description
Product	Displays the product code.
Description	Displays the description of the product.
Bundle	Indicates whether the product is a bundle or not. The valid values are: <ul style="list-style-type: none"> • Yes • No

Field Name	Field Description
Bundle Type	Indicates the type of the product bundle. Note: The data appears corresponding to this field only when you are viewing the details of a product bundle.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the product or product bundle.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the product or product bundle is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

- **Product to Product Relationship** — Lists products that are already associated with the parent product or added to the product bundle. This section contains the following fields:

Field Name	Field Description
Product	Indicates the product which is associated with the parent product or added to the product bundle.
Relationship Type	Indicates how the products are related.
Effective Start Date	Displays the date from when the product is associated with the parent product or added to the product bundle.
Effective End Date	Displays the date till when the product is associated with the parent product or added to the product bundle.

- **Divisions** — Lists divisions to which the product or product bundle is associated. This section contains the following fields:

Field Name	Field Description
Division	Indicates the division to which the product or product bundle is associated. Note: It has a link. On clicking the link, the Division screen appears with the details of the respective division.
Default Price List	Indicates the division-specific default price list for the product or product bundle.
Effective Start Date	Displays the date from when the price list is a division-specific default price list for the product or product bundle.
Effective End Date	Displays the date till when the price list is a division-specific default price list for the product or product bundle.

- **Characteristics** — Lists the characteristics defined for the product or product bundle. This section contains the following fields:

Field Name	Field Description
Effective Date	Displays the date from when the characteristic is effective for the product or product bundle.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

Viewing the Product or Product Bundle Details

Procedure

To view the details of a product or product bundle:

1. Search for the product or product bundle in the **Product** screen.
2. In the **Search Results** section, click the link in the **Product** column corresponding to the product or product bundle whose details you want to view.

The **View Product** screen appears. It consists of the following sections:

- **Main** — Displays basic information about the product or product bundle.
 - **Record Actions** — Enables you to perform various actions on the product or product bundle.
 - **Record Information** — Indicates the business object using which the product or product bundle is created.
 - **Product to Product Relationship** — Lists products that are already associated with the parent product or added to the product bundle.
 - **Divisions** — Lists divisions to which the product or product bundle is associated.
 - **Characteristics** — Lists the characteristics defined for the product or product bundle.
3. View the details of the product or product bundle in the **View Product** screen.

Related Topics

For more information on...	See...
How to search for a product or product bundle	Searching for a Product or Product Bundle on page 122

Price Item

A bank may offer wide range of services to customers and accordingly charge them fees and/or interest for a service. You can define each charge as a price item in Oracle Revenue Management and Billing. Once a price item is defined, you can define pricing for the price item. The price item pricing can be a standard price defined in the price list or override price that is specific to a person or an account. The system allows you to define price item pricing at various levels in a person hierarchy (for example, at the account level, main customer level, or at the parent customer level). You can also define price item pricing in the account's price list, main customer's price list, parent customer's price list, and price list's parent price list.

You can associate one or more price items with each other, and thereby group them for various reasons, such as reporting, billing, and so on. You can also create a price item bundle and then add price items within the price item bundle. The main objective behind grouping price items or creating price item bundles is to offer discounts based on the volume across price items, facilitate minimum or maximum charge calculations across price items, or offer common price across price items. While associating a price item with the parent price item or adding a price item to the price item bundle, you need to specify how the two price items are related to each other.

The system allows you to define the following types of price item bundle:

- [Regular Bundle](#) on page 96
- [Phantom Bundle](#) on page 100
- [Ratio Bundle](#) on page 97

The system allows you to define price items and price item bundles which are available for only pricing or pricing and billing. If the price item is available for only pricing, you can indicate the type of the price item. The valid values are:

- Rate (i.e. Interest Rate)
- Fees

If the type of a price item is **Rate**, the system calculates and persist the rate for the price item. The rate is persisted only for the price item pricing which is either assigned or inherited by an account. You cannot define a price item bundle when it is available for only pricing and when the price item type is set to **Rate**. When you define a price item or price item bundle which is available for only pricing, the contract type defined in the **Default Contract Type** option type of the **Pricing Configuration (C1_PRICING)** feature configuration is automatically associated with the price item or price item bundle.

You can associate a price item or price item bundle to one or more divisions. You can assign a price item or price item bundle to an account, person, or price list only when the account, person, or price list belongs to the division to which the price item or price item bundle is associated. You can define a set of characteristics for a price item or price item bundle which are common across divisions or specific to a division. You can associate one or more parameters to a price item. These parameters can then be used for aggregating transactions and defining the price item pricing. Note that you can associate parameters only to regular price item bundles and not to ratio and phantom price item bundles.

The **Price Item** screen allows you to search for a price item or price item bundle using various search criteria. It allows you to create and edit a price item or price item bundle. In addition, it allows you to copy a price item bundle only when **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration is set to **False**. This screen consists of the following zones:

- [Search Price Item](#) on page 132

Search Price Item

The **Search Price Item** zone allows you to search for a price item or price item bundle using various search criteria. This zone contains the following two sections:




- **Search Criteria** – It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search a price item or price item bundle using the price item details. The valid value is Price Item Details . By default the Price Item Details option is selected.	Yes
Price Item	Used to search a particular price item or price item bundle.	No
Description	Used to search price items or price item bundles with a particular description.	No
Division	Used to search price items or price item bundles which are associated with a particular division. Note: You can only view those divisions to which you have access in the Division list.	No

Field Name	Field Description	Mandatory (Yes or No)
Global Price List	Used to search price items or price item bundles which can be assigned to a global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No
Price Item Available For	Used to search price items or price item bundles which are available for only pricing or pricing and billing. The valid values are: <ul style="list-style-type: none"> • Only Pricing • Pricing and Billing Note: By default, the Pricing and Billing option is selected.	Yes
Bundle	Used to indicate whether you want to search a price item bundle. The valid values are: <ul style="list-style-type: none"> • Yes • No Note: By default, the No option is selected.	Yes
Price Item Type	Used to search a particular type of price items or price item bundles. The valid values are: <ul style="list-style-type: none"> • Fees • Rate Note: By default, the Fees option is selected. This field appears only when you select the Only Pricing option from the Available For list.	No

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Price Item Information	Displays the price item information and price item bundle code. Note: It has a link. On clicking the link, the respective price item details are displayed. It displays information about the price item or price item bundle.

Column Name	Column Description
Bundle Type	<p>Indicates the type of the price item bundle. If the price item bundle is available for pricing and billing, the valid values are:</p> <ul style="list-style-type: none"> • Phantom • Ratio • Regular <p>However, if the price item bundle is available for only pricing and the Price Item Type is Fees, the valid values are:</p> <ul style="list-style-type: none"> • Regular
Price Item Type	<p>Indicates the type of the price item or price item bundle. The valid values are:</p> <ul style="list-style-type: none"> • Rate • Fees
Price Item Available For	<p>Indicates whether the price item or price item bundle is available for only pricing or for pricing and billing. The valid values are:</p> <ul style="list-style-type: none"> • Only Pricing • Pricing and Billing
Copy	<p>On clicking the Copy () icon, the Price Item window appears where you can create a new price item bundle using an existing price item bundle.</p>
Price Item Assigned To	<p>On clicking the Price Item Assigned To () icon, the Price Item Assignments screen appears where you can view the details of the price item assignments.</p>
Price Item Relationship	<p>On clicking the Price Item Relationship () icon, the Price Item Relationship screen appears where you can view the details of the price item relationship.</p>

Related Topics

For more information on...	See...
How to search for a price item or price item bundle	Searching for a Price Item or Price Item Bundle on page 134
How to view the details of a price item or price item bundle	Viewing the Price Item or Price Item Bundle Details on page 148
How to copy a price item bundle	Copying a Price Item or Price Item Bundle on page 144
Price Item Assignments screen	Price Item Assignments on page 165
Price Item Relationship screen	Price Item Relationship on page 156

Searching for a Price Item or Price Item Bundle

Prerequisites

To search for a price item or price item bundle, you should have:

- Divisions defined in the application
- Price items or price item bundles associated with the division to which the user belongs

Procedure

To search for a price item or price item bundle:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Pricing Management** and then click **Price Item**.
A sub-menu appears.
3. Click the **Search** option from the **Price Item** sub-menu.
The **Price Item** screen appears.
4. Enter the search criteria in the **Search Price Item** zone depending on whether you want to search for a price item or price item bundle.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of price items or price item bundles that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Price Item search screen	Price Item on page 131
Search Price Item zone	Search Price Item on page 132

Creating a Price Item or Price Item Bundle

Prerequisites

To create a price item or price item bundle, you should have:

- Contract types defined in the application
- Value defined for the **Default Contract Type** option type in the **Pricing Configuration (C1_PRICING)** feature configuration

Procedure

To create a price item or price item bundle:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Pricing Management** and then click **Price Item**.
A sub-menu appears.
3. Click the **Add** option from the **Price Item** sub-menu.

The **Price Item** screen appears. It contains the following sections:

- **Main** – Used to specify basic details about the price item or price item bundle.
- **Parameters** – Used to associate a parameter with the price item or price item bundle. These associated parameters are then used for aggregating transactions and/or for defining the price item pricing.

Note:

The **Parameters** section appears in the **Price Item** screen only when the **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration is set to **True**.

You cannot associate parameters to ratio and phantom price item bundles. Therefore, while creating ratio and phantom price item bundles, the **Parameters** section does not appear in the **Price Item** screen.

- **Price Item Characteristics** – Used to define characteristics (which are applicable across divisions) for the price item or price item bundle.
- **Divisions** – Used to associate the price item or price item bundle with one or more divisions. It also allows you to define division-specific SQIs and characteristics for the price item or price item bundle.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price Item	Used to specify the price item or price item bundle code.	Yes
Description	Used to specify the description for the price item or price item bundle.	Yes
Price Item Available For	Used to indicate whether the price item or price item bundle is available for only pricing or pricing and billing. The valid values are: <ul style="list-style-type: none"> • Only Pricing • Pricing and Billing 	Yes
Price Item Type	Used to indicate the type of the price item or price item bundle. The valid values are: <ul style="list-style-type: none"> • Rate • Fees <p>Note: By default, the Fees option is selected.</p> <p>This field appears only when you select the Only Pricing option from the Price Item Available For list.</p> <p>You cannot define a price item bundle when it is available for only pricing and when the price item type is set to Rate.</p>	Yes
Bundle	Used to indicate whether you want to define a price item bundle. The valid values are: <ul style="list-style-type: none"> • Yes • No <p>Note: By default, the No option is selected.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Bundle Type	<p>Used to indicate the type of the price item bundle. The valid values are:</p> <ul style="list-style-type: none"> • Phantom • Ratio • Regular <p>Note:</p> <p>This field is enabled only when you select the Pricing and Billing option from the Price Item Available For list and the Yes option is selected from the Bundle list.</p> <p>All the above mentioned values are available in the list when you are creating a price item bundle which is available for pricing and billing. However, when you are creating a price item bundle which is available for only pricing and when the price item type is set to Fees, you can only define a regular price item bundle. Therefore, by default, the value is set to Regular when you select the Only Pricing option from the Price Item Available For list and the Yes option is selected from the Bundle list.</p> <p>You cannot define a price item bundle when it is available for only pricing and when the price item type is set to Rate.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you are creating a price item bundle.</p>
Global Price List	<p>Used to indicate whether the price item or price item bundle can be assigned to a global price list. The valid values are:</p> <ul style="list-style-type: none"> • Yes • No <p>Note: By default, the No option is selected.</p>	Yes
Contract Type	<p>Used to indicate the contract type that you want to associate with the price item or price item bundle.</p> <p>Note:</p> <p>This field appears only when you select the Pricing and Billing option from the Price Item Available For list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Contract Type Search window appears.</p>	Yes

Tip: Alternatively, you can access the **Price Item** screen by clicking the **Add** button in the **Page Title** area of the **Price Item** screen.

4. Enter the required details in the **Main** section.
5. Associate parameters with the price item or price item bundle, if required.
6. Associate divisions for the price item or price item bundle, if required.

7. Define division-specific SQIs for the price item or price item bundle, if required.
8. Define division-specific characteristics for the price item or price item bundle, if required.
9. Define characteristics for the price item or price item bundle, if required.
10. Click **Save**.

The unit of measure is generated automatically when the new price item or price item bundle is created.

Note: When you define a price item or price item bundle which is available for only pricing, the contract type defined in the **Default Contract Type** option type of the **Pricing Configuration (C1_PRICING)** feature configuration is automatically associated with the price item or price item bundle.

Related Topics

For more information on...	See...
Price Item screen	Price Item on page 149
Search Price Item zone	Search Price Item on page 132
How to define characteristics for a price item or price item bundle	Defining Characteristics for a Price Item or Price Item Bundle on page 138
How to associate a price item or price item bundle with a division	Associating a Price Item or Price Item Bundle with a Division on page 141
How to define division-specific characteristics for a price item or price item bundle	Defining Division-Specific Characteristics for a Price Item or Price Item Bundle on page 142
How to define division-specific SQI for a price item or price item bundle	Defining an SQI with a Price Item - Division Combination on page 144
How to associate a parameter with a price item or price item bundle	Associating a Parameter with a Price Item or Price Item Bundle on page 139

Defining Characteristics for a Price Item or Price Item Bundle

Prerequisites

To define characteristics for a price item or price item bundle, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Price Item**)

Procedure

To define characteristics for a price item or price item bundle:

1. Click the **Price Item Characteristics** or **Show All** link from the **Section** pane in the **Price Item** screen when you are creating, editing or copying a price item or price item bundle.

The **Price Item Characteristics** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the price item or price item bundle.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price item or price item bundle.

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Price Item .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price item or price item bundle.
Characteristic Value	Used to specify the value for the characteristic type. Note: If you select a predefined characteristic type, the Search (🔍) icon appears corresponding to the Characteristic Value field. On clicking the Search icon, the Predefined Characteristic Search window appears. On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price item or price item bundle.

- Enter the required details in the **Price Item Characteristics** section.
- If you want to define more than one characteristic for the price item or price item bundle, click the **Add** (+) icon and then repeat step 2.
Note: However, if you want to remove a characteristic from the price item or price item bundle, click the **Delete** (🗑) icon corresponding to the characteristic.
- Click **Save**.
The characteristics are defined for the price item or price item bundle.

Related Topics

For more information on...	See...
How to create a price item or price item bundle	Creating a Price Item or Price Item Bundle on page 135
How to edit a price item or price item bundle	Editing a Price Item or Price Item Bundle on page 153
How to copy a price item or price item bundle	Copying a Price Item or Price Item Bundle on page 144

Associating a Parameter with a Price Item or Price Item Bundle

Prerequisites

To associate a parameter with a price item or price item bundle, you should have:

- Parameters defined in the application (where the **Price Item** check box is selected in the **Parameter Available For** section)

Procedure

To associate a parameter with a price item or price item bundle:

- Click the **Parameters** or **Show All** link from the **Section** pane in the **Price Item** screen when you are creating, editing or copying a price item or price item bundle.

The **Parameters** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Start Date	Used to specify the date from when the parameter is effective for the price item or price item bundle.	Yes
Effective End Date	Used to specify the date till when the parameter is effective for the price item or price item bundle.	Yes
Parameter	Used to indicate the parameter that you want to associate with the price item or price item bundle. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Parameter Search window appears. The parameter search results displays only those parameters where the Price Item check box is selected.	Yes
Business Label	Used to specify a business label for the parameter. Note: If the business label is defined for a parameter, the business label appears instead of the parameter name.	No
Display Order	Used to indicate the order in which parameter values should be displayed in the price item parameter information string across the application.	Yes
Parameter Usage	Used to indicate whether you want to use the parameter for aggregation and/or for defining the price item pricing. The valid values are: <ul style="list-style-type: none"> • Aggregation – Indicates that the parameter will be used only for aggregating transactions. • Pricing – Indicates that the parameter will be used for aggregating transactions and defining the price item pricing. 	Yes
Mandatory	Used to indicate whether the parameter is mandatory while defining the price item pricing.	Yes
Priority	Used to indicate the priority in which optional parameters should be considered while determining best fit price for the price item or price item bundle. Note: This field is disabled when the Mandatory check box is selected.	Yes

Note:

The **Parameters** section appears in the **Price Item** window only when the **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration is set to **True**.

You cannot associate parameters to ratio and phantom price item bundles. Therefore, while creating or copying ratio and phantom price item bundles, the **Parameters** section does not appear in the **Price Item** window.

2. Enter the date from when you want the parameter(s) to be effective for the price item or price item bundle.
3. Enter the date till when you want the parameter(s) to be effective for the price item or price item bundle.
4. Select the parameter and enter the required details in the respective fields.

- If you want to associate a parameter with the price item or price item bundle, click the **Add (+)** icon corresponding to the **Effective Start Date** field and then repeat from steps 2 to 4.

Note:

However, if you want to remove a parameter from the price item or price item bundle, click the **Delete (X)** icon corresponding to the effective start date. You can edit the parameter details and remove a parameter from the price item or price item bundle only when the parameter or any other parameter from the same date range is not yet used for aggregation or for defining the price item pricing.

You can add a parameter which will be used for aggregation (in other words, where the **Parameter Usage** flag is set to **Aggregation**) anytime, whenever required. However, you can add a parameter which will be used for pricing (in other words, where the **Parameter Usage** flag is set to **Pricing**) only when any other parameter from the same date range is not yet used for aggregation or for defining the price item pricing.

- Click **Save**.

The parameters are associated with the price item or price item bundle.

Note: The priority for all parameters which are mandatory is set to 0.

Related Topics

For more information on...	See...
How to create a price item or price item bundle	Creating a Price Item or Price Item Bundle on page 135
How to edit a price item or price item bundle	Editing a Price Item or Price Item Bundle on page 153
How to copy a price item or price item bundle	Copying a Price Item or Price Item Bundle on page 144

Associating a Price Item or Price Item Bundle with a Division

Prerequisites

To associate a price item or price item bundle with a division, you should have:

- Divisions defined in the application

Procedure

To associate a price item or price item bundle with a division:

- Click the **Divisions** or **Show All** link from the **Section** pane in the **Price Item** screen when you are creating editing or copying a price item or price item bundle.

The **Divisions** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
SQIs	On clicking the Add (+) icon, you can define division-specific SQI for the price item or price item bundle.	Not applicable
Division Characteristics	On clicking the Add (+) icon, you can define division-specific characteristics for the price item or price item bundle.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to indicate the division to which you want to associate the price item or price item bundle. Note: You can only view those divisions to which you have access in the Division list.	Yes

- Enter the required details in the **Divisions** section.
- If you want to associate the price item or price item bundle with more than one division, click the **Add (+)** icon and then repeat step 2.

Note: However, if you want to remove the price item or price item bundle from a division, click the **Delete (🗑)** icon corresponding to the division.
- Define division-specific SQIs for the price item or price item bundle, if required.
- Define division-specific characteristics for the price item or price item bundle, if required.
- Click **Save**.

The price item or price item bundle is associated with the divisions.

Tip: Alternatively, you can associate a price item or price item bundle with a division using the **Division** screen.

Related Topics

For more information on...	See...
How to create a price item or price item bundle	Creating a Price Item or Price Item Bundle on page 135
How to edit a price item or price item bundle	Editing a Price Item or Price Item Bundle on page 153
How to copy a price item or price item bundle	Copying a Price Item or Price Item Bundle on page 144
How to define division-specific characteristics for a price item or price item bundle	Defining Division-Specific Characteristics for a Price Item or Price Item Bundle on page 142
How to define division-specific SQIs for a price item or price item bundle	Defining an SQI with a Price Item - Division Combination on page 144

Defining Division-Specific Characteristics for a Price Item or Price Item Bundle

Prerequisites

To define division-specific characteristics for a price item or price item bundle, you should have:


- Characteristic types defined in the application (where the characteristic entity is set to **Division/Price Item Combination**)
- Price items or price item bundles associated with the division to which the user belongs

Procedure


To define division-specific characteristics for a price item or price item bundle:


- Click the **Divisions** or **Show All** link from the **Section** pane in the **Price Item** screen when you are creating, editing or copying a price item or price item bundle.


The **Divisions** section appears.

- Click the **Add** () icon in the **Division Characteristics** column corresponding to the division for which you want to define division-specific price item or price item bundle characteristics.

The following fields appear in the **Divisions** section corresponding to the division:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the price item or price item bundle characteristic is effective for the division.	Yes (Conditional) Note: This field is required when you are defining a division-specific characteristic for the price item or price item bundle.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Division/Price Item Combination .	Yes (Conditional) Note: This field is required when you are defining a division-specific characteristic for the price item or price item bundle.
Characteristic Value	Used to specify the value for the characteristic type. Note: If you select a predefined characteristic type, the Search () icon appears corresponding to the Characteristic Value field. On clicking the Search icon, the Predefined Characteristic Search window appears. On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a division-specific characteristic for the price item or price item bundle.

- Enter the required details in the **Divisions** section.
- If you want to define more than one division-specific characteristic for the price item or price item bundle, click the **Add** () icon and then repeat step 3.

Note: However, if you want to remove a division-specific characteristic from the price item or price item bundle, click the **Delete** () icon corresponding to the characteristic.

- Click **Save**.

The division-specific characteristics are defined for the price item or price item bundle.

Related Topics

For more information on...	See...
How to create a price item or price item bundle	Creating a Price Item or Price Item Bundle on page 135
How to edit a price item or price item bundle	Editing a Price Item or Price Item Bundle on page 153
How to copy a price item or price item bundle	Copying a Price Item or Price Item Bundle on page 144
How to associate a price item or price item bundle with a division	Associating a Price Item or Price Item Bundle with a Division on page 141

Defining an SQI with a Price Item - Division Combination

Prerequisites

To define division-specific SQIs for a price item or price item bundle, you should have:

- SQIs defined in the application
- Price items or price item bundles associated with the division to which the user belongs

Procedure

To define division-specific SQIs for a price item or price item bundle:

1. Click the **Divisions** or **Show All** link from the **Section** pane in the **Price Item** screen when you are creating, editing or copying a price item or price item bundle.

The **Divisions** section appears.

2. Click the **Add** (📄+) icon in the **SQIs** column corresponding to the division for which you want to define division-specific price item or price item bundle SQIs.

The following fields appear in the **Divisions** section corresponding to the division:

Field Name	Field Description	Mandatory (Yes or No)
SQI	Used to specify the SQI which you want to associate the price item or price item bundle. Note: The Search (🔍) icon appears corresponding to the SQI field. On clicking the Search icon, the Service Quantity Identifier Search window appears.	Yes (Conditional) Note: This field is required when you are defining a division-specific SQI for the price item or price item bundle.

3. Enter the required details in the **Divisions** section.
4. If you want to define more than one division-specific SQI for the price item or price item bundle, click the **Add** (+) icon and then repeat step 3.

Note: However, if you want to remove a division-specific SQI from the price item or price item bundle, click the **Delete** (🗑️) icon corresponding to the SQI.

5. Click **Save**.

The division-specific SQIs are defined for the price item or price item bundle.

Related Topics

For more information on...	See...
How to create a price item or price item bundle	Creating a Price Item or Price Item Bundle on page 135
How to edit a price item or price item bundle	Editing a Price Item or Price Item Bundle on page 153
How to copy a price item or price item bundle	Copying a Price Item or Price Item Bundle on page 144
How to associate a price item or price item bundle with a division	Associating a Price Item or Price Item Bundle with a Division on page 141

Copying a Price Item or Price Item Bundle


Prerequisites

To copy a price item or price item bundle, you should have:

- Price item or price item bundle (whose copy you want to create) defined in the application
- Price item or price item bundle (whose copy you want to create) associated with the division to which the user belongs

Procedure

To copy a price item or price item bundle:

1. Search for the price item or price item bundle in the **Price Item** screen.
2. In the **Search Results** section, click the **Copy** () icon in the **Copy** column corresponding to the price item or price item bundle using which you want to create a new price item bundle.

The **Price Item** screen appears. It contains the following sections:

- **Main** – Displays the basic details about the price item or price item bundle.
- **Parameters** – Enables you to associate a parameter with the price item or price item bundle. These associated parameters are then used for aggregating transactions and/or for defining the price item pricing.

Note:

The **Parameters** section appears in the **Price Item** screen only when the **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration is set to **True**.

Note:

The **Parameters** section appears in the **Price Item** screen only when the **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration is set to **True**.

You cannot associate parameters to ratio and phantom price item bundles. Therefore, while creating ratio and phantom price item bundles, the **Parameters** section does not appear in the **Price Item** window.

- **Divisions** – Enables you to associate the price item or price item bundle with one or more divisions. It also allows you to define division-specific SQIs and characteristics for the price item or price item bundle.
- **Price Item Characteristics** – Enables you to define characteristics (which are applicable across divisions) for the price item or price item bundle.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price Item	Used to specify the price item or price item bundle code.	Yes
Description	Used to specify the description for the price item or price item bundle.	Yes
Price Item Available For	Used to indicate whether the price item or price item bundle is available for only pricing or pricing and billing. The valid values are: <ul style="list-style-type: none"> • Only Pricing • Pricing and Billing 	Yes

Field Name	Field Description	Mandatory (Yes or No)
Price Item Type	<p>Used to indicate the type of the price item or price item bundle. The valid values are:</p> <ul style="list-style-type: none"> • Rate • Fees <p>Note:</p> <p>By default, the Fees option is selected.</p> <p>This field appears only when you select the Only Pricing option from the Price Item Available For list.</p> <p>You cannot define a price item bundle when it is available for only pricing and when the price item type is set to Rate.</p>	Yes
Bundle	<p>Used to indicate whether you want to define a price item bundle. The valid values are:</p> <ul style="list-style-type: none"> • Yes • No <p>Note: By default, the No option is selected.</p>	Yes
Bundle Type	<p>Used to indicate the type of the price item bundle. The valid values are:</p> <ul style="list-style-type: none"> • Phantom • Ratio • Regular <p>Note:</p> <p>This field is enabled only when you select the Pricing and Billing option from the Price Item Available For list and the Yes option is selected from the Bundle list.</p> <p>All the above mentioned values are available in the list when you are creating a price item bundle which is available for pricing and billing. However, when you are creating a price item bundle which is available for only pricing and when the price item type is set to Fees, you can only define a regular price item bundle. Therefore, by default, the value is set to Regular when you select the Only Pricing option from the Price Item Available For list and the Yes option is selected from the Bundle list.</p> <p>You cannot define a price item bundle when it is available for only pricing and when the price item type is set to Rate.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you are creating a price item bundle.</p>

Field Name	Field Description	Mandatory (Yes or No)
Global Price List	Used to indicate whether the price item or price item bundle can be assigned to a global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No Note: By default, the No option is selected.	Yes
Contract Type	Used to indicate the contract type that you want to associate with the price item or price item bundle. Note: <p>This field appears only when you select the Pricing and Billing option from the Price Item Available For list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Contract Type Search window appears.</p>	Yes

- Enter the required details in the **Main** section.
- Associate parameters with the price item or price item bundle, if required.

Note: You cannot associate parameters to ratio and phantom price item bundles. Therefore, while creating or editing ratio and phantom price item bundles, the **Parameters** section does not appear in the **Price Item** window.
- Define characteristics for the price item or price item bundle, if required.
- Associate divisions for the price item or price item bundle, if required.
- Define division-specific SQIs for the price item or price item bundle, if required.
- Define division-specific characteristics for the price item or price item bundle, if required.
- Click **Save**.

The unit of measure is generated automatically when the new price item or price item bundle is created.

Note:

The system allows you to add a price item to the new price item bundle only when:

- Price item and price item bundle (whose copy you are creating) are associated to the same contract type.
- Price item is associated with the division to which the price item bundle (whose copy you are creating) is associated.
- Another price item bundle with the same price item, relationship type, and date range combination does not exist in the system.

Related Topics

For more information on...	See...
How to search for a price item or price item bundle	Searching for a Price Item or Price Item Bundle on page 134
How to define characteristics for a price item or price item bundle	Defining Characteristics for a Price Item or Price Item Bundle on page 138

For more information on...	See...
How to associate a price item or price item bundle with a division	Associating a Price Item or Price Item Bundle with a Division on page 141
How to define division-specific characteristics for a price item or price item bundle	Defining Division-Specific Characteristics for a Price Item or Price Item Bundle on page 142
How to define division-specific SQI for a price item or price item bundle	Defining an SQI with a Price Item - Division Combination on page 144
How to associate a parameter with a price item or price item bundle	Associating a Parameter with a Price Item or Price Item Bundle on page 139
How to define bundle-specific characteristics for a price item	Defining Bundle-Specific Characteristics for a Price Item on page 162

Viewing the Price Item or Price Item Bundle Details


Procedure


To view the details of a price item or price item bundle:

1. Search for the price item or price item bundle in the **Price Item** screen.
2. In the **Search Results** section, click the link in the **Price Item Information** column corresponding to the price item or price item bundle whose details you want to view.

The **Price Item** screen appears. It contains of the following tab:

- **Main** – Displays information about the price item or price item bundle. It contains the following zones:
 - **Price Item** – Displays the basic details of the price item or price item bundle.
 - **Divisions** – Displays the division to which the price item or price item bundle is associated.
 - **Division-Specific Characteristics for Price Item** – Displays the characteristics specific to division to which the price item or price item bundle is associated.

Note: This zone appears when you click the Broadcast  icon corresponding to the division in the **Divisions** zone.
 - **Division-Specific SQIs for Price Item** – Displays the SQIs specific to division to which the price item or price item bundle is associated.

Note: This zone appears when you click the Broadcast  icon corresponding to the division in the **Divisions** zone.
- **Price Item Relationship** – Displays the basic relationship details of the price item or price item bundle.

3. View the basic details of the price item or price item bundle in the **Price Item** zone.
4. View the division to which the price item or price item bundle is associated in the **Divisions** zone.
5. View the characteristics specific to division to which the price item or price item bundle is associated in the **Division-Specific Characteristics for Price Item** zone.
6. View the SQIs specific to division to which the price item or price item bundle is associated in the **Division-Specific SQIs for Price Item** zone.
7. View the basic relationship details of the price item or price item bundle in the **Price Item Relationship** zone.

Related Topics

For more information on...	See...
How to search for a price item or price item bundle	Searching for a Price Item or Price Item Bundle on page 134
Price Item screen	Price Item on page 149

Price Item

The **Price Item** screen allows you to view the details of a price item. It also allows you to edit a price item. It consists of the following tab:

- **Main** – Displays information about the price item. It contains the following zones:
 - **Price Item** – Displays the details of the price item.
 - **Divisions** – Displays the associated price item or price item bundle with one or more divisions.
 - **Division-Specific Characteristics for Price Item** – Displays the division-specific characteristics for the price item or price item bundle.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the division in the **Divisions** zone.
 - **Division-Specific SQIs for Price Item** – Displays the division-specific SQIs for the price item or price item bundle.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the division in the **Divisions** zone.
 - **Price Item Relationship** – Displays the details of price item relationship.

Price Item

The **Price Item** zone displays the details of the price item. This zone contains the following sections:

- **Main** – This section provides basic information about the price item. It contains the following fields:

Field Name	Field Description
Price Item	Displays the price item or price item bundle code.
Description	Displays the description for the price item or price item bundle.
Price Item Available For	Indicates whether the price item or price item bundle is available for only pricing or pricing and billing. The valid values are: <ul style="list-style-type: none"> • Only Pricing • Pricing and Billing
Price Item Type	Indicates the type of price item or price item bundle. The valid values are: <ul style="list-style-type: none"> • Rate • Fees
Bundle	Indicate whether you want to define a price item bundle. The valid values are: <ul style="list-style-type: none"> • Yes • No

Field Name	Field Description
Bundle Type	Indicates the type of the price item bundle. The valid values are: <ul style="list-style-type: none"> • Phantom • Ratio • Regular
Global Price List	Indicates whether the price item or price item bundle can be assigned to a global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No
Contract Type	Displays the contract type that you want to associate with the price item or price item bundle.

- **Parameters** – This section displays the parameter associated with the price item or price item bundle. It contains the following columns:

Column Name	Column Description
Effective Start Date	Displays the date from when the parameter is effective for the price item or price item bundle.
Effective End Date	Displays the date till when the parameter is effective for the price item or price item bundle.
Parameter	Displays the parameter that you want to associate with the price item or price item bundle.
Business Label	Displays a business label for the parameter.
Display Order	Displays the order in which parameter values should be displayed in the price item parameter information string across the application.
Parameter Usage	Indicates whether you want to use the parameter for aggregation and/or for defining the price item pricing. The valid values are: <ul style="list-style-type: none"> • Aggregation • Pricing
Mandatory	Indicates whether the parameter is mandatory while defining the price item pricing. The valid values are: <ul style="list-style-type: none"> • Yes • No
Priority	Displays the priority in which optional parameters should be considered while determining best fit price for the price item or price item bundle.

- **Price Item Characteristics** – This section displays the characteristics set for effective date. It contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the characteristic is effective for the price item or price item bundle.
Characteristic Type	Displays the characteristic type.

Column Name	Column Description
Characteristic Value	Displays the characteristic value.

- **Record Actions** – This section contains the following button:

Button Name	Button Description
Edit	Used to edit the details of the price item or price item bundle.

- **Record Information** – This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the price item or price item bundle is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

Related Topics

For more information on...	See...
Price Item screen	Price Item on page 149
How to edit a price item or price item bundle	Editing a Price Item or Price Item Bundle on page 153

Divisions

The **Divisions** zone lists the division to associate the price item or price item bundle. This zone contains the following columns:

Column Name	Column Description
Division	Displays the division to which you want to associate the price item or price item bundle. Note: It has a link. On clicking the link, the Division screen appears with the details of the respective price item or price item bundle.

On clicking the **Broadcast** (📢) icon corresponding to a division, the **Division-Specific Characteristics for Price Item** and **Division-Specific SQIs for Price Item** zones appear with the details specific to the division.

Related Topics

For more information on...	See...
Price Item screen	Price Item on page 149

Division-Specific Characteristics for Price Item

The **Division-Specific Characteristics for Price Item** zone lists the division-specific characteristics for price item or price item bundle. This zone contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the price item or price item bundle characteristic is effective for the division.

Column Name	Column Description
Characteristic Type	Indicates the characteristic type. Note: It has a link. On clicking the link, the Characteristic Type screen appears with the details of the respective price item or price item bundle.
Characteristic Value	Displays the value for the characteristic type.

By default, the **Division-Specific Characteristics for Price Item** zone does not appear in the **Main** tab. It appears only when you click the **Broadcast** (📡) icon corresponding to the division in the **Division** zone.

Related Topics

For more information on...	See...
Price Item screen	Price Item on page 149
Divisions zone	Divisions on page 151

Division-Specific SQIs for Price Item

The **Division-Specific SQIs for Price Item** zone lists the division-specific SQIs for price item or price item bundle. This zone contains the following columns:

Column Name	Column Description
SQI	Indicates the SQI to which you want to associate the price item or price item bundle.

By default, the **Division-Specific SQIs for Price Item** zone does not appear in the **Main** tab. It appears only when you click the **Broadcast** (📡) icon corresponding to the division in the **Division** zone.

Related Topics

For more information on...	See...
Price Item screen	Price Item on page 149
Divisions zone	Divisions on page 151

Price Item Relationship

The **Price Item Relationship** zone lists the details of relationship of the price item or price item bundle. This zone contains the following columns:

Column Name	Column Description
Price Item Information	Displays the price item information. Note: It has a link. On clicking the link, the Price Item screen appears where you can view the details of the respective price item.
Price Item	Displays the price item or price item bundle code. Note: It has a link. On clicking the link, the Price Item window appears.
Effective Start Date	Displays the date from when the price item or price item bundle relationship is effective.
Effective End Date	Displays the date till when the price item or price item bundle relationship is effective.

Column Name	Column Description
Relationship Type	<p>Displays the relationship type of price item or price item bundle. The valid values are:</p> <ul style="list-style-type: none"> • Bundle • Denominator • Numerator • Other • Price Item • Service • Service Group

You can filter the list using various search criteria (such as, **Price Item**, **Description**, **Effective Start Date**, and **Relationship Type**) available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** (☰) icon in the upper right corner of this zone.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
Price Item screen	Price Item on page 149

Editing a Price Item or Price Item Bundle

Prerequisites

To edit a price item or price item bundle, you should have:

- Contract types defined in the application
- Value defined for the **Default Contract Type** option type in the **Pricing Configuration (C1_PRICING)** feature configuration

Procedure

To edit a price item or price item bundle:

1. Search for the price item or price item bundle in the **Price Item** screen.
2. Click the **Edit** button in the **Record Actions** section.

The **Price Item** window appears. It contains the following sections:

- **Main** – Used to specify basic details about the price item or price item bundle.
- **Parameters** – Used to associate a parameter with the price item or price item bundle. These associated parameters are then used for aggregating transactions and/or for defining the price item pricing.

Note:

The **Parameters** section appears in the **Price Item** window only when the **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration is set to **True**.

You cannot associate parameters to ratio and phantom price item bundles. Therefore, while editing ratio and phantom price item bundles, the **Parameters** section does not appear in the **Price Item** window.

- **Price Item Characteristics** – Used to define characteristics (which are applicable across divisions) for the price item or price item bundle.

- **Divisions** – Used to associate the price item or price item bundle with one or more divisions. It also allows you to define division-specific characteristics for the price item or price item bundle.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price Item	Displays the price item or price item bundle code.	Not applicable
Description	Used to specify the description for the price item or price item bundle.	Yes
Price Item Available For	Indicates whether the price item or price item bundle is available for only pricing or pricing and billing. The valid values are: <ul style="list-style-type: none"> • Only Pricing • Pricing and Billing 	Not applicable
Price Item Type	Used to indicate the type of the price item or price item bundle. The valid values are: <ul style="list-style-type: none"> • Rate • Fees <p>Note: This field appears only when the Price Item Available For field is set to Only Pricing. This field is disabled when you are editing a price item bundle.</p>	Yes
Bundle	Indicates whether the price item is a bundle or not. The valid values are: <ul style="list-style-type: none"> • Yes • No 	Not applicable
Bundle Type	Indicates the type of the price item bundle. If the price item bundle is available for pricing and billing, the valid values are: <ul style="list-style-type: none"> • Phantom • Ratio • Regular <p>However, if the price item bundle is available for only pricing and the price item type is Fees, the valid values are:</p> <ul style="list-style-type: none"> • Regular 	Not applicable
Global Price List	Used to indicate whether the price item or price item bundle can be assigned to a global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No 	Yes

Field Name	Field Description	Mandatory (Yes or No)
Contract Type	<p>Used to indicate the contract type that you want to associate with the price item or price item bundle.</p> <p>Note:</p> <p>This field appears only when the Price Item Available For field is set to Pricing and Billing.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Contract Type Search window appears.</p>	Yes

3. Modify the details in the **Main** section, if required.
4. Define, edit, or remove characteristics from the price item or price item bundle, if required.
5. Associate or disassociate a parameter from the price item or price item bundle, if required.

Note:

You can edit the parameter details and remove a parameter from the price item or price item bundle only when the parameter or any other parameter from the same date range is not yet used for aggregation or for defining the price item pricing.

You can add a parameter which will be used for aggregation (in other words, where the **Parameter Usage** flag is set to **Pricing**) anytime, whenever required. However, you can add a parameter which will be used for pricing (in other words, where the **Parameter Usage** flag is set to **Pricing**) only when any other parameter from the same date range is not yet used for aggregation or for defining the price item pricing.

6. Associate or remove the price item or price item bundle from the divisions, if required.

Note: If the price item or price item bundle is associated to a division to which you do not have access, then the corresponding row in the **Divisions** section is grayed out.

7. Define, edit, or remove division-specific characteristics from the price item or price item bundle, if required.
8. Define, edit, or remove division-specific SQIs from the price item or price item bundle, if required.
9. Click **Save**.

The changes made to the price item or price item bundle are saved.

Related Topics

For more information on...	See...
How to search for a price item or price item bundle	Searching for a Price Item or Price Item Bundle on page 134
How to define characteristics for a price item or price item bundle	Defining Characteristics for a Price Item or Price Item Bundle on page 138
How to associate a price item or price item bundle with a division	Associating a Price Item or Price Item Bundle with a Division on page 141
How to define division-specific characteristics for a price item or price item bundle	Defining Division-Specific Characteristics for a Price Item or Price Item Bundle on page 142
How to associate division-specific SQIs for a price item or price item bundle	Defining an SQI with a Price Item - Division Combination on page 144
How to associate a parameter with a price item or price item bundle	Associating a Parameter with a Price Item or Price Item Bundle on page 139

Price Item Relationship

Oracle Revenue Management and Billing allows you to associate two or more price items with each other, and thereby group them for various reasons, such as reporting, billing, and so on. In other words, you can define a price item to price item relationship. The price item to which a set of price items are associated is called a parent price item. You can also create a price item bundle and then add price items to the price item bundle. The main objective behind grouping price items or creating price item bundles is to offer discounts based on the volume across price items, facilitate minimum or maximum charge calculations across price items, or offer common price across price items.

While associating a price item with a parent price item or adding a price item to a price item bundle, you need to specify how the price item is related to the parent price item or price item bundle. You can add a price item to a price item bundle using the following relationship types:

- **Bundle** – Used while adding price items in the regular and phantom price item bundles.
- **Denominator** – Used while adding price items in the ratio price item bundles.
- **Numerator** – Used while adding price items in the ratio price item bundles.

However, you can associate a price item to a parent price item using the following relationship types:

- Other
- Price Item
- Service
- Service Group

Note:

You cannot add same set of price items using the same relationship type while defining two or more bundles with the same bundle type. For example, you cannot add P1 and P2 using the relationship type as Bundle while defining regular bundles named BUN1 and BUN2. However, you can use same set of price items while defining two or more price item to price item relationships.

If the multi parameter based pricing feature is enabled, you can add same set of price item and price item parameter combination (using the same relationship type) in more than one bundle (having the same bundle type) provided the price item parameter values are different.

The **Price Item Relationship** screen allows you to view the price items that are already associated with the parent price item or added to the price item bundle. It also allows you to associate or disassociate a price item from the parent price item, or add or remove a price item from the price item bundle. This screen consists of the following zone:

- [Assigned Price Items](#) on page 156

Assigned Price Items

The **Assigned Price Items** zone lists price items that are already associated with the parent price item or added to the price item bundle. You will not find any records in this zone if the parent price item does not have any price items associated with it or if the price item bundle does not have any price items added to it. This zone contains the following columns:

Column Name	Column Description
Price Item	Displays the price item code.
Description	Displays the description of the price item.
Effective Start Date	Displays the date from when the price item is associated with the parent price item or added to the price item bundle.

Column Name	Column Description
Relationship Type	<p>Indicates how the price item is related to the parent price item or price item bundle. The valid values are:</p> <ul style="list-style-type: none"> • Bundle • Denominator • Numerator • Other • Price Item • Service • Service Group <p>Note: The Bundle relationship type is used while adding price items in the regular and phantom price item bundles. The Denominator and Numerator relationship types are used while adding price items in the ratio price item bundles. And, all other relationship types, such as Other, Price Item, Service, and Service Group are used while associating price items to the parent price item.</p>

By default, the **Filter** area is visible. You can hide the **Filter** area by clicking the **Filters** (☰) icon in the upper right corner of this zone.

You can associate or disassociate a price item from the parent price item, or add or remove a price item from the price item bundle by clicking the **Add/Edit** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to view the price items associated with a parent price item or added to a price item bundle	Viewing Price Items Associated to a Parent Price Item or Added to a Price Item Bundle on page 157
How to associate a price item to a parent price item or add a price item to a price item bundle	Associating a Price Item to a Parent Price Item or Adding a Price Item to a Price Item Bundle on page 158
How to disassociate a price item from a parent price item or remove a price item from a price item bundle	Disassociating a Price Item from a Parent Price Item or Removing a Price Item from a Price Item Bundle on page 163
How to filter price items associated to a parent price item or added to a price item bundle	Filtering Price Items Associated to a Parent Price Item or Added to a Price Item Bundle on page 163

Viewing Price Items Associated to a Parent Price Item or Added to a Price Item Bundle

Procedure

To view the price items associated to a parent price item or added to a price item bundle:

1. Search for the parent price item or price item bundle in the **Price Item** screen.
2. In the **Search Results** section, click the link in the **Price Item Relationship** column corresponding to the parent price item or price item bundle whose details you want to view.
The **Price Item Relationship** screen appears.
3. View the price items that are already associated with the parent price item or added to the price item bundle in the **Assigned Price Items** zone.

Related Topics

For more information on...	See...
How to search for a parent price item or price item bundle	Searching for a Price Item or Price Item Bundle on page 134
Price Item Relationship screen	Price Item Relationship on page 156
Assigned Price Items zone	Assigned Price Items on page 156

Associating a Price Item to a Parent Price Item or Adding a Price Item to a Price Item Bundle

Prerequisites

To associate a price item to a parent price item or add a price item to a price item bundle, you should have:

- Parent price item or price item bundle associated with the division to which the user belongs
- Price item and price item bundle associated to the same contract type

Note: If you are associating a price item to a parent price item, then the price item and parent price item need not have same contract type associated with them.

- Parameters associated with the price item (in case you want to determine price item utilization based on those parameters)
- Price item and regular price item bundle associated to the same parameters

Note: Not only the parameters, but also their details such as pricing flag, mandatory flag, and priority should be identical. Also, the date from when the parameters are effective for the price item bundle should be earlier than or equal to the date from when the parameters are effective for the price item.

- Price item associated with the division to which the parent price item or price item bundle belongs

Procedure

To associate a price item to a parent price item or add a price item to a price item bundle:

1. Search for the parent price item or price item bundle in the **Price Item** screen.
2. In the **Search Results** section, click the link in the **Price Item Relationship** column corresponding to the parent price item or price item bundle to which you want to associate or add. The **Price Item Relationship** screen appears.
3. Click the **Add/Edit** link in the upper right corner of the **Assigned Price Items** zone.

The **Price Item Relationship** window appears. It contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Price Item	Used to indicate the price item that you want to associate with the parent price item or add to the price item bundle. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price Item Search window appears.	Yes

Column Name	Column Description	Mandatory (Yes or No)
Relationship Type	<p>Used to indicate how the price item is related to the parent price item or price item bundle. The valid values are:</p> <ul style="list-style-type: none"> • Bundle • Denominator • Numerator • Other • Product • Service • Service Group <p>Note: You must use the Bundle relationship type while adding price items in the regular and phantom price item bundles. You must use the Denominator and Numerator relationship types while adding price items in the ratio price item bundles. And, you must use all other relationship types, such as Other, Product, Service, and Service Group while associating a price item to the parent price item.</p>	Yes
Effective Start Date	<p>Used to specify the date from when the price item is associated with the parent price item or added to the price item bundle.</p> <p>Note: The effective start date cannot be later than the effective end date.</p>	Yes
Effective End Date	<p>Used to specify the date till when the price item is associated with the parent price item or added to the price item bundle.</p> <p>Note: The effective end date cannot be earlier than the effective start date.</p>	No
Price Item Parameters	<p>Used to specify multiple parameters based on which you want to determine the price item utilization.</p> <p>Note:</p> <p>This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <p>This column does not appear when you are adding price items to ratio and phantom price item bundles.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price Item Parameters screen appears.</p>	No
Characteristics	<p>On clicking the Add (➕) icon, you can define bundle-specific characteristics for the price item.</p>	Not applicable

4. Enter the required details in the **Add/Edit Price Item Relationship** screen.

Note:

You can search for a price item by clicking the **Search** (🔍) icon corresponding to the **Price Item** field.

You can add a price item to a regular price item bundle only when the regular price item bundle and price item have same parameters associated with them for the specified date range.

You cannot add same set of price items using the same relationship type while defining two or more price item bundles with the same bundle type. For example, you cannot add P1 and P2 using the relationship type as Bundle while defining regular bundles named BUN1 and BUN2. However, you can use same set of price items while defining two or more price item to price item relationships.

If the multi parameter based pricing feature is enabled, you can add same set of price item and price item parameter combination (using the same relationship type) in more than one bundle (having the same bundle type) provided the price item parameter values are different.

You cannot add same price item in numerator and denominator while defining a ratio price item bundle.

5. If you want to determine price item utilization based on multiple parameters, select the parameters using the **Search** (🔍) icon corresponding to the **Price Item Parameters** field.
6. Define bundle-specific characteristics for the price item, if required.
7. If you want to associate more than one price item to the parent price item or add more than one price item to the price item bundle, click the **Add** (+) icon and then repeat the steps from 4 to 6.

Note: However, if you want to disassociate a price item from the parent price item or remove a price item from the price item bundle, click the **Delete** (🗑️) icon corresponding to the price item.

8. Click **Save**.

The price item is associated with the parent price item or added to the price item bundle.

Related Topics

For more information on...	See...
How to search for a parent price item or price item bundle	Searching for a Price Item or Price Item Bundle on page 134
Price Item Relationship screen	Price Item Relationship on page 156
Assigned Price Items zone	Assigned Price Items on page 156
How to set price item parameters	Setting Price Item Parameters on page 160
How to define bundle-specific characteristics for a price item	Defining Bundle-Specific Characteristics for a Price Item on page 162

Setting Price Item Parameters**Prerequisites**

To set price item parameters, you should have:

- Parameters (with the **Parameter Usage** field set to **Pricing**) associated with the price item

Procedure

To set price item parameters:

1. Click the **Search** (🔍) icon corresponding to the **Price Item Parameters** field.

The **Price Item Parameters** window appears. It contains the following fields:

Field Name	Field Description
Price Item	Indicates the price item whose parameters' values you want to set based on which the price item utilization will be determined.
Description	Displays the description of the price item.

In addition, this screen contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Price Item Parameter	Indicates the parameter associated with the price item. Note: Only those parameters whose the Parameter Usage field is set to Pricing while associating them with the price item are listed in this column.	Not applicable
Mandatory	Indicates whether the parameter is mandatory. The valid values are: <ul style="list-style-type: none"> • Yes • No 	Not applicable
Priority	Indicates the priority in which optional parameters should be considered while determining best fit price for the price item. Note: The priority for all parameters which are mandatory is set to 0.	Not applicable
Parameter Value	Used to specify the value for the parameter.	Yes (Conditional) Note: This field is required when you want to determine the price item utilization based on the parameter.

2. Enter the value for the parameters based on which you want to determine the price item utilization.

Note:

If the parameter value type is **Predefined**, the **Search** (🔍) icon appears corresponding to the **Parameter Value** field. On clicking the **Search** icon, you can search for a predefined parameter value.

You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;), in the parameter value.

3. Click **OK**.

A comma-separated list of values appear in the **Price Item Parameters** column corresponding to the price item for which you have set the parameters. The order in which parameter values appear in the price item parameter information string is controlled by the display order (which is defined while associating a parameter with a price item).

Note: The value of parameters whose value type is **Adhoc** is validated using the **Validation** algorithm attached to the respective parameter.

Related Topics

For more information on...	See...
How to associate a price item to a parent price item or add a price item to a price item bundle	Associating a Price Item to a Parent Price Item or Adding a Price Item to a Price Item Bundle on page 158

Defining Bundle-Specific Characteristics for a Price Item


Prerequisites

To define bundle-specific characteristics for a price item, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Price Item Relationship**)

Procedure


To define bundle-specific characteristics for a price item:


1. Click the **Add** () icon in the **Characteristics** column corresponding to the price item for which you want to define bundle-specific characteristics.


A grid appears corresponding to the price item with the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the bundle-specific characteristic is effective for the price item.	Yes (Conditional) Note: This field is required when you are defining a bundle-specific characteristic for the price item.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Price Item Relationship .	Yes (Conditional) Note: This field is required when you are defining a bundle-specific characteristic for the price item.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a bundle-specific characteristic for the price item.

2. Enter the required details in the grid.

Note: If you select a predefined characteristic type, the **Search** () icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one bundle-specific characteristic for the price item, click the **Add** () icon and then repeat step 2.

Note: However, if you want to remove a bundle-specific characteristic from the price item, click the **Delete** () icon corresponding to the characteristic.

4. Click **Save**.

The bundle-specific characteristics are defined for the price item.

Related Topics

For more information on...	See...
How to associate a price item to a parent price item or add a price item to a price item bundle	Associating a Price Item to a Parent Price Item or Adding a Price Item to a Price Item Bundle on page 158
How to copy a price item bundle	Copying a Price Item or Price Item Bundle on page 144

Disassociating a Price Item from a Parent Price Item or Removing a Price Item from a Price Item Bundle

Prerequisites

To disassociate a price item from a parent price item or remove a price item from a price item bundle, you should have:

- Parent price item or price item bundle associated with the division to which the user belongs

Procedure

To disassociate a price item from a parent price item or remove a price item from a price item bundle:

1. Search for the parent price item or price item bundle in the **Price Item** screen.
2. In the **Search Results** section, click the (☰) icon in the **Price Item Relationship** column corresponding to the parent price item or price item bundle from which you want to disassociate or remove a price item.
The **Price Item Relationship** screen appears.
3. Click the **Add/Edit** link in the upper right corner of the **Assigned Price Items** zone.
The **Price Item Relationship** window appears.
4. Filter the price items associated to the parent price item or added to the price item bundle, if required.
5. In the **Search Results** section, click the **Delete** (🗑) icon corresponding to the price item that you want to disassociate from the parent price item or remove from the price item bundle.
6. Click **Save**.

The price item is disassociated from the parent price item or removed from the price item bundle.

Related Topics

For more information on...	See...
How to search for a parent price item or price item bundle	Searching for a Price Item or Price Item Bundle on page 134
Price Item Relationship screen	Price Item Relationship on page 156
Assigned Price Items zone	Assigned Price Items on page 156

Filtering Price Items Associated to a Parent Price Item or Added to a Price Item Bundle

Prerequisites

To filter price items associated to a parent price item or added to a price item bundle, you should have:

- Parent price item or price item bundle associated with the division to which the user belongs

Procedure

To filter price items associated to a parent price item or added to a price item bundle:

1. Search for the parent price item or price item bundle in the **Price Item** screen.
2. In the **Search Results** section, click the **Price Item Relationship** (☰) icon in the **Price Item Relationship** column corresponding to the parent price item or price item bundle whose details you want to view.
The **Price Item Relationship** screen appears.
3. Click the **Add/Edit** link in the upper right corner of the **Assigned Price Items** zone.
The **Price Item Relationship** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Parent Price Item	Displays the parent price item or price item bundle code.	Not applicable
Price Item	Used to search a particular price item.	No
Description	Used to search price items with a particular description.	No
Effective Start Date	Used to search price items which are associated to the parent price item or added to the price item bundle from a particular date onwards.	No
Relationship Type	Used to search price items which are related to the parent price item or price item bundle using a particular relationship type. The valid values are: <ul style="list-style-type: none"> • Bundle • Denominator • Numerator • Other • Price Item • Service • Service Group 	No

Note: You must specify at least one search criterion while filtering price items associated to a parent price item or added to a price item bundle.


4. Enter the search criteria in the **Price Item Relationship** screen.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

The search results are filtered based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Price Item	Indicates the price item associated with the parent price item or added to the price item bundle.

Column Name	Column Description
Relationship Type	Indicates how the price item is related to the parent price item or price item bundle. The valid values are: <ul style="list-style-type: none"> • Bundle • Denominator • Numerator • Other • Price Item • Service • Service Group
Effective Start Date	Displays the date from when the price item is associated with the parent price item or added to the price item bundle.
Effective End Date	Displays the date till when the price item is associated with the parent price item or added to the price item bundle.
Price Item Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this field is controlled by the display order (which is defined while associating a parameter with a price item). <p>Note:</p> <p>This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <p>This column does not appear when you are viewing price items added to ratio and phantom price item bundles.</p>
Characteristics	On clicking the Add  icon, you can define bundle-specific characteristics for the price item.

Related Topics

For more information on...	See...
How to search for a parent price item or price item bundle	Searching for a Price Item or Price Item Bundle on page 134
How to define bundle-specific characteristics for a price item	Defining Bundle-Specific Characteristics for a Price Item on page 162

Price Item Assignments

The **Price Item Assignments** screen allows you to view all the price item assignments for a particular price item. It also allows you to view the active price lists where price item is assigned. This screen consists of the following zones:

- [Active Price Lists where Price Item is Assigned](#) on page 166
- [Persons to whom Price Item is Assigned](#) on page 166
- [Accounts where Price Item is Assigned](#) on page 167

Active Price Lists where Price Item is Assigned

The **Active Price Lists where Price Item is Assigned** zone displays the details of the active price lists where price item is assigned. This zone contains the following fields:

Field Name	Field Description
Price List Information	Displays the information about the price list. Note: It has a link. On clicking the link, the Price List screen appears with the details of the respective price list.
Effective Start Date	Displays the start date from when the price list is effective.
Effective End Date	Displays the end date till when the price list is effective.
Availability Start Date	Displays the date from when the price list is available for assignment.
Availability End Date	Displays the date till when the price list is available for assignment.

Related Topics

For more information on...	See...
How to search for a price item	Searching for a Price Item or Price Item Bundle on page 134
How to view the accounts and persons where price item is assigned	Viewing Accounts, Persons, and Price Lists where Price Item is Assigned on page 167

Persons to whom Price Item is Assigned

The **Persons to whom Price Item is Assigned** zone displays the details of the persons to whom price item is assigned. This zone contains the following fields:

Field Name	Field Description
Person ID	Displays the person ID.
Person Information	Displays information about the person. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Price Assignment Start Date	Displays the price assignment start date.
Price Assignment End Date	Displays the price assignment end date.
Division	Displays the division to which the person belongs.
Price Assignment ID	Displays the price assignment ID.

Related Topics

For more information on...	See...
How to search a price list	Searching for a Price List on page 172

For more information on...	See...
How to view accounts and persons where price item is assigned	Viewing Accounts, Persons, and Price Lists where Price Item is Assigned on page 167

Accounts where Price Item is Assigned

The **Accounts where Price Item is Assigned** zone displays the details of the accounts where price item is assigned. This zone contains the following fields:

Field Name	Field Description
Account ID	Displays the account ID.
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Price Assignment Start Date	Displays the price assignment start date.
Price Assignment End Date	Displays the price assignment end date.
Division	Displays the division to which the account belongs.
Price Assignment ID	Displays the price assignment ID.

Related Topics

For more information on...	See...
How to search for a price item	Searching for a Price Item or Price Item Bundle on page 134
How to view the accounts and persons where price item is assigned	Viewing Accounts, Persons, and Price Lists where Price Item is Assigned on page 167

Viewing Accounts, Persons, and Price Lists where Price Item is Assigned


Prerequisites

To view accounts, persons, and price lists where price item is assigned, you should have:

- Price item assigned to the accounts, persons, and price lists

Procedure

To view accounts, persons, and price lists where price item is assigned:

1. Search for the price item in the **Price Item** screen.
2. In the **Search Results** section, click the **Assigned To** () icon in the **Assigned To** column corresponding to the price item whose details you want to view.
The **Price Item Assignments** screen appears.
3. View the accounts where price item is assigned in the **Accounts where Price Item is Assigned** zone.
4. View the persons where price item is assigned in the **Person to whom Price Item is Assigned** zone.
5. View the price lists where price item is assigned in the **Active Price Lists where Price Item is Assigned** zone.

Related Topics

For more information on...	See...
How to search price item	Searching for a Price Item or Price Item Bundle on page 134
Price Item Assignments Screen	Price Item Assignments on page 165

Price List

A price list allows you to define standard prices for a group of price items. In other words, a price list is a rate card for price items or services which are offered to the accounts or persons. You can create more than one price list. For example, you can create a price list for large, medium-sized, and small customers. You can also create a set of price lists for different regions. You can define two types of price lists — **Standard** and **Promotional**. You can also set eligibility criteria for the price list with effective start date, end date, and description. At present, there is no functionality associated with the price list type. The implementation team can use the price list type to define the custom logic as per the business requirements.

A price list and price item pricing within the price list are effective for a particular duration. You can define multiple pricing for the same price item and variance parameter or product parameters combination within a price list only when the price item pricing date range is different. You can assign the same price item in multiple price lists and define different pricing for the price item in each price list based on the business requirements.

The system enables you to specify the duration for which the price list is available for assignment to an account or a person. However, note that at present, the availability start and end dates are not used in the product while assigning a price list to an account or a person. If required, the implementation team can build the custom logic using the availability start and end dates in the product.

Once you create a price list, you have to assign price items to the price list and define pricing for each price item assigned to the price list. The price lists are then assigned to accounts or persons to indicate the prices that will be charged for various price items or services offered to them. You can assign multiple price lists to an account or a person for an overlapping date range. But, you need to specify the priority or order for the price list in which the pricing from the price list should be considered. You can also assign the same price list to multiple accounts or persons.

You can define whether the account or person can avail the price item pricing listed on the parent or grandparent price list if it is not available on the assigned price list. In other words, you can define whether the account or person can inherit price item pricing from the price list hierarchy.

The system allows you to create the following:

- **Default Price List** – You can create a price list and set it as a default price list for a particular division. To define a default price list for a division, you need to set the value for the **Default Price List ID** parameter in the price assignment search algorithm which is attached to the division. If the effective price item pricing is not available at any level in the customer hierarchy, the system checks whether the default price list is specified in the price assignment search algorithm. If the default price list is specified in the algorithm, the system checks whether effective price item pricing is available in the default price list and accordingly uses the price item pricing. You can have the same price list as a the default price list for multiple divisions.
- **Global Price List** – You can create one global price list in the system. It is used only when the price item pricing is not available at any level in the customer hierarchy and in the default price list associated with the division. You can assign only those price items in the global price list whose the **Global Price List** option is set to **Yes**. The global price list is used while searching an effective price item pricing only when the **Global Price List** parameter in the price assignment search algorithm (attached to the division) is set to **Y**. Finally, if the effective price item pricing is not available in the default and/or global price list, an error message occurs indicating that the effective price item pricing is not available in the system.
- **Template Price List** – You can define a template price list and assign template price item pricing to a template price list. You cannot assign template price list to an account or a person. You can only create a copy of a template

price item pricing which is assigned to a template price list. Once you create a copy of the template price item pricing, you can save the new price item pricing in either **Active** or **Proposed** status.

The **Price List** screen allows you to search for a price list using various search criteria. It also allows you to create a price list. This screen consists of the following zones:

- [Search Price List](#) on page 169
- [Price List Price Items](#) on page 171

Search Price List

The **Search Price List** zone allows you to search for a price list using various search criteria. This zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:





Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search a price list.	Yes
Price List ID	Used to search price lists with a particular ID	No
Price List Description	Used to search price lists with a particular description.	No
Effective Start Date	Used to search price lists which are effective from a particular date.	No
Effective End Date	Used to search price lists which are effective till a particular date.	No
Price List Type	Used to search a particular type of price lists. The valid values are: <ul style="list-style-type: none"> • Standard • Promotional Note: By default, the Standard option is selected.	No
Global Price List	Used to indicate whether you want to search global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No
Availability Start Date	Used to search price lists which are available for assignment from a particular date. Note: This field appears only when the Advanced Search link is clicked.	No
Availability End Date	Used to search price lists which are available for assignment till a particular date. Note: This field appears only when the Advanced Search link is clicked.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	Used to search price lists with a particular status. The valid values are: <ul style="list-style-type: none"> • Active • Proposed • Template Note: This field appears only when the Advanced Search link is clicked.	No
Division	Used to search price lists which are associated with a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Parent Price List ID	Used to search price lists which can inherit pricing from a particular parent price list. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price List Search window appears. This field appears only when the Advanced Search link is clicked.	No
Parent Price List Effective Date	Used to search price lists which can inherit pricing from a parent price list on a particular date. Note: This field appears only when the Advanced Search link is clicked.	No

Note: You must specify at least one search criterion while searching for a price list.

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Price List Information	Displays the concatenated string consisting of price list information and price list ID which are separated by a colon (:). Note: It has a link. On clicking the link, the Price List screen appears with the details of the respective price list.
Status	Indicates the status of the price list. The valid values are: <ul style="list-style-type: none"> • Active • Proposed • Template
Effective Start Date	Displays the date from when the price list is effective.
Effective End Date	Displays the date till when the price list is effective.

Column Name	Column Description
Availability Start Date	Displays the date from when the price list is available for assignment to an account or a person.
Availability End Date	Displays the date till when the price list is available for assignment to an account or a person.
Copy	On clicking the Copy () icon, the Copy Price List screen appears where you can create a new price list using an existing price list.
Price List Pricing	On clicking the Price List Pricing () icon, the Price List Price Item Pricing screen appears where you can view price list price items and assign price items.
Price List Assigned To	On clicking the Price List Assigned To () icon, the Price List Assignments screen appears where you can view the details of the price list assigned.
Eligible Accounts/ Persons	On clicking the Eligible Accounts/Persons () icon, the Persons and Accounts Eligible for Price List Assignment screen appears where you can view the details of the price list and can also search for eligible accounts and persons to be assigned to the price list.

Note: However, when you search for a price list by specifying the date (which can be current, past or future date) in the **Parent Price List Effective Date** field, the system retrieves the price lists that meet the search criteria along with the details of the parent price list that is effective on that date.

By default, the **Filter** area is visible. You can hide the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

The **Price List Price Items** zone appears on clicking the broadcast **Broadcast** () icon corresponding to the price list.

Related Topics

For more information on...	See...
Price List Price Items zone	Price List Price Items on page 187
How to search for a price list	Searching for a Price List on page 172
How to view price items assigned to a price list	Viewing Price Items Assigned to a Price List on page 173
How to view the details of a price list	Viewing the Price List Details on page 181
How to copy a price list	Copying a Price List on page 180
How to view price list price items and assign price items	Price List Price Item Pricing on page 186
How to view the details of the price list assigned	Price List Assignments on page 217
How to search for eligible accounts and persons to be assigned to the price list.	Persons and Accounts Eligible for Price List Assignment on page 219

Price List Price Items

The **Price List Price Items** zone lists price items that are assigned to the price list. You will not find any records in this zone if the price list does not have any price items assigned to it. This zone contains the following columns:

Column Name	Column Description
Pricing Information	Displays the concatenated string consisting of pricing information and pricing ID which are separated by a colon (:) for the price list. Note: It has a link. On clicking the link, the View Price Item Pricing window appears with the details of the respective pricing.
Pricing Parameters	Used to specify multiple parameters based on which you want to determine the pricing utilization. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARAM_FLG) feature configuration is set to True .
Pricing Status	Displays the status of pricing for the price item. The valid values are: <ul style="list-style-type: none"> Active Inactive
Effective Start Date	Displays the date from when the price item pricing is effective for the price list.
Effective End Date	Displays the date till when the price item pricing is effective for the price list.
Price Assignment Type	Indicates the type of the price item pricing. The valid values are: <ul style="list-style-type: none"> Regular Post Processing Post Processing – Invoice Based Post Processing – Price Item Based Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .

By default, the **Price List Price Items** zone does not appear in the **Price List** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the price list in the **Search Price List** zone.

You can filter the list using various search criteria (such as, **Price Item** and **Effective Start Date**) available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** (🔍) icon in the upper right corner of this zone.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to view price items assigned to a price list	Viewing Price Items Assigned to a Price List on page 173
How to remove a price item from the price list	Removing a Price Item from a Price List on page 194
How to view price item pricing for the price list	View Price Item Pricing

Searching for a Price List

Prerequisites

To search for a price list, you should have:

- Divisions defined in the application
- Price list associated with the division to which the user belongs

Procedure

To search for a price list:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Pricing Management** and then click **Price List**.
A sub-menu appears.
3. Click the **Search** option from the **Price List** sub-menu.

The **Price List** screen appears.

4. Enter the search criteria in the **Search Price List** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of price lists that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Price List screen	Price List on page 181
Search Price List zone	Search Price List on page 169

Viewing Price Items Assigned to a Price List

Prerequisites

To view price items assigned to a price list, you should have:

- An algorithm defined using the **C1-PLPINFO** algorithm type and attached to **Pricelist Products Assignment Information** system event in the **Algorithms** tab of the **Installation Options – Framework** screen

Procedure

To view price items assigned to a price list:

1. Search for the price list in the **Price List** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the price list whose price items you want to view.

The **Price List Price Items** zone appears.

3. View the price items that are assigned to the price list in the **Price List Price Items** zone.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
Price List Price Items zone	Price List Price Items on page 171

Creating a Price List

Procedure

To create a price list:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Pricing Management** and then click **Price List**.
A sub-menu appears.
3. Click the **Add** option from the **Price List** sub-menu.

The **Price List** screen appears. It consists of the following sections:

- **Main** – Used to specify basic details about the price list.
- **Hierarchy** – Used to define parent price list for the price list for a particular duration.
- **Divisions** – Used to associate price list with one or more divisions.
- **Eligibility Criteria** – Used to define eligibility criteria for price list.
- **Characteristics** – Used to define characteristics for the price list.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price List Description	Used to specify the description for the price list.	Yes
Effective Start Date	Used to specify the date from when the price list is effective. Note: By default, the current date appears in this field.	Yes
Effective End Date	Used to specify the date till when the price list is effective. Note: The effective end date cannot be earlier than the effective start date.	No
Price List Type	Used to indicate the type of the price list. The valid values are: <ul style="list-style-type: none"> • Standard • Promotional Note: By default, the value is set to Standard .	Yes
Global Price List	Used to indicate whether the price list is a global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No 	Yes

Field Name	Field Description	Mandatory (Yes or No)
Availability Start Date	Used to the specify the date from when the price list is available for assignment to an account or a person. Note: At present, the availability start date is not used in the price item while assigning a price list to an account or a person. It is available for future use.	No
Availability End Date	Used to the specify the date till when the price list is available for assignment to an account or a person. Note: The availability end date cannot be earlier than the availability start date. At present, the availability end date is not used in the price item while assigning a price list to an account or a person. It is available for future use.	No
Validity Period (in Days)	Used to specify the period in days for which the price list is valid. It is used to calculate price list assignment validity end date while assigning the price list to an account or a person.	No
Status	Used to indicate the status of the price list. The valid values are: <ul style="list-style-type: none"> • Active – Used to indicate that the price list is used for billing. • Proposed – Used to indicate that the price list is used for quotations. • Template – Used to indicate that the price list is a template price list. Note: By default, the value is set to Active .	Yes

Tip: Alternatively, you can access the **Price List** screen by clicking the **Add** button in the **Page Title** area of the **Price List** screen.

4. Enter the required details in the **Main** section.

Note: By default the **Main** section is displayed.

5. Click the **Show All** link from the **Section** to view all the sections and define or associate the following:

- Define parent price list for the price list, if required.
- Associate price list with one or more divisions, if required.
- Define eligibility criteria for the price list, if required.
- Define characteristics for the price list, if required.

6. Click **Save**.

Note: The price list ID is generated automatically when the price list is created.

Related Topics

For more information on...	See...
Price List screen	Price List on page 181

For more information on...	See...
Price List search screen	Price List on page 168
How to define the price list hierarchy	Defining the Price List Hierarchy on page 176
How to define characteristics for a price list	Defining Characteristics for a Price List on page 177
How to associate a price list with a division	Associating a Price List with a Division on page 178
How to define eligibility criteria for the price list	Defining Eligibility Criteria for a Price List on page 179

Defining the Price List Hierarchy

Oracle Revenue Management and Billing allows you to define the price list hierarchy. It helps you to inherit the price item pricing from the parent price list if the price item pricing is not available in the price list (assigned to the account, person, or parent person). And, if the price item pricing is not available in the parent price list, the system will search for the price item pricing in the parent's parent price list (i.e. in the grandparent price list) and continue till it reaches the last level in the hierarchy.

In other words, when you define the price list hierarchy and assign the price list to an account or a person, the account or person can avail the price item pricing listed on the parent or grandparent price list if it is not available on the assigned price list. However, if the price item pricing is available on both the assigned and parent price lists, the system derives the price item pricing from the assigned price list.

You can define multiple parent price lists for a price list. But, only one parent price list is effective for a particular duration. Two or more price lists can have the same parent price list.

Procedure

To define the price list hierarchy:

1. Click the **Hierarchy** or **Show All** link from the **Section** in the **Price List** window when you are creating or editing a price list.

The **Hierarchy** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Parent Price List Effective From Date	Used to specify the date from when the price list can inherit pricing from the parent price list.	Yes (Conditional) Note: This field is required when you are defining a parent price list for the price list.
Parent Price List Effective To Date	Used to specify the date till when the price list can inherit pricing from the parent price list. Note: The effective to date cannot be earlier than the effective from date and later than price list effective end date.	No
Parent Price List ID	Used to specify the ID of the parent price list. Note: On specifying the ID for a parent price list, the description of the parent price list appears corresponding to the Parent Price List ID field. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price List Search window appears.	Yes (Conditional) Note: This field is required when you are defining a parent price list for the price list.

2. Enter the required details in the **Hierarchy** section.

Note: You can search for a price list by clicking the **Search** (🔍) icon corresponding to the **Parent Price List ID** field.

3. If you want to define more than one parent price list for the price list, click the **Add** (+) icon and then repeat step 2.

Note:

You can define multiple parent price lists for a price list. But, only one parent price list is effective for a particular duration. Also, while defining parent price list for a price list, you can only specify a price list which is effective during the specified duration.

If you want to remove a parent price list from the price list hierarchy, click the **Delete** (🗑️) icon corresponding to the parent price list.

4. Click **Save**.

The parent price lists are defined for the price list.

Related Topics

For more information on...	See...
How to create a price list	Creating a Price List on page 174
How to edit a price list	Editing a Price List on page 184

Defining Characteristics for a Price List

Prerequisites

To define characteristics for a price list, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Price List**)

Procedure

To define characteristics for a price list:

1. Click the **Characteristics** or **Show All** link from the **Section** in the **Price List** window when you are creating or editing a price list.

The **Characteristics** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the price list.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price list.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Price List .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price list.

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price list.

- Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one characteristic for the price list, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the price list, click the **Delete** (🗑️) icon corresponding to the characteristic.

- Click **Save**.

The characteristics are defined for the price list.

Related Topics

For more information on...	See...
How to create a price list	Creating a Price List on page 174
How to edit a price list	Editing a Price List on page 184

Associating a Price List with a Division

You can assign a price list only to those accounts or persons which belong to the division to which the price list is associated. Therefore, you need to associate the price list with appropriate divisions.

Prerequisites

To associate a price list with a division, you should have:

- Divisions defined in the application

Procedure

To associate a price list with a division:

- Click the **Divisions** or **Show All** link from the **Section** in the **Price List** window when you are creating or editing a price list.

The **Divisions** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to indicate the division to which you want to associate the price list. Note: You can only view those divisions to which you have access in the Division list.	No

- Select the required division from the list.

- If you want to associate the price list with more than one division, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove the price list from a division, click the **Delete** (🗑️) icon corresponding to the division.

- Click **Save**.

The price list is associated with the divisions.

Tip: Alternatively, you can associate a price list with a division using the **Division** screen.

Related Topics

For more information on...	See...
How to create a price list	Creating a Price List on page 174
How to edit a price list	Editing a Price List on page 184

Defining Eligibility Criteria for a Price List

Prerequisites

To define eligibility criteria for a price list, you should have:

- The **Parameter Available For** section is updated with check box – Price List Eligibility Criteria selected while defining the parameter

Procedure

To define eligibility criteria for a price list:

- Click the **Eligibility Criteria** or **Show All** link from the **Section** in the **Price List** window when you are creating or editing a price list.

The **Eligibility Criteria** section appears. It contains the following fields:

Column Name	Column Description	Mandatory (Yes or No)
Criteria	On clicking the Add (📄+) icon, you can associate eligibility-criteria of parameter for the price list.	Yes (Conditional)
Effective Start Date	Used to specify the date from when the criteria is effective for the price list.	Yes (Conditional)
Effective End Date	Used to specify the date till when the criteria is effective for the price list.	Yes (Conditional)
Description	Used to specify the description for the criteria type.	No

- Enter the required details in the **Eligibility Criteria**
- If you want to define more than one eligibility criteria for the price list, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove the eligibility criteria, click the **Delete** (🗑️) icon corresponding to the criteria.

- Associate eligibility-criteria of parameter for the price list, if required.
- Click **Save**.

The eligibility criteria are defined for the price list.

Related Topics

For more information on...	See...
How to create a price list	Creating a Price List on page 174
How to edit a price list	Editing a Price List on page 184
How to associate eligibility-criteria of parameter for a price list	Associating Eligibility-Criteria of Parameters for a Price List

Copying a Price List**Prerequisites**

To copy a price list, you should have:

- Price list (whose copy you want to create) defined in the application
- Price list (whose copy you want to create) associated with the division to which the user belongs

Procedure

To copy a price list:

1. Search for the price list in the **Price List** screen.
2. In the **Search Results** section, click the **Copy** () icon in the **Copy** column corresponding to the price list using which you want to create a new price list.

The **Price List** window appears. It contains the following sections:

- **Main** – Used to specify basic details about the price list.
 - **Hierarchy** – Used to define parent price list for the price list for a particular duration.
 - **Divisions** – Used to associate price list with one or more divisions.
 - **Eligibility Criteria** – Used to define eligibility criteria for price list.
 - **Characteristics** – Used to define characteristics for the price list.
3. Enter the required details in the **Main** section.
 4. Add, edit, or remove the parent price list details in **Hierarchy** section, if required.
 5. Add, edit, or remove the details in the **Divisions** section, if required.
 6. Add, edit, or remove the price list eligibility criteria and parameter eligibility-criteria for price list in the **Eligibility Criteria** section, if required.
 7. Add, edit, or remove the details in the **Characteristics** section, if required.
 8. Click **Save**.

Note: The price list ID is generated automatically when the price list is created.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
How to create a price list	Creating a Price List on page 174
How to edit a price list	Editing a Price List on page 184

Viewing the Price List Details

Procedure

To view the details of a price list:

1. Search for the price list in the **Price List** screen.
2. In the **Search Results** section, click the link in the **Price List Information** column corresponding to the price list whose details you want to view.

The **Price List** screen appears. It contains the following tab:

- **Main** – Displays information about the price list. It contains the following zones:
 - **Price List** – Displays the basic details of the price item or price item bundle.
 - **Eligibility Criteria** – Lists the eligibility criteria to which the price list is associated.
- 3. View the details of the price list in the **Price List** screen.
- 4. View the eligibility criteria to which the price list is associated in the **Eligibility Criteria** zone.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
Price List screen	Price List on page 181

Price List

The **Price List** screen allows you to view the details of a price list. It also allows you to edit a price list. It consists of the following tab:

- **Main** – Displays information about the price list. It contains the following zones:
 - **Price List** – Displays the details of the price list.
 - **Eligibility Criteria** – Displays the eligibility criteria for the price list.

Price List

The **Price List** zone displays the details of the price list. This zone contains the following sections:

- **Main** – This section provides basic information about the price list. It contains the following fields:

Field Name	Field Description
Price List ID	Displays the price list ID.
Price List Description	Displays the description for the price list.
Effective Start Date	Displays the date from when the price list is effective.
Effective End Date	Displays the date till when the price list is effective.
Price List Type	Indicates the type of the price list. The valid values are: <ul style="list-style-type: none"> • Standard • Promotional

Field Name	Field Description
Global Price List	Indicates whether the price list is a global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No
Availability Start Date	Displays the date from when the price list is available for assignment to an account or a person.
Availability End date	Displays the date till when the price list is available for assignment to an account or a person.
Validity Period (in Days)	Displays the period in days for which the price list is valid. It is used to calculate price list assignment validity end date while assigning the price list to an account or a person.
Status	Indicates the status of the price list. The valid values are: <ul style="list-style-type: none"> • Active – Indicates that the price list is used for billing. • Proposed – Indicates that the price list is used for quotations. • Template – Indicates that the price list is a template price list.

- **Hierarchy** – This section displays the parent price list for a particular duration. It contains the following columns:

Column Name	Column Description
Parent Price List ID	Displays the ID of the parent price list.
Parent Price List Effective From Date	Displays the date from when the price list can inherit pricing from the parent price list.
Parent Price List Effective To Date	Displays the date till when the price list can inherit pricing from the parent price list.

- **Divisions** – This section displays the price list with one or more divisions. It contains the following column:

Column Name	Column Description
Division	Displays the division to which you want to associate the price list. Note: It has a link. On clicking the link, the Division screen appears with the details of the respective division.

- **Characteristics** – This section displays characteristics for the price list. It contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the characteristic is effective for the price list.
Characteristic Type	Displays the characteristic type.
Characteristic Value	Displays the value for the characteristic type.

- **Record Actions** – This section contains the following button:

Button Name	Button Description
Edit	Used to edit the details of the price list.

- **Record Information** – This section contains the following fields:

Field Name	Field Description
Business Object	<p>Indicates the business object using which the price list is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application.</p> <p>Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.</p>

Related Topics

For more information on...	See...
Price List screen	Price List on page 181
How to edit a price list	Editing a Price List on page 184

Eligibility Criteria

The **Eligibility Criteria** zone displays the eligibility criteria of the price list. It contains the following columns:

Field Name	Field Description
Effective Start Date	Displays the date from when the criteria is effective for the price list.
Effective End Date	Displays the date till when the criteria is effective for the price list.
Description	Displays the description for the criteria type.
Sequence Number	Indicates the order in which the price list eligibility criteria should be executed.
Parameter	Indicates the parameter (on the left hand side) is used in the pricing eligibility criteria.
Operator	Displays the relational operator to define the relation between the parameter name and value.
Parameter Value Type	Indicates whether the parameter (on the left hand side) must be compared against another parameter (on the right hand side) or directly against a parameter value.
Parameter	Indicates the parameter (on the right hand side) against which you want to compare the parameter (on the left hand side).
Parameter Value	Indicates the parameter value against which you want to compare the parameter (on the left hand side).
Is True	<p>Indicates what happens when the condition is true (satisfied). The valid values are:</p> <ul style="list-style-type: none"> • Check Next Condition – Indicates that the condition with consecutive sequence number should be executed. • Rule Is False – Indicates that the action specified in the Rule False Action field should be executed • Rule Is True – Indicates that the action specified in the Rule True Action field should be executed.

Field Name	Field Description
Is False	<p>Indicates what happens when the condition is false (not satisfied). The valid values are:</p> <ul style="list-style-type: none"> • Check Next Condition – Indicates that the condition with consecutive sequence number should be executed. • Rule Is False – Indicates that the action specified in the Rule False Action field should be executed • Rule Is True – Indicates that the action specified in the Rule True Action field should be executed.
Is Insufficient	<p>Indicates what happens when the data is insufficient. The valid values are:</p> <ul style="list-style-type: none"> • Check Next Condition – Indicates that the condition with consecutive sequence number should be executed. • Rule Is False – Indicates that the action specified in the Rule False Action field should be executed • Rule Is True – Indicates that the action specified in the Rule True Action field should be executed.

Related Topics

For more information on...	See...
Price List screen	Price List on page 181

Editing a Price List

Procedure

To edit a price list:

1. Search for the price list in the **Price List** screen.
2. Click the **Edit** button in the **Record Actions** section.

The **Price List** window appears. It consists of the following sections:

- **Main** – Used to specify basic details about the price list.
- **Hierarchy** – Used to define parent price list for the price list for a particular duration.
- **Divisions** – Used to associate price list with one or more divisions.
- **Eligibility Criteria** – Used to define eligibility criteria for price list.
- **Characteristics** – Used to define characteristics for the price list.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price List Description	Used to specify the description for the price list.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Effective Start Date	Used to specify the date from when the price list is effective. Note: The system will not allow you to change the effective start date when: <ul style="list-style-type: none"> • There is a price item assigned to the price list on that date. • The price list is assigned to an account or a person on that date. 	Yes
Effective End Date	Used to specify the date till when the price list is effective. Note: The effective end date cannot be earlier than the effective start date.	No
Price List Type	Used to indicate the type of the price list. The valid values are: <ul style="list-style-type: none"> • Standard • Promotional 	Yes
Global Price List	Used to indicate whether the price list is a global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No 	Yes
Availability Start Date	Used to the specify the date from when the price list is available for assignment to an account or a person. Note: At present, the availability start date is not used in the product while assigning a price list to an account or a person. It is available for future use.	No
Availability End Date	Used to the specify the date till when the price list is available for assignment to an account or a person. Note: The availability end date cannot be earlier than the availability start date. At present, the availability end date is not used in the product while assigning a price list to an account or a person. It is available for future use.	No
Validity Period (in Days)	Used to specify the period in days for which the price list is valid. It is used to calculate price list assignment validity end date while assigning the price list to an account or a person.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	<p>Used to indicate the status of the price list. The valid values are:</p> <ul style="list-style-type: none"> • Active – Used to indicate that the price list is used for billing. This value appears only when you are editing a proposed price list • Proposed – Used to indicate that the price list is used for quotations. • Template – Used to indicate that the price list is a template price list. <p>Note: You cannot change the status of an active and template price list.</p>	Yes

3. Modify the details in the **Main** section, if required.

Note: By default the **Main** section is displayed.

4. Click the **Show All** link from the **Section** to view all the sections and define or associate the following:

- Add, edit or remove parent price list from the price list hierarchy, if required.
- Associate or remove the price list from the divisions, if required.

Note: You can only view those divisions to which you have access in the **Division** list. If the price list is associated to a division to which you do not have access, then the division is grayed out.

- Define, edit, or remove eligibility criteria from the price list, if required
- Define, edit, or remove characteristics from the price list, if required.

5. Click **Save**.

The changes made to the price list are saved.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
How to define the price list hierarchy	Defining the Price List Hierarchy on page 176
How to define characteristics for a price list	Defining Characteristics for a Price List on page 177
How to associate a price list with a division	Associating a Price List with a Division on page 178
How to define eligibility criteria for the price list	Defining Eligibility Criteria for a Price List on page 179

Price List Price Item Pricing

Once a price list is created, you can either assign a price item to the price list and then define pricing for the price item, or you can copy an existing price item pricing and assign it to the price list. The **Price List Price Item Pricing** screen allows you to:



- View and filter the price items that are assigned to the price list
- Search and assign price items to the price list
- Copy a price item pricing and assign it to the price list

This screen consists of the following zones:

- [Price List Price Items](#) on page 187
- [Search Price Item](#) on page 188

Price List Price Items

The **Price List Price Items** zone lists price items that are assigned to the price list. You will not find any records in this zone if the price list does not have any price items assigned to it. This zone contains the following columns:

Column Name	Column Description
Pricing Information	Displays the details of price item pricing.
Pricing Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this column is controlled by the display order (which is defined while associating a parameter with a price item). Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Pricing Status	Indicates the status of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template
Effective Start Date	Displays the date from when the price item pricing is effective for the price list.
Effective End Date	Displays the date till when the price item pricing is effective for the price list.
Price Assignment Type	Indicates the type of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Edit	On clicking the Edit () icon, you can edit the price item from the price list.
Delete	On clicking the Delete () icon, you can remove the price item from the price list. Note: The Delete icon appears in this column only when the price list is not yet assigned to any account or person. This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .

You can filter the list using various search criteria (such as, **Price Item** and **Effective Start Date**) available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** (🔍) icon in the upper right corner of this zone.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to edit a price item from the price list	Editing a Price Item Pricing on page 289
How to remove a price item from the price list	Removing a Price Item from a Price List on page 194

Search Price Item

You can assign a price item or price item bundle to a price list and then define pricing for the price item or price item bundle, or you can copy an existing price item pricing and assign it to a price list. The **Search Price Item** zone allows you to search for a price item pricing which is assigned to an account, person, or a price list. You can then create a new price item pricing using an existing price item pricing through copying the price item pricing. Once you create a copy of an existing price item pricing, the new price item pricing is assigned to the price list. On copying a price item pricing, the pricing details including the price components, eligibility and tiering criteria for each price component, and characteristics are copied to the new price item pricing. You can then edit the details, if required.

The system allows you to create a copy of active, proposed, inactive, rejected, and template price item pricing. Once you create the copy of a template price item pricing, you can save the new price item pricing in either **Active** or **Proposed** status.

The **Search Price Item** zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search price item, pricing assigned to price list and override pricing for an account, or person. The valid values are: <ul style="list-style-type: none"> • Price Item • Price list Pricing • Account Override Pricing • Person Override Pricing 	Yes
Price Item	Used to search a particular price item or price item bundle.	No
Description	Used to search price items or price item bundles with a particular description. Note: This field appears only when you select the Price Item option from the Search By list.	No
Global Price List	Used to search price items or price item bundles which can be assigned to a global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

Field Name	Field Description	Mandatory (Yes or No)
Bundle	Used to indicate whether you want to search for price item bundles. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No
Price List ID	Used to search pricing of price items or price item bundles which are assigned to a particular price list. Note: This field appears only when you select the Price List Pricing option from the Search By list.	No
Effective Start Date	Used to search price item pricing on price lists which are effective from a particular date onwards. Note: This field appears only when you select the Price List Pricing , Account Override Pricing , or Person Override Pricing option from the Search By list.	No
Effective End Date	Used to search price item pricing on price lists which are effective till a particular date. Note: This field appears only when you select the Price List Pricing , Account Override Pricing , or Person Override Pricing option from the Search By list.	No
Pricing Status	Used to search price item pricing with a particular status. The valid values are: <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template Note: This field appears only when you select the Price List Pricing , Account Override Pricing , or Person Override Pricing option from the Search By list.	No
Price Assignment Type	Used to search a particular type of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based Note: This field appears only when you select the Price List Pricing , Account Override Pricing , or Person Override Pricing option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Account ID	Used to search pricing of price items or price item bundles which are assigned to a particular account. Note: This field appears only when you select the Account Override Pricing option from the Search By list.	Yes
Person ID	Used to search pricing of price items or price item bundles which are assigned to a particular person. Note: This field appears only when you select the Person Override Pricing option from the Search By list.	Yes

Note:

You must specify at least one search criterion while searching for a price item or price item bundle.

You can search for an account, person by clicking the **Search** (🔍) icon corresponding to the respective field.

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The search results include only those price items or price item bundles that are associated with the division to which the price list belongs. It may also include price items or price item bundles that are already assigned to the price list in case those price items or price item bundles match the search criteria.

The **Search Results** section contains the following columns:

Column Name	Column Description
Assign	On clicking the Assign (📄) icon, the Price Item Pricing screen appears where you can define a new price item pricing.
Price Item Information	Displays details of the price item or price item bundle. Note: It has a link. On clicking the link, the Price Item screen appears with the details of the respective price item or price item bundle.
Copy	On clicking the Copy (📄) icon, the Price Item Pricing screen appears where you can define a new price item pricing using an existing price item pricing.
Pricing Information	Displays details of the price item pricing. Note: It has a link. On clicking the link, the View Price Item Pricing window appears with the details of the respective price item pricing.

Column Name	Column Description
Account Information	<p>Indicates the account to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Account Override Pricing option from the Search By list.</p> <p>It has a link. On clicking the link, the Account screen appears with the details of the respective account.</p> <p>The account information string appears only when an algorithm defined using the C1-AC-INFO algorithm type is attached to the Account Information system event in the Algorithms tab of the Installation Options – Framework screen.</p>
Person Information	<p>Indicates the person to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Person Override Pricing option from the Search By list.</p> <p>It has a link. On clicking the link, the Person screen appears with the details of the respective person.</p> <p>The person information string appears only when an algorithm defined using the PERS-INFO algorithm type is attached to the Person Information system event in the Algorithms tab of the Installation Options – Framework screen.</p>
Price List Information	<p>Indicates the price list to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Price List Pricing option from the Search By list.</p> <p>It has a link. On clicking the link, the Price List screen appears with the details of the respective person.</p>
Variance Parameter	<p>Indicates the variance parameter which is used for defining the price item pricing.</p> <p>Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>
Pricing Parameters	<p>Displays a comma-separated list of parameter values. The order in which parameter values appear in this column is controlled by the display order (which is defined while associating a parameter with a price item or price item bundle).</p> <p>Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p>
Effective Start Date	Displays the date from when the price item pricing is effective.
Effective End Date	Displays the date till when the price item pricing is effective.

Column Name	Column Description
Pricing Currency	Indicates the currency in which the price item pricing is defined.
Pricing Status	Indicates the status of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template
Rate Schedule	Indicates the rate schedule which is used for defining the price item pricing.
Price Assignment Usage	Indicates whether the price item pricing is applicable to all customers or only to new customers. The valid values are: <ul style="list-style-type: none"> • AC • NC
Price Assignment Type	Indicates the type of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based <p>Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>
Price Item	Displays the price item or price item bundle code. Note: It has a link. On clicking the link, the Price Item Pricing screen appears where you can define the pricing for the respective price item or price item bundle.
Description	Displays the description of the price item or price item bundle.
Global Price List	Indicates whether the price item or price item bundle can be assigned to a global price list. The valid values are: <ul style="list-style-type: none"> • Y • N
Unit of Measure	Indicates the unit of measure associated with the price item or price item bundle.
Bundle	Indicates whether the price item is a bundle or not. The valid values are: <ul style="list-style-type: none"> • Y • N
Owner ID	Displays the ID of the person for whose account the price list is created.
Party ID	Displays the third party ID.

Column Name	Column Description
Price List ID	Indicates the price list to which the price item pricing is assigned. Note: This column appears only when you select the Price List Pricing option from the Search By list.
Price Assignment ID	Displays the price assignment ID.
Price Assignment Owner Type Flag	Displays whether price list or party is the owner of the price assignment.
Bundle Type	Indicates the type of the price item bundle. If the price item bundle is available for pricing and billing, the valid values are: <ul style="list-style-type: none"> • Phantom • Ratio • Regular However, if the price item bundle is available for only pricing and the price item type is Fees then the valid value is Regular . Note: This column appears only when you select the Yes option from the Bundle list.
Price Item Type	Indicates the type of the price item or price item bundle. The valid values are: <ul style="list-style-type: none"> • Rate • Fees


Related Topics

For more information on...	See...
How to view price item pricing	View Price Item Pricing
How to assign a price item to a price list	Assigning a Price Item to a Price List on page 194
Price Item Pricing window	Price Item Pricing on page 274
How to copy a price item pricing and assign it to a price list	Copying a Price Item Pricing
How to view price items assigned to a price list	Viewing Price Items Assigned to a Price List on page 193

Viewing Price Items Assigned to a Price List

Procedure

To view price items assigned to a price list:

1. Search for the price list in the **Price List** screen.
2. In the **Search Results** section, click the **Price Item Pricing** () icon from the **Price Item Pricing** column corresponding to the price list whose price items you want to view.
The **Price List Price Item Pricing** screen appears.
3. View the price items that are assigned to the price list in the **Price List Price Items** zone.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
Price List Price Item Pricing screen	Price List Price Item Pricing on page 186
Price List Price Items zone	Price List Price Items on page 187

Removing a Price Item from a Price List

Procedure

To remove a price item from a price list:

1. Search for the price list in the **Price List** screen.
2. In the **Search Results** section, click the **Price List Pricing** (🔍) icon corresponding to the price list from which you want to remove a price item.
The **Price List Price Item Pricing** screen appears.
3. Filter the list in the **Price List Price Items** zone, if required.
4. Click the **Delete** (🗑) icon in the **Delete** column corresponding to the price item that you want to remove from the price list.

A message appears confirming whether you want to remove the price item from the price list.

Note: The **Delete** icon appears in the **Delete** column only when the price list is not yet assigned to any account or person.

5. Click **OK**.

The price item is removed from the price list.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172

Assigning a Price Item to a Price List

Prerequisites

To assign a price item to a price list, you should have:

- Price item defined in the application
- Price item associated with the division to which the price list belongs

Procedure

To assign a price item to a price list:

1. Search for the price list in the **Price List** screen.
2. In the **Search Results** section, click the **Price List Pricing** (🔍) icon in the **Price List Pricing** column corresponding to the price list to which you want to assign a price item.
The **Price List Price Item Pricing** screen appears.
3. Enter the search criteria in the **Search Price Item** zone to search for the price item that you want to assign to the price list.
4. Click **Search**.

A list of price items that meet the search criteria appears in the search results. Note that only those price items which are associated with the division to which the price list belongs appear in the **Search Results** section based on the specified search criteria.

5. In the **Search Results** section, click the **Assign** (📄) icon in the **Assign** column corresponding to the price item that you want to assign to the price list.

The **Price Item Pricing** screen appears.

6. Define the pricing for the price item in the **Price Item Pricing** screen.

Note: You cannot assign a price item to a price list until you define the pricing for the price item.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
Price List Price Item Pricing screen	Price List Price Item Pricing on page 186
Search Price Item zone	Search Price Item on page 132
Price Item Pricing screen	Price Item Pricing on page 274

Price List Assignment

Once a price list is defined, you can assign it to accounts or persons to indicate the prices that will be charged for the price items or services offered to the accounts or persons. You can assign multiple price lists to an account or a person along with the priority or order in which the pricing should be considered. You can also define whether the account or person can avail the price item pricing listed on the parent or grandparent price list if it is not available on the assigned price list. In other words, you can define whether the account or person can inherit the price item pricing from the price list hierarchy.

For example, suppose you have PL1 (with priority 10) and PL2 (with priority 20) assigned to an account or a person. While determining pricing for a price item, the system will search for the price item pricing in PL1. If the system does not find the price item pricing in PL1, it will search for the price item pricing in PL2. The system will behave in this manner only when the price list inheritance for PL1 is set to **No** during the price list assignment.

If the price list inheritance while assigning PL1 and PL2 to an account or a person is set to **Yes**, the system will search for the price item pricing in PL1. If the system does not find the price item pricing in PL1, it will search for the price item pricing from the price list hierarchy defined for PL1. However, if the system does not find the price item pricing from the price list hierarchy of PL1, it will then search for the price item pricing in PL2 (assigned to the account or person with priority 20). If the system still does not find the price item pricing in PL2, it will search for the price item pricing from the price list hierarchy defined for PL2.

The **Price List Assignment** screen allows you to search and assign a price list to the account or person. It also allows you to view the price lists that are already assigned to the account or person. This screen consists of the following zones:

- [Price List Assignments](#) on page 195
- [Price List Price Items](#) on page 197
- [Search Price List for Assignment](#)

Price List Assignments

The **Price List Assignments** zone allows you to view and filter price lists that are currently assigned to the account or person. You can also search for the price lists assigned to the account or person which either inactive or expired. You will not find any records in this zone if the account does not have any price lists assigned to it. This zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for current, inactive, or historical price list assignments. The valid values are: <ul style="list-style-type: none"> • Current Price List Assignments • Inactive Price List Assignments • Historical Price List Assignments Note: By default, the Current Price List Assignments option is selected.	Yes
Price List ID	Used to search a particular price list assigned to an account or a person.	No
Price List Description	Used to search price lists which are assigned to the account or person having a particular description.	No
Effective Start Date	Used to search price lists which are assigned to the account or person from a particular date.	No
Effective End Date	Used to search price lists which are assigned to the account or person till a particular date.	No
Assignment Status	Used to search price list assignments with a particular status. The valid values are: <ul style="list-style-type: none"> • Active • Rejected • Proposed • Inactive Note: The Inactive option is not available in the Assignment Status list when you have selected the Current Price List Assignments or Historical Price List Assignments option from the Search By list. This field is disabled, and by default, the Inactive option is selected when you select the Inactive Price List Assignments option from the Search By list.	No
Price List Inheritance	Used to search price list assignments where the account or person can inherit price item pricing from the price list hierarchy. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

Note: You must specify at least one search criterion while searching for price list assignments.

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Price List Information	Displays information about the price list which is assigned to the account or person. Note: It has a link. On clicking the link, the Price List screen appears with the details of the respective price list.
Effective Start Date	Displays the date from when the price list is assigned to the account or person.
Effective End Date	Displays the date till when the price list is assigned to the account or person.
Priority	Indicates the order in which the assigned price list must be considered while determining the price item pricing for the account or person.
Assignment Status	Indicates the status of the price list assignment. The valid values are: <ul style="list-style-type: none"> • Active • Rejected • Proposed • Inactive
Price List Inheritance	Indicates whether the account or person can avail the price item pricing listed on the parent or grandparent price list if it is not available on the assigned price list. In other words, it indicates whether the account or person can inherit the price item pricing from the price list hierarchy.
Edit	On clicking the Edit (✎) icon, the Price List Assignment screen appears where you can edit the price list assignment.

On clicking the **Broadcast** (📡) icon corresponding to the assigned price list, the **Price List Price Items** zone appears where you can view the price items assigned to the price list.


Related Topics


For more information on...	See...
Price List Price Items zone	Price List Price Items on page 187
How to view price items assigned to the price list	Viewing Price Items Assigned to a Price List on page 203
How to edit the price list assignment details of an account	Editing the Price List Assignment Details of an Account on page 211
How to edit the price list assignment details of a person	Editing the Price List Assignment Details of a Person on page 214
How to view price lists assigned to an account	Viewing Price Lists Assigned to an Account on page 201
How to view price lists assigned to a person	Viewing Price Lists Assigned to a Person on page 202

Price List Price Items

The **Price List Price Items** zone lists the price items that are assigned to the price list. You will not find any records in this zone if the price list does not have any price items assigned to it. This zone contains the following columns:

Column Name	Column Description
Pricing Information	Displays information about the price item pricing. Note: It has a link. On clicking the link, the View Price Item Pricing screen appears where you can view the details of the price item pricing.
Pricing Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this column is controlled by the display order (which is defined while associating a parameter with a price item). Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Pricing Status	Indicates the status of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template
Effective Start Date	Displays the date from when the price item pricing is effective for the price list.
Effective End Date	Displays the date till when the price item pricing is effective for the price list.
Price Assignment Type	Indicates the type of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .

By default, the **Price List Price Items** zone does not appear in the **Price List Assignment** screen. It appears only when you click the **Broadcast** () icon corresponding to the assigned price list in the **Price List Assignments** zone.

You can filter the list using various search criteria (such as, **Price Item** and **Effective Start Date**) available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to view price items assigned to a price list	Viewing Price Items Assigned to a Price List on page 203

Search Price List for Assignment

The **Search Price List for Assignment** zone allows you to search for a price list that you want to assign to the account or person. This zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:


Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search against all price lists or against those price lists which are already assigned to an account or a person. The valid values are: <ul style="list-style-type: none"> • Price List • Assigned Price List Note: By default, the Price List option is selected.	Yes
Price List ID	Used to search a particular price list.	No
Price List Description	Used to search price lists with a particular description.	No
Effective Start Date	If you have selected the Price List option from the Search By list, this field is used to search price lists which are effective from a particular date onwards. However, if you have selected the Assigned Price List option from the Search By list, this field is used to search price lists which are assigned to an account or a person from a particular date onwards.	No
Effective End Date	If you have selected the Price List option from the Search By list, this field is used to search price lists which are effective till a particular date. However, if you have selected the Assigned Price List option from the Search By list, this field is used to search price lists which are assigned to an account or a person till a particular date.	No
Account ID	Used to search price lists assigned to a particular account. Note: This field appears only when you have selected the Assigned Price List option from the Search By list.	No
Person ID	Used to search price lists assigned to a particular person. Note: This field appears only when you have selected the Assigned Price List option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	Used to search price lists with a particular status. The valid values are: <ul style="list-style-type: none"> Active Proposed Note: This field appears only when you have selected the Price List option from the Search By list.	No
Price List Type	Used to search a particular type of price lists. The valid values are: <ul style="list-style-type: none"> Standard Promotional Note: This field appears only when you have selected the Price List option from the Search By list.	No
Only Eligible Price Lists	Used to search price lists which are eligible for the account or person. Note: This field appears only when you have selected the Price List option from the Search By list.	No
Eligibility Date	Used to search price lists which are eligible for the account or person from a particular date. Note: <p>This field appears only when you have selected the Price List option from the Search By list.</p> <p>By default, the current date appears in this field when the Only Eligible Price Lists option is selected. You can change the value, if required.</p>	No

Note: You must specify at least one search criterion while searching for a price list.

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The search results include only those price lists that are associated with the division to which the account belongs. It may also include price lists that are already assigned to the account in case those price lists match the search criteria.

The **Search Results** section contains the following columns:

Column Name	Column Description
Assign	On clicking the Assign () icon, the Price List Assignment screen appears where you can assign the price list to the account or person.
Price List Information	Displays the information about the price list. Note: It has a link. On clicking the link, the Price List screen appears with the details of the respective price list.
Account Information	Displays the information about the account. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.

Column Name	Column Description
Person Information	Displays the information about the person. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Effective Start Date	If you have selected the Price List option from the Search By list, the date from when the price list is effective appears in this column. However, if you have selected the Assigned Price List option from the Search By list, the date from when the price list is assigned to the account or person appears in this column.
Effective End Date	If you have selected the Price List option from the Search By list, the date till when the price list is effective appears in this column. However, if you have selected the Assigned Price List option from the Search By list, the date till when the price list is assigned to the account or person appears in this column.
Availability Start Date	Displays the date from when the price list is available for assignment to an account or a person.
Availability End Date	Displays the date till when the price list is available for assignment to an account or a person.

Related Topics

For more information on...	See...
How to assign a price list to an account	Assigning a Price List to an Account on page 204
How to assign a price list to a person	Assigning a Price List to a Person on page 207

Viewing Price Lists Assigned to an Account

Procedure

To view the price lists assigned to an account:

1. Search for the account in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the account whose details you want to view.

A menu appears.

3. Click the **Go To Price List Assignment** menu option.

The **Price List Assignment** screen appears. It contains the following zones:

- **Price List Assignments** – Lists the price lists that are already assigned to the account.
- **Price List Price Items** – Lists the price items that are assigned to the price list.
- **Search Price List for Assignment** – Enables you to search for a price list that you want to assign to the account.

4. Do either of the following:

If...	Then...
If you want to view the price lists which are currently assigned to an account	<ol style="list-style-type: none"> 1. Ensure that the Current Price List Assignments option is selected from the Search By list.

If...	Then...
	<ol style="list-style-type: none"> 2. Enter the required search criteria and then click Search. The price lists which are currently assigned to the account appears in the search results.
If you want to view the price lists assigned to an account which are inactive	<ol style="list-style-type: none"> 1. Select the Inactive Price List Assignments option from the Search By list. 2. Enter the required search criteria and then click Search. The price lists assigned to an account which are inactive appears in the search results.
If you want to view the price lists assigned to an account which are expired	<ol style="list-style-type: none"> 1. Select the Historical Price List Assignments option from the Search By list. 2. Enter the required search criteria and then click Search. The price lists assigned to an account which are expired appears in the search results.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 40
Price List Assignment screen	Price List Assignment on page 195
Price List Assignments zone	Price List Assignments on page 195

Viewing Price Lists Assigned to a Person

Procedure

To view the price lists assigned to a person:

1. Search for the person in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the person whose details you want to view.

A menu appears.

3. Click the **Go To Price List Assignment** menu option.

The **Price List Assignment** screen appears. It contains the following zones:

- **Price List Assignments** – Lists the price lists that are already assigned to the person.
- **Price List Price Items** – Lists the price items that are assigned to the price list.
- **Search Price List for Assignment** – Enables you to search for a price list that you want to assign to the person.

4. Do either of the following:

If...	Then...
If you want to view the price lists which are currently assigned to a person	<ol style="list-style-type: none"> 1. Ensure that the Current Price List Assignments option is selected from the Search By list. 2. Enter the required search criteria and then click Search. <p>The price lists which are currently assigned to the person appears in the search results.</p>
If you want to view the price lists assigned to a person which are inactive	<ol style="list-style-type: none"> 1. Select the Inactive Price List Assignments option from the Search By list. 2. Enter the required search criteria and then click Search. <p>The price lists assigned to a person which are inactive appears in the search results.</p>
If you want to view the price lists assigned to a person which are expired	<ol style="list-style-type: none"> 1. Select the Historical Price List Assignments option from the Search By list. 2. Enter the required search criteria and then click Search. <p>The price lists assigned to a person which are expired appears in the search results.</p>

Related Topics

For more information on...	See...
How to search for a person	Searching for a Person on page 43
Price List Assignment screen	Price List Assignment on page 195
Price List Assignments zone	Price List Assignments on page 195

Viewing Price Items Assigned to a Price List

Prerequisites

To view the price items assigned to a price list, you should have:

- An algorithm defined using the **C1-PLPINFO** algorithm type and attached to **Pricelist Products Assignment Information** system event in the **Algorithms** tab of the **Installation Options – Framework** screen

Procedure

To view the price items assigned to a price list:

1. Do either of the following:

If you want to view...	Then...
Price items assigned to the price list which is assigned to the account	<ol style="list-style-type: none"> 1. Search for the account in the Customer 360-Degree View screen.

If you want to view...	Then...
	<ol style="list-style-type: none"> 2. In the Search Results section, click the Show Context Menu (☰) icon corresponding to the account whose <i>details</i> you want to view. A menu appears. 3. Click the Go To Price List Assignment menu option. The Price List Assignment screen appears. 4. In the Price List Assignments zone, click the Broadcast (📡) icon corresponding to the assigned price list whose price items you want to view.
Price items assigned to the price list which is assigned to the person	<ol style="list-style-type: none"> 1. Search for the person in the Customer 360-Degree View screen. 2. In the Search Results section, click the Show Context Menu (☰) icon corresponding to the person whose <i>details</i> you want to view. A menu appears. 3. Click the Go To Price List Assignment menu option. The Price List Assignment screen appears. 4. In the Price List Assignments zone, click the Broadcast (📡) icon corresponding to the assigned price list whose price items you want to view.

The **Price List Price Items** zone appears.

2. View the price items that are assigned to the price list in the **Price List Price Items** zone.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 40
How to search for a person	Searching for a Person on page 43
Price List Assignment screen	Price List Assignment on page 195
Price List Assignments zone	Price List Assignments on page 195
Price List Price Items zone	Price List Price Items on page 197

Assigning a Price List to an Account


Prerequisites

To assign a price list to an account, you should have:

- Price list defined in the application
- Price list associated with the division to which the account belongs

Procedure

To assign a price list to an account:

1. Search for the account in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** () icon corresponding to the account whose details you want to edit.

A menu appears.

3. Click the **Go To Price List Assignment** menu option.

The **Price List Assignment** screen appears. It contains the following zones:


- **Price List Assignments** – Lists the price lists that are already assigned to the account.
 - **Price List Price Items** – Lists the price items that are assigned to the price list.
 - **Search Price List for Assignment** – Enables you to search for a price list that you want to assign to the account.
4. In the **Search Price List for Assignment** zone, select the **Price List** or **Assigned Price List** option from the **Search By** list depending on whether you want to search against all price lists or against those price lists which are already assigned to an account or a person.
 5. Enter the search criteria in the **Search Price List for Assignment** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

6. Click **Search**.

A list of price lists that meet the search criteria appears in the **Search Results** section.

Note: The search results include only those price lists that are associated with the division to which the account belongs. It may also include price lists that are already assigned to the account in case those price lists match the search criteria.

7. In the **Search Results** section, click the **Assign** () icon corresponding to the price list that you want to assign to the account.

The **Price List Assignment** screen appears. It consists of the following sections:

- **Main** – Used to specify basic information while assigning the price list to the account.
- **Characteristics** – Used to define characteristics for the price list assignment.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account Information	Indicates the account to which you want to assign the price list.	Not applicable
Price List Information	Displays the information about the price list.	Not applicable
Effective Start Date	Used to specify the date from when you want to assign the price list to the account. Note: The price list assignment start date cannot be earlier than the price list effective start date or later than the price list effective end date.	Yes

Field Name	Field Description	Mandatory (Yes or No)										
Effective End Date	<p>Used to specify the date till when you want to assign the price list to the account.</p> <p>Note:</p> <p>The effective end date cannot be earlier than the effective start date.</p> <p>If the validity period is specified for the price list, the price list assignment end date should be earlier than or equal to the following whichever is earlier:</p> <ul style="list-style-type: none"> • Price list assignment validity end date (which is price list assignment start date + validity period) • Price list effective end date <p>Let us understand this with the help of the following example:</p> <table border="1" data-bbox="518 737 1141 1119"> <tr> <td>Price List Effective Start Date</td> <td>01-Jan-2015</td> </tr> <tr> <td>Price List Effective End Date</td> <td>31-Jan-2015</td> </tr> <tr> <td>Validity Period</td> <td>15 Days</td> </tr> <tr> <td>Price List Assignment Start Date</td> <td>15-Jan-2015</td> </tr> <tr> <td>Price List Assignment Validity End Date</td> <td>30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)</td> </tr> </table> <p>In the above example, the price list assignment end date must be earlier than or equal to the price list assignment validity end date because the price list assignment validity end date is earlier than the price list effective end date.</p>	Price List Effective Start Date	01-Jan-2015	Price List Effective End Date	31-Jan-2015	Validity Period	15 Days	Price List Assignment Start Date	15-Jan-2015	Price List Assignment Validity End Date	30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)	No
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Price List Effective End Date	31-Jan-2015											
Validity Period	15 Days											
Price List Assignment Start Date	15-Jan-2015											
Price List Assignment Validity End Date	30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)											
Priority	Used to specify the order in which the price list should be considered while determining the price item pricing for the account.	Yes										
Price List Inheritance	<p>Used to indicate whether the account can avail the price item pricing listed on the parent or grandparent price list if it is not available on the price list. The valid values are:</p> <ul style="list-style-type: none"> • Yes – Used to indicate that the account can inherit the price item pricing from the price list hierarchy. • No – Used to indicate that the account cannot inherit the price item pricing from the price list hierarchy. 	Yes										
Assignment Status	<p>Used to indicate the status of the price list assignment. The valid values are:</p> <ul style="list-style-type: none"> • Active – Used to indicate that you want to use the price item pricing on the price list for billing. • Proposed – Used to indicate that you want to use the price item pricing on the price list for quotations. 	Yes										

8. Enter the required details in the **Main** section.
9. Define characteristics for the price list assignment, if required.
10. Click **Save**.

The price list is assigned to the account.

Related Topics

For more information on...	See
How to search for an account	Searching for an Account on page 40
Price List Assignment screen	Price List Assignment on page 195
Search Price List for Assignment zone	Search Price List for Assignment on page 199
How to define characteristics for a price list assignment	Defining Characteristics for a Price List Assignment on page 210

Assigning a Price List to a Person


Prerequisites

To assign a price list to a person, you should have:

- Price list defined in the application
- Price list associated with the division to which the person belongs

Procedure

To assign a price list to a person:

1. Search for the person in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** () icon corresponding to the person whose details you want to edit.

A menu appears.

3. Click the **Go To Price List Assignment** menu option.

The **Price List Assignment** screen appears. It contains the following zones:


- **Price List Assignments** – Lists the price lists that are already assigned to the person.
 - **Price List Price Items** – Lists the price items that are assigned to the price list.
 - **Search Price List for Assignment** – Enables you to search for a price list that you want to assign to the person.
4. In the **Search Price List for Assignment** zone, select the **Price List** or **Assigned Price List** option from the **Search By** list depending on whether you want to search against all price lists or against those price lists which are already assigned to an account or a person.
 5. Enter the search criteria in the **Search Price List for Assignment** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

6. Click **Search**.

A list of price lists that meet the search criteria appears in the **Search Results** section.

Note: The search results include only those price lists that are associated with the division to which the person belongs. It may also include price lists that are already assigned to the person in case those price lists match the search criteria.

7. In the **Search Results** section, click the **Assign** () icon corresponding to the price list that you want to assign to the person.

The **Price List Assignment** screen appears. It consists of the following sections:

- **Main** – Used to specify basic information while assigning the price list to the person.
- **Characteristics** – Used to define characteristics for the price list assignment.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Person Information	Indicates the person to whom you want to assign the price list.	Not applicable
Price List Information	Displays the information about the price list.	Not applicable
Effective Start Date	Used to specify the date from when you want to assign the price list to the person. Note: The price list assignment start date cannot be earlier than the price list effective start date or later than the price list effective end date.	Yes

Field Name	Field Description	Mandatory (Yes or No)										
Effective End Date	<p>Used to specify the date till when you want to assign the price list to the person.</p> <p>Note:</p> <p>The effective end date cannot be earlier than the effective start date.</p> <p>If the validity period is specified for the price list, the price list assignment end date should be earlier than or equal to the following whichever is earlier:</p> <ul style="list-style-type: none"> • Price list assignment validity end date (which is price list assignment start date + validity period) • Price list effective end date <p>Let us understand this with the help of the following example:</p> <table border="1" data-bbox="516 737 1138 1119"> <tr> <td>Price List Effective Start Date</td> <td>01-Jan-2015</td> </tr> <tr> <td>Price List Effective End Date</td> <td>31-Jan-2015</td> </tr> <tr> <td>Validity Period</td> <td>15 Days</td> </tr> <tr> <td>Price List Assignment Start Date</td> <td>15-Jan-2015</td> </tr> <tr> <td>Price List Assignment Validity End Date</td> <td>30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)</td> </tr> </table> <p>In the above example, the price list assignment end date must be earlier than or equal to the price list assignment validity end date because the price list assignment validity end date is earlier than the price list effective end date.</p>	Price List Effective Start Date	01-Jan-2015	Price List Effective End Date	31-Jan-2015	Validity Period	15 Days	Price List Assignment Start Date	15-Jan-2015	Price List Assignment Validity End Date	30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)	No
Price List Effective Start Date	01-Jan-2015											
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Validity Period	15 Days											
Price List Assignment Start Date	15-Jan-2015											
Price List Assignment Validity End Date	30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)											
Priority	Used to specify the order in which the price list should be considered while determining the price item pricing for the person.	Yes										
Price List Inheritance	<p>Used to indicate whether the person can avail the price item pricing listed on the parent or grandparent price list if it is not available on the price list. The valid values are:</p> <ul style="list-style-type: none"> • Yes – Used to indicate that the person can inherit the price item pricing from the price list hierarchy. • No – Used to indicate that the person cannot inherit the price item pricing from the price list hierarchy. 	Yes										
Assignment Status	<p>Used to indicate the status of the price list assignment. The valid values are:</p> <ul style="list-style-type: none"> • Active – Used to indicate that you want to use the price item pricing on the price list for billing. • Proposed – Used to indicate that you want to use the price item pricing on the price list for quotations. 	Yes										

8. Enter the required details in the **Main** section.
9. Define characteristics for the price list assignment, if required.
10. Click **Save**.

The price list is assigned to the person.

Related Topics

For more information on...	See
How to search for a person	Searching for a Person on page 43
Price List Assignment screen	Price List Assignment on page 195
Search Price List for Assignment zone	Search Price List for Assignment on page 199
How to define characteristics for a price list assignment	Defining Characteristics for a Price List Assignment

Defining Characteristics for a Price List Assignment

Prerequisites

To define characteristics for a price list assignment, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Price List Assignment**)

Procedure

To define characteristics for a price list assignment:

1. Ensure that the **Characteristics** section is expanded when you are defining or editing characteristics for a price list assignment.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the price list assignment.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price list assignment.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Price List Assignment .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price list assignment.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price list assignment.

2. Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one characteristic for the price list assignment, click the **Add (+)** icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the price list assignment, click the **Delete (🗑)** icon corresponding to the characteristic.

- Click **Save**.

The characteristics are defined for the price list assignment.

Related Topics

For more information on...	See...
How to assign a price list to an account	Assigning a Price List to an Account on page 204
How to assign a price list to a person	Assigning a Price List to a Person on page 207
How to edit the price list assignment details of an account	Editing the Price List Assignment Details of an Account on page 211
How to edit the price list assignment details of a person	Editing the Price List Assignment Details of a Person on page 214

Editing the Price List Assignment Details of an Account

Procedure

To edit the price list assignment details of an account:

- Search for the account in the **Customer 360-Degree View** screen.
- In the **Search Results** section, click the **Show Context Menu (☰)** icon corresponding to the account whose details you want to edit.

A menu appears.

- Click the **Go To Price List Assignment** menu option.

The **Price List Assignment** screen appears. It contains the following zones:

- Price List Assignments** – Lists the price lists that are already assigned to the account.
- Price List Price Items** – Lists the price items that are assigned to the price list.
- Search Price List for Assignment** – Enables you to search for a price list that you want to assign to the account.

- Do either of the following:

If you want to...	Then...
Edit the details of the price list assignment which is currently effective	<ol style="list-style-type: none"> Select the Current Price List Assignments option from the Search By list. Enter the required search criteria and then click Search. The price lists which are currently assigned to the account appears in the search results. In the Search Results section, click the Edit (✎) icon in the Edit column corresponding to the

If you want to...	Then...
	price list whose assignment details you want to edit.
Edit the details of the price list assignment which is expired	<ol style="list-style-type: none"> <li data-bbox="846 317 1399 380">1. Select the Historical Price List Assignments option from the Search By list. <li data-bbox="846 407 1399 548">2. Enter the required search criteria and then click Search. The price lists assigned to an account which are expired appears in the search results. <li data-bbox="846 575 1399 705">3. In the Search Results section, click the Edit (✎) icon in the Edit column corresponding to the price list whose assignment details you want to edit.

The **Price List Assignment** screen appears. It consists of the following sections:

- **Main** – Used to specify basic information while assigning the price list to the account.
- **Characteristics** – Used to define characteristics for the price list assignment.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account Information	Indicates the account whose price list assignment details you want to edit.	Not applicable
Price List Information	Displays the information about the price list.	Not applicable
Effective Start Date	Displays the date from when the price list is assigned to the account.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)										
Effective End Date	<p>Used to specify the date till when you want to assign the price list to the account.</p> <p>Note:</p> <p>The effective end date cannot be earlier than the effective start date.</p> <p>If the validity period is specified for the price list, the price list assignment end date should be earlier than or equal to the following whichever is earlier:</p> <ul style="list-style-type: none"> • Price list assignment validity end date (which is price list assignment start date + validity period) • Price list effective end date <p>Let us understand this with the help of the following example:</p> <table border="1" data-bbox="516 737 1138 1119"> <tbody> <tr> <td>Price List Effective Start Date</td> <td>01-Jan-2015</td> </tr> <tr> <td>Price List Effective End Date</td> <td>31-Jan-2015</td> </tr> <tr> <td>Validity Period</td> <td>15 Days</td> </tr> <tr> <td>Price List Assignment Start Date</td> <td>15-Jan-2015</td> </tr> <tr> <td>Price List Assignment Validity End Date</td> <td>30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)</td> </tr> </tbody> </table> <p>In the above example, the price list assignment end date must be earlier than or equal to the price list assignment validity end date because the price list assignment validity end date is earlier than the price list effective end date.</p>	Price List Effective Start Date	01-Jan-2015	Price List Effective End Date	31-Jan-2015	Validity Period	15 Days	Price List Assignment Start Date	15-Jan-2015	Price List Assignment Validity End Date	30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)	No
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Priority	Used to specify the order in which the price list should be considered while determining the price item pricing for the account.	Yes										
Price List Inheritance	<p>Used to indicate whether the account can avail the price item pricing listed on the parent or grandparent price list if it is not available on the price list. The valid values are:</p> <ul style="list-style-type: none"> • Yes – Used to indicate that the account can inherit the price item pricing from the price list hierarchy. • No – Used to indicate that the account cannot inherit the price item pricing from the price list hierarchy. 	Yes										

Field Name	Field Description	Mandatory (Yes or No)
Assignment Status	<p>Used to indicate the status of the price list assignment. The valid values are:</p> <ul style="list-style-type: none"> • Active – Used to indicate that you want to use the price item pricing on the price list for billing. This value appears only when you are editing an active and proposed price list assignment. • Proposed – Used to indicate that you want to use the price item pricing on the price list for quotations. This value appears only when you are editing a proposed price list assignment. • Rejected – Used to indicate that you want to reject the price list assignment. This value appears only when you are editing a proposed price list assignment. • Inactive – Used to indicate that you no longer want to use the price list assignment. This value appears only when you are editing an active price list assignment. <p>Note: You cannot change the status of a rejected price list assignment.</p>	Yes

5. Modify the required details in the **Main** section.
6. Define, edit, or remove characteristics from the price list assignment, if required.
7. Click **Save**.

The changes made to the price list assignment are saved.


Related Topics

For more information on...	See
How to search for an account	Searching for an Account on page 40
Price List Assignment screen	Price List Assignment on page 195
Price List Assignments zone	Price List Assignments on page 195
How to define characteristics for a price list assignment	Defining Characteristics for a Price List Assignment on page 210

Editing the Price List Assignment Details of a Person

Procedure

To edit the price list assignment details of a person:

1. Search for the person in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** () icon corresponding to the person whose details you want to edit.

A menu appears.

3. Click the **Go To Price List Assignment** menu option.

The **Price List Assignment** screen appears. It contains the following zones:

- **Price List Assignments** – Lists the price lists that are already assigned to the person.
- **Price List Price Items** – Lists the price items that are assigned to the price list.
- **Search Price List for Assignment** – Enables you to search for a price list that you want to assign to the person.

4. Do either of the following:

If you want to...	Then...
Edit the details of the price list assignment which is currently effective	<ol style="list-style-type: none"> 1. Select the Current Price List Assignments option from the Search By list. 2. Enter the required search criteria and then click Search. The price lists which are currently assigned to the person appears in the search results. 3. In the Search Results section, click the Edit (✎) icon in the Edit column corresponding to the price list whose assignment details you want to edit.
Edit the details of the price list assignment which is expired	<ol style="list-style-type: none"> 1. Select the Historical Price List Assignments option from the Search By list. 2. Enter the required search criteria and then click Search. The price lists assigned to a person which are expired appears in the search results. 3. In the Search Results section, click the Edit (✎) icon in the Edit column corresponding to the price list whose assignment details you want to edit.

The **Price List Assignment** screen appears. It consists of the following sections:

- **Main** – Used to specify basic information while assigning the price list to the person.
- **Characteristics** – Used to define characteristics for the price list assignment.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Person Information	Indicates the person whose price list assignment details you want to edit.	Not applicable
Price List Information	Displays the information about the price list.	Not applicable
Effective Start Date	Displays the date from when the price list is assigned to the person.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)										
Effective End Date	<p>Used to specify the date till when the price list is assigned to the person.</p> <p>Note:</p> <p>The effective end date cannot be earlier than the effective start date.</p> <p>If the validity period is specified for the price list, the price list assignment end date should be earlier than or equal to the following whichever is earlier:</p> <ul style="list-style-type: none"> • Price list assignment validity end date (which is price list assignment start date + validity period) • Price list effective end date <p>Let us understand this with the help of the following example:</p> <table border="1" data-bbox="521 737 1141 1119"> <tbody> <tr> <td>Price List Effective Start Date</td> <td>01-Jan-2015</td> </tr> <tr> <td>Price List Effective End Date</td> <td>31-Jan-2015</td> </tr> <tr> <td>Validity Period</td> <td>15 Days</td> </tr> <tr> <td>Price List Assignment Start Date</td> <td>15-Jan-2015</td> </tr> <tr> <td>Price List Assignment Validity End Date</td> <td>30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)</td> </tr> </tbody> </table> <p>In the above example, the price list assignment end date must be earlier than or equal to the price list assignment validity end date because the price list assignment validity end date is earlier than the price list effective end date.</p>	Price List Effective Start Date	01-Jan-2015	Price List Effective End Date	31-Jan-2015	Validity Period	15 Days	Price List Assignment Start Date	15-Jan-2015	Price List Assignment Validity End Date	30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)	No
Price List Effective Start Date	01-Jan-2015											
Price List Effective End Date	31-Jan-2015											
Validity Period	15 Days											
Price List Assignment Start Date	15-Jan-2015											
Price List Assignment Validity End Date	30-Jan-2015 (i.e. 15-Jan-2015 + 15 Days)											
Priority	Used to specify the order in which the price list should be considered while determining the price item pricing for the person.	Yes										
Price List Inheritance	<p>Used to indicate whether the person can avail the price item pricing listed on the parent or grandparent price list if it is not available on the price list. The valid values are:</p> <ul style="list-style-type: none"> • Yes – Used to indicate that the person can inherit the price item pricing from the price list hierarchy. • No – Used to indicate that the person cannot inherit the price item pricing from the price list hierarchy. 	Yes										

Field Name	Field Description	Mandatory (Yes or No)
Assignment Status	<p>Used to indicate the status of the price list assignment. The valid values are:</p> <ul style="list-style-type: none"> • Active – Used to indicate that you want to use the price item pricing on the price list for billing. This value appears only when you are editing an active and proposed price list assignment. • Proposed – Used to indicate that you want to use the price item pricing on the price list for quotations. This value appears only when you are editing a proposed price list assignment. • Rejected – Used to indicate that you want to reject the price list assignment. This value appears only when you are editing a proposed price list assignment. • Inactive – Used to indicate that you no longer want to use the price list assignment. This value appears only when you are editing an active price list assignment. <p>Note: You cannot change the status of a rejected price list assignment.</p>	Yes

5. Modify the required details in the **Main** section.
6. Define, edit, or remove characteristics from the price list assignment, if required.
7. Click **Save**.

The changes made to the price list assignment are saved.

Related Topics

For more information on...	See
How to search for a person	Searching for a Person on page 43
Price List Assignment screen	Price List Assignment on page 195
Price List Assignments zone	Price List Assignments on page 195
How to define characteristics for a price list assignment	Defining Characteristics for a Price List Assignment

Price List Assignments

The **Price List Assignments** screen allows you to view the price list assignments of a particular price list. This screen consists of the following zones:

- [Persons to whom Price List is Assigned](#) on page 218
- [Accounts where Price List is Assigned](#) on page 218

Accounts where Price List is Assigned

The **Accounts where Price List is Assigned** zone displays the details of the accounts where price list is assigned. This zone contains the following fields:

Field Name	Field Description
Account ID	Displays the account ID.
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Price List Assignment Start Date	Displays the price list assignment start date.
Price List Assignment End Date	Displays the price list assignment end date.
Division	Displays the division to which the account belongs.
Price List Assignment ID	Displays the price list assignment ID.

Related Topics

For more information on...	See...
How to search a price list	Searching for a Price List on page 172
How to view accounts and persons where price list is assigned	Viewing Accounts and Persons where Price List is Assigned on page 219

Persons to whom Price List is Assigned

The **Persons to whom Price List is Assigned** zone displays the details of the persons where price list is assigned. This zone contains the following fields:

Field Name	Field Description
Person ID	Displays the person ID.
Person Information	Displays information about the person. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Price List Assignment Start Date	Displays the price list assignment start date.
Price List Assignment End Date	Displays the price list assignment end date.
Division	Displays the division to which the person belongs.
Price List Assignment ID	Displays the price list assignment ID.

Related Topics

For more information on...	See...
How to search a price list	Searching for a Price List on page 172
How to view accounts and persons where price list is assigned	Viewing Accounts and Persons where Price List is Assigned on page 219

Viewing Accounts and Persons where Price List is Assigned

Prerequisites

To view accounts and persons where price list is assigned, you should have:

- Accounts and persons created in the application
- Price list defined and assigned to the accounts and persons

Procedure

To view accounts and persons where price list is assigned:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Pricing Management** and then click **Price List**.


The **Price List** screen appears.

3. You can search for a price list by entering the search criteria in the **Search Price List** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the '%' wildcard character in all input fields except the date and ID fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of price lists that meet the search criteria appears in the search results.

5. In the **Search Results** section, click the **Assigned To** () icon in the **Assigned To** column corresponding to the price list whose details you want to view.

The **Price List Assignments** screen appears.

6. You can view the accounts and persons list where price list is assigned in the **Price List Assignments** screen.

Related Topics

For more information on...	See...
How to search a price list	Searching for a Price List on page 172
Accounts where Price List is Assigned zone	Accounts where Price List is Assigned on page 218
Persons to whom Price List is Assigned zone	Persons to whom Price List is Assigned on page 218

Persons and Accounts Eligible for Price List Assignment

The **Persons and Accounts Eligible for Price List Assignment** screen allows you to view the details of a price list. It also allows you to search for multiple eligible accounts or persons and assign them to the price list. This screen consists of the following zones:

- [Eligible Accounts](#) on page 220
- [Eligible Persons](#) on page 220

Eligible Accounts

The **Eligible Accounts** zone allows you to search the eligible accounts for price list assignments. Moreover, it also allows you to assign the multiple eligible accounts to a price list. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to indicate the division whose accounts you want to search.	Yes
Effective Date	Used to indicate the date from when the accounts are eligible for price list assignment.	No
Account ID	Used to indicate the account ID.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Account Information	Displays the information about the eligible accounts where price list can be assigned. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Assigned	Displays whether the account is assigned to the price list or not. The valid values are: <ul style="list-style-type: none"> • Yes • No

Eligible Persons

The **Eligible Persons** zone allows you to search the eligible persons for price list assignments. Moreover, it also allows you to assign the multiple eligible persons to a price list. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to indicate the division whose persons you want to search.	Yes
Effective Date	Used to indicate the date from when the persons are eligible for price list assignment.	No
Person ID	Used to indicate the person ID.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Person Information	Displays the information about the eligible persons where price list can be assigned. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Assigned	Displays whether the person is assigned to the price list or not. The valid values are: <ul style="list-style-type: none"> • Yes • No

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
How to view the accounts and persons eligible for price list assignments	Viewing Accounts and Persons Eligible for Price List Assignment
How to define characteristics for a Price List Assignment	Defining Characteristics for a Price List Assignment on page 224

Assigning a Price List to One or More Eligible Accounts

Prerequisites

To assign a price list to one or more eligible accounts, you should have:

- Price list defined in the application
- Accounts created in the application
- Price list should be associated with the division to which accounts belong.

Procedure

To assign a price list to one or more eligible accounts:

1. Search for the eligible accounts in the **Eligible Accounts** zone of **Persons and Accounts Eligible for Price List Assignment** screen.
2. In the **Search Results** section, select the one or more accounts that you want to assign to the price list.
3. Click the **Assign** button available in the upper left corner of this section

The **Price List Assignment** screen appears. This screen contains following two sections:

- **Main** — Used to specify basic details about the price list. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price List Information	Displays the additional information about the price list.	Not Applicable
Effective Start Date	Used to specify the date from when the price list is effective.	Yes
Effective End Date	Used to specify the date till when the price list is effective.	No

Field Name	Field Description	Mandatory (Yes or No)
Priority	Used to specify the order in which the price list should be considered while determining the price item pricing for the account.	No
Price List Inheritance	Used to indicate whether the account can avail the price item pricing listed on the parent or grandparent price list if it is not available on the price list. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No
Assignment Status	Used to indicate the status of the price list assignment. The valid values are: <ul style="list-style-type: none"> • Active • Proposed 	No
Priority Indicator	Used to set the priority of the price list assignment. The valid values are: <ul style="list-style-type: none"> • Highest — Used when you want the price list assignment to have the highest priority. It checks whether there are any other price list assignments for the account, derives the priority of each such price list assignment, and then sets the priority of the new price list assignment to the existing price list assignment with highest priority minus one. • Lowest — Used when you want the price list assignment to have the lowest priority. It checks whether there are any other price list assignments for the account, derives the priority of each such price list assignment, and then sets the priority of the new price list assignment to the existing price list assignment with lowest priority plus one. 	No

- **Characteristics** — Used to define characteristics for the price list.

4. Click **Save**.

Selected accounts are assigned to the price list.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
Eligible Persons zone	Eligible Persons on page 220
Eligible Accounts zone	Eligible Accounts on page 220
How to define characteristics for a Price List Assignment	Defining Characteristics for a Price List Assignment on page 224

Assigning a Price List to One or More Eligible Persons

Prerequisites

To assign a price list to one or more eligible persons, you should have:

- Price list defined in the application
- Persons created in the application
- Price list should be associated with the division to which persons belong.

Procedure

To assign a price list to one or more eligible persons:

1. Search for the eligible Persons in the **Eligible Persons** zone of **Persons and Accounts Eligible for Price List Assignment** screen.
2. In the **Search Results** section, select the one or more persons that you want to assign to the price list.
3. Click the **Assign** button available in the upper left corner.

The **Price List Assignment** screen appears. This screen contains following two sections:

- **Main** — Used to specify basic details about the price list. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price List Information	Displays the additional information about the price list.	Not Applicable
Effective Start Date	Used to specify the date from when the price list is effective.	Yes
Effective End Date	Used to specify the date till when the price list is effective.	No
Priority	Used to specify the order in which the price list should be considered while determining the price item pricing for the person.	No
Price List Inheritance	Used to indicate whether the account can avail the price item pricing listed on the parent or grandparent price list if it is not available on the price list. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No
Assignment Status	Used to indicate the status of the price list assignment. The valid values are: <ul style="list-style-type: none"> • Active • Proposed 	No

Field Name	Field Description	Mandatory (Yes or No)
Priority Indicator	<p>Used to set the priority of the price list assignment. The valid values are:</p> <ul style="list-style-type: none"> • Highest — Used when you want the price list assignment to have the highest priority. It checks whether there are any other price list assignments for the person, derives the priority of each such price list assignment, and then sets the priority of the new price list assignment to the existing price list assignment with highest priority minus one. • Lowest — Used when you want the price list assignment to have the lowest priority. It checks whether there are any other price list assignments for the person, derives the priority of each such price list assignment, and then sets the priority of the new price list assignment to the existing price list assignment with lowest priority plus one. 	No

- **Characteristics** — Used to define characteristics for the price list.

4. Click **Save**.

Selected persons are assigned to the price list.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
Eligible Persons zone	Eligible Persons on page 220
Eligible Accounts zone	Eligible Accounts on page 220
How to define characteristics for a Price List Assignment	Defining Characteristics for a Price List Assignment on page 224

Defining Characteristics for a Price List Assignment

Prerequisites

To define characteristics for a price list assignment, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Price List Assignment**)

Procedure

To define characteristics for a price list assignment:

1. Click the **Characteristics** tab in the **Price List Assignment** screen when you are assigning a price list to multiple persons or accounts and also editing the price list assignment details of multiple persons or accounts.

The **Characteristics** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the price list assignment.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price list assignment.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Price List Assignment .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price list assignment.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price list assignment.

- Enter the required details in the **Characteristics** tab.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one characteristic for the price list assignment, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the price list assignment, click the **Delete** (🗑️) icon corresponding to the characteristic.

- Click **Save**.

The characteristics are defined for the price list assignment.

Related Topics

For more information on...	See...
How to assign a price list to a person	Assigning a Price List to a Person on page 207
How to edit the price list assignment details of a person	Editing the Price List Assignment Details of a Person on page 214

Pricing (Account)

The **Pricing (Account)** screen allows you to:

- View effective price assignments of an account
- View the details of an assigned or inherited price item pricing
- Search and assign price items or price item bundles to an account
- Edit or override a price item pricing
- Copy a price item pricing and assign it to an account

This screen consists of the following zones:

- [Effective Price Assignments for Account](#) on page 226
- [Search Price Item](#) on page 231

Effective Price Assignments for Account

The **Effective Price Assignments for Account** zone lists the price item pricing (i.e. price assignments) which are effective on the current date. In other words, it lists effective pricing for price items or price item bundles assigned to the account either directly or through the customer hierarchy. The order in which the price assignments are listed is controlled by the **Price Assignment Search** algorithm defined for the division to which the account belongs. If required, you can filter effective price assignments using various search criteria.

Note: If the effective pricing is available for the price item, regular bundle (to which the price item belongs), and parent (regular) bundle (i.e. to which the regular bundle belongs) at the same level, the system lists the pricing depending on the value defined for the **Prefer Price Item Over Bundle** parameter in the price assignment search algorithm. If the value of the **Prefer Price Item Over Bundle** parameter is set to **Y**, the system lists effective pricing which is available for the price item. If the effective pricing is not available for the price item, then the system lists effective pricing which is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system lists effective pricing which is available for the parent bundle at the same level. However, if the value of the **Prefer Price Item Over Bundle** parameter is set to **N**, the system lists effective pricing which is available for the parent bundle. If the effective pricing is not available for the parent bundle, then the system lists effective pricing which is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system lists effective pricing which is available for the price item at the same level.

This zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account ID	Indicates the account whose effective price assignments are listed in this zone.	Not applicable
Effective Pricing Date	Used to search price assignments which are effective on a particular date. Note: By default, this field is set to the system date.	No

Field Name	Field Description	Mandatory (Yes or No)
Assignment Level	<p>Used to search price assignments at a particular level in the customer hierarchy. The valid values are:</p> <ul style="list-style-type: none"> • Account Agreed – Means price item pricing is agreed for the account. • Account Price List – Means price item pricing is defined in the price list which is assigned to the account. • Account Inherited Price List – Means price item pricing is inherited from the parent price list hierarchy defined for the price list which is assigned to the account. • Customer Agreed – Means price item pricing is agreed for the main customer in the customer hierarchy. • Customer Price List – Means price item pricing is defined in the price list which is assigned to the main customer. • Default Price List – Means price item pricing defined in the price list is available in the default price list. • Global Price List – Means price item pricing defined in the price list is available in the global price list. • Customer Inherited Price List – Means price item pricing is inherited from the parent price list hierarchy defined for the price list which is assigned to the main customer. • Parent Customer Agreed – Means price item pricing is agreed for the parent customer in the customer hierarchy. • Parent Customer Price List – Means price item pricing is defined in the price list which is assigned to the parent customer. • Parent Customer Inherited Price List – Means price item pricing is inherited from the parent price list hierarchy defined for the price list which is assigned to the parent customer. • Product Default Price List – Means product defined in the price list is available in the default price list. 	No
Parent Person	Used to search price assignments which are inherited from a particular parent customer.	No

Field Name	Field Description	Mandatory (Yes or No)
Pricing Status	Used to search price assignments with a particular status. The valid values are: <ul style="list-style-type: none"> Active Proposed Note: By default, the Active option is selected.	No
Show Default and Global Pricing	Used to search price assignments inherited from the default or global price list. The valid values are: <ul style="list-style-type: none"> Yes – Used when you want to search price assignments inherited from either of the following: <ul style="list-style-type: none"> Product-specific default price list defined for the division Default price list defined for the division Global price list No – Used when you do not want to search price assignments inherited from either of the following: <ul style="list-style-type: none"> Product-specific default price list defined for the division Default price list defined for the division Global price list Note: By default, the No option is selected.	No
Price Item	Used to search price assignments of a particular price item or price item bundle.	No
Description	Used to search price assignments of a price item or price item bundle having a particular description.	No
Search Type	Used to search the price list using the following values: <ul style="list-style-type: none"> Best Fit Exact Match Note: By default, the Exact Match option is selected.	No

Note: The **Search** (🔍) icon appears corresponding to the **Price Item** field. On clicking the **Search** icon, you can search for a price item.

- **Price Item Parameters** – The **Price Item Parameters** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Parameter	Used to search price assignments which are defined using a particular parameter. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .	No
Parameter Value	Used to search price assignments which are defined using a particular parameter value. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .	No

Note:



The **Search** (🔍) icon appears corresponding to the **Parameter** field. On clicking the **Search** icon, you can search for a parameter.


You can only use those parameters where the source entity is set to **Transaction**.

The **Search** (🔍) icon appears corresponding to the **Parameter Value** field only when the value type of the parameter is **Predefined** or **Reference**. If the value type of the parameter is **Predefined** then on clicking the **Search** icon, you can search for a predefined parameter value. However, if the value type of the parameter is **Reference** then on clicking the **Search** icon, you can search for a reference parameter value.

- **Search Results** – On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Pricing Information	Displays the concatenated string consisting of pricing information and pricing ID for the account. Note: It has a link. On clicking the link, the View Price Item Pricing screen appears with the details of the respective price item pricing.
Price Item	Displays the price item or price item bundle code.
Pricing Parameters	Used to specify multiple parameters based on which you want to determine the pricing utilization. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .

Column Name	Column Description
Price Assignment Type	Indicates the type of price assignment. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based
Assignment Level	Indicates the level at which the price item pricing is defined in the customer hierarchy. The valid values are: <ul style="list-style-type: none"> • Account Agreed • Account Price List • Account Inherited Price List • Customer Agreed • Customer Price List • Default Price List • Global Price List • Customer Inherited Price List • Parent Customer Agreed • Parent Customer Price List • Parent Customer Inherited Price List • Product Default Price List
Price List Information	Displays the information about the price list which is assigned to the account.
Rate Schedule	Indicates the rate schedule which is used for defining the price item pricing.
View Rate	On Clicking the View Rate () icon, the Effective Pricing Information screen appears where you can view the details persisted rate. Note: When the value of Price Item Type is defined as Rate, only then the icon would be available.
Edit	On clicking the Edit () icon, the Price Item Pricing screen appears where you can edit the details of the price item pricing. Note: The Edit icon appears only when the assignment level is Account Agreed .

Column Name	Column Description
Override	<p>On clicking the Override  icon, the Price Item Pricing screen appears where you can override the price item pricing.</p> <p>Note:</p> <p>You can override a price item pricing assigned at any level in the customer hierarchy. On overriding a price item pricing, a new price item pricing which is specific to the account is defined at the account level and is then called account agreed pricing.</p> <p>A customer agreed or account agreed price assignments are effective for a particular duration and do not expire until you specify the end date manually. However, if you set the Expire Override Switch option type of the C1_EXP_OVRD feature configuration to Y, the system will automatically expire an agreed pricing when the agreed pricing of a customer or an account without end date is overridden. If you do not want an agreed pricing to automatically expire when it is overridden, you must set the Expire Override Switch option type of the C1_EXP_OVRD feature configuration to N.</p>
Effective Start Date	Displays the date from when the price item pricing is effective.
Effective End Date	Displays the date till when the price item pricing is effective.
Pricing Currency	Indicates the currency in which the price item pricing is defined.
Parent Person	Displays the name of the parent or grandparent customer from whom the price item pricing is inherited.

Note: The number of records that can be displayed in the **Search Results** section is controlled via the **C1_PR_REC** feature configuration. You can change the number of records that can be displayed using the **Effective Pricing RecordSet Limit** option type of the **C1_PR_REC** feature configuration. For more information, refer to [Setting the C1_PR_REC Feature Configuration](#) on page 1722.

Related Topics

For more information on...	See...
How to view effective price assignments of an account	Viewing Effective Price Assignments of an Account on page 240
How to view the details of an assigned or inherited price item pricing	Viewing the Details of an Assigned or Inherited Price Item Pricing on page 273
How to override a price item pricing	Overriding a Price Item Pricing on page 290
How to edit a price item pricing	Editing a Price Item Pricing on page 289
How to filter effective price assignments of an account	Filtering Effective Price Assignments of an Account on page 240

Search Price Item

You can either assign a price item to a price list and then define pricing for the price item, or you can copy an existing price item pricing and assign it to a price list. The **Search Price Item** zone allows you to search for a price item pricing which is assigned to an account, person, or a price list. You can then create a new price item pricing using an existing price item pricing through copying the price item pricing. Once you create a copy of an existing price item pricing, the new price item pricing is assigned to the price list. On copying a price item pricing, the pricing details including the price components, eligibility and tiering criteria for each price component, and characteristics are copied to the new price item pricing. You can then edit the details, if required.

The system allows you to create a copy of active, proposed, inactive, rejected, and template price item pricing. Once you create the copy of a template price item pricing, you can save the new price item pricing in either **Active** or **Proposed** status.

The **Search Price Item** zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to search whether you want to search price item pricing for a price item, account, person, or a price list. The valid values are: <ul style="list-style-type: none"> • Price Item • Price List Pricing • Account Override Pricing • Person Override Pricing 	Yes
Price Item	Used to search pricing for a particular price item or price item bundle.	No
Description	Used to search price items or price item bundles with a particular description. Note: This field appears only when you select the Price Item option from the Search By list.	No
Global Price List	Used to search price items or price item bundles which can be assigned to a global price list. The valid values are: <ul style="list-style-type: none"> • Yes • No Note: This field appears only when you select the Price Item option from the Search By list.	No
Bundle	Used to search whether the price item is a bundle or not. The valid values are: <ul style="list-style-type: none"> • Yes • No Note: This field appears only when you select the Price Item option from the Search By list.	No
Price List ID	Used to search the price list to which the price item pricing is assigned. Note: This field appears only when you select the Price List Pricing option from the Search By list.	No
Effective Start Date	Used to search price item pricing on price lists which are effective from a particular date onwards. Note: This field appears only when you select the Price List Pricing , Account Override Pricing , or Person Override Pricing option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Effective End Date	Used to search price item pricing on price lists which are effective till a particular date. Note: This field appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.	No
Pricing Status	Used to search price item pricing with a particular status. The valid values are: <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template Note: This field appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.	No
Price Assignment Type	Used to search a particular type of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based Note: This field appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.	No
Account ID	Used to search pricing of price items which are assigned to a particular account. Note: This field appears only when you select the Account Override Pricing option from the Search By list.	No
Person ID	Used to search pricing of price items which are assigned to a particular person. Note: This field appears only when you select the Person Override Pricing option from the Search By list.	No



Note:

You must specify at least one search criterion while searching for a price item or price item bundle.

The **Search** () icon appears corresponding to the **Price List ID, Price Item, Account ID, and Person ID** fields. On clicking the **Search** icon, you can search for a price list, price item, an account, and person.

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The search results include only those price items or price item bundles that are associated with the division to which the account belongs. It may also include price items or price item bundles that are already assigned to the account in case those price items or price item bundles match the search criteria.

The **Search Results** section contains the following columns:

Column Name	Column Description
Assign	<p>On clicking the Assign () icon, the Price Item Pricing screen appears where you can define a new price item pricing.</p> <p>Note: This column appears only when you select the Price Item option from the Search By list.</p>
Price Item Information	<p>Displays details of the price item or price item bundle.</p> <p>Note:</p> <p>It has a link. On clicking the link, the Price Item screen appears with the details of the respective price item or price item bundle.</p> <p>This column appears only when you select the Price Item option from the Search By list.</p>
Copy	<p>On clicking the Copy () icon, the Price Item Pricing screen appears where you can define a new price item pricing using an existing price item pricing.</p>
Pricing Information	<p>Displays details of the price item pricing.</p> <p>Note:</p> <p>This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Account Information	<p>Indicates the account to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Account Override Pricing option from the Search By list.</p> <p>It has a link. On clicking the link, the Account screen appears with the details of the respective account.</p> <p>The account information string appears only when an algorithm defined using the C1-AC-INFO algorithm type is attached to the Account Information system event in the Algorithms tab of the Installation Options – Framework screen.</p>

Column Name	Column Description
Person Information	<p>Indicates the person to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Person Override Pricing option from the Search By list.</p> <p>It has a link. On clicking the link, the Person screen appears with the details of the respective person.</p> <p>The person information string appears only when an algorithm defined using the PERS-INFO algorithm type is attached to the Person Information system event in the Algorithms tab of the Installation Options – Framework screen.</p>
Price List Information	<p>Indicates the price list to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Price List Pricing option from the Search By list.</p> <p>It has a link. On clicking the link, the Price List screen appears with the details of the respective price list.</p>
Pricing Parameters	<p>Displays a comma-separated list of parameter values. The order in which parameter values appear in this column is controlled by the display order (which is defined while associating a parameter with a price item or price item bundle).</p> <p>Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>
Effective Start Date	<p>Displays the date from when the price item pricing is effective.</p> <p>Note: This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Effective End Date	<p>Displays the date till when the price item pricing is effective.</p> <p>Note: This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Pricing Currency	<p>Indicates the currency in which the price item pricing is defined.</p> <p>Note: This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Rate Schedule	<p>Indicates the rate schedule which is used for defining the price item pricing.</p> <p>Note:</p> <p>It has a link. On clicking the link Rate Schedule screen appears.</p> <p>This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>

Column Name	Column Description
Price Assignment Usage	<p>Indicates whether the price item pricing is applicable to all customers or only to new customers. The valid values are:</p> <ul style="list-style-type: none"> All Customers New Customers <p>Note: This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Price Assignment Type	<p>Indicates the type of the price item pricing. The valid values are:</p> <ul style="list-style-type: none"> Regular Post Processing Post Processing – Invoice Based Post Processing – Price Item Based <p>Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>

Related Topics

For more information on...	See...
How to assign a price item or price item bundle to an account	Assigning a Price Item or Price Item Bundle to an Account on page 244
How to copy a price item pricing	Copying a Price Item Pricing on page 245

Search Price Assignment

You can either assign a price item to a price list and then define pricing for the price item, or you can copy an existing price item pricing and assign it to a price list. The **Search Price Assignment** zone allows you to search for a price item pricing which is assigned to an account, person, or a price list. You can then create a new price item pricing using an existing price item pricing through copying the price item pricing. Once you create a copy of an existing price item pricing, the new price item pricing is assigned to the price list. On copying a price item pricing, the pricing details including the price components, eligibility and tiering criteria for each price component, and characteristics are copied to the new price item pricing. You can then edit the details, if required.

The system allows you to create a copy of active, proposed, inactive, rejected, and template price item pricing. Once you create the copy of a template price item pricing, you can save the new price item pricing in either **Active** or **Proposed** status.

The **Search Price Assignment** zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:


Field Name	Field Description	Mandatory (Yes or No)
Search By	<p>Used to indicate whether you want to search price item pricing assigned to an account, person, or a price list. The valid values are:</p> <ul style="list-style-type: none"> Price Assignment of a Pricelist Price Assignment of a Person Price Assignment of an Account 	Yes

Field Name	Field Description	Mandatory (Yes or No)
Price Item	Used to search pricing of a particular price item.	No
Description	Used to search pricing of price items with a particular description.	No
Price List Description	Used to search pricing of price items which are assigned to a particular price list. Note: This field appears only when you select the Price Assignment of a Pricelist option from the Search By list.	No
Account ID	Used to search pricing of price items which are assigned to a particular account. Note: This field appears only when you select the Price Assignment of an Account option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	No
Person ID	Used to search pricing of price items which are assigned to a particular person. Note: This field appears only when you select the Price Assignment of a Person option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Person Search window appears.	No
Price Assignment Type	Used to search a particular type of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing — Invoice Based • Post Processing — Price Item Based 	No
Effective Start Date	Used to search price item pricing on price lists which are effective from a particular date onwards. Note: This field appears only when you select the Price Assignment of a Pricelist option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Effective End Date	Used to search price item pricing on price lists which are effective till a particular date. Note: This field appears only when you select the Price Assignment of a Pricelist option from the Search By list.	No
Pricing Status	Used to search price item pricing with a particular status. The valid values are: <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template 	No

Note: You must specify at least one search criterion while searching for a price item pricing.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Copy	On clicking the Copy () icon, the Price Item Pricing screen appears where you can define a new price item pricing using an existing price item pricing.
Price Item	Displays the price item code. Note: It has a link. On clicking the link, the View Price Item screen appears with the details of the respective price item.
Description	Displays the description of the price item.
Variance Parameter	Indicates the variance parameter which is used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Price Item Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this column is controlled by the display order (which is defined while associating a parameter with a price item). Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Price List Description	Indicates the price list to which the price item pricing is assigned. Note: This column appears only when you select the Price Assignment of a Pricelist option from the Search By list.

Column Name	Column Description
Person Name	<p>Indicates the person to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Price Assignment of a Person option from the Search By list.</p> <p>It has a link. On clicking the link, the Person screen appears with the details of the respective person.</p> <p>The person information string appears only when an algorithm defined using the PERS-INFO algorithm type is attached to the Person Information system event in the Algorithms tab of the Installation Options — Framework screen.</p>
Account Information	<p>Indicates the account to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Price Assignment of an Account option from the Search By list.</p> <p>It has a link. On clicking the link, the Account screen appears with the details of the respective account.</p> <p>The account information string appears only when an algorithm defined using the C1-AC-INFO algorithm type is attached to the Account Information system event in the Algorithms tab of the Installation Options — Framework screen.</p>
Pricing Status	<p>Indicates the status of the price item pricing. The valid values are:</p> <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template
Price Assignment Type	<p>Indicates the type of the price item pricing. The valid values are:</p> <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing — Invoice Based • Post Processing — Price Item Based <p>Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>
Effective Start Date	Displays the date from when the price item pricing is effective.
Effective End Date	Displays the date till when the price item pricing is effective.
Rate Schedule	Indicates the rate schedule which is used for defining the price item pricing.
Rate Description	Displays the description of the rate schedule.
Pricing Currency	Indicates the currency in which the price item pricing is defined.

Related Topics

For more information on...	See...
How to copy a price item pricing	Copying a Price Item Pricing

Viewing Effective Price Assignments of an Account**Prerequisites**

To view effective price assignments of an account, you should have:

- Price items or price item bundles assigned to the account either directly or through the customer hierarchy

Procedure

To view effective price assignments of an account:

1. Search for the account in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the account whose details you want to view.
A menu appears.
3. Click the **Go To Effective Pricing** menu option.
The **Pricing (Account)** screen appears.
4. View the pricing for price items or price item bundles assigned to the account (either directly or through the customer hierarchy) in the **Effective Price Assignments for Account** zone.
5. Filter the effective price assignments of the account, if required.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account
Pricing (Account) screen	Pricing (Account) on page 225
Effective Price Assignments for Account zone	Effective Price Assignments for Account on page 226
How to filter effective price assignments of an account	Filtering Effective Price Assignments of an Account on page 240

Filtering Effective Price Assignments of an Account**Prerequisites**

To filter effective price assignments of an account, you should have:

- Price items or price item bundles defined in the application
- Parameters defined in the application (where the source entity is set to **Transaction**)
- Price items or price item bundles assigned to the account either directly or through the customer hierarchy

Procedure

To filter effective price assignments of an account:

1. Search for the account in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the account whose details you want to view.

A menu appears.

3. Click the **Go To Effective Pricing** menu option.

The **Pricing (Account)** screen appears.

4. Enter the search criteria in the **Effective Price Assignments for Account** zone.

Note:

You can search for a price item, parameter, or parameter value by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to add more than one parameter in the search criteria, click the **Add** (+) icon and then enter the parameter name and its value. However, if you want to remove a parameter from the search criteria, click the **Delete** (🗑️) icon corresponding to the parameter.

You can only use those parameters where the source entity is set to **Transaction**.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of price assignments which are effective on the specified date and that meet the search criteria are listed in the **Effective Price Assignments for Account** zone.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account
Pricing (Account) screen	Pricing (Account) on page 225
Effective Price Assignments for Account zone	Effective Price Assignments for Account on page 226

Exporting Effective Price Assignments of an Account

Prerequisites

To export effective price assignments of an account in the CSV format, you should have:

- Price items or price item bundles assigned to the account either directly or through the customer hierarchy

Procedure

To export effective price assignments of an account in the CSV format:

1. Search for the account in the **Banking Control Central** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the account whose details you want to view.

A menu appears.

3. Click the **Go To Effective Pricing** menu option.

The **Pricing (Account)** screen appears.

4. Filter the effective price assignments of the account, if required.
5. Click the **Export to Excel** link in the **Effective Price Assignment** zone.

A message appears confirming whether you want to open or save the EffectivePricing.csv file.

6. Select the **Save As** option from the **Save** list.

The **Save As** dialog box appears.

7. Browse to the location where you want to save the file.
8. Enter the file name in the respective field, and click **Save**.

The search results are exported in the CSV format.

9. Open the CSV file in Microsoft Excel.

The sheet contains the following columns:

Column Name	Column Description
Price Item	Displays the price item or price item bundle code.
Description	Displays the description of the price item or price item bundle.
Variance	Indicates the variance parameter which is used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Price Item Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this column is controlled by the display order (which is defined while associating a parameter with a price item). A tool tip appears when you hover over this column corresponding to the price item. It indicates the price item parameters and their values which are used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Price Assignment Type	Indicates the type of price assignment. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing — Invoice Based • Post Processing — Price Item Based
Assignment Level	Indicates the level at which the price item pricing is defined in the customer hierarchy. The valid values are: <ul style="list-style-type: none"> • Account Agreed • Account Price List • Account Inherited Price List • Customer Agreed • Customer Price List • Customer Inherited Price List • Parent Customer Agreed • Parent Customer Price List • Parent Customer Inherited Price List

Column Name	Column Description
Price List Description	Displays the description of the price list. Note: The description appears only when the assignment level is Account Price List, Account Inherited Price List, Customer Price List, Customer Inherited Price List, Parent Customer Price List, or Parent Customer Inherited Price List.
Rate Description	Displays the description of the rate schedule which is used for defining the price item pricing.
Rate Component Information	Displays a comma-separated string which consists of the following: <ul style="list-style-type: none"> • Rate Component Sequence • Tiering Setup of the Rate Component
Price Component Sequence	Indicates the sequence number of the price component.
Price Component Description	Displays the description of the price component.
Rate	Indicates the rate defined for the price component.
Effective Start Date	Displays the date from when the price item pricing is effective.
Effective End Date	Displays the date till when the price item pricing is effective.
Pricing Currency	Indicates the currency in which the price item pricing is defined.
From	Displays the lower limit of the tiering range.
To	Displays the upper limit of the tiering range.
Price Assignment Usage	Indicates whether the price item pricing is applicable to all customers or only to the new customers. The valid values are: <ul style="list-style-type: none"> • AC • NC
Price Assignment ID	Displays the price assignment ID.
Parent Level	Indicates the numerical level of the parent in the customer hierarchy from whom the price item pricing is inherited.
Price List ID	Indicates the price list from where the price item pricing is inherited.
Price List Start Date	Displays the date from when the price list is effective.
Parent Person	Displays the name of the parent or grandparent customer from whom the price item pricing is inherited.
Parent Pricelist Level	Indicates the parent level when price item pricing is inherited from the price list hierarchy. If the pricing is inherited from the assigned price list, the parent price list level will be 0. However, if the pricing is inherited from the parent price list in the hierarchy, the parent price list level will be 1. And, if the pricing is inherited from the grandparent price list in the hierarchy, the parent price list level will be 2, and so on.
Ignore Transaction	Indicates whether the transactions mapped to the price item is considered for billing. The valid values are: <ul style="list-style-type: none"> • Y • N

Column Name	Column Description
Aggregate Transaction	Indicates whether the transactions mapped to the price item is aggregated for billing. The valid values are: <ul style="list-style-type: none"> • Y • N
Aggregation Schedule	Indicates the transaction aggregation cycle. The valid values are: <ul style="list-style-type: none"> • Daily • Weekly • Monthly • Quarterly • Yearly
Tiering Criterion	Indicates the tiering criterion which is used in the tiering range.
Tiering Price Item	Indicates whether the price item is billed individually or at the price item bundle level.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 40
Pricing (Account) screen	Pricing (Account) on page 225
Effective Price Assignment zone	Effective Price Assignments for Account on page 226

Assigning a Price Item or Price Item Bundle to an Account

Prerequisites

To assign a price item or price item bundle to an account, you should have:

- Price items or price item bundles defined in the application
- Price item or price item bundle associated with the division to which the account belongs

Procedure

To assign a price item or price item bundle to an account:

1. Search for the account in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the account whose details you want to view.
A menu appears.
3. Click the **Go To Effective Pricing** menu option.
The **Pricing (Account)** screen appears.
4. Enter the search criteria to search for the price item or price item bundle that you want to assign to the account in the **Search Price Item** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields

except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click Search.

A list of price items or price item bundles that meet the search criteria appears in the search results.

6. In the Search Results section, click the Assign (📌) icon in the Assign column corresponding to the price item or price item bundle that you want to assign to the account.

The **Price Item Pricing** screen appears.

7. Define the pricing for the price item or price item bundle in the Price Item Pricing screen.

Note:

You cannot assign a price item or price item bundle to an account until you define the pricing for the price item or price item bundle.

You cannot assign different price item bundles with same price items and price item parameters combination to an account. However, you can assign different price item bundles with same price items and different price item parameters combination to an account.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account
Pricing (Account) screen	Pricing (Account) on page 225
Search Price Item zone	Search Price Item on page 231
Price Item Pricing screen	Price Item Pricing on page 274
How to define the pricing for a price item or price item bundle	Defining a Price Item Pricing on page 286

Copying a Price Item Pricing

Prerequisites

To copy a price item pricing and assign it to an account, you should have:

- Account (to which you want to assign the price item pricing) defined in the application
- Account associated with the division to which the user belongs
- Price item pricing (whose copy you want to create) defined in the application

Procedure

To copy a price item pricing and assign it to an account:

1. Search for the account in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the account whose details you want to view.
A menu appears.
3. Click the **Go To Effective Pricing** menu option.
The **Pricing (Account)** screen appears.
4. In the **Search Price Item** zone, select the required option from the **Search By** list to indicate whether you want to search price item pricing assigned to an account, person, or a price list.

The fields in the **Search Criteria** section change depending on the option that you select from the **Search By** list.

5. Enter the search criteria in the **Search Price Item** zone to search for the price item pricing whose copy you want to create and assign it to the account.
6. Click **Search**.

A list of price assignments that meet the search criteria appears in the **Search Results** section.

7. In the **Search Results** section, click the **Copy** () icon in the **Copy** column corresponding to the price item pricing whose copy you want to create.

The **Price Item Pricing** screen appears.

8. Modify the required pricing details.

Note:

If you change the effective start and end dates while copying a price item pricing, you need to specify the parameters which are effective during that date range.

While copying a price item pricing, you can not only edit the existing tiering combination details, but can also add additional tiering combinations until the maximum tiering combinations limit is met.

If you are creating a copy of active, proposed, inactive, rejected, or template price item pricing, you can save the new price item pricing in the **Active** or **Proposed** status.

9. Edit the characteristics of the price item pricing, if required.
10. Click **Save**.

A new price item pricing is defined and assigned to the account.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account
Pricing (Account) screen	Pricing (Account) on page 225
Search Price Item zone	Search Price Item on page 231
How to edit a price item pricing	Editing a Price Item Pricing on page 289
How to edit characteristics of a price item pricing	Editing the Price Item Pricing Characteristics

Pricing (Person)

The **Pricing (Person)** screen allows you to:

- View effective price assignments of a person
- View the details of an assigned or inherited price item pricing
- Search and assign price items or price item bundles to a person
- Edit or override a price item pricing
- Copy a price item pricing and assign it to a person

You can also view effective price assignments of a global person (i.e. a person who is not associated to any division) in this screen. The pricing for all price items or price item bundles assigned to the global person either directly or through

a price list appears in this screen. However, you will be able to view pricing for only those price items or price item bundles that are associated to the division to which you have access.

Since a global person is not associated to any division, the system cannot determine the price assignment search order for a global person. Hence, the default search order is defined for global persons through the **C1_PRASNORDR** feature configuration. This feature configuration contains the **Price Assignment Algorithm** option type where you need to specify the algorithm which contains default search order for global persons. You can change this default search order, if required. The valid search order values are — **AGREED_PRICELIST** and **AGREED_FIRST**. You can also create a custom search order, if required.

This screen consists of the following zones:

- [Effective Price Assignments for Person](#) on page 247
- [Search Price Item](#) on page 252

Effective Price Assignments for Person

The **Effective Price Assignments for Person** zone lists the price item pricing (i.e. price assignments) which are effective on the current date. In other words, it lists effective pricing for price items or price item bundles assigned to the person either directly or through the customer hierarchy. The order in which the price assignments are listed is controlled by the **Price Assignment Search** algorithm defined for the division to which the person belongs. If required, you can filter effective price assignments using various search criteria.

Note: If the effective pricing is available for the price item, regular bundle (to which the price item belongs), and parent (regular) bundle (i.e. to which the regular bundle belongs) at the same level, the system lists the pricing depending on the value defined for the **Prefer Price Item Over Bundle** parameter in the price assignment search algorithm. If the value of the **Prefer Price Item Over Bundle** parameter is set to **Y**, the system lists effective pricing which is available for the price item. If the effective pricing is not available for the price item, then the system lists effective pricing which is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system lists effective pricing which is available for the parent bundle at the same level. However, if the value of the **Prefer Price Item Over Bundle** parameter is set to **N**, the system lists effective pricing which is available for the parent bundle. If the effective pricing is not available for the parent bundle, then the system lists effective pricing which is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system lists effective pricing which is available for the price item at the same level.

This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Person ID	Indicates the person whose effective price assignments are listed in this zone.	Not applicable
Effective Pricing Date	Used to search price assignments which are effective on a particular date. Note: By default, this field is set to the current date.	No

Field Name	Field Description	Mandatory (Yes or No)
Assignment Level	<p>Used to search price assignments at a particular level in the customer hierarchy. The valid values are:</p> <ul style="list-style-type: none"> • Customer Agreed – Means price item pricing is agreed for the main customer in the customer hierarchy. • Customer Price List – Means price item pricing is defined in the price list which is assigned to the main customer. • Customer Inherited Price List – Means price item pricing is inherited from the parent price list hierarchy defined for the price list which is assigned to the main customer. • Default Price List – Means price item pricing defined in the price list is available in the default price list. • Global Price List – Means price item pricing defined in the price list is available in the global price list. • Parent Customer Agreed – Means price item pricing is agreed for the parent customer in the customer hierarchy. • Parent Customer Price List – Means price item pricing is defined in the price list which is assigned to the parent customer. • Parent Customer Inherited Price List – Means price item pricing is inherited from the parent price list hierarchy defined for the price list which is assigned to the parent customer. 	No
Parent Person	Used to search price assignments which are inherited from a particular parent customer.	No
Pricing Status	<p>Used to search price assignments with a particular status. The valid values are:</p> <ul style="list-style-type: none"> • Active • Proposed <p>Note: By default, the Active option is selected.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Show Default and Global Pricing	Used to indicate whether you want to search price assignments inherited from the default or global price list. The valid values are: <ul style="list-style-type: none"> Yes – Used when you want to search price assignments inherited from either of the following: <ul style="list-style-type: none"> Default price list defined for the division Global price list No – Used when you do not want to search price assignments inherited from either of the following: <ul style="list-style-type: none"> Default price list defined for the division Global price list <p>Note: By default, the No option is selected.</p>	No
Price Item	Used to search price assignments of a particular price item or price item bundle.	No
Description	Used to search price assignments of a price item or price item bundle having a particular description.	No
Search Type	Used to search the price list using the following values: <ul style="list-style-type: none"> Best Fit Exact Match <p>Note: By default, the Exact Match option is selected.</p>	No

Note: The **Search** (🔍) icon appears corresponding to the **Price Item** field. On clicking the **Search** icon, you can search for a price item.

- Price Item Parameters** – The **Price Item Parameters** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Parameter	Used to search price assignments which are defined using a particular parameter. <p>Note:</p> This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .	No

Field Name	Field Description	Mandatory (Yes or No)
Parameter Value	Used to search price assignments which are defined using a particular parameter value. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .	No

Note:



The **Search** (🔍) icon appears corresponding to the **Parameter** field. On clicking the **Search** icon, you can search for a parameter.

You can only use those parameters where the source entity is set to **Transaction**.

The **Search** (🔍) icon appears corresponding to the **Parameter Value** field only when the value type of the parameter is **Predefined** or **Reference**. If the value type of the parameter is **Predefined** then on clicking the **Search** icon, you can search for a predefined parameter value. However, if the value type of the parameter is **Reference** then on clicking the **Search** icon, you can search for a reference parameter value.

- **Search Results** – On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Pricing Information	Displays the concatenated string consisting of pricing information and pricing ID for the person. Note: It has a link. On clicking the link, the View Price Item Pricing screen appears with the details of the respective price item pricing.
Price Item	Displays the price item or price item bundle code.
Pricing Parameters	Used to specify multiple parameters based on which you want to determine the pricing utilization. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Price Assignment Type	Indicates the type of price assignment. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based

Column Name	Column Description
Assignment Level	<p>Indicates the level at which the price item pricing is defined in the customer hierarchy. The valid values are:</p> <ul style="list-style-type: none"> • Customer Agreed • Customer Price List • Customer Inherited Price List • Default Price List • Global Price List • Parent Customer Agreed • Parent Customer Price List • Parent Customer Inherited Price List
Price List Information	Displays the information about the price list which is assigned to the account.
Rate Schedule	Indicates the rate schedule which is used for defining the price item pricing.
Edit	<p>On clicking the Edit () icon, the Price Item Pricing screen appears where you can edit the details of the price item pricing.</p> <p>Note: The Edit icon appears only when the assignment level is Customer Agreed.</p>
Override	<p>On clicking the Override () icon, the Price Item Pricing screen appears where you can override the price item pricing.</p> <p>Note:</p> <p>You can override a price item pricing assigned at any level in the customer hierarchy. On overriding a price item pricing, a new price item pricing which is specific to the account is defined at the account level and is then called account agreed pricing.</p> <p>A customer agreed or account agreed price assignments are effective for a particular duration and do not expire until you specify the end date manually. However, if you set the Expire Override Switch option type of the C1_EXP_OVRD feature configuration to Y, the system will automatically expire an agreed pricing when the agreed pricing of a customer or an account without end date is overridden. If you do not want an agreed pricing to automatically expire when it is overridden, you must set the Expire Override Switch option type of the C1_EXP_OVRD feature configuration to N.</p>
Effective Start Date	Displays the date from when the price item pricing is effective.
Effective End Date	Displays the date till when the price item pricing is effective.
Pricing Currency	Indicates the currency in which the price item pricing is defined.
Parent Person	Displays the name of the parent or grandparent customer from whom the price item pricing is inherited.

Note: The number of records that can be displayed in the **Search Results** section is controlled via the **C1_PR_REC** feature configuration. You can change the number of records that can be displayed using the **Effective Pricing RecordSet Limit** option type of the **C1_PR_REC** feature configuration. For more information, refer to [Setting the C1_PR_REC Feature Configuration](#) on page 1722.

Related Topics

For more information on...	See...
How to view effective price assignments of a person	Viewing Effective Price Assignments of a Person on page 261
How to view the details of an assigned or inherited price item pricing	Viewing the Details of an Assigned or Inherited Price Item Pricing on page 273
How to override a price item pricing	Override Price Item Pricing
How to edit a price item pricing	Editing a Price Item Pricing on page 289
How to filter effective price assignments of a person	Filtering Effective Price Assignments of a Person on page 261

Search Price Item

You can either assign a price item to a price list and then define pricing for the price item, or you can copy an existing price item pricing and assign it to a price list. The **Search Price Item** zone allows you to search for a price item pricing which is assigned to an account, person, or a price list. You can then create a new price item pricing using an existing price item pricing through copying the price item pricing. Once you create a copy of an existing price item pricing, the new price item pricing is assigned to the price list. On copying a price item pricing, the pricing details including the price components, eligibility and tiering criteria for each price component, and characteristics are copied to the new price item pricing. You can then edit the details, if required.

The system allows you to create a copy of active, proposed, inactive, rejected, and template price item pricing. Once you create the copy of a template price item pricing, you can save the new price item pricing in either **Active** or **Proposed** status.

The **Search Price Item** zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to search whether you want to search price item pricing for a price item, account, person, or a price list. The valid values are: <ul style="list-style-type: none"> • Price Item • Price List Pricing • Account Override Pricing • Person Override Pricing 	Yes
Price Item	Used to search pricing for a particular price item or price item bundle.	No
Description	Used to search price items or price item bundles with a particular description. Note: This field appears only when you select the Price Item option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Global Price List	<p>Used to search price items or price item bundles which can be assigned to a global price list. The valid values are:</p> <ul style="list-style-type: none"> • Yes • No <p>Note: This field appears only when you select the Price Item option from the Search By list.</p>	No
Bundle	<p>Used to search whether the price item is a bundle or not. The valid values are:</p> <ul style="list-style-type: none"> • Yes • No <p>Note: This field appears only when you select the Price Item option from the Search By list.</p>	No
Price List ID	<p>Used to search the price list to which the price item pricing is assigned.</p> <p>Note: This field appears only when you select the Price List Pricing option from the Search By list.</p>	No
Effective Start Date	<p>Used to search price item pricing on price lists which are effective from a particular date onwards.</p> <p>Note: This field appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>	No
Effective End Date	<p>Used to search price item pricing on price lists which are effective till a particular date.</p> <p>Note: This field appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>	No
Pricing Status	<p>Used to search price item pricing with a particular status. The valid values are:</p> <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template <p>Note: This field appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Price Assignment Type	Used to search a particular type of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based Note: This field appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.	No
Account ID	Used to search pricing of price items which are assigned to a particular account. Note: This field appears only when you select the Account Override Pricing option from the Search By list.	No
Person ID	Used to search pricing of price items which are assigned to a particular person. Note: This field appears only when you select the Person Override Pricing option from the Search By list.	No

Note:


You must specify at least one search criterion while searching for a price item or price item bundle.

The **Search** (🔍) icon appears corresponding to the **Price List ID, Price Item, Account ID, and Person ID** fields. On clicking the **Search** icon, you can search for a price list, price item, an account, and person.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The search results include only those price items or price item bundles that are associated with the division to which the person belongs. However, if the person does not belong to any division, the search will be performed against all price items or price item bundles defined in the system. It may also include price items or price item bundles that are already assigned to the person in case those price items or price item bundles match the search criteria.

The **Search Results** section contains the following columns:

Column Name	Column Description
Assign	On clicking the Assign (📄) icon, the Price Item Pricing screen appears where you can define a new price item pricing. Note: This column appears only when you select the Price Item option from the Search By list.

Column Name	Column Description
Price Item Information	<p>Displays details of the price item or price item bundle.</p> <p>Note:</p> <p>It has a link. On clicking the link, the Price Item screen appears with the details of the respective price item or price item bundle.</p> <p>This column appears only when you select the Price Item option from the Search By list.</p>
Copy	<p>On clicking the Copy () icon, the Price Item Pricing screen appears where you can define a new price item pricing using an existing price item pricing.</p>
Pricing Information	<p>Displays details of the price item pricing.</p> <p>Note:</p> <p>This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Account Information	<p>Indicates the account to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Account Override Pricing option from the Search By list.</p> <p>It has a link. On clicking the link, the Account screen appears with the details of the respective account.</p> <p>The account information string appears only when an algorithm defined using the C1-AC-INFO algorithm type is attached to the Account Information system event in the Algorithms tab of the Installation Options – Framework screen.</p>
Person Information	<p>Indicates the person to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Person Override Pricing option from the Search By list.</p> <p>It has a link. On clicking the link, the Person screen appears with the details of the respective person.</p> <p>The person information string appears only when an algorithm defined using the PERS-INFO algorithm type is attached to the Person Information system event in the Algorithms tab of the Installation Options – Framework screen.</p>

Column Name	Column Description
Price List Information	<p>Indicates the price list to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Price List Pricing option from the Search By list.</p> <p>It has a link. On clicking the link, the Price List screen appears with the details of the respective price list.</p>
Pricing Parameters	<p>Displays a comma-separated list of parameter values. The order in which parameter values appear in this column is controlled by the display order (which is defined while associating a parameter with a price item or price item bundle).</p> <p>Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>
Effective Start Date	<p>Displays the date from when the price item pricing is effective.</p> <p>Note: This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Effective End Date	<p>Displays the date till when the price item pricing is effective.</p> <p>Note: This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Pricing Currency	<p>Indicates the currency in which the price item pricing is defined.</p> <p>Note: This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Rate Schedule	<p>Indicates the rate schedule which is used for defining the price item pricing.</p> <p>Note:</p> <p>It has a link. On clicking the link Rate Schedule screen appears.</p> <p>This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>
Price Assignment Usage	<p>Indicates whether the price item pricing is applicable to all customers or only to new customers. The valid values are:</p> <ul style="list-style-type: none"> • All Customers • New Customers <p>Note: This column appears only when you select the Price List Pricing, Account Override Pricing, or Person Override Pricing option from the Search By list.</p>

Column Name	Column Description
Price Assignment Type	<p>Indicates the type of the price item pricing. The valid values are:</p> <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based <p>Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>

Related Topics

For more information on...	See...
How to copy a price item pricing	Copying a Price Item Pricing on page 266
How to assign a price item or price item bundle to a person	Assigning a Price Item or Price Item Bundle to a Person on page 265

Search Price Assignment

You can either assign a price item to a price list and then define pricing for the price item, or you can copy an existing price item pricing and assign it to a price list. The **Search Price Assignment** zone allows you to search for a price item pricing which is assigned to an account, person, or a price list. You can then create a new price item pricing using an existing price item pricing through copying the price item pricing. Once you create a copy of an existing price item pricing, the new price item pricing is assigned to the price list. On copying a price item pricing, the pricing details including the price components, eligibility and tiering criteria for each price component, and characteristics are copied to the new price item pricing. You can then edit the details, if required.

The system allows you to create a copy of active, proposed, inactive, rejected, and template price item pricing. Once you create the copy of a template price item pricing, you can save the new price item pricing in either **Active** or **Proposed** status.

The **Search Price Assignment** zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:


Field Name	Field Description	Mandatory (Yes or No)
Search By	<p>Used to indicate whether you want to search price item pricing assigned to an account, person, or a price list. The valid values are:</p> <ul style="list-style-type: none"> • Price Assignment of a Pricelist • Price Assignment of a Person • Price Assignment of an Account 	Yes
Price Item	Used to search pricing of a particular price item.	No
Description	Used to search pricing of price items with a particular description.	No

Field Name	Field Description	Mandatory (Yes or No)
Price List Description	Used to search pricing of price items which are assigned to a particular price list. Note: This field appears only when you select the Price Assignment of a Pricelist option from the Search By list.	No
Account ID	Used to search pricing of price items which are assigned to a particular account. Note: This field appears only when you select the Price Assignment of an Account option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	No
Person ID	Used to search pricing of price items which are assigned to a particular person. Note: This field appears only when you select the Price Assignment of a Person option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Person Search window appears.	No
Price Assignment Type	Used to search a particular type of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing — Invoice Based • Post Processing — Price Item Based 	No
Effective Start Date	Used to search price item pricing on price lists which are effective from a particular date onwards. Note: This field appears only when you select the Price Assignment of a Pricelist option from the Search By list.	No
Effective End Date	Used to search price item pricing on price lists which are effective till a particular date. Note: This field appears only when you select the Price Assignment of a Pricelist option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Pricing Status	Used to search price item pricing with a particular status. The valid values are: <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template 	No

Note: You must specify at least one search criterion while searching for a price item pricing.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Copy	On clicking the Copy () icon, the Price Item Pricing screen appears where you can define a new price item pricing using an existing price item pricing.
Price Item	Displays the price item code. Note: It has a link. On clicking the link, the View Price Item screen appears with the details of the respective price item.
Description	Displays the description of the price item.
Variance Parameter	Indicates the variance parameter which is used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Price Item Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this column is controlled by the display order (which is defined while associating a parameter with a price item). Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Price List Description	Indicates the price list to which the price item pricing is assigned. Note: This column appears only when you select the Price Assignment of a Pricelist option from the Search By list.

Column Name	Column Description
Person Name	<p>Indicates the person to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Price Assignment of a Person option from the Search By list.</p> <p>It has a link. On clicking the link, the Person screen appears with the details of the respective person.</p> <p>The person information string appears only when an algorithm defined using the PERS-INFO algorithm type is attached to the Person Information system event in the Algorithms tab of the Installation Options — Framework screen.</p>
Account Information	<p>Indicates the account to which the price item pricing is assigned. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This column appears only when you select the Price Assignment of an Account option from the Search By list.</p> <p>It has a link. On clicking the link, the Account screen appears with the details of the respective account.</p> <p>The account information string appears only when an algorithm defined using the C1-AC-INFO algorithm type is attached to the Account Information system event in the Algorithms tab of the Installation Options — Framework screen.</p>
Pricing Status	<p>Indicates the status of the price item pricing. The valid values are:</p> <ul style="list-style-type: none"> • Active • Inactive • Proposed • Rejected • Template
Price Assignment Type	<p>Indicates the type of the price item pricing. The valid values are:</p> <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing — Invoice Based • Post Processing — Price Item Based <p>Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>
Effective Start Date	Displays the date from when the price item pricing is effective.
Effective End Date	Displays the date till when the price item pricing is effective.
Rate Schedule	Indicates the rate schedule which is used for defining the price item pricing.
Rate Description	Displays the description of the rate schedule.
Pricing Currency	Indicates the currency in which the price item pricing is defined.

Related Topics

For more information on...	See...
How to copy a price item pricing	Copying a Price Item Pricing

Viewing Effective Price Assignments of a Person**Prerequisites**

To view effective price assignments of a person, you should have:

- Price items or price item bundles assigned to the person either directly or through the customer hierarchy

Procedure

To view effective price assignments of a person:

1. Search for the person in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the person whose details you want to view.
A menu appears.
3. Click the **Go To Effective Pricing** menu option.
The **Pricing (Person)** screen appears.
4. View the pricing for price items or price item bundles assigned to the person (either directly or through the customer hierarchy) in the **Effective Price Assignments for Person** zone.
5. Filter the effective price assignments of the person, if required.

Related Topics

For more information on...	See...
How to search for a person	Searching for a Person
Pricing (Person) screen	Pricing (Person) on page 246
Effective Price Assignments for Person zone	Effective Price Assignments for Person on page 247
How to filter effective price assignments of a person	Filtering Effective Price Assignments of a Person on page 261

Filtering Effective Price Assignments of a Person**Prerequisites**

To filter effective price assignments of a person, you should have:

- Price items or price item bundles defined in the application
- Parameters defined in the application (where the source entity is set to **Transaction**)
- Price items or price item bundles assigned to the person either directly or through the customer hierarchy

Procedure

To filter effective price assignments of a person:

1. Search for the person in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the person whose details you want to view.

A menu appears.

3. Click the **Go To Effective Pricing** menu option.

The **Pricing (Person)** screen appears.

4. Enter the search criteria in the **Effective Price Assignments for Person** zone.

Note:

You can search for a price item, parameter, or parameter value by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to add more than one parameter in the search criteria, click the **Add** (+) icon and then enter the parameter name and its value. However, if you want to remove a parameter from the search criteria, click the **Delete** (🗑️) icon corresponding to the parameter.

You can only use those parameters where the source entity is set to **Transaction**.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of price assignments which are effective on the specified date and that meet the search criteria are listed in the **Effective Price Assignments for Person** zone.

Related Topics

For more information on...	See...
How to search for a person	Searching for a Person
Pricing (Person) screen	Pricing (Person) on page 246
Effective Price Assignments for Person zone	Effective Price Assignments for Person on page 247

Exporting Effective Price Assignments of a Person

Prerequisites

To export effective price assignments of a person in the CSV format, you should have:

- Price items or price item bundles assigned to the person either directly or through the customer hierarchy

Procedure

To export effective price assignments of a person in the CSV format:

1. Search for the person in the **Banking Control Central** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the person whose details you want to view.

A menu appears.

3. Click the **Go To Effective Pricing** menu option.

The **Pricing (Person)** screen appears.

4. Filter the effective price assignments of the person, if required.
5. Click the **Export to Excel** link in the **Effective Price Assignment** zone.

A message appears confirming whether you want to open or save the EffectivePricing.csv file.

6. Select the **Save As** option from the **Save** list.

The **Save As** dialog box appears.

7. Browse to the location where you want to save the file.
8. Enter the file name in the respective field, and click **Save**.

The search results are exported in the CSV format.

9. Open the CSV file in Microsoft Excel.

The sheet contains the following columns:

Column Name	Column Description
Price Item	Displays the price item or price item bundle code.
Description	Displays the description of the price item or price item bundle.
Variance	Indicates the variance parameter which is used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Price Item Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this column is controlled by the display order (which is defined while associating a parameter with a price item). A tool tip appears when you hover over this column corresponding to the price item. It indicates the price item parameters and their values which are used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Price Assignment Type	Indicates the type of price assignment. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing — Invoice Based • Post Processing — Price Item Based
Assignment Level	Indicates the level at which the price item pricing is defined in the customer hierarchy. The valid values are: <ul style="list-style-type: none"> • Customer Agreed • Customer Price List • Customer Inherited Price List • Parent Customer Agreed • Parent Customer Price List • Parent Customer Inherited Price List

Column Name	Column Description
Price List Description	Displays the description of the price list. Note: The description appears only when the assignment level is Customer Price List, Customer Inherited Price List, Parent Customer Price List, or Parent Customer Inherited Price List.
Rate Description	Displays the description of the rate schedule which is used for defining the price item pricing.
Rate Component Information	Displays a comma-separated string which consists of the following: <ul style="list-style-type: none"> • Rate Component Sequence • Tiering Setup of the Rate Component
Price Component Sequence	Indicates the sequence number of the price component.
Price Component Description	Displays the description of the price component.
Rate	Indicates the rate defined for the price component.
Effective Start Date	Displays the date from when the price item pricing is effective.
Effective End Date	Displays the date till when the price item pricing is effective.
Pricing Currency	Indicates the currency in which the price item pricing is defined.
From	Displays the lower limit of the tiering range.
To	Displays the upper limit of the tiering range.
Price Assignment Usage	Indicates whether the price item pricing is applicable to all customers or only to the new customers. The valid values are: <ul style="list-style-type: none"> • AC • NC
Price Assignment ID	Displays the price assignment ID.
Parent Level	Indicates the numerical level of the parent in the customer hierarchy from whom the price item pricing is inherited.
Price List ID	Indicates the price list from where the price item pricing is inherited.
Price List Start Date	Displays the date from when the price list is effective.
Parent Person	Displays the name of the parent or grandparent customer from whom the price item pricing is inherited.
Parent Pricelist Level	Indicates the parent level when price item pricing is inherited from the price list hierarchy. If the pricing is inherited from the assigned price list, the parent price list level will be 0. However, if the pricing is inherited from the parent price list in the hierarchy, the parent price list level will be 1. And, if the pricing is inherited from the grandparent price list in the hierarchy, the parent price list level will be 2, and so on.
Ignore Transaction	Indicates whether the transactions mapped to the price item is considered for billing. The valid values are: <ul style="list-style-type: none"> • Y • N

Column Name	Column Description
Aggregate Transaction	Indicates whether the transactions mapped to the price item is aggregated for billing. The valid values are: <ul style="list-style-type: none"> • Y • N
Aggregation Schedule	Indicates the transaction aggregation cycle. The valid values are: <ul style="list-style-type: none"> • Daily • Weekly • Monthly • Quarterly • Yearly
Tiering Criterion	Indicates the tiering criterion which is used in the tiering range.
Tiering Price Item	Indicates whether the price item or price item bundle's total usage is considered for determining the rate.

Related Topics

For more information on...	See...
How to search for a person	Searching for a Person on page 43
Pricing (Person) screen	Pricing (Person) on page 246
Effective Price Assignment zone	Effective Price Assignments for Person on page 247

Assigning a Price Item or Price Item Bundle to a Person


Prerequisites

To assign a price item or price item bundle to a person, you should have:

- Price items or price item bundles defined in the application
- Price item or price item bundle associated with the division to which the person belongs

Procedure

To assign a price item or price item bundle to a person:

1. Search for the person in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** () icon corresponding to the person whose details you want to view.
A menu appears.
3. Click the **Go To Effective Pricing** menu option.
The **Pricing (Person)** screen appears.
4. Enter the search criteria to search for the price item or price item bundle that you want to assign to the person in the **Search Price Item** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of price items or price item bundles that meet the search criteria appears in the search results.

6. In the **Search Results** section, click the **Assign** () icon in the **Assign** column corresponding to the price item or price item bundle that you want to assign to the person.

The **Price Item Pricing** screen appears.

7. Define the pricing for the price item or price item bundle in the **Price Item Pricing** screen.

Note:

You cannot assign a price item or price item bundle to a person until you define the pricing for the price item or price item bundle.

You cannot assign different price item bundles with same price items and price item parameters combination to a person. However, you can assign different price item bundles with same price items and different price item parameters combination to a person.

Related Topics

For more information on...	See...
How to search for a person	Searching for a Person
Pricing (Person) screen	Pricing (Person) on page 246
Search Price Item zone	Search Price Item on page 252
Price Item Pricing screen	Price Item Pricing on page 274
How to define the pricing for a price item or price item bundle	Defining a Price Item Pricing on page 286

Copying a Price Item Pricing


Prerequisites

To copy a price item pricing and assign it to a person, you should have:

- Person (to which you want to assign the price item pricing) defined in the application
- Person associated with the division to which the user belongs
- Price item pricing (whose copy you want to create) defined in the application

Procedure

To copy a price item pricing and assign it to a person:

1. Search for the person in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **Show Context Menu** () icon corresponding to the person whose details you want to view.

A menu appears.

3. Click the **Go To Effective Pricing** menu option.

The **Pricing (Person)** screen appears.

4. In the **Search Price Item** zone, select the required option from the **Search By** list to indicate whether you want to search price item pricing assigned to an account, person, or a price list.

The fields in the **Search Criteria** section change depending on the option that you select from the **Search By** list.

5. Enter the search criteria in the **Search Price Item** zone to search for the price item pricing whose copy you want to create and assign it to the person.
6. Click **Search**.

A list of price assignments that meet the search criteria appears in the **Search Results** section.

7. In the **Search Results** section, click the **Copy** () icon in the **Copy** column corresponding to the price item pricing whose copy you want to create.

The **Price Item Pricing** screen appears.

8. Modify the required pricing details.

Note:

If you change the effective start and end dates while copying a price item pricing, you need to specify the parameters which are effective during that date range.

While copying a price item pricing, you can not only edit the existing tiering combination details, but can also add additional tiering combinations until the maximum tiering combinations limit is met.

If you are creating a copy of active, proposed, inactive, rejected, or template price item pricing, you can save the new price item pricing in the **Active** or **Proposed** status.

9. Edit the characteristics of the price item pricing, if required.
10. Click **Save**.

A new price item pricing is defined and assigned to the person.

Related Topics

For more information on...	See...
How to search for a person	Searching for a Person
Pricing (Person) screen	Pricing (Person) on page 246
Search Price Item zone	Search Price Item on page 252
How to edit a price item pricing	Editing a Price Item Pricing on page 289
How to edit characteristics of a price item pricing	Editing the Price Item Pricing Characteristics

Effective Pricing Information

The **Effective Pricing Information** screen allows you to view the details of an assigned or inherited price item pricing. You can access this screen from both **Pricing (Account)** and **Pricing (Person)** screens depending on whether you want to view assigned or inherited price item pricing details of an account or a person.

This screen consists of the following zones:

- [Account Information](#) on page 268

Note: This zone appears only when you access the **Effective Pricing Information** screen through the **Pricing (Account)** screen.

- [Person Information](#) on page 268

Note: This zone appears only when you access the **Effective Pricing Information** screen through the **Pricing (Person)** screen.

- [Effective Pricing Information](#) on page 268

Account Information

The **Account Information** zone displays information about the account whose assigned or inherited price item pricing details are listed in this screen. It appears only when you access the **Effective Pricing Information** screen through the **Pricing (Account)** screen. This zone contains the following fields:

Field Name	Field Description
Person Name	Indicates the main customer to whom the account belongs.
Account ID	Displays the account ID.
Primary Account Identifier	Displays the primary account identifier type of the account along with its value.
Division	Indicates the division to which the account belongs.

Person Information

The **Person Information** zone displays information about the person whose assigned or inherited price item pricing details are listed in this screen. It appears only when you access the **Effective Pricing Information** screen through the **Pricing (Person)** screen. This zone contains the following fields:

Field Name	Field Description
Person Name	Displays the person name.
Person ID	Displays the person ID.
Division	Indicates the division to which the person belongs.

Effective Pricing Information

The **Effective Pricing Information** zone displays the details of an assigned or inherited price item pricing. This zone contains the following sections:

- **Rate Information** – This section contains the following fields:

Field Name	Field Description
Applicable Rate	Indicates the rate which is calculated and persisted for the price item.
Contributing Price Components are	Indicates the price components which have contributed during the rate calculation.

Note: The system calculates and persist the rate for a price item only when the type of the price item is **Rate**. In addition, the rate is persisted only for the price item pricing which is either assigned or inherited by an account. It is not persisted for the price item pricing which is either assigned or inherited by a person. Therefore, this section appears only when the type of the price item is **Rate** and the price item pricing is either assigned or inherited by an account.

- **Price Item and Parameter Information** – This section contains the following fields:

Field Name	Field Description
Price Item	Indicates the price item or price item bundle whose pricing details are listed in this zone.

Field Name	Field Description
Description	Displays the description of the price item or price item bundle.

In addition, this section contains a grid which has the following columns:

Column Name	Column Description
Parameter	Indicates the parameter based on which the price item pricing is defined.
Parameter Information	Displays a comma-separated string which consists of the following: <ul style="list-style-type: none"> Parameter Description Mandatory (Yes or No) Priority
Parameter Value	Displays the value of the parameter.

Note: This grid appears only when the **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration is set to **True**.

- **TFM Information** – This section contains the following fields:

Field Name	Field Description
Ignore Transaction	Indicates whether the transactions mapped to the price item is considered for billing. The valid values are: <ul style="list-style-type: none"> Yes No
Aggregation Schedule	Indicates the transaction aggregation cycle. The valid values are: <ul style="list-style-type: none"> Daily Weekly Monthly Quarterly Yearly
Aggregate Transaction	Indicates whether the transactions mapped to the price item is aggregated for billing. The valid values are: <ul style="list-style-type: none"> Yes No
Rating Criteria	Indicates how and when the transaction legs mapped to the price item are rated. The valid values are: <ul style="list-style-type: none"> Aggregate transactions and then rate aggregated SQs Do Not Rate Transactions Rate individual transactions and aggregate calc lines across transactions Rate Transactions


Note: This section appears only when Aggregation or Rating Criteria data is defined in the price item pricing.

- **Pricing Information** – This section contains the following fields:

Field Name	Field Description
Effective Start Date	Displays the date from when the price item pricing is effective.
Pricing Currency	Indicates the currency in which the price item pricing is defined.
Effective End Date	Displays the date till when the price item pricing is effective.
Pricing Status	Indicates the status of the price item pricing. The valid values are: <ul style="list-style-type: none"> • Active • Inactive
Rate Schedule	Indicates the rate schedule which is used for defining the price item pricing.
Price Assignment Type	Indicates the type of price assignment. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing – Invoice Based • Post Processing – Price Item Based
Print Zero	Indicates whether zero pricing must be displayed in the bill. The valid values are: <ul style="list-style-type: none"> • Yes • No
Apply To	Indicates whether the price item pricing is applicable to all customers or only to the new customers. The valid values are: <ul style="list-style-type: none"> • All Customers • New Customers <p>Note: This field appears only when the price item pricing is inherited from the price list.</p>
Variance Parameter	Indicates the variance parameter which is used for defining the price item pricing. <p>Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>

In addition, this section contains a grid which has the following columns:

Field Name	Field Description
Rate Component Information	Displays a comma-separated string which consists of the following: <ul style="list-style-type: none"> • Rate Component Sequence • Tiering Setup of the Rate Component
Price Component Sequence	Indicates the sequence number of the price component.
Price Component Description	Displays the description of the price component.
Rate	Indicates the rate defined for the price component.

Field Name	Field Description																				
Contributing Factor	<p>Indicates whether the price component has contributed during the rate calculation. The valid values are:</p> <ul style="list-style-type: none"> • Yes • No 																				
Eligibility/Tier Details	<p>On clicking the Add () icon, the following grids appear in the Pricing Information section:</p> <ul style="list-style-type: none"> • Tiering Criteria – This grid contains the following columns: <table border="1"> <thead> <tr> <th>Column Name</th> <th>Column Description</th> </tr> </thead> <tbody> <tr> <td>Tiering Criteria</td> <td>Indicates the tiering criterion which is used in the tiering range.</td> </tr> <tr> <td>Price Item</td> <td>Indicates whether the price item or price item bundle's total usage is considered for determining the rate.</td> </tr> <tr> <td>Variance Parameter</td> <td> <p>Indicates the variance parameter based on which price item or price item bundle's total usage is considered for determining the rate.</p> <p>Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p> </td> </tr> </tbody> </table> <p>Parameters</p> <p>Contains a grid which has the following columns:</p> <table border="1"> <thead> <tr> <th>Column Name</th> <th>Column Description</th> </tr> </thead> <tbody> <tr> <td>Parameter</td> <td>Indicates the parameter based on which price item or price item bundle's total usage is considered for determining the rate.</td> </tr> <tr> <td>Parameter Information</td> <td> <p>Displays a comma-separated string which consists of the following:</p> <ul style="list-style-type: none"> • Parameter Description • Mandatory (Yes or No) • Priority </td> </tr> <tr> <td>Parameter Value</td> <td>Displays the value of the parameter.</td> </tr> </tbody> </table> <p>Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <table border="1"> <tbody> <tr> <td>From</td> <td>Displays the lower limit of the tiering range.</td> </tr> <tr> <td>To</td> <td>Displays the upper limit of the tiering range.</td> </tr> </tbody> </table> <p>Note: This grid does not appear when the tiering type of the rate component is set to Flat.</p>	Column Name	Column Description	Tiering Criteria	Indicates the tiering criterion which is used in the tiering range.	Price Item	Indicates whether the price item or price item bundle's total usage is considered for determining the rate.	Variance Parameter	<p>Indicates the variance parameter based on which price item or price item bundle's total usage is considered for determining the rate.</p> <p>Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>	Column Name	Column Description	Parameter	Indicates the parameter based on which price item or price item bundle's total usage is considered for determining the rate.	Parameter Information	<p>Displays a comma-separated string which consists of the following:</p> <ul style="list-style-type: none"> • Parameter Description • Mandatory (Yes or No) • Priority 	Parameter Value	Displays the value of the parameter.	From	Displays the lower limit of the tiering range.	To	Displays the upper limit of the tiering range.
Column Name	Column Description																				
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Column Name	Column Description																				
Parameter	Indicates the parameter based on which price item or price item bundle's total usage is considered for determining the rate.																				
Parameter Information	<p>Displays a comma-separated string which consists of the following:</p> <ul style="list-style-type: none"> • Parameter Description • Mandatory (Yes or No) • Priority 																				
Parameter Value	Displays the value of the parameter.																				
From	Displays the lower limit of the tiering range.																				
To	Displays the upper limit of the tiering range.																				

Field Name	Field Description																				
	<ul style="list-style-type: none"> • Pricing Eligibility Criteria – This grid contains the following columns: <table border="1"> <thead> <tr> <th>Column Name</th> <th>Column Description</th> </tr> </thead> <tbody> <tr> <td>Sequence Number</td> <td>Indicates the order in which the pricing eligibility criterion should be executed.</td> </tr> <tr> <td>Parameter</td> <td>Indicates the parameter (on the left hand side) which is used in the pricing eligibility criterion.</td> </tr> <tr> <td>Operator</td> <td>Indicates the operator which is used in the pricing eligibility criterion.</td> </tr> <tr> <td>Parameter Value Type</td> <td>Indicates whether the parameter (on the left hand side) must be compared against another parameter (on the right hand side) or directly against a parameter value.</td> </tr> <tr> <td>Parameter</td> <td>Indicates the parameter (on the right hand side) against which you want to compare the parameter (on the left hand side).</td> </tr> <tr> <td>Parameter Value</td> <td>Indicates the parameter value against which you want to compare the parameter (on the left hand side).</td> </tr> <tr> <td>Is True</td> <td>Indicates what should happen when the condition is true (satisfied). The valid values are: <ul style="list-style-type: none"> • Check Next Condition • Rule Is True • Rule Is False </td> </tr> <tr> <td>Is False</td> <td>Indicates what should happen when the condition is false (not satisfied). The valid values are: <ul style="list-style-type: none"> • Check Next Condition • Rule Is True • Rule Is False </td> </tr> <tr> <td>Is Insufficient</td> <td>Indicates what should happen when the data is insufficient. The valid values are: <ul style="list-style-type: none"> • Check Next Condition • Rule Is True • Rule Is False </td> </tr> </tbody> </table> 	Column Name	Column Description	Sequence Number	Indicates the order in which the pricing eligibility criterion should be executed.	Parameter	Indicates the parameter (on the left hand side) which is used in the pricing eligibility criterion.	Operator	Indicates the operator which is used in the pricing eligibility criterion.	Parameter Value Type	Indicates whether the parameter (on the left hand side) must be compared against another parameter (on the right hand side) or directly against a parameter value.	Parameter	Indicates the parameter (on the right hand side) against which you want to compare the parameter (on the left hand side).	Parameter Value	Indicates the parameter value against which you want to compare the parameter (on the left hand side).	Is True	Indicates what should happen when the condition is true (satisfied). The valid values are: <ul style="list-style-type: none"> • Check Next Condition • Rule Is True • Rule Is False 	Is False	Indicates what should happen when the condition is false (not satisfied). The valid values are: <ul style="list-style-type: none"> • Check Next Condition • Rule Is True • Rule Is False 	Is Insufficient	Indicates what should happen when the data is insufficient. The valid values are: <ul style="list-style-type: none"> • Check Next Condition • Rule Is True • Rule Is False
Column Name	Column Description																				
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Parameter	Indicates the parameter (on the left hand side) which is used in the pricing eligibility criterion.																				
Operator	Indicates the operator which is used in the pricing eligibility criterion.																				
Parameter Value Type	Indicates whether the parameter (on the left hand side) must be compared against another parameter (on the right hand side) or directly against a parameter value.																				
Parameter	Indicates the parameter (on the right hand side) against which you want to compare the parameter (on the left hand side).																				
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Is False	Indicates what should happen when the condition is false (not satisfied). The valid values are: <ul style="list-style-type: none"> • Check Next Condition • Rule Is True • Rule Is False 																				
Is Insufficient	Indicates what should happen when the data is insufficient. The valid values are: <ul style="list-style-type: none"> • Check Next Condition • Rule Is True • Rule Is False 																				

Note: The **Expand All** and **Collapse All** buttons allow you to quickly view and hide all grids in the **Pricing Information** section at the same time. While **Expand Only Contributing Factors** button allows you to view the grid when contributing factors are available.

Related Topics

For more information on...	See...
How to view the details of an assigned or inherited price item pricing	Viewing the Details of an Assigned or Inherited Price Item Pricing on page 273

Viewing the Details of an Assigned or Inherited Price Item Pricing

Procedure

To view the details of an assigned or inherited price item pricing:

1. Do either of the following:

If you want to...	Then...
View the details of a price item pricing which is either assigned or inherited by an account	<ol style="list-style-type: none"> 1. Search for the account in the Customer 360-Degree View screen. 2. In the Search Results section, click the Show Context Menu (☰) icon corresponding to the account whose <i>details</i> you want to view. A menu appears. 3. Click the Go To Effective Pricing menu option. The Pricing (Account) screen appears. 4. Filter the effective price assignments of the account, if required. 5. In the Search Results section, click the View (☰) icon in the View column corresponding to the price assignment whose details you want to view.

Options	Description
View the details of a price item pricing which is either assigned or inherited by a person	<ol style="list-style-type: none"> 1. Search for the person in the Customer 360-Degree View screen. 2. In the Search Results section, click the Show Context Menu (☰) icon corresponding to the person whose <i>details</i> you want to view. A menu appears. 3. Click the Go To Effective Pricing menu option. The Pricing (Person) screen appears. 4. Filter the effective price assignments of the person, if required. 5. In the Search Results section, click the View (☰) icon in the View column corresponding to the price assignment whose details you want to view.

The **Effective Pricing Information** screen appears.

- View the details of the assigned or inherited price item pricing in the **Effective Pricing Information** zone.

Related Topics

For more information on...	See...
Effective Pricing Information screen	Effective Pricing Information on page 267
Effective Pricing Information zone	Effective Pricing Information on page 268

Price Item Pricing

The **Price Item Pricing** screen allows you to define pricing for a price item that you want to assign to a price list, person, or an account. You can also define characteristics for the price assignment. The system allows you to define a template price item pricing. However, you can only assign template price item pricing to a template price list.

Note: A bundle cannot be assigned if its child price items are already assigned to a price list, person, or an account, and vice versa. However, you can assign a parent and child price items, which are associated to each other using the relationship type, such as price item, service and service group, to the same price list.

You can access the **Price Item Pricing** screen through the following screens:

- [Pricing \(Account\)](#) on page 225
- [Pricing \(Person\)](#) on page 246
- [Price List Price Item Pricing](#) on page 186

This screen contains the following tabs:

- Main – This tab contains the following sections:
 - Price Item and Parameter Information – This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price Item	Indicates the price item for which you want to define pricing.	Not applicable
Description	Displays the description of the price item	No applicable

When you select the rate schedule field from **Pricing Information** section, parameter details segment is displayed. You can add more than one parameter details by clicking the **Add (+)** icon, or delete the parameter details by clicking the **Delete (X)** icon corresponding to it.

This segment contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Parameter	<p>Used to specify multiple parameter codes associated with the price items based on which you want to define the pricing.</p> <p>Note:</p> <p>This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price Item Parameters Search screen appears.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required if the parameters are mandatory while defining price item pricing.</p>
Parameter Information	Displays the parameter information with concatenated comma separated values.	Not applicable
Parameter Value	Displays the value of the parameter.	Not applicable

- TFM Information – This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Ignore Transaction	<p>Used to indicate whether the transactions mapped to the price item should be considered for billing. The valid values are:</p> <ul style="list-style-type: none"> Yes No <p>Note: By default, No is selected. The default value appears in this field only when the Feed Management Used option type of the C1_FM feature configuration is set to Y.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Aggregation Schedule	<p>Used to indicate the aggregation cycle. The valid values are:</p> <ul style="list-style-type: none"> • Daily • Weekly • Monthly • Quarterly • Yearly <p>Note:</p> <p>By default, the Monthly option is selected. The default value appears in this field only when the Feed Management Used option type of the C1_FM feature configuration is set to Y.</p> <p>This field is disabled when you select Yes from the Ignore Transaction list.</p> <p>The system allows you to specify the schedule even if the Aggregate Transaction field is set to No. In this case, the billable charge start date is equal to the aggregation schedule start date and the billable charge end date is equal to the aggregation schedule end date.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you want to aggregate transactions for billing.</p>
Aggregation Transaction	<p>Used to indicate whether the transactions mapped to the price item should be aggregated for billing. The valid values are:</p> <ul style="list-style-type: none"> • Yes • No <p>Note:</p> <p>By default, Yes is selected. The default value appears in this field only when the Feed Management Used option type of the C1_FM feature configuration is set to Y.</p> <p>This field is disabled when you select Yes from the Ignore Transaction list.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Rating Criteria	<p>Used to indicate how and when you want to rate the transaction legs mapped to the price item. The valid values are:</p> <ul style="list-style-type: none"> Aggregate transactions and then rate aggregated SQs <p>Note: This value appears in the list only when the Ignore Transaction field is set to No and the Aggregate Transaction field is set to Yes.</p> <ul style="list-style-type: none"> Do Not Rate Transactions Rate individual transactions and aggregate calc lines across transactions <p>Note: This value appears in the list only when the Ignore Transaction field is set to No and the Aggregate Transaction field is set to Yes.</p> <ul style="list-style-type: none"> Rate Transactions <p>Note: This value appears in the list only when the Ignore Transaction field is set to either Yes or No and the Aggregate Transaction field is set to No.</p>	Yes

- **Pricing Information** – This section contains the following fields.

Field Name	Field Description	Mandatory (Yes or No)
Effective Start Date	<p>Used to specify the date from when the price item pricing is effective.</p> <p>Note:</p> <p>By default, the current system date appears in this field.</p> <p>The effective start date cannot be later than the effective end date.</p>	Yes
Pricing Currency	Used to indicate the currency in which you want to define the price item pricing.	Yes
Effective End Date	<p>Used to specify the date till when the price item pricing is effective.</p> <p>Note: The effective end date cannot be earlier than the effective start date.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Pricing Status	<p>Used to indicate the status of the price assignment. The valid values are:</p> <ul style="list-style-type: none"> • Active – Indicates that the price assignment will be used for billing. • Proposed – Indicates that the price assignment will be used for quotations. • Template – Indicates that the price assignment is a template price assignment. This status appears only when you assign a price item to a template price list from the Price List Price Item Pricing screen. 	Yes
Variance Parameter	<p>Used to specify the variance based on which you want to define the price item pricing.</p> <p>Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False.</p>	No
Rate Schedule	<p>Used to specify the rate schedule that you want to use while defining price item pricing.</p> <p>Note:</p> <p>Rate schedules control how the bills for the price item will be calculated.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Rate Search screen appears.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Price Assignment Type	<p>Used to indicate the type of price assignment. The valid values are:</p> <ul style="list-style-type: none"> • Regular – Used to indicate that the pricing must be used to generate regular bill segment. • Post Processing – Used to indicate that the pricing must be used to generate post processing bill segment. This type of price assignment can be done on usage accounts. The post processing bill segment is generated when you generate the bill for the usage account and not when you bill the usage account through an invoice account. • Post Processing – Invoice Based – Used to indicate that the pricing must be used to generate post processing bill segment. This type of price assignment can be done on an invoice account, and, as a result, the post processing bill segment is generated on the invoice account. <p>Note: This will not be applicable for price item which are defined for Pricing Only and where price item type is fees.</p> <ul style="list-style-type: none"> • Post Processing – Price Item Based – Used to indicate that the pricing must be used to generate post processing bill segment. This type of price assignment can be done on both invoice and usage accounts, but the post processing bill segment is generated only on the invoice account. <p>Note:</p> <p>This will not be applicable for price item which are defined for Pricing Only and where price item type is fees.</p> <p>By default, Regular is selected for price item which are applicable for Pricing Only and cannot be edited.</p> <p>The post processing bill segment is generated when the Post Processing Sequence (PPSEQ) characteristic is defined for the price item and when the price item is associated with another price item using the Price Item relationship type.</p>	Yes
Print Zero	<p>Used to indicate whether zero pricing should be displayed in the bill. The valid values are:</p> <ul style="list-style-type: none"> • Yes • No <p>Note: By default, Yes is selected.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Apply To	Used to indicate whether you want the price item pricing to be applied to all customers or only to the new customers. Note: This field appears in this screen only when you access this screen through the Price List Price Item Pricing screen.	Yes
Pricing Frequency	Used to indicate pricing frequency for the price item. Note: This field appears only when Price Item is defined as Pricing Only and Price Item Type is defined as Fees .	Yes
Advance Pricing	This field appears only when Price Item is defined as Pricing Only , Price Item Type is defined as Fees and Price Assignment Type is Post Processing . The valid values are: <ul style="list-style-type: none"> • Yes • No 	Yes

When you select the rate schedule, a segment appears at the bottom of this screen. This segment is divided into two sections. The section on the left hand side contains rate components of the rate schedule. The section on the right hand side contains the eligibility and tiering ranges per price component. You can add more than one pricing eligibility and tiering criterion for each eligibility or tier range by clicking the **Add** (+) icon, or delete the eligibility or tiering criterion from a eligibility or tier range by clicking the **Delete** (X) icon corresponding to it. Tiering is not applicable when pricing is flat (or non-tiered).

This zone contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rate Component Information	Displays the concatenated string consisting of rate component sequence number and tiering type.	Not applicable
Price Component Sequence	Indicates the sequence of price component whose rate is used for calculation.	Yes
Display	Indicates whether the price component will be displayed in the effective pricing.	No
Price Component Description	Displays the description of the rate component.	No
Rate	Used to specify the price for the price item. The value can be positive or negative. Decimals are allowed. This value is fed into the rate schedule for billing calculations. Note: The system provides you with the facility to specify the rate value with a precision of up to 18 places before decimal and 18 places after decimal. This gives you the flexibility to specify very large and very low values for the rates.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Eligibility Tier Details	On clicking the Add (📄➕) icon, expandable details to add tiering criteria and pricing eligibility criteria are displayed.	No

When you click the **Add** (📄➕) icon, if the price component is scheduled for Flat Rate then, only **Pricing Eligibility Criteria** segment appears. If the price component is scheduled for Step or Threshold then both the segments, **Tiering Criteria** and **Pricing Eligibility Criteria** appears. You can add more than one tiering criterion and pricing eligibilities for each tiering and eligibility range by clicking the **Add** (➕) icon, or delete the tiering criterion and pricing eligibilities from a tiering and eligibility range by clicking the **Delete** (🗑️) icon corresponding to it.

Tiering Criteria segment contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Tiering Criterion	Used to select the tiering criterion.	Yes
Price Item	Used to indicate whether the price item or bundle's total usage should be considered for determining the rate. By default, the price item code for which you are defining the pricing appears in this field. You can specify any other price item or bundle code, if required. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price Item Search screen appears.	Yes
Variance Parameter	Used to specify the variance based on which price item or bundle's total usage should be considered for determining the rate. By default, the variance based on which you are defining the pricing appears in this field. You can specify any other variance, if required. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .	No

Field Name	Field Description	Mandatory (Yes or No)
Price Item Parameters	<p>Used to specify the parameters based on which price item or bundle's total usage should be considered for determining the rate. By default, the parameters based on which you are defining the pricing appear in this field. You can specify any other parameters (where the Pricing flag is set to Yes), if required. However, note that you can only select parameters associated with the price item or bundle which is used for defining the tiering criteria.</p> <p>Note:</p> <p>This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <p>You can add more than one Price Item Parameters by clicking the Add (+) icon, or delete the Price Item Parameters by clicking the Delete (🗑) icon corresponding to it.</p>	No
From	<p>Used to specify the lower limit of the tiering range.</p> <p>Note:</p> <p>The system provides you with the facility to specify the lower limit value with a precision of up to 18 places before decimal and 18 places after decimal. This gives you the flexibility to specify very large and very low values in the tiering range.</p>	Yes
To	<p>Used to specify the upper limit of the tiering range.</p> <p>Note:</p> <p>The system provides you with the facility to specify the upper limit value with a precision of up to 18 places before decimal and 18 places after decimal. This gives you the flexibility to specify very large and very low values in the tiering range.</p> <p>When you define single tier with the maximum value as blank (for example, 0 to BLANK), the system will automatically replace the blank space with 9999999999999999.99.</p>	Yes

Note: You can search for a price item parameters by clicking the **Search (🔍)** icon corresponding to the respective field.

Pricing Eligibility Criteria segment contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Sequence Number	Used to indicate the order in which the criteria should be executed in the rule.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Parameter	<p>Used to indicate the left hand side parameter which you want to use along with the price item for price determination.</p> <p>Note:</p> <p>This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Parameter Code Search screen appears.</p> <p>You must not specify any special character except underscore (_) in the parameter code. Otherwise, the status of the transaction is changed to Error (ERROR).</p>	Yes
Operator	<p>Used to specify the relational operator to define the relation between the left hand side and right hand side parameters code. The valid values are:</p> <ul style="list-style-type: none"> • < • <= • <> • = • > • >= • Algorithm • Between • In • Like 	Yes

Field Name	Field Description	Mandatory (Yes or No)
Parameter Value Type	<p>Used to indicate the type of pricing eligibility. The valid values are:</p> <ul style="list-style-type: none"> • Parameter – Used to indicate the type of parameter. • Value – Used to indicate the type of value. 	Yes
Parameter	<p>Used to indicate the right hand side parameter which you want to use along with the price item for price determination.</p> <p>Note:</p> <p>This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Parameter Code Search screen appears.</p> <p>You must not specify any special character except underscore (_) in the parameter code. Otherwise, the status of the transaction is changed to Error (ERROR).</p>	Yes
Parameter Value	<p>Used to specify the parameter value.</p> <p>Note: You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon (;) in the parameter value.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Is True	<p>Used to indicate what should happen when the condition is true (satisfied). The valid values are:</p> <ul style="list-style-type: none"> • Check Next Condition – Used to indicate that the condition with consecutive sequence number should be executed. • Rule Is False – Used to indicate that the action specified in the Rule False Action field should be executed. • Rule Is True – Used to indicate that the action specified in the Rule True Action field should be executed. 	Yes
Is False	<p>Used to indicate what should happen when the condition is false (not satisfied). The valid values are:</p> <ul style="list-style-type: none"> • Check Next Condition – Used to indicate that the condition with consecutive sequence number should be executed. • Rule Is False – Used to indicate that the action specified in the Rule False Action field should be executed. • Rule Is True – Used to indicate that the action specified in the Rule True Action field should be executed. 	Yes

Field Name	Field Description	Mandatory (Yes or No)
Is Insufficient	<p>Used to indicate what should happen when the data is insufficient. The valid values are:</p> <ul style="list-style-type: none"> • Check Next Condition – Used to indicate that the condition with consecutive sequence number should be executed. • Rule Is False – Used to indicate that the action specified in the Rule False Action field should be executed. • Rule Is True – Used to indicate that the action specified in the Rule True Action field should be executed. 	Yes

- Characteristics – This tab allows you to define characteristics for the price assignment.

This zone contains the following buttons:

Button Name	Button Description
Save	Used to define the price item pricing.
Cancel	Used to return to the screen from where this screen was called without saving the changes.

Define characteristics for the price item pricing, if required.

Related Topics

For more information on...	See...
How to define characteristics for the price item pricing	Price Assignment Characteristics
Search Price Item zone	Search Price Item on page 188

Defining a Price Item Pricing

Prerequisites

To define pricing for a price item, you should have:

- Transactions mapped to the price item defined in the application
- Rate schedules, rate versions, and rate components defined in the application
- Tiering criteria defined in the application
- Tiering setup for the rate components defined in the application
- Pricing eligibility defined in the application
- Parameters associated with the price item (in case you want to define price item pricing based on multiple parameters)

Procedure

To define pricing for a price item:

1. Do either of the following:

If you want to...	Then...
Define pricing for a price item that you want assign to a customer	<ol style="list-style-type: none"> 1. Access the Pricing (Person) screen. 2. Search for the price item that you want to assign to the customer. 3. In the Search Results section, click the Assign (📧) icon in the Assign column corresponding to the price item that you want to assign to the customer.
Define pricing for a price item that you want assign to an account	<ol style="list-style-type: none"> 1. Access the Pricing (Account) screen. 2. Search for the price item that you want to assign to the account. 3. In the Search Results section, click the Assign (📧) icon in the Assign column corresponding to the price item that you want to assign to the account.
Define pricing for a price item that you want assign to a price list	<ol style="list-style-type: none"> 1. Access the Price list Price Item Pricing screen. 2. Search for the price item that you want to assign to the price list. 3. In the Search Results section, click the link in the Price Item column corresponding to the price item that you want to assign to the price list.




The **Price Item Pricing** screen appears.







2. Enter the transaction feed management information that you want to map to the price item pricing.
3. Enter the date from when the price item pricing is effective in the **Effective Start Date** field.
4. Select the currency, in which you want to define the pricing, from the **Pricing Currency** list.
5. Enter the rate schedule that you want to use while defining price item pricing.
 - Parameter details segment is displayed in the **Price Item and Parameter Information** section.

Note: You can specify multiple parameter codes associated with the price items, search for a price item parameters using the **Search** (🔍) icon corresponding to the **Parameter** field.

 - A section appears at the bottom of the screen.

Note: You can search for a rate schedule by clicking the **Search** (🔍) icon corresponding to the field.
6. Select the type of price assignment from the respective field.
7. Select **All Customers** or **New Customers** from the **Apply To** list depending on whether you want to apply the price item pricing to all customers or only to the new customers.

8. Select **Pricing Frequency** and **Advance Pricing** (this field would be displayed only if additionally **Price Assignment Type** is **Post Processing**). These fields are applicable for price item value as **Pricing Only** and **Price Item Type** value as **Fees**.
9. The section at the bottom of the screen contains rate components of the rate schedule on the left hand side and the eligibility and tiering ranges per price component on the right hand side.
10. Rate is used to specify the price for the price item.
11. You can expand details to add tiering criteria and pricing eligibility criteria by clicking the **Add**  icon corresponding to the **Eligibility tier Details** field.
12. If price component is for **Flat Rate** then **Pricing Eligibility Criteria** details are displayed and if price component is for **Step Tiering** or **Threshold Tiering** then **Pricing Eligibility Criteria** and **Tiering Criteria** details are displayed.
13. In the **Pricing Eligibility Criteria** section, you can enter price component details to following mandatory fields:
 - a) You can specify relational **Operator** to define relation between **LHS Parameter Code** and **RHS Parameter Code**.
 - b) You can select the type of pricing eligibility for **RHS Parameter Value Type**.
 - c) Select the values from **Is True**, **Is False** and **Is Insufficient** that indicates what should happen when the condition is true, false or insufficient.
14. To add more than one **Pricing Eligibility Criteria**, click the **Add**  icon and to delete the pricing eligibility click the **Delete**  icon corresponding to the **Sequence Number**.
15. In the **Tiering Criteria** section, you can enter price component details to the following mandatory fields:
 - a) Select the **Tiering Criterion** from the list.
 - b) If you want to define tiering range based on some other price item or bundle's usage, enter the price item or bundle code in the **Price Item** field

Note: You can search for a price item by clicking the **Search**  icon corresponding to the **Price item** field.
 - c) You can define the price item pricing based on multiple parameters, select the parameters using the **Search**  icon corresponding to the **Price Item Parameters** field.
 - d) To add more than one **Price Item Parameters**, click the **Add**  icon and to delete the price item parameters click the **Delete**  icon corresponding to the **Parameter** field.
 - e) Enter the lower and upper limits of the tiering range in the **From** and **To** fields.
16. To add more than one **Price Component Details**, click the **Add**  icon and repeat the steps from 9 to 14. To delete the details of price component click the **Delete**  icon corresponding to the **Price Component Sequence** field.
17. Define characteristics for the price assignment, if required.
18. Click **Save**.

The pricing is defined for the price item.

Note: A bundle cannot be assigned if its child price items are already assigned to a price list, customer, or an account, and vice versa, in the same date range.

Related Topics

For more information on...	See...
Price Item Pricing screen	Price Item Pricing on page 274
How to define characteristics for the price assignment	Price Assignment Characteristics

Editing a Price Item Pricing

Prerequisites

To edit a price item pricing, you should have:

- Transactions mapped to the price item defined in the application
- Rate schedules, rate versions, rate components defined in the application
- Tiering criteria defined in the application
- Tiering setup for the rate components defined in the application
- Pricing eligibility defined in the application
- Parameters associated with the price item (in case you want to define price item pricing based on those parameters)

Procedure

To edit a price item pricing:

1. Do either of the following:

If you want to	Then
Edit pricing of a price item that is assigned to a person	<ol style="list-style-type: none"> 1. Access the Pricing (Person) screen. 2. In the Effective Price Assignments for Person zone, click the Edit (✎) icon in the Edit column corresponding to the price item pricing whose details you want to edit.
Edit pricing of a price item that is assigned to an account	<ol style="list-style-type: none"> 1. Access the Pricing (Account) screen. 2. In the Effective Price Assignments for Account zone, click the Edit (✎) icon in the Edit column corresponding to the price item pricing whose details you want to edit.
Edit pricing of a price item that is assigned to a price list	<ol style="list-style-type: none"> 1. Access the Price list Price Item Pricing screen. 2. In the Price List Price Item zone, click the Edit (✎) icon in the Edit column corresponding to the price item whose pricing details you want to edit.

The **Price Item Pricing** screen appears.

2. Modify the required pricing details.

Note:

If you change the effective start and end dates while editing a price item pricing, you need to specify the parameters which are effective during that date range.

While editing a price item pricing, you can not only edit the existing tiering combination details, but also add additional tiering combinations until the maximum tiering combinations limit is met.

You can search for price item parameter, rate schedule and parameter code by clicking the **Search** (🔍) icon corresponding to the respective fields.

3. Edit the price assignment, if required.
4. Click **Save**.

The changes made to the price item pricing are saved.

Related Topics

For more information on...	See...
How to search for a Price List	Searching for a Price List on page 172
Price List Price Items zone	Price List Price Items on page 187
Pricing (Account) screen	Pricing (Account) on page 225
Effective Price Assignments for Account zone	Effective Price Assignments for Account on page 226
Pricing (Person) screen	Pricing (Person) on page 246
Effective Price Assignment for Person zone	Effective Price Assignments for Person on page 247
Price Item Pricing screen	Price Item Pricing on page 274
How to edit characteristics of the price assignment	Editing the Price Assignment Characteristics on page 293

Overriding a Price Item Pricing

Prerequisites



To override a price item pricing, you should have:

- Transactions mapped to the price item defined in the application
- Rate schedules, rate versions, rate components defined in the application
- Tiering criteria defined in the application
- Tiering setup for the rate components defined in the application
- Pricing eligibility defined in the application
- Parameters associated with the price item (in case you want to define price item pricing based on multiple parameters)

Procedure

To override a price item pricing:

1. Do either of the following:

If you want to...	Then...
Override price item pricing assigned to the customer either directly or through the customer hierarchy or price list	<ol style="list-style-type: none"> 1. Access the Pricing (Person) screen. 2. In the Effective Price Assignment zone, click the Override  icon in the Override column corresponding to the price item pricing that you want to override.
Override price item pricing assigned to the account either directly or through the customer hierarchy or price list	<ol style="list-style-type: none"> 1. Access the Pricing (Account) screen. 2. In the Effective Price Assignment zone, click the Override  icon in the Override column

If you want to...	Then...
	corresponding to the price item pricing that you want to override.

The **Price Item Pricing** screen appears.

2. Modify the required pricing details.

Note:

If you change the effective start and end dates while overriding a price item pricing, you need to specify the parameters which are effective during that date range.

While overriding a price item pricing, you can not only edit the existing tiering combination details, but also add additional tiering combinations until the maximum tiering combinations limit is met.

3. Modify the price assignment characteristics, if required.
4. Click **Save**.

The price item pricing is overridden.

Related Topics

For more information on...	See...
Price Item Pricing screen	Price Item Pricing on page 274
How to edit the characteristics of the price assignment	Editing the Price Assignment Characteristics on page 293

Defining Characteristics for a Price Item or Price Item Bundle

Prerequisites

To define characteristics for a price item or price item bundle, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Price Item**)

Procedure

To define characteristics for a price item or price item bundle:

1. Click the **Price Item Characteristics** or **Show All** link from the **Section** pane in the **Price Item** screen when you are creating, editing or copying a price item or price item bundle.

The **Price Item Characteristics** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the price item or price item bundle.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price item or price item bundle.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Price Item .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the price item or price item bundle.

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Value	<p>Used to specify the value for the characteristic type.</p> <p>Note:</p> <p>If you select a predefined characteristic type, the Search (🔍) icon appears corresponding to the Characteristic Value field. On clicking the Search icon, the Predefined Characteristic Search window appears.</p> <p>On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you are defining a characteristic for the price item or price item bundle.</p>

- Enter the required details in the **Price Item Characteristics** section.
- If you want to define more than one characteristic for the price item or price item bundle, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the price item or price item bundle, click the **Delete** (🗑) icon corresponding to the characteristic.

- Click **Save**.

The characteristics are defined for the price item or price item bundle.

Related Topics

For more information on...	See...
How to create a price item or price item bundle	Creating a Price Item or Price Item Bundle on page 135
How to edit a price item or price item bundle	Editing a Price Item or Price Item Bundle on page 153
How to copy a price item or price item bundle	Copying a Price Item or Price Item Bundle on page 144

Associating Characteristics for the Price Assignment

Prerequisites

To define characteristics for a price assignment, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Price Assignment)

Procedure

To define characteristics for the price assignment:

- Do either of the following:

If you are	Then
Defining a price item pricing	Click the Characteristics tab.
Overriding or editing a price item pricing	Click the Characteristics tab.

- Enter the date from when you want the characteristic to be effective for the price assignment.
- Select the characteristic type from the list.

Note: The list includes only those characteristic types where the characteristic entity is set to Price List Assignment.

4. Enter the value for the characteristic type.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

5. If you want to define more than one characteristic for the price assignment, click the **Add** (+) icon and then repeat steps from 2 to 4.

Note: However, if you want to remove a characteristic from the price assignment, click the **Delete** (🗑️) icon corresponding to the characteristic.

6. Click **Save**.

The characteristics are defined for the price assignment.

Related Topics

For more information on...	See...
How to add price item pricing	Price Item Pricing on page 274
How to define price item pricing	Defining a Price Item Pricing on page 286
How to edit price item pricing	Editing a Price Item or Price Item Bundle on page 153
How to override price item pricing	Overriding a Price Item Pricing on page 290

Editing the Price Assignment Characteristics

Prerequisites

To edit the price assignment characteristics, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Price Assignment)

Procedure

To edit the price assignment characteristics:

1. Click the **Characteristics** tab in the **Price Item Pricing** screen depending on whether you are editing or overriding a price item pricing.
2. Modify the required price assignment characteristic details, such as effective date and value.
3. Define or remove characteristics from the price assignment, if required.
4. Click **Save**.

The changes made to the price assignment characteristics are saved.

Related Topics

For more information on...	See...
How to edit price item pricing	Editing a Price Item Pricing on page 289
How to override price item pricing	Overriding a Price Item Pricing on page 290
How to define characteristics for the price assignment	Price Assignment Characteristics

Pricing Simulation

The **Pricing Simulation** screen allows you to:

- View pricing simulation details for account or price list
- View effective pricing information
- Search simulation details of account or price list

This screen consists of the following zones:

- [Search Pricing](#) on page 294

Through the **Pricing Simulation** screen, you can navigate to the following screens:

- [Price Item](#) on page 149
- [Simulation - Effective Pricing Information](#) on page 298

Search Pricing

The **Search Pricing** zone allows you to search pricing for an account.

In case of bundles, the order in which the price item pricing is listed in this zone is based on the following condition:

- If the system finds pricing for price items that belong to a bundle before finding pricing for the bundle, then the system lists the pricing for price items that belong to the bundle, and not the pricing for the bundle. For example, let say, B0001 is a bundle, and contains C0001 and C0002 price items. If the system finds pricing for B0001, it validates whether the pricing for C0001 and C0002 has already been found. If yes, then the system lists the pricing for C0001 and C0002. If the system does not find pricing for C0001 and C0002 before finding pricing for B0001, it lists the pricing for B0001.

Note: If the effective pricing is available for the price item, regular bundle (to which the price item belongs), and parent (regular) bundle (i.e. to which the regular bundle belongs) at the same level, the system lists the pricing depending on the value defined for the **Prefer Price Item Over Bundle** parameter in the price assignment search algorithm. If the value of the **Prefer Price Item Over Bundle** parameter is set to **Y**, the system lists effective pricing which is available for the price item. If the effective pricing is not available for the price item, then the system lists effective pricing which is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system lists effective pricing which is available for the parent bundle at the same level. However, if the value of the **Prefer Price Item Over Bundle** parameter is set to **N**, the system lists effective pricing which is available for the parent bundle. If the effective pricing is not available for the parent bundle, then the system lists effective pricing which is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system lists effective pricing which is available for the price item at the same level.

This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following two options:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for pricing using price list or account or person details. The valid values are: <ul style="list-style-type: none"> • Price List • Account /Person Note: By default, Price List option is selected.	Yes


Field Name	Field Description	Mandatory (Yes or No)
Price List ID	<p>Used to indicate Price List ID for which simulation must be created.</p> <p>Note:</p> <p>This field appears only when the Price List ID option is selected for the Search By field.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price List Search screen appears.</p>	Yes
Account ID	<p>Used to specify the account for which simulation must be created.</p> <p>Note:</p> <p>This field appears only when the Account option is selected for the Search By field.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search screen appears.</p>	Yes
Person ID	<p>Used to specify the person for which simulation must be created. This field gets auto populated once the Account ID value is defined.</p> <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Person Search screen appears.</p>	Yes
Simulation Date	<p>Used to search price simulations which are effective from a particular date onwards.</p>	Yes
Pricing Status	<p>Used to search price assignments with a particular status. The valid values are:</p> <ul style="list-style-type: none"> • Active • Proposed 	No
Search Type	<p>Used to indicate whether you want to search the price list using the following values:</p> <ul style="list-style-type: none"> • Best Fit • Exact Match <p>Note: By default, Exact Match option is selected.</p>	No
Show Default and Global Pricing	<p>Used to indicate whether the product is assigned to a default and global price list. The valid values are:</p> <ul style="list-style-type: none"> • Yes • No 	No

Field Name	Field Description	Mandatory (Yes or No)
Price Item	Used to specify the price items for pricing simulation. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price Item Search screen appears.	No
Description	Used to search price assignments of a price item having a particular description.	No
View Type	Used to indicate whether you want to view summary or tiering details of price components. The valid values are: <ul style="list-style-type: none"> • Detail — Used when you want to view the details of price component with pricing eligibility and tiering criteria. • Summary — Used when you want to view the summary of effective price component. 	No
Parameter	Used to specify multiple parameter codes based on which you want to define the pricing. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True . The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Parameter Search screen appears.	No
Parameter Value	Displays the value of the parameter or used to specify multiple parameter value. Note: The Search (🔍) icon appears corresponding to this field only when the value type for the Parameter is Reference or Predefined . If the value type of the Parameter is Reference then on clicking the Search icon, the Reference Parameter Value Search screen appears. If the value type of the Parameter is Predefined then on clicking the Search icon, the Predefined Parameter Value Search screen appears.	No

To add more than one **Parameter**, click the **Add** (+) icon and to delete the parameters click the **Delete** (🗑️) icon corresponding to the **Parameter** field.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Note: If default Price List ID is added to the Price List Value and if **Yes** is selected for **Show Default and Global Pricing**, also if Price List is added to the product for selected account then **Search Results** section will display price list assignments for the value and product will be displayed along with the default price list assignments.

Column Name	Column Description
Price Item	Displays the price item code. Note: It has a link. On clicking the link, the View Price Item screen appears with the details of the respective price item.
Description	Displays the description of the price item.
Variance Parameters	Indicates the variance parameter which is used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Price Item Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this field is controlled by the display order (which is defined while associating a parameter with a price item). A tool tip appears when you hover over this column corresponding to the price item. It indicates the price item parameters and their values used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Price Assignment Type	Indicates the type of price assignment. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing — Invoice Based • Post Processing — Price Item Based
Assignment Level	Indicates the level at which the price item pricing is defined in the customer hierarchy.
Price List Description	Displays the description of the price list. Note: The description appears only when the pricing assignment type is Account Price List, or Account Inherited Price List.
Rate Description	Displays the description of the tiering setup of the rate component.
Simulate	On clicking the Simulate () icon, the Simulation — Effective Pricing Information screen appears where you can add the Price Item SQIs and Pricing Eligibility Parameters details that can be passed for pricing simulation. Note: This column appears only when the price item is Rate and Fees .
Effective Start Date	Displays the date from when the pricing is effective.
Effective End Date	Displays the date till when the pricing is effective.
Pricing Currency	Indicates the currency in which the price item pricing is defined.
Parent Person	Displays the name of the parent or grandparent customer from whom the pricing is inherited.

Note:

The number of records that can be displayed in the **Search Results** section of the **Search Pricing** zone is controlled via the **C1_PR_REC** feature configuration. You can change the number of records that can be displayed using the **Effective Pricing RecordSet Limit** option type of the **C1_PR_REC** feature configuration. For more information, refer to [Setting the C1_PR_REC Feature Configuration](#) on page 1722.

Related Topics

For more information on...	See...
How to view effective pricing of a simulation	Simulation - Effective Pricing Information on page 298

Simulation - Effective Pricing Information

The **Simulation — Effective Pricing Information** screen contains the following sections:

- **SQIs** — This section contains the following fields:

Field Name	Field Description
SQL	<p>Used to indicate the SQL that you want to associate with the price item.</p> <p>Note:</p> <p>If you want to define more than one price item SQL, click the Add (+) icon corresponding to this field.</p> <p>If you want to remove a price item SQL, click the Delete (🗑) icon corresponding to this field.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the search icon, the Search for Service Quantity Identifier screen appears.</p> <p>This field is required when you want to view the effective pricing simulation.</p>
Value	<p>Used to indicate the SQL value that you want to associate with the price item.</p> <p>Note:</p> <p>If you want to define more than one value, click the Add (+) icon corresponding to this field.</p> <p>If you want to remove a price item SQL value, click the Delete (🗑) icon corresponding to this field.</p>

- **Pricing Eligibility Parameters** — This section contains the following fields:

Field Name	Field Description
Parameter	<p>Used to specify multiple parameter codes based on which you want to define the pricing</p> <p>Note:</p> <p>This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to true.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the search icon, the Parameter Search screen appears.</p> <p>If you want to define more than one parameter, click the Add (+) icon corresponding to this field.</p> <p>If you want to remove a parameter, click the Delete (🗑️) icon corresponding to this field.</p>
Parameter Value	<p>Displays the value of the parameter or used to specify multiple parameter value.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field appears only when the value type for the Parameter is defined as Reference or Predefined. If the value type of the Parameter is Reference, then the Reference Parameter Value Search screen appears and if the value type of the Parameter is Predefined, then the Predefined Parameter Value Search screen appears.</p> <p>If you want to define more than one value, click the Add (+) icon corresponding to this field.</p> <p>If you want to remove a parameter value, click the Delete (🗑️) icon corresponding to this field.</p>

After providing the required information, when you click on **Simulate** button, the **Effective Pricing Information** zone appears where you can view the effective pricing simulation. This zone contains the following sections:

- **Rate Information** — This section contains the following fields:

Field Name	Field Description
Applicable Rate	Displays the rate applicable for which pricing is defined.
Contributing Price Components are	Displays how the price components are contributed.

Note: This section appears only when **Price Item Type** is **Rate** .

- **Fee Information** — This section contains the following fields:

Field Name	Field Description
Applicable Fee	Displays the fee applicable for which pricing is defined.
Contributing Price Components are	Displays how the price components are contributed.

Note: This section appears only when **Price Item Type** is **Fees** .

- **Price Item and Parameter Information** — This section contains the following fields:

Field Name	Field Description
Price Item	Displays the price item for which pricing is defined.
Description	Displays the description of the price item

The Parameter Information appears only when the **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration is set to **True**.

This segment contains the following fields:

Field Name	Field Description
Parameter	Specifies multiple parameter codes associated with the price items based on which pricing is defined.
Parameter Information	Displays the parameter information with concatenated comma separated values.
Parameter Value	Displays the value of the parameter.

- **TFM Information** — This section contains the following fields:

Field Name	Field Description
Ignore Transaction	Displays whether the transactions mapped to the price item is considered for billing.
Aggregation Schedule	Displays the aggregation cycle.
Aggregation Transaction	Specifies whether the transactions mapped to the price item are aggregated for billing.
Rating Criteria	Specifies how and when you rate the transaction legs mapped to the price item.

Note: This section appears only when the **Price Item** is available for **Pricing and Billing**.

- **Pricing Information** — This section contains the following fields.

Field Name	Field Description
Effective Start Date	Displays the date from when the price item pricing is effective.
Pricing Currency	Specifies the currency in which you define the price item pricing.
Effective End Date	Displays the date till when the price item pricing is effective.
Pricing Status	Displays the status of price assignment.
Variance Parameter	Specifies the variance based on which price item pricing is defined. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Rate Schedule	Specifies the rate schedule used for defining price item pricing.
Price Assignment Type	Displays the type of price assignment.
Print Zero	Specifies whether zero pricing should be displayed in the bill.
Apply To	Displays whether the price item pricing is applied to all customers or only to the new customers.

Field Name	Field Description
Pricing Frequency	Displays the frequency for pricing where Price Item Type is fees.
Advance Pricing	Displays only if Price Item is defined as Pricing Only , Price Item Type is defined as Fees and Price Assignment Type is defined as Post Processing . The valid values are: <ul style="list-style-type: none"> • Yes • No

Pricing Eligibility Criteria and **Tiering Criteria** for each eligibility or tier range are displayed in following fields:

Field Name	Field Description
Rate Component Sequence	Displays the sequence number of the rate component.
Tiering Type	Displays the tiering type of the rate component.
Price Component Sequence	Specifies the sequence of price component whose rate is used for calculation.
Price Component Description	Displays the description of the rate component.
Rate	Specifies the price for the price item.
Contributing Factor	Displays the availability of contributing factor.
Eligibility/Tier Details	On clicking the Add (+) icon, expandable details of Tiering Criteria and Pricing Eligibility Criteria are displayed.

When you click the **Add (+)** icon, if the price component is scheduled for Flat Rate then, only **Pricing Eligibility Criteria** segment appears. If the price component is scheduled for Step or Threshold then both the segments, **Tiering Criteria** and **Pricing Eligibility Criteria** appears.

Tiering Criteria segment contains the following fields:

Field Name	Field Description
Tiering Criteria	Displays the tiering criteria.
Price Item	Specifies whether the price item or bundle's total usage is considered for determining the rate.
Variance Parameter	Specifies the variance based on which price item or bundle's total usage is considered for determining the rate. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Price Item Parameters	Specifies the parameters based on which price item or bundle's total usage is considered for determining the rate. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
From	Specifies the lower limit of the tiering range.
To	Specify the upper limit of the tiering range.

Pricing Eligibility Criteria segment contains the following fields:

Field Name	Field Description
Sequence Number	Specifies the order in which the criteria should be executed in the rule.
Parameter	Specifies the left hand side parameter which you want to use along with the price item for price determination. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Operator	Specifies the relational operator to define the relation between the left hand side and right hand side parameters.
Parameter Value Type	Displays the type of pricing eligibility.
Parameter	Specifies the right hand side parameter which you want to use along with the price item for price determination. Note: This field appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Parameter Value	Specifies the parameter value.
Is True	Displays what should happen when the condition is true (satisfied).
Is False	Displays what should happen when the condition is false (not satisfied).
Is Sufficient	Displays what should happen when the data is insufficient.

This section contains the following links:

Link Name	Link Description
Expand All	Used to define all the Tiering Criteria and Pricing Eligibility Criteria segments.
Collapse All	Used to un-define the displayed Tiering Criteria and Pricing Eligibility Criteria segments.
Expand Only Contributing Factors	Used to define only those Tiering Criteria and Pricing Eligibility Criteria segments with contributing factors.

Related Topics

For more information on...	See...
How to search for effective price assignments for an account.	Effective Price Assignments for Account on page 226
How to view effective pricing of an account	Viewing Effective Price Assignments of an Account on page 240
How to export effective price assignments of an account	Exporting Effective Price Assignments of an Account on page 241
Price Item Pricing screen	Price Item Pricing on page 274
View Price Item Pricing screen	View Price Item Pricing

Searching Pricing Simulation for Account or Price List

Prerequisites

To search pricing simulation for an account or price list, you should have:

- Price Item, Account or Person details defined in the application

Procedure

To search pricing simulation for an account or price list:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Pricing Management** and then click **Pricing Simulation**.

The **Pricing Simulation** screen appears.

3. In the **Search Pricing** zone, select **Account** or **Price List** depending on what you want search pricing simulation.

4. Enter the additional search criteria, if required.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of pricing details that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Pricing Simulation screen	Pricing Simulation on page 294
Search Pricing zone	Search Pricing on page 294

Viewing Pricing Simulation

Prerequisites

To view pricing simulation details of an account, you should have:

- Price items assigned to the account

Procedure

To view pricing simulation of an account:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Pricing Management** and then click **Pricing Simulation**.

The **Pricing Simulation** screen appears.

3. You can search for an account by entering the search criteria in the **Search Pricing** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

Related Topics

For more information on...	See...
How to search pricing details	Search Pricing on page 294
Pricing Simulation screen	Pricing Simulation on page 294
Effective Pricing Information screen	Simulation - Effective Pricing Information on page 298

Exporting Effective Price Simulation

Procedure

To export effective price simulation for an account in the CSV format:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Pricing Management** and then click **Pricing Simulation**.

The **Pricing Simulation** screen appears.

3. You can search for an account by entering the search criteria in the **Search Pricing** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click the **Export to Excel** link in the **Search Pricing** zone.

The **File Download** dialog box appears.

5. Click **Save**.

The **Save As** dialog box appears.

6. Browse to the location where you want to save the file.
7. Enter the file name in the respective field, and click **Save**.

The search results are exported in CSV format.

8. Open the CSV file in Microsoft Excel.

It contains the following columns:

Column Name	Column Description
Price Item	Displays the price item code.
Description	Displays the description of the price item.

Column Name	Column Description
Variance	Indicates the variance parameter which is used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Price Item Parameters	Indicates the parameters which are used for defining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Price Assignment Type	Indicates the type of price assignment. The valid values are: <ul style="list-style-type: none"> • Regular • Post Processing • Post Processing — Invoice Based • Post Processing — Price Item Based
Assignment Level	Indicates the level at which the price item pricing is defined in the customer hierarchy.
Price List Description	Displays the description of the price list. Note: The description appears only when the pricing assignment type is Account Price List, Customer Price List, or Parent Customer Price List.
Rate	Displays the price of the price item. It also indicates whether the price is a Flat, Threshold, or Step price. The price can be agreed pricing, price list pricing, or pricing inherited from the price list hierarchy. If the price is applicable only to new customers, an asterisk (*) symbol appears corresponding to the price.
Price Component Description	Displays the description of the price component whose rate is used for calculation. Note: The data appears in this column only when the rate corresponding to the price component in the price item pricing is used for calculation.
Effective Start Date	Displays the date from when the pricing assignment is effective.
Effective End Date	Displays the date till when the pricing assignment is effective.
Pricing Currency	Indicates the currency in which the price item pricing is defined.
From	Displays the lower limit of the tiering range.
To	Displays the upper limit of the tiering range.
Price Assignment Usage	Indicates whether the price assignment is applicable to all customers or only to the new customers.
Price Assignment ID	Displays the ID that is generated automatically when the price assignment is done.
Parent Level	Displays the numerical level of the parent in the hierarchy from whom the pricing is inherited.
Price List ID	Displays the price list ID from where the pricing is inherited.
Price List Start Date	Displays the date from when the price list is effective.
Parent Person	Displays the name of the parent or grandparent customer from whom the pricing is inherited.

Column Name	Column Description
Parent Pricelist Level	Indicates the parent level when pricing is inherited from the price list hierarchy. If the pricing is inherited from the assigned price list, the parent price list level will be 0. However, if the pricing is inherited from the parent price list in the hierarchy, the parent price list level will be 1. And, if the pricing is inherited from the grandparent price list in the hierarchy, the parent price list level will be 2, and so on.
Ignore Transaction	Indicates whether the transactions mapped to the price item should be considered for billing. The valid values are: <ul style="list-style-type: none"> • Y • N
Aggregate Transaction	Indicates whether the transactions mapped to the price item should be aggregated for billing. The valid values are: <ul style="list-style-type: none"> • Y • N
Aggregation Schedule	Indicates the aggregation cycle.
Tiering Criterion	Indicates the tiering criterion.
Tiering Price Item	Indicates whether the price item is billed individually or at the bundle level.

Related Topics

For more information on...	See...
How to search an account	Searching for a Pricing Simulation Account
Pricing Simulation screen	Pricing Simulation on page 294
Effective Price Information screen	Effective Pricing Information on page 267

Eligible Price List

The **Eligible Price List** screen allows you to:

- View eligible price list details for account or person
- View pricing simulation details of account or person

This screen consists of the following zones:

- [Search Eligible Price Lists](#) on page 306
- [Pricing Simulation](#) on page 294

Search Eligible Price Lists


The **Search Eligible Price List** zone allows you to search eligible price list for account and person. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Eligible Date	Used to specify the date on which the eligibility check need to be searched.	Yes
Person ID	Used to specify the person for which eligible price list to be searched. Note: The Search (🔍) icon appears corresponding to this field. On clicking the icon, the Person Search screen appears.	No
Account ID	Used to specify the account for which eligible price list to be searched. Note: The Search (🔍) icon appears corresponding to this field. On clicking the icon, the Account Search screen appears.	No
Status	Used to search eligible price list based on status.	Yes
Division	Used to search eligible price list based on division.	Yes
Parameter	Used to specify multiple parameter codes based on which you want to define the pricing. Note: This field appears only when the MultiPrice Parameter option type of the MultiParameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True. The Search (🔍) icon appears corresponding to this field. On clicking the icon, the Parameter Search screen appears.	No
Parameter Value	Displays the value of the parameter or used to specify multiple parameter value. Note: The Search (🔍) icon appears corresponding to this field only when the value type for the Parameter is defined as Reference or Predefined . If the value type of the Parameter is Reference then on clicking the search icon, the Reference Parameter Value Search screen appears else if the value type of the Parameter is Predefined then on clicking the search icon, the Predefined Parameter Value Search screen appears.	No

Note: To add more than one **Parameter**, click the add (+) icon and to delete the parameters click the delete (🗑️) icon corresponding to this field.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Price List ID	Displays the price list ID. Note: It has a link. On clicking the link, the Price List Price Item Assignments screen appears with the details of the respective price list.
Price List Description	Displays the price list description. Note: It has a link. On clicking the link, the Price List Price Item Assignments screen appears with the details of the respective price list.
Status	Indicates the status of the price list. The valid values are: <ul style="list-style-type: none"> • Active • Proposed
Availability Start Date	Used to search price lists which are available for assignment from a particular date.
Availability End Date	Used to search price lists which are available for assignment till a particular date.
Effective Start Date	Used to search price lists which are effective from a particular date.
Effective End Date	Used to search price lists which are effective till a particular date.
Simulate	On clicking the Simulate () icon, the Pricing Simulation Screen appears with the price list ID, account and person fields prepopulated.

Related Topics

For more information on...	See...
How to search for a price list	Searching for a Price List on page 172
How to view price items assigned to a price list	Viewing Price Items Assigned to a Price List on page 173
How to view the details of a price list	Viewing the Price List Details on page 181
How to create a price list	Creating a Price List on page 174
How to edit a price list	Editing a Price List on page 184
How to copy a price list	Copying a Price List on page 180

Rate Definition

Rate schedules, rate versions, and rate components are used to define the formulas to calculate the total amount charged to a customer for a product. Some examples of formulas are: price times the number of transactions used and a flat monthly charge plus a percentage of the average daily balance.

The rate is a formula with variables whose values are supplied by a user by setting up a price list or override price. For example, a rate might add a flat monthly charge and a percentage of the average daily balance to arrive at the amount charged to the customer. This rate might be used to calculate the charge for multiple products, each product with its own flat amount and percentage. So, these two factors are defined as variables whose values must be entered by users when they setup price list or override price. In Oracle Revenue Management and Billing (ORMB), these variables are defined as rate components.

The system provides you with the ability to create tiered pricing in case standard flat pricing is not sufficient to meet the business needs. The **Rate Definition** screen allows you to indicate whether the rate component supports standard

flat pricing or tiered pricing. It allows you to define, edit, and delete the tiering setup of a rate component. This screen consists of the following zones:

- [Rate Schedule Components](#) on page 309
- [Create/Edit Rate Definition](#) on page 310

Rate Schedule Components


The **Rate Schedule Components** zone allows you to select the rate schedule whose rate components' tiering setup you want to define or edit. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following field:

Field Name	Field Description	Mandatory (Yes or No)
Rate Schedule	Used to select the rate schedule.	Yes

- **Search Results** — On clicking the **Search** button, the rate components of the rate schedule appear in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Rate Schedule	Displays the rate schedule.
Rate Component Sequence	Displays the sequence number of the rate component.
Rate Component Description	Displays the description of the rate component.
Effective Start Date	Displays the date from when the rate version to which the rate component belongs is effective.
Tiering Type	Displays the tiering type.
Maximum Tiering Combinations	Displays the maximum number of tiering ranges supported by the rate component. Note: Each tiering range supports more than one tiering criteria. For example, a rate component supports tiering based on two different criteria such as transaction volumes from a bundle and balances of the priced product. In such case, for a single rate, it is possible to enter separate tiering range information for each criterion and vary this information by product.
Rate Component Map Description	Displays the description of the tiering setup of the rate component.
Action	Indicates the action that can be performed on the rate component. The valid values are: <ul style="list-style-type: none"> • Add — Allows you to define the tiering setup of the rate component • Edit — Allows you to edit the tiering setup of the rate component
Rate Component Map ID	Displays the rate component map ID. Note: This ID is generated automatically when you define the tiering setup of the rate component.

On clicking the **Broadcast**  icon corresponding to the rate component, the **Create/Edit Rate Definition** zone appears with the details of the respective rate component.

Related Topics

For more information on...	See...
How to define tiering setup of a rate component	Defining Tiering Setup of a Rate Component on page 311
How to edit tiering setup of a rate component	Editing Tiering Setup of a Rate Component on page 312
How to delete tiering setup of a rate component	Deleting Tiering Setup of a Rate Component on page 312

Create/Edit Rate Definition

The **Create/Edit Rate Definition** zone allows you to define and edit tiering setup of the rate component. This zone contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rate Schedule	Displays the code of the rate schedule.	Not applicable
Rate Component Description	Displays the description of the rate component.	Not applicable
Effective Start Date	Displays the date from when the rate version to which the rate component belongs is effective.	Not applicable
Rate Component Sequence	Displays the sequence number of the rate component.	Not applicable
Tiering Type	Used to specify the tiering type. The valid values are: <ul style="list-style-type: none"> • FLAT • STEP • THRESHOLD Note: This field is non-editable when you edit the tiering setup of the rate component.	Yes
Maximum Tiering Combinations	Used to specify the maximum number of tiering ranges supported by the rate component. Note: <p>This field is non-editable when you:</p> <ul style="list-style-type: none"> • Select the tiering type as FLAT or STEP • Edit the tiering setup of the rate component <p>By default, 0 appears in this field when you select the tiering type as FLAT, and 1 appears when you select the tiering type as STEP.</p>	Yes
Rate Component Map Description	Used to specify the description for the tiering setup of the rate component. For example, if you want the user to enter price per transaction for a tiering range, enter Price Per Transaction in the Rate Component Map Description field.	Yes

This zone contains the following buttons:

Button Name	Button Description (When the Action is Add)	Button Description (When the Action is Edit)
Save	Used to create the tiering setup.	Used to save the changes made in this zone.

Button Name	Button Description (When the Action is Add)	Button Description (When the Action is Edit)
Delete	Note: This button is disabled when you define the tiering setup of the rate component.	Used to delete the tiering setup of the rate component. Note: You can delete the tiering setup only when the rate component is not yet used for any product pricing.
Cancel	Used to clear the fields in this zone.	Used to reset the changes made in this zone.

Related Topics

For more information on...	See...
How to define tiering setup of a rate component	Defining Tiering Setup of a Rate Component on page 311
How to edit tiering setup of a rate component	Editing Tiering Setup of a Rate Component on page 312
How to delete tiering setup of a rate component	Deleting Tiering Setup of a Rate Component on page 312

Defining Tiering Setup of a Rate Component


Prerequisites

To define tiering setup of a rate component, you should have:

- Rate schedules defined in the application
- Rate components of the rate schedule defined in the application

Procedure

To define tiering setup of a rate component:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Pricing Management** and then click **Rate Definition**.
The **Rate Definition** screen appears.
3. Select the rate schedule in the **Rate Schedule Components** zone.
4. Click **Search**.
The rate components of the rate schedule appear as the search results.
5. Click the **Broadcast** () icon corresponding to the rate component whose tiering setup you want to define.
The **Create/Edit Rate Definition** zone appears.
6. Select the tiering type from the list.
7. Enter the maximum number of tiering ranges supported by the rate component.

Note:

The **Maximum Tiering Combinations** field is non-editable when you select the tiering type as **FLAT** or **STEP**.

By default, **0** appears in the **Maximum Tiering Combinations** field when you select the tiering type as **FLAT**, and **1** appears when you select the tiering type as **STEP**.

8. Enter the description for the tiering setup of the rate component.

For example, if you want the user to enter price per transaction for a tiering range, enter `Price Per Transaction` in the **Rate Component Map Description** field.

9. Click **Save**.

The rate component map ID is generated automatically when you define the tiering setup of the rate component.

Related Topics

For more information on...	See...
Rate Definition screen	Rate Definition on page 308
Rate Schedule Components zone	Rate Schedule Components on page 309
Create/Edit Rate Definition zone	Create/Edit Rate Definition on page 310

Editing Tiering Setup of a Rate Component

Procedure

To edit tiering setup of a rate component:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Pricing Management** and then click **Rate Definition**.
The **Rate Definition** screen appears.
- Select the rate schedule in the **Rate Schedule Components** zone.
- Click **Search**.
The rate components of the rate schedule appear as the search results.
- Click the **Broadcast** (📡) icon corresponding to the rate component whose tiering setup you want to edit.
The **Create/Edit Rate Definition** zone appears.
- Modify the details of the tiering setup.
Note: You can only modify the rate component map description.
- Click **Save**.
The changes made to the tiering setup are saved.

Related Topics

For more information on...	See...
Rate Definition screen	Rate Definition on page 308
Rate Schedule Components zone	Rate Schedule Components on page 309
Create/Edit Rate Definition zone	Create/Edit Rate Definition on page 310

Deleting Tiering Setup of a Rate Component

Procedure

To delete tiering setup of a rate component:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Pricing Management** and then click **Rate Definition**.

The **Rate Definition** screen appears.

3. Select the rate schedule in the **Rate Schedule Components** zone.

4. Click **Search**.

The rate components of the rate schedule appear as the search results.

5. Click the **Broadcast** (📡) icon corresponding to the rate component whose tiering setup you want to delete.

The **Create/Edit Rate Definition** zone appears.

6. Click **Delete**.

The tiering setup of the rate component is deleted, and the action that can be performed on the rate component changes from **Edit** to **Add** in the **Rate Schedule Components** zone.

Note:

The **Delete** button is disabled when you define the tiering setup of the rate component.

You can delete the tiering setup only when the rate component is not yet used for any product pricing.

Related Topics

For more information on...	See...
Rate Definition screen	Rate Definition on page 308
Rate Schedule Components zone	Rate Schedule Components on page 309
Create/Edit Rate Definition zone	Create/Edit Rate Definition on page 310

Tiering Criterion

Oracle Revenue Management and Billing (ORMB) provides you with the ability to create tiered pricing in case standard flat pricing is not sufficient to meet the business needs. Through tiered pricing, you can offer more favorable pricing to the customers based on service quantity utilization.

Let us understand this with the help of an example. ABC company uses wire transfer services provided by a large bank. If ABC company initiates up to 1,000 wire transfers, the fee charged by the bank will be \$5 per transfer. If ABC company initiates more than 1,000 wire transfers, the fee will be \$3 per transfer. To introduce this flexibility in the pricing model, you will have to define tiered pricing with the following tiering ranges:

- If the number of wire transfers is greater than 0 and less than or equal to 1000, then charge \$5 per transfer to ABC company.
- If the number of wire transfers is greater than 1000, then charge \$3 per transfer to ABC company.

In the above example, number of wire transfers is the tiering criterion, 0 – 1000 and 1000 – BLANK are tiering ranges, and \$5 and \$3 are rates per transfer.

The **Tiering Criteria** screen allows you to create and edit a tiering criterion. This screen consists of the following zones:

- [Tiering Criterion List](#) on page 314
- [Edit Tiering Criterion](#) on page 314


- [Create Tiering Criterion](#) on page 314

Tiering Criterion List

The **Tiering Criterion List** zone displays tiering criterion that are already defined in the system. This zone contains the following columns:

Column Name	Column Description
Tiering Criterion	Displays the code of the tiering criterion.
Description	Displays the description of the tiering criterion.
Service Quantity Identifier	Displays the Service Quantity Identifier (SQI) of the tiering criterion.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

On clicking the **Broadcast**  icon corresponding to the tiering criterion, the **Edit Tiering Criterion** zone appears with the details of the respective tiering criterion.


Edit Tiering Criterion

The **Edit Tiering Criterion** zone allows you to edit the tiering criterion. This zone contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Tiering Criterion	Displays the code of the tiering criterion.	Not applicable
Description	Used to modify the description of the tiering criterion.	Yes
Service Quantity Identifier	Displays the Service Quantity Identifier (SQI) of the tiering criterion.	Not applicable

This zone contains the following two buttons:

Button Name	Button Description
Save	Used to save the changes made in this zone.
Cancel	Used to clear the changes made in this zone.

By default, the **Edit Tiering Criterion** zone does not appear in the **Tiering Criteria** screen. It appears only when you click the **Broadcast**  icon corresponding to the tiering criterion in the **Tiering Criteria List** zone.

Related Topics

For more information on...	See...
How to edit a tiering criterion	Editing a Tiering Criterion on page 315

Create Tiering Criterion

The **Create Tiering Criterion** zone allows you to create tiering criterion. This zone contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Tiering Criterion	Used to specify the code that uniquely identifies the tiering criterion.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Description	Used to specify the description for the tiering criterion.	Yes
Service Quantity Identifier	Used to specify the Service Quantity Identifier (SQI) for the tiering criterion. Note: During billing, the rating engine uses the SQI to determine which service quantities are applied to tiers.	Yes

This zone contains the following two buttons:

Button Name	Button Description
Save	Used to create the tiering criterion.
Cancel	Used to clear the fields in this zone.

Related Topics

For more information on...	See...
How to create a tiering criterion	Creating a Tiering Criterion on page 315

Creating a Tiering Criterion

Prerequisites

To create a tiering criterion, you should have:

- Service Quantity Identifiers (SQIs) defined in the application

Procedure

To create a tiering criterion:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Pricing Management** and then click **Tiering Criterion**.
The **Tiering Criterion** screen appears.
3. In the **Create Tiering Criterion** zone, enter the code that uniquely identifies the tiering criterion.
4. Enter the description for the tiering criterion.
5. Select the Service Quantity Identifier (SQI) that you want to associate with the tiering criterion.
6. Click **Save**.

The tiering criterion is created.

Related Topics

For more information on...	See...
Tiering Criterion screen	Tiering Criterion on page 313
Create Tiering Criterion zone	Create Tiering Criterion on page 314

Editing a Tiering Criterion

Procedure

To edit a tiering criterion:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Pricing Management** and then click **Tiering Criterion**.
The **Tiering Criterion** screen appears.
3. In the **Tiering Criterion** zone, click the **Broadcast** (📡) icon corresponding to the tiering criterion whose details you want to edit.
The **Edit Tiering Criterion** zone appears.
4. Modify the description of the tiering criterion, if required.
5. Click **Save**.
The changes made to the tiering criterion are saved.

Related Topics

For more information on...	See...
Tiering Criterion screen	Tiering Criterion on page 313
Edit Tiering Criterion zone	Edit Tiering Criterion on page 314

Variance Parameter

Oracle Revenue Management and Billing allows you to define pricing for a product based on the variance parameter. This helps you to maintain variance based pricing for a product. For example, you can define different product pricing for each country or currency, if required. Before you define product pricing based on a variance parameter, you need to define the variance parameter. The **Variance Parameter** screen allows you to define, edit, and delete a variance parameter. It also allows you to filter the variance parameters using a search criteria.

Filtering the Variance Parameters

Procedure

To filter the variance parameters:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **V** and then click **Variance Parameter**.
The **Variance Parameter** screen appears. It contains the following two sections:
 - **Search Criteria**— The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Variance Parameter	Used to specify the variance parameter.	No

- **Search Results** — On clicking the **Search** button corresponding to the **Variance Parameter** field, the search results are filtered based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Variance Parameter	Displays the variance parameter.
Description	Displays the description of the variance parameter.

- Enter the search criteria in the **Variance Parameter** field.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click the **Search** button corresponding to the **Variance Parameter** field.

The search results are filtered based on the specified criteria.

Related Topics

For more information on...	See...
Variance Parameter screen	Variance Parameter on page 316

Defining a Variance Parameter

Procedure

To define a variance parameter:

- Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **V** and then click **Variance Parameter**.

The **Variance Parameter** screen appears. It contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Variance Parameter	Used to specify the variance parameter.	Yes
Description	Used to specify the description for the variance parameter.	Yes

- Enter the required details.
- If you want to define more than one variance parameter, click the **Add (+)** icon and then repeat step 4.

Note: However, if you want to remove a variance parameter, click the **Delete (🗑)** icon corresponding to the variance parameter that you want to delete.

- Click **Save**.

The variance parameter is defined.

Related Topics

For more information on...	See...
Variance Parameter screen	Variance Parameter on page 316

Editing a Variance Parameter

Procedure

To edit a variance parameter:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **V** and then click **Variance Parameter**.
The **Variance Parameter** screen appears.

3. If required, you can filter the variance parameters in the **Variance Parameter** screen.

A list of variance parameters that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Variance Parameter	Displays the variance parameter.	Not applicable
Description	Used to specify the description for the variance parameter.	Yes

4. Modify the required details.
5. Click **Save**.

The changes made to the variance parameter are saved.


Related Topics

For more information on...	See...
Variance Parameter screen	Variance Parameter on page 316
How to filter the variance parameters	Filtering the Variance Parameters on page 316

Deleting a Variance Parameter

Procedure

To delete a variance parameter:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **V** and then click **Variance Parameter**.
The **Variance Parameter** screen appears.
3. If required, you can filter the variance parameters in the **Variance Parameter** screen.
A list of variance parameters that meet the search criteria appears in the **Search Results** section.
4. Click the **Delete**  icon corresponding to the variance parameter that you want to delete.
5. Click **Save**.

The variance parameter is deleted.

Note: You can only delete a variance parameter which is not yet used.

Related Topics

For more information on...	See...
Variance Parameter screen	Variance Parameter on page 316
How to filter the variance parameters	Filtering the Variance Parameters on page 316

Person to Person Relationship Type Sequence

Oracle Revenue Management and Billing provides you the flexibility to define person to person relationship type sequence:

- For each division, price item, and price item parameters combination
- For each division
- In the C1_PER_REL feature configuration

The system will first check whether the person to person relationship type sequence is defined for the division, price item, and price item parameters combination. If the person to person relationship type sequence is defined for the division, price item, and price item parameters combination, the system will search effective price item pricing at the parent customer level based on the sequence defined for the combination. However, if the person to person relationship type sequence is not defined for the division, price item, and price item parameters combination, the system will check whether the person to person relationship type sequence is defined for the division. If the person to person relationship type sequence is defined for the division, the system will search effective price item pricing at the parent customer level based on the sequence defined for the division. However, if the person to person relationship type sequence is not defined for the division, the system will consider the person to person relationship type sequence defined in the C1_PER_REL feature configuration and accordingly search effective price item pricing at the parent customer level.

The **Person to Person Relationship Type Sequence** screen allows you to define, edit, and delete person to person relationship type sequence of:

- a division
- a division, price item, and price item parameters combination

This screen consists of the following zones:

- [Search Person Relationship Type Sequence for Price Item](#) on page 319
- [Search Person Relationship Type Sequence for Division](#) on page 321

Search Person Relationship Type Sequence for Price Item

The **Search Person Relationship Type Sequence for Price Item** zone allows you to search person to person relationship type sequence defined for a division, price item, and price item parameters combination. You can also define, edit, and delete person to person relationship type sequence of a division, price item, and price item parameters combination.

This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price Item	Used to specify the price item code.	No

Field Name	Field Description	Mandatory (Yes or No)
Price Item Description	Used to specify the description of the price item.	No
Division	Used to specify the division. Note: You can only view those divisions to which you have access in the Division list.	No

Note: You must specify at least one search criterion while searching person to person relationship type sequence defined for a division, price item, and price item parameters combination.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Price Item	Displays the price item code. Note: It has a link. On clicking the link, the View Price Item screen appears with the details of the respective price item.
Description	Displays the description of the price item.
Price Item Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this field is controlled by the display order (which is defined while associating a parameter with a price item).
Division	Indicates the division for which price item and price item parameters specific person to person relationship type sequence is defined.
View	On clicking the View (🔍) icon, the Person Relationship Type Sequence for Division and Price Item screen appears where you can view person to person relationship type sequence defined for the division, price item, and price item parameters combination.
Edit	On clicking the Edit (✎) icon, the Person Relationship Type Sequence for Division and Price Item screen appears where you can edit person to person relationship type sequence defined for the division, price item, and price item parameters combination.
Delete	On clicking the Delete (🗑️) icon, you can delete person to person relationship type sequence defined for the division, price item, and price item parameters combination.

You can define person to person relationship type sequence for a division, price item, and price item parameters combination by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search person to person relationship type sequence for a division, price item, and price item parameters combination	Searching Relationship Type Sequence for a Division, Price Item, and Price Item Parameters on page 322
How to view person to person relationship type sequence of a division, price item, and price item parameters combination	Viewing Relationship Type Sequence of a Division, Price Item, and Price Item Parameters on page 326
How to define person to person relationship type sequence for a division, price item, and price item parameters combination	Defining Relationship Type Sequence for a Division, Price Item, and Price Item Parameters on page 322

For more information on...	See...
How to edit person to person relationship type sequence of a division, price item, and price item parameters combination	Editing Relationship Type Sequence of a Division, Price Item, and Price Item Parameters on page 324
How to delete person to person relationship type sequence of a division, price item, and price item parameters combination	Deleting Relationship Type Sequence of a Division, Price Item, and Price Item Parameters on page 325

Search Person Relationship Type Sequence for Division




The **Search Person Relationship Type Sequence for Division** zone allows you to search person to person relationship type sequence defined for a division. You can also define, edit, and delete person to person relationship type sequence of a division.

This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to specify the division. Note: You can only view those divisions to which you have access in the Division list.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Division	Indicates the division for which person to person relationship type sequence is defined.
Description	Displays the description of the division.
View	On clicking the View () icon, the Person Relationship Type Sequence for Division screen appears where you can view person to person relationship type sequence of the division.
Edit	On clicking the Edit () icon, the Person Relationship Type Sequence for Division screen appears where you can edit person to person relationship type sequence of the division.
Delete	On clicking the Delete () icon, you can delete the person to person relationship type sequence of the division.

You can define person to person relationship type sequence for a division by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search person to person relationship type sequence for a division	Searching Relationship Type Sequence for a Division on page 327
How to view person to person relationship type sequence of a division	Viewing Relationship Type Sequence of a Division on page 330

For more information on...	See...
How to define person to person relationship type sequence for a division	Defining Relationship Type Sequence for a Division on page 327
How to edit person to person relationship type sequence of a division	Editing Relationship Type Sequence of a Division on page 328
How to delete person to person relationship type sequence of a division	Deleting Relationship Type Sequence of a Division on page 329

Searching Relationship Type Sequence for a Division, Price Item, and Price Item Parameters

Prerequisites

To search person to person relationship type sequence for a division, price item, and price item parameters combination, you should have:

- Divisions defined in the application

Procedure

To search person to person relationship type sequence for a division, price item, and price item parameters combination:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Pricing Management** and then click **Person to Person Relationship Type Sequence**.

The **Person to Person Relationship Type Sequence** screen appears.

3. Enter the search criteria in the **Search Person Relationship Type Sequence for Price Item** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually whenever required.

4. Click **Search**.

A list of division, price item, and price item parameters combinations that meet the search criteria and for which person to person relationship type sequence is defined appears in the **Search Results** section.

Related Topics

For more information on...	See...
Person to Person Relationship Type Sequence screen	Person to Person Relationship Type Sequence on page 319
Search Person Relationship Type Sequence for Price Item zone	Search Person Relationship Type Sequence for Price Item on page 319

Defining Relationship Type Sequence for a Division, Price Item, and Price Item Parameters

Prerequisites

To define person to person relationship type sequence for a division, price item, and price item parameters combination, you should have:

- Divisions defined in the application
- Price items associated with the division to which the user belongs
- Parameters associated with the price item
- Person relationship types defined in the application

Procedure

To define person to person relationship type sequence for a division, price item, and price item parameters combination:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Pricing Management** and then click **Person to Person Relationship Type Sequence**.

The **Person to Person Relationship Type Sequence** screen appears.

3. Click the **Add** link in the upper right corner of the **Search Person Relationship Type Sequence for Price Item** zone.

The **Person Relationship Type Sequence for Division and Price Item** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to indicate the division for which you want to define price item and price item parameters specific person to person relationship type sequence.	Yes
Price Item	Used to specify the price item code. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price Item Search screen appears.	Yes
Price Item Parameters	Used to specify the price item parameters. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price Item Parameters Search screen appears.	No

In addition, this screen contains the following section:

- **Person Relationship Type Sequence** — This section allows you to define person to person relationship type sequence for the division, price item, and price item parameters combination. It contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence Number	Used to indicate the sequence in which relationship type should be considered while searching for effective price item pricing at the parent customer level.	Yes
Relationship Type	Used to indicate the person to person relationship type.	Yes

4. Enter the required details.

Note: You can search for a price item and price item parameters by clicking the **Search** (🔍) icon corresponding to the respective field.

- If you want to define more than one relationship type in the person to person relationship type sequence, click the **Add** (+) icon and then enter the details in the **Person Relationship Type Sequence** section.

Note: However, if you want to remove a relationship type from the person to person relationship type sequence, click the **Delete** (🗑️) icon corresponding to the relationship type.

- Click **Save**.

The person to person relationship type sequence is defined for the division, price item, and price item parameters combination.

Related Topics

For more information on...	See...
Person to Person Relationship Type Sequence screen	Person to Person Relationship Type Sequence on page 319
Search Person Relationship Type Sequence for Price Item zone	Search Person Relationship Type Sequence for Price Item on page 319
How to search for a price item	Searching for a Price Item or Price Item Bundle on page 134
How to set price item parameters	

Editing Relationship Type Sequence of a Division, Price Item, and Price Item Parameters

Prerequisites

To edit person to person relationship type sequence of a division, price item, and price item parameters combination, you should have:

- Person relationship types defined in the application

Procedure

To edit person to person relationship type sequence of a division, price item, and price item parameters combination:

- Search person to person relationship type sequence for the division, price item, and price item parameters combination in the **Person to Person Relationship Type Sequence** screen.
- In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the division, price item, and price item parameters combination whose person to person relationship type sequence you want to edit.

The **Person Relationship Type Sequence for Division and Price Item** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Indicates the division for which price item and price item parameters specific person to person relationship type sequence is defined.	Not applicable
Price Item	Displays the price item code.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Price Item Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this field is controlled by the display order (which is defined while associating a parameter with a price item).	Not applicable

In addition, this screen contains the following section:

- **Person Relationship Type Sequence** — This section allows you to define person to person relationship type sequence for the division, price item, and price item parameters combination. It contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence Number	Used to indicate the sequence in which relationship type should be considered while searching for effective price item pricing at the parent customer level.	Yes
Relationship Type	Used to indicate the person to person relationship type.	Yes

3. If you want to define more than one relationship type in the person to person relationship type sequence, click the **Add (+)** icon and then enter the details in the **Person Relationship Type Sequence** section.

Note: However, if you want to remove a relationship type from the person to person relationship type sequence, click the **Delete (🗑)** icon corresponding to the relationship type.

4. Click **Save**.

The changes made to the person to person relationship type sequence are saved.

Related Topics

For more information on...	See...
How to search person to person relationship type sequence for a division, price item, and price item parameters combination	Searching Relationship Type Sequence for a Division, Price Item, and Price Item Parameters on page 322

Deleting Relationship Type Sequence of a Division, Price Item, and Price Item Parameters

Procedure

To delete person to person relationship type sequence of a division, price item, and price item parameters combination:

1. Search person to person relationship type sequence for the division, price item, and price item parameters combination in the **Person to Person Relationship Type Sequence** screen.
2. In the **Search Results** section, click the **Delete (🗑)** icon in the **Delete** column corresponding to the division, price item, and price item parameters combination whose person to person relationship type sequence you want to delete.

A message appears confirming whether you want to delete the person to person relationship type sequence.

3. Click **OK**.

The person to person relationship type sequence of the division, price item, and price item parameters combination is deleted.

Related Topics

For more information on...	See...
How to search person to person relationship type sequence for a division, price item, and price item parameters combination	Searching Relationship Type Sequence for a Division, Price Item, and Price Item Parameters on page 322

Viewing Relationship Type Sequence of a Division, Price Item, and Price Item Parameters

Procedure

To view person to person relationship type sequence of a division, price item, and price item parameters combination:

1. Search person to person relationship type sequence for the division, price item, and price item parameters combination in the **Person to Person Relationship Type Sequence** screen.
2. In the **Search Results** section, click the **View** (🔍) icon in the **View** column corresponding to the division, price item, and price item parameters combination whose person to person relationship type sequence you want to view.

The **Person Relationship Type Sequence for Division and Price Item** screen appears. It contains the following fields:

Field Name	Field Description
Division	Indicates the division for which price item and price item parameters specific person to person relationship type sequence is defined.
Price Item	Displays the price item code.
Price Item Parameters	Displays a comma-separated list of parameter values. The order in which parameter values appear in this field is controlled by the display order (which is defined while associating a parameter with a price item).

In addition, this screen contains the following section:

- **Person Relationship Type Sequence** — This section allows you to view person to person relationship type sequence defined for the division, price item, and price item parameters combination. It contains the following columns:

Column Name	Column Description
Sequence Number	Indicates the sequence in which relationship type will be considered while searching for effective price item pricing at the parent customer level.
Relationship Type	Indicates the person to person relationship type.

3. View the person to person relationship type sequence defined for the division, price item, and price item parameters combination in the **Person Relationship Type Sequence for Division and Price Item** screen.

Related Topics

For more information on...	See...
How to search person to person relationship type sequence for a division, price item, and price item parameters combination	Searching Relationship Type Sequence for a Division, Price Item, and Price Item Parameters on page 322

Searching Relationship Type Sequence for a Division

Prerequisites

To search person to person relationship type sequence for a division, you should have:

- Divisions defined in the application

Procedure

To search person to person relationship type sequence for a division:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Pricing Management** and then click **Person to Person Relationship Type Sequence**.

The **Person to Person Relationship Type Sequence** screen appears.

3. Enter the search criteria in the **Search Person Relationship Type Sequence for Division** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually whenever required.

4. Click **Search**.

A list of divisions that meet the search criteria and for which person to person relationship type sequence is defined appears in the **Search Results** section.

Related Topics

For more information on...	See...
Person to Person Relationship Type Sequence screen	Person to Person Relationship Type Sequence on page 319
Search Person Relationship Type Sequence for Division zone	Search Person Relationship Type Sequence for Division on page 321

Defining Relationship Type Sequence for a Division

Prerequisites

To define person to person relationship type sequence for a division, you should have:

- Divisions defined in the application

Procedure

To define person to person relationship type sequence for a division:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

- From the **Main** menu, select **Pricing Management** and then click **Person to Person Relationship Type Sequence**.

The **Person to Person Relationship Type Sequence** screen appears.

- Click the **Add** link in the upper right corner of the **Search Person Relationship Type Sequence for Division** zone.

The **Person Relationship Type Sequence for Division** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to indicate the division for which you want to define person to person relationship type sequence.	Yes

In addition, this screen contains the following section:

- Person Relationship Type Sequence** — This section allows you to define person to person relationship type sequence for the division. It contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence Number	Used to indicate the sequence in which relationship type should be considered while searching for effective price item pricing at the parent customer level.	Yes
Relationship Type	Used to indicate the person to person relationship type.	Yes

- Enter the required details.
- If you want to define more than one relationship type in the person to person relationship type sequence, click the **Add (+)** icon and then enter the details in the **Person Relationship Type Sequence** section.

Note: However, if you want to remove a relationship type from the person to person relationship type sequence, click the **Delete (🗑)** icon corresponding to the relationship type.

- Click **Save**.

The person to person relationship type sequence is defined for the division.

Related Topics

For more information on...	See...
Person to Person Relationship Type Sequence screen	Person Relationship Type Sequence on page 87
Search Person Relationship Type Sequence for Division zone	Search Person Relationship Type Sequence for Division on page 321

Editing Relationship Type Sequence of a Division

Procedure

To edit person to person relationship type sequence of a division:

1. Search person to person relationship type sequence for the division in the **Person to Person Relationship Type Sequence** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the division whose person to person relationship type sequence you want to edit.

The **Person Relationship Type Sequence for Division** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Indicates the division for which person to person relationship type sequence is defined.	Not applicable

In addition, this screen contains the following section:

- **Person Relationship Type Sequence** — This section allows you to define person to person relationship type sequence for the division. It contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence Number	Used to indicate the sequence in which relationship type should be considered while searching for effective price item pricing at the parent customer level.	Yes
Relationship Type	Used to indicate the person to person relationship type.	Yes

3. If you want to define more than one relationship type in the person to person relationship type sequence, click the **Add** (+) icon and then enter the details in the **Person Relationship Type Sequence** section.

Note: However, if you want to remove a relationship type from the person to person relationship type sequence, click the **Delete** (🗑) icon corresponding to the relationship type.

4. Click **Save**.

The changes made to the person to person relationship type sequence are saved.

Related Topics

For more information on...	See...
How to search person to person relationship type sequence for a division	Searching Relationship Type Sequence for a Division on page 327

Deleting Relationship Type Sequence of a Division

Procedure

To delete person to person relationship type sequence of a division:

1. Search person to person relationship type sequence for the division in the **Person to Person Relationship Type Sequence** screen.
2. In the **Search Results** section, click the **Delete** (🗑) icon in the **Delete** column corresponding to the division whose person to person relationship type sequence you want to delete.

A message appears confirming whether you want to delete the person to person relationship type sequence.

3. Click **OK**.

The person to person relationship type sequence of the division is deleted.

Related Topics

For more information on...	See...
How to search person to person relationship type sequence for a division	Search Person Relationship Type Sequence for Division on page 321

Viewing Relationship Type Sequence of a Division**Procedure**

To view person to person relationship type sequence of a division:

1. Search person to person relationship type sequence for the division in the **Person to Person Relationship Type Sequence** screen.
2. In the **Search Results** section, click the **View** (🔍) icon in the **View** column corresponding to the division whose person to person relationship type sequence you want to view.

The **Person Relationship Type Sequence for Division** screen appears. It contains the following fields:

Field Name	Field Description
Division	Indicates the division for which person to person relationship type sequence is defined.

In addition, this screen contains the following section:

- **Person Relationship Type Sequence** — This section allows you to view person to person relationship type sequence defined for the division. It contains the following columns:

Column Name	Column Description
Sequence Number	Indicates the sequence in which relationship type will be considered while searching for effective price item pricing at the parent customer level.
Relationship Type	Indicates the person to person relationship type.

3. View the person to person relationship type sequence defined for the division in the **Person Relationship Type Sequence for Division** screen.

Related Topics

For more information on...	See...
How to search person to person relationship type sequence for a division	Search Person Relationship Type Sequence for Division on page 321

Chapter

4

Division

Topics:

- [Division Search](#)
- [Division](#)

The following two types of divisions are used while defining a contract type:

- **General Ledger (GL) Division** — GL divisions typically comprise of individual entities (for example, companies) in the general ledger. You must set up a GL division for each such entity. The GL division is used to define the accounting period for financial transactions linked to contracts. Contracts are associated with GL divisions through their contract type. The system uses accounting periods to prevent a user from creating financial transactions in the closed periods. It also uses accounting periods when it generates the flat file that contains the consolidated journal entry that is interfaced to the general ledger.
- **Division** — A division is associated with a jurisdiction. A jurisdiction is a geographic-oriented entity with unique business rules. For example, if you conduct business in California and Japan, each jurisdiction has different set of rules, and therefore you need to have a separate jurisdiction for each division. You must set up a division for each jurisdiction in which you conduct the business. For the Pricing Management functionality, setting up a division is mandatory, and the system must contain information about at least one division.

A division is associated with the following:

- **Person** — You may or may not associate person to a division. It is optional. But, when you are using division specific functionality, you have to associate person to a division while creating a local person.
- **Contract** — Contract is associated to a division through its contract type. The contract type controls multiple business rules which are defined for a given jurisdiction and contract type combination. In addition to controlling the business rules defined on the contract's contract type, the contract's division also controls the type of collection criteria used to determine if and how to collect overdue debt.
- **Account** — The division on account when combined with the account's customer class defines the jurisdiction that governs financial business rules (for example, the bill's due date, when and how late payment charges are calculated, etc.). It also allows you to assign To Do entries associated with the account to a given To Do role based on the account's division.

Division Search

The **Division Search** window allows you to search for a division. This screen contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to specify the division code.	No
Description	Used to specify the description for the division.	No

- **Search Results** — On clicking the **Search** button corresponding to the respective field, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Division	Displays the division code.
Description	Displays the description of the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332

Searching for a Division

Procedure

To search for a division:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **D** and then click **Division**.

A sub-menu appears.

3. Click the **Search** option from the **Division** sub-menu.

The **Division Search** window appears.

4. Enter the code or description of the division in the **Search Criteria** section.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click the **Search** button corresponding to the respective field.

A list of divisions that meet the search criteria appears in the search results.

6. In the **Search Results** section, click the division whose details you want to view or edit.

The **Division** screen appears.

Related Topics

For more information on...	See...
Division screen	Division on page 333

Division

The **Division** screen allows you to define and edit a division. This screen consists of the following tabs:

Tab Name	Tab Description	Mandatory (Yes or No)
Main	Used to define basic details for a division.	Yes
Access Groups	Used to define the users who have right to associate objects (such as persons, accounts, price items, price lists, etc.) with this division. The users can only view those divisions to which they have access in the Division list used across the application.	No
Price Items	Used to define which price items are available to persons or accounts in this division. Note: Once the price item is created, you need to associate it with a division.	No
Price Lists	Used to define which price lists are available to persons or accounts in this division. Note: Once the price list is created, you need to associate it with a division. You can associate a price list with a division only when all price items in the price list are already associated with the division.	No
Languages	Used to limit the languages that you can select for a person's bills and correspondence in this division.	No
Invoice Currencies	Used to limit the invoice currencies that you can select for accounts in this division. Note: Invoice currency is a currency in which the accounts in this division can be billed.	No
Person Identifier Types	Used to limit the person identifier types that you can select for persons in this division.	No

Tab Name	Tab Description	Mandatory (Yes or No)
Algorithms	<p>Used to associate algorithms with the division. Once a division is created, you must associate the Price Assignment Search algorithm to it. For the Banking functionality, this is required to ensure that the price item pricing is displayed in the correct order as defined by the algorithm. Each division can have unique hierarchy order or more than one division can have the same hierarchy order. The hierarchy order is also used in billing when the price determination is controlled by the sort order definition of the algorithm.</p> <p>You can define algorithms in the Algorithm screen. The search order is governed by the second parameter of the algorithm, and the valid values for the same are:</p> <ul style="list-style-type: none"> • AGREED_PRICELIST – If you use this search order, the price item pricing is searched in the following order: Account Agreed, Account Price List, Account Inherited Price List, Customer Agreed, Customer Price List, Customer Inherited Price List, Parent Customer Agreed, Parent Customer Price List, and Parent Customer Inherited Price List. <p>Note: In this search order, the account agreed level has highest precedence and parent customer inherited price list level has lowest precedence.</p> <ul style="list-style-type: none"> • AGREED_FIRST - If you use this search order, the price item pricing is searched in the following order: Account Agreed, Customer Agreed, Parent Customer Agreed, Account Price List, Account Inherited Price List, Customer Price List, Customer Inherited Price List, Parent Customer Price List, and Parent Customer Inherited Price List. <p>Note: In this search order, the account agreed level has highest precedence and parent customer inherited price list level has lowest precedence.</p>	No
Characteristics	Used to define characteristics for the division.	No
Bill Messages	Used to specify the bill messages that are valid for accounts in this division.	No
Party Char Types	Used to limit the characteristic types that you can select for persons and accounts in this division.	No
Bill Cycles	Used to limit the bill cycles that you can select for accounts in this division.	No
Account Identifier Types	Used to limit the account identifier types that you can select for accounts in this division.	No

Tab Name	Tab Description	Mandatory (Yes or No)
Price Item Characteristics	Used to define division-specific characteristics for price items associated with this division.	No

Related Topics

For more information on...	See...
How to define a division	Defining a Division on page 335
How to associate access groups with a division	Associating Access Groups with a Division on page 338
How to associate price items with a division	Associating Price Items with a Division on page 339
How to associate price lists with a division	Associating Price Lists with a Division on page 340
How to associate languages with a division	Associating Languages with a Division on page 341
How to associate invoice currencies with a division	Associating Invoice Currencies with a Division on page 341
How to associate person identifier types with a division	Associating Person Identifier Types with a Division on page 342
How to associate algorithms with a division	Associating Algorithms with a Division on page 343
How to define characteristics for a division	Defining Characteristics for a Division on page 346
How to associate bill messages with a division	Associating Bill Messages with a Division on page 347
How to associate party characteristic types with a division	Associating Party Char Types with a Division on page 348
How to associate bill cycles with a division	Associating Bill Cycles with a Division on page 349
How to associate account identifier types with a division	Associating Account Identifier Types with a Division on page 349
How to define division-specific characteristics for a price item	Defining Division-Specific Characteristics for a Price Item on page 350

Defining a Division

Prerequisites

To define a division, you should have:

- Work calendars, bill formats, bill route types, time zones, currencies, business objects, To Do types, and To Do roles defined in the application

Procedure

To define a division:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **D** and then click **Division**.
A sub-menu appears.
3. Click the **Add** option from the **Division** sub-menu.

The **Division** screen appears. It contains the following tabs:

- Main
- Access Groups
- Price Items
- Price Lists
- Languages
- Invoice Currencies
- Person Identifier Types
- Algorithms
- Characteristics
- Bill Messages
- Party Char Types
- Bill Cycles
- Account Identifier Types
- Price Item Characteristics

The **Main** tab contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to specify the code that uniquely identifies the division. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price List Search screen appears.	Yes
Description	Used to specify the description for the division.	Yes
Work Calendar	Used to indicate the days on which this division operates. This calendar is used to ensure that the system calculated dates (for example, bill due date, credit and collection event dates, etc.) fall on a working day.	Yes
Status	Used to indicate the status of the division. You can use either of the following values: <ul style="list-style-type: none"> • Active Indicates that the division can be used in the system • Pending Indicates that the division is still being defined • Retired Indicates that the division is no longer available for use 	Yes
Bill Format	Used to specify the default bill format for accounts in this division.	No
Bill Route Type	Used to specify the default bill route type for accounts in this division.	No

Field Name	Field Description	Mandatory (Yes or No)
Base Currency Code	Used when accounts in this division can be billed in a currency that is different from the currency required by the GL. The system generates GL entries in the currency defined for an account. If you specify the value in this field, the system will convert the GL amounts maintained in the accounts currency into this currency. The financial transactions in both the currencies will be maintained in the system.	No
Time Zone	Used to indicate the time zone in which this division operates.	No
Eligible for Accrual	Used to indicate whether the accounts belonging to the division are eligible for accrual.	No
Accrual Cycle	Used to indicate the accrual cycle for the division. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Accrual Cycle Search screen appears.	Yes (Conditional) Note: The field is required when the division is eligible for accrual.
Comments	Used to specify additional details about the division.	No
Business Object	Used to specify a business object that may govern additional rules related to this division. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Business Object Search screen appears.	Yes
To Do Type	Used when you want the To Do entries (associated with accounts in this division) of a given To Do type must be assigned to the users with a given To Do role. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search screen appears.	No
To Do Role	Used when you want the To Do entries (associated with accounts in this division) of a given To Do type must be assigned to the users with a given To Do role. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Role for To Do Type screen appears.	No

4. Enter the required details.

Note: You can search for a To Do type and To Do role by clicking the **Search** (🔍) icon corresponding to the respective field.

5. If you want to add more than one To Do type and To Do role combination for a division, click the **Add** (+) icon and then enter the To Do type and To Do role.

Note: However, if you want to remove a To Do type and To Do role combination from the division, click the **Delete** (🗑) icon corresponding to the combination.

6. Associate access groups, price items, price lists, languages, invoice currencies, person identifier types, algorithms, bill messages, party characteristic types, bill cycles, and account identifier types with the division, if required.
7. Define characteristics for the division, if required.
8. Define division-specific characteristics for the price items, if required.
9. Click the **Save** button in the **Page Title** area.

The division is defined.

Related Topics

For more information on...	See...
How to associate access groups with a division	Associating Access Groups with a Division on page 338
How to associate products with a division	Associating Price Items with a Division on page 339
How to associate price lists with a division	Associating Price Lists with a Division on page 340
How to associate languages with a division	Associating Languages with a Division on page 341
How to associate invoice currencies with a division	Associating Invoice Currencies with a Division on page 341
How to associate customer identifier types with a division	Associating Person Identifier Types with a Division on page 342
How to associate algorithms with a division	Associating Algorithms with a Division on page 343
How to define characteristics for a division	Defining Characteristics for a Division on page 346
How to associate bill messages with a division	Associating Bill Messages with a Division on page 347
How to associate party characteristic types with a division	Associating Party Char Types with a Division on page 348
How to associate bill cycles with a division	Associating Bill Cycles with a Division on page 349
How to associate account identifier types with a division	Associating Account Identifier Types with a Division on page 349
How to define division-specific characteristics for a price item	Defining Division-Specific Characteristics for a Price Item on page 350

Associating Access Groups with a Division

Prerequisites

To associate access groups with a division, you should have:

- Access groups defined in the application

Procedure

To associate access groups with a division:

1. Search for the division to which you want to associate access groups.
2. Click the **Access Groups** tab in the **Division** screen..

The **Access Groups** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Access Group	Used to specify the access group code. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Access Group Search window appears.	No
Description	Displays the description of the access group. Note: The description appears automatically when you specify the access group.	Not applicable

3. Enter the access group code.

Note: You can search for an access group by clicking the **Search** (🔍) icon corresponding to the field.

4. If you want to associate more than one access group with the division, click the **Add** (+) icon and then repeat step 3.

Note: However, if you want to remove an access group from the division, click the **Delete** (🗑️) icon corresponding to the access group.

5. Click the **Save** button in the **Page Title** area.

The access groups are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Price Items with a Division

Prerequisites

To associate products with a division, you should have:

- Products created in the application

Procedure

To associate products with a division:

1. Search for the division to which you want to associate products.
2. Click the **Products** tab in the **Division** screen.

The **Products** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Product	Used to specify the product code.	No
Description	Displays the description of the product. Note: The description appears automatically when you specify the product code.	Not applicable

3. Enter the product code.

Note: You can search for a product by clicking the **Search** (🔍) icon corresponding to the field.

4. If you want to associate more than one product with the division, click the **Add** (+) icon and then repeat step 3.

Note: However, if you want to remove a product from the division, click the **Delete** (🗑️) icon corresponding to the product.

5. Click the **Save** button in the **Page Title** area.

The products are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Price Lists with a Division

Prerequisites

To associate price lists with a division, you should have:

- Price lists created in the application

Procedure

To associate price lists with a division:

1. Search for the division to which you want to associate price lists.
2. Click the **Price Lists** tab in the **Division** screen.

The **Price Lists** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price List ID	Used to specify the price list ID. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price List Search window appears.	No
Description	Displays the description of the price list. Note: The description appears automatically when you specify the price list ID.	Not applicable

3. Enter the price list ID.

Note: You can search for a price list by clicking the **Search** (🔍) icon corresponding to the field.

4. If you want to associate more than one price list with the division, click the **Add** (+) icon and then repeat step 3.

Note: However, if you want to remove a price list from the division, click the **Delete** (🗑️) icon corresponding to the price list.

- Click the **Save** button in the **Page Title** area.

The price lists are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Languages with a Division

Prerequisites

To associate languages with a division, you should have:

- Languages defined in the application

Procedure

To associate languages with a division:

- Search for the division to which you want to associate languages.
- Click the **Languages** tab in the **Division** screen.

The **Languages** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Language	Used to specify the language.	No

- Select the language from the list.
- If you want to associate more than one language with the division, click the **Add (+)** icon and then repeat step 3.

Note: However, if you want to remove a language from the division, click the **Delete (🗑)** icon corresponding to the language.

- Click the **Save** button in the **Page Title** area.

The languages are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Invoice Currencies with a Division

Prerequisites

To associate invoice currencies with a division, you should have:

- Currencies defined in the application

Procedure

To associate invoice currencies with a division:

1. Search for the division in the **Division** screen.
2. Click the **Invoice Currencies** tab.

The **Invoice Currencies** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Currency	Used to specify the currency.	No
Rounding Type	Used to indicate the rounding type for the currency. The valid values are: <ul style="list-style-type: none"> • Down • Nearest • Up 	Yes (Conditional) Note: This field is required when you are associating a currency with the division.

3. Select the currency and its rounding type from the respective list.
4. If you want to associate more than one invoice currency with the division, click the **Add (+)** icon and then repeat step 3.

Note: However, if you want to remove an invoice currency from the division, click the **Delete (🗑)** icon corresponding to the invoice currency.

5. Click the **Save** button in the **Page Title** area.

The invoice currencies are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Person Identifier Types with a Division

Prerequisites

To associate person identifier types with a division, you should have:

- Person identifier types defined in the application

Procedure

To associate person identifier types with a division:

1. Search for the division to which you want to associate person identifier types.
2. Click the **Person Identifier Types** tab in the **Division** screen.

The **Person Identifier Types** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Person Identifier Type	Used to specify the person identifier type.	No

- Select the person identifier type from the list.
- If you want to associate more than one person identifier type with the division, click the **Add (+)** icon and then repeat step 3.

Note: However, if you want to remove a person identifier type from the division, click the **Delete (🗑)** icon corresponding to the person identifier type.

- Click the **Save** button in the **Page Title** area.

The person identifier types are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Algorithms with a Division

Prerequisites

To associate algorithms with a division, you should have:

- Algorithms defined in the application

Procedure

To associate algorithms with a division:

- Search for the division to which you want to associate algorithms.
- Click the **Algorithms** tab in the **Division** screen.

The **Algorithms** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division Algorithm Entity	<p>Used to indicate the entity to which you want to attach the algorithm. The valid values are:</p> <ul style="list-style-type: none"> • Currency Conversion For Adjustments — Used to attach a date or date and time based currency conversion algorithm which must be triggered during adjustment creation and FT GL creation for adjustments. • Currency Conversion For Bill Segments — Used to attach a date or date and time based currency conversion algorithm which must be triggered during bill segment generation and FT GL creation for bill segments. • Currency Conversion For Payments — Used to attach a date or date and time based currency conversion algorithm which must be triggered during payment and tender creation and during FT GL creation for payments. • Currency Conversion For Transaction Feed Management — Used to attach a date or date and time based currency conversion algorithm which must be triggered during the transaction aggregation process. • Price Assignment Search — Used to attach an algorithm which indicates the order in which the price item pricing must be determined while billing. It also indicates the order in which the price item pricing must be displayed on the Pricing (Account) and Pricing (Person) screens. • Sequential Bill Number Generation — Used to attach an algorithm which indicates how to sequence alternate bill numbers which are unique within the division. • Usage Account Contract Mapping — Used to attach an algorithm which must be triggered when you create a usage account. It checks whether the usage account satisfies any account selection template criteria defined for any active construct. If yes, it includes the usage account in the active construct provided no bills are generated for the construct. • GL Account Validation – Used to attach an algorithm which is triggered during dynamic GL account validation. • Feed Management Cancellation Pre-Processing – Used to attach an algorithm which is triggered when you execute the C1-TXCNC batch. This algorithm is used to undertake some preprocessing activities (such as cleaning data in any custom tables) during the cancellation process. • Feed Management- Disaggregation Pre-Processing - Used to attach an algorithm which is triggered when you execute the C1-PDTXN batch. This algorithm is used to undertake some preprocessing activities (such as cleaning data in any custom tables) during the disaggregation process. 	<p>Yes (Conditional)</p> <p>Note: This field is required when you are associating an algorithm with the division.</p>

Field Name	Field Description	Mandatory (Yes or No)
	<ul style="list-style-type: none"> • Transaction Feed Management Rollback Preprocessing - Used to attach an algorithm which is triggered when you execute the C1-TXNRB batch. This algorithm is used to undertake some preprocessing activities (such as cleaning data in any custom tables) during the rollback process. • Feed Management Verify Pricing Post-Processing — Used to attach an algorithm which is triggered when you execute the C1-TXNVP batch. This algorithm is used to undertake some post-processing activities on a summary record in the CI_TXN_DTL_PRITM_SUMMARY table. • Feed Management Billable Charge Post-Processing — Used to attach an algorithm which is triggered when you execute the C1-TXNSQ and C1-TXNCU batches. This algorithm is used to undertake some post-processing activities on a billable charge. • Feed Management Price Item Derivation Post-Processing — Used to attach an algorithm which is triggered when you execute the C1-TXNIP batch. This algorithm is used to undertake some post-processing activities on the transaction legs. • Feed Management Rate Post-Processing — Used to attach an algorithm which is triggered when you execute the C1-TXNEX and C1-TXNSQ batches. This algorithm is used to undertake some preprocessing activities while determining rate for transaction legs. • Feed Management Rate Pre-Processing — Used to attach an algorithm which is triggered when you execute the C1-TXNEX and C1-TXNSQ batches. This algorithm is used to undertake some post-processing activities after determining rate for transaction legs. 	
Sequence Number	Used to specify the order in which the algorithms with the same entity should be executed.	Yes (Conditional) Note: This field is required when you are associating an algorithm with the division.
Algorithm	Used to specify the algorithm code. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	Yes (Conditional) Note: This field is required when you are associating an algorithm with the division.
Description	Displays the description of the algorithm. Note: The description appears automatically when you specify the algorithm code.	Not applicable

3. Enter the required details.

Note: You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the field.

- If you want to associate more than one algorithm with the division, click the **Add** (+) icon and then repeat step 3.

Note: However, if you want to remove an algorithm from the division, click the **Delete** (=) icon corresponding to the algorithm.

- Click the **Save** button in the **Page Title** area.

The algorithms are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Defining Characteristics for a Division

Prerequisites

To define characteristics for a division, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Division)

Procedure

To define characteristics for a division:

- Search for the division for which you want to define characteristics.
- Click the **Characteristics** tab in the **Division** screen.

The **Characteristics** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the division.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the division.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Division.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the division.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the division.

- Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one characteristic for the division, click the **Add** (+) icon and then repeat step 3.

Note: However, if you want to remove a characteristic from the division, click the **Delete** (🗑️) icon corresponding to the characteristic.

- Click the **Save** button in the **Page Title** area.

The characteristics are defined for the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Bill Messages with a Division

Prerequisites

To associate bill messages with a division, you should have:

- Bill messages defined in the application

Procedure

To associate bill messages with a division:

- Search for the division to which you want to associate bill messages.
- Click the **Bill Messages** tab in the **Division** screen.

The **Bill Messages** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Start Date	Used to specify the date from when you want the bill message to appear on the bill.	Yes (Conditional) Note: This field is required when you are associating a bill message with the division.
End Date	Used to specify the date till when you want the bill message to appear on the bill.	No
Bill Message	Used to specify the bill message that is valid for accounts in this division. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Bill Message Search window appears.	Yes (Conditional) Note: This field is required when you are associating a bill message with the division.
Description	Displays the description of the bill message. Note: The description appears automatically when you specify the message code.	Not applicable

3. Enter the required details.

Note: You can search for a bill message by clicking the **Search** (🔍) icon corresponding to the field.

4. If you want to associate more than one bill message with the division, click the **Add** (+) icon and then repeat step 3.

Note: However, if you want to remove a bill message from the division, click the **Delete** (🗑️) icon corresponding to the message code.

5. Click the **Save** button in the **Page Title** area.

The bill messages are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Party Char Types with a Division

Prerequisites

To associate party char types with a division, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Division)

Procedure

To associate party char types with a division:

1. Search for the division to which you want to associate party char types.
2. Click the **Party Char Types** tab in the **Division** screen.

The **Party Char Types** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Entity	Used to indicate whether the characteristic type is valid for a person or an account in this division.	Yes (Conditional) Note: This field is required when you are associating a party char type with the division.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Division.	Yes (Conditional) Note: This field is required when you are associating a party char type with the division.

3. Enter the required details.
4. If you want to associate more than one party char type with the division, click the **Add** (+) icon and then repeat step 3.

Note: However, if you want to remove a party char type from the division, click the **Delete** (🗑️) icon corresponding to the characteristic type.

5. Click the **Save** button in the **Page Title** area.

The party char types are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Bill Cycles with a Division

Prerequisites

To associate bill cycles with a division, you should have:

- Bill cycles defined in the application

Procedure

To associate bill cycles with a division:

1. Search for the division to which you want to associate bill cycles.
2. Click the **Bill Cycles** tab in the **Division** screen.

The **Bill Cycles** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Bill Cycle	Used to specify the bill cycle.	No

3. Select the bill cycle from the list.
4. If you want to associate more than one bill cycle with the division, click the **Add (+)** icon and then repeat step 3.

Note: However, if you want to remove a bill cycle from the division, click the **Delete (🗑)** icon corresponding to the bill cycle.

5. Click the **Save** button in the **Page Title** area.

The bill cycles are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Associating Account Identifier Types with a Division

Prerequisites

To associate account identifier types with a division, you should have:

- Account Identifier Types defined in the application

Procedure

To associate account identifier types with a division:

- Search for the division to which you want to associate account identifier types.
- Click the **Account Identifier Types** tab in the **Division** screen.

The **Account Identifier Types** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the account identifier type.	No

- Select the account identifier type from the list.
- If you want to associate more than one account identifier type with the division, click the **Add (+)** icon and then repeat step 3.

Note: However, if you want to remove an account identifier type from the division, click the **Delete (🗑)** icon corresponding to the account identifier type.

- Click the **Save** button in the **Page Title** area.

The account identifier types are associated with the division.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Defining Division-Specific Characteristics for a Price Item

Prerequisites

To define division-specific characteristics for a price item, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Division/Price Item Combination)
- Price item associated with the division to which the user belongs

Procedure

To define division-specific characteristics for a price item:

- Search for the division for which you want to define price item characteristics.
- Click the **Price Item Characteristics** tab in the **Division** screen.

The **Price Item Characteristics** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Price item	Displays the price item code.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the price item characteristic is effective for the division.	Yes (Conditional) Note: This field is required when you are defining a division-specific characteristic for the price item.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Division/Price Item Combination.	Yes (Conditional) Note: This field is required when you are defining a division-specific characteristic for the price item.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a division-specific characteristic for the price item.

- If the division has multiple price items associated with it, scroll to define characteristics for the required price item.

Note: You can use the **Previous** (←) and **Next** (→) buttons to scroll through the price items while defining their characteristics.

- Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one division-specific characteristic for the price item, click the **Add** (+) icon and then repeat step 4.

Note: However, if you want to remove a division-specific characteristic from the price item, click the **Delete** (🗑️) icon corresponding to the characteristic.

- Click the **Save** button in the **Page Title** area.

The division-specific characteristics are defined for the price item.

Related Topics

For more information on...	See...
How to search for a division	Searching for a Division on page 332
Division screen	Division on page 333
How to define a division	Defining a Division on page 335

Chapter

5

Approval Workflow

Topics:

- [Most Commonly Used Terms](#)
- [Approval Workflow Process](#)
- [Prerequisites](#)
- [Approve](#)
- [Resolve](#)
- [Modify](#)
- [Logs](#)
- [Approve Price Assignment](#)
- [Modify Price Assignment](#)
- [Resolve Price Assignment](#)
- [Approval Workflow Group](#)
- [Approval Workflow Chain](#)
- [Approval Workflow Criteria Type](#)
- [Approval Workflow Group Chain Linkage](#)
- [Approval Workflow Settings](#)
- [Approval Workflow Reason](#)
- [Approval Workflow Scenario](#)

Oracle Revenue Management and Billing may optionally be configured to use the approval workflow process whenever any addition, modification, or deletion is done manually by a user. The approval workflow process routes any changes made to the business objects (such as person, account, contract, division, and so on) to a group of people for approval. The approval workflow process allows you to manage and track all tasks involved in the approval process.

Approval workflow allows you to define the rules for requiring an approval step before the data changes are committed to the database. Once you establish the approval workflow rules, the application manages the business process flow for having data changes approved before they are reflected in the database.

The system provides you with a flexible set of options used to determine when approvals are required, and how the approval process is to be managed including:

- Turning approval on or off for individual business objects within the application
- Grouping business objects so that approval is required for the group rather than the individual business objects within the group
- Who should approve
- How many levels of approvals are required
- Different approval workflow chains based on different criteria

Once you have turned approval workflow on for an object, or a group of objects, the system will use the approval workflow configuration to manage the entire approval process including:

- Determining whether approval is required based on data changes submitted by a user
- Routing approval workflow requests to one or more qualified approvers
- Managing rejected data changes and sending these back to the submitter for resolution
- Committing the changes once all required approvals are received

Most Commonly Used Terms

Before you understand the approval workflow process, you must familiarize yourself with the following terms:

Term	Description
Submitter	A person who adds, modifies or deletes a business object, such as person, account, contract, and division is called a submitter.
Approver	A person who approves any changes made to a business object is called an approver.
Approval Workflow Group	A group of one or more business objects for which approval is required, under some or all conditions, when data changes are made.
Approval Workflow Chain	The approval workflow chain indicates how many levels of approvals are required to approve the changes made by the submitter.

Approval Workflow Process

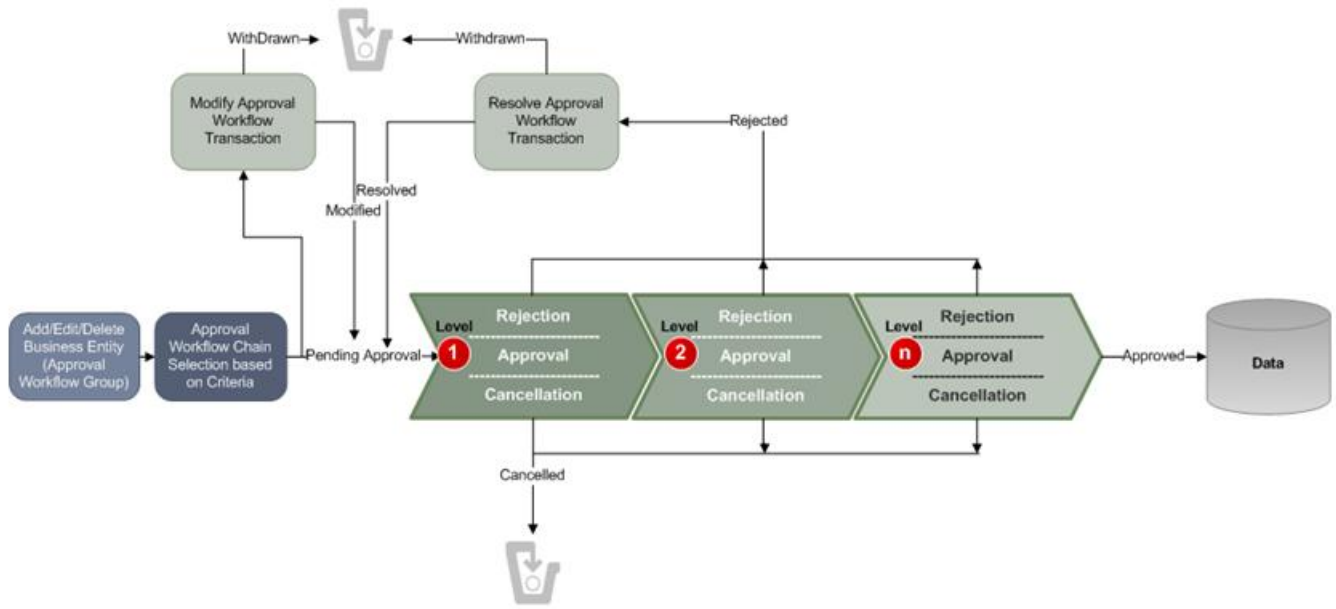
When a submitter adds, edits or deletes a business object (for example, an account) that belongs to an approval workflow group, the system checks whether approval workflow is activated for the approval workflow group. If the approval workflow is activated for the group, the system creates an approval workflow request. Every approval workflow request is uniquely identified in the system through the Approval Transaction ID.

The system identifies the approval workflow chain that must be used for approval depending on the pre-configured conditions or criteria. Based on the number of levels defined in the approval workflow chain, the request is sent to the approver at each level in the chain or hierarchy for approval. When the approver at the first level approves the request, a notification is sent to the approver at the second level for approval. This process continues till the approval is received from all levels in the hierarchy. Once the approvers at all levels approve the request, the changes are committed to the database.

However, if an approver at any level in the hierarchy rejects the request, a notification is sent to the submitter who has made the changes. The submitter then makes the required corrections based on the approver's comments and resubmits the changes for approval. In this case, the approval process starts once again from the beginning and not from the level at which the request was rejected.

The submitter also has the facility to modify the request before the approver at the first level in the hierarchy approves or rejects the request. Once the changes are made, the submitter submits the request for approval. The submitter also has the facility to cancel the request.

The following figure indicates the flow of the approval workflow process:



To implement the approval workflow process, you need to define the following:

- [Approval Workflow Group](#) on page 409
- [Approval Workflow Chain](#) on page 427
- [Approval Workflow Criteria](#) on page 439
- [Approval Workflow Group Chain Linkage](#) on page 438
- [Approval Workflow Settings](#) on page 445
- [Approval Workflow Reason](#) on page 450

For price list, price item and price assignment, the approval workflow configuration is shipped with ORMB. The following groups are available in the system:

- **C1PRODUCT** – Contains the C1_PRICEITEM_BO business object
- **C1PRICELST** – Contains the C1_F_ADDPLBO business object
- **C1PRICEASG** – Contains the C1_PRICECOMP and C1_PRICEASGN_BO business objects

After creating the approval workflow chains, you need to link these groups to the corresponding approval workflow chains. To setup the approval workflow process for price assignment, you need to do the following:

For Price Item	<ol style="list-style-type: none"> 1. If a Determine BO algorithm is not specified for the C1_PRICEITEM maintenance object, create a Determine BO algorithm using the F1-MOBO algorithm type and specify C1_PRICEITEM_BO as the business object on this algorithm. 2. Attach this algorithm on the Determine BO algorithm spot of the C1_PRICEITEM MO. 3. Link the C1PRODUCT group to the appropriate approval workflow chain. 4. Activate the approval workflow for the C1PRODUCT group by setting the Active flag corresponding to the group in the Approval Workflow Settings screen to Y.
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For Price List	<ol style="list-style-type: none"> 1. If a Determine BO algorithm is not specified for the C1_PRICELIST maintenance object, create a Determine BO algorithm using the F1-MOBO algorithm type and specify C1_F_ADDPLBO as the business object on this algorithm. 2. Attach this algorithm on the Determine BO algorithm spot of the C1_PRICELIST MO. 3. Link the C1PRICELST group to the appropriate approval workflow chain. 4. Activate the approval workflow for the C1PRICELST group by setting the Active flag corresponding to the group in the Approval Workflow Settings screen to Y.
For Price Assignments	<ol style="list-style-type: none"> 1. If a Determine BO algorithm is not specified for the C1_PRICECOMP maintenance object, create a Determine BO algorithm using the F1-MOBO algorithm type and specify C1_PRICECOMP as the business object on this algorithm. 2. Attach this algorithm on the Determine BO algorithm spot of the C1_PRICECOMP MO. 3. If a Determine BO algorithm is not specified for the C1_PRICEASGN maintenance object, create a Determine BO algorithm using the F1-MOBO algorithm type and specify C1_PRICEASGN_BO as the business object on this algorithm. 4. Attach this algorithm on the Determine BO algorithm spot of the C1_PRICEASGN MO. 5. Link the C1PRICEASG group to the appropriate approval workflow chain. 6. Activate the approval workflow for the C1PRICEASG group by setting the Active flag corresponding to the group in the Approval Workflow Settings screen to Y.

Similarly, for invoicing group, the approval workflow configuration is shipped with ORMB. The following groups are available in the system:

- **C1IGADD**
- **C1IGUPD**

After creating the approval workflow chains, you need to link these groups to the corresponding approval workflow chains, and activate the approval workflow for these groups by setting the following in the **Approval Workflow Settings** screen:

- Set **Active** flag to **Yes**
- Set **Prevalidation** flag to **Yes**

Note: You must set the **Active** flag to **No** for both the groups in case you do not want to activate the approval workflow for invoicing group. If you set the **Active** flag to **Yes** for either of the groups, approval workflow is triggered when you add and/or edit an invoicing group.

Prerequisites

You need to setup the following prerequisites to implement the approval workflow process:

- **Setup Feature Configuration for Approval Workflow** — If you create new Maintenance Objects (MOs) and want the access control for these MOs in the approval workflow transactions to be based on the access group and division, then you have to create a custom algorithm and attach it to the **Approval Transaction Entity Access Algorithms** option type of the **C1_AXENTITY** feature configuration. Note that you will then have two access algorithms; one default algorithm (that is, **C1-APPTXN**) and another custom algorithm. For more information

about the **C1_AXENTITY** feature configuration, see [Setting the C1_AXENTITY Feature Configuration](#) on page 1728.

- **Create and Attach Determine BO Algorithm** — To use approval workflow for a business object, check the corresponding maintenance object to see if a **Determine BO** algorithm is already attached to it. If not, create a **Determine BO** algorithm using the **F1-MOBO** algorithm type, and specify the appropriate business object name on the newly created algorithm. Attach this algorithm on the **Determine BO** algorithm spot of the maintenance object.
- **Attach Audit Algorithm to Business Objects** — To use the approval workflow process for a business object, you need to attach the **C1-APPTXNBAS** algorithm on the **Audit** algorithm spot of the business object. Unless you attach the audit algorithm to a business object, the approval workflow process will not be triggered for the respective business object. This step is only required when you are using the base panels. If you have created custom UI maps to enter or modify data for a specific business object, this step is not needed.
- **Attach Validation Algorithms to Business Objects** — The following algorithms are shipped with ORMB:

Business Object	Basic Validation Algorithm	Pending Transaction Validation Algorithm
C1-AppBOChain	C1-GRPCHNALG	C1-APPGRPCHL
C1-AppGrp	C1-GRPALG	C1-APPGROUPV
C1-ApprovalChainEligible	C1-ADMALG	C1-APGBYPORT
C1-ApprovalTransactionChain	C1-APCHALGO	C1-APCHNPEND

The basic validation algorithms are attached to the respective business objects, and then shipped with ORMB. However, the pending transaction validation algorithms are not attached to the respective business objects. If you want to restrict the users from either editing or deleting the approval workflow group, approval workflow settings, approval workflow chain, or approval workflow group chain linkage when the respective approval workflow requests are in the **Pending**, **Work-in-Progress**, or **Rejected** state, then you must attach the pending transaction validation algorithm on the **Validation** algorithm spot of the respective business object.

- **Set Colors for Highlighting during Comparison** — While approving, rejecting, or cancelling approval workflow requests where the submitter action is Update (UPD), you will be able to compare the existing and new data. By default, any modifications are highlighted in the Yellow (9933FF) color and new additions are highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Changing the Highlighting Colors](#).
- **Create To Do Types** — You need to create the To Do types that you want to use in the approval workflow process. Once the To Do type is created, you need to link it to the required To Do roles so that users belonging to the To Do role can view and work on the To Do type.
- **Create To Do Roles** — You need to create the To Do roles that you want to use in the approval workflow process. Once the To Do role is created, you need to add the users whom you want to assign this role.

Note: User who is withdrawing the approval workflow request must be assigned to the To Do role to which the approver at the first level in the hierarchy is assigned. Otherwise, the user will not be able to withdraw the approval workflow request.

- **Create Input UI Map for an Approval Workflow Group** — The system provides you with the ability to automatically generate an Input UI map, and associate it with the approval workflow group. Alternatively, you can create an Input UI map manually, and attach it to the approval workflow group. For more information on how to create an Input UI map manually, see [Creating Input UI Map for an Approval Workflow Group](#) on page 1715.
- **Create Display UI Map for an Approval Workflow Group** — The system provides you with the ability to automatically generate a Display UI map, and associate it with the approval workflow group. Alternatively, you can create a Display UI map manually, and attach it to the approval workflow group. For more information on

how to create a Display UI map manually, see [Creating Display UI Map for an Approval Workflow Group](#) on page 1714.

Approve

The **Approve** screen allows you to search for the approval workflow requests that are pending in your workflow for approval. You can review the changes, and accordingly approve, reject, or cancel the request based on your observations.

Note: The system will not allow you to approve, reject, or cancel an approval workflow request that is created by you.

This screen consists of the following zones:

- [Search](#) on page 358
- [Log](#) on page 359

Search

The **Search** zone allows you to search for the approval workflow requests that are pending in your workflow for approval. This zone contains the following two sections:


- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Group	Used to search the approval workflow requests created for the business objects that belong to a particular approval workflow group.	No
Reference ID	Used to search the approval workflow requests created for the business object having the specified reference ID.	No
Division	Used to search the approval workflow requests that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
From Date	Used to search the approval workflow requests that are created from a particular date onwards.	No
To Date	Used to search the approval workflow requests that are created till a particular date.	No
Action	Used to search the approval workflow requests that are created for adding, updating, or deleting a business object.	No
Submitter Name	Used to search the approval workflow requests that are created by a particular submitter.	No
To Do Type	Used to search the approval workflow requests that are received using a particular To Do Type.	No
Transaction ID	Used to search the approval workflow request using the approval transaction ID. Note: The approval transaction ID is generated automatically when the approval workflow request is created.	No

Note: You must specify at least one search criterion while searching for an approval workflow request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the approval workflow request is created.
Task	On clicking the View link, you can review the changes, and accordingly approve, reject, or cancel the request based on the observations.
Group	Displays the approval workflow group for which the approval workflow request is created.
Submitter ID	Displays the submitter who has created the approval workflow request.
To Do Type	Displays the type of To Do (notification) received for the approval workflow request.
Action	Indicates the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter on a business object.
Division	Displays the division to which the approval workflow request belongs.
Submit Date	Displays the date and time when the approval workflow request was created by the submitter.
Approval Transaction Information	Displays information about the approval transaction. Note: This information string is generated using the C1-APPTXNINF algorithm.

On clicking the **Broadcast**  icon corresponding to the approval workflow request, the **Log** zone appears.

Related Topics

For more information on...	See...
How to approve a request	Approving a Request on page 360
How to reject a request	Rejecting a Request on page 361
How to cancel a request	Cancelling a Request on page 362

Log

The **Log** zone displays the complete trail of submitter and approver actions performed on the approval workflow request. This zone contains the following columns:

Column Name	Column Description
Sequence Nbr	Indicates the sequence in which the actions were performed on the approval workflow request.
Date	Displays the date and time when the action was performed on the approval workflow request.
Name	Indicates the user who has performed the action on the approval workflow request.
Status	Displays the status of the approval workflow request. The status can be Pending Approval, In Process, Approved, Rejected, Cancelled, or Deleted.
View	On clicking the View link, you can view the details of the approval workflow request.

Column Name	Column Description
Reason	Displays the reason why the approval workflow request was rejected or cancelled.
Comment	Displays the additional details entered by the approver on rejecting or cancelling the approval workflow request.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Approving a Request

Procedure

To approve a request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Approval Workflow Management** and then click **Approve**.
The **Approve** screen appears.
3. In the **Search** zone, enter the search criteria. For example, to view all approval workflow requests created for adding a business object, select **ADD** from the **Action** list.


Note:

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

The system does not allow you search for an approval workflow request which is created for a price item or price list using division as the search criteria. This is because a price item or price list may be associated with more than one division at the same time.

4. Click **Search**.

A list of approval workflow requests that meet the search criteria appears in the **Search Results** section.

Note: The system provides you with a facility in case you want to view the log of an approval workflow request from the **Approve** screen before approving, rejecting, or cancelling a request. You can view the log of an approval workflow request by clicking the **Broadcast**  icon corresponding to the request.

5. Click the **View** link in the **Task** column corresponding to the approval workflow request on which you want to take an action.

A screen appears where you can review the changes, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the approval workflow request.

6. Review the changes, and if they are accurate, then click **Accept Changes**.

A message appears indicating that the approval workflow request is sent to the approver at the next level in the hierarchy for approval. However, if you are the last approver in the hierarchy, a message appears indicating that the approval workflow request is approved successfully.

7. Click **OK**.

A To Do (notification) is sent to the approver at the next level in the hierarchy. You will no longer be able to view this request in your workflow for approval. In case you are the last approver in the hierarchy, the changes are committed to the database.

Related Topics

For more information on...	See...
Approve screen	Approve on page 358
Search zone	Search on page 358
Log zone	Log on page 359

Rejecting a Request

Procedure

To reject a request:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Approve**.

The **Approve** screen appears.

3. In the **Search** zone, enter the search criteria. For example, to view all approval workflow requests created by a submitter, enter the submitter ID in the respective field.


Note:

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

The system does not allow you search for an approval workflow request which is created for a price item or price list using division as the search criteria. This is because a price item or price list may be associated with more than one division at the same time.

4. Click **Search**.

A list of approval workflow requests that meet the search criteria appears in the **Search Results** section.

Note: The system provides you with a facility in case you want to view the log of an approval workflow request from the **Approve** screen before approving, rejecting, or cancelling a request. You can view the log of an approval workflow request by clicking the **Broadcast**  icon corresponding to the request.

5. Click the **View** link in the **Task** column corresponding to the approval workflow request on which you want to take an action.

A screen appears where you can review the changes, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the approval workflow request.

- Review the changes, and if they are not appropriate, then click **Return to Submitter**.

The **Rejection/Cancellation Reason** screen appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Reason Code	Used to specify the reason why the approval workflow request is rejected.	Yes
Rejection/ Cancellation Comment	Used to specify additional information while rejecting/cancelling the approval workflow request.	Yes

- Select the reason for rejecting the approval workflow request, and enter the comments in the respective field.
- Click **OK**.

The **Accept Changes** and **Revert to Original** buttons are disabled.

- Click **Return to Submitter**.

A To Do (notification) is sent to the submitter. You will no longer be able to view this request in your workflow for approval.

Related Topics

For more information on...	See...
Approve screen	Approve on page 358
Search zone	Search on page 358
Log zone	Log on page 359

Cancelling a Request

Procedure

To cancel a request:

- Click the **Menu** link in the **Application** toolbar.

A list appears.

- From the **Main** menu, select **Approval Workflow Management** and then click **Approve**.

The **Approve** screen appears.

- In the **Search** zone, enter the search criteria. For example, to view all approval workflow requests created on 11th October 2010, enter 10-11-2010 in the **From Date** and **To Date** fields.

Note:

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

The system does not allow you search for an approval workflow request which is created for a price item or price list using division as the search criteria. This is because a price item or price list may be associated with more than one division at the same time.

4. Click Search.

A list of approval workflow requests that meet the search criteria appears in the **Search Results** section.

Note: The system provides you with a facility in case you want to view the log of an approval workflow request from the **Approve** screen before approving, rejecting, or cancelling a request. You can view the log of an approval workflow request by clicking the **Broadcast** (📡) icon corresponding to the request.

5. Click the View link in the Task column corresponding to the approval workflow request on which you want to take an action.

A screen appears where you can review the changes, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the approval workflow request.

6. Review the changes, and if you want to cancel the request, then click Revert to Original.

The **Rejection/Cancellation Reason** screen appears.

7. Select the reason for cancelling the approval workflow request, and enter the comments in the respective field.**8. Click OK.**

The **Accept Changes** and **Return to Submitter** buttons are disabled.

9. Click Revert to Original.

You will no longer be able to view this request in your workflow for approval.

Related Topics

For more information on...	See...
Approve screen	Approve on page 358
Search zone	Search on page 358
Log zone	Log on page 359

Resolve

If an approver at any level in the hierarchy rejects a request, a notification is sent to the submitters having the To Do role to resolve. The submitter then makes the required corrections based on the approver's comments, and resubmits the changes for approval. In this case, the approval process starts once again from the beginning, and not from the level at which the request was rejected.

The **Resolve** screen allows you to resolve or withdraw a request. This screen consists of the following zones:

- [Search](#) on page 364
- [Log](#) on page 359

Search

The **Search** zone allows you to search for the approval workflow requests rejected by approvers and pending for you to resolve. This zone contains the following two sections:


- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Group	Used to search the approval workflow requests created for the business objects that belong to a particular approval workflow group.	No
Reference ID	Used to search the approval workflow requests created for the business object having the specified reference ID.	No
Division	Used to search the approval workflow requests that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
From Date	Used to search the approval workflow requests that are rejected from a particular date onwards.	No
To Date	Used to search the approval workflow requests that are rejected till a particular date.	No
Action	Used to search the approval workflow requests that are created for adding, updating, or deleting a business object.	No
Approver ID	Used to search the approval workflow requests that are rejected by a particular approver.	No
To Do Type	Used to search the approval workflow requests that are received using a particular To Do Type.	No
Transaction ID	Used to search the approval workflow request using the approval transaction ID. Note: The approval transaction ID is generated automatically when the approval workflow request is created.	No

Note: You must specify at least one search criterion while searching for an approval request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the approval workflow request is created.
To Do Type	Indicates the type of To Do (notification) received when the approval workflow request is rejected.
Group	Displays the approval workflow group for which the approval workflow request is created.
Action	Indicates the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter on a business object.
Approver Name	Indicates the approver who has rejected the approval workflow request.
Reject Date	Displays the date and time when the approval workflow request was rejected by the approver.
Division	Displays the division to which the approval workflow request belongs.
Reject Reason	Indicates the reason why the approval workflow request was rejected.
Reject Comment	Displays the additional details entered by the approver on rejecting the approval workflow request.
Task	On clicking the Resolve link, you can modify the details of the approval workflow request, and resubmit it for approval. On resubmitting, the approval workflow process starts once again from the first level in the hierarchy.
Withdraw	On clicking the Withdraw link, you can withdraw the approval workflow request. Once you withdraw the request, no further action will be taken on the request.
Approval Transaction Information	Displays additional information about the transaction.

On clicking the **Broadcast**  icon corresponding to the approval workflow request, the **Log** zone appears.

Related Topics

For more information on...	See...
How to resolve a request	Resolving a Request on page 366
How to withdraw a request	Withdrawing a Request on page 367

Log

The **Log** zone displays the complete trail of submitter and approver actions performed on the approval workflow request. This zone contains the following columns:

Column Name	Column Description
Sequence Nbr	Indicates the sequence in which the actions were performed on the approval workflow request.
Date	Displays the date and time when the action was performed on the approval workflow request.

Column Name	Column Description
Name	Indicates the user who has performed the action on the approval workflow request.
Status	Displays the status of the approval workflow request. The status can be Pending Approval, In Process, Approved, Rejected, Cancelled, or Deleted.
View	On clicking the View link, you can view the details of the approval workflow request.
Reason	Displays the reason why the approval workflow request was rejected or cancelled.
Comment	Displays the additional details entered by the approver on rejecting or cancelling the approval workflow request.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Resolving a Request

Procedure

To resolve a request:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Resolve**.


The **Resolve** screen appears.

3. In the **Search** zone, enter the search criteria. For example, to search all requests rejected on 10th January 2010, enter 01-10-2010 in the **From Date** and **To Date** fields.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the '%' wildcard character in all input fields except the date and ID fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of approval workflow requests that meet the search criteria appears in the **Search Results** section.

Note: The system provides you with a facility in case you want to view the log of an approval workflow request from the **Resolve** screen before resolving or withdrawing a request. You can view the log of an approval workflow request by clicking the **Broadcast**  icon corresponding to the request.

5. Click the **Resolve** link in the **Task** column corresponding to the approval workflow request that you want to resolve.

The **Modify/Resolve Price Item** screen appears where you can review and make the changes.

Note:

Only those users who have access to the application services for each business object within the approval workflow group will be able to resolve the request, and resubmit it for approval.

You cannot resolve an approval workflow request where the submitter action is Delete (DEL). In this case, you can only withdraw the request.

6. Make the required changes.

7. Click **Save**.

The approval workflow request is updated and resubmitted for approval.

Related Topics

For more information on...	See...
Modify/Resolve Price Item screen	Modify/Resolve Price Item
Resolve screen	Resolve on page 364
Search zone	Search on page 364
Log zone	Log on page 359

Withdrawing a Request**Procedure**

To withdraw a request:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Resolve**.


The **Resolve** screen appears.

3. In the **Search** zone, enter the search criteria. For example, to search all records added by you on 10th January 2010, select **ADD** from the **Action** list, and enter 01-10-2010 in the **From Date** and **To Date** fields.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of approval workflow requests that meet the search criteria appears in the **Search Results** section.

Note: The system provides you with a facility in case you want to view the log of an approval workflow request from the **Resolve** screen before resolving or withdrawing a request. You can view the log of an approval workflow request by clicking the **Broadcast**  icon corresponding to the request.

5. Click the **Withdraw** link in the **Withdraw** column corresponding to the approval workflow request that you want to withdraw.

A message box appears confirming whether you want to delete the approval workflow request.

6. Click **OK**.

You will no longer be able to view this request in your workflow.

Related Topics

For more information on...	See...
Resolve screen	Resolve on page 364
Search zone	Search on page 364
Log zone	Log on page 359

Modify

The submitter has the facility to modify or withdraw a request before the approver at the first level in the hierarchy approves or rejects the request. Once the changes are made, the submitter submits the request for approval.

The **Modify** screen allows you to modify or withdraw a request. This screen consists of the following zones:

- [Search](#) on page 368
- [Log](#) on page 359

Search

The **Search** zone allows you to search for the approval workflow requests which are in the Pending Approval status. This zone contains the following two sections:


- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Group	Used to search the approval workflow requests created for the business objects that belong to a particular approval workflow group.	No
Reference ID	Used to search the approval workflow requests created for the business object having the specified reference ID.	No
Division	Used to search the approval workflow requests that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Action	Used to search the approval workflow requests that are created for adding, updating, or deleting a business object.	No
From Date	Used to search the approval workflow requests that are created from a particular date onwards.	No
To Date	Used to search the approval workflow requests that are created till a particular date.	No
Transaction ID	Used to search the approval workflow request using the approval transaction ID. Note: The approval transaction ID is generated automatically when the approval workflow request is created.	No

Note: You must specify at least one search criterion while searching for an approval workflow request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description	
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the approval workflow request is created.	
Group	Displays the approval workflow group for which the approval workflow request is created.	
Action	Indicates the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter on a business object.	
Date	Displays the date and time when the approval workflow request was created by the submitter.	
Division	Displays the division to which the approval workflow request belongs.	
Modify	On clicking the Modify link, you can review and modify the details of the approval workflow request.	
Withdraw	On clicking the Withdraw link, you can withdraw the approval workflow request. Once you withdraw the request, no further action will be taken on the request.	
Submitter Name	Displays the name of the submitter who has created the approval workflow request.	
Approval Information	Transaction	Displays additional information about the transaction.

On clicking the **Broadcast**  icon corresponding to the approval workflow request, the **Log** zone appears.

Related Topics

For more information on...	See...
How to modify a request	Modifying a Request on page 370
How to withdraw a request	Withdrawing a Request on page 371

Log

The **Log** zone displays the complete trail of submitter and approver actions performed on the approval workflow request. This zone contains the following columns:

Column Name	Column Description
Sequence Nbr	Indicates the sequence in which the actions were performed on the approval workflow request.
Date	Displays the date and time when the action was performed on the approval workflow request.
Name	Indicates the user who has performed the action on the approval workflow request.
Status	Displays the status of the approval workflow request. The status can be Pending Approval, In Process, Approved, Rejected, Cancelled, or Deleted.
View	On clicking the View link, you can view the details of the approval workflow request.
Reason	Displays the reason why the approval workflow request was rejected or cancelled.
Comment	Displays the additional details entered by the approver on rejecting or cancelling the approval workflow request.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Modifying a Request

Procedure

To modify a request:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Modify**.


The **Modify** screen appears.

3. In the **Search** zone, enter the search criteria. For example, to search all records added by you on 10th January 2010, select **Add** from the **Action** list, and enter 01-10-2010 in the **From Date** and **To Date** fields.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of approval workflow requests that meet the search criteria appears in the **Search Results** section.

Note: The system provides you with a facility in case you want to view the log of an approval workflow request from the **Modify** screen before modifying or withdrawing a request. You can view the log of an approval workflow request by clicking the **Broadcast**  icon corresponding to the request.

5. Click the **Modify** link in the **Modify** column corresponding to the approval workflow request that you want to modify.

The **Modify/Resolve Price Item Assignment** screen appears where you can review and make the changes.

Note:

Only those users who have access to the application services for each business object within the approval workflow group will be able to modify the details of the approval workflow request.

You cannot modify an approval workflow request where the submitter action is Delete (DEL). In this case, you can only withdraw the request.

6. Make the required changes.

7. Click **Save**.

The approval workflow request is updated.

Related Topics

For more information on...	See...
Modify screen	Modify on page 368
Search zone	Search on page 368
Log zone	Log on page 359

Withdrawing a Request

Procedure

To withdraw a request:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Modify**.


The **Modify** screen appears.

3. In the **Search** zone, enter the search criteria. For example, to search all records added by you on 10th January 2010, select **Add** from the **Action** list, and enter 01-10-2010 in the **From Date** and **To Date** fields.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of approval workflow requests that meet the search criteria appears in the **Search Results** section.

Note: The system provides you with a facility in case you want to view the log of an approval workflow request from the **Modify** screen before modifying or withdrawing a request. You can view the log of an approval workflow request by clicking the **Broadcast**  icon corresponding to the request.

5. Click the **Withdraw** link in the **Withdraw** column corresponding to the approval workflow request that you want to withdraw.

A message box appears confirming whether you want to delete the approval workflow request.

6. Click **OK**.

You will no longer be able to view this request in your workflow.

Related Topics

For more information on...	See...
Modify screen	Modify on page 368
Search zone	Search on page 368
Log zone	Log on page 359

Logs

The **Logs** screen allows you to view the complete trail of submitter and approver actions performed on the approval workflow request. This screen consists of the following zones:

- [Search](#) on page 372
- [Log](#) on page 359

Search

The **Search** zone allows you to search for the approval workflow requests whose log details you want to view. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:


Field Name	Field Description	Mandatory (Yes or No)
Group	Used to search the approval workflow requests created for the business objects that belong to a particular approval workflow group.	No
Reference ID	Used to search the approval workflow requests created for the business object having the specified reference ID.	No
Division	Used to search the approval workflow requests that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
From Date	Used to search the approval workflow requests that are created from a particular date onwards.	No
To Date	Used to search the approval workflow requests that are created till a particular date.	No
Submitter ID	Used to search the approval workflow requests that are created by a particular submitter.	No
Approval Status	Used to search the approval workflow requests with the specified status.	No
To Do Type	Used to search the approval workflow requests that are received using a particular To Do Type.	No
Transaction ID	Used to search the approval workflow request using the approval transaction ID. Note: The approval transaction ID is generated automatically when the approval workflow request is created.	No

Note: You must specify at least one search criterion while searching for an approval workflow request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the approval workflow request is created.
To Do Type	Displays the type of To Do (notification) received for the approval workflow request.
Group	Displays the approval workflow group for which the approval workflow request is created.

Column Name	Column Description
Action	Indicates the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter on a business object.
Submitter Name	Indicates the submitter who has created the approval workflow request.
Submit Date	Displays the date and time when the approval workflow request was created by the submitter.
Division	Displays the division to which the approval workflow request belongs.
Status	Indicates the status of the approval workflow request.
Approval Information	Transaction Displays additional information about the transaction.

On clicking the **Broadcast** () icon corresponding to the approval workflow request, the **Log** zone appears.

Related Topics

For more information on...	See...
How to view the log of an approval workflow request	Viewing Log of an Approval Workflow Request on page 373

Log

The **Log** zone displays the complete trail of submitter and approver actions performed on the approval workflow request. This zone contains the following columns:

Column Name	Column Description
Sequence Nbr	Indicates the sequence in which the actions were performed on the approval workflow request.
Date	Displays the date and time when the action was performed on the approval workflow request.
Name	Indicates the user who has performed the action on the approval workflow request.
Status	Displays the status of the approval workflow request. The status can be Pending Approval, In Process, Approved, Rejected, Cancelled, or Deleted.
View	On clicking the View link, you can view the details of the approval workflow request.
Reason	Displays the reason why the approval workflow request was rejected or cancelled.
Comment	Displays the additional details entered by the approver on rejecting or cancelling the approval workflow request.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Viewing Log of an Approval Workflow Request

Procedure

To view the log of an approval workflow request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Approval Workflow Management** and then click **Logs**.

The **Logs** screen appears.

- In the **Search** zone, enter the search criteria. For example, to view the logs of all approval workflow requests that are rejected, select **Rejected** from the **Approval Status** list.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of approval workflow requests that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the approval workflow request whose log you want to view.

The **Log** zone appears.

- Click the **View** link in the **View** column corresponding to the record to view the details of the approval workflow request at that stage in the approval process.

Note: Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the approval workflow request.

Related Topics

For more information on...	See...
Logs screen	Logs on page 371
Search zone	Search on page 372
Log zone	Log on page 359

Approve Price Assignment

The **Approve Price Assignment** screen allows you to search for the price assignment requests that are pending in your workflow for approval. You can review the changes, and accordingly approve, reject, or cancel the request based on your observations.

Note: The system will not allow you to approve, reject, or cancel a price assignment request that is created by you.

This screen consists of the following zones:

- [Search](#) on page 374
- [List of Price Assignments](#) on page 378

Search

The **Search** zone allows you to search for the price assignment requests that are pending in your workflow for approval. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for an price assignments which are pending for approval. The valid values are: <ul style="list-style-type: none"> • Person • Account • Price List • Submitted ID • Transaction ID 	Yes
Division	Used to search the price assignment requests created for persons that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Person Identifier Type	Used to select the identifier type based on which you want to search for price assignment requests of a person. Note: This field appears only when you select the Person option from the Search By list.	Yes (Conditional) Note: If you enter the person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to specify the ID linked to the person. Note: This field appears only when you select the Person option from the Search By list.	Yes (Conditional) Note: If you specify the person identifier type as a search criteria, you have to enter the person identifier.
Account ID	Used to search for price assignment requests created for an account. Note: This field appears only when you select the Account option from the Search By list.	No
Account Identifier Type	Used to specify the account identifier type of the account whose price assignment requests you want to search. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to specify the value of the account identifier type. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Price List Description	Used to search for price assignment requests created for a price list. Note: This field appears only when you select the Price List option from the Search By list.	No


Field Name	Field Description	Mandatory (Yes or No)
Submitter ID	Used to search for price assignment requests that are created by a particular submitter. Note: This field appears only when you select the Submitter ID option from the Search By list.	No
Transaction ID	Used to search the price assignment request using the approval transaction ID. Note: The approval transaction ID is generated automatically when the price assignment request is created. Note: This field appears only when you select the Transaction ID option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a price assignment request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Account ID	Displays the account ID. Note: This column appears only when you are searching for price assignment requests of an account.
Account Identifier Type	Displays the account identifier type. Note: This column appears only when you are searching for price assignment requests of an account.
Account Identifier	Displays the value of the account identifier type. Note: This column appears only when you are searching for price assignment requests of an account.
Price List ID	Displays the price list ID. Note: This column appears only when you are searching for price assignment requests of a price list.
Price List Description	Displays the description of the price list. Note: This column appears only when you are searching for price assignment requests of a price list.
Person Identifier	Displays the ID linked to the person. Note: This column appears only when you are searching for price assignment requests of a person.
Person Name	Displays the name of the person. Note: This column appears only when you are searching for price assignment requests of a person.
Division	Displays the division to which the account, person, or price list belongs.

Column Name	Column Description
Owner ID	Displays the ID of the person for whose account the approval workflow request is created.
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the price assignment request is created.
Task	On clicking the View link , you can view the details of the approve price assignment.
View Log	On clicking the Log link, you can view the log of the price assignment request.
Submitter Name	Displays name of the submitter who has created the price assignment request.
To Do Type	Displays the type of To Do (notification) received for the price assignment request.
Action	Displays the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter during price assignment.
Submit Date	Displays the date and time when the price assignment request was created by the submitter.
Approval Transaction Information	Displays information about the approval transaction. Note: This information string is generated using the C1-APPTXNINF algorithm.

On clicking the **Broadcast**  icon corresponding to the account, person, or price list, the **List of Price Assignments** zone appears.

Related Topics

For more information on...	See...
How to approve price assignment request of an account	Approving Price Assignment Request of an Account on page 379
How to approve price assignment request of a person	Approving Price Assignment Request of a Person on page 380
How to approve price assignment request of a price list	Approving Price Assignment Request of a Price List on page 381
How to reject price assignment request of an account	Rejecting Price Assignment Request of an Account on page 382
How to reject price assignment request of a person	Rejecting Price Assignment Request of a Person on page 383
How to reject price assignment request of a price list	Rejecting Price Assignment Request of a Price List on page 385
How to cancel price assignment request of an account	Cancelling Price Assignment Request of an Account on page 386
How to cancel price assignment request of a person	Cancelling Price Assignment Request of a Person on page 387
How to cancel price assignment request of a price list	Cancelling Price Assignment Request of a Price List on page 388

List of Price Assignments

The **List of Price Assignments** zone lists price assignment requests specific to an account, a person, or a price list. This zone contains the following columns:

Column Name	Column Description
Select All	On selecting the check box corresponding to the Select All column, you can approve, reject, or cancel all price assignment requests (displayed in the List of Price Assignments zone) at once. You can also select the check box corresponding to the price assignment request in case you want to approve, reject, or cancel one or more requests at once.
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the price assignment request is created.
Submitter Name	Indicates the submitter who has created the price assignment request.
Action	Indicates the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter during price assignment.
Submit Date	Displays the date and time when the price assignment request was created by the submitter.
To Do Type	Displays the type of To Do (notification) received for the price assignment request.
Price Item	Displays the price item code.
Description	Displays the description of the price item.
Pricing Currency	Indicates the currency in which the price item pricing is defined.
Start Date	Displays the date from when the price item pricing is effective.
End Date	Displays the date till when the price item pricing is effective.
View Changes	On clicking the View Change link, you can view the details of the price assignment request.
View Log	On clicking the View Log link, you can view the log of the price assignment request from the Approve Price Assignment screen before approving, rejecting, or cancelling a request.

By default, the **List of Price Assignments** zone does not appear in the **Approve Price Assignment** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the account, person, or price list in the **Search** zone.

Related Topics

For more information on...	See...
How to approve price assignment request of an account	Approving Price Assignment Request of an Account on page 379
How to approve price assignment request of a person	Approving Price Assignment Request of a Person on page 380
How to approve price assignment request of a price list	Approving Price Assignment Request of a Price List on page 381
How to reject price assignment request of an account	Rejecting Price Assignment Request of an Account on page 382
How to reject price assignment request of a person	Rejecting Price Assignment Request of a Person on page 383

For more information on...	See...
How to reject price assignment request of a price list	Rejecting Price Assignment Request of a Price List on page 385
How to cancel price assignment request of an account	Cancelling Price Assignment Request of an Account on page 386
How to cancel price assignment request of a person	Cancelling Price Assignment Request of a Person on page 387
How to cancel price assignment request of a price list	Cancelling Price Assignment Request of a Price List on page 388

Approving Price Assignment Request of an Account

Procedure

To approve price assignment request of an account:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Approval Workflow Management** and then click **Approve Price Assignment**.
The **Approve Price Assignment** screen appears.
3. In the **Search** zone, enter the search criteria, such as the division to which the account belongs, account ID, or account identifier.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.
A list of accounts that meet the search criteria appears in the **Search Results** section.
5. Click the **Broadcast** (📡) icon corresponding to the account whose price assignments you want to review for approval.
The **List of Price Assignments** zone appears.
6. Click the **View Change** link in the **View Changes** column corresponding to the price assignment request on which you want to take an action.

A screen appears where you can review the pricing details, tiering ranges, and price assignment characteristics, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the price assignment request.

7. Review the pricing details, tiering ranges, and price assignment characteristics, and if they are accurate, then click **Accept Changes**.

A message appears indicating that the price assignment request is sent to the approver at the next level in the hierarchy for approval. However, if you are the last approver in the hierarchy, a message appears indicating that the price assignment request is approved successfully.

8. Click **OK**.

A To Do (notification) is sent to the approver at the next level in the hierarchy. You will no longer be able to view this request in your workflow for approval. In case you are the last approver in the hierarchy, the changes are committed to the database.

Tip: Alternatively, in the **List of Price Assignments** zone, you can select the check box corresponding to the price assignment request that you want to approve, and then click **Accept Changes**.

Related Topics

For more information on...	See...
Approve Price Assignment screen	Approve Price Assignment on page 374
Search zone	Search on page 374
List of Price Assignments zone	List of Price Assignments on page 378

Approving Price Assignment Request of a Person

Procedure

To approve price assignment request of a person:

1. Click the **Menu** link in the **Actions/Navigation** area.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Approve Price Assignment**.

The **Approve Price Assignment** screen appears.

3. In the **Search** zone, enter the search criteria, such as the division to which the person belongs or the person identification type and value.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the '%' wildcard character in all input fields except the date and ID fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of persons that meet the search criteria appears in the **Search Results** section.

5. Click the **Broadcast** (📡) icon corresponding to the person whose price assignments you want to review for approval.

The **List of Price Assignments** zone appears.

6. Click the **View Change** link in the **View Changes** column corresponding to the price assignment request on which you want to take an action.

A screen appears where you can review the pricing details, tiering ranges, and price assignment characteristics, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the price assignment request.

- Review the pricing details, tiering ranges, and price assignment characteristics, and if they are accurate, then click **Accept Changes**.

A message appears indicating that the price assignment request is sent to the approver at the next level in the hierarchy for approval. However, if you are the last approver in the hierarchy, a message appears indicating that the price assignment request is approved successfully.

- Click **OK**.

A To Do (notification) is sent to the approver at the next level in the hierarchy. You will no longer be able to view this request in your workflow for approval. In case you are the last approver in the hierarchy, the changes are committed to the database.

Tip: Alternatively, in the **List of Price Assignments** zone, you can select the check box corresponding to the price assignment request that you want to approve, and then click **Accept Changes**.

Related Topics

For more information on...	See...
Approve Price Assignment screen	Approve Price Assignment on page 374
Search zone	Search on page 374
List of Price Assignments zone	List of Price Assignments on page 378

Approving Price Assignment Request of a Price List

Procedure

To approve price assignment request of a price list:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Approval Workflow Management** and then click **Approve Price Assignment**.

The **Approve Price Assignment** screen appears.

- In the **Search** zone, enter the search criteria, such as the description of the price list.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of price lists that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the price list whose price assignments you want to review for approval.

The **List of Price Assignments** zone appears.

- Click the **View Change** link in the **View Changes** column corresponding to the price assignment request on which you want to take an action.

A screen appears where you can review the pricing details, tiering ranges, and price assignment characteristics, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the price assignment request.

- Review the pricing details, tiering ranges, and price assignment characteristics, and if they are accurate, then click **Accept Changes**.

A message appears indicating that the price assignment request is sent to the approver at the next level in the hierarchy for approval. However, if you are the last approver in the hierarchy, a message appears indicating that the price assignment request is approved successfully.

- Click **OK**.

A To Do (notification) is sent to the approver at the next level in the hierarchy. You will no longer be able to view this request in your workflow for approval. In case you are the last approver in the hierarchy, the changes are committed to the database.

Tip: Alternatively, in the **List of Price Assignments** zone, you can select the check box corresponding to the price assignment request that you want to approve, and then click **Accept Changes**.

Related Topics

For more information on...	See...
Approve Price Assignment screen	Approve Price Assignment on page 374
Search zone	Search on page 374
List of Price Assignments zone	List of Price Assignments on page 378

Rejecting Price Assignment Request of an Account

Procedure

To reject price assignment request of an account:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Approval Workflow Management** and then click **Approve Price Assignment**.
The **Approve Price Assignment** screen appears.
- In the **Search** zone, enter the search criteria, such as the division to which the account belongs, account ID, or account identifier.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search

criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click Search.

A list of accounts that meet the search criteria appears in the **Search Results** section.

5. Click the Broadcast (📡) icon corresponding to the account whose price assignments you want to review for approval.

The **List of Price Assignments** zone appears.

6. Click the View Change link in the View Changes column corresponding to the price assignment request on which you want to take an action.

A screen appears where you can review the pricing details, tiering ranges, and price assignment characteristics, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the price assignment request.

7. Review the pricing details, tiering ranges, and price assignment characteristics, and if they are not appropriate, then click Return to Submitter.

The **Rejection/Cancellation Reason** screen appears.

Tip: Alternatively, in the **List of Price Assignments** zone, you can select the check box corresponding to the price assignment request that you want to reject, and then click **Return to Submitter**.

8. Select the reason for rejecting the price assignment request, and enter the comments in the respective field.

9. Click OK.

The **Accept Changes** and **Revert to Original** buttons are disabled.

10. Click Return to Submitter.

A To Do (notification) is sent to the submitter. You will no longer be able to view this request in your workflow for approval.

Related Topics

For more information on...	See...
Approve Price Assignment screen	Approve Price Assignment on page 374
Search zone	Search on page 374
List of Price Assignments zone	List of Price Assignments on page 378

Rejecting Price Assignment Request of a Person

Procedure

To reject price assignment request of a person:

1. Click the Menu link in the Application toolbar.

A list appears.

- From the **Main** menu, select **Approval Workflow Management** and then click **Approve Price Assignment**.

The **Approve Price Assignment** screen appears.

- In the **Search** zone, enter the search criteria, such as the division to which the person belongs or the person identification type and value.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of persons that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the person whose price assignments you want to review for approval.

The **List of Price Assignments** zone appears.

- Click the **View Change** link in the **View Changes** column corresponding to the price assignment request on which you want to take an action.

A screen appears where you can review the pricing details, tiering ranges, and price assignment characteristics, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the price assignment request.

- Review the pricing details, tiering ranges, and price assignment characteristics, and if they are not appropriate, then click **Return to Submitter**.

The **Rejection/Cancellation Reason** screen appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Reason Code	Used to specify the reason why the approval workflow request is rejected.	Yes
Rejection/ Cancellation Comment	Used to specify additional information while rejecting/cancelling the approval workflow request.	Yes

Tip: Alternatively, in the **List of Price Assignments** zone, you can select the check box corresponding to the price assignment request that you want to reject, and then click **Return to Submitter**.

- Select the reason for rejecting the price assignment request, and enter the comments in the respective field.
- Click **OK**.

The **Accept Changes** and **Revert to Original** buttons are disabled.

- Click **Return to Submitter**.

A To Do (notification) is sent to the submitter. You will no longer be able to view this request in your workflow for approval.

Related Topics

For more information on...	See...
Approve Price Assignment screen	Approve Price Assignment on page 374
Search zone	Search on page 374
List of Price Assignments zone	List of Price Assignments on page 378

Rejecting Price Assignment Request of a Price List

Procedure

To reject price assignment request of a price list:

1. Click the **Menu** link in the **Actions/Navigation** area.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Approve Price Assignment**.

The **Approve Price Assignment** screen appears.

3. In the **Search** zone, enter the search criteria, such as the description of the price list.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of price lists that meet the search criteria appears in the **Search Results** section.

5. Click the **Broadcast** (📡) icon corresponding to the price list whose price assignments you want to review for approval.

The **List of Price Assignments** zone appears.

6. Click the **View Change** link in the **View Changes** column corresponding to the price assignment request on which you want to take an action.

A screen appears where you can review the pricing details, tiering ranges, and price assignment characteristics, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the price assignment request.

7. Review the pricing details, tiering ranges, and price assignment characteristics, and if they are not appropriate, then click **Return to Submitter**.

The **Rejection/Cancellation Reason** screen appears.

Tip: Alternatively, in the **List of Price Assignments** zone, you can select the check box corresponding to the price assignment request that you want to reject, and then click **Return to Submitter**.

8. Select the reason for rejecting the price assignment request, and enter the comments in the respective field.
9. Click **OK**.

The **Accept Changes** and **Revert to Original** buttons are disabled.

10. Click **Return to Submitter**.

A To Do (notification) is sent to the submitter. You will no longer be able to view this request in your workflow for approval.

Related Topics

For more information on...	See...
Approve Price Assignment screen	Approve Price Assignment on page 374
Search zone	Search on page 374
List of Price Assignments zone	List of Price Assignments on page 378

Cancelling Price Assignment Request of an Account

Procedure

To cancel price assignment request of an account:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Approval Workflow Management** and then click **Approve Price Assignment**.

The **Approve Price Assignment** screen appears.

3. In the **Search** zone, enter the search criteria, such as the division to which the account belongs, account ID, or account identifier.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.
A list of accounts that meet the search criteria appears in the **Search Results** section.
5. Click the **Broadcast** (📡) icon corresponding to the account whose price assignments you want to review for approval.

The **List of Price Assignments** zone appears.

6. Click the **View Change** link in the **View Changes** column corresponding to the price assignment request on which you want to take an action.

A screen appears where you can review the pricing details, tiering ranges, and price assignment characteristics, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the price assignment request.

- Review the pricing details, tiering ranges, and price assignment characteristics, and if you want to cancel the request, then click **Revert to Original**.

The **Rejection/Cancellation Reason** screen appears.

Tip: Alternatively, in the **List of Price Assignments** zone, you can select the check box corresponding to the price assignment request that you want to cancel, and then click **Revert to Original**.

- Select the reason for cancelling the price assignment request, and enter the comments in the respective field.
- Click **OK**.

The **Accept Changes** and **Return to Submitter** buttons are disabled.

- Click **Revert to Original**.

You will no longer be able to view this request in your workflow for approval.

Related Topics

For more information on...	See...
Approve Price Assignment screen	Approve Price Assignment on page 374
Search zone	Search on page 374
List of Price Assignments zone	List of Price Assignments on page 378

Cancelling Price Assignment Request of a Person**Procedure**

To cancel price assignment request of a person:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Approval Workflow Management** and then click **Approve Price Assignment**.
The **Approve Price Assignment** screen appears.
- In the **Search** zone, enter the search criteria, such as the division to which the person belongs or the person identification type and value.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of persons that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the person whose price assignments you want to review for approval.

The **List of Price Assignments** zone appears.

- Click the **View Change** link in the **View Changes** column corresponding to the price assignment request on which you want to take an action.

A screen appears where you can review the pricing details, tiering ranges, and price assignment characteristics, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the price assignment request.

- Review the pricing details, tiering ranges, and price assignment characteristics, and if you want to cancel the request, then click **Revert to Original**.

The **Rejection/Cancellation Reason** screen appears.

Tip: Alternatively, in the **List of Price Assignments** zone, you can select the check box corresponding to the price assignment request that you want to cancel, and then click **Revert to Original**.

- Select the reason for cancelling the price assignment request, and enter the comments in the respective field.
- Click **OK**.

The **Accept Changes** and **Return to Submitter** buttons are disabled.

- Click **Revert to Original**.

You will no longer be able to view this request in your workflow for approval.

Related Topics

For more information on...	See...
Approve Price Assignment screen	Approve Price Assignment on page 374
Search zone	Search on page 374
List of Price Assignments zone	List of Price Assignments on page 378

Cancelling Price Assignment Request of a Price List

Procedure

To cancel price assignment request of a price list:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Approval Workflow Management** and then click **Approve Price Assignment**.
The **Approve Price Assignment** screen appears.
- In the **Search** zone, enter the search criteria, such as the description of the price list.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click Search.

A list of price lists that meet the search criteria appears in the **Search Results** section.

5. Click the Broadcast (📡) icon corresponding to the price list whose price assignments you want to review for approval.

The **List of Price Assignments** zone appears.

6. Click the View Change link in the View Changes column corresponding to the price assignment request on which you want to take an action.

A screen appears where you can review the pricing details, tiering ranges, and price assignment characteristics, and accordingly approve, reject, or cancel the request based on your observations. In case where the submitter action is Update (UPD), you will be able to compare the existing and new data, and accordingly take an action.

Note:

By default, any modifications will be highlighted in the Yellow (9933FF) color and new additions will be highlighted in the Purple (FFFF66) color. You can easily change these default colors. For more information on how to set the colors used for highlighting, see [Setting the CI_AXENTITY Feature Configuration](#) on page 1728.

Only those users who have access to the application services for each business object within the approval workflow group will be able to view the details of the price assignment request.

7. Review the pricing details, tiering ranges, and price assignment characteristics, and if you want to cancel the request, then click Revert to Original.

The **Rejection/Cancellation Reason** screen appears.

Tip: Alternatively, in the **List of Price Assignments** zone, you can select the check box corresponding to the price assignment request that you want to cancel, and then click **Revert to Original**.

8. Select the reason for cancelling the price assignment request, and enter the comments in the respective field.

9. Click OK.

The **Accept Changes** and **Return to Submitter** buttons are disabled.

10. Click Revert to Original.

You will no longer be able to view this request in your workflow for approval.

Related Topics

For more information on...	See...
Approve Price Assignment screen	Approve Price Assignment on page 374
Search zone	Search on page 374
List of Price Assignments zone	List of Price Assignments on page 378

Modify Price Assignment

The submitter has the facility to modify or withdraw a price assignment request before the approver at the first level in the hierarchy approves or rejects the request. Once the changes are made, the submitter submits the request for approval.

The **Modify Price Assignment** screen allows you to modify or withdraw a price assignment request. This screen consists of the following zones:

- [Search](#) on page 390
- [List of Price Assignments](#) on page 393

Search

The **Search** zone allows you to search for the price assignment requests which are in the Pending Approval status. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to search the price assignment requests created for persons that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Person Identifier Type	Used to select the identifier type based on which you want to search for price assignment requests of a person. Note: This field appears only when you select the Person from the Search By list.	Yes (Conditional) Note: If you enter the person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to specify the value of the person identifier type. Note: This field appears only when you select the Person from the Search By list.	Yes (Conditional) Note: If you specify the person identifier type as a search criteria, you have to enter the person identifier.
Account ID	Used to search for price assignment requests created for an account. Note: This field appears only when you select the Account option from the Search By list.	No
Account Identifier Type	Used to specify the account identifier type of the account whose price assignment requests you want to search. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to specify the value of the account identifier type. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.


Field Name	Field Description	Mandatory (Yes or No)
Price List Description	Used to search for price assignment requests created for a price list. Note: This field appears only when you select the Price List option from the Search By list.	No
Submitter ID	Used to search for price assignment requests that are created by a particular submitter. Note: This field appears only when you select the Submitted ID option from the Search By list.	No
Transaction ID	Used to search the price assignment request using the approval transaction ID. Note: The approval transaction ID is generated automatically when the price assignment request is created. Note: This field appears only when you select the Transaction ID option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a price assignment request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Person Identifier	Displays the ID linked to the person. Note: This column appears only when you are searching for price assignment requests of a person.
Person Name	Displays the name of the person. Note: This column appears only when you are searching for price assignment requests of a person.
Division	Displays the division to which the account, person, or price list belongs.
Account ID	Displays the account ID. Note: This column appears only when you are searching for price assignment requests of an account.
Account Identifier Type	Displays the account identifier type. Note: This column appears only when you are searching for price assignment requests of an account.
Account Identifier	Displays the value of the account identifier type. Note: This column appears only when you are searching for price assignment requests of an account.
Price List ID	Displays the price list ID. Note: This column appears only when you are searching for price assignment requests of a price list.

Column Name	Column Description
Price List Description	Displays the description of the price list. Note: This column appears only when you are searching for price assignment requests of a price list.
Owner ID	Displays the ID of the person for whose account the approval workflow request is created.
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the price assignment request is created.
View Log	On clicking the Log link, you can view the log of the price assignment request.
Action	Displays the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter during price assignment.
Submitter Name	Displays name of the submitter who has created the price assignment request.
Date	Displays the date and time when the price assignment request was created by the submitter.
Modify	On clicking the Modify link, you can review and modify the details of the price assignment request.
Withdraw	On clicking the Withdraw link, you can withdraw the price assignment request. Once you withdraw the request, no further action will be taken on the request.
Approval Transaction Information	Displays information about the approval transaction. Note: This information string is generated using the C1-APPTXNINF algorithm.

On clicking the **Broadcast**  icon corresponding to the account, person, or price list, the **List of Price Assignments** zone appears.


Related Topics

For more information on...	See...
How to modify price assignment request of an account	Modifying Price Assignment Request of an Account on page 394
How to modify price assignment request of a person	Modifying Price Assignment Request of a Person on page 395
How to modify price assignment request of a price list	Modifying Price Assignment Request of a Price List on page 395
How to withdraw price assignment request of an account	Withdrawing Price Assignment Request of an Account on page 396
How to withdraw price assignment request of a person	Withdrawing Price Assignment Request of a Person on page 397
How to withdraw price assignment request of a price list	Withdrawing Price Assignment Request of a Price List on page 398

List of Price Assignments

The **List of Price Assignments** zone lists price assignment requests specific to an account, a person, or a price list. This zone contains the following columns:

Column Name	Column Description
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the price assignment request is created.
Submitter Name	Indicates the submitter who has created the price assignment request.
Action	Indicates the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter during price assignment.
Submit Date	Displays the date and time when the price assignment request was created by the submitter.
To Do Type	Displays the type of To Do (notification) received for the price assignment request.
Price Item	Displays the price item code.
Description	Displays the description of the price item .
Pricing Currency	Indicates the currency in which the price item pricing is defined.
Start Date	Displays the date from when the price item pricing is effective.
End Date	Displays the date till when the price item pricing is effective.
Approval Transaction Information	Displays information about the approval transaction. Note: This information string is generated using the C1-APPTXNINF algorithm.
Modify	On clicking the Modify link, you can review and modify the details of the price assignment request.
Withdraw	On clicking the Withdraw link, you can withdraw the price assignment request. Once you withdraw the request, no further action will be taken on the request.
View Log	On clicking the View Log link, you can view the log of the price assignment request from the Modify Price Assignment screen before modifying or withdrawing a request.

By default, the **List of Price Assignments** zone does not appear in the **Modify Price Assignment** screen. It appears only when you click the **Broadcast** () icon corresponding to the account, person, or price list in the **Search** zone.

Related Topics

For more information on...	See...
How to modify price assignment request of an account	Modifying Price Assignment Request of an Account on page 394
How to modify price assignment request of a person	Modifying Price Assignment Request of a Person on page 395
How to modify price assignment request of a price list	Modifying Price Assignment Request of a Price List on page 395
How to withdraw price assignment request of an account	Withdrawing Price Assignment Request of an Account on page 396

For more information on...	See...
How to withdraw price assignment request of a person	Withdrawing Price Assignment Request of a Person on page 397
How to withdraw price assignment request of a price list	Withdrawing Price Assignment Request of a Price List on page 398

Modifying Price Assignment Request of an Account

Procedure

To modify price assignment request of an account:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Modify Price Assignment**.


The **Modify Price Assignment** screen appears.

3. In the **Search** zone, enter the search criteria, such as the division to which the account belongs, account ID, or account identifier.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of accounts that meet the search criteria appears in the **Search Results** section.

5. Click the **Broadcast**  icon corresponding to the account whose price assignment requests you want to modify.

The **List of Price Assignments** zone appears.

6. Click the **Modify** link in the **Modify** column corresponding to the price assignment request that you want to modify.

A screen appears where you can modify the pricing details, tiering ranges, and price assignment characteristics.

Note: Only those users who have access to the application services for each business object within the approval workflow group will be able to modify the details of the price assignment request.

7. Make the required changes.

8. Click **Save**.

The price assignment request is updated.

Related Topics

For more information on...	See...
Modify Price Assignment screen	Modify Price Assignment on page 390
Search zone	Search on page 390
List of Price Assignments zone	List of Price Assignments on page 393

Modifying Price Assignment Request of a Person

Procedure

To modify price assignment request of a person:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Modify Price Assignment**.

The **Modify Price Assignment** screen appears.

3. In the **Search** zone, enter the search criteria, such as the division to which the person belongs or the person identification type and value.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of persons that meet the search criteria appears in the **Search Results** section.

5. Click the **Broadcast** (📡) icon corresponding to the person whose price assignment requests you want to modify.

The **List of Price Assignments** zone appears.

6. Click the **Modify** link in the **Modify** column corresponding to the price assignment request that you want to modify.

A screen appears where you can modify the pricing details, tiering ranges, and price assignment characteristics.

Note: Only those users who have access to the application services for each business object within the approval workflow group will be able to modify the details of the price assignment request.

7. Make the required changes.

8. Click **Save**.

The price assignment request is updated.

Related Topics

For more information on...	See...
Modify Price Assignment screen	Modify Price Assignment on page 390
Search zone	Search on page 390
List of Price Assignments zone	List of Price Assignments on page 393

Modifying Price Assignment Request of a Price List

Procedure

To modify price assignment request of a price list:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

- From the **Main** menu, select **Approval Workflow Management** and then click **Modify Price Assignment**.

The **Modify Price Assignment** screen appears.

- In the **Search** zone, enter the search criteria, such as the description of the price list.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of price lists that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the price list whose price assignment requests you want to modify.

The **List of Price Assignments** zone appears.

- Click the **Modify** link in the **Modify** column corresponding to the price assignment request that you want to modify.

A screen appears where you can modify the pricing details, tiering ranges, and price assignment characteristics.

Note: Only those users who have access to the application services for each business object within the approval workflow group will be able to modify the details of the price assignment request.

- Make the required changes.

- Click **Save**.

The price assignment request is updated.

Related Topics

For more information on...	See...
Modify Price Assignment screen	Modify Price Assignment on page 390
Search zone	Search on page 390
List of Price Assignments zone	List of Price Assignments on page 393

Withdrawing Price Assignment Request of an Account

Procedure

To withdraw price assignment request of an account:

- Click the **Menu** link in the **Application** toolbar.

A list appears.

- Do the following:

If you want to	Then
Withdraw a price assignment request when it is in the Pending Approval status	From the Main menu, select Approval Workflow Management and then click Modify Price

If you want to	Then
	Assignment. The Modify Price Assignment screen appears.
Withdraw a price assignment request when it has been rejected by an approver at any level in the hierarchy	From the Main menu, select Approval Workflow Management and then click Resolve Price Assignment . The Resolve Price Assignment screen appears.

- In the **Search** zone, enter the search criteria, such as the division to which the account belongs, account ID, or account identifier.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of accounts that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the account whose price assignment requests you want to withdraw.

The **List of Price Assignments** zone appears.

Note: The system provides you with a facility to view the log of a price assignment request from the **Modify Price Assignment** and **Resolve Price Assignment** screens before withdrawing a request.

- Click the **Withdraw** link in the **Withdraw** column corresponding to the price assignment request that you want to withdraw.

A message box appears confirming whether you want to delete the price assignment request.

- Click **OK**.

You will no longer be able to view this request in your workflow.

Related Topics

For more information on...	See...
Modify Price Assignment screen	Modify Price Assignment on page 390
Resolve Price Assignment screen	Resolve Price Assignment on page 399

Withdrawing Price Assignment Request of a Person

Procedure

To withdraw price assignment request of a person:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- Select the **Main** menu and do the following:

If you want to	Then
Withdraw a price assignment request when it is in the Pending Approval status	From the Main menu, select Approval Workflow Management and then click Modify Price Assignment . The Modify Price Assignment screen appears.
Withdraw a price assignment request when it has been rejected by an approver at any level in the hierarchy	From the Main menu, select Approval Workflow Management and then click Resolve Price Assignment . The Resolve Price Assignment screen appears.

3. In the **Search** zone, enter the search criteria, such as the division to which the person belongs or the person identification type and value.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of persons that meet the search criteria appears in the **Search Results** section.

5. Click the **Broadcast** (📡) icon corresponding to the person whose price assignment requests you want to withdraw.

The **List of Price Assignments** zone appears.

Note: The system provides you with a facility to view the log of a price assignment request from the **Modify Price Assignment** and **Resolve Price Assignment** screens before withdrawing a request.

6. Click the **Withdraw** link in the **Withdraw** column corresponding to the price assignment request that you want to withdraw.

A message box appears confirming whether you want to delete the price assignment request.

7. Click **OK**.

You will no longer be able to view this request in your workflow.

Related Topics

For more information on...	See...
Modify Price Assignment screen	Modify Price Assignment on page 390
Resolve Price Assignment screen	Resolve Price Assignment on page 399

Withdrawing Price Assignment Request of a Price List

Procedure

To withdraw price assignment request of a price list:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. Do the following:

If you want to	Then
Withdraw a price assignment request when it is in the Pending Approval status	From the Main menu, select Approval Workflow Management and then click Modify Price Assignment . The Modify Price Assignment screen appears.
Withdraw a price assignment request when it has been rejected by an approver at any level in the hierarchy	From the Main menu, select Approval Workflow Management and then click Resolve Price Assignment . The Resolve Price Assignment screen appears.

- In the **Search** zone, enter the search criteria, such as the description of the price list.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of price lists that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the price list whose price assignment requests you want to withdraw.

The **List of Price Assignments** zone appears.

Note: The system provides you with a facility to view the log of a price assignment request from the **Modify Price Assignment** and **Resolve Price Assignment** screens before withdrawing a request.

- Click the **Withdraw** link in the **Withdraw** column corresponding to the price assignment request that you want to withdraw.

A message box appears confirming whether you want to delete the price assignment request.

- Click **OK**.

You will no longer be able to view this request in your workflow.

Related Topics

For more information on...	See...
Modify Price Assignment screen	Modify Price Assignment on page 390
Resolve Price Assignment screen	Resolve Price Assignment on page 399

Resolve Price Assignment

If an approver at any level in the hierarchy rejects a price assignment request, a notification is sent to the submitter who has made the changes. The submitter then makes the required corrections based on the approver’s comments, and resubmits the changes for approval. In this case, the approval process starts once again from the beginning, and not from the level at which the request was rejected.

The **Resolve Price Assignment** screen allows you to resolve or withdraw a price assignment request. This screen consists of the following zones:

- [Search](#) on page 400

- [List of Price Assignments](#) on page 402

Search

The **Search** zone allows you to search for the price assignment requests rejected by approvers and pending for you to resolve. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to search the price assignment requests created for persons that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Person Identifier Type	Used to select the identifier type based on which you want to search for price assignment requests of a person. Note: This field appears only when you select the Person option from the Search By list.	Yes (Conditional) Note: If you enter the person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to specify the ID linked to the person. Note: This field appears only when you select the Person option from the Search By list.	Yes (Conditional) Note: If you specify the person identifier type as a search criteria, you have to enter the person identifier.
Account ID	Used to search for price assignment requests created for an account. Note: This field appears only when you select the Account option from the Search By list.	No
Account Identifier Type	Used to specify the account identifier type of the account whose price assignment requests you want to search. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to specify the value of the account identifier type. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Price List Description	Used to search for price assignment requests created for a price list. Note: This field appears only when you select the Price List option from the Search By list.	No
Submitter ID	Used to search for price assignment requests that are created by a particular submitter. Note: This field appears only when you select the Submitted ID option from the Search By list.	No


Field Name	Field Description	Mandatory (Yes or No)
Transaction ID	Used to search the price assignment request using the approval transaction ID. Note: The approval transaction ID is generated automatically when the price assignment request is created. Note: This field appears only when you select the Transaction ID option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a price assignment request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Person Identifier	Displays the ID linked to the person. Note: This column appears only when you are searching for price assignment requests of a person.
Person Name	Displays the name of the person. Note: This column appears only when you are searching for price assignment requests of a person.
Division	Displays the division to which the account, person, or price list belongs.
Account ID	Displays the account ID. Note: This column appears only when you are searching for price assignment requests of an account.
Account Identifier Type	Displays the account identifier type. Note: This column appears only when you are searching for price assignment requests of an account.
Account Identifier	Displays the value of the account identifier type. Note: This column appears only when you are searching for price assignment requests of an account.
Price List ID	Displays the price list ID. Note: This column appears only when you are searching for price assignment requests of a price list.
Price List Description	Displays the description of the price list. Note: This column appears only when you are searching for price assignment requests of a price list.
Owner ID	Displays the ID of the person for whose account the approval workflow request is created.
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the price assignment request is created.

Column Name	Column Description
To Do Type	Displays the type of To Do (notification) received for the price assignment request.
View Log	On clicking the Log link, you can view the log of the price assignment request.
Action	Displays the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter during price assignment.
Approver Name	Displays name of the submitter who has created the price assignment request.
Reject Date	Displays the date and time when the price assignment request was rejected by the approver.
Reject Reason	Displays the reason why the approval workflow request was rejected.
Task	On clicking the Modify link, you can review and modify the details of the price assignment request.
Withdraw	On clicking the Withdraw link, you can withdraw the price assignment request. Once you withdraw the request, no further action will be taken on the request.
Approval Transaction Information	Displays information about the approval transaction. Note: This information string is generated using the C1-APPTXNINF algorithm.

On clicking the **Broadcast**  icon corresponding to the account, person, or price list, the **List of Price Assignments** zone appears.

Related Topics

For more information on...	See...
How to resolve price assignment request of an account	Resolving Price Assignment Request of an Account on page 404
How to resolve price assignment request of a person	Resolving Price Assignment Request of a Person on page 404
How to resolve price assignment request of a price list	Resolving Price Assignment Request of a Price List on page 405
How to withdraw price assignment request of an account	Withdrawing Price Assignment Request of an Account on page 396
How to withdraw price assignment request of a person	Withdrawing Price Assignment Request of a Person on page 397
How to withdraw price assignment request of a price list	Withdrawing Price Assignment Request of a Price List on page 398

List of Price Assignments

The **List of Price Assignments** zone lists price assignment requests specific to an account, a person, or a price list. This zone contains the following columns:

Column Name	Column Description
Transaction ID	Displays the approval transaction ID. Note: The approval transaction ID is generated automatically when the price assignment request is created.

Column Name	Column Description
Submitter Name	Indicates the submitter who has created the price assignment request.
Action	Indicates the type of action, such as Add, Update (UPD), or Delete (DEL), performed by the submitter during price assignment.
Submit Date	Displays the date and time when the price assignment request was created by the submitter.
To Do Type	Displays the type of To Do (notification) received for the price assignment request.
Price Item	Displays the price item code.
Description	Displays the description of the product.
Pricing Currency	Indicates the currency in which the product pricing is defined.
Start Date	Displays the date from when the product pricing is effective.
End Date	Displays the date till when the product pricing is effective.
Approver Name	Indicates the approver who has rejected the price assignment request.
Reject Date	Displays the date and time when the price assignment request was rejected by the approver.
Reject Reason	Indicates the reason why the price assignment request was rejected.
Reject Comment	Displays the additional details entered by the approver on rejecting the price assignment request.
Approval Transaction Information	Displays information about the approval transaction. Note: This information string is generated using the C1-APPTXNINF algorithm.
Resolve	On clicking the Resolve link, you can modify the details of the price assignment request, and resubmit it for approval. On resubmitting, the approval workflow process starts once again from the first level in the hierarchy.
Withdraw	On clicking the Withdraw link, you can withdraw the price assignment request. Once you withdraw the request, no further action will be taken on the request.
View Log	On clicking the View Log link, you can view the log of the price assignment request from the Resolve Price Assignment screen before resolving or withdrawing a request.

By default, the **List of Price Assignments** zone does not appear in the **Resolve Price Assignment** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the account, person, or price list in the **Search** zone.

Related Topics

For more information on...	See...
How to resolve price assignment request of an account	Resolving Price Assignment Request of an Account on page 404
How to resolve price assignment request of a person	Resolving Price Assignment Request of a Person on page 404
How to resolve price assignment request of a price list	Resolving Price Assignment Request of a Price List on page 405
How to withdraw price assignment request of an account	Withdrawing Price Assignment Request of an Account on page 396
How to withdraw price assignment request of a person	Withdrawing Price Assignment Request of a Person on page 397

For more information on...	See...
How to withdraw price assignment request of a price list	Withdrawing Price Assignment Request of a Price List on page 398

Resolving Price Assignment Request of an Account

Procedure

To resolve price assignment request of an account:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Approval Workflow Management** and then click **Resolve Price Assignment**.

The **Resolve Price Assignment** screen appears.

3. In the **Search** zone, enter the search criteria, such as the division to which the account belongs, account ID, or account identifier.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the '%' wildcard character in all input fields except the date and ID fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of accounts that meet the search criteria appears in the **Search Results** section.

5. Click the **Broadcast** (📡) icon corresponding to the account whose price assignment requests you want to resolve.

The **List of Price Assignments** zone appears.

6. Click the **Resolve** link in the **Resolve** column corresponding to the price assignment request that you want to resolve.

A screen appears where you can modify the pricing details, tiering ranges, and price assignment characteristics.

Note: Only those users who have access to the application services for each business object within the approval workflow group will be able to resolve the request, and resubmit it for approval.

7. Make the required changes.

8. Click **Save**.

The price assignment request is updated and resubmitted for approval.

Related Topics

For more information on...	See...
Resolve Price Assignment screen	Resolve Price Assignment on page 399
Search zone	Search on page 400
List of Price Assignments zone	List of Price Assignments on page 402

Resolving Price Assignment Request of a Person

Procedure

To resolve price assignment request of a person:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Approval Workflow Management** and then click **Resolve Price Assignment**.

The **Resolve Price Assignment** screen appears.

3. In the **Search** zone, enter the search criteria, such as the division to which the person belongs or the person identification type and value.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of persons that meet the search criteria appears in the **Search Results** section.

5. Click the **Broadcast** (📡) icon corresponding to the person whose price assignment requests you want to resolve.

The **List of Price Assignments** zone appears.

6. Click the **Resolve** link in the **Resolve** column corresponding to the price assignment request that you want to resolve.

A screen appears where you can modify the pricing details, tiering ranges, and price assignment characteristics.

Note: Only those users who have access to the application services for each business object within the approval workflow group will be able to resolve the request, and resubmit it for approval.

7. Make the required changes.
8. Click **Save**.

The price assignment request is updated and resubmitted for approval.

Related Topics

For more information on...	See...
Resolve Price Assignment screen	Resolve Price Assignment on page 399
Search zone	Search on page 400
List of Price Assignments zone	List of Price Assignments on page 402

Resolving Price Assignment Request of a Price List**Procedure**

To resolve price assignment request of a price list:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Approval Workflow Management** and then click **Resolve Price Assignment**.

The **Resolve Price Assignment** screen appears.

3. In the **Search** zone, enter the search criteria, such as the description of the price list.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of price lists that meet the search criteria appears in the **Search Results** section.

5. Click the **Broadcast** (📡) icon corresponding to the price list whose price assignment requests you want to resolve.

The **List of Price Assignments** zone appears.

6. Click the **Resolve** link in the **Resolve** column corresponding to the price assignment request that you want to resolve.

A screen appears where you can modify the pricing details, tiering ranges, and price assignment characteristics.

Note: Only those users who have access to the application services for each business object within the approval workflow group will be able to resolve the request, and resubmit it for approval.

7. Make the required changes.

8. Click **Save**.

The price assignment request is updated and resubmitted for approval.

Related Topics

For more information on...	See...
Resolve Price Assignment screen	Resolve Price Assignment on page 399
Search zone	Search on page 400
List of Price Assignments zone	List of Price Assignments on page 402

Withdrawing Price Assignment Request of an Account

Procedure

To withdraw price assignment request of an account:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. Do the following:

If you want to	Then
Withdraw a price assignment request when it is in the Pending Approval status	From the Main menu, select Approval Workflow Management and then click Modify Price Assignment . The Modify Price Assignment screen appears.

If you want to	Then
Withdraw a price assignment request when it has been rejected by an approver at any level in the hierarchy	From the Main menu, select Approval Workflow Management and then click Resolve Price Assignment . The Resolve Price Assignment screen appears.

- In the **Search** zone, enter the search criteria, such as the division to which the account belongs, account ID, or account identifier.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of accounts that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the account whose price assignment requests you want to withdraw.

The **List of Price Assignments** zone appears.

Note: The system provides you with a facility to view the log of a price assignment request from the **Modify Price Assignment** and **Resolve Price Assignment** screens before withdrawing a request.

- Click the **Withdraw** link in the **Withdraw** column corresponding to the price assignment request that you want to withdraw.

A message box appears confirming whether you want to delete the price assignment request.

- Click **OK**.

You will no longer be able to view this request in your workflow.

Related Topics

For more information on...	See...
Modify Price Assignment screen	Modify Price Assignment on page 390
Resolve Price Assignment screen	Resolve Price Assignment on page 399

Withdrawing Price Assignment Request of a Person

Procedure

To withdraw price assignment request of a person:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- Select the **Main** menu and do the following:

If you want to	Then
Withdraw a price assignment request when it is in the Pending Approval status	From the Main menu, select Approval Workflow Management and then click Modify Price Assignment . The Modify Price Assignment screen appears.

If you want to	Then
Withdraw a price assignment request when it has been rejected by an approver at any level in the hierarchy	From the Main menu, select Approval Workflow Management and then click Resolve Price Assignment . The Resolve Price Assignment screen appears.

- In the **Search** zone, enter the search criteria, such as the division to which the person belongs or the person identification type and value.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of persons that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the person whose price assignment requests you want to withdraw.

The **List of Price Assignments** zone appears.

Note: The system provides you with a facility to view the log of a price assignment request from the **Modify Price Assignment** and **Resolve Price Assignment** screens before withdrawing a request.

- Click the **Withdraw** link in the **Withdraw** column corresponding to the price assignment request that you want to withdraw.

A message box appears confirming whether you want to delete the price assignment request.

- Click **OK**.

You will no longer be able to view this request in your workflow.

Related Topics

For more information on...	See...
Modify Price Assignment screen	Modify Price Assignment on page 390
Resolve Price Assignment screen	Resolve Price Assignment on page 399

Withdrawing Price Assignment Request of a Price List

Procedure

To withdraw price assignment request of a price list:

- Click the **Menu** link in the **Application** toolbar.

A list appears.

- Do the following:

If you want to	Then
Withdraw a price assignment request when it is in the Pending Approval status	From the Main menu, select Approval Workflow Management and then click Modify Price Assignment . The Modify Price Assignment screen appears.

If you want to	Then
Withdraw a price assignment request when it has been rejected by an approver at any level in the hierarchy	From the Main menu, select Approval Workflow Management and then click Resolve Price Assignment . The Resolve Price Assignment screen appears.

- In the **Search** zone, enter the search criteria, such as the description of the price list.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of price lists that meet the search criteria appears in the **Search Results** section.

- Click the **Broadcast** (📡) icon corresponding to the price list whose price assignment requests you want to withdraw.

The **List of Price Assignments** zone appears.

Note: The system provides you with a facility to view the log of a price assignment request from the **Modify Price Assignment** and **Resolve Price Assignment** screens before withdrawing a request.

- Click the **Withdraw** link in the **Withdraw** column corresponding to the price assignment request that you want to withdraw.

A message box appears confirming whether you want to delete the price assignment request.

- Click **OK**.

You will no longer be able to view this request in your workflow.

Related Topics

For more information on...	See...
Modify Price Assignment screen	Modify Price Assignment on page 390
Resolve Price Assignment screen	Resolve Price Assignment on page 399

Approval Workflow Group

The system has predefined data objects, such as person, account, contract, and so on. These predefined data objects are managed through business objects. Approval workflow is configured to act on approval workflow group which consists of either one or more business objects. When you add multiple business objects in the approval workflow group, the system generates a single approval workflow request for the changes made to these objects. This would be useful if you have created custom UI maps that can be used to update or add data for multiple business objects. In this case, the approver will receive one request to approve changes made to these business objects rather than receiving separate request for changes made to each business object.

The **Approval Workflow Group** screen allows you to add, edit and delete an approval workflow group. This screen consists of the following zones:

- [Approval Workflow Groups](#) on page 410
- [Business Objects](#) on page 411

- [Group BO Relation](#) on page 411

Approval Workflow Groups

The **Approval Workflow Groups** zone lists approval workflow groups that are already defined in the system. You can add, edit and delete an approval workflow group through this zone.

This zone contains the following columns:

Column Name	Column Description
Code	Displays the code of the approval workflow group.
Description	Displays the description of the approval workflow group.
Display UI Map	Indicates the UI map that will be used for viewing data of the business objects within the approval workflow group.
Input UI Map	Indicates the UI map that will be used for modifying data of the business objects within the approval workflow group.
Dependency Algorithm	Indicates the algorithm that will be triggered before creating the approval workflow request. Note: This algorithm can be used to check all prerequisites before creating the approval workflow request.
Approval Algorithm	Indicates the algorithm that will be triggered after the approval workflow request is approved by the approver at the last level in the hierarchy.
Approval Post Processing	Indicates the algorithm that will be triggered after the changes (which are approved by all approvers in the hierarchy) are committed to the database.
Transaction Creation Algorithm	Indicates the algorithm that will create approval workflow requests.
Data Retrieval Algorithm	Indicates the algorithm that will be triggered to retrieve the original data of the business objects within the approval workflow group. This will help an approver to compare the original and new data in case where the submitter action is Update (UPD).
Compare Map Code	Indicates the customized Display UI map used for the approval workflow group. It overrides the UI map specified in the Display UI Map field.
Input Script Code	Indicates the customized Input UI map used for the approval workflow group. It overrides the UI map specified in the Input UI Map field.
Edit	On clicking the Edit (✎) icon, the Approval Workflow Group screen appears where you can edit the details of the approval workflow group.
Delete	On clicking the Delete (🗑) icon, you can delete the approval workflow group.

You can define an approval workflow group by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

On clicking the **Broadcast** (📡) icon corresponding to the approval workflow group, the **Business Objects** zone appears.

Related Topics



For more information on...	See...
How to define an approval workflow group	Defining an Approval Workflow Group on page 412
How to edit an approval workflow group	Editing an Approval Workflow Group on page 416

For more information on...	See...
How to delete an approval workflow group	Deleting an Approval Workflow Group on page 420

Business Objects

The **Business Objects** zone lists business objects that you have added in the approval workflow group. You can add, edit and delete the business objects from the approval workflow group through this zone.

This zone contains the following columns:

Column Name	Column Description
Code	Displays the code of the business object.
Description	Displays the description of the business object.
Sequence	Indicates the order in which the business objects will be committed to the database.
Reference ID 1	Displays the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.
Reference ID 2	Displays the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.
Reference ID 3	Displays the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.
Reference ID 4	Displays the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.
List Flag	Indicates whether the group contains one or multiple instance of the business object.
Edit	On clicking the Edit () icon, the Business Object screen appears where you can change the business object.
Delete	On clicking the Delete () icon, you can delete the business object from the approval workflow group.

You can add a business object in the approval workflow group by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

On clicking the **Broadcast** () icon corresponding to the business object, the **Group BO Relation** zone appears.

Related Topics

For more information on...	See...
How to add a business object in the approval workflow group	Adding a Business Object on page 421
How to edit a business object in the approval workflow group	Editing a Business Object on page 423
How to delete a business object from the approval workflow group	Deleting a Business Object on page 424

Group BO Relation

The **Group BO Relation** zone indicates how the business objects within a group are linked to each other. This zone contains the following columns:

Column Name	Column Description
Parent BO	Displays the code of the parent business object. This would be one of the business objects within the group.
From Key	Displays the XPATH key of the field or list of fields in the parent business object.
To Key	Displays the XPATH key of the field or list of fields in the current business object.
Sequence	Indicates the order in which the business objects will be grouped.
Edit	On clicking the Edit (✎) icon, the Approval Workflow Group BO Relation screen appears where you can edit the business object's relationship details.
Delete	On clicking the Delete (🗑) icon, you can delete the business object's relationship.
BO Sequence Number	Indicates the sequence number of the business object that you have selected.

You can define a relationship between business objects in the approval workflow group by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to define a Group BO Relation	Defining a Group BO Relation on page 424
How to edit a Group BO Relation	Editing an Approval Workflow Group BO Relation on page 425
How to delete a Group BO Relation	Deleting a Group BO Relation on page 427

Defining an Approval Workflow Group

Prerequisites

To define an approval workflow group, you should have:

- Input and Display UI maps created in the application in case you want to use custom UI maps
- Dependency, Approval, and Approval Post Processing algorithms defined in the application in case you want to use any of them

Note: Before you define an approval workflow group for the User BO, you need to attach the **C1-APPTXNBAS** algorithm on the **Audit** algorithm spot of the business object belonging to the USER-SC MO, and not the USER MO.

Procedure

To define an approval workflow group:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Group**.
The **Approval Workflow Group** screen appears.
3. Click the **Add** link in the upper right corner of the **Approval Workflow Groups** zone.
The **Approval Workflow Group** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Used to specify the code that uniquely identifies the approval workflow group.	Yes
Description	Used to specify the description for the approval workflow group.	Yes
Display UI Map	<p>Used to specify the UI map that you want to use for viewing data of the business objects within the approval workflow group.</p> <p>Note:</p> <p>If you do not specify a Display UI map for the approval workflow group, it is generated automatically and associated with the group when you set the Active flag of the group to Yes in the Approval Workflow Settings screen.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Input and Display UI Map window appears.</p>	No
Input UI Map	<p>Used to specify the UI map that you want to use for modifying data of the business objects within the approval workflow group.</p> <p>Note:</p> <p>If you do not specify an Input UI map for the approval workflow group, it is generated automatically and associated with the group when you set the Active flag of the group to Yes in the Approval Workflow Settings screen.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No
Dependency Algorithm	<p>Used to specify the algorithm that will be triggered before creating the approval workflow request.</p> <p>Note:</p> <p>This algorithm can be used to check all prerequisites before creating the approval workflow request.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Approval Algorithm	<p>Used to specify the algorithm that will be triggered after the approval workflow request is approved by the approver at the last level in the hierarchy. The following approval algorithms are shipped with ORMB:</p> <ul style="list-style-type: none"> • C1-APPPROD — This approval algorithm is used for the C1PRODUCT group, which is shipped with ORMB. • C1-APPPL — This approval algorithm is used for the C1PRICELST group, which is shipped with ORMB. • C1-APPASG — This approval algorithm is used for the C1PRICEASG group, which is shipped with ORMB. • C1-APPALG — This is a standard approval algorithm that you can use for approval workflow groups where custom logic is not required. <p>You can also create your own approval algorithms for custom UIs.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No
Approval Processing Post	<p>Used to specify the algorithm that will be triggered after the changes (which are approved by all approvers in the hierarchy) are committed to the database.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Transaction Creation Algorithm	<p>Used to specify the algorithm that will create approval workflow requests. The following transaction creation algorithms are shipped with ORMB:</p> <ul style="list-style-type: none"> • C1-APPASGCR — Used to create approval workflow requests for price assignment. • C1-AXPROD — Used to create approval workflow requests for price item. • C1-AXUSR — Used to create approval workflow requests for user. • C1-IGCREATE — Used to create approval workflow requests for invoicing group. • C1-AXCREATE — This is a standard transaction creation algorithm that you can use to create approval workflow requests for most of the base objects. <p>You can also create your own transaction creation algorithms for custom UIs.</p> <p>In case of the base UIs, this algorithm is only used while modifying or resolving a request. The initial approval transaction creation for base UIs takes place through the Audit algorithm attached on the business object.</p> <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes
Data Retrieval Algorithm	<p>Used to specify the algorithm that will be triggered to retrieve the original data of the business objects within the approval workflow group. This will help an approver to compare the original and new data in case where the submitter action is Update (UPD). The following data retrieval algorithms are shipped with ORMB:</p> <ul style="list-style-type: none"> • C1-APPIGDR — Used to retrieve data for invoicing group. • C1-AXPRICEOV — Used to retrieve data for price assignment. • C1_APPDATA — This is a standard data retrieval algorithm that you can use to retrieve data for most of the base objects. <p>You can also create your own data retrieval algorithms for custom UIs.</p> <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Compare Map Code	Used to specify customized Display UI map that you want to use for the approval workflow group. It overrides the UI map specified in the Display UI Map field. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Input and Display UI Map window appears.	No
Input Script Code	Used to specify customized Input UI map that you want to use for the approval workflow group. It overrides the UI map specified in the Input UI Map field. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No

- Enter the required details.

Note: You can search for a UI map, code, and an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

- Click **Save**.

The approval workflow group is defined.

Related Topics

For more information on...	See...
Approval Workflow Group screen	Approval Workflow Group on page 409
Approval Workflow Groups zone	Approval Workflow Groups on page 410
How to create a Display UI map manually	Creating Display UI Map for an Approval Workflow Group on page 1714
How to create an Input UI map manually	Creating Input UI Map for an Approval Workflow Group on page 1715
How to define approval workflow settings	Defining Approval Workflow Settings on page 446

Editing an Approval Workflow Group

Prerequisites

To edit an approval workflow group, you should have:

- Input and Display UI maps created in the application in case you want to use custom UI maps
- Dependency, Approval, and Approval Post Processing algorithms defined in the application in case you want to use any of them

Procedure

To edit an approval workflow group:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Admin**, select **A** and then click **Approval Workflow Group**.
The **Approval Workflow Group** screen appears.
3. Click the **Edit** (✎) icon in the **Edit** column corresponding to the approval workflow group whose details you want to edit.

The **Approval Workflow Group** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Used to specify the code that uniquely identifies the approval workflow group.	Yes
Description	Used to specify the description for the approval workflow group.	Yes
Display UI Map	Used to specify the UI map that you want to use for viewing data of the business objects within the approval workflow group. Note: If you do not specify a Display UI map for the approval workflow group, it is generated automatically and associated with the group when you set the Active flag of the group to Yes in the Approval Workflow Settings screen. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Input and Display UI Map window appears.	No
Input UI Map	Used to specify the UI map that you want to use for modifying data of the business objects within the approval workflow group. Note: If you do not specify an Input UI map for the approval workflow group, it is generated automatically and associated with the group when you set the Active flag of the group to Yes in the Approval Workflow Settings screen. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No
Dependency Algorithm	Used to specify the algorithm that will be triggered before creating the approval workflow request. Note: This algorithm can be used to check all prerequisites before creating the approval workflow request. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No

Field Name	Field Description	Mandatory (Yes or No)
Approval Algorithm	<p>Used to specify the algorithm that will be triggered after the approval workflow request is approved by the approver at the last level in the hierarchy. The following approval algorithms are shipped with ORMB:</p> <ul style="list-style-type: none"> • C1-APPPROD — This approval algorithm is used for the C1PRODUCT group, which is shipped with ORMB. • C1-APPPL — This approval algorithm is used for the C1PRICELST group, which is shipped with ORMB. • C1-APPASG — This approval algorithm is used for the C1PRICEASG group, which is shipped with ORMB. • C1-APPALG — This is a standard approval algorithm that you can use for approval workflow groups where custom logic is not required. <p>You can also create your own approval algorithms for custom UIs. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No
Approval Processing Post	<p>Used to specify the algorithm that will be triggered after the changes (which are approved by all approvers in the hierarchy) are committed to the database.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Transaction Creation Algorithm	<p>Used to specify the algorithm that will create approval workflow requests. The following transaction creation algorithms are shipped with ORMB:</p> <ul style="list-style-type: none"> • C1-APPASGCR — Used to create approval workflow requests for price assignment. • C1-AXPROD — Used to create approval workflow requests for price item. • C1-AXUSR — Used to create approval workflow requests for user. • C1-IGCREATE — Used to create approval workflow requests for invoicing group. • C1-AXCREATE — This is a standard transaction creation algorithm that you can use to create approval workflow requests for most of the base objects. <p>You can also create your own transaction creation algorithms for custom UIs.</p> <p>In case of the base UIs, this algorithm is only used while modifying or resolving a request. The initial approval transaction creation for base UIs takes place through the Audit algorithm attached on the business object.</p> <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes
Data Retrieval Algorithm	<p>Used to specify the algorithm that will be triggered to retrieve the original data of the business objects within the approval workflow group. This will help an approver to compare the original and new data in case where the submitter action is Update (UPD). The following data retrieval algorithms are shipped with ORMB:</p> <ul style="list-style-type: none"> • C1-APPIGDR — Used to retrieve data for invoicing group. • C1-AXPRICEOV — Used to retrieve data for price assignment. • C1_APPDATA — This is a standard data retrieval algorithm that you can use to retrieve data for most of the base objects. <p>You can also create your own data retrieval algorithms for custom UIs.</p> <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Compare Map Code	Used to specify customized Display UI map that you want to use for the approval workflow group. It overrides the UI map specified in the Display UI Map field. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Input and Display UI Map window appears.	No
Input Script Code	Used to specify customized Input UI map that you want to use for the approval workflow group. It overrides the UI map specified in the Input UI Map field. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No

4. Modify the required details.

Note: You can search for a UI map, code, and an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

5. Click **Save**.

The changes made to the approval workflow group are saved.

Related Topics

For more information on...	See...
Approval Workflow Group screen	Approval Workflow Group on page 409
Approval Workflow Groups zone	Approval Workflow Groups on page 410
How to create a Display UI map manually	Creating Display UI Map for an Approval Workflow Group on page 1714
How to create an Input UI map manually	Creating Input UI Map for an Approval Workflow Group on page 1715

Deleting an Approval Workflow Group

Procedure

To delete an approval workflow group:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **A** and then click **Approval Workflow Group**.

The **Approval Workflow Group** screen appears.

3. Click the **Delete** (🗑) icon in the **Delete** column corresponding to the approval workflow group that you want to delete.

A message appears confirming whether you want to delete the object.

4. Click **OK**.

The approval workflow group is deleted.

Related Topics

For more information on...	See...
Approval Workflow Group screen	Approval Workflow Group on page 409
Approval Workflow Groups zone	Approval Workflow Groups on page 410

Adding a Business Object

Initially, while adding a business object to the approval workflow group, you should always add a business object that can be independently created and does not require a parent business object. For the subsequent business objects, you should specify how these business objects are related to each other. This helps the system to determine which fields need to be copied from the parent to the dependent business object before the dependent business objects are invoked.

For example, you have a group with two business objects (BOs) - Person and Account. When the Account BO is invoked, an appropriate person ID must be passed in the Account BO. This person ID must come from the Person BO. In this case, the Person BO will be defined with no parent BO within the group. However, when the Account BO is added to the group, it must be linked to the Person BO. You can link the Account BO with the Person BO by specifying:

- Person BO as the parent BO
- XPATH of the person ID in the Person BO (in the From Field)
- XPATH of the person ID in the Account BO (in the To Field)

Before ORMB invokes the Account BO (for validation or for creating the account in the application after the approval is received), ORMB will copy the person ID from Person BO to Account BO (based on the specified XPATHs) so that the correct person ID is available in Account BO before it is invoked.


Prerequisites

To add a business object in the approval workflow group, you should have:

- Business object and approval workflow group created in the application

Procedure

To add a business object in the approval workflow group:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Group**.
The **Approval Workflow Group** screen appears.
3. Click the **Broadcast** () icon corresponding to the approval workflow group in which you want to add a business object.
The **Business Objects** zone appears.
4. Click the **Add** link in the upper right corner of the **Business Objects** zone.
The **Business Object** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Approval Workflow Group	Displays the code of the approval workflow group.	Not applicable
Business Object	Used to specify the business object that you want to include in the approval workflow group. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Business Object Search window appears.	Yes
Reference ID 1	Used to specify the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.	No
Reference ID 2	Used to specify the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.	No
Reference ID 3	Used to specify the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.	No
Reference ID 4	Used to specify the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.	No
List Flag	Used to indicate whether the group contains one or multiple instance of the business object. For example, if you want to create a group that contains multiple account objects, you need to set this flag for the Account BO to True. If you want to create a group that contains single instance of the business object, you must set this flag for the business object to False.	Yes

5. Enter the required details.

Note: You can search for a business object by clicking the **Search** (🔍) icon corresponding to the field.

6. Click **Save**.

The business object is added in the approval workflow group.

Note: When you add business objects in an approval workflow group, you need to regenerate the Input and Display UI maps by clicking the **Regenerate UI Maps** (🔄) icon corresponding to the group in the **Approval Workflow Settings** screen. You must do this only when you are using automatically generated UI maps, and not otherwise.



Related Topics


For more information on...	See...
Approval Workflow Group screen	Approval Workflow Group on page 409
Approval Workflow Groups zone	Approval Workflow Groups on page 410
Business Objects zone	Business Objects on page 411

Editing a Business Object

Procedure

To edit a business object in the approval workflow group:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Group**.
The **Approval Workflow Group** screen appears.
3. Click the **Broadcast** () icon corresponding to the approval workflow group whose business object details you want to edit.
The **Business Objects** zone appears.
4. Click the **Edit** () icon in the **Edit** column corresponding to the business object whose details you want to edit.
The **Business Object** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Approval Workflow Group	Displays the code of the approval workflow group.	Not applicable
Business Object	Used to specify the business object that you want to include in the approval workflow group. Note: The Search () icon appears corresponding to this field. On clicking the Search icon, the Business Object Search window appears.	Yes
Reference ID 1	Used to specify the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.	No
Reference ID 2	Used to specify the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.	No
Reference ID 3	Used to specify the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.	No
Reference ID 4	Used to specify the XPATH key of the field in the business object that you want to use as criteria for searching approval workflow requests.	No
List Flag	Used to indicate whether the group contains one or multiple instance of the business object. For example, if you want to create a group that contains multiple account objects, you need to set this flag for the Account BO to True. If you want to create a group that contains single instance of the business object, you must set this flag for the business object to False.	Yes

5. Change the business object or edit the details, if required.

Note: You can search for a business object by clicking the **Search** (🔍) icon corresponding to the field.

6. Click Save.

The changes made to the approval workflow group are saved.

Note: When you change business objects in an approval workflow group, you need to regenerate the Input and Display UI maps by clicking the **Regenerate UI Maps** (🔄) icon corresponding to the group in the **Approval Workflow Settings** screen. You must do this only when you are using automatically generated UI maps, and not otherwise.

Related Topics

For more information on...	See...
Approval Workflow Group screen	Approval Workflow Group on page 409
Approval Workflow Groups zone	Approval Workflow Groups on page 410
Business Objects zone	Business Objects on page 411

Deleting a Business Object

Procedure

To delete a business object from the approval workflow group:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **A** and then click **Approval Workflow Group**.

The **Approval Workflow Group** screen appears.

3. Click the **Broadcast** (📡) icon corresponding to the approval workflow group whose business object you want to delete.

The **Business Objects** zone appears.

4. Click the **Delete** (🗑️) icon in the **Delete** column corresponding to the business object that you want to delete.

A message appears confirming whether you want to delete the object.

5. Click **OK**.

The business object is deleted from the approval workflow group.

Related Topics

For more information on...	See...
Approval Workflow Group screen	Approval Workflow Group on page 409
Approval Workflow Groups zone	Approval Workflow Groups on page 410
Business Objects zone	Business Objects on page 411

Defining a Group BO Relation

Prerequisites

To define relationship between business objects in the approval workflow group, you should have:

- Business objects added in the approval workflow group

Procedure

To define relationship between business objects in the approval workflow group:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **A** and then click **Approval Workflow Group**.

The **Approval Workflow Group** screen appears.

3. Click the **Broadcast** (📡) icon corresponding to the approval workflow group whose business object details you want to edit.

The **Business Objects** zone appears.

4. Click the **Broadcast** (📡) icon corresponding to the business object whose relationship details you want to add.

The **Group BO Relation** zone appears.

5. Click the **Add** link in the upper right corner of the **Group BO Relation** zone.

The **Approval Workflow Group BO Relation** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Approval Workflow Group	Displays the code of the approval workflow group.	Not applicable
Parent BO	Used to specify the parent business object. This should be one of the business objects within the group.	No
From Key	Used to specify the XPATH key of the field or list of fields in the parent business object.	No
To Key	Used to specify the XPATH key of the field or list of fields in the current business object.	No

6. Enter the required details.

Note: You can search for a parent business object by clicking the **Search** (🔍) icon corresponding to the field.

7. Click **Save**.

The business object's relationship is defined in the approval workflow group.

Related Topics

For more information on...	See...
Approval Workflow Group screen	Approval Workflow Group on page 409
Approval Workflow Groups zone	Approval Workflow Groups on page 410
Business Objects zone	Business Objects on page 411
Group BO Relation zone	Group BO Relation on page 411

Editing an Approval Workflow Group BO Relation

Procedure

To change the business object's relationship details in the approval workflow group:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **A** and then click **Approval Workflow Group**.

The **Approval Workflow Group** screen appears.

3. Click the **Broadcast** (📡) icon corresponding to the approval workflow group whose business object details you want to edit.

The **Business Objects** zone appears.

4. Click the **Broadcast** (📡) icon corresponding to the business object whose relationship details you want to edit.

The **Group BO Relation** zone appears.

5. Click the **Edit** (✎) icon in the **Edit** column corresponding to the business object's relationship whose details you want to edit.

The **Approval Workflow Group BO Relation** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Approval Workflow Group	Displays the code of the approval workflow group.	Not applicable
Parent BO	Used to specify the parent business object. This should be one of the business objects within the group. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search BO Object Code for Application Transaction window appears.	No
From Key	Used to specify the XPATH key of the field or list of fields in the parent business object.	No
To Key	Used to specify the XPATH key of the field or list of fields in the current business object.	No

6. Modify the required details.

Note: You can search for a parent business object by clicking the **Search** (🔍) icon corresponding to the field.

7. Click **Save**.

The changes made to the approval workflow group are saved.

Related Topics

For more information on...	See...
Approval Workflow Group screen	Approval Workflow Group on page 409
Approval Workflow Groups zone	Approval Workflow Groups on page 410
Business Objects zone	Business Objects on page 411
Group BO Relation zone	Group BO Relation on page 411

Deleting a Group BO Relation

Procedure

To delete a business object's relationship details from the approval workflow group:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **A** and then click **Approval Workflow Group**.

The **Approval Workflow Group** screen appears.

3. Click the **Broadcast** (📡) icon corresponding to the approval workflow group whose business object details you want to edit.

The **Business Objects** zone appears.

4. Click the **Broadcast** (📡) icon corresponding to the business object whose relationship details you want to delete.

The **Group BO Relation** zone appears.

5. Click the **Delete** (🗑️) icon in the **Delete** column corresponding to the relationship record that you want to delete.

A message appears confirming whether you want to delete the object.

6. Click **OK**.

The business object's relationship details are deleted from the approval workflow group.

Related Topics

For more information on...	See...
Approval Workflow Group screen	Approval Workflow Group on page 409
Approval Workflow Groups zone	Approval Workflow Groups on page 410
Business Objects zone	Business Objects on page 411
Group BO Relation zone	Group BO Relation on page 411



Approval Workflow Chain

The system supports multi-level approval workflow. You can define an approval workflow chain or hierarchy where users with different To Do role at each level can approve or reject the approval workflow request. For example, you can define a chain called Material Procurement with two levels of approval. At the first level, a user with the M1 role will approve or reject the request, and at the second level, a user with the M2 role will approve or reject the request.

When the approval workflow request is created, a notification in the form of To Do is sent to all users with the To Do role defined at the first level in the hierarchy. Once the request is approved at the first level, a notification is sent to all users with the To Do role defined at the next level in the hierarchy. This process continues till the approval is received from all levels in the hierarchy. Once users at all levels approve the request, the changes are reflected in the database. However, if an approver at any level in the hierarchy rejects the request, a notification is sent to all users with the To Do role defined for resolving the request.

The **Approval Workflow Chain** screen allows you to define, edit, and delete an approval workflow chain. This screen consists of the following zones:

- [Approval Workflow Chains](#) on page 428
- [Approval Levels](#) on page 428

Approval Workflow Chains

The **Approval Workflow Chains** zone lists approval workflow chains that are already defined in the system. You can define, edit, and delete an approval workflow chain through this zone.

This zone contains the following columns:

Column Name	Column Description
Code	Displays the code of the approval workflow chain.
Description	Displays the description of the approval workflow chain.
To Do	Indicates that the users with the specified To Do role will be sent a notification when the approval workflow request is rejected by an approver at any level in the hierarchy. Note: Only those users who have access to the application services for each business object within the approval workflow group will be able to resolve the request, and resubmit it for approval.
Edit	On clicking the Edit (✎) icon, the Approval Workflow Chain screen appears where you can edit the details of the approval workflow chain.
Delete	On clicking the Delete (🗑) icon, you can delete the approval workflow chain.

You can define an approval workflow chain by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

On clicking the **Broadcast** (📡) icon corresponding to the approval workflow chain, the **Approval Levels** zone appears.

Related Topics

For more information on...	See...
How to define an approval workflow chain	Defining an Approval Workflow Chain on page 429
How to edit an approval workflow chain	Editing an Approval Workflow Chain on page 430
How to delete an approval workflow chain	Deleting an Approval Workflow Chain on page 431

Approval Levels

The **Approval Levels** zone lists the levels defined in the approval workflow chain. For each level in the hierarchy, a To Do role is specified indicating that users with the respective To Do role can either accept or reject the approval workflow request. You can define, edit, and delete the levels in the hierarchy through this zone.

This zone contains the following columns:

Column Name	Column Description
Action Algorithm	Indicates the additional action that the system will perform apart from generating a notification when the approver approves or rejects the request.
Level	Indicates the level in the hierarchy.

Column Name	Column Description
Approver To Do Role	Indicates that the users with the specified To Do role will either approve or reject the request at this level in the hierarchy. Note: Only those users who have access to the application services for each business object within the approval workflow group will be able to approve or reject the request.
Approval To Do Type	Indicates the type of notification that will be generated when the approver approves or rejects the request.
Edit	On clicking the Edit (✎) icon, the Approval Levels screen appears where you can edit the details of the level in the approval workflow chain.
Delete	On clicking the Delete (🗑) icon, you can delete the level from the approval workflow chain.

You can define a level in the approval workflow chain by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to define an approval level in the approval workflow chain	Defining an Approval Level on page 431
How to edit an approval level in the approval workflow chain	Editing an Approval Level on page 433
How to delete an approval level from the approval workflow chain	Deleting an Approval Level on page 434

Defining an Approval Workflow Chain

Prerequisites

To define an approval workflow chain, you should have:

- Required To Do role defined in the application

Procedure

To define an approval workflow chain:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Chain**.
The **Approval Workflow Chain** screen appears.
3. Click the **Add** link in the upper right corner of the **Approval Workflow Chain** zone.

The **Approval Workflow Chain** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Used to specify the code that uniquely identifies the approval workflow chain.	Yes
Description	Used to specify the description for the approval workflow chain.	Yes

Field Name	Field Description	Mandatory (Yes or No)
To Do Role To Resolve	Used to specify the To Do role to indicate the users who will be sent a notification when the approval workflow request is rejected by an approver at any level in the hierarchy.	Yes

- Enter the required details.

Note: You can search for a To Do role by clicking the **Search** (🔍) icon corresponding to the field.

- Click **Save**.

The approval workflow chain is defined.

Related Topics

For more information on...	See...
Approval Workflow Chain screen	Approval Workflow Chain on page 427
Approval Workflow Chains zone	Approval Workflow Chains on page 428

Editing an Approval Workflow Chain

Prerequisites

To edit an approval workflow chain, you should have:

- Required To Do role defined in the application

Procedure

To edit an approval workflow chain:

- Click the **Menu** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **A** and then click **Approval Workflow Chain**.

The **Approval Workflow Chain** screen appears.

- Click the **Edit** (✎) icon in the **Edit** column corresponding to the approval workflow chain whose details you want to edit.

The **Approval Workflow Chain** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Displays the code of the approval workflow chain.	Not applicable
Description	Used to specify the description for the approval workflow chain.	Yes
To Do Role To Resolve	Used to specify the To Do role to indicate the users who will be sent a notification when the approval workflow request is rejected by an approver at any level in the hierarchy. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Role ID Zone window appears.	Yes

4. Modify the required details.

Note: You can search for a To Do role by clicking the **Search** (🔍) icon corresponding to the field.

5. Click **Save**.

The changes made to the approval workflow chain are saved.

Related Topics

For more information on...	See...
Approval Workflow Chain screen	Approval Workflow Chain on page 427
Approval Workflow Chains zone	Approval Workflow Chains on page 428

Deleting an Approval Workflow Chain

Procedure

To delete an approval workflow chain:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **A** and then click **Approval Workflow Chain**.

The **Approval Workflow Chain** screen appears.

3. Click the **Delete** (🗑️) icon in the **Delete** column corresponding to the approval workflow chain that you want to delete.

A message appears confirming whether you want to delete the object.

4. Click **OK**.

The approval workflow chain is deleted.

Related Topics

For more information on...	See...
Approval Workflow Chain screen	Approval Workflow Chain on page 427
Approval Workflow Chains zone	Approval Workflow Chains on page 428

Defining an Approval Level

Prerequisites

To define a level in the approval workflow chain, you should have:

- Required To Do role and To Do type defined in the application
- Action algorithms defined in the application in case you want to use any of them

Procedure

To define a level in the approval workflow chain:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **A** and then click **Approval Workflow Chain**.

The **Approval Workflow Chain** screen appears.

- Click the **Broadcast** (📡) icon corresponding to the approval workflow chain in which you want to define a level.

The **Approval Levels** zone appears.

- Click the **Add** link in the upper right corner of the **Approval Levels** zone.

The **Approval Levels** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Displays the code of the approval workflow chain.	Not applicable
Action Algorithm	Used to specify the additional action that you want the system to perform apart from generating a notification when the approver approves or rejects the request. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No
Approver To Do Role	Used to specify the To Do role to indicate the users who will either approve or reject the request at this level in the hierarchy. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Role Search window appears.	Yes
Approval To Do Type	Used to specify the type of notification that you want to generate when the approver approves or rejects the request. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes

- Enter the required details.

Note: You can search for a To Do role, To Do type, and an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

- Click **Save**.

The level is defined in the approval workflow chain.

Related Topics

For more information on...	See...
Approval Workflow Chain screen	Approval Workflow Chain on page 427
Approval Workflow Chains zone	Approval Workflow Chains on page 428

For more information on...	See...
Approval Levels zone	Approval Levels on page 428

Editing an Approval Level

Prerequisites

To edit a level in the approval workflow chain, you should have:

- Required To Do role and To Do type defined in the application
- Action algorithms defined in the application in case you want to use any of them

Procedure

To edit a level in the approval workflow chain:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Chain**.
The **Approval Workflow Chain** screen appears.
3. Click the **Broadcast** (📡) icon corresponding to the approval workflow chain whose level you want to edit.
The **Approval Levels** zone appears.
4. Click the **Edit** (✎) icon in the **Edit** column corresponding to the level that you want to edit.

The **Approval Levels** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Displays the code of the approval workflow chain.	Not applicable
Action Algorithm	Used to specify the additional action that you want the system to perform apart from generating a notification when the approver approves or rejects the request. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No
Approver To Do Role	Used to specify the To Do role to indicate the users who will either approve or reject the request at this level in the hierarchy. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Role Search window appears.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Type	Used to specify the type of notification that you want to generate when the approver approves or rejects the request. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes

5. Modify the required details.

Note: You can search for a To Do role, To Do type, and an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

6. Click **Save**.

The changes made to the approval level are saved.

Related Topics

For more information on...	See...
Approval Workflow Chain screen	Approval Workflow Chain on page 427
Approval Workflow Chains zone	Approval Workflow Chains on page 428
Approval Levels zone	Approval Levels on page 428

Deleting an Approval Level

Procedure

To delete a level from the approval workflow chain:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Chain**.
The **Approval Workflow Chain** screen appears.
3. Click the **Broadcast** (📡) icon corresponding to the approval workflow chain whose level you want to delete.
The **Approval Levels** zone appears.
4. Click the **Delete** (🗑️) icon in the **Delete** column corresponding to the level that you want to delete.
A message appears confirming whether you want to delete the object.
5. Click **OK**.
The level is deleted from the approval workflow chain.

Related Topics

For more information on...	See...
Approval Workflow Chain screen	Approval Workflow Chain on page 427
Approval Workflow Chains zone	Approval Workflow Chains on page 428
Approval Levels zone	Approval Levels on page 428



Approval Workflow Criteria Type

The approval workflow request is associated to the approval workflow chain based on the approval workflow criteria. For example, approval workflow requests for the Account group can be associated with different approval workflow chains based on account's division. In this case, account's division would be the criteria type, and division equal to California would be the criteria. Therefore, you need to define the criteria type for each business object that you would like to use for associating approval workflow requests with the approval workflow chains. The system also provides you with a default criteria type named DEF, which can be used for associating approval workflow requests with the approval workflow chains. While using this criteria type, you must always set the value of this criteria type to **Y**.

The **Approval Workflow Criteria Type** screen allows you to define, edit, and delete approval workflow criteria types. This screen consists of the following zones:

- [Approval Workflow Criteria Types](#) on page 435

Approval Workflow Criteria Types

The **Approval Workflow Criteria Types** zone lists approval workflow criteria types that are already defined in the system. You can define, edit, and delete an approval workflow criteria type through this zone.

This zone contains the following columns:

Column Name	Column Description
Code	Displays the code of the approval workflow criteria type.
Description	Displays the description of the approval workflow criteria type.
Criteria Type Flag	Displays the criteria type which triggers the approval workflow.
Business Object	Displays the business object for which you have defined the approval workflow criteria type.
Field	Displays the field using which the criteria for associating approval workflow requests with the approval workflow chains will be defined.
Algorithm	Displays the algorithm which is triggered for the approval workflow.
Edit	On clicking the Edit (✎) icon, the Approval Workflow Criteria Type screen appears where you can edit the criteria type.
Delete	On clicking the Delete (🗑) icon, you can delete the approval workflow criteria type.

You can define an approval workflow criteria type by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to define an approval workflow criteria type	Defining an Approval Workflow Criteria Type on page 436
How to edit an approval workflow criteria type	Editing an Approval Workflow Criteria Type on page 437
How to delete an approval workflow criteria type	Deleting an Approval Workflow Criteria Type on page 438

Defining an Approval Workflow Criteria Type

Procedure

To define an approval workflow criteria type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Criteria Type**.
The **Approval Workflow Criteria Type** screen appears.
3. Click the **Add** link in the upper right corner of the **Approval Workflow Criteria Types** zone.
The **Approval Workflow Criteria Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Used to specify the code that uniquely identifies the approval workflow criteria type.	Yes
Description	Used to specify the description for the approval workflow criteria type.	Yes
Criteria Type Flag	Displays the criteria type which triggers the approval workflow.	Yes
Business Object	Used to specify the business object for which you want to define the approval workflow criteria type. Note:	Yes
Field	Used to specify the field that you want to use to define the criteria for associating approval workflow requests with the approval workflow chains. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Field Search window appears.	Yes
Algorithm	Used to specify the algorithm code. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Field Search window appears.	Yes

4. Enter the required details.

Note: You can search for a business object and field by clicking the **Search** (🔍) icon corresponding to the respective field.

5. Click **Save**.

The approval workflow criteria type is defined.


Related Topics

For more information on...	See...
Approval Workflow Criteria Type screen	Approval Workflow Criteria Type on page 435
Approval Workflow Criteria Types zone	Approval Workflow Criteria Types on page 435



Editing an Approval Workflow Criteria Type

Procedure


To edit an approval workflow criteria type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Criteria Type**.
The **Approval Workflow Criteria Type** screen appears.
3. Click the **Edit** () icon in the **Edit** column corresponding to the criteria type that you want to edit.

The **Approval Workflow Criteria Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Used to specify the code that uniquely identifies the approval workflow criteria type.	Yes
Description	Used to specify the description for the approval workflow criteria type.	Yes
Criteria Type Flag	Displays the criteria type which triggers the approval workflow.	Yes
Business Object	Used to specify the business object for which you want to define the approval workflow criteria type. Note:	Yes
Field	Used to specify the field that you want to use to define the criteria for associating approval workflow requests with the approval workflow chains. Note: The Search () icon appears corresponding to this field. On clicking the Search icon, the Field Search window appears.	Yes
Algorithm	Used to specify the algorithm code. Note: The Search () icon appears corresponding to this field. On clicking the Search icon, the Field Search window appears.	Yes

4. Modify the required details.

Note: You can search for a business object and field by clicking the **Search** () icon corresponding to the respective field.

5. Click **Save**.

The changes made to the approval workflow criteria type are saved.

Related Topics

For more information on...	See...
Approval Workflow Criteria Type screen	Approval Workflow Criteria Type on page 435
Approval Workflow Criteria Types zone	Approval Workflow Criteria Types on page 435

Deleting an Approval Workflow Criteria Type

Procedure

To delete an approval workflow criteria type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Criteria Type**.
The **Approval Workflow Criteria Type** screen appears.
3. Click the **Delete** (🗑️) icon in the **Delete** column corresponding to the criteria type that you want to delete.
A message appears confirming whether you want to delete the object.
4. Click **OK**.
The approval workflow criteria type is deleted.

Related Topics

For more information on...	See...
Approval Workflow Criteria Type screen	Approval Workflow Criteria Type on page 435
Approval Workflow Criteria Types zone	Approval Workflow Criteria Types on page 435

Approval Workflow Group Chain Linkage

Once the approval workflow group and chain are created, you can link them using the approval workflow criteria. For example, if you want approval workflow requests for all accounts in the California division should be sent to Chain A, then you will have to create a linkage between the Account group and the Chain A using the criteria, division is equal to California. You can also link an approval workflow group and chain using the default criteria type, **DEF**. While using the default criteria type, you must always set its value to **Y**.

The **Approval Workflow Group Chain Linkage** screen allows you to create a link between an approval workflow group and chain with or without using a criteria. This ensures that requests created for the business objects within a particular approval workflow group are sent to the approval workflow chain to which the group is associated. This screen consists of the following zones:

- [Approval Workflow Group Chain Linkages](#) on page 439
- [Approval Workflow Criteria](#) on page 439

Approval Workflow Group Chain Linkages

The **Approval Workflow Group Chain Linkages** zone lists links created between approval workflow groups and chains. You can create, edit, and delete the links through this zone.

This zone contains the following columns:

Column Name	Column Description
Group Chain Linkage ID	Displays the ID which is generated automatically when the link is created.
Approval Workflow Group	Displays the approval workflow group for which the link is created.
Approval Workflow Chain	Displays the approval workflow chain for which the link is created.
Edit	On clicking the Edit (✎) icon, the Approval Workflow Group Chain Linkage screen appears where you can change the approval workflow group and chain.
Delete	On clicking the Delete (🗑) icon, you can delete the approval workflow group chain link.

You can create an approval workflow group chain link by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

On clicking the **Broadcast** (📡) icon corresponding to the approval workflow group chain link, the **Approval Workflow Criteria** zone appears.

Related Topics

For more information on...	See...
How to create an approval workflow group chain link	Creating an Approval Workflow Group Chain Link on page 440
How to edit an approval workflow group chain link	Editing an Approval Workflow Group Chain Link on page 441
How to delete an approval workflow group chain link	Deleting an Approval Workflow Group Chain Link on page 442

Approval Workflow Criteria

The **Approval Workflow Criteria** zone displays the approval workflow criteria that you have defined for associating the approval workflow group with the approval workflow chain. You can define, edit, and delete the approval workflow criteria through this zone.

This zone contains the following columns:

Column Name	Column Description
Logical Operator	Displays the logical operator used to define the criteria. By default, the system uses AND operator.
Criterion Type	Displays the description of the criteria type.
Operator	Displays the relational operator used to define the relation between the criterion type and criterion value.
Criterion Value	Displays the value of the criteria type.
Sequence	Indicates the order in which the criterion is verified.

Column Name	Column Description
Edit	On clicking the Edit (✎) icon, the Approval Workflow Criterion screen appears where you can edit the criterion.
Delete	On clicking the Delete (🗑) icon, you can delete the criterion.

You can define an approval workflow criterion by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to define a criterion	Defining an Approval Workflow Criterion on page 442
How to edit a criterion	Editing an Approval Workflow Criterion on page 443
How to delete a criterion	Deleting an Approval Workflow Criterion on page 444

Creating an Approval Workflow Group Chain Link

Prerequisites

To create an approval workflow group chain link, you should have:

- Required approval workflow group and chain defined in the application

Procedure

To create an approval workflow group chain link:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Group Chain Linkage**.
The **Approval Workflow Group Chain Linkage** screen appears.
3. Click the **Add** link in the upper right corner of the **Approval Workflow Group Chain Linkages** zone.
The **Approval Workflow Group Chain Linkage** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Approval Workflow Group	Used to specify the approval workflow group. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search BO Group Code for Approval Transaction Admin window appears.	Yes
Approval Workflow Chain	Used to specify the approval workflow chain. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Approver Chain Code window appears.	Yes

4. Enter the required details.

Note: You can search for an approval workflow group and chain by clicking the **Search** (🔍) icon corresponding to the respective field.

5. Click **Save**.

The approval workflow group chain link is created.

Related Topics

For more information on...	See...
Approval Workflow Group Chain Linkage screen	Approval Workflow Group Chain Linkage on page 438
Approval Workflow Group Chain Linkages zone	Approval Workflow Group Chain Linkages on page 439

Editing an Approval Workflow Group Chain Link

Prerequisites

To edit an approval workflow group chain link, you should have:

- Required approval workflow group and chain defined in the application

Procedure

To edit an approval workflow group chain link:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Group Chain Linkage**.
The **Approval Workflow Group Chain Linkage** screen appears.
3. Click the **Edit** (✎) icon in the **Edit** column corresponding to the link whose details you want to edit.
The **Approval Workflow Group Chain Linkage** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Approval Workflow Group	Used to specify the approval workflow group. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search BO Group Code for Approval Transaction Admin window appears.	Yes
Approval Workflow Chain	Used to specify the approval workflow chain. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Approver Chain Code window appears.	Yes

4. Modify the required details.

Note: You can search for an approval workflow group and chain by clicking the **Search** (🔍) icon corresponding to the respective field.

5. Click **Save**.

The changes made to the approval workflow group chain link are saved.


Related Topics

For more information on...	See...
Approval Workflow Group Chain Linkage screen	Approval Workflow Group Chain Linkage on page 438
Approval Workflow Group Chain Linkages zone	Approval Workflow Group Chain Linkages on page 439

Deleting an Approval Workflow Group Chain Link

Procedure

To delete an approval workflow group chain link:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Group Chain Linkage**.
The **Approval Workflow Group Chain Linkage** screen appears.
3. Click the **Delete**  icon in the **Delete** column corresponding to the link that you want to delete.
A message appears confirming whether you want to delete the object.
4. Click **OK**.

The approval workflow group chain link is deleted.

Related Topics

For more information on...	See...
Approval Workflow Group Chain Linkage screen	Approval Workflow Group Chain Linkage on page 438
Approval Workflow Group Chain Linkages zone	Approval Workflow Group Chain Linkages on page 439

Defining an Approval Workflow Criterion

Prerequisites

To define an approval workflow criterion, you should have:

- Required criteria type defined in the application

Procedure

To define an approval workflow criterion:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Group Chain Linkage**.
The **Approval Workflow Group Chain Linkage** screen appears.

- Click the **Broadcast** (📡) icon corresponding to the link for which you want to define a criteria.
The **Approval Workflow Criteria** zone appears.

- Click the **Add** link in the upper right corner of the **Approval Workflow Criteria** zone.

The **Approval Workflow Criterion** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Group Chain Linkage ID	Displays the ID which is generated automatically when the link is created.	Not applicable
Criterion Type	Used to specify the criteria type that you want to use for defining the criterion. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Approver Criteria Type Code window appears.	Yes
Operator	Indicates the relational operator used to define the relation between the criterion type and criterion value.	Yes
Criterion Value	Used to specify the criterion value.	Yes

- Enter the required details.

Note: You can search for a criteria type by clicking the **Search** (🔍) icon corresponding to the field.

- Click **Save**.

The approval workflow criterion is defined.

Related Topics

For more information on...	See...
Approval Workflow Group Chain Linkage screen	Approval Workflow Group Chain Linkage on page 438
Approval Workflow Group Chain Linkages zone	Approval Workflow Group Chain Linkages on page 439
Approval Workflow Criteria zone	Approval Workflow Criteria on page 439

Editing an Approval Workflow Criterion

Prerequisites

To edit an approval workflow criterion, you should have:

- Required criteria type defined in the application

Procedure

To edit an approval workflow criterion:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **A** and then click **Approval Workflow Group Chain Linkage**.

The **Approval Workflow Group Chain Linkage** screen appears.

3. Click the **Broadcast** (📡) icon corresponding to the link whose criteria you want to edit.

The **Approval Workflow Criteria** zone appears.

4. Click the **Edit** (✎) icon in the **Edit** column corresponding to the criterion that you want to edit.

The **Approval Workflow Criterion** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Group Chain Linkage ID	Displays the ID which is generated automatically when the link is created.	Not applicable
Criterion Type	Used to specify the criteria type that you want to use for defining the criterion. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Approver Criteria Type Code window appears.	Yes
Operator	Indicates the relational operator used to define the relation between the criterion type and criterion value.	Yes
Criterion Value	Used to specify the criterion value.	Yes

5. Modify the required details.

Note: You can search for a criteria type by clicking the **Search** (🔍) icon corresponding to the field.

6. Click **Save**.

The changes made to the approval workflow criterion are saved.

Related Topics

For more information on...	See...
Approval Workflow Group Chain Linkage screen	Approval Workflow Group Chain Linkage on page 438
Approval Workflow Group Chain Linkages zone	Approval Workflow Group Chain Linkages on page 439
Approval Workflow Criteria zone	Approval Workflow Criteria on page 439

Deleting an Approval Workflow Criterion

Procedure

To delete an approval workflow criterion:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Group Chain Linkage**.

The **Approval Workflow Group Chain Linkage** screen appears.

3. Click the **Broadcast** (📡) icon corresponding to the link whose criteria you want to edit.
The **Approval Workflow Criteria** zone appears.
4. Click the **Delete** (🗑️) icon in the **Delete** column corresponding to the criterion that you want to delete.
A message appears confirming whether you want to delete the object.
5. Click **OK**.
The approval workflow criterion is deleted.

Related Topics

For more information on...	See...
Approval Workflow Group Chain Linkage screen	Approval Workflow Group Chain Linkage on page 438
Approval Workflow Group Chain Linkages zone	Approval Workflow Group Chain Linkages on page 439
Approval Workflow Criteria zone	Approval Workflow Criteria on page 439

Approval Workflow Settings

Once the approval workflow group is created, you need to set the **Active** flag of the group to **Yes**. The **Active** flag is used to indicate whether approval workflow request should be created for an approval workflow group or not. If the flag for an approval workflow group (for example, the Account group) is set to **Yes**, then the approval workflow request is created when changes are made to any account.

The **Approval Workflow Settings** screen allows you to define various settings for approval workflow groups. This screen consists of the following zones:




- [Approval Workflow Settings](#) on page 445

Approval Workflow Settings

The **Approval Workflow Settings** zone displays various settings defined for a list of approval workflow groups. You can define, edit, and delete the settings of an approval workflow group through this zone.

This zone contains the following columns:

Column Name	Column Description
Approval Workflow Group	Displays the description of the approval workflow group.
Approval Chain Selection Algorithm	Indicates the algorithm that will be triggered after creating the approval workflow request. Note: This algorithm identifies the approval workflow chain that must be used for the approval workflow group.
Prevalidation Flag	Indicates whether validation must be done before the approval workflow request is created. The valid values are: <ul style="list-style-type: none"> • Y • N

Column Name	Column Description
Active	Indicates whether the approval workflow is required for the business objects in the approval workflow group. The valid values are: <ul style="list-style-type: none"> • Y • N • Conditional
Conditional Algorithm	Indicates the algorithm that will be used to determine the business objects for which the approval workflow must be activated.
Edit	On clicking the Edit () icon, the Approval Workflow Setting screen appears where you can edit the settings of the approval workflow group.
Regenerate UI Maps	On clicking the Regenerate UI Maps () icon, you can regenerate the Input and Display UI maps for the approval workflow group. <p>Note:</p> <p>If the Input and Display UI maps already exist for the approval workflow group, they are overwritten with the new Input and Display UI maps. Any manual modifications made to the previous UI maps will be lost. If you want to make any modifications to an automatically generated UI map, it is recommended that you create a copy of an automatically generated UI map, save it with a new name, make the modifications in the new UI map, and then attach it to the group.</p> <p>If the C1-REGENUI application service is added in the user's user group, only then the user can automatically regenerate the Input and Display UI maps associated with a group.</p>
Delete	On clicking the Delete () icon, you can delete the settings of the approval workflow group.

You can define settings for an approval workflow group by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to define the settings of an approval workflow group	Defining Approval Workflow Settings on page 446
How to edit the settings of an approval workflow group	Editing Approval Workflow Settings on page 448
How to delete the settings of an approval workflow group	Deleting Approval Workflow Settings on page 450

Defining Approval Workflow Settings

Procedure

To define settings for an approval workflow group:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Setting**.
The **Approval Workflow Settings** screen appears.

3. Click the **Add** link in the upper right corner of the **Approval Workflow Settings** zone.

The **Approval Workflow Setting** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Approval Workflow Group	Used to specify the approval workflow group. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search BO Group Code for Approval Transaction Admin window appears.	Yes
Approval Chain Selection Algorithm	Used to specify the algorithm that will be triggered after creating the approval workflow request. Note: This algorithm identifies the approval workflow chain that must be used for the approval workflow group. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	Yes
Prevalidation Flag	Used to indicate whether validation must be done before the approval workflow request is created. The valid values are: <ul style="list-style-type: none">• Yes• No	Yes
Active	Used to indicate whether the approval workflow is required for the business objects in the approval workflow group. The valid values are: <ul style="list-style-type: none">• Yes — Used when you want to activate the approval workflow for the business objects in the approval workflow group.• No — Used when you do not want to activate the approval workflow for the business objects in the approval workflow group.• Conditional — Used when you want to activate the approval workflow for business objects that satisfy particular criteria (for example, when the person or account belongs to a particular division). Note that, at present, this functionality works only for an approval workflow group which consists of a single business object.	Yes
Conditional Algorithm	Used to specify the algorithm that will be used to determine the business objects for which the approval workflow must be activated. Note: This field appears only when you select the Conditional option from the Active list.	Yes (Conditional) Note: This field is required when you select the Conditional option from the Active list.

- Enter the required details.

Note: You can search for an approval workflow group and algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

- Click **Save**.

The settings are defined for the approval workflow group.

Note: On clicking the **Save** button, the system checks whether the **Active** flag for the approval workflow group is set to **Yes**. If yes, the system checks whether you have already specified the Input and Display UI maps manually for the approval workflow group. If not, the system automatically creates the Input and Display UI maps. If you now go to the **Approval Workflow Group** screen, you will be able to view the names of the Input and Display UI maps (which are automatically generated) corresponding to the approval workflow group for which the approval workflow is activated. The Input UI map is named using the CM_<Approval Workflow Group Code>_AppTxn_Input naming convention, and the Display UI map is named using the CM_<Approval Workflow Group Code>_AppTxn_Display naming convention.

Related Topics

For more information on...	See...
Approval Workflow Settings screen	Approval Workflow Settings on page 445
Approval Workflow Settings zone	Approval Workflow Settings on page 445

Editing Approval Workflow Settings

Procedure

To edit settings of an approval workflow group:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **A** and then click **Approval Workflow Setting**.
The **Approval Workflow Settings** screen appears.
- Click the **Edit** (✎) icon in the **Edit** column corresponding to the group whose settings you want to edit.

The **Approval Workflow Setting** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Approval Workflow Group	Used to specify the approval workflow group. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search BO Group Code for Approval Transaction Admin window appears.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Approval Chain Selection Algorithm	Used to specify the algorithm that will be triggered after creating the approval workflow request. Note: This algorithm identifies the approval workflow chain that must be used for the approval workflow group. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	Yes
Prevalidation Flag	Used to indicate whether validation must be done before the approval workflow request is created. The valid values are: <ul style="list-style-type: none"> • Yes • No 	Yes
Active	Used to indicate whether the approval workflow is required for the business objects in the approval workflow group. The valid values are: <ul style="list-style-type: none"> • Yes — Used when you want to activate the approval workflow for the business objects in the approval workflow group. • No — Used when you do not want to activate the approval workflow for the business objects in the approval workflow group. • Conditional — Used when you want to activate the approval workflow for business objects that satisfy particular criteria (for example, when the person or account belongs to a particular division). Note that, at present, this functionality works only for an approval workflow group which consists of a single business object. 	Yes
Conditional Algorithm	Used to specify the algorithm that will be used to determine the business objects for which the approval workflow must be activated. Note: This field appears only when you select the Conditional option from the Active list.	Yes (Conditional) Note: This field is required when you select the Conditional option from the Active list.

4. Modify the required details.

Note: You can search for an approval workflow group and algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

5. Click **Save**.

The changes made to the approval workflow group settings are saved.

Note: On clicking the **Save** button, the system checks whether the **Active** flag for the approval workflow group is set to **Yes**. If yes, the system checks whether the Input and Display UI maps already exist for the approval workflow group. If not, the system automatically creates the Input and Display UI maps. If you now go to the **Approval Workflow Group** screen, you will be able to view the names of the Input and Display

UI maps (which are automatically generated) corresponding to the approval workflow group for which the approval workflow is activated. The Input UI map is named using the CM_<Approval Workflow Group Code>_AppTxn_Input naming convention, and the Display UI map is named using the CM_<Approval Workflow Group Code>_AppTxn_Display naming convention.


Related Topics

For more information on...	See...
Approval Workflow Settings screen	Approval Workflow Settings on page 445
Approval Workflow Settings zone	Approval Workflow Settings on page 445

Deleting Approval Workflow Settings

Procedure

To delete settings of an approval workflow group:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Setting**.
The **Approval Workflow Settings** screen appears.
3. Click the **Delete**  icon in the **Delete** column corresponding to the approval workflow group whose settings you want to delete.
A message appears confirming whether you want to delete the object.
4. Click **OK**.
The settings of the approval workflow group are deleted.

Related Topics

For more information on...	See...
Approval Workflow Settings screen	Approval Workflow Settings on page 445
Approval Workflow Settings zone	Approval Workflow Settings on page 445

Approval Workflow Reason

You have to define the reason codes which are used when the approval workflow request is either rejected or cancelled. The reason code helps to indicate the reason why a particular request was rejected or cancelled.

The **Approval Workflow Reason** screen allows you to define, edit, and delete a reason code. This screen consists of the following zones:

- [Approval Workflow Reasons](#) on page 450

Approval Workflow Reasons

The **Approval Workflow Reasons** zone lists reason codes that are already defined in the system. You can define, edit, and delete a reason code through this zone.

This zone contains the following columns:

Column Name	Column Description
Code	Displays the reason code.
Description	Displays the description of the reason code.
Category	Displays the category to which the reason code belongs.
Edit	On clicking the Edit (✎) icon, the Approval Workflow Reason screen appears where you can edit the reason code.
Delete	On clicking the Delete (🗑) icon, you can delete the reason code.

You can define a reason code by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to define a reason code	Defining a Reason Code on page 451
How to edit a reason code	Editing a Reason Code on page 452
How to delete a reason code	Deleting a Reason Code on page 452

Defining a Reason Code

Procedure

To define a reason code:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Reason**.
The **Approval Workflow Reason** screen appears.
3. Click the **Add** link in the upper right corner of the **Approval Workflow Reasons** zone.
The **Approval Workflow Reason** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Used to specify the reason code.	Yes
Description	Used to specify the description for the reason code.	Yes
Category	Used to specify the category to which the reason code belongs. You can either select Reject or Cancelled .	Yes

4. Enter the required details.
5. Click **Save**.
The reason code is defined.


Related Topics

For more information on...	See...
Approval Workflow Reason screen	Approval Workflow Reason on page 450
Approval Workflow Reasons zone	Approval Workflow Reasons on page 450

Editing a Reason Code

Procedure

To edit a reason code:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Reason**.
The **Approval Workflow Reason** screen appears.
3. Click the **Edit** () icon in the **Edit** column corresponding to the reason code that you want to edit.

The **Approval Workflow Reason** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Code	Displays the reason code.	Not applicable
Description	Used to specify the description for the reason code.	Yes
Category	Used to specify the category to which the reason code belongs. You can either select Reject or Cancelled .	Yes

4. Modify the required details.
5. Click **Save**.
The changes made to the reason code are saved.


Related Topics

For more information on...	See...
Approval Workflow Reason screen	Approval Workflow Reason on page 450
Approval Workflow Reasons zone	Approval Workflow Reasons on page 450

Deleting a Reason Code

Procedure

To delete a reason code:

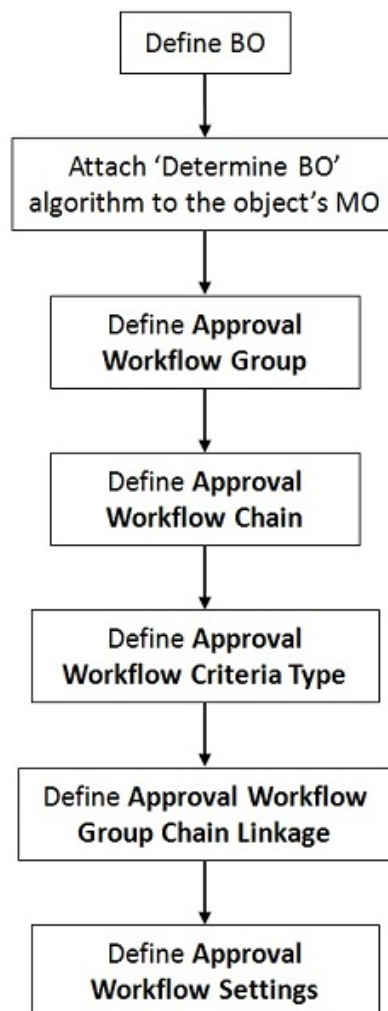
1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Approval Workflow Reason**.
The **Approval Workflow Reason** screen appears.
3. Click the **Delete** () icon in the **Delete** column corresponding to the reason code that you want to delete.
A message appears confirming whether you want to delete the object.
4. Click **OK**.
The reason code is deleted.

Related Topics

For more information on...	See...
Approval Workflow Reason screen	Approval Workflow Reason on page 450
Approval Workflow Reasons zone	Approval Workflow Reasons on page 450

Approval Workflow Scenario

This section explains how you can configure an approval workflow scenario followed by a sample scenario for person entity. You can configure an approval workflow using the following steps:



You can configure an approval workflow for a person entity using following steps:

1. Define the Business Object **C1_PERSON_BO** for the entity to configure Approval Workflow, in case there is no preexisting BO in the system.

2. Ensure that the 'Determine BO' algorithm is defined on the entities's MO. The 'Determine BO' algorithm should be defined with the algorithm type **F1-MOBO** and its BO's soft parameter is set to the business object defined in step 1.
3. An approval workflow is configured for an approval workflow group which consists of either one or more related business objects. For example, for approving price assignments, the approval workflow group will consist of Price Assignment BO, **C1_PRICEASGN_BO** and the Price Component BO. Configure the Approval Workflow Group for person.
4. Approval workflow chain can be defined for single level of approval or multi level approval using To Do roles. In order to configure multi-level approval workflow, the approval workflow chain should be defined. In case of multi-level approval workflow, if any user with the To Do Role defined for a level approves the approval workflow transaction, the To Do notification will be sent to the next level To Do Role users. Rejecting the transaction, To Do will be sent to the users in the Submitter To Do Role.
5. Configure the Approval Workflow Criteria Type for person. The approval workflow is associated with the approval workflow chain based on the approval workflow criteria. You need to define the criteria type for each business object to associate approval workflow requests with the approval workflow chains. The Criteria or Algorithm must be defined based on the value of criteria type flag. The system also provides a default criteria type named DEF, which can be used for associating approval workflow requests with the approval workflow chains.
6. After configuring the approval workflow group and the approval workflow chain, you can link them using the approval workflow criteria. Configure the Approval Workflow Group Chain Linkage for person. It requires the Approval Workflow Group and the Approval Workflow Chain to be configured for the person as well as value of the criteria type.
7. Once the approval workflow group is configured, configure the Approval Workflow Settings for person with the Active flag set to Yes.
8. The approval workflow is invoked based on a Conditional Approval Workflow Algorithm **C1-APPCPER**. An approval workflow is invoked if the conditions for the parameters set in **C1-APPCPER** algorithm are satisfied. You can set the parameters; Criteria Type, Criteria Value and appTxnSwitch for Conditional Approval Workflow Algorithm. The value (Y/N) set for appTxnSwitch determines if the workflow will be triggered.
9. Configuring Approval Workflow Reason with reason codes which will be used when the approval workflow request is either rejected or cancelled

Chapter

6

Multi-Currency Accounts

Topics:

- [Creating Adjustments](#)
- [Generating Bills](#)
- [Applying Payments](#)
- [Monitoring Overdue Debt](#)
- [Generating History](#)

Oracle Revenue Management and Billing allows you to change the currency in which an account is invoiced. While the charges on a bill must be in a single currency, accounts can now be billed in different currencies over time. For example, when a person opens an account, he/she might be billed in US Dollars. However, with the Multi-Currency Accounts feature enabled, the same account can be billed in Euros in the near future. You can use the Multi-Currency Accounts functionality only when:

- You set the **Multi-Currency Accounts (C1_MLTCURACC)** feature configuration.
- The account's person class is enabled for open item accounting. In other words, the **Open Item Accounting** check box of the account's customer class is selected.
- The account does not have any active or pending loans, payment plans, payment arrangements, or recurring charge contracts.

The following are some limitations while using the Multi-Currency Accounts functionality:

- Overdue charges in multiple currencies may not be referred to a collection agency. Such cases would be handled via a manual referral.
- Because the account's customer class must be enabled for open-item accounting, you can only use Overdue Processing to collect overdue bills. The Collections and Severance processes are not supported for open-item accounting.
- Write offs involving multiple currencies must be performed manually.
- Budgets, deposits, pay plans, and payment arrangements are not supported.

Note: If there is an outstanding debt for an account in more than one currency, the system displays “***” instead of the total account balance across the application.

To use the Multi-Currency Accounts functionality, you need to:

- Set the **Multi-Currency Accounts (C1_MLTCURACC)** feature configuration
- Define required currencies along with currency symbols
- Define invoice currencies for divisions. This is because while changing the invoice currency of an account, you can only view those invoice currencies that are associated to the account's division.
- Define the required exchange rates for currency conversion

- Create tender control and deposit control for every invoice currency defined in the system
- Define an adjustment type that you want to use during currency conversion, and link it to the relevant adjustment profile
- Define an adjustment type that you want to use during Write off process, and link it to the relevant adjustment profile
- Define a contract type that you want to use during over payments to transfer the credit balance to other contracts
- Set the collection method of the account's customer class to **Overdue**
- Setup auto-pay to debit the bill amount, and not the account's balance
- Setup the account's customer class to keep credits on a separate contract

The following business processes are enhanced for implementing the Multi-Currency Accounts functionality:

- [Creating Adjustments](#) on page 457
- [Generating Bills](#) on page 457
- [Applying Payments](#) on page 457
- [Monitoring Overdue Debt](#) on page 457
- [Generating History](#) on page 457

Related Topics

For more information on...	See...
How to set the Multi-Currency Accounts (C1_MLTCURACC) feature configuration	Setting the C1_MLTCURACC Feature Configuration on page 1716

Creating Adjustments

If you are using the Multi-Currency Accounts functionality, you can create adjustments in the currency which is different from the account's invoice currency.

Generating Bills

A bill is generated in the account's invoice currency. If you change the invoice currency of an account, any new bills will be generated in the new currency. For example, if you have changed the invoice currency of an account from US Dollars to Euros on 1st Feb 2010, all bills generated thereafter will be generated in Euros.

When a bill is completed and adjustments are swept onto the bill, adjustments that are created in the currency which is different from the account's invoice currency will be converted to the account's invoice currency. The system will create a transfer adjustment for each adjustment that is converted to provide complete audit information. The adjustment type specified in the **Transfer Adjustment Type for Currency Conversion** option type of the **Multi-Currency Accounts (C1_MLTCURACC)** feature configuration will be used for the conversion. The original adjustment and to-side of the transfer adjustment will be placed on the same match event.

Also, during bill completion, the Contract Type – Bill Completion algorithm type, **CREDIT-XFER**, which is usually specified on the credit contract, will automatically convert credit amounts in one currency to the invoice currency before distributing those credits.

Applying Payments

If you are using the Multi-Currency Accounts feature, you can apply payments in the currency which is different from the account's invoice currency. However, note that the currency used for payment cannot be different from the one used for billing.

When applying a payment, you can only select **Bill ID** as the match type. Also, all tenders for the same payment event must be in the same currency.

Monitoring Overdue Debt

Currency code is now optional while defining collection class overdue rules. When a batch job is processed, the Overdue Debt Monitor will search for overdue rules that match the account's collection class, division, and currency. If overdue rules for that combination are found, those rules will be executed. If the overdue rules are not found, the Overdue Debt Monitor will search for overdue rules that match the account's collection class and division. If overdue rules for that combination are found, those rules will be executed. If the overdue rules are not found, the account will be skipped.

Generating History

If the account has financial transactions in multiple currencies, zero appears throughout the **Current Balance** and **Payoff Balance** columns in the following screens:

- Account Financial History
- Contract Financial History
- View Account Financial Transaction History

Chapter 7

Rules Engine

Topics:

- [Rule Type](#)
- [View Rule Type](#)
- [Rule](#)
- [View Rule](#)
- [Rule Check](#)

A rules engine executes one or more business rules in a runtime production environment. It allows you to define, execute, and maintain these business rules separately from the application code. You can then use these business rules in any program to facilitate operational decisions at runtime. For example, you might use business rules in the Collection module to decide the collection strategy or in the Banking module to derive charges codes or price items for the transaction.

A rules engine allows you to classify these rules using the rule type. It also allows you to define the relationship between two or more rules and set the priority for each rule. When a calling program invokes these rules using the rule type, all effective rules with the specified rule type are executed, starting with the rule having highest priority. For example, a rule with the priority 10 will be executed before a rule with the priority 20.

Each rule contains one or more criteria. Depending on whether the criteria is satisfied, the system either executes the next criteria or indicates whether the rule is true or false. The rules engine allows you to define what should happen when the rule is true or false. In both the cases, you can enforce the system to either:

- Execute any dependent rule
- Execute a rule with the same rule type having lower priority
- Return the output parameters and their values to the calling program

You can define a criteria for a rule only using those parameters that are associated with the rule type. Also, when the rule is true, you can only return those parameters that are associated with the rule type to the calling programs. Therefore, in case you want to use any parameter in the rule, you have to associate it with the rule type as an input and output parameter.

A rules engine also allows you to execute preprocessing and postprocessing algorithms. A preprocessing algorithm is triggered before executing any criteria in the rule. It pre-processes the input parameters and then returns processed values against which the criteria is validated. A postprocessing algorithm is triggered after executing all criteria in the rule. It post-processes the output parameters and returns the updated values to the calling programs or dependent rules.

Oracle Revenue Management and Billing provides you with the Rule Check utility. It allows you to validate whether rules defined with a specific rule type get executed as expected. On validating, it indicates the sequence in which the rules were executed, the total execution time, and displays the output parameters of the rule that was successfully executed.

Rule Type

The **Rule Type** screen allows you to create, edit, delete, and copy a rule type. This screen consists of the following zones:

- [Search](#) on page 460





Search

The **Search** zone allows you to search for a rule type. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Type	Used to specify the rule type.	No
Description	Used to specify the description for the rule type.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Rule Type	Displays the rule type.
Description	Displays the description of the rule type.
View	On clicking the View () icon, the View Rule Type screen appears where you can view the details of the rule type.
Edit	On clicking the Edit () icon, the Edit Rule Type screen appears where you can edit the details of the rule type.
Delete	On clicking the Delete () icon, you can delete the rule type. Note: You can delete a rule type only when rules are not yet defined using the rule type.
Copy	On clicking the Copy () icon, the Copy Rule Type screen appears where you can create a rule type using an existing rule type.

You can create a new rule type by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a rule type	Searching for a Rule Type on page 461
How to view the details of a rule type	Viewing the Rule Type Details on page 466
How to create a rule type	Creating a Rule Type on page 461
How to edit a rule type	Editing a Rule Type on page 462
How to delete a rule type	Deleting a Rule Type on page 464
How to copy a rule type	Copying a Rule Type on page 464

Searching for a Rule Type

Procedure

To search for a rule type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Rule Type**.
A sub-menu appears.
3. Click the **Search** option from the **Rule Type** sub-menu.
The **Rule Type** screen appears.
4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of rule types that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Rule Type screen	Rule Type on page 460
Search zone	Search on page 460

Creating a Rule Type

Prerequisites

To create a rule type, you should have:

- Fields that you want to use as parameters defined in the application

Procedure

To create a rule type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Rule Type**.
A sub-menu appears.
3. Click the **Add** option from the **Rule Type** sub-menu.
The **Add Rule Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Type	Used to specify the rule type.	Yes
Description	Used to specify the description for the rule type.	Yes

In addition, this screen contains the **Input and Output Parameters** section. It allows you to specify the fields that you can use as input and/or output parameters while defining a rule using the rule type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence Number	Used to specify the sequence number of the field.	Yes
Field	Used to specify the field name. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Field Search window appears.	Yes
Rule Input/Output	Used to indicate whether the field will be used as input and/or output parameter while defining a rule. The valid values are: <ul style="list-style-type: none"> • Input • Input and Output • Output 	Yes

4. Enter the required details.

Note:

You can search for a field by clicking the **Search** (🔍) icon corresponding to the field.

If you want to associate more than one field with the rule type, click the **Add** (+) icon and then specify the details in the **Input and Output Parameters** section. However, if you want to remove a field from the rule type, click the **Delete** (🗑️) icon corresponding to the field.

5. Click **Save**.

The rule type is created.

Related Topics

For more information on...	See...
Rule Type screen	Rule Type on page 460
Search zone	Search on page 460

Editing a Rule Type

Prerequisites

To edit a rule type, you should have:

- Fields that you want to use as parameters defined in the application

Procedure

To edit a rule type:

1. Search for the rule type in the **Rule Type** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the rule type whose details you want to edit.

The **Edit Rule Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Type	Displays the rule type.	Not applicable
Description	Used to specify the description for the rule type.	Yes

In addition, this screen contains the **Input and Output Parameters** section. It allows you to specify the fields that you can use as input and/or output parameters while defining a rule using the rule type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence Number	Used to specify the sequence number of the field.	Yes
Field	Used to specify the field name. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Field Search window appears.	Yes
Rule Input/Output	Used to indicate whether the field will be used as input and/or output parameter while defining a rule. The valid values are: <ul style="list-style-type: none"> • Input • Input and Output • Output 	Yes

Tip: Alternatively, you can access the **Edit Rule Type** screen by clicking the **Edit** link in the **View Rule Type** screen.

3. Modify the required details.

Note:

You can search for a field by clicking the **Search** (🔍) icon corresponding to the field.

If you want to associate more than one field with the rule type, click the **Add** (+) icon and then specify the details in the **Input and Output Parameters** section. However, if you want to remove a field from the rule type, click the **Delete** (🗑) icon corresponding to the field.

You can edit or remove a field from the rule type only when the field is not yet used as an input and/or output parameter in any rule which is created using the rule type.

4. Click **Save**.

The changes made to the rule type are saved.

Related Topics

For more information on...	See...
View Rule Type screen	View Rule Type on page 465
How to search for a rule type	Searching for a Rule Type on page 461

Deleting a Rule Type

Procedure

To delete a rule type:

1. Search for the rule type in the **Rule Type** screen.
2. In the **Search Results** section, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the rule type that you want to delete.

A message appears confirming whether you want to delete the rule type.

Note: You can delete a rule type only when rules are not yet defined using the rule type.

3. Click **OK**.

The rule type is deleted.

Related Topics

For more information on...	See...
How to search for a rule type	Searching for a Rule Type on page 461

Copying a Rule Type

Instead of creating a rule type from scratch, you can create a new rule type using an existing rule type. This is possible through copying a rule type. On copying a rule type, the parameters associated with the original rule type are copied to the new rule type. You can then add or remove parameters from the new rule type.

Prerequisites

To copy a rule type, you should have:

- Rule type (whose copy you want to create) defined in the application
- Fields that you want to use as parameters defined in the application

Procedure

To copy a rule type:

1. Search for the rule type in the **Rule Type** screen.
2. In the **Search Results** section, click the **Copy** (📄) icon in the **Copy** column corresponding to the rule type whose copy you want to create.

The **Copy Rule Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Type	Used to specify the rule type.	Yes
Description	Used to specify the description for the rule type.	Yes

In addition, this screen contains the **Input and Output Parameters** section. It allows you to specify the fields that you can use as input and/or output parameters while defining a rule using the rule type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence Number	Used to specify the sequence number of the field.	Yes
Field	Used to specify the field name. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Field Search window appears.	Yes
Rule Input/Output	Used to indicate whether the field will be used as input and/or output parameter while defining a rule. The valid values are: <ul style="list-style-type: none"> • Input • Input and Output • Output 	Yes

3. Enter the required details.

Note:

You can search for a field by clicking the **Search** (🔍) icon corresponding to the field.

If you want to associate more than one field with the rule type, click the **Add** (+) icon and then specify the details in the **Input and Output Parameters** section. However, if you want to remove a field from the rule type, click the **Delete** (🗑️) icon corresponding to the field.

4. Click **Save**.

The new rule type is created.

Related Topics

For more information on...	See...
How to search for a rule type	Searching for a Rule Type on page 461

View Rule Type

The **View Rule Type** screen allows you to view the details of a rule type. This screen consists of the following zones:

- [Rule Type Information](#) on page 465

Rule Type Information

The **Rule Type Information** zone displays information about the rule type. This zone contains the following fields:

Field Name	Field Description
Rule Type	Displays the rule type.

Field Name	Field Description
Description	Displays the description of the rule type.

In addition, this zone contains the **Input and Output Parameters** section. It indicates the fields that you can use as input and/or output parameters while defining a rule using the rule type. This section contains the following columns:

Column Name	Column Description
Sequence Number	Indicates the sequence number of the field.
Field	Displays the field name.
Field Type	Indicates whether the field will be used as input and/or output parameter while defining a rule. The valid values are: <ul style="list-style-type: none"> • Input • Input and Output • Output

The **Edit** link appears in the upper-right corner of the **Rule Type Information** zone. On clicking the **Edit** link, the **Edit Rule Type** screen appears where you can edit the details of the rule type.


Related Topics

For more information on...	See...
How to view the details of a rule type	Viewing the Rule Type Details on page 466

Viewing the Rule Type Details

Procedure

To view the details of a rule type:

1. Search for the rule type in the **Rule Type** screen.
2. In the **Search Results** section, click the **View** () icon in the **View** column corresponding to the rule type whose details you want to view.

The **View Rule Type** screen appears.

3. View the details of the rule type in the **Rule Type Information** zone.

Related Topics

For more information on...	See...
View Rule Type screen	View Rule Type on page 465
Rule Type Information zone	Rule Type Information on page 465
How to search for a rule type	Searching for a Rule Type on page 461

Rule

The **Rule** screen allows you to define, edit, delete, and copy a rule. This screen consists of the following zones:

- [Search](#) on page 467





Search

The **Search** zone allows you to search for a rule. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Code	Used to specify the rule code.	No
Rule Type	Used to specify the type of rule.	No
Description	Used to specify the description for the rule.	No
Rule Priority	Used to specify the priority of the rule.	No
Effective Start Date	Used to specify the date from when the rule is effective.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Priority	Displays the priority of the rule.
Code	Displays the rule code.
Description	Displays the description of the rule.
Type	Displays the type of rule.
Start Date	Displays the date from when the rule is effective.
End Date	Displays the date till when the rule is effective.
Preprocessing Algorithm	Indicates the algorithm that will be triggered before executing the criteria in the rule. It pre-processes the input parameters and then returns processed values against which the criteria is validated.
Postprocessing Algorithm	Indicates the algorithm that will be triggered when the rule is true. It post-processes the output parameters and returns the updated values to the calling programs or dependent rules.
View	On clicking the View () icon, the View Rule screen appears where you can view the details of the rule.
Edit	On clicking the Edit () icon, the Edit Rule screen appears where you can edit the details of the rule.
Delete	On clicking the Delete () icon, you can delete the rule. Note: You can delete a rule only if it is not used.
Copy	On clicking the Copy () icon, the Copy Rule screen appears where you can create a rule using an existing rule.

You can create a new rule by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a rule	Searching for a Rule on page 468
How to view the details of a rule	Viewing the Rule Details on page 480
How to define a rule	Defining a Rule on page 468
How to edit a rule	Editing a Rule on page 473
How to delete a rule	Deleting a Rule on page 477
How to copy a rule	Copying a Rule on page 477

Searching for a Rule

Procedure

To search for a rule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Rule** sub-menu.
The **Rule** screen appears.
4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of rules that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Rule screen	Rule on page 466
Search zone	Search on page 467

Defining a Rule

Prerequisites

To define a rule, you should have:

- Rule types defined in the application
- Preprocessing and postprocessing algorithms, dependent rules, and parameters defined in the application in case you want to use any of them

Procedure

To define a rule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Rule**.
A sub-menu appears.
3. Click the **Add** option from the **Rule** sub-menu.

The **Add Rule** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Code	Used to specify the rule code.	Yes
Rule Type	Used to specify the type of rule.	Yes
Description	Used to specify the description for the rule.	Yes
Rule Priority	Used to specify the priority of the rule. Note: You cannot define two rules with the same rule type and priority in the same duration.	Yes
Effective Start Date	Used to specify the date from when the rule is effective.	Yes
Effective End Date	Used to specify the date till when the rule is effective. Note: The effective end date cannot be earlier than the effective start date.	No
Preprocessing Algorithm	Used to specify the algorithm that will be triggered before executing the criteria in the rule. It pre-processes the input parameters and then returns processed values against which the criteria is validated. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No
Postprocessing Algorithm	Used to specify the algorithm that will be triggered when the rule is true. It post-processes the output parameters and returns the updated values to the calling programs or dependent rules. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No

Field Name	Field Description	Mandatory (Yes or No)
Rule True Action	Used to indicate what should happen when all conditions in the rule are satisfied and returns Rule is True . The valid values are: <ul style="list-style-type: none"> • Next Dependent Rule — Used to indicate that the dependent rule should be executed when the rule is true. • Next Rule by Priority — Used to indicate that the rule of the same rule type having lower priority should be executed when the rule is true. • Success — Used to indicate that no more rules should be executed when the rule is true. The output parameters and their values are returned to the calling programs. 	Yes
Dependent Rule	Used to specify the next dependent rule that must be executed when Next Dependent Rule is selected from the Rule True Action list.	Yes (Conditional) Note: This field is required when you select Next Dependent Rule from the Rule True Action list.
Rule False Action	Used to indicate what should happen when any of the criteria in the rule is not satisfied and returns Rule is False . The valid values are: <ul style="list-style-type: none"> • Next Dependent Rule — Used to indicate that the dependent rule should be executed when the rule is false. • Next Rule by Priority — Used to indicate that the rule of the same rule type having lower priority should be executed when the rule is false. • Success — Used to indicate that no more rules should be executed when the rule is false. The output parameters and their values are returned to the calling programs. 	Yes
Dependent Rule	Used to specify the next dependent rule that must be executed when Next Dependent Rule is selected from the Rule False Action list.	Yes (Conditional) Note: This field is required when you select Next Dependent Rule from the Rule False Action list.

In addition, it contains the following two sections:

- **Rule Output Parameters** — Used to specify the output parameters that must be returned to the calling programs or dependent rules when all conditions in the rule are satisfied. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Parameter Name	Used to specify the parameter. Note: For more information about the output parameters that you can specify while defining a rule, see Transaction Validation and Initial Price Item Determination on page 544. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Rule Type Field window appears.	Yes
Parameter Value	Used to specify the value for the parameter. Note: You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(:) in the parameter value.	Yes

- **Criteria** — Used to define criteria for the rule. This section contains the following columns:


Column Name	Column Description	Mandatory (Yes or No)
Sequence Number	Used to indicate the order in which the criteria should be executed in the rule.	Yes
Parameter Name	Used to indicate whether you want to specify a field or an algorithm as an input parameter. It also allows you to specify the field or algorithm name. Note: If a business label is defined for a user defined field (that you have selected), the business label appears in the Parameter Name field. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Rule Type Field window appears.	Yes
Operator	Used to specify the relational operator to define the relation between the parameter name and value.	Yes
Parameter Value	Used to specify the parameter value. Note: You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(:) in the parameter value. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Rule Type Field window appears.	Yes



Column Name	Column Description	Mandatory (Yes or No)
Is True	Used to indicate what should happen when the condition is true (satisfied). The valid values are: <ul style="list-style-type: none"> • Check next condition — Used to indicate that the condition with consecutive sequence number should be executed. • Rule is false — Used to indicate that the action specified in the Rule False Action field should be executed. • Rule is true — Used to indicate that the action specified in the Rule True Action field should be executed. 	Yes
Is False	Used to indicate what should happen when the condition is false (not satisfied). The valid values are: <ul style="list-style-type: none"> • Check next condition — Used to indicate that the condition with consecutive sequence number should be executed. • Rule is false — Used to indicate that the action specified in the Rule False Action field should be executed. • Rule is true — Used to indicate that the action specified in the Rule True Action field should be executed. 	Yes
Is Insufficient	Used to indicate what should happen when the data is insufficient. The valid values are: <ul style="list-style-type: none"> • Check next condition — Used to indicate that the condition with consecutive sequence number should be executed. • Rule is false — Used to indicate that the action specified in the Rule False Action field should be executed. • Rule is true — Used to indicate that the action specified in the Rule True Action field should be executed. 	Yes

Tip: Alternatively, you can access the **Add Rule** screen by clicking the **Add** link in the upper right corner of the **Search** zone in the **Rule** screen.

4. Enter the required details.

Note:

You can search for a parameter, dependent rule and an algorithm by clicking the **Search** () icon corresponding to the respective field.

If you want to associate more than one output parameter with the rule or define more than one criteria for the rule, click the **Add** () icon and then specify the details. However, if you want to remove an output parameter or a criteria from the rule, click the **Delete** () icon corresponding to it.

5. Click **Save**.

The rule is defined.

Related Topics

For more information on...	See...
Rule screen	Rule on page 466
Search zone	Search on page 467

Editing a Rule

Prerequisites

To edit a rule, you should have:

- Preprocessing and postprocessing algorithms, dependent rules, and parameters defined in the application in case you want to use any of them

Procedure

To edit a rule:

1. Search for the rule in the **Rule** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the rule whose details you want to edit.

The **Edit Rule** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Code	Used to specify the rule code.	Yes
Rule Type	Used to specify the type of rule.	Yes
Description	Used to specify the description for the rule.	Yes
Rule Priority	Used to specify the priority of the rule. Note: You cannot define two rules with the same rule type and priority in the same duration.	Yes
Effective Start Date	Used to specify the date from when the rule is effective.	Yes
Effective End Date	Used to specify the date till when the rule is effective. Note: The effective end date cannot be earlier than the effective start date.	No
Preprocessing Algorithm	Used to specify the algorithm that will be triggered before executing the criteria in the rule. It pre-processes the input parameters and then returns processed values against which the criteria is validated. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No

Field Name	Field Description	Mandatory (Yes or No)
Postprocessing Algorithm	<p>Used to specify the algorithm that will be triggered when the rule is true. It post-processes the output parameters and returns the updated values to the calling programs or dependent rules.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No
Rule True Action	<p>Used to indicate what should happen when all conditions in the rule are satisfied and returns Rule is True. The valid values are:</p> <ul style="list-style-type: none"> • Next Dependent Rule — Used to indicate that the dependent rule should be executed when the rule is true. • Next Rule by Priority — Used to indicate that the rule of the same rule type having lower priority should be executed when the rule is true. • Success — Used to indicate that no more rules should be executed when the rule is true. The output parameters and their values are returned to the calling programs. 	Yes
Dependent Rule	<p>Used to specify the next dependent rule that must be executed when Next Dependent Rule is selected from the Rule True Action list.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you select Next Dependent Rule from the Rule True Action list.</p>
Rule False Action	<p>Used to indicate what should happen when any of the criteria in the rule is not satisfied and returns Rule is False. The valid values are:</p> <ul style="list-style-type: none"> • Next Dependent Rule — Used to indicate that the dependent rule should be executed when the rule is false. • Next Rule by Priority — Used to indicate that the rule of the same rule type having lower priority should be executed when the rule is false. • Success — Used to indicate that no more rules should be executed when the rule is false. The output parameters and their values are returned to the calling programs. 	Yes

Field Name	Field Description	Mandatory (Yes or No)
Dependent Rule	Used to specify the next dependent rule that must be executed when Next Dependent Rule is selected from the Rule False Action list.	Yes (Conditional) Note: This field is required when you select Next Dependent Rule from the Rule False Action list.

In addition, it contains the following two sections:

- **Rule Output Parameters** — Used to specify the output parameters that must be returned to the calling programs or dependent rules when all conditions in the rule are satisfied. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Parameter Name	Used to specify the parameter. Note: For more information about the output parameters that you can specify while defining a rule, see Transaction Validation and Initial Price Item Determination on page 544. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Rule Type Field window appears.	Yes
Parameter Value	Used to specify the value for the parameter. Note: You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;) in the parameter value.	Yes

- **Criteria** — Used to define criteria for the rule. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence Number	Used to indicate the order in which the criteria should be executed in the rule.	Yes
Parameter Name	Used to indicate whether you want to specify a field or an algorithm as an input parameter. It also allows you to specify the field or algorithm name. Note: If a business label is defined for a user defined field (that you have selected), the business label appears in the Parameter Name field. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Rule Type Field window appears.	Yes
Operator	Used to specify the relational operator to define the relation between the parameter name and value.	Yes

Column Name	Column Description	Mandatory (Yes or No)
Parameter Value	<p>Used to specify the parameter value.</p> <p>Note: You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;) in the parameter value.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Rule Type Field window appears.</p>	Yes
Is True	<p>Used to indicate what should happen when the condition is true (satisfied). The valid values are:</p> <ul style="list-style-type: none"> • Check next condition — Used to indicate that the condition with consecutive sequence number should be executed. • Rule is false — Used to indicate that the action specified in the Rule False Action field should be executed. • Rule is true — Used to indicate that the action specified in the Rule True Action field should be executed. 	Yes
Is False	<p>Used to indicate what should happen when the condition is false (not satisfied). The valid values are:</p> <ul style="list-style-type: none"> • Check next condition — Used to indicate that the condition with consecutive sequence number should be executed. • Rule is false — Used to indicate that the action specified in the Rule False Action field should be executed. • Rule is true — Used to indicate that the action specified in the Rule True Action field should be executed. 	Yes
Is Insufficient	<p>Used to indicate what should happen when the data is insufficient. The valid values are:</p> <ul style="list-style-type: none"> • Check next condition — Used to indicate that the condition with consecutive sequence number should be executed. • Rule is false — Used to indicate that the action specified in the Rule False Action field should be executed. • Rule is true — Used to indicate that the action specified in the Rule True Action field should be executed. 	Yes

Tip: Alternatively, you can access the **Edit Rule** screen by clicking the **Edit** link in the **View Rule** screen.

3. Modify the required details.

Note: You can search for a parameter, dependent rule and an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

4. Add or remove output parameters or criteria from the rule, if required.

Note: If you want to associate more than one output parameter with the rule or define more than one criteria for the rule, click the **Add** (+) icon and then specify the details. However, if you want to remove an output parameter or a criteria from the rule, click the **Delete** (🗑️) icon corresponding to it.

5. Click **Save**.

The changes made to the rule are saved.

Related Topics

For more information on...	See...
Rule screen	Rule on page 466
Search zone	Search on page 467

Deleting a Rule

Procedure

To delete a rule:

1. Search for the rule in the **Rule** screen.
2. In the **Search Results** section, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the rule that you want to delete.

A message appears confirming whether you want to delete the rule.

Note: You can delete a rule only if it is not used.

3. Click **OK**.

The rule is deleted.

Related Topics

For more information on...	See...
Rule screen	Rule on page 466
Search zone	Search on page 467

Copying a Rule

Instead of creating a rule from scratch, you can also create a new rule using an existing rule. You can do this by copying a rule. When you copy a rule, the output parameters and criteria defined for the original rule are copied to the new rule. You can then add or remove parameters or criteria from the new rule.

Prerequisites

To copy a rule, you should have:

- Rule (whose copy you want to create) defined in the application
- Preprocessing and postprocessing algorithms, dependent rules, and parameters defined in the application in case you want to use any of them

Procedure

To copy a rule:


1. Search for the rule in the **Rule** screen.
2. In the **Search Results** section, click the **Copy** () icon corresponding to the rule whose copy you want to create.



The **Copy Rule** screen appears.

3. Enter the new rule code and the description for the new rule.
4. Modify the required details.
5. Add or remove output parameters or criteria from the new rule.

Note:

You can specify any special characters except ampersand (&), comma (,), underscore (_), equal to (=), tilde (~), and semi-colon(;), in the parameter value.

You can search for a parameter, dependent rule and an algorithm by clicking the **Search** () icon corresponding to the respective field.

If you want to associate more than one output parameter with the rule or define more than one criteria for the rule, click the **Add** () icon and then specify the details. However, if you want to remove an output parameter or a criteria from the rule, click the **Delete** () icon corresponding to it.

For more information about the output parameters that you can specify while defining a rule, see [Transaction Validation and Initial Price Item Determination](#) on page 544.

6. Click **Save**.

The new rule is defined.

Related Topics

For more information on...	See...
Rule screen	Rule on page 466
Search zone	Search on page 467
How to define a rule	Defining a Rule on page 468

View Rule

The **View Rule** screen allows you to view the details of a rule. This screen consists of the following zones:

- [Rule Information](#) on page 478

Rule Information

The **Rule Information** zone displays information about the rule. This zone contains the following fields:

Field Name	Field Description
Rule Code	Displays the rule code.
Rule Type	Indicates the type of rule.
Description	Displays the description of the rule.

Field Name	Field Description
Rule Priority	Indicates the priority of the rule. Note: You can use the Move Up (↑) and Move Down (↓) icons corresponding to this field to view the details of a rule (having the same rule type) with a higher or lower priority. Note that this functionality is available only when you access the View Rule screen through the Rule screen.
Effective Start Date	Displays the date from when the rule is effective.
Effective End Date	Displays the date till when the rule is effective.
Preprocessing Algorithm	Indicates the algorithm that will be triggered before executing the criteria in the rule. It pre-processes the input parameters and then returns processed values against which the criteria is validated.
Postprocessing Algorithm	Indicates the algorithm that will be triggered after executing the criteria in the rule. It post-processes the output parameters and returns the updated values to the calling programs or dependent rules.
Rule True Action	Indicates what should happen when all conditions in the rule are satisfied and returns Rule is True .
Dependent Rule	Indicates the next dependent rule that must be executed when Next Dependent Rule is selected from the Rule True Action list.
Rule False Action	Indicates what should happen when any of the criteria in the rule is not satisfied and returns Rule is False .
Dependent Rule	Indicates the next dependent rule that must be executed when Next Dependent Rule is selected from the Rule False Action list.

In addition, it contains the following two sections:

- **Rule Output Parameters** — Lists the output parameters that must be returned to the calling programs or dependent rules when all conditions in the rule are satisfied. This section contains the following columns:

Column Name	Column Description
Parameter Name	Displays the name of the parameter. In addition, this column has a context menu which helps in navigating to the Field screen.
Parameter Value	Displays the value of the parameter.

- **Criteria** — Lists the criteria defined in the rule. This section contains the following columns:

Column Name	Column Description
Sequence Number	Indicates the order in which the criteria should be executed in the rule.
Parameter Type	Indicates whether the input parameter is a field or an algorithm.
Parameter Name	Displays the field or algorithm name which is used as an input parameter.
Operator	Indicates the relational operator used to define the relation between the parameter name and value.
Parameter Value	Displays the parameter value.

Column Name	Column Description
Is True	<p>Indicates what should happen when the condition is true (satisfied). The valid values are:</p> <ul style="list-style-type: none"> • Check next condition — Indicates that the condition with consecutive sequence number should be executed. • Rule is false — Indicates that the action specified in the Rule False Action field should be executed. • Rule is true — Indicates that the action specified in the Rule True Action field should be executed.
Is False	<p>Indicates what should happen when the condition is false (not satisfied). The valid values are:</p> <ul style="list-style-type: none"> • Check next condition — Indicates that the condition with consecutive sequence number should be executed. • Rule is false — Indicates that the action specified in the Rule False Action field should be executed. • Rule is true — Indicates that the action specified in the Rule True Action field should be executed.
Is Insufficient	<p>Indicates what should happen when the data is insufficient. The valid values are:</p> <ul style="list-style-type: none"> • Check next condition — Indicates that the condition with consecutive sequence number should be executed. • Rule is false — Indicates that the action specified in the Rule False Action field should be executed. • Rule is true — Indicates that the action specified in the Rule True Action field should be executed.

The **Edit** link appears in the upper-right corner of the **Rule Information** zone. On clicking the **Edit** link, the **Edit Rule** screen appears where you can edit the details of the rule.

Related Topics

For more information on...	See...
How to view the details of a rule	Viewing the Rule Details on page 480

Viewing the Rule Details

Procedure

To view the details of a rule:

1. Search for the rule in the **Rule** screen.
2. In the **Search Results** section, click the **View** () icon in the **View** column corresponding to the rule whose details you want to view.

The **View Rule** screen appears.

3. View the details of the rule in the **Rule Information** zone.

Related Topics

For more information on...	See...
How to search for a rule	Searching for a Rule on page 468
View Rule screen	View Rule on page 478
Rule Information zone	Rule Information on page 478

Rule Check

The **Rule Check** screen allows you to validate whether rules of a particular rule type are executed as expected. On validating, it indicates the sequence in which all effective rules were executed, the total execution time, and the output parameters of the rule that was successfully executed. This screen consists of the following sections:

- [Rule Type Input Parameters](#)
- [Rule Output Parameters](#)
- [Rule Execution](#)

Rule Type Input Parameters

The **Rule Type Input Parameters** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Type	Used to specify the rule type.	Yes
Effective Date	Used when you want to execute the rules which are effective on a particular date. Note: If you do not specify the effective date, the system executes all rules which are effective on the system date.	No
Parameter Name	Indicates the input parameter. Note: The input parameters listed change depending on the rule type that you have selected.	Not applicable
Parameter Value	Used to specify the value for the input parameter.	Yes

In addition, this section contains the **Check Rule** button. On clicking the button, you can validate the sequence in which the rules with the specified rule type are executed.

Rule Output Parameters

The **Rule Output Parameters** section contains the following fields:

Field Name	Field Description
Status	Displays the status of the rule execution. The valid values are: <ul style="list-style-type: none"> • Success — Indicates that one of the rule was successfully executed and returned the output parameters. • Fail — Indicates that none of the rules with the specified rule type were successfully executed. • Error — Indicates that an error occurred while executing a rule.
Execution Time	Displays the total time taken to execute all effective rules with the specified rule type.

Field Name	Field Description
Error	Displays the error message indicating the error that occurred while executing a rule. Note: This field appears only when the status is Error .

In addition, this section contains the following columns:

Column Name	Column Description
Parameter Name	Displays the output parameter of the rule that was successfully executed.
Parameter Value	Displays the value of the output parameter.

Rule Execution

The **Rule Execution** section indicates the sequence in which all effective rules with the specified rule type were executed. This section contains the following columns:

Column Name	Column Description
Rule Code	Indicates the rule that was executed.
Rule Type	Indicates the type of rule.
Rule Priority	Indicates the priority of the rule.
Rule Status Flag	Indicates whether the rule was true or false.
Rule Next Action	Indicates the action that took place when the rule was true or false.

Validating Effective Rules

Procedure

To validate effective rules with a particular rule type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Rule Check**.
The **Rule Check** screen appears.
3. Select the rule type from the list to indicate the type of rules you want to validate.
The input parameters are listed depending on the rule type that you have selected.
4. Enter the value for the input parameters using which you want to validate the rules.
Note: You must specify the value for at least one input parameter while validating rules in the **Rule Check** screen.
5. Click **Check Rule**.

The effective rules with the specified rule type are executed based on the priority defined for each rule. The status of the rule execution and the total execution time along with the output parameters are displayed in the **Rule Output Parameters** section. In addition, you can view the sequence in which all effective rules were executed in the **Rule Execution** section.

Related Topics

For more information on...	See...
Rule Check screen	Rule Check on page 481



Chapter

8

Alternate Sequential Bill Numbers

Topics:

- [Sequential Bill Number Generation Algorithms](#)
- [Enabling the Alternate Sequential Bill Numbers Feature](#)

Each bill is uniquely identified by its bill ID. Bill ID is a random, system-generated number. In some locales, bills have an additional identifier known as alternate sequential bill number. Alternate sequential bill numbers are system-generated, sequential numbers. For example, the first bill generated by the system is assigned a sequential bill number of 1, the next bill is assigned a value of 2, and so on.

If you want to generate alternate sequential bill numbers, you must select the **Use Sequential Bill Numbers** check box in the **Billing** tab of the **Installation Options** screen. However, you can only generate alternate sequential bill numbers for bills that are complete and for which the alternate sequential bill numbers are not yet generated.

You can configure the application to generate alternate sequential bill numbers which are either unique throughout the system or within the division. The **Assign Sequential Bill Numbers (ASSGNSBN)** batch allows you to generate alternate sequential bill numbers for completed bills. You need to configure this batch such that it is executed at regular intervals. For more information about the batch, refer to *Oracle Revenue Management and Billing Batch Guide*.

Sequential Bill Number Generation Algorithms

The following table lists the sequential bill number generation algorithm types shipped with the product:

If you want to generate...	Then create algorithm using the following algorithm type....
Alternate sequential bill numbers unique throughout the system	C1_ALTBLLSYS on page 486
Alternate sequential bill numbers unique within the division	C1_ALTBLDV on page 489
Alternate sequential bill numbers unique throughout the system and in the required format using a set of parameters	C1_ALTBSYSI on page 486 Note: The alternate sequential bill number will be unique throughout the system only when you configure the algorithm parameters appropriately.
Alternate sequential bill numbers unique within the division and in the required format using a set of parameters	C1_ALTBLDIVI on page 489 Note: The alternate sequential bill number will be unique within the division only when you configure the algorithm parameters appropriately.

C1_ALTBLLSYS

The **C1_ALTBLLSYS** algorithm type is used to generate alternate bill ID for a completed bill. The alternate bill ID is sequenced using the sequence number, and is unique throughout the system. This algorithm type does not have any parameters.

C1_ALTBSYSI

The **C1_ALTBSYSI** algorithm type is used to generate alternate bill ID for a completed bill. You can generate alternate bill ID in the required format using the following parameters:

Parameter	Description
'X'	Here, X stands for a separator. For example, ' ; '. The separator must be enclosed within single quotes. It will act as a delimiter in the alternate sequential bill number.
CIS_DIVISION	The division to which the account belongs. It is retrieved from the bill. It should not be more than five characters.
BILL_CYC_CD	The bill cycle of the account for which the bill is generated. It is retrieved from the bill. It should not be more than four characters.

Parameter	Description
ACCT_IDENTIFIER=<Account_Identifier_Type>,<CharStartPosition>,<CharCount>	<p>Here, you need to specify the following information separated by a comma:</p> <ul style="list-style-type: none"> • <Account_Identifier_Type> - Used to indicate the account identifier type whose value must be used to generate the alternate sequential bill number. • <CharStartPosition> - Used to indicate the starting position from where you want to extract the characters from the account identifier. If you do not specify the starting position, by default, it is set to zero (0) (i.e. from the first character). • <CharCount> - Used to indicate the number of characters that you want to extract from the account identifier. If you do not specify the count, by default, it is set to five.
CHARACC=<Characteristic_Type>,<CharStartPosition>,<CharCount>	<p>Here, you need to specify the following information separated by a comma:</p> <ul style="list-style-type: none"> • <Characteristic_Type> - Used to indicate the account's characteristic whose value must be used to generate the alternate sequential bill number. • <CharStartPosition> - Used to indicate the starting position from where you want to extract the characters from the characteristic value. If you do not specify the starting position, by default, it is set to zero (0) (i.e. from the first character). • <CharCount> - Used to indicate the number of characters that you want to extract from the characteristic value. If you do not specify the count, by default, it is set to five. <p>Note: If the same characteristic is defined multiple times for an account, the characteristic value which is effective on the batch business date is considered.</p>

Parameter	Description
CHARPER=<Characteristic_Type>,<CharStartPosition>,<CharCount>	<p>Here, you need to specify the following information separated by a comma:</p> <ul style="list-style-type: none"> • <Characteristic_Type> - Used to indicate the person's characteristic whose value must be used to generate the alternate sequential bill number. • <CharStartPosition> - Used to indicate the starting position from where you want to extract the characters from the characteristic value. If you do not specify the starting position, by default, it is set to zero (0) (i.e. from the first character). • <CharCount> - Used to indicate the number of characters that you want to extract from the characteristic value. If you do not specify the count, by default, it is set to five. <p>Note: If the same characteristic is defined multiple times for an account, the characteristic value which is effective on the batch business date is considered.</p>
BILL_DT=MMddy	<p>The date when the bill is created for the account. It should not be more than six characters. You can use the following patterns in the date format:</p> <ul style="list-style-type: none"> • "yyyy" or "yy" for year • "MM" or "M" for month • "dd" or "d" for day <p>Note: The date format should either start or end with the year.</p>
SEQ_NBR	<p>The sequence number generated by the database. It should not be more than 12 characters.</p>
FIXED_SUFFIX=XX	<p>Here, X stands for a letter or a group of letters that you want to add at the end of the alternate sequential bill number.</p>
LEFT_PADDING_CHAR=ZERO LEFT_PADDING_CHAR=SPACE	<p>or</p> <p>Indicates whether you want to add zero or space when the number of characters derived from the account's or person's characteristic value is less than the character count. The padding is added to the left.</p>

You can specify the above mentioned parameters against any of the following parameters available in the **C1_ALTBLSYS1** algorithm type:

- Field1
- Field2
- Field3
- Field4
- Field5
- Field6
- Field7
- Field8

- Field9
- Field10

None of these algorithm type parameters are mandatory. The system will concatenate the parameter values and then generate alternate bill ID in the required format. For example, if you created the algorithm using the following parameters:

- Field1 — CIS_DIVISION
- Field2 — ‘|’
- Field3 — SEQ_NBR
- Field4 — ‘-’
- Field5 — FIXED_SUFFIX=01

In this case, the system will generate the alternate bill ID in the CIS_DIVISION|SEQ_NBR-01 format. For example, DIV1|12345678-01. If you want to generate unique alternate bill ID, we recommend you to use the **SEQ_NBR** parameter while creating an algorithm using the **C1_ALTBLSYS1** algorithm type.

Note that if you do not specify the value for any parameters while creating an algorithm using the **C1_ALTBLSYS1** algorithm type, the system will generate the alternate bill ID using the sequence number.

While specifying the value for these parameters, you need to ensure that the length of the alternate bill ID should not exceed 30 characters. An algorithm named **C1_ALTBLSYS1** is already shipped with the product. You can create custom algorithms using the **C1_ALTBLSYS1** algorithm type to design the required alternate bill ID format using the above mentioned parameters.

C1_ALTBLDV

The **C1_ALTBLDV** algorithm type is used to generate alternate bill ID for a completed bill which is unique within the division. For example, two bills (such as B1 and B2) belonging to the same division (such as D1) cannot have the same alternate bill ID. However, two bills (such as B1 and B2) belonging to different divisions, (such as D1 and D2) can have the same alternate bill ID.

This algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Initial Bill Sequence Number	Used to specify the initial alternate bill ID that you want to use while sequencing. Note: If you do not specify any value for this parameter, by default, the system will generate the initial alternate bill ID for sequencing.	No

C1_ALTBLDIV1

The **C1_ALTBLDIV1** algorithm type is used to generate alternate bill ID for a completed bill. You can generate alternate bill ID in the required format using the following parameters:

Parameter	Description
‘X’	Here, X stands for a separator. For example, ‘;’. The separator must be enclosed within single quotes. It will act as a delimiter in the alternate sequential bill number.
CIS_DIVISION	The division to which the account belongs. It is retrieved from the bill. It should not be more than five characters.

Parameter	Description
BILL_CYC_CD	The bill cycle of the account for which the bill is generated. It is retrieved from the bill. It should not be more than four characters.
ACCT_IDENTIFIER=<Account_Identifier_Type>,<CharStartPosition>,<CharCount>	<p>Here, you need to specify the following information separated by a comma:</p> <ul style="list-style-type: none"> • <Account_Identifier_Type> - Used to indicate the account identifier type whose value must be used to generate the alternate sequential bill number. • <CharStartPosition> - Used to indicate the starting position from where you want to extract the characters from the account identifier. If you do not specify the starting position, by default, it is set to zero (0) (i.e. from the first character). • <CharCount> - Used to indicate the number of characters that you want to extract from the account identifier. If you do not specify the count, by default, it is set to five.
CHARACC=<Characteristic_Type>,<CharStartPosition>,<CharCount>	<p>Here, you need to specify the following information separated by a comma:</p> <ul style="list-style-type: none"> • <Characteristic_Type> - Used to indicate the account's characteristic whose value must be used to generate the alternate sequential bill number. • <CharStartPosition> - Used to indicate the starting position from where you want to extract the characters from the characteristic value. If you do not specify the starting position, by default, it is set to zero (0) (i.e. from the first character). • <CharCount> - Used to indicate the number of characters that you want to extract from the characteristic value. If you do not specify the count, by default, it is set to five. <p>Note: If the same characteristic is defined multiple times for an account, the characteristic value which is effective on the batch business date is considered.</p>

Parameter	Description
CHARPER=<Characteristic_Type>,<CharStartPosition>,<CharCount>	<p>Here, you need to specify the following information separated by a comma:</p> <ul style="list-style-type: none"> • <Characteristic_Type> - Used to indicate the person's characteristic whose value must be used to generate the alternate sequential bill number. • <CharStartPosition> - Used to indicate the starting position from where you want to extract the characters from the characteristic value. If you do not specify the starting position, by default, it is set to zero (0) (i.e. from the first character). • <CharCount> - Used to indicate the number of characters that you want to extract from the characteristic value. If you do not specify the count, by default, it is set to five. <p>Note: If the same characteristic is defined multiple times for an account, the characteristic value which is effective on the batch business date is considered.</p>
BILL_DT=MMddy	<p>The date when the bill is created for the account. It should not be more than six characters. You can use the following patterns in the date format:</p> <ul style="list-style-type: none"> • "yyyy" or "yy" for year • "MM" or "M" for month • "dd" or "d" for day <p>Note: The date format should either start or end with the year.</p>
FIXED_SUFFIX=XX	<p>Here, X stands for a letter or a group of letters that you want to add at the end of the alternate sequential bill number.</p>
LEFT_PADDING_CHAR=ZERO LEFT_PADDING_CHAR=SPACE	<p>or</p> <p>Indicates whether you want to add zero or space when the number of characters derived from the account's or person's characteristic value is less than the character count. The padding is added to the left.</p>

You can specify the above mentioned parameters against any of the following parameters available in the **C1_ALTBLDIV1** algorithm type:

- Field1
- Field2
- Field3
- Field4
- Field5
- Field6
- Field7
- Field8
- Field9
- Field10

None of these algorithm type parameters are mandatory. The system will concatenate the parameter values and then generate alternate bill ID in the required format. For example, if you created the algorithm using the following parameters:

- Field1 — CIS_DIVISION
- Field2 — ‘|’
- Field3 — BILL_DT=MMddy
- Field4 — ‘-’
- Field5 — FIXED_SUFFIX=01

In this case, the system will generate the alternate bill ID in the CIS_DIVISION|MMddy-01 format. For example, DIV1|110501-01. Note that if you do not specify the value for any of these algorithm type parameters, the system will not generate the alternate bill ID for a completed bill.

While specifying the value for these parameters, you need to ensure that the length of the alternate bill ID should not exceed 30 characters. An algorithm named **C1_ALTBLDIV1** is already shipped with the product. You can create custom algorithms using the **C1_ALTBLDIV1** algorithm type to design the required alternate bill ID format using the above mentioned parameters.

Enabling the Alternate Sequential Bill Numbers Feature

Prerequisites

To enable the alternate sequential bill numbers feature, you should have:

- An algorithm created using the **C1_ALTBLLSYS**, **C1_ALTBLSYS1**, **C1_ALTBLDV**, or **C1_ALTBLDIV1** algorithm type depending on which you want to use for alternate sequential bill number generation

Procedure

To enable the alternate sequential bill numbers feature:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **I** and then click **Installation Options**.
The **Installation Options** screen appears.
3. Click the **Billing** tab.
The **Billing** tab appears.
4. Select the **Use Sequential Bill Numbers** check box to indicate that you want to generate alternate sequential bill numbers for completed bills.
The **Sequential Invoice** field is enabled.
5. Select the **System-wide** or **Division-specific** option from the **Sequential Invoice** list depending on whether you want alternate sequential bill numbers to be unique throughout the system or within the division.
6. Do either of the following:

If you want to generate...	Then
Alternate sequential bill numbers unique throughout the system	<ol style="list-style-type: none"> 1. Attach an algorithm created using the C1_ALTBLLSYS algorithm type to the Sequence Generation Algorithm field to indicate how the alternate bill numbers which are unique throughout the system should be sequenced.

If you want to generate...	Then
	<p>Note: The Sequence Generation Algorithm field is enabled only when you select the System-wide option from the Sequential Invoice list.</p> <ol style="list-style-type: none"> Click the Save button in the Page Title area. The changes made to the installation options are saved.
Alternate sequential bill numbers unique within the division	<ol style="list-style-type: none"> Click the Save button in the Page Title area. The changes made to the installation options are saved. Search for the division, whose accounts' bills should have alternate sequential bill numbers unique within the division, in the Division screen. The Division screen appears. Click the Algorithms tab. The Algorithms tab appears. Select the Sequential Bill Number Generation option from the Division Algorithm Entity list. Enter the sequence number to indicate the order in which the algorithms with the same entity should be executed. Attach an algorithm created using the C1_ALTBLDV algorithm type to the respective field to indicate how alternate bill numbers which are unique within the division should be sequenced. Click the Save button in the Page Title area. The changes made to the division are saved.
Alternate sequential bill numbers unique throughout the system and in the required format using a set of parameters	<ol style="list-style-type: none"> Attach an algorithm created using the C1_ALTBLSYS1 algorithm type to the Sequence Generation Algorithm field to indicate how the alternate bill numbers which are unique throughout the system should be generated. Note: The Sequence Generation Algorithm field is enabled only when you select the System-wide option from the Sequential Invoice list. The alternate sequential bill number will be unique throughout the system only when you configure the algorithm parameters appropriately. Click the Save button in the Page Title area. The changes made to the installation options are saved.
Alternate sequential bill numbers unique within the division and in	<ol style="list-style-type: none"> Click the Save button in the Page Title area.

If you want to generate...	Then
the required format using a set of parameters	<p>The changes made to the installation options are saved.</p> <ol style="list-style-type: none"> 2. Search for the division, whose accounts' bills should have alternate sequential bill numbers unique within the division, in the Division screen. The Division screen appears. 3. Click the Algorithms tab. The Algorithms tab appears. 4. Select the Sequential Bill Number Generation option from the Division Algorithm Entity list. 5. Enter the sequence number to indicate the order in which the algorithms with the same entity should be executed. 6. Attach an algorithm created using the C1_ALTBLDIV1 algorithm type to the respective field to indicate how the alternate bill numbers which are unique within the division should be generated. Note: The alternate sequential bill number will be unique within the division only when you configure the algorithm parameters appropriately. 7. Click the Save button in the Page Title area. The changes made to the division are saved.

Related Topics

For more information on...	See...
Alternate Sequential Bill Numbers	Alternate Sequential Bill Numbers on page 485
Sequential Bill Number Generation Algorithms	Sequential Bill Number Generation Algorithms on page 486

Chapter 9

Currency Conversion

Topics:

- [Prerequisites](#)
- [Bill Segment Generation](#)
- [Adjustment Creation](#)
- [Payment and Tender Creation](#)
- [Transaction Aggregation](#)
- [FT GL Creation](#)
- [Currency Conversion Algorithms](#)
- [Exchange Rate \(Used for Searching\)](#)
- [Exchange Rate \(Used for Viewing\)](#)

Oracle Revenue Management and Billing supports currency conversion using an exchange rate. The currency conversion feature is used only when the multi-currency accounts feature is enabled. In other words, you can use the currency conversion feature only when the **Allow Multi-Currency Accounts** option type of the **Multi-Currency Accounts (C1_MLTCURACC)** feature configuration is set to **Y**.

The currency conversion can take place during the following business processes which are configured in the system:

- Bill Segment Generation
- Adjustment Creation
- Payment and Tender Creation
- FT GL Creation
- Transaction Aggregation

To enable the currency conversion feature, you need to attach the currency conversion algorithm at the division level. The system facilitates you to define different conversion currency algorithm for each business process. The currency conversion feature functions only when the appropriate exchange rate is available in the system. Otherwise, erroneous results might occur.

The system allows you to define date or date and time based global and division-specific exchange rates. The date based exchange rate mean that the exchange rate is applicable throughout the day. However, the date and time based exchange rate mean that the exchange rate is applicable from that date and time onwards.

Note: At present, time is not passed as input from any module (such as, payments, adjustments, billing, transaction feed management, and so on) during currency conversion. Therefore, even if you define date and time based exchange rates and use the date and time based currency conversion algorithms at the division level, the system will not search date and time based exchange rate when multiple exchange rates are available on the same day. The system will randomly pick an exchange rate on that day. The implementation team has to build the custom logic to pass or input time to the date and time based currency conversion algorithms in order to derive the appropriate exchange rate.

The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. You can define the order in which exchange rate must be searched in the currency conversion algorithm.

While converting the amount from the source currency to the target currency (i.e. FROM CCY to TO CCY), the system uses the precision (i.e. decimal positions) of the target currency (i.e. TO CCY). For example, if you set the decimal positions for USD and INR to 1 and 2, respectively, the system uses 1 decimal position during currency conversion from INR to USD.

The system provides you with a facility to define whether you want to enable or disable the currency conversion feature for a rate component. If the currency conversion feature is enabled for a rate component, the currency conversion will take place while generating bill segments for the rate (i.e. rate component) based billable charges.

Prerequisites

To setup the currency conversion feature, you need to do the following:

- Define the required divisions and currencies in the system
- Define the values for the **CONV_TYPE_FLG** and **EXCH_RATE_SRC_FLG** lookup fields
- Define the Determine Business Object algorithm using the **F1-MOBO** algorithm type and attach it to the **C1_EXCHRATE** maintenance object

Note: The **C1-ExchangeRate** and **C1_EXCHRATE_BO** business objects are shipped with the product. The **C1-ExchangeRate** business object is used while defining and editing date and time based exchange rates. However, the **C1_EXCHRATE_BO** business object is used while defining and editing date based exchange rates. Depending on whether you want to define date or date and time based exchange rates, you need to accordingly set the **Business Object** parameter in the Determine Business Object algorithm. The system will then accordingly display the fields while defining or editing an exchange rate.

- Define the required exchange rates for currency conversion
- Set the following option types of the **Multi-Currency Accounts (C1_MLTCURACC)** feature configuration:
 - Allow Multi-Currency Accounts
 - Transfer Adjustment Type
- Set the **Allow Currency Conversion** field for each rate component to either **Yes** or **No** depending on whether you want to enable the currency conversion feature for the rate (i.e. rate component) based billable charges
- Create an algorithm of the **C1_CURALGBS** or **C1_EXCRTBS** algorithm type and attach it to the **Currency Conversion For Bill Segments** algorithm spot of the division when you want to enable currency conversion during:
 - Bill Segment Generation
 - FT GL Creation for Bill Segments

Note: The **C1_CURALGBS** algorithm type uses date based exchange rate during currency conversion. However, the **C1_EXCRTBS** algorithm type uses date and time based exchange rate during currency conversion.

- Create an algorithm of the **C1_CURALGAD** or **C1_EXCRTAD** algorithm type and attach it to the **Currency Conversion For Adjustments** algorithm spot of the division when you want to enable currency conversion during:
 - Adjustment Creation
 - FT GL Creation for Adjustments

Note: The **C1_CURALGAD** algorithm type uses date based exchange rate during currency conversion. However, the **C1_EXCRTAD** algorithm type uses date and time based exchange rate during currency conversion.

- Create an algorithm of the **C1_CURALGPY** or **C1_EXCRTPY** algorithm type and attach it to the **Currency Conversion For Payments** algorithm spot of the division when you want to enable currency conversion during:
 - Payment and Tender Creation
 - FT GL Creation for Payments

Note: The **C1_CURALGPY** algorithm type uses date based exchange rate during currency conversion. However, the **C1_EXCRTPY** algorithm type uses date and time based exchange rate during currency conversion.

- Create an algorithm of the **C1_CURALGTFM** or **C1_EXCRTTFM** algorithm type and attach it to the **Currency Conversion For Transaction Feed Management** algorithm spot of the division when you want to enable currency conversion during transaction aggregation

Note: The **C1_CURALGTFM** algorithm type uses date based exchange rate during currency conversion. However, the **C1_EXCRTTFM** algorithm type uses date and time based exchange rate during currency conversion.

- Create an algorithm of the **FTFREZGLEXTN** algorithm type and attach it on the **FT Freeze** system event of the customer class for which you want to create FT GL extension

Related Topics

For more information on...	See...
FTFREZGLEXTN algorithm type	FTFREZGLEXTN on page 516
C1_CURALGBS algorithm type	C1_CURALGBS on page 501
C1_CURALGAD algorithm type	C1_CURALGAD on page 503
C1_CURALGPY algorithm type	C1_CURALGPY on page 505
C1_CURALGTFM algorithm type	C1_CURALGTFM on page 507
C1_EXCRTBS algorithm type	C1_EXCRTBS on page 508
C1_EXCRTAD algorithm type	C1_EXCRTAD on page 510
C1_EXCRTPY algorithm type	C1_EXCRTPY on page 512
C1_EXCRTTFM algorithm type	C1_EXCRTTFM on page 514
How to set the Multi-Currency Accounts (C1_MLTCURACC) feature configuration	Setting the C1_MLTCURACC Feature Configuration on page 1716
How to define an exchange rate	Defining an Exchange Rate on page 523

Bill Segment Generation

The system allows you to generate bill segments using the following:

- **Pass through billable charges** — If the pass through billable charges have a bill line currency which is different from the account's invoice currency, the bill line amount is converted into the account's invoice currency during the bill segment generation.
- **Rate based billable charges** — If the rate based billable charges have a pricing currency which is different from the account's invoice currency, the amount is converted into the account's invoice currency during the bill segment generation.

In addition, during the post processing bill segment generation, if the pricing currency is different from the account's invoice currency, then the amount is converted into the account's invoice currency. The currency conversion is done only when you have an algorithm of the **C1_CURALGBS** or **C1_EXCRTBS** algorithm type attached on the **Currency Conversion For Bill Segments** algorithm spot of the respective division. In addition, the currency conversion is done for rate based billable charges only when the **Allow Currency Conversion** field in the respective rate component is set to **Yes**. Otherwise, the currency conversion will not happen. If the required exchange rate is not available during currency conversion, the status of the bill segment will change to **Error**.

Related Topics

For more information on...	See...
C1_CURALGBS algorithm type	C1_CURALGBS on page 501
C1_EXCRTBS algorithm type	C1_EXCRTBS on page 508

Adjustment Creation

There might be situations when the adjustment currency is different from the account's invoice currency. The system enables you to determine whether currency conversion must be done during adjustment creation or during bill completion. If you clear the **Print by Default** check box in the respective adjustment type, the currency conversion takes place during adjustment creation. However, if you select the **Print by Default** check box in the respective adjustment type, the currency conversion takes place during bill completion and not during adjustment creation. A transfer adjustment is created in the account's invoice currency and the reverse adjustment is created against the original adjustment in the adjustment currency when you complete the next bill of the account. The system creates the transfer and reverse adjustments using the adjustment type specified in the **Transfer Adjustment Type** option type of the **Multi-Currency Accounts (C1_MLTCURACC)** feature configuration.

The currency conversion is done only when you have an algorithm of the **C1_CURALGAD** or **C1_EXCRTAD** algorithm type attached on the **Currency Conversion For Adjustments** algorithm spot of the respective division. Otherwise, the currency conversion will not happen. If the required exchange rate is not available during currency conversion, the transfer adjustment will not be created.

Related Topics

For more information on...	See...
C1_CURALGAD algorithm type	C1_CURALGAD on page 503
C1_EXCRTAD algorithm type	C1_EXCRTAD on page 510

Payment and Tender Creation

If the payment currency is different from the account's invoice currency, the amount is converted into the account's invoice currency during payment and tender creation. The currency conversion is done only when you have an algorithm of the **C1_CURALGPY** or **C1_EXCRTPY** algorithm type attached on the **Currency Conversion For Payments** algorithm spot of the respective division. Otherwise, the currency conversion will not happen. If the required exchange rate is not available during currency conversion, the payment and tenders will not be created.

Note:

The currency conversion feature is available only when the payment currency (i.e. tender currency) is different from the payor account's invoice currency and not when the payor account's invoice currency is different from the payee account's invoice currency.

The currency conversion feature for payments is currently not supported from the **Payment Portal** screen and while uploading payment data from an external source.

Related Topics

For more information on...	See...
C1_CURALGPY algorithm type	C1_CURALGPY on page 505
C1_EXCRTPY algorithm type	C1_EXCRTPY on page 512

Transaction Aggregation

If the transaction or user defined (UDF) currency is different from the pricing currency, the amount is converted into the pricing currency when you are aggregating transactions based on the transaction or UDF amount. The currency conversion is done only when you have an algorithm of the **C1_CURALGTFM** or **C1_EXCRTTFM** algorithm type

attached on the **Currency Conversion For Transaction Feed Management** algorithm spot of the respective division. Otherwise, the currency conversion will not happen. If the required exchange rate is not available during currency conversion, the status of the transaction will change to **Error**.

Related Topics

For more information on...	See...
C1_CURALGTFM algorithm type	CI_CURALGTFM on page 507
C1_EXCRTTFM algorithm type	CI_EXCRTTFM on page 514

FT GL Creation

During FT GL creation, the system creates an FT GL extension when the account's invoice currency is different from the division's base currency. The FT GL extension is created for the following financial transaction (FT) types:

- Adjustment
- Adjustment Cancellation
- Bill Segment
- Bill Cancellation
- Pay Segment
- Pay Cancellation

The FT GL extension is created for bill segments only when you have an algorithm of the **C1_CURALGBS** or **C1_EXCRTBS** algorithm type attached on the **Currency Conversion For Bill Segments** algorithm spot of the respective division. The FT GL extension is created for payments only when you have an algorithm of the **C1_CURALGPY** or **C1_EXCRTPY** algorithm type attached on the **Currency Conversion For Payments** algorithm spot of the respective division. The FT GL extension is created for adjustments only when you have an algorithm of the **C1_CURALGAD** or **C1_EXCRTAD** algorithm type attached on the **Currency Conversion For Adjustments** algorithm spot of the respective division. Otherwise, the currency conversion will not happen and the FT GL extension will not be created. In addition, if the required exchange rate is not available during currency conversion, the FT GL extension will not be created.

Related Topics

For more information on...	See...
FTFREZGLEXTN algorithm type	FTFREZGLEXTN on page 516
C1_CURALGBS algorithm type	CI_CURALGBS on page 501
C1_CURALGAD algorithm type	CI_CURALGAD on page 503
C1_CURALGPY algorithm type	CI_CURALGPY on page 505
C1_EXCRTBS algorithm type	CI_EXCRTBS on page 508
C1_EXCRTPY algorithm type	CI_EXCRTPY on page 512
C1_EXCRTAD algorithm type	CI_EXCRTAD on page 510

Currency Conversion Algorithms

The following table lists the currency conversion algorithm types shipped with the product:

If you want to use...	Then create algorithm using the following algorithm type....
Date based exchange rate during currency conversion while: <ul style="list-style-type: none"> • Bill Segment Generation • FT GL Creation for Bill Segments 	CI_CURALGBS on page 501
Date based exchange rate during currency conversion while: <ul style="list-style-type: none"> • Adjustment Creation • FT GL Creation for Adjustments 	CI_CURALGAD on page 503
Date based exchange rate during currency conversion while: <ul style="list-style-type: none"> • Payment and Tender Creation • FT GL Creation for Payments 	CI_CURALGPY on page 505
Date based exchange rate during currency conversion while aggregating transactions	CI_CURALGTFM on page 507
Date and time based exchange rate during currency conversion while: <ul style="list-style-type: none"> • Bill Segment Generation • FT GL Creation for Bill Segments 	CI_EXCRTBS on page 508
Date and time based exchange rate during currency conversion while: <ul style="list-style-type: none"> • Adjustment Creation • FT GL Creation for Adjustments 	CI_EXCRTAD on page 510
Date and time based exchange rate during currency conversion while: <ul style="list-style-type: none"> • Payment and Tender Creation • FT GL Creation for Payments 	CI_EXCRTPY on page 512
Date and time based exchange rate during currency conversion while aggregating transactions	CI_EXCRTTFM on page 514

C1_CURALGBS

The **C1_CURALGBS** algorithm type is used to convert the amount in one currency to another currency using date based exchange rate. You can define date or date and time based global and division-specific exchange rates. The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. For example, if the FROM CCY is Canadian Dollars, TO CCY is Japanese Yen, and the division's base currency is U.S. Dollars, the system will first convert the amount from Canadian Dollars to U.S. Dollars and then convert the amount from U.S. Dollars to Japanese Yen.

The system allows you to indicate the order, in which the exchange rate must be searched, in the currency conversion algorithm. If you use the **Direct Rate First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Global direct exchange rate
3. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
4. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
5. Division-specific exchange rate through base currency
6. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

If you use the **Division First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
3. Division-specific exchange rate through base currency
4. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
5. Global direct exchange rate
6. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

You need to attach an algorithm of the **C1_CURALGBS** algorithm type on the **Currency Conversion For Bill Segments** algorithm spot of the division for which you want to enable the currency conversion feature. Once the algorithm is attached, the currency conversion will take place during:

- Bill Segment Generation
- FT GL Creation for Bill Segments

The **C1_CURALGBS** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Override Base Currency	Used to specify the base currency. This will override division's base currency while searching for an exchange rate through base currency.	No
Conversion Type	Used when you want to use the exchanges rates with a particular conversion type during currency conversion. Note: The parameter value must be already defined as a value in the CONV_TYPE_FLG lookup field.	No
Search Order (Valid Values: Division First, Direct Rate First)	Used to indicate the order in which you want to search for an exchange rate during currency conversion. The valid values are: <ul style="list-style-type: none"> • Direct Rate First • Division First If you do not specify the value for this parameter, by default, the system uses the Division First search order.	No

Parameter	Description	Mandatory (Yes or No)
Division Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for division-specific reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the division-specific reverse exchange rate.	No
Global Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for global reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the global reverse exchange rate.	No

Related Topics

For more information on...	See...
Bill Segment Generation	Bill Segment Generation on page 498
FT GL Creation	FT GL Creation on page 500
How to setup the currency conversion feature	Prerequisites on page 497

C1_CURALGAD

The **C1_CURALGAD** algorithm type is used to convert the amount in one currency to another currency using date based exchange rate. You can define date or date and time based global and division-specific exchange rates. The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. For example, if the FROM CCY is Canadian Dollars, TO CCY is Japanese Yen, and the division's base currency is U.S. Dollars, the system will first convert the amount from Canadian Dollars to U.S. Dollars and then convert the amount from U.S. Dollars to Japanese Yen.

The system allows you to indicate the order, in which the exchange rate must be searched, in the currency conversion algorithm. If you use the **Direct Rate First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Global direct exchange rate
3. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
4. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
5. Division-specific exchange rate through base currency
6. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency

8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

If you use the **Division First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
3. Division-specific exchange rate through base currency
4. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
5. Global direct exchange rate
6. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

You need to attach an algorithm of the **C1_CURALGAD** algorithm type on the **Currency Conversion For Adjustments** algorithm spot of the division for which you want to enable the currency conversion feature. Once the algorithm is attached, the currency conversion will take place during:

- Adjustment Creation
- FT GL Creation for Adjustments

The **C1_CURALGAD** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Override Base Currency	Used to specify the base currency. This will override division's base currency while searching for an exchange rate through base currency.	No
Conversion Type	Used when you want to use the exchanges rates with a particular conversion type during currency conversion. Note: The parameter value must be already defined as a value in the CONV_TYPE_FLG lookup field.	No
Search Order (Valid Values: Division First, Direct Rate First)	Used to indicate the order in which you want to search for an exchange rate during currency conversion. The valid values are: <ul style="list-style-type: none"> • Direct Rate First • Division First If you do not specify the value for this parameter, by default, the system uses the Division First search order.	No
Division Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for division-specific reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the division-specific reverse exchange rate.	No

Parameter	Description	Mandatory (Yes or No)
Global Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for global reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the global reverse exchange rate.	No

Related Topics

For more information on...	See...
Adjustment Creation	Adjustment Creation on page 499
FT GL Creation	FT GL Creation on page 500
How to setup the currency conversion feature	Prerequisites on page 497

C1_CURALGPY

The **C1_CURALGPY** algorithm type is used to convert the amount in one currency to another currency using date based exchange rate. You can define date or date and time based global and division-specific exchange rates. The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. For example, if the FROM CCY is Canadian Dollars, TO CCY is Japanese Yen, and the division's base currency is U.S. Dollars, the system will first convert the amount from Canadian Dollars to U.S. Dollars and then convert the amount from U.S. Dollars to Japanese Yen.

The system allows you to indicate the order, in which the exchange rate must be searched, in the currency conversion algorithm. If you use the **Direct Rate First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Global direct exchange rate
3. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
4. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
5. Division-specific exchange rate through base currency
6. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

If you use the **Division First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
3. Division-specific exchange rate through base currency
4. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
5. Global direct exchange rate
6. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)

7. Global exchange rate through base currency

8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

You need to attach an algorithm of the **C1_CURALGPY** algorithm type on the **Currency Conversion For Payments** algorithm spot of the division for which you want to enable the currency conversion feature. Once the algorithm is attached, the currency conversion will take place during:

- Payment and Tender Creation
- FT GL Creation for Payments

The **C1_CURALGPY** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Override Base Currency	Used to specify the base currency. This will override division's base currency while searching for an exchange rate through base currency.	No
Conversion Type	Used when you want to use the exchanges rates with a particular conversion type during currency conversion. Note: The parameter value must be already defined as a value in the CONV_TYPE_FLG lookup field.	No
Search Order (Valid Values: Division First, Direct Rate First)	Used to indicate the order in which you want to search for an exchange rate during currency conversion. The valid values are: <ul style="list-style-type: none"> • Direct Rate First • Division First If you do not specify the value for this parameter, by default, the system uses the Division First search order.	No
Division Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for division-specific reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the division-specific reverse exchange rate.	No
Global Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for global reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the global reverse exchange rate.	No

Related Topics

For more information on...	See...
Payment and Tender Creation	Payment and Tender Creation on page 499

For more information on...	See...
FT GL Creation	FT GL Creation on page 500
How to setup the currency conversion feature	Prerequisites on page 497

C1_CURALGTFM

The **C1_CURALGTFM** algorithm type is used to convert the amount in one currency to another currency using date based exchange rate. You can define date or date and time based global and division-specific exchange rates. The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. For example, if the FROM CCY is Canadian Dollars, TO CCY is Japanese Yen, and the division's base currency is U.S. Dollars, the system will first convert the amount from Canadian Dollars to U.S. Dollars and then convert the amount from U.S. Dollars to Japanese Yen.

The system allows you to indicate the order, in which the exchange rate must be searched, in the currency conversion algorithm. If you use the **Direct Rate First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Global direct exchange rate
3. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
4. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
5. Division-specific exchange rate through base currency
6. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

If you use the **Division First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
3. Division-specific exchange rate through base currency
4. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
5. Global direct exchange rate
6. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

You need to attach an algorithm of the **C1_CURALGTFM** algorithm type on the **Currency Conversion For Transaction Feed Management** algorithm spot of the division for which you want to enable the currency conversion feature. Once the algorithm is attached, the currency conversion will take place during the transaction aggregation process when the transaction or UDF currency is different from the pricing currency.

The **C1_CURALGTFM** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Override Base Currency	Used to specify the base currency. This will override division's base currency while searching for an exchange rate through base currency.	No
Conversion Type	Used when you want to use the exchanges rates with a particular conversion type during currency conversion. Note: The parameter value must be already defined as a value in the CONV_TYPE_FLG lookup field.	No

Parameter	Description	Mandatory (Yes or No)
Search Order (Valid Values: Division First, Direct Rate First)	Used to indicate the order in which you want to search for an exchange rate during currency conversion. The valid values are: <ul style="list-style-type: none"> • Direct Rate First • Division First If you do not specify the value for this parameter, by default, the system uses the Division First search order.	No
Division Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for division-specific reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the division-specific reverse exchange rate.	No
Global Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for global reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the global reverse exchange rate.	No

Related Topics

For more information on...	See...
Transaction Aggregation	Transaction Aggregation on page 499
FT GL Creation	FT GL Creation on page 500
How to setup the currency conversion feature	Prerequisites on page 497

C1_EXCRTBS

The **C1_EXCRTBS** algorithm type is used to convert the amount in one currency to another currency using date and time based exchange rate. You can define date or date and time based global and division-specific exchange rates. The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. For example, if the FROM CCY is Canadian Dollars, TO CCY is Japanese Yen, and the division's base currency is U.S. Dollars, the system will first convert the amount from Canadian Dollars to U.S. Dollars and then convert the amount from U.S. Dollars to Japanese Yen.

The system allows you to indicate the order, in which the exchange rate must be searched, in the currency conversion algorithm. If you use the **Direct Rate First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate

2. Global direct exchange rate
3. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
4. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
5. Division-specific exchange rate through base currency
6. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

If you use the **Division First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
3. Division-specific exchange rate through base currency
4. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
5. Global direct exchange rate
6. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

You need to attach an algorithm of the **C1_EXCRTBS** algorithm type on the **Currency Conversion For Bill Segments** algorithm spot of the division for which you want to enable the currency conversion feature. Once the algorithm is attached, the currency conversion will take place during:

- Bill Segment Generation
- FT GL Creation for Bill Segments

The **C1_EXCRTBS** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Override Base Currency	Used to specify the base currency. This will override division's base currency while searching for an exchange rate through base currency.	No
Conversion Type	Used when you want to use the exchanges rates with a particular conversion type during currency conversion. Note: The parameter value must be already defined as a value in the CONV_TYPE_FLG lookup field.	No
Search Order (Valid Values: Division First, Direct Rate First)	Used to indicate the order in which you want to search for an exchange rate during currency conversion. The valid values are: <ul style="list-style-type: none"> • Direct Rate First • Division First If you do not specify the value for this parameter, by default, the system uses the Division First search order.	No

Parameter	Description	Mandatory (Yes or No)
Division Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for division-specific reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the division-specific reverse exchange rate.	No
Global Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for global reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the global reverse exchange rate.	No
Exchange Rate Override Algorithm	Used to attach a custom algorithm when you want to use an exchange rate search mechanism other than the one defined in this algorithm.	No
Exchange Rate Source	Used when you want to use the exchanges rates received from a particular source during currency conversion. Note: The parameter value must be already defined as a value in the EXCH_RATE_SRC_FLG lookup field.	No

Related Topics

For more information on...	See...
Bill Segment Generation	Bill Segment Generation on page 498
FT GL Creation	FT GL Creation on page 500
How to setup the currency conversion feature	Prerequisites on page 497

C1_EXCRTAD

The **C1_EXCRTAD** algorithm type is used to convert the amount in one currency to another currency using date and time based exchange rate. You can define date or date and time based global and division-specific exchange rates. The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. For example, if the FROM CCY is Canadian Dollars, TO CCY is Japanese Yen, and the division's base currency is U.S. Dollars, the system will first convert the amount from Canadian Dollars to U.S. Dollars and then convert the amount from U.S. Dollars to Japanese Yen.

The system allows you to indicate the order, in which the exchange rate must be searched, in the currency conversion algorithm. If you use the **Direct Rate First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Global direct exchange rate
3. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)

4. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
5. Division-specific exchange rate through base currency
6. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

If you use the **Division First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
3. Division-specific exchange rate through base currency
4. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
5. Global direct exchange rate
6. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

You need to attach an algorithm of the **C1_EXCRTAD** algorithm type on the **Currency Conversion For Adjustments** algorithm spot of the division for which you want to enable the currency conversion feature. Once the algorithm is attached, the currency conversion will take place during:

- Adjustment Creation
- FT GL Creation for Adjustments

The **C1_EXCRTAD** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Override Base Currency	Used to specify the base currency. This will override division's base currency while searching for an exchange rate through base currency.	No
Conversion Type	Used when you want to use the exchanges rates with a particular conversion type during currency conversion. Note: The parameter value must be already defined as a value in the CONV_TYPE_FLG lookup field.	No
Search Order (Valid Values: Division First, Direct Rate First)	Used to indicate the order in which you want to search for an exchange rate during currency conversion. The valid values are: <ul style="list-style-type: none"> • Direct Rate First • Division First If you do not specify the value for this parameter, by default, the system uses the Division First search order.	No
Division Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for division-specific reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the division-specific reverse exchange rate.	No

Parameter	Description	Mandatory (Yes or No)
Global Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for global reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the global reverse exchange rate.	No
Exchange Rate Override Algorithm	Used to attach a custom algorithm when you want to use an exchange rate search mechanism other than the one defined in this algorithm.	No
Exchange Rate Source	Used when you want to use the exchanges rates received from a particular source during currency conversion. Note: The parameter value must be already defined as a value in the EXCH_RATE_SRC_FLG lookup field.	No

Related Topics

For more information on...	See...
Adjustment Creation	Adjustment Creation on page 499
FT GL Creation	FT GL Creation on page 500
How to setup the currency conversion feature	Prerequisites on page 497

C1_EXCRTPY

The **C1_EXCRTPY** algorithm type is used to convert the amount in one currency to another currency using date and time based exchange rate. You can define date or date and time based global and division-specific exchange rates. The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. For example, if the FROM CCY is Canadian Dollars, TO CCY is Japanese Yen, and the division's base currency is U.S. Dollars, the system will first convert the amount from Canadian Dollars to U.S. Dollars and then convert the amount from U.S. Dollars to Japanese Yen.

The system allows you to indicate the order, in which the exchange rate must be searched, in the currency conversion algorithm. If you use the **Direct Rate First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Global direct exchange rate
3. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
4. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
5. Division-specific exchange rate through base currency
6. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

If you use the **Division First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)

3. Division-specific exchange rate through base currency
4. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
5. Global direct exchange rate
6. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

You need to attach an algorithm of the **C1_EXCRTPY** algorithm type on the **Currency Conversion For Payments** algorithm spot of the division for which you want to enable the currency conversion feature. Once the algorithm is attached, the currency conversion will take place during:

- Payment and Tender Creation
- FT GL Creation for Payments

The **C1_EXCRTPY** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Override Base Currency	Used to specify the base currency. This will override division's base currency while searching for an exchange rate through base currency.	No
Conversion Type	Used when you want to use the exchanges rates with a particular conversion type during currency conversion. Note: The parameter value must be already defined as a value in the CONV_TYPE_FLG lookup field.	No
Search Order (Valid Values: Division First, Direct Rate First)	Used to indicate the order in which you want to search for an exchange rate during currency conversion. The valid values are: <ul style="list-style-type: none"> • Direct Rate First • Division First If you do not specify the value for this parameter, by default, the system uses the Division First search order.	No
Division Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for division-specific reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the division-specific reverse exchange rate.	No
Global Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for global reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the global reverse exchange rate.	No

Parameter	Description	Mandatory (Yes or No)
Exchange Rate Override Algorithm	Used to attach a custom algorithm when you want to use an exchange rate search mechanism other than the one defined in this algorithm.	No
Exchange Rate Source	Used when you want to use the exchanges rates received from a particular source during currency conversion. Note: The parameter value must be already defined as a value in the EXCH_RATE_SRC_FLG lookup field.	No

Related Topics

For more information on...	See...
Payment and Tender Creation	Payment and Tender Creation on page 499
FT GL Creation	FT GL Creation on page 500
How to setup the currency conversion feature	Prerequisites on page 497

C1_EXCRTTFM

The **C1_EXCRTTFM** algorithm type is used to convert the amount in one currency to another currency using date and time based exchange rate. You can define date or date and time based global and division-specific exchange rates. The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. For example, if the FROM CCY is Canadian Dollars, TO CCY is Japanese Yen, and the division's base currency is U.S. Dollars, the system will first convert the amount from Canadian Dollars to U.S. Dollars and then convert the amount from U.S. Dollars to Japanese Yen.

The system allows you to indicate the order, in which the exchange rate must be searched, in the currency conversion algorithm. If you use the **Direct Rate First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Global direct exchange rate
3. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
4. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
5. Division-specific exchange rate through base currency
6. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

If you use the **Division First** search order, the system searches for an exchange rate in the specified order:

1. Division-specific direct exchange rate
2. Division-specific direct reverse exchange rate (if the **Division Reverse Rate** parameter is set to **Yes**)
3. Division-specific exchange rate through base currency

4. Division-specific reverse exchange rate through base currency (if the **Division Reverse Rate** parameter is set to **Yes**)
5. Global direct exchange rate
6. Global direct reverse exchange rate (if the **Global Reverse Rate** parameter is set to **Yes**)
7. Global exchange rate through base currency
8. Global reverse exchange rate through base currency (if the **Global Reverse Rate** parameter is set to **Yes**)

You need to attach an algorithm of the **C1_EXCRTTFM** algorithm type on the **Currency Conversion For Transaction Feed Management** algorithm spot of the division for which you want to enable the currency conversion feature. Once the algorithm is attached, the currency conversion will take place during the transaction aggregation process when the transaction or UDF currency is different from the pricing currency.

The **C1_EXCRTTFM** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Override Base Currency	Used to specify the base currency. This will override division's base currency while searching for an exchange rate through base currency.	No
Conversion Type	Used when you want to use the exchanges rates with a particular conversion type during currency conversion. Note: The parameter value must be already defined as a value in the CONV_TYPE_FLG lookup field.	No
Search Order (Valid Values: Division First, Direct Rate First)	Used to indicate the order in which you want to search for an exchange rate during currency conversion. The valid values are: <ul style="list-style-type: none"> • Direct Rate First • Division First If you do not specify the value for this parameter, by default, the system uses the Division First search order.	No
Division Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for division-specific reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the division-specific reverse exchange rate.	No
Global Reverse Rate (Valid Values: Yes, No)	Used to indicate whether you want the system to search for global reverse exchange rate (i.e. To CCY to From CCY). The valid values are: <ul style="list-style-type: none"> • Yes • No If you do not specify the value for this parameter, by default, the system does not use the global reverse exchange rate.	No

Parameter	Description	Mandatory (Yes or No)
Exchange Rate Override Algorithm	Used to attach a custom algorithm when you want to use an exchange rate search mechanism other than the one defined in this algorithm. Note: A sample algorithm type named C1_EXCRTOVRD is shipped with the product. It is used to fetch the exchange rate which is available corresponding to the transaction in the CI_TXN_DETAIL table. The exchange rate is then used by the algorithm which is created using the C1_EXCRTTFM algorithm type to convert the transaction amount from the transaction currency to the pricing currency. You must specify the column from where the exchange rate must be picked during currency conversion in the Transaction Detail Field for Exchange Rate parameter.	No
Exchange Rate Source	Used when you want to use the exchanges rates received from a particular source during currency conversion. Note: The parameter value must be already defined as a value in the EXCH_RATE_SRC_FLG lookup field.	No

Related Topics

For more information on...	See...
Transaction Aggregation	Transaction Aggregation on page 499
FT GL Creation	FT GL Creation on page 500
How to setup the currency conversion feature	Prerequisites on page 497
C1_EXCRTOVRD algorithm type	C1_EXCRTOVRD on page 518

FTFREZGLEXTN

The **FTFREZGLEXTN** algorithm type is used to create FT GL extension for the following financial transaction (FT) types when the account's invoice currency is different from the division's base currency:

- Adjustment
- Adjustment Cancellation
- Bill Segment
- Bill Cancellation
- Pay Segment
- Pay Cancellation

You need to attach an algorithm of the **FTFREZGLEXTN** algorithm type on the **FT Freeze** system event of the customer class. The FT GL extension is created for bill segments only when you have an algorithm of the **C1_CURALGBS** algorithm type attached on the **Currency Conversion For Bill Segments** algorithm spot of the respective division. The FT GL extension is created for payments only when you have an algorithm of the **C1_CURALGPY** algorithm type attached on the **Currency Conversion For Payments** algorithm spot of the respective

division. The FT GL extension is created for adjustments only when you have an algorithm of the **C1_CURALGAD** algorithm type attached on the **Currency Conversion For Adjustments** algorithm spot of the respective division.

The **FTFREZGLEXTN** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Exchange Rate Date Type for Adjustments with Freeze At Will (Valid Values: A, R, F, C)	<p>Used to indicate the date on which the exchange rate should be picked up when FT GL extension is created for adjustments with the Freeze At Will option. The valid values are:</p> <ul style="list-style-type: none"> • A (Accounting Date) – Used to search for an exchange rate which is effective on the accounting date. • R (Arrears Date) - Used to search for an exchange rate which is effective on the arrears date. • F (FT Freeze Date) - Used to search for an exchange rate which is effective on the FT freeze date. • C (FT Create Date) - Used to search for an exchange rate which is effective on the FT creation date. 	Yes
Exchange Rate Date Type for Adjustments with Freeze At Bill Completion (Valid Values: A, R, F, C, E)	<p>Used to indicate the date on which the exchange rate should be picked up when FT GL extension is created for adjustments with the Freeze At Bill Completion option. The valid values are:</p> <ul style="list-style-type: none"> • A (Accounting Date) – Used to search for an exchange rate which is effective on the accounting date. • R (Arrears Date) - Used to search for an exchange rate which is effective on the arrears date. • F (FT Freeze Date) - Used to search for an exchange rate which is effective on the FT freeze date. • C (FT Create Date) - Used to search for an exchange rate which is effective on the FT creation date. • E (Bill Segment Maximum End Date) – Used to search for an exchange rate which is effective on the bill segment end date. If there are multiple bill segments on the bill, the bill segment with the latest end date is considered. 	Yes

Parameter	Description	Mandatory (Yes or No)
Exchange Rate Date Type for Payments (Valid Values: A, R, F, C)	Used to indicate the date on which the exchange rate should be picked up when FT GL extension is created for payments. The valid values are: <ul style="list-style-type: none"> • A (Accounting Date) – Used to search for an exchange rate which is effective on the accounting date. • R (Arrears Date) - Used to search for an exchange rate which is effective on the arrears date. • F (FT Freeze Date) - Used to search for an exchange rate which is effective on the FT freeze date. • C (FT Create Date) - Used to search for an exchange rate which is effective on the FT creation date. 	Yes
Exchange Rate Date Type for Bill Segments (Valid Values: A, R, F, C)	Used to indicate the date on which the exchange rate should be picked up when FT GL extension is created for bill segments. The valid values are: <ul style="list-style-type: none"> • A (Accounting Date) – Used to search for an exchange rate which is effective on the accounting date. • R (Arrears Date) - Used to search for an exchange rate which is effective on the arrears date. • F (FT Freeze Date) - Used to search for an exchange rate which is effective on the FT freeze date. • C (FT Create Date) - Used to search for an exchange rate which is effective on the FT creation date. <p>Note: If you set the Exchange Rate Date Type for Bill Segments parameter to R, ensure that you set the Bill Segment Freeze Option to Freeze At Bill Completion in the Billing tab of the Installation Options screen. Otherwise, erroneous results might occur.</p>	Yes

Related Topics

For more information on...	See...
FT GL Creation	FT GL Creation on page 500
How to setup the currency conversion feature	Prerequisites on page 497

C1_EXCRTOVRD

The **C1_EXCRTOVRD** algorithm type is used to fetch the exchange rate which is available corresponding to the transaction in the **CI_TXN_DETAIL** table. The exchange rate is then used by the algorithm which is created using the **C1_EXCRTTFM** algorithm type to convert the transaction amount from the transaction currency to the pricing currency. If you want to fetch exchange rate from the **CI_TXN_DETAIL** table, you need to create an algorithm using

the **C1_EXCRTOVRD** algorithm type and attach it to the **Exchange Rate Override Algorithm** parameter in the algorithm which is created using the **C1_EXCRTTFM** algorithm type.

The **C1_EXCRTOVRD** algorithm type contains the following parameters:

Parameter	Description	Mandatory (Yes or No)
Transaction Detail Field for Exchange Rate	Used to indicate the column of the CI_TXN_DETAIL table from where the exchange rate must be picked during currency conversion.	Yes

Related Topics

For more information on...	See...
C1_EXCRTTFM algorithm type	CI_EXCRTTFM on page 514

Exchange Rate (Used for Searching)

You can define date or date and time based global and division-specific exchange rates. The date based exchange rate means that the exchange rate is applicable throughout the day. However, the date and time based exchange rate means that the exchange rate is applicable from that date and time onwards. The global exchange rate can be used for all divisions, whereas the division-specific exchange range can only be used for the division for which the exchange rate is defined.

Note: At present, time is not passed as input from any module (such as, payments, adjustments, billing, transaction feed management, and so on) during currency conversion. Therefore, even if you define date and time based exchange rates and use the date and time based currency conversion algorithms at the division level, the system will not search date and time based exchange rate when multiple exchange rates are available on the same day. The system will randomly pick an exchange rate on that day. The implementation team has to build the custom logic to pass or input time to the date and time based currency conversion algorithms in order to derive the appropriate exchange rate.

The system might use the direct division-specific or global exchange rate (i.e. FROM CCY to TO CCY) or direct reverse division-specific or global exchange rate (i.e. TO CCY to FROM CCY) during currency conversion. If either direct or direct reverse exchange rate is not available, the system might use division-specific or global exchange rate through base currency during currency conversion. For example, if the FROM CCY is Canadian Dollars, TO CCY is Japanese Yen, and the division's base currency is U.S. Dollars, the system will first convert the amount from Canadian Dollars to U.S. Dollars and then convert the amount from U.S. Dollars to Japanese Yen. You can define the order in which exchange rate must be searched in the currency conversion algorithm.

The **Exchange Rate** screen allows you to search for date or date and time based global and division-specific exchange rate using various search criteria. It also allows you to define, edit, and delete an exchange rate. This screen consists of the following zones:

- [Search Exchange Rate](#) on page 519

Search Exchange Rate

The **Search Exchange Rate** zone allows you to search for an exchange rate using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search date or date and time based exchange rates. The valid values are: <ul style="list-style-type: none"> • Date/Time and Exchange Rate Source • Date Note: By default, the Date/Time and Exchange Rate Source option is selected.	Yes
From Currency	Used to search exchange rates with a particular source currency.	No
To Currency	Used to search exchange rates with a particular target currency.	No
Division	Used to search exchange rates which are defined for a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Conversion Type	Used to search exchange rates which are defined using a particular conversion type.	No
Effective Start Date/Time	Used to search exchange rates which are effective from a particular date and time onwards. Note: This field appears only when you select the Date/Time and Exchange Rate Source option from the Search By list.	No
Effective End Date/Time	Used to search exchange rates which are effective till a particular date and time. Note: This field appears only when you select the Date/Time and Exchange Rate Source option from the Search By list.	No
Effective Start Date	Used to search exchange rates which are effective from a particular date onwards. Note: This field appears only when you select the Date option from the Search By list.	No
Effective End Date	Used to search exchange rates which are effective till a particular date. Note: This field appears only when you select the Date option from the Search By list.	No
Exchange Rate Source	Used to search exchange rates which are received from a particular source. Note: This field appears only when you select the Date/Time and Exchange Rate Source option from the Search By list.	No

Note: You must specify at least one search criterion while searching for an exchange rate.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Exchange Rate ID	Displays the exchange rate ID. Note: It has a link. On clicking the link, the Exchange Rate screen appears with the details of the respective exchange rate.
From Currency	Indicates the currency which is translated. In other words, it is the source currency.
To Currency	Indicates the currency in which the source currency is translated. In other words, it is the target currency.
Division	Indicates the division for which the exchange rate is defined. Note: The data does not appear in this column when the exchange rate is a global exchange rate.
Exchange Rate Source	Indicates the source from where the exchange rate is received. Note: This column appears only when you select the Date/Time and Exchange Rate Source option from the Search By list.
Conversion Type	Indicates the conversion type of the exchange rate.
Effective Start Date/Time	Displays the date and time from when the exchange rate is effective. Note: This column appears only when you select the Date/Time and Exchange Rate Source option from the Search By list.
Effective End Date/Time	Displays the date and time till when the exchange rate is effective. Note: This column appears only when you select the Date/Time and Exchange Rate Source option from the Search By list. The data does not appear in this column when the exchange rate is a global exchange rate. This is because a global exchange rate does not have an end date and time.
Effective Start Date	Displays the date from when the exchange rate is effective. Note: This column appears only when you select the Date option from the Search By list.
Effective End Date	Displays the date till when the exchange rate is effective. Note: This column appears only when you select the Date option from the Search By list. The data does not appear in this column when the exchange rate is a global exchange rate. This is because a global exchange rate does not have an end date.
Exchange Rate	Displays the exchange rate.
Spread	Indicates the spread for the exchange rate.
Inverse Rate	Displays the reverse exchange rate.
Edit	On clicking the Edit (✎) icon, the Add/Edit Exchange Rate screen appears where you can edit the details of the exchange rate.

Column Name	Column Description
Delete	On clicking the Delete (🗑️) icon, you can delete the exchange rate.

Note:

If you specify the effective start date and time while searching for an exchange rate, the system searches exchange rates which are effective from the specified date and time onwards. Let us understand this with the help of an example. The following table lists the exchange rates which are defined in the system where the From Currency is USD, To Currency is INR, and Division is D1:

Exchange Rate	Effective Start Date and Time	Effective End Date and Time
RT1	01-01-2014 12:00:00 PM	-
RT2	02-01-2014 12:00:00 PM	-
RT3	03-01-2014 12:00:00 PM	-

Now, when you search for exchange rates using the following search criteria, the system accordingly displays the search results:

Search Criteria	Search Results
Effective Start Date and Time: 01-01-2014 12:00:00 PM	All three exchange rates — RT1, RT2, and RT3 — will appear in the search results.
Effective Start Date and Time: 01-01-2014 12:00:00 PM; Effective End Date and Time: 31-01-2014 22:00:00 PM	RT1 will appear in the search results.
Effective Start Date and Time: 01-01-2014 12:00:00 PM; Effective End Date and Time: 02-01-2014 22:00:00 PM	RT1 and RT2 will appear in the search results.
Effective Start Date and Time: 02-01-2014 12:00:00 PM	RT2 and RT3 will appear in the search results.
Effective Start Date and Time: 02-01-2014 12:00:00 PM; Effective End Date and Time: 02-28-2014 22:00:00 PM	RT2 will appear in the search results.
Effective Start Date and Time: 03-01-2014 12:00:00 PM	RT3 will appear in the search results.

Related Topics

For more information on...	See...
How to search for an exchange rate	Searching for an Exchange Rate on page 522
How to view the details of an exchange rate	Viewing the Exchange Rate Details on page 532
How to define an exchange rate	Defining an Exchange Rate on page 523
How to edit an exchange rate	Editing an Exchange Rate on page 527
How to delete an exchange rate	Deleting an Exchange Rate on page 529

Searching for an Exchange Rate**Prerequisites**

To search for an exchange rate, you should have:

- Currencies and divisions defined in the application
- Conversion types defined in the **CONV_TYPE_FLG** lookup field
- Exchange rate sources defined in the **EXCH_RATE_SRC_FLG** lookup field

Procedure

To search for an exchange rate:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Pricing Management** and then click **Exchange Rate**.

A sub-menu appears.

3. Click the **Search** option from the **Exchange Rate** sub-menu.

The **Exchange Rate** screen appears.

4. Select the required option from the **Search By** list depending on whether you want to search date or date and time based exchange rates.

5. Enter the search criteria in the **Search Exchange Rate** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all the input fields except the date fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

6. Click **Search**.

A list of exchange rates that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Exchange Rate screen	Exchange Rate (Used for Searching) on page 519
Search Exchange Rate zone	Search Exchange Rate on page 519

Defining an Exchange Rate

Prerequisites

To define an exchange rate, you should have:

- Determine Business Object algorithm defined using the **F1-MOBO** algorithm type and attached to the **C1_EXCHRATE** maintenance object

Note: The **C1-ExchangeRate** and **C1_EXCHRATE_BO** business objects are shipped with the product. The **C1-ExchangeRate** business object is used while defining and editing date and time based exchange rates. However, the **C1_EXCHRATE_BO** business object is used while defining and editing date based exchange rates. Depending on whether you want to define date or date and time based exchange rates, you need to accordingly set the **Business Object** parameter in the Determine Business Object algorithm. The system will then accordingly display the fields while defining or editing an exchange rate.

- Currencies and divisions defined in the application
- Conversion types defined in the **CONV_TYPE_FLG** lookup field

- Exchange rate sources defined in the **EXCH_RATE_SRC_FLG** lookup field

Procedure

To define an exchange rate:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Pricing Management** and then click **Exchange Rate**.
A sub-menu appears.
- Click the **Add** option from the **Exchange Rate** sub-menu.

The **Add/Edit Exchange Rate** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Business Object	Indicates the business object using which you are defining an exchange rate.	Not applicable
From Currency	Used to indicate the currency that you want to translate. In other words, it is used to indicate the source currency.	Yes
To Currency	Used to indicate the currency in which you want to translate the source currency. In other words, it is used to indicate the target currency.	Yes
Conversion Type	Used to indicate the conversion type for the exchange rate.	Yes
Division	Used to indicate the division for which you want to define the exchange rate. Note: You can only view those divisions to which you have access in the Division list. You must leave this field blank while defining a global exchange rate.	Yes (Conditional) Note: This field is required when you are defining a division-specific exchange rate.
Exchange Rate Source	Used to indicate the source from where the exchange rate is received. Note: This field appears only when you are defining a date and time based exchange rate.	No
Effective Start Date/Time	Used to specify the date and time from when the exchange rate is effective. Note: This field appears only when you are defining a date and time based exchange rate. By default, the time is set to 12:00 AM. You can change the time, if required.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Effective End Date/ Time	Used to specify the date and time till when the exchange rate is effective. Note: The effective end date and time cannot be earlier than the effective start date and time. You must leave this field blank while defining a global exchange rate. This is because a global exchange rate does not have an end date and time. This field appears only when you are defining a date and time based exchange rate. By default, the time is set to 12:00 AM. You can change the time, if required.	Yes (Conditional) Note: If the End Date Required for Division Override option type of the C1_EXCHRATE feature configuration is set to Y , this field is required when you are defining a division-specific exchange rate.
Effective Start Date	Used to specify the date from when the exchange rate is effective. Note: This field appears only when you are defining a date based exchange rate.	Yes
Effective End Date	Used to specify the date till when the exchange rate is effective. Note: The effective end date cannot be earlier than the effective start date. You must leave this field blank while defining a global exchange rate. This is because a global exchange rate does not have an end date. This field appears only when you are defining a date based exchange rate.	Yes (Conditional) Note: If the End Date Required for Division Override option type of the C1_EXCHRATE feature configuration is set to Y , this field is required when you are defining a division-specific exchange rate.
Exchange Rate	Used to specify the exchange rate. In other words, it is the number of units of the target currency that is equivalent to a single unit of the source currency. Note: The system provides you with the facility to specify the exchange rate value with a precision of upto 18 decimal places (0.000000000000000001).	Yes
Spread	Used to specify the spread for the exchange rate.	No

Tip: Alternatively, you can access the **Add/Edit Exchange Rate** screen by clicking the **Add Exchange Rate** button in the **Page Title** area of the **Exchange Rate** screen.

4. Enter the required details in the **Add/Edit Exchange Rate** screen.
5. Define characteristics for the exchange rate, if required.

Note: You can define characteristics only when you are defining a date and time based exchange rate.

6. Click **Save**.

The exchange rate is defined in the system.

Note: If an exchange rate is already defined with a source and conversion type combination on a given date and time, the system will not allow you to define another exchange rate with the same specifications.

Related Topics

For more information on...	See...
Exchange Rate screen	Exchange Rate (Used for Searching) on page 519
Search Exchange Rate zone	Search Exchange Rate on page 519
How to define characteristics for an exchange rate	Defining Characteristics for an Exchange Rate on page 526
How to set the C1_EXCHRATE feature configuration	Setting the C1_EXCHRATE Feature Configuration on page 1727

Defining Characteristics for an Exchange Rate

Prerequisites

To define characteristics for an exchange rate, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Exchange Rate**)

Procedure

To define characteristics for an exchange rate:

1. Ensure that the **Characteristics** section is expanded when you are defining or editing an exchange rate.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the exchange rate.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the exchange rate.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Exchange Rate .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the exchange rate.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the exchange rate.

Note: The **Characteristics** section appears only when you are defining or editing a date and time based exchange rate.

2. Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the exchange rate, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the exchange rate, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define an exchange rate	Defining an Exchange Rate on page 523
How to edit an exchange rate	Editing an Exchange Rate on page 527

Editing an Exchange Rate

Procedure

To edit an exchange rate:

1. Search for the exchange rate in the **Exchange Rate** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the exchange rate whose details you want to edit.

The **Add/Edit Exchange Rate** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Exchange Rate ID	Displays the exchange rate ID.	Not applicable
Business Object	Indicates the business object used while defining an exchange rate.	Not applicable
From Currency	Indicates the currency which is translated. In other words, it is the source currency.	Not applicable
To Currency	Indicates the currency in which the source currency is translated. In other words, it is the target currency.	Not applicable
Conversion Type	Indicates the conversion type of the exchange rate.	Not applicable
Division	Indicates the division for which the exchange rate is defined. Note: The data does not appear corresponding to this field when the exchange rate is a global exchange rate.	Not applicable
Exchange Rate Source	Indicates the source from where the exchange rate is received. Note: This field appears only when you are editing a date and time based exchange rate.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Effective Start Date/Time	Displays the date and time from when the exchange rate is effective. Note: This field appears only when you are editing a date and time based exchange rate.	Not applicable
Effective End Date/Time	Used to specify the date and time till when the exchange rate is effective. Note: The effective end date and time cannot be earlier than the effective start date and time. This field appears only when you are editing a date and time based exchange rate. This field is non-editable when you are editing a date and time based global exchange rate. This is because a global exchange rate does not have an end date and time.	Yes (Conditional) Note: If the End Date Required for Division Override option type of the C1_EXCHRATE feature configuration is set to Y , this field is required when you are defining a division-specific exchange rate.
Effective Start Date	Displays the date from when the exchange rate is effective. Note: This field appears only when you are editing a date based exchange rate.	Not applicable
Effective End Date	Used to specify the date till when the exchange rate is effective. Note: The effective end date cannot be earlier than the effective start date. This field appears only when you are editing a date based exchange rate. This field is non-editable when you are editing a date based global exchange rate. This is because a global exchange rate does not have an end date.	Yes (Conditional) Note: If the End Date Required for Division Override option type of the C1_EXCHRATE feature configuration is set to Y , this field is required when you are defining a division-specific exchange rate.
Exchange Rate	Used to specify the exchange rate. In other words, it is the number of units of the target currency that is equivalent to a single unit of the source currency. Note: The system provides you with the facility to specify the exchange rate value with a precision of upto 18 decimal places (0.000000000000000001).	Yes
Spread	Used to specify the spread for the exchange rate.	No

Tip: Alternatively, you can click the **Edit** button in the **Exchange Rate** zone to edit the details of the exchange rate.

3. Modify the required details in the **Add/Edit Exchange Rate** screen.
4. Define, edit, or remove characteristics from the exchange rate, if required.

Note: The **Characteristics** section appears only when you are editing a date and time based exchange rate.

5. Click **Save**.

The changes made to the exchange rate are saved.

Related Topics

For more information on...	See...
How to search for an exchange rate	Searching for an Exchange Rate on page 522
Exchange Rate zone	Exchange Rate on page 529
How to set the C1_EXCHRATE feature configuration	Setting the C1_EXCHRATE Feature Configuration on page 1727

Deleting an Exchange Rate

Procedure

To delete an exchange rate:

1. Search for the exchange rate in the **Exchange Rate** screen.
2. In the **Search Results** section, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the exchange rate that you want to delete.

A message appears confirming whether you want to delete the exchange rate.

Tip: Alternatively, you can click the **Delete** button in the **Exchange Rate** zone to delete the exchange rate.

3. Click **OK**.

The exchange rate is deleted.

Related Topics

For more information on...	See...
How to search for an exchange rate	Searching for an Exchange Rate on page 522

Exchange Rate (Used for Viewing)

Once you define an exchange rate, the **Exchange Rate** screen allows you to:

- Edit the details of the exchange rate
- Delete the exchange rate
- View the details of the exchange rate
- View the log of the exchange rate

This screen consists of the following zones:

- [Exchange Rate](#) on page 529
- [Exchange Rate Log](#) on page 531

Exchange Rate

The **Exchange Rate** zone displays the details of the exchange rate. This zone contains the following sections:

- **Main** — This section provides basic information about the exchange rate. It contains the following fields:

Field Name	Field Description
Exchange Rate ID	Displays the exchange rate ID.
From Currency	Indicates the currency which is translated. In other words, it is the source currency.
To Currency	Indicates the currency in which the source currency is translated. In other words, it is the target currency.
Conversion Type	Indicates the conversion type of the exchange rate.
Division	Indicates the division for which the exchange rate is defined. Note: The data does not appear corresponding to this field when the exchange rate is a global exchange rate. It has a link. On clicking the link, the Division screen appears with the details of the respective division.
Exchange Rate Source	Indicates the source from where the exchange rate is received. Note: This field appears only when you are viewing the details of a date and time based exchange rate.
Effective Start Date/Time	Displays the date and time from when the exchange rate is effective. Note: This field appears only when you are viewing the details of a date and time based exchange rate.
Effective End Date/Time	Displays the date and time till when the exchange rate is effective. Note: This field appears only when you are viewing the details of a date and time based exchange rate. The data does not appear corresponding to this field when the exchange rate is a global exchange rate. This is because a global exchange rate does not have an end date and time.
Effective Start Date	Displays the date from when the exchange rate is effective. Note: This field appears only when you are viewing the details of a date based exchange rate.
Effective End Date	Displays the date till when the exchange rate is effective. Note: This field appears only when you are viewing the details of a date based exchange rate. The data does not appear corresponding to this field when the exchange rate is a global exchange rate. This is because a global exchange rate does not have an end date.
Exchange Rate	Displays the exchange rate.
Spread	Indicates the spread for the exchange rate.

- **Characteristics** — This section lists the characteristics defined for the exchange rate. It contains the following columns:

Column Name	Column Description
Effective Date	Indicates the date from when the characteristic is effective for the exchange rate.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

Note: The **Characteristics** section appears only when you are viewing the details of a date and time based exchange rate.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the exchange rate.
Delete	Used to delete the exchange rate.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the exchange rate is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Create Date/Time	Displays the date and time when the exchange rate is created.

Related Topics

For more information on...	See...
How to edit an exchange rate	Editing an Exchange Rate on page 527
How to delete an exchange rate	Deleting an Exchange Rate on page 529

Exchange Rate Log

The **Exchange Rate Log** zone lists the complete trail of actions performed on the exchange rate. It contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the exchange rate.
Details	Displays the details about the action performed on the exchange rate.
User	Indicates the user who has performed the action on the exchange rate.
Log Type	Indicates the type of the log.
Related Object	Indicates the object or entity which is generated when the action is performed on the exchange rate. Note: At present, no data appears in this column. The implementation team can build the custom logic to meet the business requirements.

Column Name	Column Description
Status Reason	Indicates the reason why the status was changed. Note: At present, no data appears in this column. The implementation team can create a custom exchange rate business object with the status lifecycle.

Viewing the Exchange Rate Details

Procedure

To view the details of an exchange rate:

1. Search for the exchange rate in the **Exchange Rate** screen.
2. In the **Search Results** section, click the link in the **Exchange Rate ID** column corresponding to the exchange rate whose details you want to view.

The **Exchange Rate** screen appears. It contains the following zones:

- **Exchange Rate** — Displays the details of the exchange rate.
 - **Exchange Rate Log** — Lists the complete trail of actions performed on the exchange rate.
3. View the details of the exchange rate in the **Exchange Rate** zone.
 4. View the log of the exchange rate in the **Exchange Rate Log** zone.

Related Topics

For more information on...	See...
How to search for an exchange rate	Searching for an Exchange Rate on page 522
Exchange Rate screen	Exchange Rate (Used for Viewing) on page 529
Exchange Rate zone	Exchange Rate on page 529
Exchange Rate Log zone	Exchange Rate Log on page 531

Chapter 10

Transaction Feed Management

Topics:

- [Prerequisites](#)
- [Transaction Rating Before Billing](#)
- [Transaction Aggregation](#)
- [Transaction Aggregation Batch Processing](#)
- [Transaction Disaggregation](#)
- [Transaction Disaggregation Batch Processing](#)
- [Transaction Cancellation](#)
- [Transaction Cancellation Batch Processing](#)
- [Transaction Rollback](#)
- [Feed Status Transition](#)
- [Transaction Status Transition](#)
- [Transaction Leg Status Transition](#)
- [CSV File Format](#)
- [Error List](#)
- [Feed Management Dashboard](#)
- [View Billed Transactions](#)
- [Transaction Details](#)
- [Transaction Source](#)
- [Transaction Record Type](#)
- [Transaction Aggregation Rule](#)
- [Schedule](#)
- [Disaggregation Request](#)

Oracle Revenue Management and Billing provides you with a facility to upload banking transactions received from various product processors or banking applications for billing. You can use Oracle Data Integrator (ODI) to upload transaction data files in various formats, such as CSV, XML, and Fixed Length. Oracle Revenue Management and Billing provides an out of box sample interface with ODI that maps the flat file in .CSV format to various tables (such as, CI_TXN_DETAIL_STG, CI_TXN_HEADER, CI_TXN_REC_TYPE and CI_TXN_SOURCE) in the database. You can customize the sample interface to support various other file formats, such as XML and Fixed Length. You can also upload transaction data directly from various product processors or banking applications.

In case you want to use the sample interface, you need to ensure that the CSV file is in the required format. For more information about the CSV file format, see [CSV File Format](#) on page 590.

Once the transaction data is uploaded in the system, you need to:

- Validate Header Details
- Validate Transaction Details and Determine Initial Product
- Verify Price Item Pricing
- Rate Transactions Before Billing (if required)
- Create and Update Billable Charge with the SQI values
- Clean-up Unwanted Data

The system provides the flexibility to rate the transactions either prior to billing or during billing. Based on the business requirements, you can configure the system such that transactions mapped to some price item can be rated at a frequency which is different than the account's billing frequency. For example, daily, weekly, etc. During the transaction feed management process, each transaction goes through various statuses until it is billed to the person. For more information about the transaction statuses, see [Transaction Status Transition](#) on page 580.

The transaction feed management process includes the following sub-processes:

- [Transaction Aggregation](#) on page 542
- [Transaction Disaggregation](#) on page 566
- [Transaction Cancellation](#) on page 573
- [Transaction Rollback](#) on page 578

Prerequisites

To setup the transaction feed management process, you need to do the following:

- Define the required transaction sources in the system
- Define the required transaction record types for each transaction source
- Associate the required SQIs with a price item —division combination
- Define the required transaction aggregation rule for each SQI
- Define the aggregation schedules in the system
- Define the required rules in the system to determine initial price item for transactions
- Attach a validation algorithm to each account identifier type (to ensure that the account identifier type and account identifier combination is unique in or across divisions)
- Attach the **Price Assignment Search** algorithm to each division
- Define the **Processing Date for Transaction Feed Management** characteristic for each division
- Create an algorithm of the **C1_CURALGTFM** algorithm type and attach it to the **Currency Conversion For Transaction Feed Management** algorithm spot of the division for which you want to enable the currency conversion feature
- Define the required exchange rates for currency conversion
- Define values for the PAGE_NUMBER lookup field
- Create an algorithm of the **C1_RTCL_POPC** algorithm type and attach it to the **Feed Management Rate Post-Processing** algorithm spot of the required division

Besides this, you need to setup the following feature configurations:

- *Rule Engine (C1_RLENG)*
- *Dummy Header (C1-TXNDMYID)*
- *Multi Parameter Based Pricing (C1_PPARAM_FLG)*
- *Feed Management (C1_FM)*

Transaction Rating Before Billing

The system provides the flexibility to rate the transaction legs either prior to billing or during billing. Based on the business requirements, you can configure the system such that transactions mapped to some price items can be rated at a frequency which is different than the account's billing frequency. For example, daily, weekly, etc. This will help to reduce the performance issues which are caused when large volume of transactions are rated at the time of billing.

The system offers the following ways in which a transaction leg can be priced, rated and billed:

1. **Rate the Transaction Leg During Billing** – In this approach, you can use either of the following ways:
 - a. Determine effective pricing for a transaction leg, create a billable charge for the transaction leg, and then determine the rate during billing.
 - b. Determine effective pricing for a transaction leg, create a billable charge for aggregated transaction legs, and then determine the rate during billing.
2. **Rate the Transaction Leg Prior to Billing** – In this approach, you can use either of the following ways:

- a. Determine effective pricing and rate for a transaction leg, and accumulate pre-calculated charges in a pass through billable charge based on the distribution code, currency code, description on bill, aggregation parameter group ID (which is created based on the rate component characteristics). The pass through billable charge is then billed during billing.
 - b. Determine effective pricing for a transaction leg, aggregate the transaction legs, determine rate for aggregated service quantities, and then accumulate pre-calculated charges in a pass through billable charge based on the distribution code, currency code, description on bill, aggregation parameter group ID (which is created based on the rate component characteristics). The pass through billable charge is then billed during billing.
 - c. Determine effective pricing and rate for a transaction leg and create a pass through billable charge for the transaction leg which is billed during billing.
- 3. Ignore the Transaction Leg for Billing** – In this approach, you can use either of the following ways:
- a. Determine effective pricing for a transaction leg, but the billable charge is not created for the transaction leg.
 - b. Determine effective pricing and rate for a transaction leg, but the billable charge is not created for the transaction leg.

Note:

Once the rate is determined for transaction legs, a set of rate component characteristics and their values are grouped. For example, if a price assignment has the following rate components, the system creates two groups — Group A and Group B:

- RC1, Char1=Y, Char2=Y
- RC2, Char1=N, Char2=Y
- RC3, Char1=Y, Char2=Y

Group A contains Char1=Y, Char2=Y and Group B contains Char1=N, Char2=Y. These groups are used for accumulating pre-calculated charges. A unique aggregation parameter group ID is generated for each group. If a group with a set of rate component characteristics and their values already exists in the system, a new group is not created. Instead, the existing group is used for accumulating pre-calculated charges. The aggregation parameter group ID is created only when you attach an algorithm of the **C1_RTCL_POPC** algorithm type on the **Feed Management Rate Post-Processing** algorithm entity in the **Algorithms** tab of the **Division** screen. Note that the system invokes the algorithm which is attached on the derived account's division and not on the division to which the transaction belongs.

While defining a price item pricing, you need to specify the rating criteria which indicates how and when you want to rate the transaction legs. The valid values are:

- Do Not Rate Transactions (DNRT)
- Aggregate transactions and then rate aggregated SQs (AGTR)
- Rate individual transactions and aggregate calc lines across transactions (RITA)
- Rate Transactions (RITX)

Along with the **Rating Criteria** field, the **Ignore Transaction** and **Aggregate Transaction** fields help the system to determine how and when the corresponding transaction leg must be rated. The following table indicates how to configure the system in order to use the above mentioned ways:

Transaction Rating Approach and Way	Ignore Transaction (Yes or No)	Aggregate Transaction (Yes or No)	Rating Criteria	Batch in which the Rate is Determined
3a	Yes	Not applicable	Do Not Rate Transactions (DNRT)	Not applicable because ignored transactions are not considered for billing.

Transaction Rating Approach and Way	Ignore Transaction (Yes or No)	Aggregate Transaction (Yes or No)	Rating Criteria	Batch in which the Rate is Determined
3b	Yes	Not applicable	Rate Transactions (RITX)	Update Status (C1-TXNEX)
1b	No	Yes	Do Not Rate Transactions (DNRT)	Not applicable because the rate is determined during billing.
2b	No	Yes	Aggregate transactions and then rate aggregated SQs (AGTR)	Service Quantity Calculation (C1-TXNSQ)
2a	No	Yes	Rate individual transactions and aggregate calc lines across transactions (RITA)	Update Status (C1-TXNEX)
1a	No	No	Do Not Rate Transactions (DNRT)	Not applicable because the rate is determined during billing.
2c	No	No	Rate Transactions (RITX)	Service Quantity Calculation (C1-TXNSQ)

Let us understand the following transaction rating ways with the help of an example:

- 2a
- 2b
- 2c

The following table lists the account, price item, and price item parameters combination to which transaction T1 and T2 are mapped:

Transaction	Transaction Volume	Transaction Date	Account	Price Item	Price Item Parameter Group ID	Price Assignment ID	Aggregation Schedule
T1	300	01/01/2015	A1	P1	PG1	PA1	Monthly
T1	300	01/01/2015	A2	P1	PG1	PA2	Monthly
T2	200	15/01/2015	A1	P1	PG1	PA1	Monthly
T2	200	15/01/2015	A3	P1	PG1	PA3	Monthly

The following table lists the rate components available on the PA1, PA2, and PA3 price assignments:

Transaction	Price Assignment ID	Rate Component	Currency Code	Distribution Code	Description on Bill	Aggregation Parameter Group ID (Rate Component's Characteristics)
T1	PA1	RC1-0.1*Transaction Volume	USD	BK-AR1	XYZ	Char1=Y
T1	PA1	RC2-0.2*Transaction Volume	USD	BK-AR2	ABC	Char2=Y
T1	PA2	RC3-0.3*Transaction Volume	USD	BK-AR3	XYZ	Char1=Y
T1	PA2	RC4-0.2*Transaction Volume	USD	BK-AR4	ABC	Char2=Y
T2	PA1	RC1-0.1*Transaction Volume	USD	BK-AR1	XYZ	Char1=Y
T2	PA1	RC2-0.2*Transaction Volume	USD	BK-AR2	ABC	Char2=Y
T2	PA3	RC3-0.3*Transaction Volume	USD	BK-AR3	XYZ	Char1=Y
T2	PA3	RC4-0.2*Transaction Volume	USD	BK-AR3	XYZ	Char1=Y

Now, if you use **RITA (2a)** approach, the system will rate a transaction leg and accumulate pre-calculated charges in a pass through billable charge based on the distribution code, currency code, description on bill, aggregation parameter group ID, as shown in the following table:

Billable Charge	Start Date	End Date	Transaction Leg	Rate Component	Calculation Details	Pass Through Charge (\$)	Comments
BC1	01/01/2015	31/01/2015	T1- A1P1PG1- PA1, T2- A1P1PG1- PA1	RC1	$300*0.1 = 30$, $200*0.1 = 20$	$30+20 = 50$	The pass through charge is calculated for each transaction leg and then accumulated because the distribution code, currency code, description on bill, and characteristics of the rate components are same.

Billable Charge	Start Date	End Date	Transaction Leg	Rate Component	Calculation Details	Pass Through Charge (\$)	Comments
BC1	01/01/2015	31/01/2015	T1– A1P1PG1– PA1, T2– A1P1PG1– PA1	RC2	$300 * 0.2 = 60$, $200 * 0.2 = 40$	$60 + 40 = 100$	The pass through charge is calculated for each transaction leg and then accumulated because the distribution code, currency code, description on bill, and characteristics of the rate components are same.
BC2	01/01/2015	31/01/2015	T1– A2P1PG1– PA2	RC3	$300 * 0.3 = 90$	90	The pass through charge is calculated for the transaction leg.
BC2	01/01/2015	31/01/2015	T1– A2P1PG1– PA2	RC4	$300 * 0.2 = 60$	60	The pass through charge is calculated for the transaction leg.
BC3	01/01/2015	31/01/2015	T2– A3P1PG1– PA3	RC3, RC4	$200 * 0.3 = 60$, $200 * 0.2 = 40$	$60 + 40 = 100$	The pass through charges are calculated for the transaction leg and then accumulated because the distribution code, currency code, description on bill, and characteristics of the rate components are same.

In the above example, the BC1 and BC2 will have two pass through lines, whereas the BC3 will have one pass through line.

Now, if you use **RITX (2c)** approach, the system will rate a transaction leg and calculate charges for each transaction leg in a separate pass through billable charge, as shown in the following table:

Billable Charge	Start Date	End Date	Transaction Leg	Rate Component	Calculation Details	Pass Through Charge (\$)	Comments
BC1	01/01/2015	31/01/2015	T1-A1P1PG1-PA1	RC1	$300 * 0.1 = 30$	30	The pass through charge is calculated for the transaction leg.
BC1	01/01/2015	31/01/2015	T1-A1P1PG1-PA1	RC2	$300 * 0.2 = 60$	60	The pass through charge is calculated for the transaction leg.
BC2	01/01/2015	31/01/2015	T1-A2P1PG1-PA2	RC3	$300 * 0.3 = 90$	90	The pass through charge is calculated for the transaction leg.
BC2	01/01/2015	31/01/2015	T1-A2P1PG1-PA2	RC4	$300 * 0.2 = 60$	60	The pass through charge is calculated for the transaction leg.
BC3	01/01/2015	31/01/2015	T2-A1P1PG1-PA1	RC1	$200 * 0.1 = 20$	20	The pass through charge is calculated for the transaction leg.
BC3	01/01/2015	31/01/2015	T2-A1P1PG1-PA1	RC2	$200 * 0.2 = 40$	40	The pass through charge is calculated for the transaction leg.
BC4	01/01/2015	31/01/2015	T2-A3P1PG1-PA3	RC3, RC4	$200 * 0.3 = 60$, $200 * 0.2 = 40$	$60 + 40 = 100$	The pass through charges are calculated for the transaction leg and then accumulated because the distribution code, currency code, description on bill, and characteristics of the rate components are same.

In the above example, the BC1, BC2, and BC3 will have two pass through lines, whereas the BC4 will have one pass through line.

Now, if you use **AGTR (2b)** approach, the system will determine effective pricing for a transaction leg, aggregate the transaction legs, determine rate for aggregated service quantities, and then accumulate pre-calculated charges in a pass through billable charge based on the distribution code, currency code, description on bill, aggregation parameter group ID (which is created based on the rate component characteristics), as shown in the following table:

Account- Price Item- Price Item Parameter Group- Price Assignment- Aggregation Schedule	Total Transaction Volume	Billable Charge	Start Date	End Date	Rate Component	Calculation Details	Pass Through Charge (\$)	Comments
A1P1PG1- PA1- Monthly	300+200 = 500	BC1	01/01/2015	31/01/2015	RC1	500*0.1 = 50	50	The transaction volume of T1 and T2 legs having the same price item and price item parameters combination and whose transaction date falls between the aggregation schedule is first aggregated and then pass through charge is calculated for aggregated service quantities.

Account- Price Item- Price Item Parameter Group- Price Assignment- Aggregation Schedule	Total Transaction Volume	Billable Charge	Start Date	End Date	Rate Component	Calculation Details	Pass Through Charge (\$)	Comments
A1P1PG1- PA1- Monthly	300+200 = 500	BC1	01/01/2015	31/01/2015	RC2	500*0.2 = 100	100	The transaction volume of T1 and T2 legs having the same price item and price item parameters combination and whose transaction date falls between the aggregation schedule is first aggregated and then pass through charge is calculated for aggregated service quantities.
A2P1PG1- PA2- Monthly	300	BC2	01/01/2015	31/01/2015	RC3	300*0.3 = 90	90	The pass through charge is calculated for the transaction leg.
A2P1PG1- PA2- Monthly	300	BC2	01/01/2015	31/01/2015	RC4	300*0.2 = 60	60	The pass through charge is calculated for the transaction leg.

Account- Price Item- Price Item Parameter Group- Price Assignment- Aggregation Schedule	Total Transaction Volume	Billable Charge	Start Date	End Date	Rate Component	Calculation Details	Pass Through Charge (\$)	Comments
A3P1PG1- PA3- Monthly	200	BC3	01/01/2015	31/01/2015	RC3, RC4	200*0.3 = 60, 200*0.2 = 40	60+40 = 100	The pass through charges are calculated for the transaction leg and then accumulated because the distribution code, currency code, description on bill, and characteristics of the rate components are same.

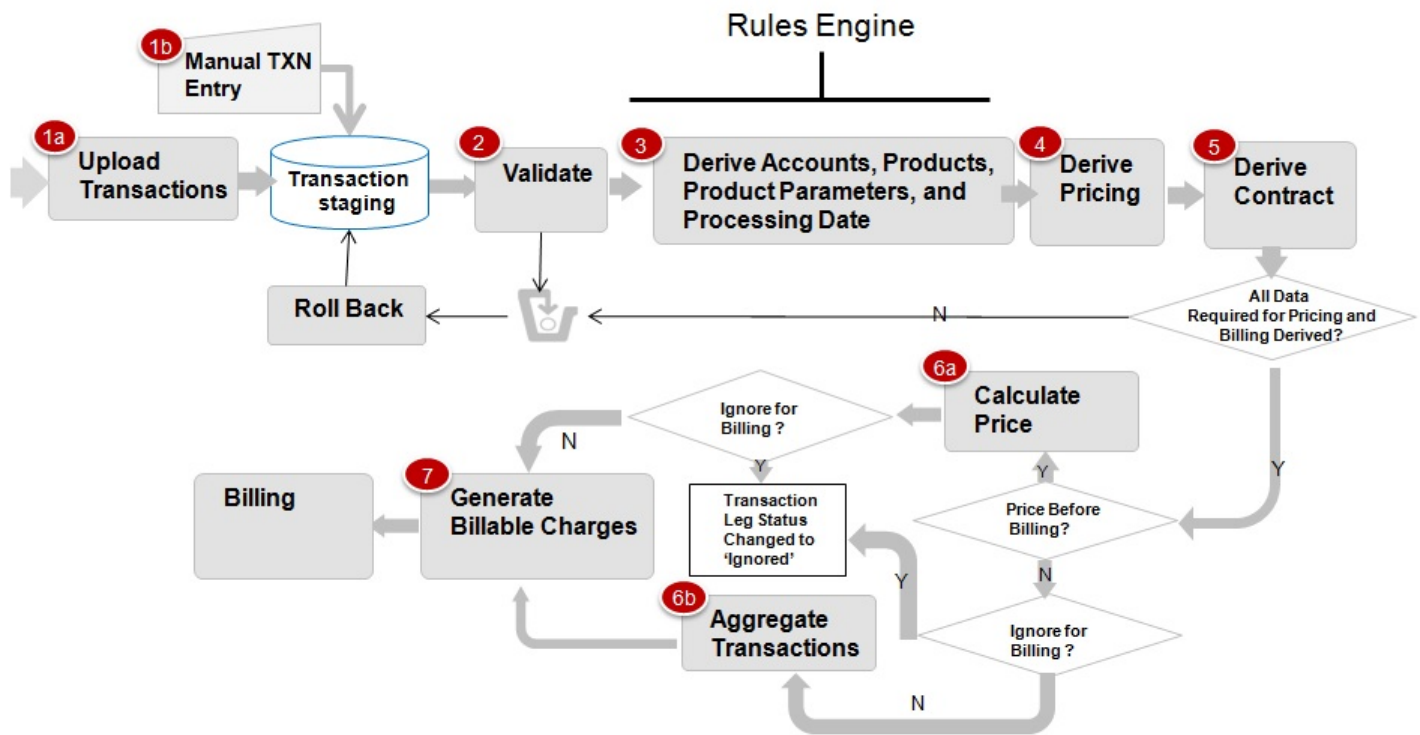
In the above example, the BC1 and BC2 will have two pass through lines, whereas the BC3 will have one pass through line.

Transaction Aggregation

The transaction aggregation process includes the following sub-processes:

- [Header Validation](#) on page 543
- [Transaction Validation and Initial Price Item Determination](#) on page 544
- [Price Item Pricing Verification](#) on page 554
- [Aggregation](#) on page 558
- [Clean Up](#) on page 562

The following figure graphically explains the transaction aggregation process:



Header Validation

Once the file is uploaded in the system, you can execute the **Header Validation (C1-TXNHV)** batch to validate the file or header level information. It checks whether:

- Transaction Header ID and Transaction Source is available in the header.
- At least one transaction record is available in the file.
- The number of transaction records in the file matches the total transaction records in the header.
- The sum of transaction amount matches the total transaction amount in the header.
- The sum of transaction volume matches the total transaction volume in the header.
- File with the same header date and transaction header ID is not available in the system.

If the file or header information is validated successfully, the status of the file or feed is changed to **Validated (VALI)** and the status of all transactions in the feed remains as **Uploaded (UPLD)**. However, if the header validation fails, the status of the feed and all transactions in the feed is changed to **Invalid (INVL)**.

The **Header Validation (C1-TXNHV)** batch is a multi-threaded batch. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Transaction Source	Used when you want to validate transaction feeds received from a particular transaction source.	No
Transaction Header ID	Used when you want to validate a particular transaction feed.	No

Parameter Name	Description	Mandatory (Yes or No)
Checksum Validation Required	<p>Used to indicate whether the following should be validated:</p> <ul style="list-style-type: none"> The number of transaction records in the file matches the total transaction records in the header. The sum of transaction amount matches the total transaction amount in the header. The sum of transaction volume matches the total transaction volume in the header. <p>The valid values are:</p> <ul style="list-style-type: none"> Y N 	No
Duplicate Check Required	<p>Used to indicate whether the following should be validated:</p> <ul style="list-style-type: none"> File with the same header date and external header ID is not available in the system. <p>The valid values are:</p> <ul style="list-style-type: none"> Y N <p>Note:</p> <p>If the file or feed with the same header date and external header ID is already available in the system, an error message occurs indicating that the duplicate file already exists in the system.</p> <p>The duplicate check is done only against the files or feeds which are in the Validated (VALI) status and not against the feeds which are in the Uploaded (UPLD) status.</p>	No
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Note: While uploading the CSV file from ODI, the default header record is created when the header information is not available in the CSV file. The **Header Validation (C1-TXNHV)** batch does not validate the default header record.

Transaction Validation and Initial Price Item Determination

This process includes the following three sub-processes:

- Transaction Validation** — In this sub-process, the transaction records are validated. The transaction level validations are done to check the integrity of the data. During the transaction validation, the system checks whether:
 - Transaction source is defined in the system.
 - Transaction record type is defined for the transaction source in the system.
 - Division and currencies are defined in the system.
 - The account with the specified account identifier, account identifier type and division exists in the system.

Note: This validation is done only when the **Transaction Detail Account Validation** option type of the **Feed Management (C1_FM)** feature configuration is set to **Y**. If you set the **Transaction Detail Account Validation** option type of the **Feed Management (C1_FM)** feature configuration to **N**, the system overrides the transaction's account identifier type, account identifier, and division with the first derived account's account identifier type, account identifier, and division, respectively.

- User ID (if available in the transaction information) is defined in the system.
- The value other than 'Y' or 'N' is not specified in the **Manual Switch** column.
- The value other than '+' or '-' is not specified in the **Credit/Debit Indicator** column.
- Transaction Amount is specified when Transaction Currency is specified, and vice versa.
- Additional Amount 1 is specified when Amount 1 Currency Code is specified, and vice versa.
- Additional Amount 2 is specified when Amount 2 Currency Code is specified, and vice versa.
- Additional Amount 3 is specified when Amount 3 Currency Code is specified, and vice versa.
- Additional Amount 4 is specified when Amount 4 Currency Code is specified, and vice versa.
- Additional Amount 5 is specified when Amount 5 Currency Code is specified, and vice versa.
- Additional Amount 6 is specified when Amount 6 Currency Code is specified, and vice versa.
- Additional Amount 7 is specified when Amount 7 Currency Code is specified, and vice versa.
- Additional Amount 8 is specified when Amount 8 Currency Code is specified, and vice versa.
- Additional Amount 9 is specified when Amount 9 Currency Code is specified, and vice versa.
- Additional Amount 10 is specified when Amount 10 Currency Code is specified, and vice versa.

If the transaction information is invalid or incorrect (for example, division is invalid), the status of the transaction is changed to **Error (EROR)**. But, if the transaction information is not available, the status of the transaction is changed to **Invalid (INVL)**.

- **Initial Price Item Determination** — Once the transaction records are validated, the account which will bear the charges for the transaction and the price item and variance parameter or price item parameters to which the transaction will be mapped are determined using certain business rules. These business rules are invoked through a rule type. Depending on the transaction record type, a rule type is invoked for each transaction. The effective rules with the specified rule type are executed, starting with the rule having highest priority, until a rule is satisfied. For example, a rule with the priority 10 will be executed before a rule with the priority 20.

Note: The system determines rules which are effective based on the **Processing Date for Transaction Feed Management** characteristic defined for the division to which the transaction belongs. The system uses the **Processing Date for Transaction Feed Management** characteristic which is effective on the transaction date. If the **Processing Date for Transaction Feed Management** characteristic type is set to **BATCH_DT**, the system executes rules which are effective on the batch business date. However, if the **Processing Date for Transaction Feed Management** characteristic type is set to **TXN_DT**, the system executes rules which are effective on the transaction date. Note that the transaction date must be earlier than or equal to the batch business date. And, if the **Processing Date for Transaction Feed Management** characteristic is not defined for the division to which a transaction belongs, the system, by default, executes rules which are effective on the transaction date.

Each rule contains one or more conditions or criteria. For example, Rule A states that if the transaction record type is R001 and the division is New York, then set the following output parameters:

- ACCT_NO1_Val — Account 1
- DIVISION1_VAL — D1
- PRICE_ITEM1_1_Val — PRICE_ITEM X

Here, Transaction Record Type = R001 and Division = New York are two conditions. If these two conditions in the rule are satisfied, then set three output parameters — ACCT_NO1_Val, DIVISION1_VAL and PRICE_ITEM1_1_Val. Now, when this rule is executed and the transaction satisfies this criteria, the transaction is

mapped to Price Item X and Account 1 which belongs to D1 bears the charges for the transaction. In case, the rule has four output parameters (ACCT_NO1_Val set to Account 1, DIVISION1_VAL set to D1, PRICE_ITEM1_1_Val set to Price Item X, and PRICE_ITEM1_2_Val set to Price Item Y), the transaction will be mapped to both the price items (i.e. Price item X and Price item Y) and Account 1 which belongs to D1 bears the charges for the transaction. A transaction can be mapped to one or more price items or to one or more price item and TOU (variance parameter) combinations. If the multi parameter based pricing feature is enabled, you can map a transaction to one or more price item and price item parameters combinations. Let us understand this with the help of an example.

Rule B states that if the transaction is performed in US and the transaction amount exceeds 1000 USD, then set the following output parameters:

- ACCT_NO1_Val — Account A
- DIVISION1_VAL — D1
- PRICE_ITEM1_1_Val — Price Item X
- PCD1_1_1_VAL — Country
- PVL1_1_1_VAL — US
- PCD1_1_2_VAL — Currency
- PVL1_1_2_VAL — USD
- PRICE_ITEM1_2_Val — Price Item Y
- PCD1_2_1_VAL — Country
- PVL1_2_1_VAL — US
- PCD1_2_2_VAL — Currency
- PVL1_2_2_VAL — USD

Now, when this rule is executed and the transaction satisfies the criteria, Account A which belongs to D1 bears the charges for the transaction which is mapped to the following price item and price item parameters combinations:

- Price Item X, Country — US, Currency — USD
- Price Item Y, Country — US, Currency — USD

More than one account can bear the charges for a transaction and each account can belong to a different division. You can map a transaction to one or more price items, to one or more price item and TOU (variance parameter) combinations, or to one or more price item and price item parameters combinations. The system allows you to map price items for each account. For example, Rule C states that if the transaction is performed in UK and the transaction amount exceeds 1000 USD, then set the following output parameters:

- ACCT_NO1_Val — Account A
- DIVISION1_VAL — D1
- PRICE_ITEM1_1_Val — Price Item X
- PCD1_1_1_VAL — Country
- PVL1_1_1_VAL — UK
- PCD1_1_2_VAL — Currency
- PVL1_1_2_VAL — USD
- PRICE_ITEM1_2_Val — Price Item Y
- PCD1_2_1_VAL — Country
- PVL1_2_1_VAL — UK
- PCD1_2_2_VAL — Currency

- PVL1_2_2_VAL — USD
- ACCT_NO2_Val — Account B
- DIVISION2_VAL — D2
- PRICE_ITEM2_1_Val — Price Item A
- PCD2_1_1_VAL — Country
- PVL2_1_1_VAL — US
- PCD2_1_2_VAL — Currency
- PVL2_1_2_VAL — USD

Now, when this rule is executed and the transaction satisfies the criteria, the transaction is mapped to the following price item and price item parameters combinations:

Charges Borne By	Division to which the account belongs...	Price Item	Country	Currency
Account A	D1	Price Item X	UK	USD
Account A	D1	Price Item Y	UK	USD
Account B	D2	Price Item A	US	USD

You can limit the maximum accounts that can bear the charges for a transaction, maximum price item that can be mapped to a transaction, and maximum parameters that can be used with each price item to determine price item pricing. For more information, see [Defining a Transaction Record Type](#) on page 675. You can also define rules to ignore transactions based on the transaction attributes. If the rule returns the **IGNORE_SW** equal to **Y**, the status of the transaction is changed to **Ignored (IGNR)** and no further processing takes place on the transaction.

You can use the following output parameters while defining rules in the system:

Output Parameter	Naming Convention	Example	Description
Account Identifier	ACCT_NOX_Val	ACCT_NO1_Val, ACCT_NO2_Val, ACCT_NO3_Val,	Used to indicate the account which must bear the charges for the transaction.
Account Identifier Column Name	ACCT_NOX_Col	ACCT_NO1_Col, ACCT_NO2_Col, ACCT_NO3_Col, ...	Used to indicate the column from where the account identifier corresponding to the transaction (in the transaction details) must be picked.
Account Identifier Type	ACCT_NO_TYPEX_Val	ACCT_NO_TYPE1_Val, ACCT_NO_TYPE2_Val, ACCT_NO_TYPE3_Val, ...	Used to indicate the type of account identifier.
Account Identifier Type Column Name	ACCT_NO_TYPEX_Col	ACCT_NO_TYPE1_Col, ACCT_NO_TYPE2_Col, ACCT_NO_TYPE3_Col, ...	Used to indicate the column from where the account identifier type corresponding to the transaction (in the transaction details) must be picked.
Account Division	DIVISIONX_VAL	DIVISION1_VAL	Used to indicate the division to which the account belongs.

Output Parameter	Naming Convention	Example	Description
Account Division Column Name	DIVISIONX_COL	DIVISION1_COL	Used to indicate the column from where the division corresponding to the transaction (in the transaction details) must be picked.
Price Item Name	PRICE_ITEMX_Y_Val Note: Here, X represents the account and Y represents the price item.	PRICE_ITEM1_1_Val, PRICE_ITEM2_1_Val, PRICE_ITEM2_2_Val, ...	Used to indicate the price item to which the transaction must be mapped.
Price Item Column Name	PRICE_ITEMX_Y_Col Note: Here, X represents the account and Y represents the price item.	PRICE_ITEM1_1_Col,, PRICE_ITEM2_1_Col, PRICE_ITEM2_2_Col, ...	Used to indicate the column from where the price item corresponding to the transaction (in the transaction details) must be picked.
TOU	TOUX_Y_Val Note: Here, X represents the account and Y represents the price item.	TOU1_1_Val, TOU2_1_Val, TOU2_2_Val, ...	Used to indicate the variance parameter which you want to use along with the price item for price determination. Note: This output parameter appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
TOU Column Name	TOUX_Y_Col Note: Here, X represents the account and Y represents the price item.	TOU1_1_Col, TOU2_1_Col, TOU2_2_Col, ...	Used to indicate the column from where the variance parameter corresponding to the transaction (in the transaction details) must be picked. Note: This output parameter appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .

Output Parameter	Naming Convention	Example	Description
<p>Parameter Code</p> <p>Note: At present, the system does not support the Parameter Code Column output parameter.</p>	<p>PCDX_Y_Z_VAL</p> <p>Note: Here, X represents the account, Y represents the price item, and Z represents the parameter.</p>	<p>PCD1_1_1_VAL, PCD1_2_1_VAL, PCD2_1_1_VAL, ...</p>	<p>Used to indicate the parameter which you want to use along with the price item for price determination.</p> <p>Note:</p> <p>This output parameter appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <p>You must not specify any special character except underscore (_) in the parameter code. Otherwise, the status of the transaction is changed to Error (EROR).</p>
<p>Parameter Value</p>	<p>PVLX_Y_Z_VAL</p> <p>Note: Here, X represents the account, Y represents the price item, and Z represents the parameter.</p>	<p>PVL1_1_1_VAL, PVL1_2_1_VAL, PVL2_1_1_VAL, ...</p>	<p>Used to specify the value for the parameter.</p> <p>Note:</p> <p>This output parameter appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <p>The parameter value must not contain the equal to (=) and tilde (~) symbols. Otherwise, the status of the transaction is changed to Error (EROR).</p>
<p>Parameter Value Column Name</p>	<p>PVLX_Y_Z_COL</p> <p>Note: Here, X represents the account, Y represents the price item, and Z represents the parameter.</p>	<p>PVL1_1_1_COL, PVL1_2_1_COL, PVL2_1_1_COL, ...</p>	<p>Used to indicate the column from where the parameter value corresponding to the transaction (in the transaction details) must be picked.</p> <p>Note:</p> <p>This output parameter appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True.</p> <p>The column from where the parameter value is picked must not contain the equal to (=) and tilde (~) symbols. Otherwise, the status of the transaction is changed to Error (EROR).</p>

Output Parameter	Naming Convention	Example	Description
Processing Date Type	PRCS_DTX_Y_TYP Note: Here, X represents the account and Y represents the price item.	PRCS_DT1_1_TYP, PRCS_DT1_2_TYP, PRCS_DT2_1_TYP, ...	<p>Used to indicate the date type using which you want to determine the effective price item parameters, pricing, and exchange rate. The valid values are:</p> <ul style="list-style-type: none"> • TXN_DT — Used when you want to determine price item parameters, pricing, and exchange rate which are effective on the transaction date. • Batch_DT — Used when you want to determine price item parameters, pricing, and exchange rate which are effective on the batch business date. <p>Note: Based on the Processing Date for Transaction Feed Management characteristic defined for the division to which a transaction belongs, the system determines the rules, price item parameters, pricing, and exchange rate which are effective on the transaction or batch business date. The price item parameters, pricing, and exchange rate which are effective is determined for all account and price item combinations to which the transaction is mapped. If you want to use a custom processing date for a particular account and price item combination to which the transaction is mapped, you need to set the PRCS_DTX_Y_TYP output parameter. In other words, the PRCS_DTX_Y_TYP output parameter helps you to override the processing date for a particular account and price item combination. However, the overridden processing date is used only while determining effective price item parameters, pricing, and exchange rate.</p>

Output Parameter	Naming Convention	Example	Description
Processing Date	PRCS_DTX_Y_VAL Note: Here, X represents the account and Y represents the price item.	PRCS_DT1_1_VAL, PRCS_DT1_2_VAL, PRCS_DT2_1_VAL,	Used to specify a custom date on which you want to determine the effective price item parameters, pricing, and exchange rate. Note: The custom date must be a date other than the transaction or batch business date. Based on the Processing Date for Transaction Feed Management characteristic defined for the division to which a transaction belongs, the system determines the rules, price item parameters, pricing, and exchange rate which are effective on the transaction or batch business date. The price item parameters, pricing, and exchange rate which are effective is determined for all account and price item combinations to which the transaction is mapped. If you want to use a custom processing date for a particular account and price item combination to which the transaction is mapped, you need to set the PRCS_DTX_Y_VAL output parameter. In other words, the PRCS_DTX_Y_VAL output parameter helps you to override the processing date for a particular account and price item combination. However, the overridden processing date is used only while determining effective price item parameters, pricing, and exchange rate.
Ignore Transaction	IGNORE_SW		Used to ignore transactions based on the transaction attributes. The valid values are: <ul style="list-style-type: none"> • Y • N

Once the transaction satisfies any rule (invoked through the rule type), one transaction leg is created for each account, division, price item, and variance parameter or price item parameters combination. Let us understand this with the help of an example. The following table lists the accounts and price items to which T1, T2, and T3 are mapped:

Transaction	Charges Borne By	Division to which the account belongs...	Price Item	Variance Parameter	Price Item Parameters
T1	A1	D1	P1	-	Country — US, Currency — USD
T1	A1	D1	P2	-	Country — Germany, Currency — USD
T1	A2	D2	P3	USD	-
T2	A1	D1	P1	-	Country — US, Currency — USD
T2	A2	D2	P2	USD	-
T3	A1	D1	P3	-	Country — Germany, Currency — USD

In such case, the system will create three legs for T1, two legs for T2, and one leg for T3. Each transaction leg will have its own status. The status of the transaction legs and transaction is changed to **Initial Price Item Determined (INPD)**. However, if a transaction does not satisfy any rule, the status of the transaction is changed to **Error (EROR)**.

Note:

During this sub-process, the system validates the following:

- Whether the price item parameters specified in the output parameters are effective for the price item on the processing date.
- Whether the mandatory price item parameter which is effective on the processing date is specified in the output parameter.
- Whether the parameter value is specified for all mandatory price item parameters which are effective on the processing date.

If any of the above validation fails, the status of the transaction is changed to **Error (EROR)** and no transaction legs are created.

- **Parameter Group Creation** — Once the transaction legs are created, the price item parameters of each transaction leg are grouped. For example, when a transaction is mapped to the following price item and price item parameters combinations, the system creates three groups — Group A, Group B, and Group C:
 - Account A, Price Item X, Country — US, Currency — USD
 - Account A, Price Item Y, Country — Germany, Currency — USD
 - Account B, Price Item X, Country — England, Currency — USD

Group A contains Country — US, Currency — USD; Group B contains Country — Germany, Currency — USD; and Group C contains Country — England, Currency — USD.

A set of price item parameters are grouped only when the multi parameter based pricing feature is enabled. A group is used to determine the price item pricing. A unique group ID is generated for each group. If a group with a set of price item parameters already exists in the system, a new group is not created. Instead, the existing group is used for determining the price item pricing.

You can execute this process through a multi-threaded batch named **Transaction Validation and Initial Price Item Determination (C1-TXNIP)**. You can specify the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Batch Business Date	Used to identify the transactions for which you want to perform validation and determine price item. The system considers the transactions whose transaction date is less than or equal to the batch business date. Note: If you do not specify any date, the batch business date is set to the current date. The batch business date used while executing the C1-TXNIP batch is stamped in the database. It is then used while executing all other consequent batches in the transaction aggregation cycle.	No
Transaction Source	Used when you want to validate and derive price item for transactions received from a particular transaction source.	No
Transaction Header ID	Used when you want to validate and derive price item for transactions received through a particular feed.	No
Division	Used when you want to validate and derive price item for transactions belonging to a particular division.	No
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be committed in the database.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

A log is generated if the **Logging Rules for Transaction Feed** option type in the **Rule Engine (C1_RLENG)** feature configuration is set to **True**. This log indicates the rules that were executed for each transaction and whether each rule passed or failed during the execution.

Note:

You can aggregate transaction legs in a billable charge using aggregation parameters other than account ID, price item code, variance or price item parameters, aggregation start date, and aggregation end date. The additional aggregation parameters can be stamped in the form of aggregation parameter group ID while performing post-processing activities for each transaction leg. This aggregation parameter group ID will be used in subsequent batches during the transaction aggregation cycle. If you want to perform some post-processing activities on the transaction legs, you need to attach a post-processing algorithm on the **Feed Management Price Item Derivation Post-Processing** algorithm entity in the **Algorithms** tab of the **Division** screen. Note that the system invokes the algorithm which is attached on the division to which the transaction belongs. This algorithm is triggered only for transactions which are in the **Initial Price Item Determined (INPD)** status. It is triggered before the price item parameter group is created.

A sample post-processing algorithm type named **C1_PRDR_POPC** is shipped with the price item. It does not have any business logic. If you want to undertake some post-processing activities for a transaction leg, you need to create custom algorithm type and attach the respective algorithm on the **Feed Management Price Item Derivation Post-Processing** algorithm spot of the respective division. You can refer to the **C1_PRDR_POPC** algorithm type to understand the input parameters that must be passed to the custom algorithm type.

Once the **Transaction Validation and Initial Price Item Determination (C1-TXNIP)** batch is executed, the processing date is stamped against each transaction leg in the database. If a custom processing date is specified for a

particular account and price item combination, the custom processing date is stamped against the respective transaction leg. Otherwise, the processing date defined for the division to which a transaction belongs is stamped against the legs of the respective transaction. The processing date which is stamped against a transaction leg in the database is used while executing all subsequent batches in the transaction aggregation cycle.

Related Topics

For more information on...	See...
Rules Engine	Rules Engine on page 459
How to create a rule type	Creating a Rule Type on page 461
How to define a rule	Defining a Rule on page 468
How to set the Rule Engine (C1_RLENG) feature configuration	Setting the C1_RLENG Feature Configuration on page 1720
Transaction Leg Status Transition	Transaction Leg Status Transition on page 582

Price Item Pricing Verification

In this process, the system behaves in the following manner:

If the Multi Parameter Based Pricing feature is...	Then...
Disabled	<p>The system checks whether effective pricing is available for the account, price item or regular bundle (to which the price item belongs) or parent (regular) bundle (to which the regular bundle belongs) and/or TOU combination on the processing date. The system searches for the price item, regular bundle or parent bundle pricing depending on the value defined for the Prefer Price Item Over Bundle parameter in the price assignment search algorithm (which is defined for the division to which the account belongs).</p> <p>If the price item belongs to a regular bundle and the effective pricing is available for the regular bundle at the account level, the system considers the regular bundle as the final price item and maps it to the transaction leg. If the effective pricing is not available for the regular bundle, the system checks whether the effective pricing is available for the parent bundle (if assigned) at the account level. If the effective pricing is available for the parent bundle, the system considers the parent bundle as the final price item and maps it to the transaction leg. If the effective pricing is not available for the price item, regular bundle, or parent bundle, the status of the transaction leg is changed to Error (EROR). If the effective pricing is not available for one or more price items to which a transaction is mapped, the status of the transaction is also changed to Error (EROR).</p>

If the Multi Parameter Based Pricing feature is...	Then...
Enabled	<p>The system checks whether effective pricing is available for the account, price item or regular bundle (to which the price item belongs) or parent (regular) bundle (to which the regular bundle belongs)and/or price item parameters (parameter group) combination on the processing date. The system searches for the price item, regular bundle or parent bundle pricing depending on the value defined for the Prefer Price Item Over Bundle parameter in the price assignment search algorithm (which is defined for the division to which the account belongs).</p> <p>The system searches for a price with exact match at all levels defined in the search order. If the exact match is available at two or more levels, the price assignment at the higher precedence level is considered for calculating the charges. But, if the system does not find the exact match at any level, it searches for the best fit match at all levels. For more information about best fit match, see Multi Parameter Based Pricing on page 81. If the system finds the best fit match with same weight at multiple levels, the price assignment at the higher precedence level is considered for calculating the charges.</p> <p>If the price item belongs to a regular bundle and the exact or best fit price is available for the regular bundle at the account level, the system considers the regular bundle as the final price item and maps it to the transaction leg. If the exact or best fit price is not available for the regular bundle, the system checks whether the exact or best fit price is available for the parent bundle (if assigned) at the account level. If the exact or best fit price is available for the parent bundle, the system considers the parent bundle as the final price item and maps it to the transaction leg. If the exact or best fit price is not available for the price item, regular bundle, or parent bundle, the status of the transaction leg is changed to Error (EROR). If the exact or best fit price is not available for one or more price items to which a transaction is mapped, the status of the transaction is also changed to Error (EROR).</p>

Note:

The processing date which is stamped against a transaction leg is used to determine effective pricing for the transaction leg.

The order in which the system searches effective pricing for the price item, regular bundle, or parent (regular) bundle at the same level depends on the value defined for the **Prefer Price Item Over Bundle** parameter in the price assignment search algorithm. If the value of the **Prefer Price Item Over Bundle** parameter is set to **Y**, the system first searches whether effective pricing is available for the price item. If the effective pricing is not available for the price item, then the system searches whether effective pricing is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system searches whether effective pricing is available for the parent bundle at the same level. However, if the value of the **Prefer Price Item Over Bundle** parameter is set to **N**, the system first searches whether effective pricing is available for the parent bundle. If the effective pricing is not available for the parent bundle, then the system searches whether effective pricing is available for the regular bundle at the same level. If the effective pricing is not available for the regular bundle, then the system searches whether effective pricing is available for the price item at the same level.

In addition, the status of the transaction and transaction leg is changed to **Error (EROR)** when:

- There is no contract available with the specified contract type on the transaction date or when the contract is inactive.
- There are multiple effective contracts of the same contract type (available on the transaction date) in **Active**, **Pending Stop**, or **Stop** status.
- The **Price Assignment Search** algorithm is not defined for the division.

- The parameter values are either not defined or invalid in the **Price Assignment Search** algorithm on the processing date.
- The period in which the transaction date falls is not defined in the aggregation schedule.

Once the effective pricing is determined for the initial or final price item, the values of the following pricing attributes are retrieved:

- Ignore Transaction
- Aggregate Transaction
- Aggregation Schedule
- Rating Criteria
- Price Assignment ID
- Account ID (in case of account agreed and price list pricing)
- Person ID (in case of customer agreed and price list pricing)
- Price List ID (in case of price list pricing)
- Contract ID
- Regular Bundle Code
- Pricing Currency

You can execute this process through a multi-threaded batch named **Product Pricing Verification (C1-TXNVP)**. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Transaction Source	Used when you want to verify price item pricing for transactions received from a particular transaction source.	No
Transaction Header ID	Used when you want to verify price item pricing for transactions received through a particular feed.	No
Division	Used when you want to verify price item pricing for transactions belonging to a particular division.	No
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Note:

If you want to perform some post-processing activities on a summary record in the **CI_TXN_DTL_PRITM_SUMMARY** table, you need to attach a post-processing algorithm on the **Feed Management Verify Pricing Post-Processing** algorithm entity in the **Algorithms** tab of the **Division** screen. This algorithm is triggered once the effective pricing is determined for a transaction leg. Note that the system invokes the algorithm which is attached on the derived account's division and not on the division to which the transaction belongs.

A sample post-processing algorithm type named **C1-VRPR_POPC** is shipped with the product. It does not have any business logic. If you want to undertake some post-processing activities on a summary record, you need to create custom algorithm type and attach the respective algorithm on the **Feed Management Verify Pricing Post-Processing** algorithm spot of the respective division. You can refer to the **C1-VRPR_POPC** algorithm type to understand the input parameters that must be passed to the custom algorithm type.

Note that the **Product Pricing Verification (C1-TXNVP)** batch does not change the status of the transaction and its legs. You need to execute the **Update Status (C1-TXNEX)** batch to update the status of the transaction and its legs. Besides updating the status, the **Update Status (C1-TXNEX)** batch determines the rate for transaction legs whose effective pricing has either of the following set of attributes:

- **Ignore Transaction** is set to **Yes** and **Rating Criteria** is set to **Rate Transactions (RITX)**
- **Ignore Transaction** is set to **No**, **Aggregate Transaction** is set to **Yes**, and **Rating Criteria** is set to **Rate individual transactions and aggregate calc lines across transactions (RITA)**

Each set of pricing attributes indicates how the transaction legs must be rated before billing. For more information about the different ways in which a transaction leg can be rated, see [Transaction Rating Before Billing](#) on page 534.

You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Transaction Source	Used when you want to change the status of transactions received from a particular transaction source.	No
Transaction Header ID	Used when you want to change the status of transactions received through a particular feed.	No
Division	Used when you want to change the status of transactions belonging to a particular division.	No
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be committed in the database.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Note:

You must specify same parameters in the **Product Pricing Verification (C1-TXNVP)** and **Update Status (C1-TXNEX)** batches. Otherwise, erroneous results might occur.

If you want to do some preprocessing activities before invoking the rates engine, you need to attach a preprocessing algorithm on the **Feed Management Rate Pre-Processing** algorithm entity in the **Algorithms** tab of the **Division** screen. Note that the system invokes the algorithm which is attached on the derived account's division and not on the division to which the transaction belongs. A sample preprocessing algorithm type named **C1_RTCL_PRPC** is shipped with the product. It does not have any business logic. If you want to undertake some preprocessing activities before invoking the rates engine, you need to create custom algorithm type and attach the respective algorithm on the **Feed Management Rate Pre-Processing** algorithm spot of the respective division. You can refer to the **C1_RTCL_PRPC** algorithm type to understand the input parameters that must be passed to the custom algorithm type.

If a transaction leg is ignored and not considered for billing, the status of the transaction leg is changed to **Ignored (IGNR)**, whereas the status of the transaction remains as **Initial Price Item Determined (INPD)**. However, if all legs of a transaction are ignored and not considered for billing, the status of the transaction and transaction legs is changed to **Ignored (IGNR)**.

You can store the price item pricing information, and thereby improve the **Product Pricing Verification (C1-TXNVP)** batch performance. If you set the **Materialized View Used** option type of the **C1_FM** feature configuration to **true**, the system will store the product pricing information in the following tables:

- **CI_PRC_AGRD**
- **CI_PRC_PL**

- CI_PRC_INH_PL

But, if you set the **Materialized View Used** option type of the **C1_FM** feature configuration to **false**, the system will not store the product pricing information in the above mentioned tables. If there are any pricing changes, you will have to update these tables before executing the **Product Pricing Verification (C1-TXNVP)** batch. You can update the product pricing information in these tables by executing the **Refresh Pricing (C1-TXNRP)** batch. Ideally, you must execute the **Refresh Pricing (C1-TXNRP)** batch after you execute the **Flush All Caches (F1-FLUSH)** batch in the transaction aggregation cycle. You can specify the following parameters while executing the **Refresh Pricing (C1-TXNRP)** batch:

Parameter Name	Description	Mandatory (Yes or No)
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Division	Used when you want to update the price item pricing information of accounts belonging to a particular division.	No
Chunk Size	Used to specify the number of persons whose price item pricing information you want to store in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Related Topics

For more information on...	See...
Transaction Leg Status Transition	Transaction Leg Status Transition on page 582
How to set the C1_FM feature configuration	Setting the C1_FM Feature Configuration on page 1730

Aggregation

Once the price item pricing verification is complete, you can aggregate the transaction legs, create a billable charge, and update the SQI values in the billable charge. In the aggregation process, the system behaves in the following manner:

If the Multi Parameter Based Pricing feature is...	Then...
Disabled	<p>The system checks the value defined in the Aggregate Transaction field. If the Aggregate Transaction field is set to No, the system creates one billable charge (with the Billable status) for each transaction leg. However, if the Aggregate Transaction field is set to Yes, the system creates one billable charge (with the Billable status) for all transactions legs having the same price item and TOU combination and whose transaction date falls between the aggregation schedule.</p> <p>Note:</p> <p>During the billable charge creation, the system also considers the contract start and end dates along with the aggregation schedule. If the contract start date falls between the aggregation schedule, the billable charge start date is equal to the contract start date. If the contract start date is earlier than the aggregation schedule start date, the billable charge start date is equal to the aggregation schedule start date. If the contract end date is earlier than the aggregation schedule end date, the billable charge end date is equal to the contract end date. If the contract end date is later than the aggregation schedule end date, the billable charge end date is equal to the aggregation schedule end date. However, if the contract start date is later than the aggregation schedule end date or if the contract end date is earlier than the aggregation schedule start date, the status of the transaction leg is changed to Error (EROR).</p> <p>If the aggregated billable charge already exists for the account, price item and TOU combination and there is no bill segment associated with the billable charge, the system will update the SQI values in the existing billable charge.</p>
Enabled	<p>The system checks the value defined in the Aggregate Transaction field. If the Aggregate Transaction field is set to No, the system creates one billable charge (with the Billable status) for each transaction leg. However, if the Aggregate Transaction field is set to Yes, the system creates one billable charge (with the Billable status) for all transaction legs having the same price item and price item parameters (parameter group) combination and whose transaction date falls between the aggregation schedule.</p> <p>Note:</p> <p>During the billable charge creation, the system also considers the contract start and end dates along with the aggregation schedule. If the contract start date falls between the aggregation schedule, the billable charge start date is equal to the contract start date. If the contract start date is earlier than the aggregation schedule start date, the billable charge start date is equal to the aggregation schedule start date. If the contract end date is earlier than the aggregation schedule end date, the billable charge end date is equal to the contract end date. If the contract end date is later than the aggregation schedule end date, the billable charge end date is equal to the aggregation schedule end date. However, if the contract start date is later than the aggregation schedule end date or if the contract end date is earlier than the aggregation schedule start date, the status of the transaction leg is changed to Error (EROR).</p> <p>If the aggregated billable charge already exists for the account, price item and price item parameters combination and there is no bill segment associated with the billable charge, the system will update the SQI values in the existing billable charge.</p>

The transaction aggregation is done based on the aggregation schedule defined in the price item pricing. You can use the following standard schedules or you can create your own custom schedules for aggregation:

- Daily
- Weekly
- Monthly
- Quarterly
- Yearly

Once the billable charge is created, the system aggregates the SQIs defined for the price item — division combination using the aggregation function and then updates the billable charge with the respective SQI values. If the aggregation function is based on the transaction amount or on any other user defined amount and the transaction or user defined currency is different from the pricing currency, the system does currency conversion if the appropriate exchange rate is available in the system. The processing date which is stamped against a transaction leg is used to determine effective exchange rate for the transaction leg.

Once the SQI values are updated in the billable charge, the rate is determined for the transaction leg whose effective pricing has either of the following set of attributes:

- **Ignore Transaction** is set to **No**, **Aggregate Transaction** is set to **Yes**, and **Rating Criteria** is set to **Aggregate transactions and then rate aggregated SQs (AGTR)**
- **Ignore Transaction** is set to **No**, **Aggregate Transaction** is set to **No**, and **Rating Criteria** is set to **Rate Transactions (RITX)**

Each set of pricing attributes indicates how the transaction legs must be rated before billing. For more information about the different ways in which a transaction leg can be rated, see [Transaction Rating Before Billing](#) on page 534.

Note: If you want to do some preprocessing activities while determining rate, you need to attach a preprocessing algorithm on the **Feed Management Rate Pre-Processing** algorithm entity in the **Algorithms** tab of the **Division** screen. Note that the system invokes the algorithm which is attached on the derived account's division and not on the division to which the transaction belongs. A sample preprocessing algorithm type named **C1_RTCL_PRPC** is shipped with the price item. It does not have any business logic. If you want to undertake some preprocessing activities while determining rate for transaction legs, you need to create custom algorithm type and attach the respective algorithm on the **Feed Management Rate Pre-Processing** algorithm spot of the respective division. You can refer to the **C1_RTCL_PRPC** algorithm type to understand the input parameters that must be passed to the custom algorithm type.

Once the billable charge is created and updated successfully, the status of the transaction leg is changed to **Completed (COMP)**. However, if the SQIs are not defined for the price item — division combination, the transaction aggregation rule is not defined for the SQI, or if the exchange rate is not available during currency conversion, the status of the transaction leg is changed to **Error (EROR)**. If all legs of a transaction are in the **Completed (COMP)** status, the status of the transaction is changed to **Completed (COMP)**. But, if any of the transaction leg is in the **Error (EROR)** status, the status of the transaction is changed to **Error (EROR)**.

You can execute this process through a multi-threaded batch named **Service Quantity Calculation (C1-TXNSQ)**. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Transaction Source	Used when you want to create billable charges for transactions received from a particular transaction source.	No
Transaction Header ID	Used when you want to create billable charges for transactions received through a particular feed.	No
Division	Used when you want to create billable charges for transactions belonging to a particular division.	No
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be committed in the database.	Yes

Parameter Name	Description	Mandatory (Yes or No)
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

The **Service Quantity Calculation (C1-TXNSQ)** batch does not change the status of the transaction and its legs. You need to execute the **Mark Completion (C1-TXNCM)** batch to update the status of the transaction and its legs. Besides updating the status, the **Mark Completion (C1-TXNCM)** batch does the following with other legs when billable charge is not created for one or more transaction legs:

Rate for other transaction leg is determined using the following set of pricing attributes...	Then....
Ignore Transaction is set to Yes and Rating Criteria is set to Rate Transactions (RITX)	The corresponding calculation lines of the transaction leg are deleted.
Ignore Transaction is set to No , Aggregate Transaction is set to No , and Rating Criteria is set to Rate Transactions (RITX)	The corresponding billable charge and calculation lines of the transaction leg are deleted.
Ignore Transaction is set to No , Aggregate Transaction is set to Yes , and Rating Criteria is set to Rate individual transactions and aggregate calc lines across transactions (RITA)	The corresponding calculation lines of the transaction leg are deleted.
Ignore Transaction is set to No , Aggregate Transaction is set to Yes , and Rating Criteria is set to Aggregate transactions and then rate aggregated SQs (AGTR)	The corresponding billable charge and calculation lines are not deleted.
Ignore Transaction is set to No , Aggregate Transaction is set to No , and Rating Criteria is set to Do Not Rate Transactions	The corresponding non aggregated billable charge is deleted.

You can specify either of the following parameters while executing the **Mark Completion (C1-TXNCM)** batch:

Parameter Name	Description	Mandatory (Yes or No)
Transaction Source	Used when you want to change the status of transactions received from a particular transaction source.	No
Transaction Header ID	Used when you want to change the status of transactions received through a particular feed.	No
Division	Used when you want to change the status of transactions belonging to a particular division.	No
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be committed in the database.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Note:

You must specify same parameters in the **Service Quantity Calculation (C1-TXNSQ)** and **Mark Completion (C1-TXNCM)** batches. Otherwise, erroneous results might occur.

If you want to perform some post-processing activities on a billable charge, you need to attach a post-processing algorithm on the **Feed Management Billable Charge Post-Processing** algorithm entity in the **Algorithms** tab of the **Division** screen. This algorithm is triggered once the billable charge is created and SQIs are updated in the billable charge. Note that the system invokes the algorithm which is attached on the derived account's division and not on the division to which the transaction belongs. A sample post-processing algorithm type named **C1_BCHG_POPC** is shipped with the product. It does not have any business logic. If you want to undertake some post-processing activities on a billable charge, you need to create custom algorithm type and attach the respective algorithm on the **Feed Management Billable Charge Post-Processing** algorithm spot of the respective division. You can refer to the **C1_BCHG_POPC** algorithm type to understand the input parameters that must be passed to the custom algorithm type.

Related Topics

For more information on...	See...
Transaction Leg Status Transition	Transaction Leg Status Transition on page 582

Clean Up

There might be situations when a transaction is mapped to one or more price items and due to some reasons a billable charge could not be created for one of the price item. And, therefore the status of the transaction is changed to **Error (EROR)**. In such case, you need to either recalculate SQIs in the aggregated billable charge or delete the aggregated billable charge depending on whether the aggregated billable charge includes transaction legs in the **Completed (COMP)** status. You can perform this clean up process through a multi-threaded batch named **Clean Up (C1-TXNCU)**.

When the transaction legs in the **Error (EROR)** and **Completed (COMP)** statuses are aggregated together in a billable charge, the **Clean Up (C1-TXNCU)** batch does the following:

Billable charge contain transaction legs with the following set of pricing attributes...	Then....
Ignore Transaction is set to No , Aggregate Transaction is set to Yes , and Rating Criteria is set to Do Not Rate Transactions	The SQIs are recalculated in the billable charge.
Ignore Transaction is set to No , Aggregate Transaction is set to Yes , and Rating Criteria is set to Aggregate transactions and then rate aggregated SQs (AGTR)	The SQIs are recalculated in the billable charge and the rate is determined for aggregated service quantities. Once the rate is determined, pass through charges are calculated and accumulated accordingly.
Ignore Transaction is set to No , Aggregate Transaction is set to Yes , and Rating Criteria is set to Rate individual transactions and aggregate calc lines across transactions (RITA)	The pass through charges are recalculated and accumulated accordingly.

However, when the transaction legs in the **Error (EROR)** status are only aggregated in a billable charge, the **Clean Up (C1-TXNCU)** batch does the following:

Billable charge contain transaction legs with the following set of pricing attributes...	Then....
Ignore Transaction is set to No , Aggregate Transaction is set to Yes , and Rating Criteria is set to Do Not Rate Transactions	The aggregated billable charge is deleted.
Ignore Transaction is set to No , Aggregate Transaction is set to Yes , and Rating Criteria is set to Aggregate transactions and then rate aggregated SQs (AGTR)	The aggregated billable charge and the corresponding calculation lines are deleted.

Billable charge contain transaction legs with the following set of pricing attributes...	Then....
Ignore Transaction is set to No , Aggregate Transaction is set to Yes , and Rating Criteria is set to Rate individual transactions and aggregate calc lines across transactions (RITA)	The aggregated billable charge is deleted.

Note:

If the aggregation function is based on the transaction amount or on any other user defined amount and the transaction or user defined currency is different from the pricing currency, the system does currency conversion if the appropriate exchange rate is available in the system. The processing date which is stamped against a transaction leg is used to determine effective exchange rate for the transaction leg.

The SQIs in an aggregated billable charge are recalculated only when the **SQ Recalculation Required** option type in the **C1_FM** feature configuration is set to **Y**. If you set the **SQ Recalculation Required** option type in the **C1_FM** feature configuration to **N**, the SQIs are not recalculated in an aggregated billable charge. We recommend you to recalculate SQIs in an aggregated billable charge when more than one account bears the charges for a transaction.

If you want to perform some post-processing activities on a billable charge, you need to attach a post-processing algorithm on the **Feed Management Billable Charge Post-Processing** algorithm entity in the **Algorithms** tab of the **Division** screen. This algorithm is triggered once the billable charge is created and SQIs are updated in the billable charge. Note that the system invokes the algorithm which is attached on the derived account's division and not on the division to which the transaction belongs. A sample post-processing algorithm type named **C1_BCHG_POPC** is shipped with the product. It does not have any business logic. If you want to undertake some post-processing activities on a billable charge, you need to create custom algorithm type and attach the respective algorithm on the **Feed Management Billable Charge Post-Processing** algorithm spot of the respective division. You can refer to the **C1_BCHG_POPC** algorithm type to understand the input parameters that must be passed to the custom algorithm type.

Besides the transaction aggregation process, the **Clean Up (C1-TXNCU)** batch is also used during the following sub-processes:

- **Cancellation** — During the cancellation process, it deletes non aggregated billable charges and recalculates SQIs in aggregated billable charges.
- **Disaggregation** — During the disaggregation process, it deletes an aggregated billable charge when all the corresponding transaction legs which were aggregated in the billable charge are deleted during disaggregation.

You can specify either of the following parameters while executing the **Clean Up (C1-TXNCU)** batch:

Parameter Name	Description	Mandatory (Yes or No)
Transaction Header ID	Used when you want to delete or update billable charges created for transactions received through a particular feed. Note: This parameter should not be used during the disaggregation process.	Yes (Conditional) Note: This parameter is required when you set the request type to CNCL.
Transaction Source	Used when you want to delete or update billable charges created for transactions received from a particular transaction source. Note: This parameter should not be used during the cancellation and disaggregation processes.	No
Division	Used when you want to delete or update billable charges created for transactions belonging to a particular division. Note: This parameter should not be used during the cancellation process.	No

Parameter Name	Description	Mandatory (Yes or No)
Account ID	Used when you want to delete or update billable charges of a particular account. Note: This parameter should be used only during the disaggregation process.	No
Bill Cycle	Used when you want to delete or update billable charges of accounts having a particular bill cycle. Note: This parameter should be used only during the disaggregation process.	No
Disaggregate Transactions From Date	Used when you want to delete or update billable charges created for transactions which were performed from a particular date onwards. You must specify the date in the YYYY-MM-DD format. Note: This parameter should be used only during the disaggregation process.	Yes (Conditional) Note: This parameter is required when you set the request type to DISAGG.
Request Type	Used to indicate the process during which you want to execute the batch. The valid values are: <ul style="list-style-type: none"> • CNCL • EROR • DISAGG 	Yes
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be committed in the database.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Related Topics

For more information on...	See...
Transaction Leg Status Transition	Transaction Leg Status Transition on page 582
How to set the C1_FM feature configuration	Setting the C1_FM Feature Configuration on page 1730

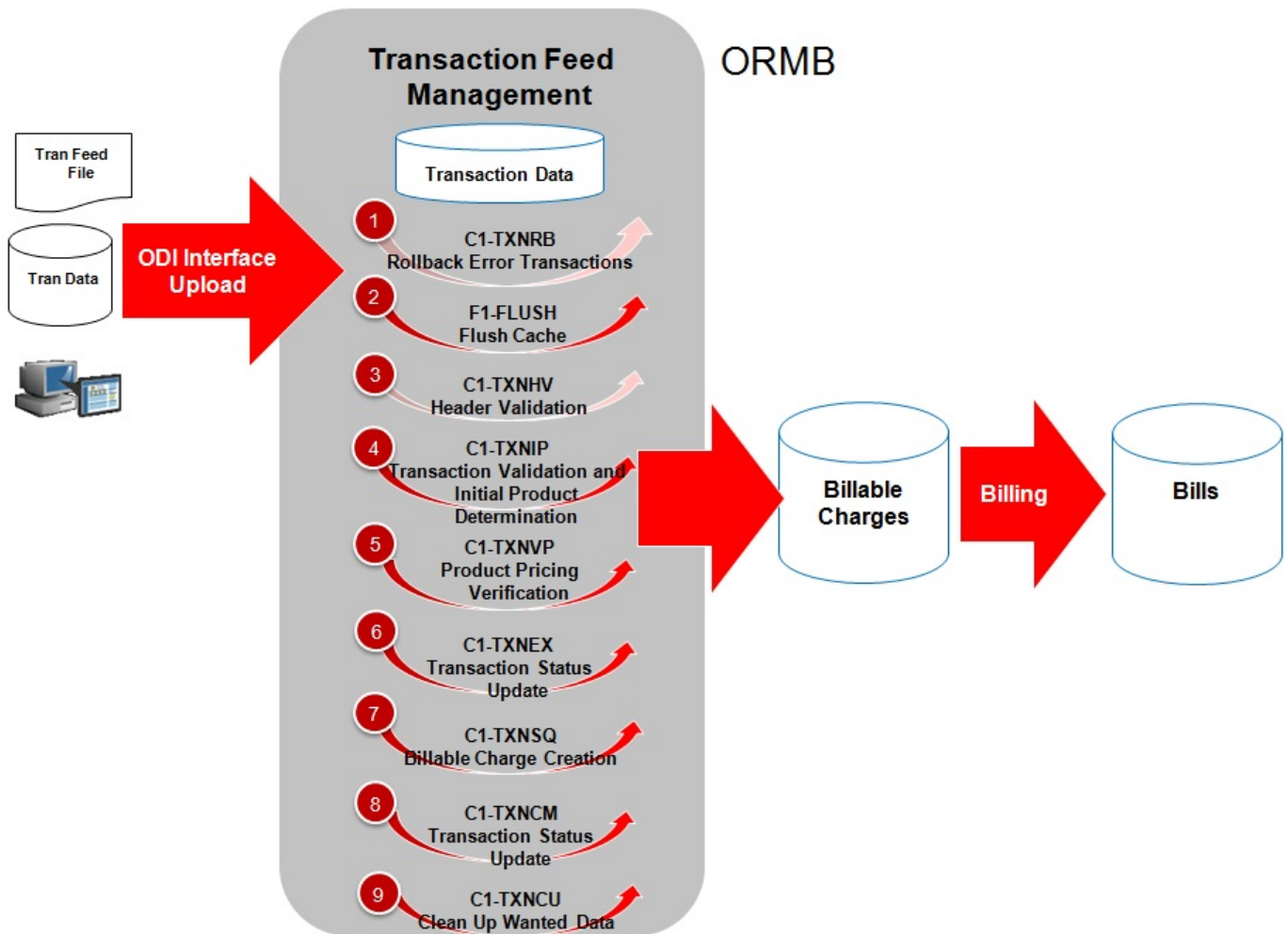
Transaction Aggregation Batch Processing

During the transaction aggregation process, you need to execute the following batches in the specified order:

1. Flush All Caches (F1-FLUSH)
2. Refresh Pricing (C1-TXNRP)
3. Header Validation (C1-TXNHV)
4. Transaction Validation and Initial Product Determination (C1-TXNIP)
5. Product Pricing Verification (C1-TXNVP)

6. Update Status (C1-TXNEX)
7. Service Quantity Calculation (C1-TXNSQ)
8. Mark Completion (C1-TXNCM)
9. Clean Up (C1-TXNCU) with the **Request Type** parameter set to **EROR**

The following figure graphically explains the sequence in which you need to execute the batches during the transaction aggregation process:



Note:

You need to remember the following points during the transaction aggregation process:

- Before you start the transaction aggregation process, you need to execute the **Flush All Caches (F1-FLUSH)** batch to clean the cache. This batch has one parameter named **DIST-THD-POOL** which allows you to clean cache of a particular thread pool. In case you want to reprocess the error transactions from the earlier cycle, you need to execute the **Rollback (C1-TXNRB)** batch.
- You can store the price item pricing information, and thereby improve the **Product Pricing Verification (C1-TXNVP)** batch performance. If you set the **Materialized View Used** option type of the **C1_FM** feature configuration to **true**, the system will store the price item pricing information in the following tables:
 - CI_PRC_AGRD
 - CI_PRC_PL
 - CI_PRC_INH_PL

But, if you set the **Materialized View Used** option type of the **C1_FM** feature configuration to **false**, the system will not store the price item pricing information in the above mentioned tables. If there are any pricing changes, you can update the price item pricing information in these tables by executing the **Refresh Pricing (C1-TXNRP)** batch.

- The **Header Validation (C1-TXNHV)** batch is optional. You can directly execute the **Transaction Validation and Initial Product Determination (C1-TXNIP)** batch once the transactions are uploaded in the system.
- The system allows you to execute each batch consecutively. You can execute the **Transaction Validation and Initial Product Determination (C1-TXNIP)** batch consecutively with the same division and same parameters, or with the different division and different parameters. But, you cannot execute the **Transaction Validation and Initial Product Determination (C1-TXNIP)** batch consecutively with the same division and different parameters. For example, once you execute this batch with division as D1 and transaction source as S1, you cannot execute this batch again with division as D1 and transaction source as S2 until the former transaction aggregation cycle is complete.
- Once the **Product Pricing Verification (C1-TXNVP)** batch is executed, you cannot execute the **Transaction Validation and Initial Product Determination (C1-TXNIP)** batch again with the same division and same parameters unless and until the transaction aggregation cycle is complete. Similarly, once the **Service Quantity Calculation (C1-TXNSQ)** batch is executed, you cannot execute the **Product Pricing Verification (C1-TXNVP)** batch again with the same division and same parameters unless and until the transaction aggregation cycle is complete. This rule is applicable to all subsequent batches in the transaction aggregation cycle.
- During the transaction aggregation process, you must specify the same division and same parameters across each batch. Otherwise, erroneous results might occur.
- If you have already executed the **Transaction Validation and Initial Product Determination (C1-TXNIP)** batch without any division, then you cannot execute this batch once again with a division unless and until the transaction aggregation cycle is complete.

Transaction Disaggregation

As the aggregation cycle is different from the billing cycle, there might be situations when due to pricing changes, the billable charges are no longer valid. In such cases, you need to disaggregate the transactions. In the following scenarios, the system automatically creates a disaggregation request in the **CI_TXN_DISAGG_REQ** table:

If...	Then...
A price item is assigned to an account	A disaggregation request is created for the account.
The following values in the price item pricing assigned to an account is changed: <ul style="list-style-type: none"> • Effective Start Date • Effective End Date • Aggregation Schedule • Ignore Transaction • Aggregate Transaction • Rating Criteria • Price Item Parameter 	A disaggregation request is created for the account.
A price item is assigned to a person	A disaggregation request is created for each account of the person and its child person.

If...	Then...
<p>The following values in the price item pricing assigned to a person is changed:</p> <ul style="list-style-type: none"> • Effective Start Date • Effective End Date • Aggregation Schedule • Ignore Transaction • Aggregate Transaction • Rating Criteria • Price Item Parameter 	<p>A disaggregation request is created for each account of the person and its child person.</p>
<p>A price list is assigned to an account.</p>	<p>A disaggregation request is created for the account.</p>
<p>The following values in the price list assigned to an account is changed:</p> <ul style="list-style-type: none"> • Effective Start Date • Effective End Date • Priority • Price List Inheritance 	<p>A disaggregation request is created for the account.</p>
<p>A price list is assigned to a person.</p>	<p>A disaggregation request is created for each account of the person and its child person.</p>
<p>The following values in the price list assigned to a person is changed:</p> <ul style="list-style-type: none"> • Effective Start Date • Effective End Date • Priority • Price List Inheritance 	<p>A disaggregation request is created for each account of the person and its child person.</p>

However, there are various other scenarios for which you have to disaggregate the transactions. But, at the moment, the system does not automatically create a disaggregation request for these scenarios in the `CI_TXN_DISAGG_REQ` table. You will have to create an appropriate disaggregation request in this table. The system allows you to create a disaggregation request manually through the **Disaggregation Request** screen or through a batch named **Disaggregation Request Creation (C1-DISTG)**.

In the following scenarios, you have to create an appropriate disaggregation request for the account or person, respectively:

- Effective price item pricing assigned to an account is overridden.
- Variance parameter in the price item pricing assigned to an account is changed.
- A price list assignment has expired or a price list is no longer available to an account.
- Effective price item pricing assigned to a person is overridden.
- Variance parameter in the price item pricing assigned to a person is changed.
- A price list assignment has expired or a price list is no longer available to a person.
- A price item is added to a price list.

- The following details in the price item pricing assigned to a price list is changed:
 - Variance Parameter
 - Effective Start Date
 - Effective End Date
 - Aggregation Schedule
 - Ignore Transaction
 - Rating Criteria
 - Aggregate Transaction
- A new bundle is created.
- A price item is added to a bundle.
- A price item is removed from a bundle.
- A bundle is eliminated (that is, all its price item are removed).
- A price item is added.
- A price list hierarchy is changed.
- SQIs associated with a price item — division combination are changed.
- Transaction aggregation rule defined for an SQI is changed or deleted.
- Business rules used for initial price item mapping are changed.

At present, the system disaggregates transactions at the account level and not at the price item level. Let us understand this with the help of an example. The following table lists the accounts and price items to which T1 is mapped:

Transaction	Account	Price Item
T1	A1	P1
T1	A1	P2
T1	A2	P1
T1	A2	P2

Now, if the pricing of P1 assigned to A1 changes, the system creates a disaggregation request for A1 and identifies all transaction legs which are mapped to A1 for disaggregation. In this example, the system will consider the first two transaction legs - T1-A1-P1 and T1-A1-P2 - for disaggregation even if the pricing of P2 assigned to A1 has not changed.

The **Disaggregation Request Creation (C1-DISTG)** batch creates a disaggregation request for an account. When you create a disaggregation request for an account, the transactions mapped to the account are disaggregated. This batch is a multi-threaded batch. The multi-threading is based on account ID and chunks for multi-threading are created based on numerical distribution of account ID. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Division	Used when you want to create disaggregation request for accounts belonging to a particular division.	No
Bill Cycle	Used when you want to create disaggregation request for accounts having a particular bill cycle.	No
Disaggregate Transactions From Date	Used when you want to create disaggregation request for accounts for which transactions were performed from a particular date onwards. You must specify the date in the YYYY-MM-DD format.	Yes

Parameter Name	Description	Mandatory (Yes or No)
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Before you proceed with the disaggregation process, you need to ensure that there are no pending bills for the accounts whose transactions need to be disaggregated. If there are pending bills for these accounts, you need to first execute the **Pending Bill Segments Deletion (C1-BSEGD)** batch and then execute the **Pending Bill Deletion (C1-PNBD)** batch. While executing these batches in the specified order, ensure that you specify the same parameters in both these batches. For more information about these batches, see *Oracle Revenue Management and Billing Batch Execution Guide*.

Note: The **Pending Bill Deletion (C1-PNBD)** batch deletes those pending bills which are generated through the billing batches (i.e. **BILLING** or **C1-PNDBL**). It does not delete pending bills which are generated through the user interface. Also, it deletes regular pending bills and not adhoc pending bills.

Once a disaggregation request is either manually or automatically created for an account, you need to execute the following batches in the specified order to disaggregate transactions:

- **Identify Affected Transactions (C1-IAENT)** — This batch fetches disaggregation requests created for accounts from the **CI_TXN_DISAGG_REQ** table. It identifies the transactions and the corresponding aggregated and non aggregated billable charges for disaggregation. If the bill segment of a billable charge is in the **Pending Cancel** or **Frozen** status, the system will not identify the billable charge for deletion. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Division	Used when you want to identify transactions of accounts belonging to a particular division.	No
Account ID	Used when you want to identify transactions of a particular account.	No
Bill Cycle	Used when you want to identify transactions of accounts having a particular bill cycle.	No
Disaggregate Transactions From Date	Used when you want to identify transactions which were performed from a particular date onwards. You must specify the date in the YYYY-MM-DD format. Note: The aggregated billable charge (which is affected) must not include a transaction leg whose transaction date is earlier than the disaggregation transactions from date. Otherwise, erroneous results will occur. Therefore, ensure that you specify the appropriate value for the Disaggregate Transactions From Date parameter.	Yes
Algorithm Code	Used to attach a post-processing algorithm. This algorithm is triggered once the transactions and corresponding billable charges are identified for disaggregation.	No
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

OR

Identify Disaggregated Transactions (C1-IDENT) — This batch fetches disaggregation requests which are created for accounts from the CL_TXN_DISAGG_REQ table. It identifies the transactions and the corresponding aggregated and non-aggregated billable charges for disaggregation. If the bill segment of a billable charge is in the **Pending Cancel** or **Frozen** status, the system will not identify the billable charge for deletion. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Division	Used when you want to identify transactions of accounts belonging to a particular division.	No
Account ID	Used when you want to identify transactions of a particular account.	No
Bill Cycle	Used when you want to identify transactions of accounts having a particular bill cycle.	No
Disaggregate Transactions From Date	Used when you want to identify transactions which were performed from a particular date onwards. You must specify the date in the YYYY-MM-DD format. Note: The aggregated billable charge (which is affected) must not include a transaction leg whose transaction date is earlier than the disaggregation transactions from date. Otherwise, erroneous results will occur. Therefore, ensure that you specify the appropriate value for the Disaggregate Transactions From Date parameter.	No
Algorithm Code	Used to attach a post-processing algorithm. This algorithm is triggered once the transactions and corresponding billable charges are identified for disaggregation.	No
Thread Count	Used to specify the number of threads you want to spawn in parallel.	No
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be transferred to the database.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

- **Process Non Aggregated Transactions (C1-PDTXN)** — This batch processes the identified transactions, deletes the required transaction legs, and changes the status of the transaction to **Uploaded (UPLD)**. If a non aggregated billable charge exists for a transaction leg and the corresponding bill segment is in the **Cancel** status, then:
 - The billable charge is cancelled.
 - The corresponding transaction leg and calculation lines (if any) are deleted.
 - The status of the transaction is changed to **Uploaded (UPLD)**.

However, if a non aggregated billable charge exists for a transaction leg, but if the bill segment is not yet generated, then the billable charge, the corresponding calculation lines (if any), and transaction leg are deleted, and the status of the transaction is changed to **Uploaded (UPLD)**. If a non aggregated billable charge is in the **Cancel** status, then the corresponding transaction leg and calculation lines (if any) are deleted and the status of the transaction is changed to **Uploaded (UPLD)**. If the rate is determined for a transaction leg which is in the **Ignored (IGNR)** status, the calculation lines are deleted along with the transaction leg during disaggregation.

If aggregated billable charge exists for a transaction leg, then the corresponding transaction legs and calculation lines (if any) are deleted and the status of the transaction is changed to **Uploaded (UPLD)**. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Division	Used when you want to disaggregate transactions of accounts belonging to a particular division.	No
Account ID	Used when you want to disaggregate transactions of a particular account.	No
Bill Cycle	Used when you want to disaggregate transactions of accounts having a particular bill cycle.	No
Disaggregate Transactions From Date	Used when you want to disaggregate transactions which were performed from a particular date onwards. You must specify the date in the YYYY-MM-DD format.	Yes
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be committed in the database.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Note:

If you want to undertake some preprocessing activities (such as cleaning data in any custom tables) during the disaggregation process, you need to attach a preprocessing algorithm on the **Feed Management- Disaggregation Pre-Processing** algorithm entity in the **Algorithms** tab of the **Division** screen. This algorithm is triggered when you execute the **Process Non Aggregated Transactions (C1-PDTXN)** batch. Note that the system invokes the algorithm which is attached on the derived account's division and not on the division to which the transaction belongs.

A sample preprocessing algorithm type named **C1_DSAG_PRPC** is shipped with the product. It does not have any business logic. If you want to undertake some preprocessing activities during the disaggregation process, you need to create custom algorithm type and attach the respective algorithm on the **Feed Management- Disaggregation Pre-Processing** algorithm spot of the respective division. You can refer to the **C1_DSAG_PRPC** algorithm type to understand the input parameters that must be passed to the custom algorithm type.

- **Clean Up (C1-TXNCU)** — This batch deletes an aggregated billable charge when all the corresponding transaction legs which were aggregated in the billable charge are deleted during disaggregation. If an aggregated billable charge exists for a transaction leg and the corresponding bill segment is in the **Cancel** status, then:
 - The billable charge is cancelled.
 - The status of the transaction is changed to **Uploaded (UPLD)**.

However, if an aggregated billable charge exists for a transaction leg, but if the bill segment is not yet generated, then the billable charge, and the corresponding calculation lines (if any) are deleted, and the status of the transaction is changed to **Uploaded (UPLD)**. If an aggregated billable charge is in the **Cancel** status, then the corresponding calculation lines (if any) are deleted and the status of the transaction is changed to **Uploaded (UPLD)**.

While executing the **Clean Up (C1-TXNCU)** batch during disaggregation, you must set the **Request Type** parameter to **DISAGG**. For more information about the parameters that you can specify while executing this batch, refer to [Clean Up](#) on page 562.

- **Update Disaggregation Request Status (C1-DARSU)** — This batch changes the status of the disaggregation request in the `CI_TXN_DISAGG_REQ` table to **COMPLETE**. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Division	Used when you want to update disaggregate request status of accounts belonging to a particular division.	No
Account ID	Used when you want to update disaggregate request status of a particular account.	No
Bill Cycle	Used when you want to update disaggregate request status of accounts having a particular bill cycle.	No
Disaggregate Transactions From Date	Used when you want to update disaggregation request status of accounts that satisfy the following conditions: <ul style="list-style-type: none"> • Transactions for that account were performed from a particular date onwards. • Bill segments created for the transactions are in the Pending Cancel or Frozen status. You must specify the date in the YYYY-MM-DD format.	Yes
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Note: Alternatively, you can use the **Update Disaggregation Request Status from Algorithm (C1-DRSUA)** batch. It allows you to specify an algorithm which contains the logic when the status of the disaggregation request in the `CI_TXN_DISAGG_REQ` table must be changed to **COMPLETE**. The **C1-UDAR** algorithm type changes the status of the disaggregation requests (which are successfully executed) in the `CI_TXN_DISAGG_REQ` table to **COMPLETE**. You can attach either an algorithm created using the **C1-UDAR** algorithm type or a custom algorithm (created based on the business requirements) in the **Update Disaggregation Request Status from Algorithm (C1-DRSUA)** batch.

Related Topics

For more information on...	See...
Transaction Leg Status Transition	Transaction Leg Status Transition on page 582
How to create a disaggregation request manually	Creating a Disaggregation Request on page 702

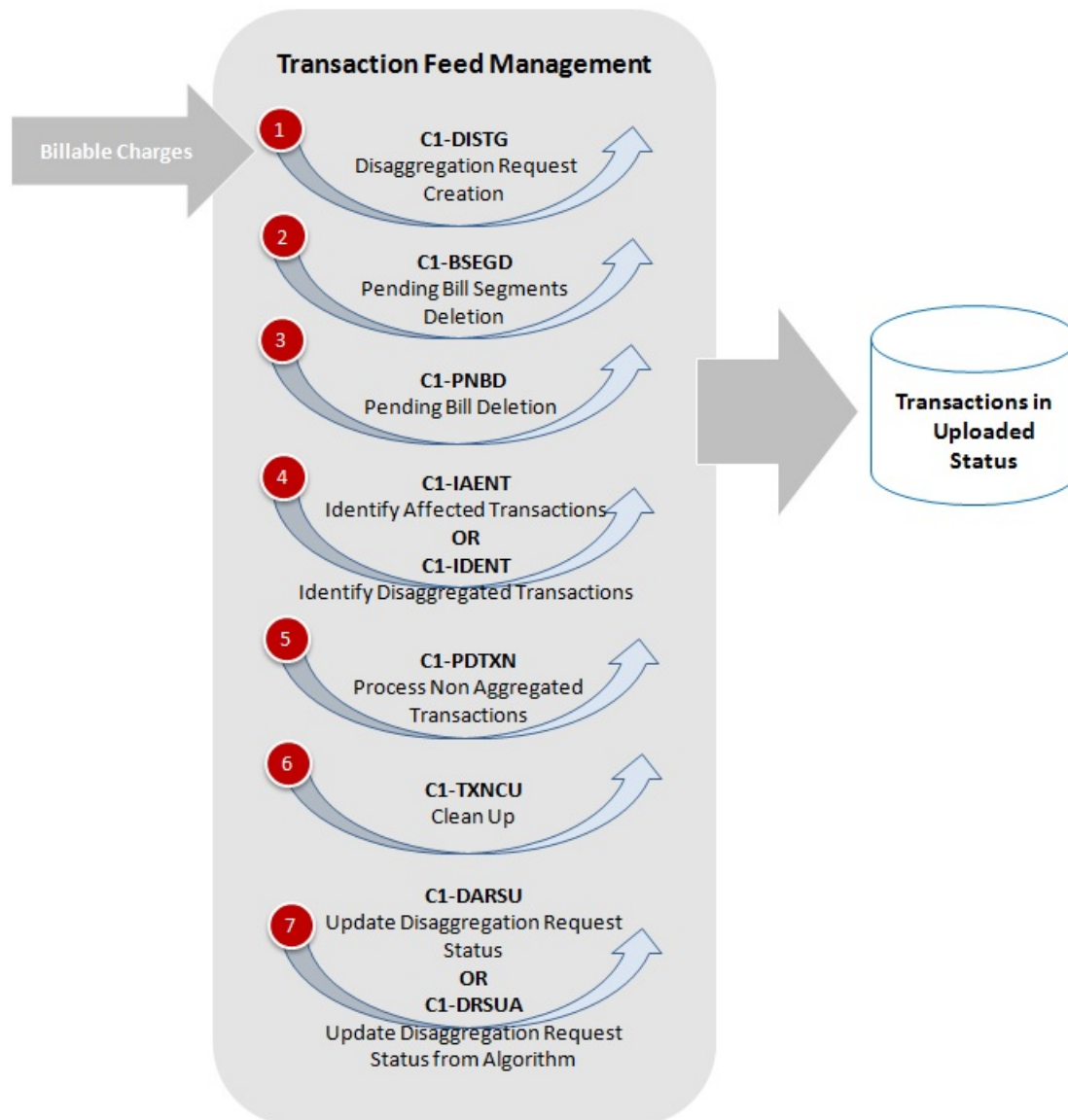
Transaction Disaggregation Batch Processing

During the transaction disaggregation process, you need to execute the following batches in the specified order:

1. Disaggregation Request Creation (C1-DISTG)
2. Pending Bill Segments Deletion (C1-BSEGD)

3. Pending Bill Deletion (C1-PNBD)
4. Identify Affected Transactions (C1-IAENT) or Identify Disaggregated Transactions (C1-IDENT)
5. Process Non Aggregated Transactions (C1-PDTXN)
6. Clean Up (C1-TXNCU) with the **Request Type** parameter set to **DISAGG**
7. Update Disaggregation Request Status (C1-DARSU) or Update Disaggregation Request Status from Algorithm (C1-DRSUA)

The following figure graphically explains the sequence in which you need to execute the batches during the transaction disaggregation process:



Transaction Cancellation

There might be situations when incorrect transaction data file is uploaded in the system. In such cases, the system provides you with an ability to cancel the whole transaction feed. You can cancel a transaction feed either before the transaction aggregation process starts (that is, before executing the **Transaction Validation and Initial Product Determination (C1-TXNIP)** batch) or after the transaction aggregation process ends (that is, after executing the **Clean**

Up (C1-TXNCU) batch). In other words, you cannot cancel a transaction feed during the transaction aggregation process. Once the transaction feed is cancelled, the status of the feed and all transactions in the feed is changed to **Cancelled (CNCL)**.

The following table explains how the system behaves:

When you cancel a transaction feed for which...	Then
<p>A bill (with the Pending status) is already generated in the system</p>	<p>The corresponding billable charges, bill segments, and bill are deleted. The corresponding transaction legs and their calculation lines (if any) are deleted, and the status of the transactions is changed to Cancelled (CNCL).</p> <p>Note:</p> <p>If a pending bill has a bill segment in the Frozen or Pending Cancel status, the system does not allow you to cancel the transaction feed.</p> <p>If a pending bill has a bill segment in the Cancel status, the system behaves in the following manner:</p> <ul style="list-style-type: none"> • Deletes all other bill segments which are not in the Cancel status. • The billable charge corresponding to the bill segment which is not in the Cancel status is deleted if the billable charge is in the Billable status and if the billable charge only includes transactions from the feed that you want to cancel. • The billable charge corresponding to the bill segment which is not in the Cancel status is not deleted or recalculated if the billable charge is in the Cancelled status. • The billable charge corresponding to the bill segment which is in the Cancel status is cancelled if the billable charge only includes transactions from the feed that you want to cancel. • The SQIs in the billable charge are recalculated if the billable charge includes transactions from multiple feeds. <p>If a bill is created for transactions which are uploaded through multiple transaction feeds (for example, Feed A and Feed B and you want to cancel Feed A), then:</p> <ul style="list-style-type: none"> • The bill and their corresponding bill segments are deleted. • The SQIs are recalculated in the corresponding billable charges. • The legs of transactions uploaded through Feed A and the corresponding calculation lines (if any) are deleted. • The status of the transactions uploaded through Feed A is changed to Cancelled (CNCL). • The status of Feed A is changed to Cancelled (CNCL). • The status of the transactions uploaded through Feed B remains the same (i.e. Completed (COMP)).
<p>A bill (with the Complete status) already exists in the system</p>	<p>The system does not allow you to cancel the transaction feed.</p>

When you cancel a transaction feed for which...	Then
A bill (with the Complete status) has all bill segments in the Cancelled status	The corresponding billable charges are cancelled. The corresponding transaction legs and their calculation lines (if any) are deleted, and the status of the transactions is changed to Cancelled (CNCL) .
A billable charge (with the Billable status) exists in the system	<p>The billable charge is deleted. The corresponding transaction legs and their calculation lines (if any) are deleted, and the status of the transactions is changed to Cancelled (CNCL).</p> <p>Note:</p> <p>In case a billable charge is created for transactions uploaded through multiple transaction feeds (for example, Feed A and Feed B and you want to cancel Feed A), then:</p> <ul style="list-style-type: none"> • The SQIs are recalculated in the billable charge. • The legs of transactions uploaded through Feed A and the corresponding calculation lines (if any) are deleted. • The status of the transactions uploaded through Feed A is changed to Cancelled (CNCL). • The status of Feed A is changed to Cancelled (CNCL). • The status of the transactions uploaded through Feed B remains the same (i.e. Completed (COMP)).
A billable charge (with the Cancelled status) exists in the system	The billable charge is not deleted. However, the corresponding transaction legs and their calculation lines (if any) are deleted and the status of the transactions is changed to Cancelled (CNCL) .

To cancel a transaction feed, you need to execute the following batches in the specified order:

1. **Pending Bill Deletion (C1-DELBL)** — This batch deletes the bills (with the Pending status) and their corresponding bill segments. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Transaction Header ID	Used when you want to delete bills which includes charges for transactions in a particular transaction feed.	Yes
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be committed in the database.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

2. **Clean Up (C1-TXNCU)** — This batch deletes non aggregated and aggregated billable charges. An aggregated billable charge is deleted only when it includes legs of transactions from the feed that you want to cancel. If an aggregated billable charge includes legs of transactions from multiple feeds, the SQIs and calculation lines (if any) are recalculated in the aggregated billable charge. The corresponding calculation lines are deleted whenever an aggregated billable charge, which includes transaction legs whose rating criteria is set to **Aggregate transactions and then rate aggregated SQs (AGTR)**, is cancelled or deleted during the cancellation process. Note that

while executing this batch, the **Request Type** parameter must be set to **CNCL**. For more information about the parameters that you can specify while executing this batch, refer to [Clean Up](#) on page 562.

- Cancellation (C1-TXCNC)** — This batch deletes the transaction legs. The corresponding calculation lines are deleted whenever an aggregated billable charge, which includes transaction legs whose rating criteria is set to **Rate individual transactions and aggregate calc lines across transactions (RITA)** or **Rate Transactions (RITX)**, is cancelled or deleted during the cancellation process. Finally, this batch changes the status of the feed and all transactions in the feed to **Cancelled (CNCL)**. You can specify either of the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Transaction Header ID	Used when you want to cancel a particular transaction feed.	Yes
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be committed in the database.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Note:

If you want to undertake some preprocessing activities (such as cleaning data in any custom tables) during the cancellation process, you need to attach a preprocessing algorithm on the **Feed Management Cancellation Pre-Processing** algorithm entity in the **Algorithms** tab of the **Division** screen. This algorithm is triggered when you execute the **Cancellation (C1-TXCNC)** batch. Note that the system invokes the algorithm which is attached on the derived account's division and not on the division to which the transaction belongs.

A sample preprocessing algorithm type named **C1_CNCL_PRPC** is shipped with the product. It does not have any business logic. If you want to undertake some preprocessing activities during the cancellation process, you need to create custom algorithm type and attach the respective algorithm on the **Feed Management Cancellation Pre-Processing** algorithm spot of the respective division. You can refer to the **C1_CNCL_PRPC** algorithm type to understand the input parameters that must be passed to the custom algorithm type.

Related Topics

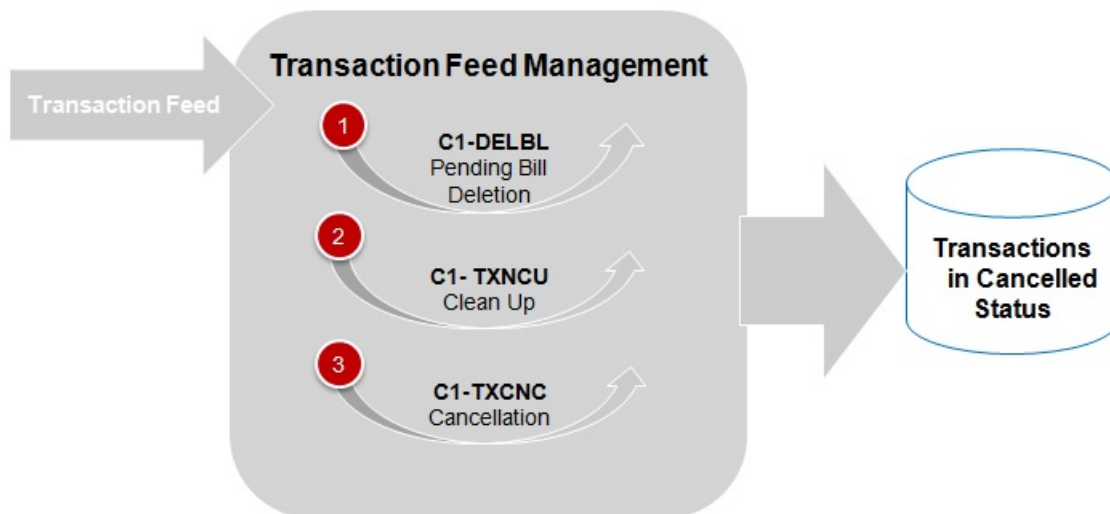
For more information on...	See...
Transaction Leg Status Transition	Transaction Leg Status Transition on page 582

Transaction Cancellation Batch Processing

During the transaction cancellation process, you need to execute the following batches in the specified order:

- Pending Bill Deletion (C1-DELBL)
- Clean Up (C1-TXNCU) with the **Request Type** parameter set to **CNCL**
- Cancellation (C1-TXCNC)

The following figure graphically explains the sequence in which you need to execute the batches during the transaction cancellation process:



Transaction Rollback

In the transaction aggregation process, an error occurs when:

- Transaction validation fails.
- Transaction does not satisfy any rule invoked through the rule type.
- Effective pricing is not available for one or more price items to which a transaction is mapped.
- SQIs are not defined for the price item — division combination.
- Transaction aggregation rule is not defined for the SQL.
- Exchange rate is not available during currency conversion.
- There is no contract available with the specified contract type on the transaction date or when the contract is inactive.
- There are multiple effective contracts of the same contract type (available on the transaction date) in **Active**, **Pending Stop**, or **Stop** status.
- The **Price Assignment Search** algorithm is not defined for the division.
- The parameter values are either not defined or invalid in the **Price Assignment Search** algorithm on the processing date.
- The period in which the transaction date falls is not defined in the aggregation schedule.
- Price Item parameters specified in the output parameters are not effective for the price item on the processing date.
- Mandatory price item parameter which is effective on the processing date is not specified in the output parameter.
- Parameter value is not specified for all mandatory price item parameters which are effective on the processing date.

In such cases, the status of the transaction is changed to **Error**. You can configure the required setup and then execute the following batches once again in the specified order:

1. Flush All Caches (F1-FLUSH)
2. Refresh Pricing (C1-TXNRP)
3. Header Validation (C1-TXNHV)
4. Transaction Validation and Initial Product Determination (C1-TXNIP)
5. Product Pricing Verification (C1-TXNVP)
6. Update Status (C1-TXNEX)
7. Service Quantity Calculation (C1-TXNSQ)

8. Mark Completion (C1-TXNCM)

9. Clean Up (C1-TXNCU)

But, before you execute these batches, you need to rollback the transaction status to **Uploaded (UPLD)**. The system allows you to rollback transactions which are in the **Ignored (IGNR)** and **Error (EROR)** status. When you rollback a transaction, the corresponding transaction legs are deleted and the status of the transaction is changed to **Uploaded (UPLD)**. On rolling back a transaction leg whose effective pricing has the **Ignore Transaction** field set to **Yes** and the **Rating Criteria** field set to **Rate Transactions (RITX)**, the corresponding calculation lines are also deleted along with the transaction leg. If you rollback a partially disaggregated transaction which is in the **Error (EROR)** status, the transaction legs which are in the **Error (EROR)** status are only deleted and the status of the transaction is changed to **Uploaded (UPLD)**.

You need to execute the **Rollback (C1-TXNRB)** batch to rollback transactions which are in the **Ignored (IGNR)** and **Error (EROR)** status. You can specify the following parameters while executing this batch:

Parameter Name	Description	Mandatory (Yes or No)
Transaction Status	Used to indicate whether you want to rollback transactions which are in the Ignored (IGNR) or Error (EROR) status. The valid values are: <ul style="list-style-type: none"> IGNR EROR 	Yes
Transaction Header ID	Used when you want to rollback transactions received through a particular feed.	No
Transaction Source	Used when you want to rollback transactions received from a particular transaction source.	No
Division	Used when you want to rollback transactions belonging to a particular division.	No
Rollback From Date	Used when you want to rollback transactions which were performed from a particular date onwards. You must specify the date in the YYYY-MM-DD format. Note: The rollback from date cannot be later than the rollback to date.	No
Rollback To Date	Used when you want to rollback transactions which were performed till a particular date. You must specify the date in the YYYY-MM-DD format. Note: The rollback to date cannot be earlier than the rollback from date.	No
Thread Count	Used to specify the number of threads you want to spawn in parallel.	Yes
Maximum Batch Count	Used to specify the maximum number of transactions after which the data must be committed in the database.	Yes
Chunk Size	Used to specify the number of transactions you want to execute in each work unit.	Yes
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Note:

If you want to undertake some preprocessing activities (such as cleaning data in any custom tables) during the rollback process, you need to attach a preprocessing algorithm on the **Transaction Feed Management Rollback Preprocessing**

algorithm entity in the **Algorithms** tab of the **Division** screen. This algorithm is triggered when you execute the **Rollback (C1-TXNRB)** batch. Note that the system invokes the algorithm which is attached on the division to which the transaction belongs.

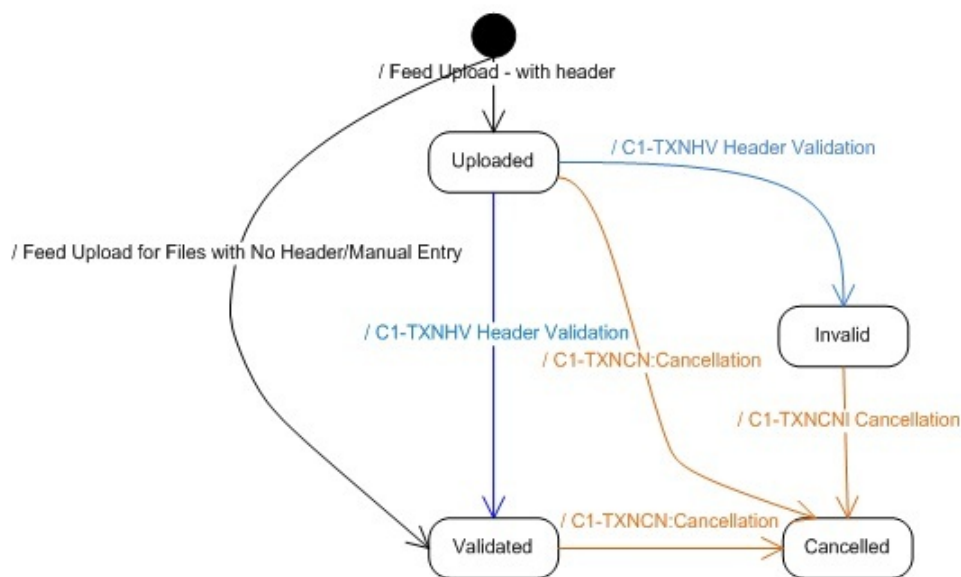
A sample preprocessing algorithm type named **C1_ROBK_PRPC** is shipped with the product. It does not have any business logic. If you want to undertake some preprocessing activities during the rollback process, you need to create custom algorithm type and attach the respective algorithm on the **Transaction Feed Management Rollback Preprocessing** algorithm spot of the respective division. You can refer to the **C1_ROBK_PRPC** algorithm type to understand the input parameters that must be passed to the custom algorithm type.

Related Topics

For more information on...	See...
Transaction Leg Status Transition	Transaction Leg Status Transition on page 582

Feed Status Transition

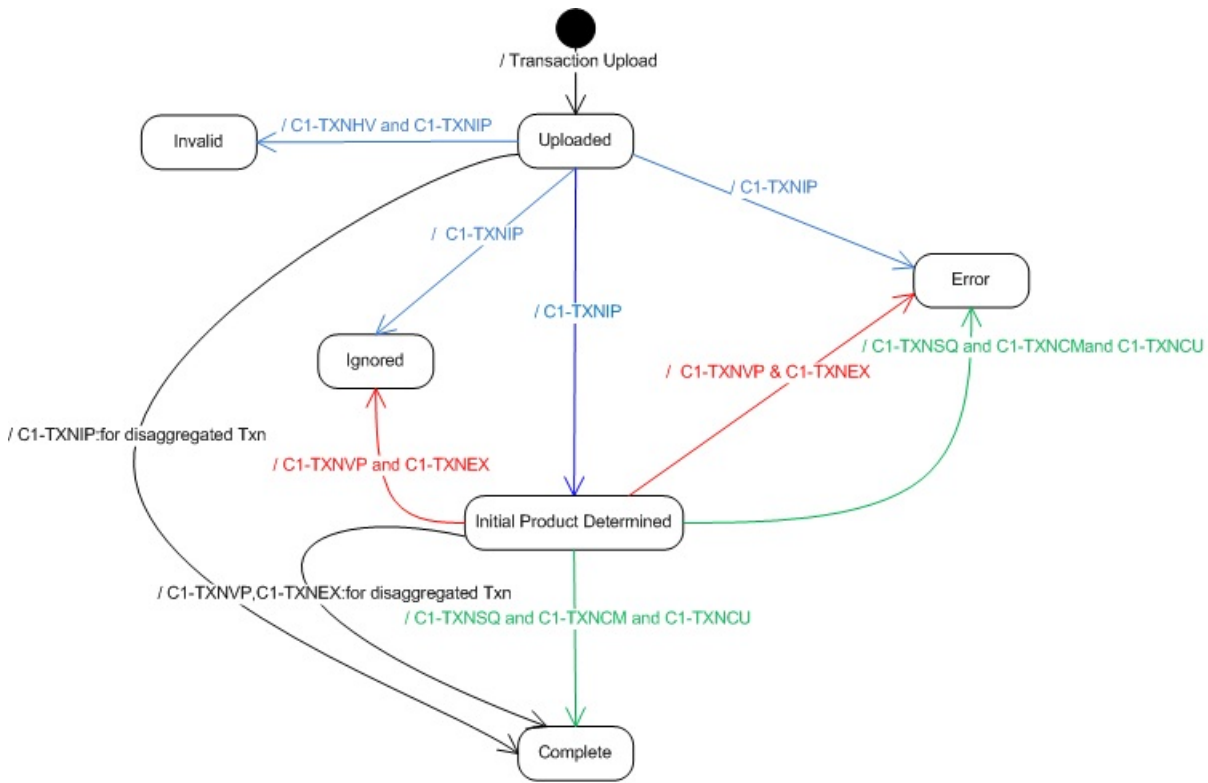
The following figure graphically indicates how a feed moves from one status to another during the transaction feed management process:



Transaction Status Transition

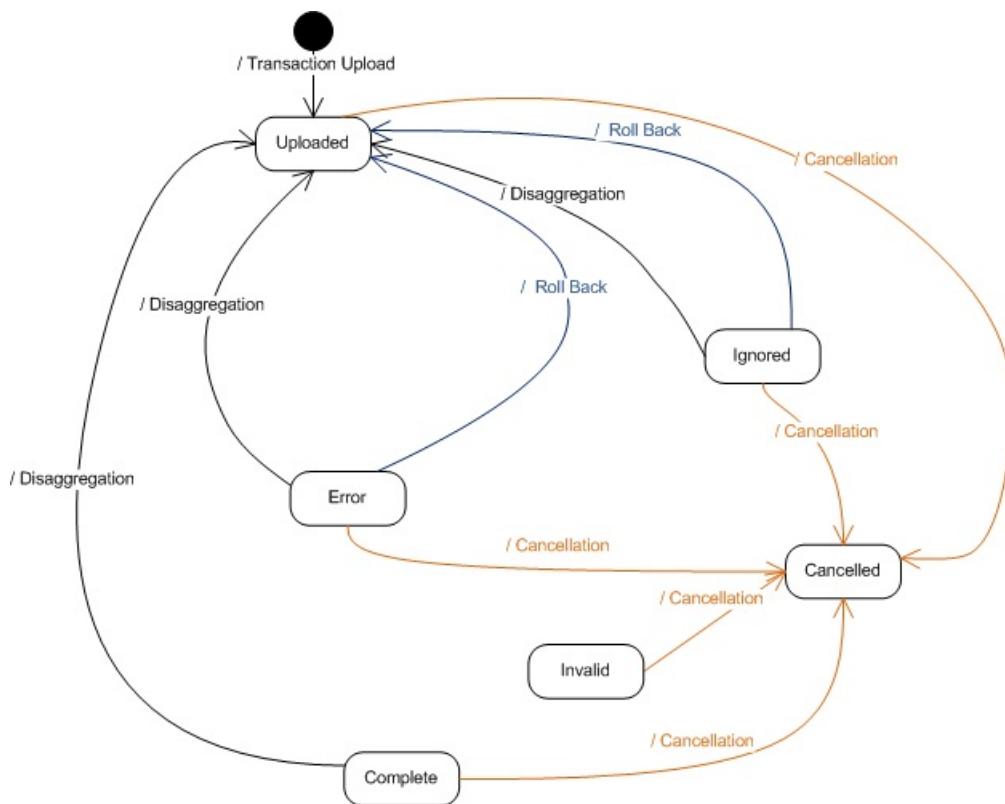
Aggregation

The following figure graphically indicates how a transaction moves from one status to another during the aggregation process:



Disaggregation, Rollback, and Cancellation

The following figure graphically indicates how a transaction moves from one status to another during the disaggregation, rollback, and cancellation processes:



Transaction Leg Status Transition

This section explains how a transaction leg moves from one status to another during the following sub-processes:

- Transaction Aggregation

Note: This is the aggregation process for transactions that are recently uploaded or reaggregated after being fully disaggregated.

- Transaction Rollback
- Transaction Cancellation
- Transaction Disaggregation
- Transaction Reaggregation

Note: This is the aggregation process for transactions that are reaggregated after being partially disaggregated.

Transaction Aggregation

The following table indicates how a transaction leg moves from one status to another during the aggregation process:

Sr. No.	Batch	Event	Pre Event Transaction Status	Pre Event Transaction Leg Status	Post Event Transaction Status	Post Event Transaction Leg Status
1	C1-TXNIP	Transaction validation fails due to incomplete transaction data	UPLOADED	Not applicable as the transaction legs are not yet created	INVALID	Not applicable as the transaction legs are not yet created
2	C1-TXNIP	Transaction validation fails due to invalid or incorrect transaction data	UPLOADED	Not applicable as the transaction legs are not yet created	ERROR	Not applicable as the transaction legs are not yet created
3	C1-TXNIP	Transaction validation is successful but no product is derived	UPLOADED	Not applicable as the transaction legs are not yet created	ERROR	Not applicable as the transaction legs are not yet created
4	C1-TXNIP	Transaction validation is successful and product is derived	UPLOADED	Not applicable as the transaction legs are not yet created	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED
5	C1-TXNIP	Transaction validation is successful and the transaction is ignored by the rule based on the transaction attributes	UPLOADED	Not applicable as the transaction legs are not yet created	IGNORED	Not applicable as the transaction legs are not yet created
6	C1-TXNVP and C1-TXNEX	Effective pricing is not found for any of the transaction legs	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED	ERROR	ERROR
7	C1-TXNVP and C1-TXNEX	Ignore Transaction flag is set to Y in the effective pricing for one or more transaction legs but not for all transaction legs	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED	IGNORED (when Ignore Transaction flag is set to Y in the effective pricing) INITIAL PRODUCT DETERMINED (when Ignore Transaction flag is set to N in the effective pricing)
8	C1-TXNVP and C1-TXNEX	Ignore Transaction flag is set to Y in the effective pricing for all transaction legs	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED	IGNORED	IGNORED

Sr. No.	Batch	Event	Pre Event Transaction Status	Pre Event Transaction Leg Status	Post Event Transaction Status	Post Event Transaction Leg Status
9	C1-TXNVP and C1-TXNEX	Ignore Transaction flag is set to N in the effective pricing for all transaction legs	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED
10	C1-TXNSQ and C1-TXNCM	SQIs are not defined for the product — division combination, Transaction aggregation rule is not defined for the SQI, or Exchange rate is not available during currency conversion	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED	ERROR	ERROR
11	C1-TXNSQ and C1-TXNCM	Billable charges are created successfully for all transaction legs	INITIAL PRODUCT DETERMINED	INITIAL PRODUCT DETERMINED	COMPLETED	COMPLETED

Transaction Rollback

The following table indicates how a transaction leg moves from one status to another during the rollback process:

Sr. No.	Batch	Event	Pre Event Transaction Status	Pre Event Transaction Leg Status	Post Event Transaction Status	Post Event Transaction Leg Status
1	C1-TXNRB	Transactions with the Error (EROR) status are rolled back	ERROR	ERROR	UPLOADED	Not applicable as the transaction legs are not yet created
2	C1-TXNRB	Transactions with the Ignored (IGNR) status are rolled back	IGNORED	IGNORED	UPLOADED	Not applicable as the transaction legs are not yet created

Transaction Cancellation

The following table indicates how a transaction leg moves from one status to another during the cancellation process:

Sr. No.	Batch	Event	Pre Event Transaction Status	Pre Event Transaction Leg Status	Post Event Transaction Status	Post Event Transaction Leg Status
1	C1-TXCNC	Transactions in any status are cancelled	UPLOADED, INITIAL PRODUCT DETERMINED, ERROR, COMPLETED, INVALID, or IGNORED	INITIAL PRODUCT DETERMINED, ERROR, IGNORED, or COMPLETED	CANCELLED	CANCELLED

Transaction Disaggregation

The following table indicates how a transaction leg moves from one status to another during the disaggregation process:

Sr. No.	Batch	Event	Pre Event Transaction Status	Pre Event Transaction Leg Status	Post Event Transaction Status	Post Event Transaction Leg Status
1	C1-DISTG	Transactions in the COMPLETED, ERROR, or IGNORED status are disaggregated.	COMPLETED, ERROR, or IGNORED Note: The transactions in the ERROR or IGNORED status must have legs for disaggregation.	COMPLETED, ERROR, or IGNORED	No change in the status	No change in the status
2	C1-DISTG	Transactions in the INVALID or CANCELLED status cannot be disaggregated. In addition, the newly uploaded transactions and fully disaggregated transactions which are in the UPLOADED status cannot be disaggregated.	CANCELLED, INVALID, or UPLOADED	Not applicable as the transactions will not have any legs in these statuses	No change in the status	Not applicable as the transactions will not have any legs in these statuses
3	C1-IAENT or C1-IDENT	Transactions in the COMPLETED, ERROR, or IGNORED status are disaggregated.	COMPLETED, ERROR, or IGNORED Note: The transactions in the ERROR or IGNORED status must have legs for disaggregation.	COMPLETED, ERROR, or IGNORED	No change in the status	No change in the status

Sr. No.	Batch	Event	Pre Event Transaction Status	Pre Event Transaction Leg Status	Post Event Transaction Status	Post Event Transaction Leg Status
4	C1-IAENT or C1-IDENT	Transaction has already been disaggregated and is in the UPLOADED status. The transaction legs which were not affected are moved in the staging table and the transaction legs which were affected are deleted. Now, if the effective pricing is changed for the account to which the transaction leg in the staging table is mapped, then that transaction leg must be disaggregated. Thus, disaggregation is done even though the transaction is in the UPLOADED status.	UPLOADED	UPLOADED	No change in the status	No change in the status
5	C1-PDTXN	Transactions in the COMPLETED, ERROR, or IGNORED status are disaggregated.	COMPLETED, ERROR, or IGNORED Note: The transactions in the ERROR or IGNORED status must have legs for disaggregation.	COMPLETED, ERROR, or IGNORED	UPLOADED	Transaction legs which are affected during disaggregation are deleted and the other legs which are not affected are moved to the staging table.

Transaction Reaggregation

The following table indicates how a transaction leg moves from one status to another during the reaggregation process:

Sr. No.	Batch	Event	Transaction Status Before Disaggregation	Transaction Leg Status Before Disaggregation	Transaction Status After Reaggregation	Transaction Leg Status After Reaggregation
1	C1-TXNIP	Transaction in the COMPLETED status was disaggregated. It had four transaction legs – two in the COMPLETED status and other two in the IGNORED status. A transaction leg in the COMPLETED status was disaggregated due to change in the business rule (i.e. IGNORE_SW is set to Y).	COMPLETED	COMPLETED, IGNORED	COMPLETED	Derived Leg: IGNORED Existing Legs: COMPLETED and IGNORED
2	C1-TXNIP	Transaction in the COMPLETED status was disaggregated. It had one transaction leg in the COMPLETED status and all other transaction legs in the IGNORED status. The leg in the COMPLETED status was disaggregated due to change in the business rule (i.e. IGNORE_SW is set to Y).	COMPLETED	COMPLETED, IGNORED	IGNORED	Derived Leg: IGNORED Existing Legs: IGNORED

Sr. No.	Batch	Event	Transaction Status Before Disaggregation	Transaction Leg Status Before Disaggregation	Transaction Status After Reaggregation	Transaction Leg Status After Reaggregation
3	C1-TXNIP	Transaction in the COMPLETED status was disaggregated. All the transaction legs were in the COMPLETED status. One of the transaction legs in the COMPLETED status was disaggregated. During reaggregation, no product was derived for this transaction leg.	COMPLETED	COMPLETED	ERROR	Derived Leg: No new transaction leg was created Existing Legs: COMPLETED
4	C1-TXNIP	Transaction in the ERROR status was disaggregated. It had no transaction legs. During reaggregation, no product was derived for the transaction.	ERROR	No Transaction Legs Exist	ERROR	Derived Leg: No new transaction leg was created Existing Legs: None
5	C1-TXNIP	Transaction in the ERROR status was disaggregated. It had no transaction legs. During reaggregation, a product was derived for the transaction.	ERROR	No Transaction Legs Exist	INITIAL PRODUCT DETERMINED	Derived Leg: INITIAL PRODUCT DETERMINED Existing Legs: None

Sr. No.	Batch	Event	Transaction Status Before Disaggregation	Transaction Leg Status Before Disaggregation	Transaction Status After Reaggregation	Transaction Leg Status After Reaggregation
6	C1-TXNVP and C1-TXNEX	Transaction in the COMPLETED status was disaggregated. It had four transaction legs – two in the COMPLETED status and other two in the IGNORED status. A transaction leg in the COMPLETED status was disaggregated. During reaggregation, the effective pricing was not found for the transaction leg.	COMPLETED	COMPLETED, IGNORED	ERROR	Derived Leg: ERROR Existing Legs: COMPLETED and IGNORED
7	C1-TXNVP and C1-TXNEX	Transaction in the ERROR status was disaggregated. It had no transaction legs. During reaggregation, the effective pricing is found for the transaction legs.	ERROR	No Transaction Legs Exist	INITIAL PRODUCT DETERMINED	Derived Legs: INITIAL PRODUCT DETERMINED Existing Legs: None
8	C1-TXNVP and C1-TXNEX	Transaction in the COMPLETED status was disaggregated. It had four transaction legs – two in the COMPLETED status and other two in the IGNORED status. A transaction leg in the COMPLETED status was disaggregated due to change in the effective pricing (i.e. Ignore Transaction flag is set to Y).	COMPLETED	COMPLETED, IGNORED	COMPLETED	Derived Leg: IGNORED Existing Legs: COMPLETED and IGNORED

Sr. No.	Batch	Event	Transaction Status Before Disaggregation	Transaction Leg Status Before Disaggregation	Transaction Status After Reaggregation	Transaction Leg Status After Reaggregation
9	C1-TXNVP and C1-TXNEX	Transaction in the COMPLETED status was disaggregated. It had one transaction leg in the COMPLETED status and all other transaction legs in the IGNORED status. The leg in the COMPLETED status was disaggregated due to change in the effective pricing (i.e. Ignore Transaction flag is set to Y).	COMPLETED	COMPLETED, IGNORED	IGNORED	Derived Leg: IGNORED Existing Legs: IGNORED
10	C1-TXNSQ and C1-TXNCM	While reaggregating transaction legs, SQIs are not defined for the product — division combination, Transaction aggregation rule is not defined for the SQI, or Exchange rate is not available during currency conversion.	COMPLETED, ERROR, IGNORED Note: There must be no legs for the transaction in the IGNORED status.	COMPLETED, ERROR	ERROR	Derived Legs: ERROR Existing Legs: No change in the status
11	C1-TXNSQ and C1-TXNCM	Billable charges are created successfully for all transaction legs which were earlier disaggregated and now reaggregated.	COMPLETED, ERROR, IGNORED Note: There must be no legs for the transaction in the IGNORED status.	COMPLETED, ERROR	COMPLETED	Derived Leg: COMPLETED Existing Legs: No change in the status

CSV File Format

You need to ensure that the CSV file contains the following when you upload the transaction data using the sample interface:

- **File Header** — Every file must have one header record. It should contain the following details:

Column Name	Contains	Description	Mandatory (Yes or No)
A	“HDR”	Used to indicate that the row contains header information.	Yes
B	Transaction Source	Used to specify the source from where the transactions are received.	Yes
D	Header Date (YYYYMMDD)	Used to specify the header date.	Yes
E	Transaction Header ID	Used to specify the external transaction header ID.	Yes
F	File Name	Used to specify the file name.	Yes
G	Number of Transactions	Used to specify the total number of transaction records in the file.	Yes
H	Total Transaction Volume	Used to specify the total transaction volume.	Yes
I	Total Transaction Amount	Used to specify the total transaction amount.	Yes

Note: If the header record does not exist in a transaction data file, the default header record is created when you upload the transaction data file in ODI. By default, the header date is set to the current date and file name is set to the name of the file that you are uploading in ODI.

- **Transaction Record** — Every file must have one or more transaction records. It should contain the following details:

Column Name	Contains	Description	Mandatory (Yes or No)
A	Transaction Record Type	Used to specify the record type of the transaction.	Yes
B	Transaction Source	Used to specify the source from where the transaction is received.	Yes
C	Transaction Date (YYYYMMDD)	Used to specify the date when the transaction was performed.	Yes
J	External Reference Number	Used to specify the external reference number of the transaction.	Yes
K	Customer Reference Number	Used to indicate the customer who has performed the transaction.	No
L	Division	Used to specify the division to which the transaction belongs.	Yes
M	Transaction Volume	Used to specify the transaction volume.	Yes
N	Transaction Amount	Used to specify the transaction amount.	Yes

Column Name	Contains	Description	Mandatory (Yes or No)
O	Transaction Currency	Used to specify the currency in which the transaction was performed. Note: If you specify a currency other than the pricing currency, the system will do the currency conversion if the appropriate exchange rate is available in the system.	Yes
P	Credit/Debit Indicator	Used to indicate whether the transaction is a debit or a credit transaction. The valid values are: <ul style="list-style-type: none"> • Plus (+) • Minus (-) 	Yes
Q	Account Identifier Type	Used to indicate the account identifier type.	Yes
R	Account Identifier	Used to indicate the account for which the transaction was performed.	Yes
S, T, U, ..., AL	UDF_NUM_1, UDF_NUM_2, UDF_NUM_3, ..., UDF_NUM_20	Used to specify additional information about the transaction.	No
AM, AN, AO, ..., AV	UDF_AMT_1, UDF_AMT_2, UDF_AMT_3, ..., UDF_AMT_10	Used to specify additional transaction amount.	Yes (Conditional) Note: The UDF_AMT_N is required when the corresponding UDF_CCY_N is specified.
AW, AX, AY, ..., BF	UDF_CCY_1, UDF_CCY_2, UDF_CCY_3, UDF_CCY_10	Used to specify additional transaction currency. Note: If you specify a currency other than the pricing currency, the system will do the currency conversion if the appropriate exchange rate is available in the system.	Yes (Conditional) Note: The UDF_CCY_N is required when the corresponding UDF_AMT_N is specified.
BG, BH, ..., BK	UDF_DTTM_1, UDF_DTTM_2,, UDF_DTTM_5	Used to specify additional information about the transaction.	No

Column Name	Contains	Description	Mandatory (Yes or No)
BL, BM, BN, ..., DI	UDF_CHAR_1, UDF_CHAR_2, UDF_CHAR_3, ..., UDF_CHAR_50	Used to specify additional information about the transaction. Note: If the data in these columns will be used for price item parameter mapping, you must not use the equal to (=) and tilde (~) symbols in these columns.	No

Note: If the file does not contain header or transaction records in the required format, ODI will not upload the transaction data in the system. In addition, ODI will not upload the transaction records received from a transaction source which is not yet defined in the system.

Error List

The following table lists the errors that may occur while executing various batches in the transaction feed management process. It also indicates how you can resolve these errors.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNHV	102	{Checksum Validation Required} field invalid.	11001	The possible issues could be: <ul style="list-style-type: none"> The value other than 'Y', 'y', 'N' or 'n' is specified for the Checksum Validation Required parameter.
C1-TXNHV	102	{Duplicate Check Required} field invalid.	11001	The possible issues could be: <ul style="list-style-type: none"> The value other than 'Y', 'y', 'N' or 'n' is specified for the Duplicate Check Required parameter.
C1-TXNHV	1314	The Transaction Source is mandatory.	17000	The possible issues could be: <ul style="list-style-type: none"> The data is not available in the Transaction Source column.
C1-TXNHV	1332	Sum of transaction records in the header does not match the total number of records in the file.	17000	The possible issues could be: <ul style="list-style-type: none"> Inappropriate file is uploaded in the system.
C1-TXNHV	1333	Sum of transaction volume in the header does not match the total transaction volume in the file.	17000	The possible issues could be: <ul style="list-style-type: none"> Inappropriate file is uploaded in the system.
C1-TXNHV	1334	Sum of transaction amount in the header does not match the total transaction amount in the file.	17000	The possible issues could be: <ul style="list-style-type: none"> Inappropriate file is uploaded in the system.
C1-TXNHV	1338	The Transaction Header ID already exists in the system. Please enter unique header ID.	17000	The possible issues could be: <ul style="list-style-type: none"> The same file is uploaded multiple times in the system.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNHV	1341	Exception occurred during the transaction header validation.	17000	The possible issues could be: <ul style="list-style-type: none"> The data is not available in the required format.
C1-TXNHV	1421	Transaction records does not exist in the file. Please check.	17000	The possible issues could be: <ul style="list-style-type: none"> Inappropriate file is uploaded in the system.
C1-TXNHV	1422	Sum of transaction records in the header cannot be zero. Please enter valid data in the header.	17000	The possible issues could be: <ul style="list-style-type: none"> The value available in the Number of Transactions column is less than or equal to zero.
C1-TXNHV	1423	Sum of transaction volume in the header cannot be zero. Please enter valid data in the header.	17000	The possible issues could be: <ul style="list-style-type: none"> The value available in the Total Transaction Volume column is less than or equal to zero.
C1-TXNHV	1663	Transaction Header External Id is missing.	17000	The possible issues could be: <ul style="list-style-type: none"> The data is not available in the Transaction Header ID column.
C1-TXNHV	1664	Header Transaction Amount should be greater than 0.	17000	The possible issues could be: <ul style="list-style-type: none"> The value available in the Total Transaction Amount column is less than or equal to zero.
C1-TXNIP	102	{Chunk Size} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-TXNIP	102	{ Maximum Batch Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is greater than the value specified for the Chunk Size parameter.
C1-TXNIP	106	Value { Given Transaction Header Id } too long for field { transactionHeaderId }. Maximum length: 14. Found: { Length of given Transaction Header Id }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Header ID parameter exceeds the maximum length of 14 characters.
C1-TXNIP	106	Value { Given Transaction Source Code } too long for field { transactionSource }. Maximum length: 30. Found: { Length of given Transaction Source Code }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Source parameter exceeds the maximum length of 30 characters.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	106	Value { Given Transaction Division } too long for field { division }. Maximum length: 5 Found: { Length of given Transaction Division }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Division parameter exceeds the maximum length of 5 characters.
C1-TXNIP	1301	The account with the specified identifier does not exist in the system. Enter a valid identifier.	17000	The possible issues could be: <ul style="list-style-type: none"> The account with the specified account identifier is not found in the system.
C1-TXNIP	1302	UDF_CURRENCY_1 is mandatory when UDF_AMT_1 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_1 column of the CI_TXN_DETAIL table.
C1-TXNIP	1303	UDF_AMT_1 is mandatory when UDF_CURRENCY_1 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_1 column of the CI_TXN_DETAIL table.
C1-TXNIP	1304	UDF_CURRENCY_2 is mandatory when UDF_AMT_2 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_2 column of the CI_TXN_DETAIL table.
C1-TXNIP	1305	UDF_AMT_2 is mandatory when UDF_CURRENCY_2 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_2 column of the CI_TXN_DETAIL table.
C1-TXNIP	1306	UDF_CURRENCY_3 is mandatory when UDF_AMT_3 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_3 column of the CI_TXN_DETAIL table.
C1-TXNIP	1307	UDF_AMT_3 is mandatory when UDF_CURRENCY_3 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_3 column of the CI_TXN_DETAIL table.
C1-TXNIP	1308	UDF_CURRENCY_4 is mandatory when UDF_AMT_4 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_4 column of the CI_TXN_DETAIL table.
C1-TXNIP	1309	UDF_AMT_4 is mandatory when UDF_CURRENCY_4 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_4 column of the CI_TXN_DETAIL table.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	1310	UDF_CURRENCY_5 is mandatory when UDF_AMT_5 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_5 column of the CI_TXN_DETAIL table.
C1-TXNIP	1311	UDF_AMT_5 is mandatory when UDF_CURRENCY_5 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_5 column of the CI_TXN_DETAIL table.
C1-TXNIP	1312	UDF_CURRENCY_6 is mandatory when UDF_AMT_6 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_6 column of the CI_TXN_DETAIL table.
C1-TXNIP	1313	UDF_AMT_6 is mandatory when UDF_CURRENCY_6 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_6 column of the CI_TXN_DETAIL table.
C1-TXNIP	1314	UDF_CURRENCY_7 is mandatory when UDF_AMT_7 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_7 column of the CI_TXN_DETAIL table.
C1-TXNIP	1315	UDF_AMT_7 is mandatory when UDF_CURRENCY_7 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_7 column of the CI_TXN_DETAIL table.
C1-TXNIP	1316	UDF_CURRENCY_8 is mandatory when UDF_AMT_8 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_8 column of the CI_TXN_DETAIL table.
C1-TXNIP	1317	UDF_AMT_8 is mandatory when UDF_CURRENCY_8 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_8 column of the CI_TXN_DETAIL table.
C1-TXNIP	1318	UDF_CURRENCY_9 is mandatory when UDF_AMT_9 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_9 column of the CI_TXN_DETAIL table.
C1-TXNIP	1319	UDF_AMT_9 is mandatory when UDF_CURRENCY_9 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_9 column of the CI_TXN_DETAIL table.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	1320	UDF_CURRENCY_10 is mandatory when UDF_AMT_10 is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_10 column of the CI_TXN_DETAIL table.
C1-TXNIP	1321	UDF_AMT_10 is mandatory when UDF_CURRENCY_10 is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the UDF_AMT_10 column of the CI_TXN_DETAIL table.
C1-TXNIP	1347	Could not derive a price item from the rules engine.	17000	The possible issues could be: <ul style="list-style-type: none"> There is some technical issue while executing the rule or while processing the rule output. No rules are effective on the processing date. The rule type is not defined for the transaction source and transaction record type combination in the system.
C1-TXNIP	1349	Division is invalid. Please enter a valid division for the transaction.	17000	The possible issues could be: <ul style="list-style-type: none"> Division (to which the transaction belongs) is not defined in the system.
C1-TXNIP	1351	Transaction Currency is invalid. Please enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency in which the transaction was performed is not available in the Transaction Currency column. Currency is not defined in the system.
C1-TXNIP	1362	UDF Currency 1 is invalid. Please enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> Currency is not defined in the system.
C1-TXNIP	1363	UDF Currency 2 is invalid. Please enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> Currency is not defined in the system.
C1-TXNIP	1364	UDF Currency 3 is invalid. Please enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> Currency is not defined in the system.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	1365	UDF Currency 4 is invalid. Please enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> Currency is not defined in the system.
C1-TXNIP	1366	UDF Currency 5 is invalid. Please enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> Currency is not defined in the system.
C1-TXNIP	1377	Transaction currency is mandatory when transaction amount is non-zero. Enter a valid currency code.	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the Transaction Currency column.
C1-TXNIP	1378	Transaction amount is mandatory when transaction currency is specified. Enter the amount.	17000	The possible issues could be: <ul style="list-style-type: none"> The amount is not available in the Transaction Amount column.
C1-TXNIP	1379	The user does not exist in the system. Please enter a valid user ID.	17000	The possible issues could be: <ul style="list-style-type: none"> The user is not defined in the system.
C1-TXNIP	1380	The value entered in the Credit/Debit Indicator column is incorrect. Enter either "+" or "-".	17000	The possible issues could be: <ul style="list-style-type: none"> The value other than '+' or '-' is available in the HOW_TO_USE_TXN_FLG column of the CI_TXN_DETAIL table.
C1-TXNIP	1381	The value entered in the Manual Switch field is incorrect. Enter either "Y" or "N".	17000	The possible issues could be: <ul style="list-style-type: none"> The value other than 'Y' or 'N' is available in the MANUAL_SW column of the CI_TXN_DETAIL table.
C1-TXNIP	1556	{Maximum Batch Size} field should be greater than zero	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is less than or equal to zero.
C1-TXNIP	1636	Invalid batch run [%1] for [%2] division(s). %3 Note: [%1] stands for batch code; [%2] stands for division; [%3] stands for expected batch code	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute the C1-TXNVP, C1-TXNEX, C1-TXNSQ, C1-TXNCM or C1-TXNCU batch instead of the C1-TXNIP batch (which is first mandatory batch in the transaction aggregation cycle).

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	1637	Batch [%1] is already executed for [%2] division(s). Please complete pending batch runs before starting new cycle for [%3] division(s). Note: [%1] stands for batch code; [%2] and [%3] stands for division	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch once again with the same division (for example, D1) after executing any other batch in the transaction aggregation cycle which is already initiated for D1.
C1-TXNIP	1638	Transaction Feed Management cycle for individual division(s) is not yet complete. Please complete pending batch runs before starting new cycle for processing [ALL] divisions.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for all divisions before completing the transaction aggregation cycle which is initiated for a particular division.
C1-TXNIP	1639	Transaction Feed Management cycle for [ALL] divisions is not yet complete. Please complete pending batch runs before starting new cycle for individual division [%1]. Note: [%1] stands for division	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for a particular division before completing the transaction aggregation cycle which is initiated for all divisions.
C1-TXNIP	1646	Value for mandatory parameter is missing.	17000	The possible issues could be: <ul style="list-style-type: none"> No value is defined for the mandatory price item parameter in the rule.
C1-TXNIP	1647	Mandatory parameter is missing.	17000	The possible issues could be: <ul style="list-style-type: none"> The mandatory price item parameter is not defined as the output parameter in the rule.
C1-TXNIP	1648	Account Number derived by the rule is invalid.	17000	The possible issues could be: <ul style="list-style-type: none"> No value is defined for either Account Identifier (ACCT_NOX_Val) or Account Identifier Column Name (ACCT_NOX_Col) output parameter in the rule.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	1649	Account Number type code derived by the rule is invalid.	17000	The possible issues could be: <ul style="list-style-type: none"> No value is defined for either Account Identifier Type (ACCT_NO_TYPEX_Val) or Account Identifier Type Column Name (ACCT_NO_TYPEX_Col) output parameter in the rule.
C1-TXNIP	1650	Division derived by the rule is invalid.	17000	The possible issues could be: <ul style="list-style-type: none"> No value is defined for either Account Division (DIVISIONX_VAL) or Account Division Column Name (DIVISIONX_COL) output parameter in the rule.
C1-TXNIP	1651	Not able to derive account ID.	17000	The possible issues could be: <ul style="list-style-type: none"> The account with the specified account identifier type, account identifier, and division is not found in the system.
C1-TXNIP	1652	Product derived by the rule is invalid.	17000	The possible issues could be: <ul style="list-style-type: none"> No value is defined for either Product Name (PRODUCTX_Y_Val) or Product Column Name (PRODUCTX_Y_Col) output parameter in the rule.
C1-TXNIP	1653	Length of the derived product is greater than 10.	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Product Name (PRODUCTX_Y_Val) or Product Column Name (PRODUCTX_Y_Col) output parameter in the rule exceeds the maximum length of 10 characters.
C1-TXNIP	1654	Length of the derived variance parameter is greater than 8.	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the TOU (TOUX_Y_Val) or TOU Column Name (TOUX_Y_Col) output parameter in the rule exceeds the maximum length of 8 characters.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	1656	Length of the product parameter value derived by the rule is greater than 254.	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Parameter Value (PVLX_Y_Z_VAL) or Parameter Value Column Name (PVLX_Y_Z_COL) output parameter in the rule exceeds the maximum length of 254 characters.
C1-TXNIP	1657	Length of the product parameter code derived by the rule is greater than 30.	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Parameter Code (PCDX_Y_Z_VAL) output parameter in the rule exceeds the maximum length of 30 characters.
C1-TXNIP	2002	Transaction is in EROR due to one or more reasons.	17000	The possible issues could be: <ul style="list-style-type: none"> There might be one or more reasons why the status of the transaction is set to Error (EROR).
C1-TXNIP	2007	%1 cannot be blank. Note: [%1] stands for division	17000	The possible issues could be: <ul style="list-style-type: none"> The division to which the transaction belongs is not available in the Division column.
C1-TXNIP	2007	%1 cannot be blank. Note: [%1] stands for user ID	17000	The possible issues could be: <ul style="list-style-type: none"> No data exists in the USER_ID column of the CI_TXN_DETAIL table when the MANUAL_SW column is set to Y.
C1-TXNIP	2011	%1 is mandatory when %2 is non-zero. Enter a valid currency code. Note: [%1] stands for “Currency Code”; [%2] stands for “Transaction Amount”	17000	The possible issues could be: <ul style="list-style-type: none"> The currency in which the transaction was performed is not available in the CURRENCY_CD column of the CI_TXN_DETAIL table.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	2011	%1 is mandatory when %2 is non-zero. Enter a valid currency code. Note: [%1] stands for “Amount 1 Currency Code”; [%2] stands for “Additional Amount 1”	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_1 column of the CI_TXN_DETAIL table.
C1-TXNIP	2011	%1 is mandatory when %2 is non-zero. Enter a valid currency code. Note: [%1] stands for “Amount 2 Currency Code”; [%2] stands for “Additional Amount 2”	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_2 column of the CI_TXN_DETAIL table.
C1-TXNIP	2011	%1 is mandatory when %2 is non-zero. Enter a valid currency code. Note: [%1] stands for “Amount 3 Currency Code”; [%2] stands for “Additional Amount 3”	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_3 column of the CI_TXN_DETAIL table.
C1-TXNIP	2011	%1 is mandatory when %2 is non-zero. Enter a valid currency code. Note: [%1] stands for “Amount 4 Currency Code”; [%2] stands for “Additional Amount 4”	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_4 column of the CI_TXN_DETAIL table.
C1-TXNIP	2011	%1 is mandatory when %2 is non-zero. Enter a valid currency code. Note: [%1] stands for “Amount 5 Currency Code”; [%2] stands for “Additional Amount 5”	17000	The possible issues could be: <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_5 column of the CI_TXN_DETAIL table.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	2011	<p>%1 is mandatory when %2 is non-zero. Enter a valid currency code.</p> <p>Note:</p> <p>[%1] stands for “Amount 6 Currency Code”;</p> <p>[%2] stands for “Additional Amount 6”</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_6 column of the CI_TXN_DETAIL table.
C1-TXNIP	2011	<p>%1 is mandatory when %2 is non-zero. Enter a valid currency code.</p> <p>Note:</p> <p>[%1] stands for “Amount 7 Currency Code”;</p> <p>[%2] stands for “Additional Amount 7”</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_7 column of the CI_TXN_DETAIL table.
C1-TXNIP	2011	<p>%1 is mandatory when %2 is non-zero. Enter a valid currency code.</p> <p>Note:</p> <p>[%1] stands for “Amount 8 Currency Code”;</p> <p>[%2] stands for “Additional Amount 8”</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_8 column of the CI_TXN_DETAIL table.
C1-TXNIP	2011	<p>%1 is mandatory when %2 is non-zero. Enter a valid currency code.</p> <p>Note:</p> <p>[%1] stands for “Amount 9 Currency Code”;</p> <p>[%2] stands for “Additional Amount 9”</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_9 column of the CI_TXN_DETAIL table.
C1-TXNIP	2011	<p>%1 is mandatory when %2 is non-zero. Enter a valid currency code.</p> <p>Note:</p> <p>[%1] stands for “Amount 10 Currency Code”;</p> <p>[%2] stands for “Additional Amount 10”</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The currency is not available in the UDF_CURRENCY_CD_10 column of the CI_TXN_DETAIL table.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Currency Code”; [%2] stands for transaction currency	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 1 Currency Code”; [%2] stands for UDF_CURRENCY_CD_1	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 2 Currency Code”; [%2] stands for UDF_CURRENCY_CD_2	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 3 Currency Code”; [%2] stands for UDF_CURRENCY_CD_3	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 4 Currency Code”; [%2] stands for UDF_CURRENCY_CD_4	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 5 Currency Code”; [%2] stands for UDF_CURRENCY_CD_5	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 6 Currency Code”; [%2] stands for UDF_CURRENCY_CD_6	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 7 Currency Code”; [%2] stands for UDF_CURRENCY_CD_7	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 8 Currency Code”; [%2] stands for UDF_CURRENCY_CD_8	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.
C1-TXNIP	2012	% 1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 9 Currency Code”; [%2] stands for UDF_CURRENCY_CD_9	17000	The possible issues could be: <ul style="list-style-type: none"> • Currency is not defined in the system.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	2012	%1 %2 is invalid. Please enter a valid currency code. Note: [%1] stands for “Amount 10 Currency Code”; [%2] stands for UDF_CURRENCY_CD_10	17000	The possible issues could be: <ul style="list-style-type: none"> Currency is not defined in the system.
C1-TXNIP	2013	The user %1 does not exist in the system. Please enter a valid user ID. Note: [%1] stands for user ID	17000	The possible issues could be: <ul style="list-style-type: none"> The user is not defined in the system.
C1-TXNIP	2014	%1 derived using %2 by the rule is invalid. Note: [%1] stands for “Account Number” [%2] stands for the ACCT_NOX_Val or ACCT_NOX_Col output parameter	17000	The possible issues could be: <ul style="list-style-type: none"> No value is defined for either Account Identifier (ACCT_NOX_Val) or Account Identifier Column Name (ACCT_NOX_Col) output parameter in the rule.
C1-TXNIP	2014	%1 derived using %2 by the rule is invalid. Note: [%1] stands for “Account Identifier Type” [%2] stands for the ACCT_NO_TYPEX_Val or ACCT_NO_TYPEX_Col output parameter	17000	The possible issues could be: <ul style="list-style-type: none"> No value is defined for either Account Identifier Type (ACCT_NO_TYPEX_Val) or Account Identifier Type Column Name (ACCT_NO_TYPEX_Col) output parameter in the rule.
C1-TXNIP	2014	%1 derived using %2 by the rule is invalid. Note: [%1] stands for “Division” [%2] stands for the DIVISIONX_VAL or DIVISIONX_COL output parameter	17000	The possible issues could be: <ul style="list-style-type: none"> No value is defined for either Account Division (DIVISIONX_VAL) or Account Division Column Name (DIVISIONX_COL) output parameter in the rule.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	2014	<p>%1 derived using %2 by the rule is invalid.</p> <p>Note:</p> <p>[%1] stands for “Initial Product Code”</p> <p>[%2] stands for the PRODUCTX_Y_Val or PRODUCTX_Y_Col output parameter</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> No value is defined for either Product Name (PRODUCTX_Y_Val) or Product Column Name (PRODUCTX_Y_Col) output parameter in the rule.
C1-TXNIP	2015	<p>Not able to derive account id for given Account Number %1, Account Number Type Code %2 and Division %3.</p> <p>Note:</p> <p>[%1] stands for account identifier;</p> <p>[%2] stands for account identifier type;</p> <p>[%3] stands for division</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The account with the specified account identifier type, account identifier and division is not found in the system.
C1-TXNIP	2016	<p>Length of the derived %1 using %2 by the rule is greater than %3.</p> <p>Note:</p> <p>[%1] stands for “Initial Product Code”;</p> <p>[%2] stands for PRODUCTX_Y_Val or PRODUCTX_Y_Col output parameter;</p> <p>[%3] stands for length of product code (i.e. 30)</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The value specified for the Product Name (PRODUCTX_Y_Val) or Product Column Name (PRODUCTX_Y_Col) output parameter in the rule exceeds the maximum length of 30 characters.
C1-TXNIP	2016	<p>Length of the derived %1 using %2 by the rule is greater than %3.</p> <p>Note:</p> <p>[%1] stands for “Variance Parameter”;</p> <p>[%2] stands for TOUX_Y_Val or TOUX_Y_Col output parameter;</p> <p>[%3] stands for length of variance parameter (i.e. 8)</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The value specified for the TOU (TOUX_Y_Val) or TOU Column Name (TOUX_Y_Col) output parameter in the rule exceeds the maximum length of 8 characters.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	2016	<p>Length of the derived %1 using %2 by the rule is greater than %3.</p> <p>Note:</p> <p>[%1] stands for “Parameter”;</p> <p>[%2] stands for PCDX_Y_Z_VAL output parameter;</p> <p>[%3] stands for length of parameter (i.e. 30)</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The value specified for the Parameter Code (PCDX_Y_Z_VAL) output parameter in the rule exceeds the maximum length of 30 characters.
C1-TXNIP	2016	<p>Length of the derived %1 using %2 by the rule is greater than %3.</p> <p>Note:</p> <p>[%1] stands for “Parameter Value”;</p> <p>[%2] stands for PVLX_Y_Z_VAL or PVLX_Y_Z_COL output parameter;</p> <p>[%3] stands for length of parameter value (i.e. 254)</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The value specified for the Parameter Value Column Name (PVLX_Y_Z_COL) output parameter in the rule exceeds the maximum length of 254 characters.
C1-TXNIP	2017	<p>Mandatory parameter %1 is missing for %2 %3 and processing date %4.</p> <p>Note:</p> <p>[%1] stands for the product parameter code;</p> <p>[%2] stands for “Initial Product Code”</p> <p>[%3] stands for the product code</p> <p>[%4] stands for the processing date</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The mandatory product parameter is not defined as the output parameter in the rule.
C1-TXNIP	2018	<p>Value for mandatory parameter %1 is missing for product %2 and processing date %3.</p> <p>Note:</p> <p>[%1] stands for product parameter code;</p> <p>[%2] stands for product code;</p> <p>[%3] stands for processing date</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> No value is defined for the mandatory product parameter in the rule.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNIP	2019	Value of the derived %1 %2 contains '~' or '='. Note: [%1] stands for parameter code [%2] stands for parameter value	17000	The possible issues could be: <ul style="list-style-type: none"> The parameter code or value contains the equal to (=) and tide (~) symbols.
C1-TXNIP	2037	Error during executing rules for transaction record type %1, transaction source %2 and processing date %3. Note: [%1] stands for transaction record type; [%2] stands for transaction source; [%3] stands for processing date	17000	The possible issues could be: <ul style="list-style-type: none"> There is some technical issue while executing the rule or while processing the rule output. No rules are effective on the processing date. The rule type is not defined for the transaction source and transaction record type combination in the system.
C1-TXNIP	2043	Unable to derive Rule Type with Transaction Source %1 and Transaction Record Type %2. Note: [%1] stands for transaction source; [%2] stands for transaction record type	17000	The possible issues could be: <ul style="list-style-type: none"> The rule type is not defined for the transaction source and transaction record type combination in the system.
C1-TXNIP	2087	Division %1 is invalid. Please enter a valid division for the transaction. Note: [%1] stands for division	17000	The possible issues could be: <ul style="list-style-type: none"> Division (to which the transaction belongs) is not defined in the system.
C1-TXNVP	102	{Chunk Size} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-TXNVP	106	Value { Given Transaction Header Id } too long for field { transactionHeaderId }. Maximum length: 14. Found: { Length of given Transaction Header Id }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Header ID parameter exceeds the maximum length of 14 characters.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNVP	106	Value { Given Transaction Source Code } too long for field { transactionSource }. Maximum length: 30. Found: { Length of given Transaction Source Code }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Source parameter exceeds the maximum length of 30 characters.
C1-TXNVP	106	Value { Given Transaction Division } too long for field { division }. Maximum length: 5 Found: { Length of given Transaction Division }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Division parameter exceeds the maximum length of 5 characters.
C1-TXNVP	1636	Invalid batch run [%1] for [%2] division(s). %3 Note: [%1] stands for batch code; [%2] stands for division; [%3] stands for expected batch code	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute the C1-TXNVP batch before executing the C1-TXNIP batch (which is first mandatory batch in the transaction aggregation cycle). You are trying to execute the C1-TXNVP batch in between the C1-TXNCM and C1-TXNCU batches during the transaction aggregation cycle.
C1-TXNVP	1638	Transaction Feed Management cycle for individual division(s) is not yet complete. Please complete pending batch runs before starting new cycle for processing [ALL] divisions.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for all divisions before completing the transaction aggregation cycle which is initiated for a particular division.
C1-TXNVP	1639	Transaction Feed Management cycle for [ALL] divisions is not yet complete. Please complete pending batch runs before starting new cycle for individual division [%1]. Note: [%1] stands for division	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for a particular division before completing the transaction aggregation cycle which is initiated for all divisions.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNVP	1644	Transaction Feed Management cycle for division(s) [%1] is already in progress with filter [Source= %2, Header= %3] criteria. Filter criteria must be same for complete cycle. Note: [%1] stands for division; [%2] stands for transaction source; [%3] stands for transaction header ID	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch once again with the same division and different parameters.
C1-TXNEX	102	{Chunk Size} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-TXNEX	102	{ Maximum Batch Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is greater than the value specified for the Chunk Size parameter.
C1-TXNEX	106	Value { Given Transaction Header Id } too long for field { transactionHeaderId }. Maximum length: 14. Found: { Length of given Transaction Header Id}	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Header ID parameter exceeds the maximum length of 14 characters.
C1-TXNEX	106	Value { Given Transaction Source Code } too long for field { transactionSource }. Maximum length: 30. Found: { Length of given Transaction Source Code}	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Source parameter exceeds the maximum length of 30 characters.
C1-TXNEX	106	Value { Given Transaction Division } too long for field { division }. Maximum length: 5 Found: { Length of given Transaction Division}	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Division parameter exceeds the maximum length of 5 characters.
C1-TXNEX	790	The selected Member account does not have active Contracts.	17000	The possible issues could be: <ul style="list-style-type: none"> There are no contracts for the account in Active, Pending Stop, or Stop status on the transaction date.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNEX	1336	Effective pricing is not available for the product. Please check.	17000	The possible issues could be: <ul style="list-style-type: none"> The effective pricing is not available for the product.
C1-TXNEX	1392	Invalid configuration of Price Search Algorithm Parameters or Contracts or Schedule Periods.	17000	The possible issues could be: <ul style="list-style-type: none"> The parameter values are either not defined or invalid in the Price Assignment Search algorithm (which is associated with the division). The period in which the transaction date falls is not defined in the aggregation schedule. There are multiple effective contracts of the same contract type (available on the transaction date) in Active, Pending Stop, or Stop status.
C1-TXNEX	1556	{Maximum Batch Size} field should be greater than zero	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is less than or equal to zero.
C1-TXNEX	1588	No Schedule Period found for the transaction date.	17000	The possible issues could be: <ul style="list-style-type: none"> The period in which the transaction date falls is not defined in the aggregation schedule.
C1-TXNEX	1611	Division specific Price Search Algorithm is not configured.	17000	The possible issues could be: <ul style="list-style-type: none"> The Price Assignment Search algorithm is not defined for the division.
C1-TXNEX	1612	Price Search Algorithm parameters are not set or are invalid.	17000	The possible issues could be: <ul style="list-style-type: none"> The parameter values are either not defined or invalid in the Price Assignment Search algorithm (which is associated with the division).
C1-TXNEX	1613	Multiple contracts in Active, Pending Stop, Stop status exists for same contract type.	17000	The possible issues could be: <ul style="list-style-type: none"> There are multiple effective contracts of the same contract type in Active, Pending Stop, or Stop status on the transaction date.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNEX	1636	Invalid batch run [% 1] for [%2] division(s). %3 Note: [% 1] stands for batch code; [%2] stands for division; [%3] stands for expected batch code	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute the C1-TXNEX batch before executing the C1-TXNIP batch (which is first mandatory batch in the transaction aggregation cycle). You are trying to execute the C1-TXNEX batch in between the C1-TXNCM and C1-TXNCU batches during the transaction aggregation cycle.
C1-TXNEX	1638	Transaction Feed Management cycle for individual division(s) is not yet complete. Please complete pending batch runs before starting new cycle for processing [ALL] divisions.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for all divisions before completing the transaction aggregation cycle which is initiated for a particular division.
C1-TXNEX	1639	Transaction Feed Management cycle for [ALL] divisions is not yet complete. Please complete pending batch runs before starting new cycle for individual division [%1]. Note: [% 1] stands for division	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for a particular division before completing the transaction aggregation cycle which is initiated for all divisions.
C1-TXNEX	1644	Transaction Feed Management cycle for division(s) [%1] is already in progress with filter [Source= %2, Header= %3] criteria. Filter criteria must be same for complete cycle. Note: [% 1] stands for division; [%2] stands for transaction source; [%3] stands for transaction header ID	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch once again with the same division and different parameters.
C1-TXNIP	2003	One or more Sub Transactions are in EROR state.	17000	The possible issues could be: <ul style="list-style-type: none"> One or more transaction legs are in the Error (EROR) status.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNEX	2006	No active contract exists for account %1, product %2 and transaction date %3. Note: [%1] stands for derived account; [%2] stands for derived product; and [%3] stands for transaction date	17000	The possible issues could be: <ul style="list-style-type: none"> There is no contract with the specified contract type available on the transaction date. The contract is inactive.
C1-TXNEX	2020	Invalid configuration of Price Search Algorithm Parameters or Contracts or Schedule Periods for division %1, account %2, product %3, transaction date %4 and processing date %5. Note: [%1] stands for derived division; [%2] stands for derived account; [%3] stands for derived product; [%4] stands for transaction date; [%5] stands for processing date	17000	The possible issues could be: <ul style="list-style-type: none"> The parameter values are either not defined or invalid in the Price Assignment Search algorithm (which is associated with the division). The period in which the transaction date falls is not defined in the aggregation schedule. There are multiple effective contracts of the same contract type (available on the transaction date) in Active, Pending Stop, or Stop status.
C1-TXNEX	2021	Division specific Price Search Algorithm is not configured for division %1 and processing date %2. Note: [%1] stands for derived division; [%2] stands for processing date	17000	The possible issues could be: <ul style="list-style-type: none"> The Price Assignment Search algorithm is not defined for the derived division on the processing date.
C1-TXNEX	2022	Price Search Algorithm parameters are not set or are invalid for division %1 and processing date %2. Note: [%1] stands for derived division; [%2] stands for processing date	17000	The possible issues could be: <ul style="list-style-type: none"> The parameter values are either not defined or invalid in the Price Assignment Search algorithm which is associated with the derived division on the processing date.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNEX	2023	<p>Effective pricing is not available for account %1, product %2, parameters %3 and processing date %4.</p> <p>Note:</p> <p>[%1] stands for derived account;</p> <p>[%2] stands for derived product;</p> <p>[%3] stands for derived product parameter;</p> <p>[%4] stands for processing date</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The effective pricing is not available for the account, product and product parameters combination on the processing date.
C1-TXNEX	2024	<p>No Schedule Period found for product %1, price assignment id %2 and transaction date %3.</p> <p>Note:</p> <p>[%1] stands for derived product;</p> <p>[%2] stands for price assignment ID;</p> <p>[%3] stands for transaction date</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The period in which the transaction date falls is not defined in the aggregation schedule (which is used in the product pricing).
C1-TXNEX	2025	<p>Multiple contracts in Active, Pending Stop, Stop status exists for same contract type against account %1, product %2 and transaction date %3.</p> <p>Note:</p> <p>[%1] stands for derived account;</p> <p>[%2] stands for derived product;</p> <p>[%3] stands for transaction date</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> There are multiple effective contracts of the same contract type in Active, Pending Stop, or Stop status on the transaction date.
C1-TXNEX	2026	<p>No active contract exists for account %1, product %2 and transaction date %3.</p> <p>Note:</p> <p>[%1] stands for derived account;</p> <p>[%2] stands for derived product;</p> <p>[%3] stands for transaction date</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> There are no contracts for the account in Active, Pending Stop, or Stop status on the transaction date.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNSQ	102	{ Maximum Batch Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is greater than the value specified for the Chunk Size parameter.
C1-TXNSQ	102	{ Chunk Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-TXNSQ	106	Value { Given Transaction Header Id } too long for field { transactionHeaderId }. Maximum length: 14. Found: { Length of given Transaction Header Id }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Header ID parameter exceeds the maximum length of 14 characters.
C1-TXNSQ	106	Value { Given Transaction Source Code } too long for field { transactionSource }. Maximum length: 30. Found: { Length of given Transaction Source Code }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Source parameter exceeds the maximum length of 30 characters.
C1-TXNSQ	106	Value { Given Transaction Division } too long for field { division }. Maximum length: 5 Found: { Length of given Transaction Division }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Division parameter exceeds the maximum length of 5 characters.
C1-TXNSQ	1388	Data configuration error for { ENV_ID }.	17000	The possible issues could be: <ul style="list-style-type: none"> No data exists in the ENV_ID column of the CI_INSTALLATION table. The data available in the ENV_ID column of the CI_INSTALLATION table is not properly cached.
C1-TXNSQ	1388	Data configuration error for { SQI Fragment }.	17000	The possible issues could be: <ul style="list-style-type: none"> No data exists in the SQL_FRAG, TXN_PRM, SQI_CD, and SQL_FUNC columns of the CI_TXN_SQI_FRAG table. The data available in the SQL_FRAG, TXN_PRM, SQI_CD, and SQL_FUNC columns of the CI_TXN_SQI_FRAG table is not properly cached.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNSQ	1388	Data configuration error for { Price Item SQI }.	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> No data exists in the PRICEITEM_CD, CIS_DIVISION, and SQL_CD columns of the CI_PRICEITEM_SQI table. The data available in the PRICEITEM_CD, CIS_DIVISION, and SQL_CD columns of the CI_PRICEITEM_SQI table is not properly cached.
C1-TXNSQ	1556	{Maximum Batch Size} field should be greater than zero	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is less than or equal to zero.
C1-TXNSQ	1636	<p>Invalid batch run [%1] for [%2] division(s). %3</p> <p>Note:</p> <p>[%1] stands for batch code;</p> <p>[%2] stands for division;</p> <p>[%3] stands for expected batch code</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> You are trying to execute the C1-TXNSQ batch before executing the C1-TXNIP batch (which is first mandatory batch in the transaction aggregation cycle). You are trying to execute the C1-TXNSQ batch in between the C1-TXNCM and C1-TXNCU batches during the transaction aggregation cycle.
C1-TXNSQ	1638	Transaction Feed Management cycle for individual division(s) is not yet complete. Please complete pending batch runs before starting new cycle for processing [ALL] divisions.	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> You are trying to execute this batch for all divisions before completing the transaction aggregation cycle which is initiated for a particular division.
C1-TXNSQ	1639	<p>Transaction Feed Management cycle for [ALL] divisions is not yet complete. Please complete pending batch runs before starting new cycle for individual division [%1].</p> <p>Note: [%1] stands for division</p>	17000	<p>The possible issues could be:</p> <ul style="list-style-type: none"> You are trying to execute this batch for a particular division before completing the transaction aggregation cycle which is initiated for all divisions.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNSQ	1644	Transaction Feed Management cycle for division(s) [%1] is already in progress with filter [Source= %2, Header= %3] criteria. Filter criteria must be same for complete cycle. Note: [%1] stands for division; [%2] stands for transaction source; [%3] stands for transaction header ID	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch once again with the same division and different parameters.
C1-TXNSQ	2003	One or more Sub Transactions are in EROR state.	17000	The possible issues could be: <ul style="list-style-type: none"> One or more transaction legs are in the Error (EROR) status.
C1-TXNSQ	2026	SQIs not configured for product %1 and division %2. Note: [%1] stands for final product code; [%2] stands for derived division	17000	The possible issues could be: <ul style="list-style-type: none"> The SQIs are not defined for the product — division combination.
C1-TXNSQ	2027	Currency Conversion from Currency [%1] to Currency [%2] not successful.	17000	The possible issues could be: <ul style="list-style-type: none"> The exchange rate is not available during currency conversion.
C1-TXNCM	102	{Chunk Size} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-TXNCM	102	{ Maximum Batch Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is greater than the value specified for the Chunk Size parameter.
C1-TXNCM	106	Value { Given Transaction Header Id } too long for field { transactionHeaderId }. Maximum length: 14. Found: { Length of given Transaction Header Id}	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Header ID parameter exceeds the maximum length of 14 characters.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNCM	106	Value { Given Transaction Source Code } too long for field { transactionSource }. Maximum length: 30. Found: { Length of given Transaction Source Code }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Source parameter exceeds the maximum length of 30 characters.
C1-TXNCM	106	Value { Given Transaction Division } too long for field { division }. Maximum length: 5 Found: { Length of given Transaction Division }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Division parameter exceeds the maximum length of 5 characters.
C1-TXNCM	1393	Either the transaction feed management setup is incomplete, or there is no active contract available.	17000	The possible issues could be: <ul style="list-style-type: none"> The SQIs are not defined for the product — division combination. The transaction aggregation rule is not defined for the SQL. There is no contract with the specified contract type available in the system. The contract is inactive.
C1-TXNCM	1556	{Maximum Batch Size} field should be greater than zero	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is less than or equal to zero.
C1-TXNCM	1636	Invalid batch run [%1] for [%2] division(s). %3 Note: [%1] stands for batch code; [%2] stands for division; [%3] stands for expected batch code	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute the C1-TXNCM batch before executing the C1-TXNIP batch.
C1-TXNCM	1638	Transaction Feed Management cycle for individual division(s) is not yet complete. Please complete pending batch runs before starting new cycle for processing [ALL] divisions.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for all divisions before completing the transaction aggregation cycle which is initiated for a particular division.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNCM	1639	Transaction Feed Management cycle for [ALL] divisions is not yet complete. Please complete pending batch runs before starting new cycle for individual division [%1]. Note: [%1] stands for division	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for a particular division before completing the transaction aggregation cycle which is initiated for all divisions.
C1-TXNCM	1644	Transaction Feed Management cycle for division(s) [%1] is already in progress with filter [Source= %2, Header= %3] criteria. Filter criteria must be same for complete cycle. Note: [%1] stands for division; [%2] stands for transaction source; [%3] stands for transaction header ID	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch once again with the same division and different parameters.
C1-TXNCM	2003	One or more Sub Transactions are in EROR state.	17000	The possible issues could be: <ul style="list-style-type: none"> One or more transaction legs are in the Error (EROR) status.
C1-TXNCM	2026	SQIs not configured for product %1 and division %2. Note: [%1] stands for final product code; [%2] stands for derived division	17000	The possible issues could be: <ul style="list-style-type: none"> The SQIs are not defined for the product — division combination.
C1-TXNCM	2027	Currency Conversion from Currency [%1] to Currency [%2] not successful.	17000	The possible issues could be: <ul style="list-style-type: none"> The exchange rate is not available during currency conversion.
C1-TXNCU	101	{ Disaggregation From Date } field missing	11001	The possible issues could be: <ul style="list-style-type: none"> No value is specified for the Disaggregate Transactions From Date parameter when the request type is set to DISAGG.
C1-TXNCU	101	{ Request Type } field missing	11001	The possible issues could be: <ul style="list-style-type: none"> No value is specified for the Request Type parameter.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNCU	101	{ Transaction Header Id } field missing	11001	The possible issues could be: <ul style="list-style-type: none"> No value is specified for the Transaction Header ID parameter when the request type is set to CNCL.
C1-TXNCU	102	{ Chunk Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-TXNCU	102	{ Maximum Batch Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is greater than the value specified for the Chunk Size parameter.
C1-TXNCU	102	{ Request Type } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value other than 'EROR', 'CNCL' or 'DISAGG' is specified for the Request Type parameter.
C1-TXNCU	102	{ Transaction Division } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Division parameter is specified when the request type is set to CNCL.
C1-TXNCU	102	{ Transaction Source Code } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Transaction Source parameter is specified when the request type is set to CNCL.
C1-TXNCU	102	{ Account Id } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Account ID parameter is specified when the request type is set to CNCL.
C1-TXNCU	102	{ Bill Cycle Code } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Bill Cycle parameter is specified when the request type is set to CNCL.
C1-TXNCU	102	{ Disaggregation From Date } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Disaggregate Transactions From Date parameter is specified when the request type is set to CNCL.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNCU	102	{Account Id } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Account ID parameter is specified when the request type is set to EROR.
C1-TXNCU	102	{Bill Cycle Code } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Bill Cycle parameter is specified when the request type is set to EROR.
C1-TXNCU	102	{Disaggregation From Date } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Disaggregate Transactions From Date parameter is specified when the request type is set to EROR.
C1-TXNCU	102	{Transaction Header Id } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Transaction Header ID parameter is specified when the request type is set to DISAGG.
C1-TXNCU	102	{ Transaction Source Code } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value for the Transaction Source parameter is specified when the request type is set to DISAGG.
C1-TXNCU	106	Value { Given Transaction Header Id } too long for field { transactionHeaderId }. Maximum length: 14. Found: { Length of given Transaction Header Id }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Header ID parameter exceeds the maximum length of 14 characters.
C1-TXNCU	106	Value { Given Transaction Source Code } too long for field { transactionSource }. Maximum length: 30. Found: { Length of given Transaction Source Code }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Source parameter exceeds the maximum length of 30 characters.
C1-TXNCU	106	Value { Given Transaction Division } too long for field { division }. Maximum length: 5 Found: { Length of given Transaction Division }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Division parameter exceeds the maximum length of 5 characters.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNCU	1388	Data configuration error for { SQI Fragment }.	17000	The possible issues could be: <ul style="list-style-type: none"> No data exists in the SQL_FRAG, TXN_PRM, SQI_CD, and SQL_FUNC columns of the CI_TXN_SQL_FRAG table. The data available in the SQL_FRAG, TXN_PRM, SQI_CD, and SQL_FUNC columns of the CI_TXN_SQL_FRAG table is not properly cached.
C1-TXNCU	1388	Data configuration error for { Price Item SQI }.	17000	The possible issues could be: <ul style="list-style-type: none"> No data exists in the PRICEITEM_CD, CIS_DIVISION, and SQI_CD columns of the CI_PRICEITEM_SQI table. The data available in the PRICEITEM_CD, CIS_DIVISION, and SQI_CD columns of the CI_PRICEITEM_SQI table is not properly cached.
C1-TXNCU	1391	Bill is completed hence cant cancel the header.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to cancel a transaction feed for which a bill with the Complete status already exists in the system.
C1-TXNCU	1424	There are pending bills for the feed you want to cancel. Please execute the Pending Bill Deletion (C1-DELBL) batch.	17000	The possible issues could be: <ul style="list-style-type: none"> The Pending Bill Deletion (C1-DELBL) batch is not yet executed to delete the bills (generated for the feed) which are in the Pending status.
C1-TXNCU	1556	{Maximum Batch Size} field should be greater than zero	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is less than or equal to zero.
C1-TXNCU	1636	Invalid batch run [% 1] for [%2] division(s). %3 Note: [%1] stands for batch code; [%2] stands for division; [%3] stands for expected batch code	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute the C1-TXNCU batch before executing the C1-TXNIP or C1-TXNCM batch.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNCU	1638	Transaction Feed Management cycle for individual division(s) is not yet complete. Please complete pending batch runs before starting new cycle for processing [ALL] divisions.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for all divisions before completing the transaction aggregation cycle which is initiated for a particular division.
C1-TXNCU	1639	Transaction Feed Management cycle for [ALL] divisions is not yet complete. Please complete pending batch runs before starting new cycle for individual division [%1]. Note: [%1] stands for division	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch for a particular division before completing the transaction aggregation cycle which is initiated for all divisions.
C1-TXNCU	1644	Transaction Feed Management cycle for division(s) [%1] is already in progress with filter [Source= %2, Header= %3] criteria. Filter criteria must be same for complete cycle. Note: [%1] stands for division; [%2] stands for transaction source; [%3] stands for transaction header ID	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to execute this batch once again with the same division and different parameters.
C1-TXNRB	102	{ Chunk Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-TXNRB	102	{ Maximum Batch Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is greater than the value specified for the Chunk Size parameter.
C1-TXNRB	102	{ Status Value } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value other than 'ERROR' or 'IGNR' is specified for the Transaction Status parameter.
C1-TXNRB	102	{ RollBack From Date } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The date specified in the Rollback From Date parameter is later than the date specified in the Rollback To Date parameter.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXNRB	1556	{Maximum Batch Size} field should be greater than zero	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is less than or equal to zero.
C1-DELBL	101	{ Transaction Header Id } field missing	11001	The possible issues could be: <ul style="list-style-type: none"> No value is specified for the Transaction Header ID parameter.
C1-DELBL	102	{Chunk Size} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-DELBL	106	Value { Given Transaction Header Id } too long for field { transactionHeaderId }. Maximum length: 14. Found: { Length of given Transaction Header Id }	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Transaction Header ID parameter exceeds the maximum length of 14 characters.
C1-DELBL	1391	Bill is completed or bill segment is frozen or pending-cancelled hence can not cancel the header.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to cancel a transaction feed for which a bill with the Pending status is already generated in the system. This pending bill has a bill segment in either Frozen or Pending Cancel status.
C1-DELBL	1556	{Maximum Batch Size} field should be greater than zero	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is less than or equal to zero.
C1-TXCNC	101	{ Transaction Header Id } field missing	11001	The possible issues could be: <ul style="list-style-type: none"> No value is specified for the Transaction Header ID parameter.
C1-TXCNC	102	{Chunk Size} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-TXCNC	102	{ Maximum Batch Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is greater than the value specified for the Chunk Size parameter.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-TXCNC	1391	Bill is completed or bill segment is frozen or pending-cancelled hence can not cancel the header.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to cancel a transaction feed for which a bill with the Pending status is already generated in the system. This pending bill has a bill segment in either Frozen or Pending Cancel status.
C1-TXCNC	1424	There are pending bills for the feed you want to cancel. Please execute the Pending Bill Deletion (C1-DELBL) batch.	17000	The possible issues could be: <ul style="list-style-type: none"> The Pending Bill Deletion (C1-DELBL) batch is not yet executed to delete the bills (generated for the feed) which are in the Pending status.
C1-TXCNC	1556	{Maximum Batch Size} field should be greater than zero	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is less than or equal to zero.
C1-DISTG	102	{Division} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> Division is not defined in the system.
C1-DISTG	102	{ Billing Cycle Code } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> Bill cycle is not defined in the system.
C1-IAENT or C1-IDENT	102	{Chunk Size} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-IAENT or C1-IDENT	1660	Disaggregate Transactions From Date would impose partial disaggregation for some billable charges	17000	The possible issues could be: <ul style="list-style-type: none"> The identified aggregated billable charges aggregate transactions whose transaction date falls before the disaggregate transactions from date.
C1-DARSU	102	{Chunk Size} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-DRSUA	102	{Chunk Size} field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.

Batch Name	Message Number	Error Message	Message Category	Possible Issues
C1-PDTXN	102	{ Chunk Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Chunk Size parameter is less than or equal to one.
C1-PDTXN	102	{ Maximum Batch Size } field invalid	11001	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is greater than the value specified for the Chunk Size parameter.
C1-PDTXN	1556	{ Maximum Batch Size } field should be greater than zero	17000	The possible issues could be: <ul style="list-style-type: none"> The value specified for the Maximum Batch Count parameter is less than or equal to zero.

Feed Management Dashboard

The **Feed Management Dashboard** screen allows you to view the details of a transaction feed. It allows you to drill down and view:

- Transaction volume details of a feed at the division level
- Transactions in a feed which belong to a division
- Legs of a transaction
- SQIs which are associated with the price item-division combination to which a transaction is mapped
- Calculation lines generated for a transaction leg
- Characteristics defined for each calculation line

This screen consists of the following zones:

- [Search — Feed Level](#) on page 627
- [Division Level Information](#) on page 629
- [Transaction Level Information](#) on page 630
- [Transaction Leg Information](#) on page 631
- [Transaction Leg Service Quantity](#) on page 632
- [Transaction Leg Calculation Lines](#) on page 632
- [Transaction Leg Calculation Line Characteristics](#) on page 633

Search — Feed Level

The **Search — Feed Level** zone allows you to search for a transaction feed using various search criteria. You can view the details of a transaction feed which is already uploaded in the system. This zone contains the following two sections:

- Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Feed Header Date From	Used to search for transaction feeds having header date later than or equal to the specified date.	No
Feed Header Date To	Used to search for transaction feeds having header date earlier than or equal to the specified date.	No
Transaction Source	Used to search for transaction feeds received from a particular transaction source.	No
File Name	Used to search for a transaction feed based on the file name.	No
Feed Load Date From	Used to search for transaction feeds which are uploaded on or later than the specified date.	No
Feed Load Date To	Used to search for transaction feeds which are uploaded on or earlier than the specified date.	No
Transaction Header ID	Used to search for a transaction feed based on the header ID.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
File Name	Displays the name of the file from where the transaction feed is uploaded.
Transaction Source	Displays the transaction source from where the transaction feed is received.
Transaction Header ID	Displays the transaction header ID. Note: The transaction header ID is generated automatically when the file is uploaded.
Transaction Header External ID	Displays the ID mentioned in the file header.
Feed Header Date	Displays the date mentioned in the file header.
Feed Load Date	Displays the date when the transaction feed was uploaded in the system.
Feed Status	Displays the status of the transaction feed. The valid values are: <ul style="list-style-type: none"> • Uploaded — Indicates that the transaction feed is uploaded. • Validated — Indicates that the file header is validated. • Cancelled — Indicates that the transaction feed is cancelled. • Invalid — Indicates that the file header validation failed.
Error Message	Indicates the reason why the file header validation failed.
Total Volume	Displays the total transaction volume of the feed.
Uploaded Volume	Displays the total transaction volume which is uploaded in the system.
INPD Volume	Displays the total transaction volume which is validated and for which price item is determined in the system.
Completed Volume	Displays the total transaction volume for which billable charges are created and completed in the system.

Column Name	Column Description
Error Volume	Displays the total transaction volume which could not pass through the validation, price item determination, or billable charge creation process.
Cancelled Volume	Displays the total transaction volume which is cancelled in the system.
Ignored Volume	Displays the total transaction volume which is ignored in the system.
Invalid Volume	Displays the total transaction volume which is invalid.

Related Topics

For more information on...	See...
How to search for a transaction feed	Searching for a Transaction Feed on page 634

Division Level Information


The **Division Level Information** zone allows you to drill down and view the transaction volume details of a feed at the division level. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used when you want to view the transaction volume details of a particular division received through the feed. Note: You can only view those divisions to which you have access in the Division list.	No

- **Search Results** — On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Division	Indicates the division.
Total Volume	Displays the total transaction volume of the division.
Uploaded Volume	Displays the total transaction volume (of the division) which is uploaded in the system.
INPD Volume	Displays the total transaction volume (of the division) which is validated and for which price item is determined in the system.
Completed Volume	Displays the total transaction volume (of the division) for which billable charges are created and completed in the system.
Error Volume	Displays the total transaction volume (of the division) which could not pass through the validation, price item determination, or billable charge creation process.
Cancelled Volume	Displays the total transaction volume (of the division) which is cancelled in the system.
Ignored Volume	Displays the total transaction volume (of the division) which is ignored in the system.
Invalid Volume	Displays the total transaction volume (of the division) which is invalid.

By default, the **Division Level Information** zone does not appear in the **Feed Management Dashboard** screen. It appears only when you click the **Broadcast**  icon corresponding to the transaction feed in the **Search — Feed Level** zone.

Related Topics

For more information on...	See...
How to view the division level details of a transaction feed	Viewing Division Level Details of a Transaction Feed on page 634

Transaction Level Information

The **Transaction Level Information** zone lists transactions in a feed which belong to a division. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier Type	Used to select the identifier type based on which you want to search transactions of an account.	No
Account Identifier	Used to search transactions which are performed for a particular account.	No
Transaction Source	Used to search transactions received from a particular transaction source.	No
Transaction Record Type	Used to search transactions with a particular record type.	No
Transaction Status	Used to search transactions with a particular status.	No
External Reference Number	Used to search a transaction with a particular external reference number.	No

- **Search Results** — On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID.
External Reference Number	Displays the external reference number of the transaction.
Division	Indicates the division to which the transaction belongs.
Transaction Record Type	Displays the record type of the transaction.
Transaction Date	Displays the date when the transaction was performed.
Account Identifier Type	Displays the type of account identifier.
Account Identifier	Indicates the account for which the transaction was performed.
Transaction Volume	Displays the transaction volume.
Transaction Amount	Displays the transaction amount.
Credit/Debit Indicator	Indicates whether the transaction is a debit or credit transaction.

Column Name	Column Description
Customer Reference Number	Indicates the customer who performed the transaction.
Transaction Status	Indicates the status of the transaction.
Error Message	Indicates the reason why the validation, price item determination, or billable charge creation process failed.
Rule	Indicates the rule which was met while determining initial price item for the transaction. Note: It has a link. On clicking the link, the Rule screen appears where you can view the details of the rule.
Transaction Information	Displays additional information about the transaction. Note: It has a link. On clicking the link, the Transaction Details screen appears where you can view the details of the transaction.

Related Topics

For more information on...	See...
How to view the transaction details of a division	Viewing Transactions that Belong to a Division on page 635

Transaction Leg Information

The **Transaction Leg Information** zone allows you to view the legs of a transaction. This zone contains the following columns:

Column Name	Column Description
Transaction ID	Indicates the transaction to which the transaction leg belongs.
Sequence Number	Displays the sequence number of transaction leg.
Account Identifier Type	Indicates the type of account identifier to which the transaction is mapped.
Account Identifier	Indicates the account which will bear the charges for the transaction.
Price Item	Indicates the price item to which the transaction is mapped.
Variance	Indicates the variance parameter which is used along with the price item for determining price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Price Item Parameters	Displays a comma-separated list of parameter values. It indicates the price item parameters and their values which are used along with the price item for determining price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .

Column Name	Column Description
Billable Charge ID	Indicates the billable charge which is created for the transaction leg. Note: The data appears in this column only when the billable charge is created for the transaction leg. It has a link. On clicking the link, the Billable Charge screen appears where you can view the details of the billable charge.
Transaction Calculation ID	Displays the transaction calculation ID. Note: The data appears in this column only when the transaction leg is rated before billing.
Aggregation Parameter Group ID	Indicates the aggregation parameter group using which the transaction leg is aggregated in the billable charge.

By default, the **Transaction Leg Information** zone does not appear in the **Feed Management Dashboard** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the transaction in the **Transaction Level Information** zone.

Related Topics

For more information on...	See...
How to view the legs of a transaction	Viewing Legs of a Transaction on page 635

Transaction Leg Service Quantity

The **Transaction Leg Service Quantity** zone lists the SQIs which are associated with the price item-division combination to which a transaction is mapped. This zone contains the following columns:

Column Name	Column Description
SQI	Indicates the service quantity identifier.
Daily Service Quantity	Displays the SQI value which is calculated using the transaction aggregation rule defined for the price item — division combination.

By default, the **Transaction Leg Service Quantity** zone does not appear in the **Feed Management Dashboard** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the transaction leg, which is rated before billing, in the **Transaction Leg Information** zone.

Related Topics


For more information on...	See...
How to view the SQIs calculated for a transaction leg	Viewing the SQIs Calculated for a Transaction Leg on page 636

Transaction Leg Calculation Lines

During the pass through charge calculation, a calculation line is created for each rate component. The **Transaction Leg Calculation Lines** zone lists the calculation lines created for a transaction leg. This zone contains the following columns:

Column Name	Column Description
Transaction Calculation ID	Displays the transaction calculation ID.

Column Name	Column Description
Sequence	Indicates the sequence in which the calculation line was created. It is the sequence of the rate component used in the rate schedule.
Price Assignment ID	Indicates the price assignment which is used during calculation.
Rate	Displays the rate which is used for calculation.
Pricing Currency	Indicates the currency in which the price item pricing is defined.
SQI	Indicates the service quantity identifier.
Billable Service Quantity	Displays the SQI value used by the rates engine for calculation.
Calculated Amount	Displays the calculated charge amount. This amount is displayed in the invoice currency.
Exempt Amount	Displays the amount of the calculated charge that the person does not have to pay due to tax exemption.
Base Amount	Displays the total amount derived from the cross-referenced line(s) that the current line then used to calculate the charge amount.
Pricing Amount	Displays the calculated charge amount. This amount is displayed in the pricing currency.
Exchange Rate	Indicates the exchange rate which is used when the invoice currency is different from the pricing currency.
Print	Indicates whether information about the calculation line must be printed on the person's bill. The valid values are: <ul style="list-style-type: none"> • Y • N
Distribution Code	Indicates the distribution code associated with the rate component.

By default, the **Transaction Leg Calculation Lines** zone does not appear in the **Feed Management Dashboard** screen. It appears only when you click the **Broadcast**  icon corresponding to the transaction leg, which is rated before billing, in the **Transaction Leg Information** zone.

Related Topics

For more information on...	See...
How to view the calculation lines of a transaction leg	Viewing the Calculation Lines of a Transaction Leg on page 636

Transaction Leg Calculation Line Characteristics

The **Transaction Leg Calculation Line Characteristics** zone lists the characteristics defined for each calculation line. This zone contains the following columns:

Column Name	Column Description
Transaction Calculation ID	Displays the transaction calculation ID.
Sequence	Indicates the sequence in which the calculation line was created. It is the sequence of the rate component used in the rate schedule.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

By default, the **Transaction Leg Calculation Line Characteristics** zone does not appear in the **Feed Management Dashboard** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the transaction leg, which is rated before billing, in the **Transaction Leg Information** zone.

Related Topics

For more information on...	See...
How to view characteristics of a calculation line	Viewing Characteristics of a Calculation Line on page 637

Searching for a Transaction Feed

Procedure

To search for a transaction feed:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Transaction Feed Management** and then click **Feed Management Dashboard**.
The **Feed Management Dashboard** screen appears.
3. Enter the search criteria in the **Search — Feed Level** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of transaction feeds that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Feed Management Dashboard screen	Feed Management Dashboard on page 627
Search — Feed Level zone	Search — Feed Level on page 627

Viewing Division Level Details of a Transaction Feed

Procedure

To view the division level details of a transaction feed:

1. Search for the transaction feed in the **Feed Management Dashboard** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the transaction feed whose *division level details* you want to view.
The **Division Level Information** zone appears.
3. View the transaction volume details of each division in the **Division Level Information** zone.

Related Topics

For more information on...	See...
How to search for a transaction feed	Searching for a Transaction Feed on page 634
Division Level Information zone	Division Level Information on page 629

Viewing Transactions that Belong to a Division

Procedure

To view the transactions that belong to a division:

1. Search for the transaction feed in the **Feed Management Dashboard** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the transaction feed whose details you want to view.
The **Division Level Information** zone appears.
3. Click the **Broadcast** (📡) icon corresponding to the division whose transaction details you want to view.
The **Transaction Level Information** zone appears.
4. View the list of the transactions that belong to the division in the **Transaction Level Information** zone.

Related Topics

For more information on...	See...
How to search for a transaction feed	Searching for a Transaction Feed on page 634
Division Level Information zone	Division Level Information on page 629
Transaction Level Information zone	Transaction Level Information on page 630

Viewing Legs of a Transaction

Procedure

To view the legs of a transaction:

1. Search for the transaction feed in the **Feed Management Dashboard** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the transaction feed whose details you want to view.
The **Division Level Information** zone appears.
3. Click the **Broadcast** (📡) icon corresponding to the division whose transactions you want to view.
The **Transaction Level Information** zone appears.
4. Click the **Broadcast** (📡) icon corresponding to the transaction whose legs you want to view.
The **Transaction Leg Information** zone appears.
5. View the details of transaction legs in the **Transaction Leg Information** zone.

Related Topics

For more information on...	See...
How to search for a transaction feed	Searching for a Transaction Feed on page 634
Division Level Information zone	Division Level Information on page 629
Transaction Level Information zone	Transaction Level Information on page 630
Transaction Leg Information zone	Transaction Leg Information on page 631

Viewing the SQIs Calculated for a Transaction Leg

Procedure

To view the SQIs calculated for a transaction leg:

1. Search for the transaction feed in the **Feed Management Dashboard** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the transaction feed whose details you want to view.
The **Division Level Information** zone appears.
3. Click the **Broadcast** (📡) icon corresponding to the division whose transactions you want to view.
The **Transaction Level Information** zone appears.
4. Click the **Broadcast** (📡) icon corresponding to the transaction whose legs you want to view.
The **Transaction Leg Information** zone appears.
5. Click the **Broadcast** (📡) icon corresponding to the transaction leg (which is rated before billing) whose SQIs you want to view.
The **Transaction Leg Service Quantity**, **Transaction Leg Calculation Lines**, and **Transaction Leg Calculation Line Characteristics** zones appear.
6. View the SQIs calculated for the transaction leg in the **Transaction Leg Service Quantity** zone.

Related Topics

For more information on...	See...
How to search for a transaction feed	Searching for a Transaction Feed on page 634
Division Level Information zone	Division Level Information on page 629
Transaction Level Information zone	Transaction Level Information on page 630
Transaction Leg Information zone	Transaction Leg Information on page 631
Transaction Leg Service Quantity zone	Transaction Leg Service Quantity on page 632

Viewing the Calculation Lines of a Transaction Leg

Procedure

To view the calculation lines of a transaction leg:

1. Search for the transaction feed in the **Feed Management Dashboard** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the transaction feed whose details you want to view.
The **Division Level Information** zone appears.

3. Click the **Broadcast** (📡) icon corresponding to the division whose transactions you want to view.
The **Transaction Level Information** zone appears.
4. Click the **Broadcast** (📡) icon corresponding to the transaction whose legs you want to view.
The **Transaction Leg Information** zone appears.
5. Click the **Broadcast** (📡) icon corresponding to the transaction leg (which is rated before billing) whose calculation lines you want to view.
The **Transaction Leg Service Quantity**, **Transaction Leg Calculation Lines**, and **Transaction Leg Calculation Line Characteristics** zones appear.
6. View the list of calculation lines generated for the transaction leg in the **Transaction Leg Calculation Lines** zone.

Related Topics

For more information on...	See...
How to search for a transaction feed	Searching for a Transaction Feed on page 634
Division Level Information zone	Division Level Information on page 629
Transaction Level Information zone	Transaction Level Information on page 630
Transaction Leg Information zone	Transaction Leg Information on page 631
Transaction Leg Calculation Lines zone	Transaction Leg Calculation Lines on page 632

Viewing Characteristics of a Calculation Line

Procedure

To view the characteristics of a calculation line:

1. Search for the transaction feed in the **Feed Management Dashboard** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the transaction feed whose details you want to view.
The **Division Level Information** zone appears.
3. Click the **Broadcast** (📡) icon corresponding to the division whose transactions you want to view.
The **Transaction Level Information** zone appears.
4. Click the **Broadcast** (📡) icon corresponding to the transaction whose legs you want to view.
The **Transaction Leg Information** zone appears.
5. Click the **Broadcast** (📡) icon corresponding to the transaction leg (which is rated before billing) whose calculation lines you want to view.
The **Transaction Leg Service Quantity**, **Transaction Leg Calculation Lines**, and **Transaction Leg Calculation Line Characteristics** zones appear.
6. View the characteristics of each calculation line in the **Transaction Leg Calculation Line Characteristics** zone.

Related Topics

For more information on...	See...
How to search for a transaction feed	Searching for a Transaction Feed on page 634
Division Level Information zone	Division Level Information on page 629
Transaction Level Information zone	Transaction Level Information on page 630
Transaction Leg Information zone	Transaction Leg Information on page 631
Transaction Leg Calculation Line Characteristics zone	Transaction Leg Calculation Line Characteristics on page 633

View Billed Transactions

The **View Billed Transactions** screen allows you to view the transactions which are billed to the person. This screen consists of the following zones:



- [Search Bill](#) on page 638
- [Bill Segments](#) on page 640
- [Transaction Details](#) on page 641
- [SQ Details](#) on page 641

You can also access this screen from the **Bill** screen by selecting the **Go To View Billed Transactions** option from the **Bill ID** context menu. The only difference is that the **Search Bill** zone does not appear when you access this screen from the **Bill** screen.

Search Bill

The **Search Bill** zone allows you to search for a bill. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Person ID	Used to search bills of a particular person. Note: The Search () icon appears corresponding to this field. On clicking the Search icon, the Person Search window appears.	No
Bill ID	Used to search a particular bill. Note: The Search () icon appears corresponding to this field. On clicking the Search icon, the Bill Search window appears.	No
Alternate Bill ID	Used to search a particular bill using the alternate bill ID.	No
Division	Used to search bills of accounts that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	Yes (Conditional) Note: This field is not required when you search for a bill using the Bill ID or the Alternate Bill ID.

Field Name	Field Description	Mandatory (Yes or No)
Primary Account Identifier Type	Used to select the identifier type based on which you want to search bills of a particular account.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Primary Account Identifier	Used when you want search bills of a particular account.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Primary Person Identifier Type	Used to select the identifier type based on which you want to search bills of a particular person.	Yes (Conditional) Note: If you enter the person identifier as a search criteria, you have to select the person identifier type.
Primary Person Identifier	Used when you want search bills of a particular person.	Yes (Conditional) Note: If you specify the person identifier type as a search criteria, you have to enter the person identifier.
Bill Completion From Date	Used to search bills which are completed on or later than the specified date.	No
Bill Completion To Date	Used to search bills which are completed on or earlier than the specified date.	No
Bill Status	Used to search bills with a particular status. The valid values are: <ul style="list-style-type: none"> • Complete • Pending 	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill ID	Displays the bill ID. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Bill Status	Displays the status of the bill.
Completion Date	Displays the date when the bill was completed.
Total Bill Amount	Displays the total amount billed to the person.
Invoice Currency	Displays the currency in which the amount is billed to the person.
Account Identifier Type	Displays the primary account identifier type.
Account Identifier	Indicates the account for which the bill is created.

Column Name	Column Description
Person Identifier Type	Displays the primary person identifier type.
Person Identifier	Indicates the person for whom the bill is created.
Division	Displays the division to which the account belongs.
Alternate Bill ID	Displays the alternate bill ID.

Related Topics

For more information on...	See...
How to search for a bill	Searching for a Bill on page 642
How to view the bill segments of a bill	Viewing the Bill Segments of a Bill on page 642
How to view the transactions for which a bill segment is generated in a bill	Viewing Transactions for which the Bill Segment is Generated on page 643

Bill Segments

The **Bill Segments** zone lists the bill segments of a bill. This zone contains the following columns:

Column Name	Column Description
Bill Segment ID	Displays the bill segment ID. Note: It has a link. On clicking the link, the Bill Segment screen appears with the details of the respective bill segment.
Status	Indicates the status of the bill segment.
Start Date	Displays the start date of the bill segment.
End Date	Displays the end date of the bill segment.
Amount	Displays the amount of the bill segment.
Currency	Indicates the currency in which the bill segment is generated.
Price Item	Indicates the price item for which the bill segment is generated.
Variance Parameter	Indicates the variance parameter which is used along with the price item for determining price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
Price Item Parameters	Displays a comma-separated list of parameter values. It indicates the price item parameters and their values which are used along with the price item for determining price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Rate Schedule	Indicates the rate schedule which is used for defining the price item pricing.
Billable Charge ID	Indicates the billable charge for which the bill segment is generated. Note: It has a link. On clicking the link, the Billable Charge screen appears with the details of the respective billable charge.
Account Information	Indicates the member account (in the invoicing group) for which the bill segment is generated.

Column Name	Column Description
Invoice Construct ID	Indicates the construct through which the bill segment is generated.

By default, the **Bill Segments** zone does not appear in the **View Billed Transactions** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the bill in the **Search** zone.

Related Topics

For more information on...	See...
How to view the bill segments of a bill	Viewing the Bill Segments of a Bill on page 642

Transaction Details

The **Transaction Details** zone lists the transactions for which the billable charge (corresponding to the bill segment) is created. This zone contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID. Note: It has a link. On clicking the link, the Transaction Details screen appears with the details of the respective transaction.
Transaction Date	Displays the date when the transaction was performed.
Transaction Volume	Displays the transaction volume.
Transaction Amount	Displays the transaction amount.
Transaction Source	Displays the transaction source from where the transaction was received.
Transaction Record Type	Displays the record type of the transaction.
Initial Price Item	Indicates the price item to which the transaction is mapped.
Rule	Indicates the rule which was met while determining initial price item for the transaction. Note: It has a link. On clicking the link, the Rule screen appears where you can view the details of the rule.
Transaction Information	Displays additional information about the transaction. Note: It has a link. On clicking the link, the Transaction Details screen appears where you can view the details of the transaction.

By default, the **Transaction Details** zone does not appear in the **View Billed Transactions** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the bill segment in the **Bill Segments** zone.


Related Topics

For more information on...	See...
How to view the transactions for which a bill segment is generated in a bill	Viewing Transactions for which the Bill Segment is Generated on page 643

SQ Details

The **SQ Details** zone lists the SQIs calculated on the billable charge (corresponding to the bill segment). This zone contains the following columns:

Column Name	Column Description
SQI	Indicates the service quantity identifier.
Billable Service Quantity	Displays the SQI value used by the rates engine for calculation.

By default, the **SQ Details** zone does not appear in the **View Billed Transactions** screen. It appears only when you click the **Broadcast**  icon corresponding to the bill segment in the **Bill Segments** zone.

Related Topics

For more information on...	See...
How to view the SQIs calculated on the billable charge	Viewing SQIs Calculated on the Billable Charge on page 643

Searching for a Bill

Procedure

To search for a bill:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Transaction Feed Management** and then click **View Billed Transactions**.
The **View Billed Transactions** screen appears.
3. Enter the search criteria in the **Search Bill** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of bills that meet the search criteria appears in the **Search Results** section.


Related Topics

For more information on...	See...
View Billed Transactions screen	View Billed Transactions on page 638
Search Bill zone	Search Bill on page 638

Viewing the Bill Segments of a Bill

Procedure

To view the bill segments of a bill:

1. Search for the bill in the **View Billed Transactions** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the bill whose bill segments you want to view.

The **Bill Segments** zone appears.

3. View all bill segments of the bill in the **Bill Segments** zone.



Related Topics

For more information on...	See...
How to search for a bill	Searching for a Bill on page 642
Bill Segments zone	Bill Segments on page 640

Viewing Transactions for which the Bill Segment is Generated

Procedure

To view transactions for which the bill segment is generated:

1. Search for the bill in the **View Billed Transactions** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the bill whose bill segments you want to view.
The **Bill Segments** zone appears.
3. Click the **Broadcast**  icon corresponding to the bill segment whose details you want to view.
The **Transaction Details** zone appears.
4. View the list of transactions for which the billable charge (corresponding to the bill segment) is created.



Related Topics

For more information on...	See...
How to search for a bill	Searching for a Bill on page 642
Bill Segments zone	Bill Segments on page 640
Transaction Details zone	Transaction Details on page 641

Viewing SQIs Calculated on the Billable Charge

Procedure

To view the SQIs calculated on the billable charge:

1. Search for the bill in the **View Billed Transactions** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the bill whose bill segments you want to view.
The **Bill Segments** zone appears.
3. Click the **Broadcast**  icon corresponding to the bill segment whose billable charge details you want to view.
The **SQ Details** zone appears.
4. View the SQIs calculated on the billable charge in the **SQ Details** zone.

Related Topics

For more information on...	See...
How to search for a bill	Searching for a Bill on page 642
Bill Segments zone	Bill Segments on page 640
SQ Details zone	SQ Details on page 641

Transaction Details

The **Transaction Details** screen allows you to search for transactions using various search criteria. It also allows you to add and copy a transaction. This screen consists of the following zones:

- [Search](#) on page 644

Search

The **Search** zone allows you to search for transactions using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The fields in the **Search Criteria** section change depending on the query option selected. You can select either of the following query options:
 - **Uploaded** — Used to indicate that you want to search for a transaction which is recently uploaded in the system.
 - **Initial Price Item Determined** — Used to indicate that you want to search for a transaction for which a price item is determined in the system.
 - **Ignored** — Used to indicate that you want to search for a transaction which is ignored in the system.
 - **Error** — Used to indicate that you want to search for a transaction which could not pass through the validation, price item determination, or billable charge creation process.
 - **Cancelled** — Used to indicate that you want to search for a transaction which is cancelled in the system.
 - **Completed** — Used to indicate that you want to search for a transaction for which billable charge is completed in the system.
 - **Invalid** — Used to indicate that you want to search for a transaction which is invalid.
- **Search Results** — The **Search Results** section displays the records based on the specified search criteria. The columns in the search results change depending on the query option selected.

You can also add a transaction manually by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for an uploaded transaction	Searching for an UPLD Transaction on page 645
How to search for a transaction for which price item is determined	Searching for an INPD Transaction on page 647
How to search for an ignored transaction	Searching for an IGNR Transaction on page 656
How to search for an invalid transaction	Searching for an INVL Transaction on page 658

For more information on...	See...
How to search for a transaction with an error	Searching for an EROR Transaction on page 653
How to search for a cancelled transaction	Searching for an CNCL Transaction on page 651
How to search for a transaction for which billable charge is completed	Searching for an COMP Transaction on page 649
How to add a transaction manually	Adding a Transaction on page 664
How to view the details of a transaction	Viewing the Transaction Details on page 662

Searching for an UPLD Transaction

Procedure

To search for an uploaded transaction:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Transaction Feed Management** and then click **Transaction Details**.
The **Transaction Details** screen appears.
3. Select the **Uploaded** option from the **Search By** list to indicate that you want to search for a transaction which is recently uploaded in the system.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
External Reference Number	Used to search a transaction with a particular external reference number.	No
Division	Used to search transactions that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Transaction Source	Used to search transactions received from a particular transaction source.	No
Transaction Record Type	Used to search transactions with a particular record type.	No
Account Identifier Type	Used to select the identifier type based on which you want to search transactions of an account.	No
Account Identifier	Used to search transactions which are performed for a particular account.	No
Transaction Date	Used to search transactions which are performed on a particular date.	No
Transaction Upload Date	Used to search transactions which are uploaded in the system on a particular date.	No

Field Name	Field Description	Mandatory (Yes or No)
Transaction Header ID	Used to search transactions which are uploaded through a particular transaction feed.	No
Disaggregated	Used to indicate whether you want to search transactions which were disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of transactions that meet the search criteria appears in the **Search Results** section. It contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID. Note: It has a link. On clicking the link, the Transaction Details screen appears with the details of the respective transaction.
Transaction Source	Displays the transaction source from where the transaction was received.
Transaction Record Type	Displays the record type of the transaction.
Transaction Upload Date	Displays the date when the transaction was uploaded in the system.
Transaction Header ID	Indicates the transaction feed through which the transaction was uploaded in the system.
External Reference Number	Displays the external reference number of the transaction.
Disaggregation Status	Indicates whether the transaction was disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No
Manual Entry	Indicates whether the transaction is manually added in the system. The valid values are: <ul style="list-style-type: none"> • Yes • No
Transaction Date	Displays the date when the transaction was performed.
Transaction Amount	Displays the transaction amount.
Transaction Volume	Displays the transaction volume.
Division	Indicates the division to which the transaction belongs.

Column Name	Column Description
Account Information	Indicates the account for which the transaction was performed. The string includes the account identifier type and account identifier.
Transaction Information	Displays additional information about the transaction. Note: It has a link. On clicking the link, the Transaction Details screen appears where you can view the details of the transaction.

- View the legs of the transaction in the **Transaction Legs** zone, if required.

Note: You can only view the legs of an uploaded transaction which is partially disaggregated.

Related Topics

For more information on...	See...
Transaction Details screen	Transaction Details on page 644
Search zone	Search on page 644
How to view the legs of a transaction	Viewing the Transaction Legs on page 660

Searching for an INPD Transaction

Procedure

To search for a transaction for which a price item is determined:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Transaction Feed Management** and then click **Transaction Details**.
The **Transaction Details** screen appears.
- Select the **Initial Price Item Determined** option from the **Search By** list to indicate that you want to search for a transaction for which a price item is determined in the system.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
External Reference Number	Used to search a transaction with a particular external reference number.	No
Division	Used to search transactions that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Transaction Source	Used to search transactions received from a particular transaction source.	No
Transaction Record Type	Used to search transactions with a particular record type.	No
Account Identifier Type	Used to select the identifier type based on which you want to search transactions of an account.	No

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier	Used to search transactions which are performed for a particular account.	No
Transaction Date	Used to search transactions which are performed on a particular date.	No
Transaction Upload Date	Used to search transactions which are uploaded in the system on a particular date.	No
Price Item	Used to search transactions which are mapped to a particular price item.	No
Disaggregated	Used to indicate whether you want to search transactions which were disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the '%' wildcard character in all the input fields except the date fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of transactions that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID. Note: It has a link. On clicking the link, the Transaction Details screen appears with the details of the respective transaction.
Transaction Source	Displays the transaction source from where the transaction was received.
Transaction Record Type	Displays the record type of the transaction.
Transaction Upload Date	Displays the date when the transaction was uploaded in the system.
External Reference Number	Displays the external reference number of the transaction.
Transaction Date	Displays the date when the transaction was performed.
Disaggregation Status	Indicates whether the transaction was disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No
Transaction Amount	Displays the transaction amount.
Transaction Volume	Displays the transaction volume.
Division	Indicates the division to which the transaction belongs.
Account Information	Indicates the account for which the transaction was performed. The string includes the account identifier type and account identifier.

Column Name	Column Description
Rule	Indicates the rule which was met while determining initial price item for the transaction. Note: It has a link. On clicking the link, the Rule screen appears where you can view the details of the rule.
Transaction Information	Displays additional information about the transaction. Note: It has a link. On clicking the link, the Transaction Details screen appears where you can view the details of the transaction.

- View the legs of the transaction in the **Transaction Legs** zone, if required.

Related Topics

For more information on...	See...
Transaction Details screen	Transaction Details on page 644
Search zone	Search on page 644
How to view the legs of a transaction	Viewing the Transaction Legs on page 660

Searching for an COMP Transaction

Procedure

To search for a transaction for which billable charge is completed:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Transaction Feed Management** and then click **Transaction Details**.
The **Transaction Details** screen appears.
- Select the **Completed** option from the **Search By** list to indicate that you want to search for a transaction for which billable charge is completed in the system.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
External Reference Number	Used to search a transaction with a particular external reference number.	No
Division	Used to search transactions that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Transaction Source	Used to search transactions received from a particular transaction source.	No
Transaction Record Type	Used to search transactions with a particular record type.	No

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier Type	Used to select the identifier type based on which you want to search transactions of an account.	No
Account Identifier	Used to search transactions which are performed for a particular account.	No
Transaction Date	Used to search transactions which are performed on a particular date.	No
Transaction Upload Date	Used to search transactions which are uploaded in the system on a particular date.	No
Billable Charge ID	Used to search transactions which are included in a particular billable charge.	No
Disaggregated	Used to indicate whether you want to search transactions which were disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of transactions that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID. Note: It has a link. On clicking the link, the Transaction Details screen appears with the details of the respective transaction.
Transaction Source	Displays the transaction source from where the transaction was received.
Transaction Record Type	Displays the record type of the transaction.
External Reference Number	Displays the external reference number of the transaction.
Disaggregation Status	Indicates whether the transaction was disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No
Transaction Date	Displays the date when the transaction was performed.
Transaction Amount	Displays the transaction amount.
Transaction Volume	Displays the transaction volume.
Division	Indicates the division to which the transaction belongs.

Column Name	Column Description
Account Information	Indicates the account for which the transaction was performed. The string includes the account identifier type and account identifier.
Rule	Indicates the rule which was met while determining initial price item for the transaction. Note: It has a link. On clicking the link, the Rule screen appears where you can view the details of the rule.
Transaction Information	Displays additional information about the transaction. Note: It has a link. On clicking the link, the Transaction Details screen appears where you can view the details of the transaction.

- View the legs of the transaction in the **Transaction Legs** zone, if required.

Related Topics

For more information on...	See...
Transaction Details screen	Transaction Details on page 644
Search zone	Search on page 644
How to view the legs of a transaction	Viewing the Transaction Legs on page 660

Searching for an CNCL Transaction

Procedure

To search for a cancelled transaction:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Transaction Feed Management** and then click **Transaction Details**.
The **Transaction Details** screen appears.
- Select the **Cancelled** option from the **Search By** list to indicate that you want to search for a transaction which is cancelled in the system.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
External Reference Number	Used to search a transaction with a particular external reference number.	No
Division	Used to search transactions that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Transaction Source	Used to search transactions received from a particular transaction source.	No

Field Name	Field Description	Mandatory (Yes or No)
Transaction Record Type	Used to search transactions with a particular record type.	No
Account Identifier Type	Used to select the identifier type based on which you want to search transactions of an account.	No
Account Identifier	Used to search transactions which are performed for a particular account.	No
Transaction Date	Used to search transactions which are performed on a particular date.	No
Transaction Upload Date	Used to search transactions which are uploaded in the system on a particular date.	No
Transaction Header ID	Used to search transactions which are uploaded through a particular transaction feed.	No
Disaggregated	Used to indicate whether you want to search transactions which were disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of transactions that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID. Note: It has a link. On clicking the link, the Transaction Details screen appears with the details of the respective transaction.
Transaction Source	Displays the transaction source from where the transaction was received.
Transaction Record Type	Displays the record type of the transaction.
Transaction Upload Date	Displays the date when the transaction was uploaded in the system.
Transaction Header ID	Indicates the transaction feed through which the transaction was uploaded in the system.
External Reference Number	Displays the external reference number of the transaction.
Disaggregation Status	Indicates whether the transaction was disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No

Column Name	Column Description
Manual Entry	Indicates whether the transaction is manually added in the system. The valid values are: <ul style="list-style-type: none"> • Yes • No
Transaction Date	Displays the date when the transaction was performed.
Transaction Amount	Displays the transaction amount.
Transaction Volume	Displays the transaction volume.
Division	Indicates the division to which the transaction belongs.
Account Information	Indicates the account for which the transaction was performed. The string includes the account identifier type and account identifier.
Transaction Information	Displays additional information about the transaction. Note: It has a link. On clicking the link, the Transaction Details screen appears where you can view the details of the transaction.

Related Topics

For more information on...	See...
Transaction Details screen	Transaction Details on page 644
Search zone	Search on page 644

Searching for an EROR Transaction

Procedure

To search for a transaction with an error:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Transaction Feed Management** and then click **Transaction Details**.
The **Transaction Details** screen appears.
3. Select the **Error** option from the **Search By** list to indicate that you want to search for a transaction which could not pass through the validation, price item determination, or billable charge creation process.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
External Reference Number	Used to search a transaction with a particular external reference number.	No
Division	Used to search transactions that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to search transactions received from a particular transaction source.	No
Transaction Record Type	Used to search transactions with a particular record type.	No
Account Identifier Type	Used to select the identifier type based on which you want to search transactions of an account.	No
Account Identifier	Used to search transactions which are performed for a particular account.	No
Transaction Date	Used to search transactions which are performed on a particular date.	No
Transaction Upload Date	Used to search transactions which are uploaded in the system on a particular date.	No
Transaction Header ID	Used to search transactions which are uploaded through a particular transaction feed.	No
Disaggregated	Used to indicate whether you want to search transactions which were disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of transactions that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID. Note: It has a link. On clicking the link, the Transaction Details screen appears with the details of the respective transaction.
Transaction Source	Displays the transaction source from where the transaction was received.
Transaction Record Type	Displays the record type of the transaction.
Transaction Upload Date	Displays the date when the transaction was uploaded in the system.
External Reference Number	Displays the external reference number of the transaction.
Customer Reference Number	Indicates the person who performed the transaction.

Column Name	Column Description
Disaggregation Status	Indicates whether the transaction was disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No
Transaction Date	Displays the date when the transaction was performed.
Transaction Amount	Displays the transaction amount.
Transaction Volume	Displays the transaction volume.
Division	Indicates the division to which the transaction belongs.
Error Message	Indicates the reason why the validation and price item determination process failed. <p>Note: If the error occurred while executing the Transaction Validation and Initial Price Item Determination (C1-TXNIP) batch, a generic message appears indicating that the transaction is in the Error (EROR) status due to one or more reasons. You can view all error messages logged for the transaction in the Transaction Error Messages zone. However, if the error occurred while executing the Price Item Pricing Verification (C1-TXNVP) or Service Quantity Calculation (C1-TXNSQ) batch, a generic message appears indicating that one or more transaction legs are in the Error (EROR) status. You can view the error message corresponding to the transaction leg in the Transaction Legs zone.</p>
Account Information	Indicates the account for which the transaction was performed. The string includes the account identifier type and account identifier.
Rule	Indicates the rule which was met while determining initial price item for the transaction. <p>Note:</p> <p>It has a link. On clicking the link, the Rule screen appears where you can view the details of the rule.</p> <p>This column is blank when the error has occurred while determining initial price item for the transaction.</p>
Transaction Information	Displays additional information about the transaction. <p>Note: It has a link. On clicking the link, the Transaction Details screen appears where you can view the details of the transaction.</p>

- View the legs of the transaction in the **Transaction Legs** zone, if required.
- View the error messages logged for the transaction in the **Transaction Error Messages** zone, if required.

Related Topics

For more information on...	See...
Transaction Details screen	Transaction Details on page 644
Search zone	Search on page 644
How to view the legs of a transaction	Viewing the Transaction Legs on page 660
How to view the error messages logged for a transaction	Viewing Error Messages on page 662

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Searching for an IGNR Transaction

Procedure

To search for an ignored transaction:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Transaction Feed Management** and then click **Transaction Details**.
The **Transaction Details** screen appears.
3. Select the **Ignored** option from the **Search By** list to indicate that you want to search for a transaction which is ignored in the system.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
External Reference Number	Used to search a transaction with a particular external reference number.	No
Division	Used to search transactions that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Transaction Source	Used to search transactions received from a particular transaction source.	No
Transaction Record Type	Used to search transactions with a particular record type.	No
Account Identifier Type	Used to select the identifier type based on which you want to search transactions of an account.	No
Account Identifier	Used to search transactions which are performed for a particular account.	No
Transaction Date	Used to search transactions which are performed on a particular date.	No
Transaction Upload Date	Used to search transactions which are uploaded in the system on a particular date.	No
Transaction Header ID	Used to search transactions which are uploaded through a particular transaction feed.	No
Disaggregated	Used to indicate whether you want to search transactions which were disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of transactions that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID. Note: It has a link. On clicking the link, the Transaction Details screen appears with the details of the respective transaction.
Transaction Source	Displays the transaction source from where the transaction was received.
Transaction Record Type	Displays the record type of the transaction.
Transaction Upload Date	Displays the date when the transaction was uploaded in the system.
Transaction Header ID	Indicates the transaction feed through which the transaction was uploaded in the system.
External Reference Number	Displays the external reference number of the transaction.
Disaggregation Status	Indicates whether the transaction was disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No
Transaction Date	Displays the date when the transaction was performed.
Transaction Amount	Displays the transaction amount.
Transaction Volume	Displays the transaction volume.
Division	Indicates the division to which the transaction belongs.
Account Information	Indicates the account for which the transaction was performed. The string includes the account identifier type and account identifier.
Rule	Indicates the rule which was met while determining initial price item for the transaction. Note: It has a link. On clicking the link, the Rule screen appears where you can view the details of the rule.
Transaction Information	Displays additional information about the transaction. Note: It has a link. On clicking the link, the Transaction Details screen appears where you can view the details of the transaction.

6. View the legs of the transaction in the **Transaction Legs** zone, if required.

Related Topics

For more information on...	See...
Transaction Details screen	Transaction Details on page 644

For more information on...	See...
Search zone	Search on page 644
How to view the legs of a transaction	Viewing the Transaction Legs on page 660

Searching for an INVL Transaction

Procedure

To search for an invalid transaction:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Transaction Feed Management** and then click **Transaction Details**.
The **Transaction Details** screen appears.
3. Select the **Invalid** option from the **Search By** list to indicate that you want to search for a transaction which is invalid.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
External Reference Number	Used to search a transaction with a particular external reference number.	No
Division	Used to search transactions that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	No
Transaction Source	Used to search transactions received from a particular transaction source.	No
Transaction Record Type	Used to search transactions with a particular record type.	No
Account Identifier Type	Used to select the identifier type based on which you want to search transactions of an account.	No
Account Identifier	Used to search transactions which are performed for a particular account.	No
Transaction Date	Used to search transactions which are performed on a particular date.	No
Transaction Upload Date	Used to search transactions which are uploaded in the system on a particular date.	No
Transaction Header ID	Used to search transactions which are uploaded through a particular transaction feed.	No

Field Name	Field Description	Mandatory (Yes or No)
Disaggregated	Used to indicate whether you want to search transactions which were disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No 	No

4. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of transactions that meet the search criteria appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID. Note: It has a link. On clicking the link, the Transaction Details screen appears with the details of the respective transaction.
Transaction Source	Displays the transaction source from where the transaction was received.
Transaction Record Type	Displays the record type of the transaction.
Transaction Upload Date	Displays the date when the transaction was uploaded in the system.
Transaction Header ID	Indicates the transaction feed through which the transaction was uploaded in the system.
External Reference Number	Displays the external reference number of the transaction.
Disaggregation Status	Indicates whether the transaction was disaggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No
Transaction Date	Displays the date when the transaction was performed.
Transaction Amount	Displays the transaction amount.
Transaction Volume	Displays the transaction volume.
Division	Indicates the division to which the transaction belongs.
Account Information	Indicates the account for which the transaction was performed. The string includes the account identifier type and account identifier.
Transaction Information	Displays additional information about the transaction. Note: It has a link. On clicking the link, the Transaction Details screen appears where you can view the details of the transaction.

Column Name	Column Description
Error Message	Indicates the reason why the transaction is invalid. Note: A generic message appears indicating that the error occurred due to one or more reasons. You can view all error messages logged for the transaction in the Transaction Error Messages zone.

6. View the error messages logged for the transaction in the **Transaction Error Messages** zone, if required.


Related Topics

For more information on...	See...
Transaction Details screen	Transaction Details on page 644
Search zone	Search on page 644
How to view the error messages logged for a transaction	Viewing Error Messages on page 662

Viewing the Transaction Legs

Procedure

To view the legs of a transaction:

1. Search for the transaction in the **Transaction Details** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the transaction whose legs you want to view.

The **Transaction Legs** zone appears. It contains the following columns:

Column Name	Column Description
Transaction ID	Displays the transaction ID.
Transaction Leg Status	Indicates the status of the transaction leg. The valid values are: <ul style="list-style-type: none"> • Uploaded (UPLD) • Initial Price Item Derived (INPD) • Ignored (IGNR) • Error (EROR) • Completed (COMP)
Account Information	Indicates the account which will bear the charges for the transaction. The string includes the account identifier type, account identifier, and division (to which the derived account belongs).
Initial Price Item Code	Indicates the initial price item to which the transaction is mapped.
Variance Parameter	Indicates the variance parameter which is used along with the final price item for determining price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .

Column Name	Column Description
Price Item Parameters	Displays a comma-separated list of parameter values. It indicates the price item parameters and their values which are used along with the final price item for determining price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
Final Price Item Code	Indicates the final price item to which the transaction is mapped.
Rule	Indicates the rule which was met while determining initial price item for the transaction. Note: It has a link. On clicking the link, the Rule screen appears where you can view the details of the rule.
Price Assignment ID	Indicates the effective pricing which is available for the account, price item or regular bundle (to which the price item belongs) or parent (regular) bundle (to which the regular bundle belongs) and/or variance parameter or price item parameters (parameter group) combination on the processing date.
Aggregate Transaction	Indicates whether the transaction leg is aggregated. The valid values are: <ul style="list-style-type: none"> • Yes • No
Billable Charge ID	Indicates the billable charge in which the transaction leg is included for billing.
Division	Indicates the division to which the derived account belongs. The derived account means the account which will bear the charges for the transaction.
Sequence Number	Displays the sequence number of the transaction leg.
Error Message	Indicates the reason why the price item pricing verification or billable charge creation process failed.

Note:

The **Broadcast**  icon appears corresponding to an UPLD, INPD, IGNR, EROR and COMP transaction. This is because you can only view legs of an UPLD, INPD, IGNR, EROR and COMP transaction.

You can only view the legs of an uploaded transaction which is partially disaggregated.

- View the details of the transaction legs in the **Transaction Legs** zone.


Related Topics

For more information on...	See...
How to search for an uploaded transaction	Searching for an UPLD Transaction on page 645
How to search for a transaction for which price item is determined	Searching for an INPD Transaction on page 647
How to search for an ignored transaction	Searching for an IGNR Transaction on page 656
How to search for a transaction with an error	Searching for an EROR Transaction on page 653
How to search for a transaction for which billable charge is completed	Searching for an COMP Transaction on page 649

Viewing Error Messages

Procedure

To view the error messages logged for a transaction:

1. Search for the transaction which is in the **Invalid (INVL)** or **Error (EROR)** status in the **Transaction Details** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the transaction whose error messages you want to view.

The **Transaction Error Messages** zone appears. It contains the following columns:

Column Name	Column Description
Error Message	Indicates the reason why the transaction is in the Invalid (INVL) or Error (EROR) status.

Note: The **Transaction Error Messages** zone appears when the transactions are in the **Invalid (INVL)** status and when the errors occur while executing the **Transaction Validation and Initial Product Determination (C1-TXNIP)** batch. It does not appear when the errors occur while executing the **Product Pricing Verification (C1-TXNVP)** or **Service Quantity Calculation (C1-TXNSQ)** batch.

3. View the error messages in the **Transaction Error Messages** zone.

Related Topics

For more information on...	See...
How to search for a transaction with an error	Searching for an EROR Transaction on page 653
How to search for an invalid transaction	Searching for an INVL Transaction on page 658

Viewing the Transaction Details

Procedure

To view the details of a transaction:

1. Search for the transaction in the **Transaction Details** screen.
2. In the **Search Results** section, click the link in the **Transaction ID** column corresponding to the transaction whose details you want to view.

The **Transaction Details** screen appears. It contains the following fields:

Field Name	Field Description
Transaction ID	Displays the transaction ID. Note: The transaction ID is generated automatically when the transaction is uploaded or manually created in the system.
Transaction Source	Displays the transaction source from where the transaction was received.
Division	Displays the division to which the transaction belongs.
Transaction Record Type	Displays the record type of the transaction.

Field Name	Field Description
Transaction Date	Displays the date when the transaction was performed.
Manual Entry	Indicates whether the transaction was manually entered in the system.
Credit/Debit Indicator	Indicates whether the transaction is a debit or credit transaction.
External Reference Number	Displays the external reference number of the transaction.
Customer Reference Number	Indicates the person who performed the transaction.
Account Identifier Type	Displays the type of account identifier.
Account Identifier	Indicates the account for which the transaction was performed.
Transaction Amount	Displays the transaction amount.
Transaction Currency	Indicates the currency in which the transaction was performed.
Transaction Volume	Displays the transaction volume.
Account ID	Indicates the account for which the transaction was performed.
Additional Amount 1, Additional Amount 2, ..., Additional Amount 10 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Displays additional information about the transaction.
Amount 1 Currency Code, Amount 2 Currency Code, ..., Amount 10 Currency Code Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Displays additional information about the transaction.
Additional Date 1, Additional Date 2,, Additional Date 5 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Displays additional information about the transaction.
Additional Numeric Data 1, Additional Numeric Data 2, Additional Numeric Data 3,, Additional Numeric Data 20 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Displays additional information about the transaction.

Field Name	Field Description
Additional Data 1, Additional Data 2, Additional Data 3, ..., Additional Data 50 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Displays additional information about the transaction.

Related Topics

For more information on...	See...
How to copy a transaction	Copying a Transaction on page 666

Adding a Transaction

Prerequisites

To add a transaction manually, you should have:

- Divisions, account identifier types, transaction sources, transaction record types, and currencies defined in the application

Procedure

To add a transaction manually:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Transaction Feed Management** and then click **Transaction Details**.
The **Transaction Details** screen appears.
3. Click the **Add** link in the upper right corner of the **Search** zone.

The **Transaction Details** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to specify the transaction source from where the transaction was received.	Yes
Division	Used to specify the division to which the transaction belongs. Note: You can only view those divisions to which you have access in the Division list.	Yes
Transaction Record Type	Used to specify the record type of the transaction.	Yes
Transaction Date	Used to specify the date when the transaction was performed.	Yes
Manual Entry	Indicates that the transaction is manually entered in the system.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Credit/Debit Indicator	Used to indicate whether the transaction is a debit or credit transaction.	Yes
External Reference Number	Used to specify the external reference number of the transaction.	No
Customer Reference Number	Used to indicate the person who performed the transaction.	No
Account Identifier Type	Used to specify the type of account identifier.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to indicate the account for which the transaction was performed.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Transaction Amount	Used to specify the transaction amount.	Yes
Transaction Currency	Used to indicate the currency in which the transaction was performed.	Yes
Transaction Volume	Used to specify the transaction volume.	Yes
Additional Amount 1, Additional Amount 2, ..., Additional Amount 10 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction. Note: These fields appear only when you select the transaction source and record type from the respective list.	Yes (Conditional) Note: This field is required when you are specifying the currency in the corresponding field.
Amount 1 Currency Code, Amount 2 Currency Code, ..., Amount 10 Currency Code Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction. Note: These fields appear only when you select the transaction source and record type from the respective list.	Yes (Conditional) Note: This field is required when you are specifying the amount in the corresponding field.
Additional Date 1, Additional Date 2, ..., Additional Date 5 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction. Note: These fields appear only when you select the transaction source and record type from the respective list.	No

Field Name	Field Description	Mandatory (Yes or No)
Additional Numeric Data 1, Additional Numeric Data 2, Additional Numeric Data 3,, Additional Numeric Data 20 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction. Note: These fields appear only when you select the transaction source and record type from the respective list.	No
Additional Data 1, Additional Data 2, Additional Data 3,, Additional Data 50 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction. Note: These fields appear only when you select the transaction source and record type from the respective list.	No

4. Enter the required details.
5. Click **Save**.

The transaction is added in the system. If the following option types are set in the **Dummy Header (C1-TXNDMYID)** feature configuration, the header details including the header ID are generated automatically for the manually added transaction:

- Dummy File Name
- Dummy Header ID
- Dummy Transaction Source
- Dummy Header Date

Note: The header ID remains same for all transactions which are manually created on a particular date. You can cancel manually added transactions using the Transaction Header ID.

Related Topics

For more information on...	See...
Transaction Details screen	Transaction Details on page 644
Search zone	Search on page 644
How to set the Dummy Header (C1-TXNDMYID) feature configuration	Setting the C1-TXNDMYID Feature Configuration on page 1721

Copying a Transaction

Instead of adding a transaction from scratch, you can create a copy of similar transaction and then edit it accordingly.

Prerequisites

To copy a transaction, you should have:

- Transaction (whose copy you want to create) available in the application
- Divisions, account identifier types, transaction sources, transaction record types, and currencies defined in the application

Procedure

To copy a transaction:

1. Search for the transaction in the **Transaction Details** screen.
2. In the **Search Results** section, click the link in the **Transaction ID** column corresponding to the transaction whose copy you want to create.

The **Transaction Details** screen appears. Note that the fields are in the read-only mode.

3. Click **Copy**.

The **Transaction Details** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to specify the transaction source from where the transaction was received.	Yes
Division	Used to specify the division to which the transaction belongs. Note: You can only view those divisions to which you have access in the Division list.	Yes
Transaction Record Type	Used to specify the record type of the transaction.	Yes
Transaction Date	Used to specify the date when the transaction was performed.	Yes
Manual Entry	Indicates that the transaction is manually entered in the system.	Not applicable
Credit/Debit Indicator	Used to indicate whether the transaction is a debit or credit transaction.	Yes
External Reference Number	Used to specify the external reference number of the transaction.	No
Price Item Reference Number	Used to indicate the person who performed the transaction.	No
Account Identifier Type	Used to specify the type of account identifier.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to indicate the account for which the transaction was performed.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Transaction Amount	Used to specify the transaction amount.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Transaction Currency	Used to indicate the currency in which the transaction was performed.	Yes
Transaction Volume	Used to specify the transaction volume.	Yes
Additional Amount 1, Additional Amount 2, ..., Additional Amount 10 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction.	Yes (Conditional) Note: This field is required when you are specifying the currency in the corresponding field.
Amount 1 Currency Code, Amount 2 Currency Code, ..., Amount 10 Currency Code Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction.	Yes (Conditional) Note: This field is required when you are specifying the amount in the corresponding field.
Additional Date 1, Additional Date 2, ..., Additional Date 5 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction.	No
Additional Numeric Data 1, Additional Numeric Data 2, Additional Numeric Data 3,, Additional Numeric Data 20 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction.	No
Additional Data 1, Additional Data 2, Additional Data 3, ..., Additional Data 50 Note: If the business label is defined for any of these user defined fields, the business label appears instead of the field name.	Used to specify additional information about the transaction.	No

4. Enter the required details.
5. Click **Save**.

The new transaction is added in the system.

Related Topics

For more information on...	See...
How to view the details of a transaction	Viewing the Transaction Details on page 662

Transaction Source

The **Transaction Source** screen allows you to define, edit, delete, and copy a transaction source. This screen consists of the following zones:

- [Search Transaction Source](#) on page 669

Search Transaction Source

The **Search Transaction Source** zone allows you to search for a transaction source. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to search a particular transaction source.	No
Description	Used to search transaction sources with a particular description.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction Source	Displays the transaction source.
Description	Displays the description of the transaction source.
Account Identifier Type	Indicates the type of account identifier that will be received from the transaction source.
Edit	On clicking the Edit (✎) icon, the Transaction Source screen appears where you can edit the details of the transaction source.
Delete	On clicking the Delete (🗑) icon, you can delete the transaction source. Note: You can only delete a transaction source which is not yet used.
Copy	On clicking the Copy (📄) icon, the Transaction Source screen appears where you can create a transaction source using an existing transaction source.

You can create a new transaction source by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a transaction source	Searching for a Transaction Source on page 670

For more information on...	See...
How to define a transaction source	Defining a Transaction Source on page 670
How to edit a transaction source	Editing a Transaction Source on page 671
How to delete a transaction source	Deleting a Transaction Source on page 672
How to copy a transaction source	Copying a Transaction Source on page 672

Searching for a Transaction Source

Procedure

To search for a transaction source:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **T** and then click **Transaction Source**.
The **Transaction Source** screen appears.
3. Enter the search criteria in the **Search Transaction Source** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of transaction sources that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Transaction Source screen	Transaction Source on page 669
Search Transaction Source zone	Search Transaction Source on page 669

Defining a Transaction Source

Prerequisites

To define a transaction source, you should have:

- Account identifier types defined in the application

Procedure

To define a transaction source:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **T** and then click **Transaction Source**.
The **Transaction Source** screen appears.
3. Click the **Add** link in the upper right corner of the **Search Transaction Source** zone.

The **Transaction Source** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to specify the transaction source. Note: You cannot specify any special character except underscore (_) in the transaction source.	Yes
Description	Used to specify the description for the transaction source.	Yes
Account Identifier Type	Used to indicate the type of account identifier that will be received from the transaction source.	Yes

4. Enter the required details.
5. Click **Save**.

The transaction source is defined.

Related Topics

For more information on...	See...
Transaction Source screen	Transaction Source on page 669
Search Transaction Source zone	Search Transaction Source on page 669

Editing a Transaction Source

Prerequisites

To edit a transaction source, you should have:

- Account identifier types defined in the application

Procedure

To edit a transaction source:

1. Search for the transaction source in the **Transaction Source** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the transaction source whose details you want to edit.

The **Transaction Source** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Displays the transaction source.	Not applicable
Description	Used to specify the description for the transaction source.	Yes
Account Identifier Type	Used to indicate the type of account identifier that will be received from the transaction source.	Yes

3. Modify the required details.
4. Click **Save**.


The changes made to the transaction source are saved.

Related Topics

For more information on...	See...
How to search for a transaction source	Searching for a Transaction Source on page 670

Deleting a Transaction Source**Procedure**

To delete a transaction source:

1. Search for the transaction source in the **Transaction Source** screen.
2. In the **Search Results** section, click the **Delete**  icon in the **Delete** column corresponding to the transaction source that you want to delete.

A message appears confirming whether you want to delete the transaction source.

Note: You can only delete a transaction source which is not yet used.

3. Click **OK**.

The transaction source is deleted.

Related Topics

For more information on...	See...
How to search for a transaction source	Searching for a Transaction Source on page 670

Copying a Transaction Source

Instead of creating a transaction source from scratch, you can create a new transaction source using an existing transaction source. This is possible through copying a transaction source. Once you create a copy of a transaction source, the record types defined for the original transaction source are also copied to the new transaction source.


Prerequisites

To copy a transaction source, you should have:

- Transaction source (whose copy you want to create) defined in the application
- Account identifier types defined in the application

Procedure

To copy a transaction source:

1. Search for the transaction source in the **Transaction Source** screen.
2. In the **Search Results** section, click the **Copy**  icon in the **Copy** column corresponding to the transaction source whose copy you want to create.

The **Transaction Source** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to specify the transaction source. Note: You cannot specify any special character except underscore (_) in the transaction source.	Yes
Description	Used to specify the description for the transaction source.	Yes
Account Identifier Type	Used to indicate the type of account identifier that will be received from the transaction source.	Yes

- Enter the required details.
- Click **Save**.

The new transaction source is defined.

Related Topics

For more information on...	See...
How to search for a transaction source	Searching for a Transaction Source on page 670

Transaction Record Type

The **Transaction Record Type** screen allows you to define, edit, delete, and copy a transaction record type. While defining a transaction record type, you need to define a rule type. This rule type is invoked for transactions with the transaction source and record type combination. While defining a rule type, you can select the transaction detail fields that you want to use as input or output parameters in a rule.

Besides using the transaction detail fields, the system allows you to use fields which are not part of the standard transaction details. These fields are referred to as temporary fields and are defined similar to other fields, but are not associated with any ORMB tables. You need to associate temporary fields with the rule type while defining a transaction record type. Once associated, you can use the temporary field as input or output parameter while defining a rule using the rule type.

Note: At present, you can only associate a temporary field with a rule type, but cannot use the temporary field in a rule which is created using the rule type. The latter part of the functionality will be available in a future release of Oracle Revenue Management and Billing.

The **Transaction Record Type** screen consists of the following zones:

- [Search Transaction Record Type](#) on page 673

Search Transaction Record Type

The **Search Transaction Record Type** zone allows you to search for a transaction record type. This zone contains the following two sections:

- Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to search transaction record types defined for a particular transaction source.	No

Field Name	Field Description	Mandatory (Yes or No)
Transaction Record Type	Used to search a particular transaction record type.	No
Description	Used to search transaction record types with a particular description.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Transaction Record Type	Displays the transaction record type.
Description	Displays the description of the transaction record type.
Transaction Source	Indicates the transaction source for which the transaction record type is defined.
Rule Type	Indicates the rule type that is invoked for the transaction record type. Note: It has a link. On clicking the link, the View Rule Type screen appears with the details of the respective rule type.
Edit	On clicking the Edit (✎) icon, the Transaction Record Type screen appears where you can edit the details of the transaction record type.
Delete	On clicking the Delete (🗑) icon, you can delete the transaction record type. Note: You can delete a transaction record type when: <ul style="list-style-type: none"> • It is not yet used. • Rules are not yet defined using the rule type which is invoked by the transaction source and record type combination.
Copy	On clicking the Copy (📄) icon, the Transaction Record Type screen appears where you can create a new transaction record type using an existing transaction record type.

You can create a new transaction record type by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a transaction record type	Searching for a Transaction Record Type on page 674
How to define a transaction record type	Defining a Transaction Record Type on page 675
How to edit a transaction record type	Editing a Transaction Record Type on page 680
How to delete a transaction record type	Deleting a Transaction Record Type on page 685
How to copy a transaction record type	Copying a Transaction Record Type on page 686

Searching for a Transaction Record Type

Procedure

To search for a transaction record type:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **T** and then click **Transaction Record Type**.

The **Transaction Record Type** screen appears.

- Enter the search criteria in the **Search Transaction Record Type** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

The search results appear.

Related Topics

For more information on...	See...
Transaction Record Type screen	Transaction Record Type on page 673
Search Transaction Record Type zone	Search Transaction Record Type on page 673

Defining a Transaction Record Type

Prerequisites

To define a transaction record type, you should have:

- Transaction sources defined in the application
- Validation algorithm defined using the C1-RULE-VAL algorithm type
- Transaction Information String algorithm defined using the C1-TXDETINFO algorithm type
- Fields (that you want to use as input or output parameter) defined in the application

Procedure

To define a transaction record type:

- Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **T** and then click **Transaction Record Type**.

The **Transaction Record Type** screen appears.

- Click the **Add** link in the upper right corner of the **Search Transaction Record Type** zone.

The **Transaction Record Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to indicate the transaction source for which you want to define the transaction record type. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Transaction Source window appears.	Yes
Transaction Record Type	Used to specify the transaction record type. Note: You cannot specify any special character except underscore (_) in the transaction record type.	Yes
Description	Used to specify the description for the transaction record type.	Yes
Rule Type	Used to specify the rule type. Note: You cannot specify any special character except underscore (_) in the rule type.	Yes
Rule Type Description	Used to specify the description for the rule type.	Yes
Rule Validation Algorithm	Used to specify the validation algorithm that will be triggered when a rule is defined using the rule type. Note: This algorithm checks whether: <ul style="list-style-type: none"> • The values specified against the output parameters exist in the system • The same price item parameter (for example, PCD1_1_1_VAL) is not used multiple times for a division, account, and price item combination The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No
Info String Algorithm	Used to specify the algorithm that will generate the information string which appears in the Transaction Information column throughout the application. Note: This algorithm concatenates the fields (related to the transaction) and delimiters specified as parameters in the algorithm. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No

Field Name	Field Description	Mandatory (Yes or No)
Maximum Accounts to be charged	<p>Used to indicate the maximum number of accounts which can bear the charges for a transaction. The valid values are:</p> <ul style="list-style-type: none"> • 01 • 02 • 03 • 04 • 05 • 06 • 07 • 08 • 09 • 10 <p>Note: At present, the system supports maximum 10 accounts which can bear the charges for a transaction.</p>	Yes
Maximum Price Items to be mapped	<p>Used to indicate the maximum number of price items to which a transaction can be mapped for each account. The valid values are:</p> <ul style="list-style-type: none"> • 01 • 02 • 03 • 04 • 05 • 06 • 07 • 08 • 09 • 10 <p>Note: At present, the system supports maximum 10 price items to which a transaction can be mapped for each account.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Maximum Price Item Parameters	<p>Used to indicate the maximum number of parameters that can be used with each price item to determine the price item pricing. The valid values are:</p> <ul style="list-style-type: none"> • 00 • 01 • 02 • 03 • 04 • 05 • 06 • 07 • 08 • 09 • 10 • 11 • 12 • 13 • 14 • 15 <p>Note: At present, the system supports maximum 15 parameters that can be used with each price item to determine the price item pricing.</p>	Yes

In addition, this screen contains the following two sections:

- **Input/Output Parameters** — Enables you to select the transaction detail fields that you can use as input or output parameter while defining a rule. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Input/Output	Used to indicate whether you want to use the transaction detail field as input or output parameter.	No
Transaction Field	Displays the transaction field name.	Not applicable
Business Label	<p>Used to specify a business label for the user defined fields.</p> <p>Note: The business label appears when you add, copy, or view a transaction in the Transaction Details screen. The label changes depending on the transaction source and record type combination that you have selected.</p>	No

Note: At present, you can use the following transaction fields as input or output parameter while defining a rule — Account Identifier (ACCT_NBR), Account Identifier Type (ACCT_NBR_TYPE_CD), Division (CIS_DIVISION), Currency Code (CURRENCY_CD), Customer Reference Number (CUST_REF_NBR),

Do not Aggregate Switch (DO_NOT_AGG_SW), External Reference Number (EXT_TXN_NBR), Credit/Debit Indicator (HOW_TO_USE_TXN_FLG), Manual Entry (MANUAL_SW), Transaction Amount (TXN_AMT), Transaction Date (TXN_DTTM), Transaction Record Type (TXN_REC_TYPE_CD), Transaction Source (TXN_SOURCE_CD), Transaction Upload Date (TXN_UPLOAD_DTTM), Transaction Volume (TXN_VOL), Additional Amount 1 (UDF_AMT_1), Additional Amount 2 (UDF_AMT_2), Additional Amount 3 (UDF_AMT_3), Additional Amount 4 (UDF_AMT_4), Additional Amount 5 (UDF_AMT_5), Additional Amount 6 (UDF_AMT_6), Additional Amount 7 (UDF_AMT_7), Additional Amount 8 (UDF_AMT_8), Additional Amount 9 (UDF_AMT_9), Additional Amount 10 (UDF_AMT_10), Additional Data 1 (UDF_CHAR_1), Additional Data 2 (UDF_CHAR_2), Additional Data 3 (UDF_CHAR_3), Additional Data 4 (UDF_CHAR_4), Additional Data 5 (UDF_CHAR_5), Additional Data 6 (UDF_CHAR_6), Additional Data 7 (UDF_CHAR_7), Additional Data 8 (UDF_CHAR_8), Additional Data 9 (UDF_CHAR_9), Additional Data 10 (UDF_CHAR_10), Additional Data 11 (UDF_CHAR_11), Additional Data 12 (UDF_CHAR_12), Additional Data 13 (UDF_CHAR_13), Additional Data 14 (UDF_CHAR_14), Additional Data 15 (UDF_CHAR_15), Additional Data 16 (UDF_CHAR_16), Additional Data 17 (UDF_CHAR_17), Additional Data 18 (UDF_CHAR_18), Additional Data 19 (UDF_CHAR_19), Additional Data 20 (UDF_CHAR_20), Additional Data 21 (UDF_CHAR_21), Additional Data 22 (UDF_CHAR_22), Additional Data 23 (UDF_CHAR_23), Additional Data 24 (UDF_CHAR_24), Additional Data 25 (UDF_CHAR_25), Additional Data 26 (UDF_CHAR_26), Additional Data 27 (UDF_CHAR_27), Additional Data 28 (UDF_CHAR_28), Additional Data 29 (UDF_CHAR_29), Additional Data 30 (UDF_CHAR_30), Additional Data 31 (UDF_CHAR_31), Additional Data 32 (UDF_CHAR_32), Additional Data 33 (UDF_CHAR_33), Additional Data 34 (UDF_CHAR_34), Additional Data 35 (UDF_CHAR_35), Additional Data 36 (UDF_CHAR_36), Additional Data 37 (UDF_CHAR_37), Additional Data 38 (UDF_CHAR_38), Additional Data 39 (UDF_CHAR_39), Additional Data 40 (UDF_CHAR_40), Additional Data 41 (UDF_CHAR_41), Additional Data 42 (UDF_CHAR_42), Additional Data 43 (UDF_CHAR_43), Additional Data 44 (UDF_CHAR_44), Additional Data 45 (UDF_CHAR_45), Additional Data 46 (UDF_CHAR_46), Additional Data 47 (UDF_CHAR_47), Additional Data 48 (UDF_CHAR_48), Additional Data 49 (UDF_CHAR_49), Additional Data 50 (UDF_CHAR_50), Amount 1 Currency Code (UDF_CURRENCY_CD_1), Amount 2 Currency Code (UDF_CURRENCY_CD_2), Amount 3 Currency Code (UDF_CURRENCY_CD_3), Amount 4 Currency Code (UDF_CURRENCY_CD_4), Amount 5 Currency Code (UDF_CURRENCY_CD_5), Amount 6 Currency Code (UDF_CURRENCY_CD_6), Amount 7 Currency Code (UDF_CURRENCY_CD_7), Amount 8 Currency Code (UDF_CURRENCY_CD_8), Amount 9 Currency Code (UDF_CURRENCY_CD_9), Amount 10 Currency Code (UDF_CURRENCY_CD_10), Additional Date 1 (UDF_DTTM_1), Additional Date 2 (UDF_DTTM_2), Additional Date 3 (UDF_DTTM_3), Additional Date 4 (UDF_DTTM_4), Additional Date 5 (UDF_DTTM_5), Additional Numeric Data 1 (UDF_NBR_1), Additional Numeric Data 2 (UDF_NBR_2), Additional Numeric Data 3 (UDF_NBR_3), Additional Numeric Data 4 (UDF_NBR_4), Additional Numeric Data 5 (UDF_NBR_5), Additional Numeric Data 6 (UDF_NBR_6), Additional Numeric Data 7 (UDF_NBR_7), Additional Numeric Data 8 (UDF_NBR_8), Additional Numeric Data 9 (UDF_NBR_9), Additional Numeric Data 10 (UDF_NBR_10), Additional Numeric Data 11 (UDF_NBR_11), Additional Numeric Data 12 (UDF_NBR_12), Additional Numeric Data 13 (UDF_NBR_13), Additional Numeric Data 14 (UDF_NBR_14), Additional Numeric Data 15 (UDF_NBR_15), Additional Numeric Data 16 (UDF_NBR_16), Additional Numeric Data 17 (UDF_NBR_17), Additional Numeric Data 18 (UDF_NBR_18), Additional Numeric Data 19 (UDF_NBR_19), Additional Numeric Data 20 (UDF_NBR_20).

- **Temporary Fields** — Enables you to select non-transactional fields that you can use as input or output parameter while defining a rule. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Temporary Field	Used to indicate the non-transactional field that you want to use as input or output parameter. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Transaction Record Type Tempo Field Search window appears.	No

- Enter the required details.

Note: You can search for a transaction source and algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

- Select the check box corresponding to the transaction fields that you want to use as input or output parameters.
- If required, you can select a non-transactional field as input or output parameter in the **Temporary Fields** section.

Note:

You can search for a field by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to add more than one temporary field to the transaction record type, click the **Add** (+) icon and then repeat step 7. However, if you want to remove a temporary field from the transaction record type, click the **Delete** (🗑️) icon corresponding to the temporary field.

- Click **Save**.

The transaction record type is defined.

Related Topics

For more information on...	See...
Transaction Record Type screen	Transaction Record Type on page 673
Search Transaction Record Type zone	Search Transaction Record Type on page 673

Editing a Transaction Record Type

Prerequisites

To edit a transaction record type, you should have:

- Validation algorithm defined using the C1-RULE-VAL algorithm type
- Transaction Information String algorithm defined using the C1-TXDETINFO algorithm type
- Fields (that you want to use as input or output parameter) defined in the application

Procedure

To edit a transaction record type:

- Search for the transaction record type in the **Transaction Record Type** screen.
- In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the transaction record type whose details you want to edit.

The **Transaction Record Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to indicate the transaction source for which you want to define the transaction record type. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Search Transaction Source window appears.	Yes
Transaction Record Type	Used to specify the transaction record type. Note: You cannot specify any special character except underscore (_) in the transaction record type.	Yes
Description	Used to specify the description for the transaction record type.	Yes
Rule Type	Used to specify the rule type. Note: You cannot specify any special character except underscore (_) in the rule type.	Yes
Rule Type Description	Used to specify the description for the rule type.	Yes
Rule Validation Algorithm	Used to specify the validation algorithm that will be triggered when a rule is defined using the rule type. Note: This algorithm checks whether: <ul style="list-style-type: none"> • The values specified against the output parameters exist in the system • The same price item parameter (for example, PCD1_1_1_VAL) is not used multiple times for a division, account, and price item combination The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No
Info String Algorithm	Used to specify the algorithm that will generate the information string which appears in the Transaction Information column throughout the application. Note: This algorithm concatenates the fields (related to the transaction) and delimiters specified as parameters in the algorithm. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No

Field Name	Field Description	Mandatory (Yes or No)
Maximum Accounts to be charged	<p>Used to indicate the maximum number of accounts which can bear the charges for a transaction. The valid values are:</p> <ul style="list-style-type: none"> • 01 • 02 • 03 • 04 • 05 • 06 • 07 • 08 • 09 • 10 <p>Note: At present, the system supports maximum 10 accounts which can bear the charges for a transaction.</p>	Yes
Maximum Price Items to be mapped	<p>Used to indicate the maximum number of price items to which a transaction can be mapped for each account. The valid values are:</p> <ul style="list-style-type: none"> • 01 • 02 • 03 • 04 • 05 • 06 • 07 • 08 • 09 • 10 <p>Note: At present, the system supports maximum 10 price items to which a transaction can be mapped for each account.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Maximum Price Item Parameters	<p>Used to indicate the maximum number of parameters that can be used with each price item to determine the price item pricing. The valid values are:</p> <ul style="list-style-type: none"> • 00 • 01 • 02 • 03 • 04 • 05 • 06 • 07 • 08 • 09 • 10 • 11 • 12 • 13 • 14 • 15 <p>Note: At present, the system supports maximum 15 parameters that can be used with each price item to determine the price item pricing.</p>	Yes

In addition, this screen contains the following two sections:

- **Input/Output Parameters** — Enables you to select the transaction detail fields that you can use as input or output parameter while defining a rule. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Input/Output	Used to indicate whether you want to use the transaction detail field as input or output parameter.	No
Transaction Field	Displays the transaction field name.	Not applicable
Business Label	<p>Used to specify a business label for the user defined fields.</p> <p>Note: The business label appears when you add, copy, or view a transaction in the Transaction Details screen. The label changes depending on the transaction source and record type combination that you have selected.</p>	No

Note: At present, you can use the following transaction fields as input or output parameter while defining a rule — Account Identifier (ACCT_NBR), Account Identifier Type (ACCT_NBR_TYPE_CD), Division (CIS_DIVISION), Currency Code (CURRENCY_CD), Customer Reference Number (CUST_REF_NBR), Do not Aggregate Switch (DO_NOT_AGG_SW), External Reference Number (EXT_TXN_NBR), Credit/

Debit Indicator (HOW_TO_USE_TXN_FLG), Manual Entry (MANUAL_SW), Transaction Amount (TXN_AMT), Transaction Date (TXN_DTTM), Transaction Record Type (TXN_REC_TYPE_CD), Transaction Source (TXN_SOURCE_CD), Transaction Upload Date (TXN_UPLOAD_DTTM), Transaction Volume (TXN_VOL), Additional Amount 1 (UDF_AMT_1), Additional Amount 2 (UDF_AMT_2), Additional Amount 3 (UDF_AMT_3), Additional Amount 4 (UDF_AMT_4), Additional Amount 5 (UDF_AMT_5), Additional Amount 6 (UDF_AMT_6), Additional Amount 7 (UDF_AMT_7), Additional Amount 8 (UDF_AMT_8), Additional Amount 9 (UDF_AMT_9), Additional Amount 10 (UDF_AMT_10), Additional Data 1 (UDF_CHAR_1), Additional Data 2 (UDF_CHAR_2), Additional Data 3 (UDF_CHAR_3), Additional Data 4 (UDF_CHAR_4), Additional Data 5 (UDF_CHAR_5), Additional Data 6 (UDF_CHAR_6), Additional Data 7 (UDF_CHAR_7), Additional Data 8 (UDF_CHAR_8), Additional Data 9 (UDF_CHAR_9), Additional Data 10 (UDF_CHAR_10), Additional Data 11 (UDF_CHAR_11), Additional Data 12 (UDF_CHAR_12), Additional Data 13 (UDF_CHAR_13), Additional Data 14 (UDF_CHAR_14), Additional Data 15 (UDF_CHAR_15), Additional Data 16 (UDF_CHAR_16), Additional Data 17 (UDF_CHAR_17), Additional Data 18 (UDF_CHAR_18), Additional Data 19 (UDF_CHAR_19), Additional Data 20 (UDF_CHAR_20), Additional Data 21 (UDF_CHAR_21), Additional Data 22 (UDF_CHAR_22), Additional Data 23 (UDF_CHAR_23), Additional Data 24 (UDF_CHAR_24), Additional Data 25 (UDF_CHAR_25), Additional Data 26 (UDF_CHAR_26), Additional Data 27 (UDF_CHAR_27), Additional Data 28 (UDF_CHAR_28), Additional Data 29 (UDF_CHAR_29), Additional Data 30 (UDF_CHAR_30), Additional Data 31 (UDF_CHAR_31), Additional Data 32 (UDF_CHAR_32), Additional Data 33 (UDF_CHAR_33), Additional Data 34 (UDF_CHAR_34), Additional Data 35 (UDF_CHAR_35), Additional Data 36 (UDF_CHAR_36), Additional Data 37 (UDF_CHAR_37), Additional Data 38 (UDF_CHAR_38), Additional Data 39 (UDF_CHAR_39), Additional Data 40 (UDF_CHAR_40), Additional Data 41 (UDF_CHAR_41), Additional Data 42 (UDF_CHAR_42), Additional Data 43 (UDF_CHAR_43), Additional Data 44 (UDF_CHAR_44), Additional Data 45 (UDF_CHAR_45), Additional Data 46 (UDF_CHAR_46), Additional Data 47 (UDF_CHAR_47), Additional Data 48 (UDF_CHAR_48), Additional Data 49 (UDF_CHAR_49), Additional Data 50 (UDF_CHAR_50), Amount 1 Currency Code (UDF_CURRENCY_CD_1), Amount 2 Currency Code (UDF_CURRENCY_CD_2), Amount 3 Currency Code (UDF_CURRENCY_CD_3), Amount 4 Currency Code (UDF_CURRENCY_CD_4), Amount 5 Currency Code (UDF_CURRENCY_CD_5), Amount 6 Currency Code (UDF_CURRENCY_CD_6), Amount 7 Currency Code (UDF_CURRENCY_CD_7), Amount 8 Currency Code (UDF_CURRENCY_CD_8), Amount 9 Currency Code (UDF_CURRENCY_CD_9), Amount 10 Currency Code (UDF_CURRENCY_CD_10), Additional Date 1 (UDF_DTTM_1), Additional Date 2 (UDF_DTTM_2), Additional Date 3 (UDF_DTTM_3), Additional Date 4 (UDF_DTTM_4), Additional Date 5 (UDF_DTTM_5), Additional Numeric Data 1 (UDF_NBR_1), Additional Numeric Data 2 (UDF_NBR_2), Additional Numeric Data 3 (UDF_NBR_3), Additional Numeric Data 4 (UDF_NBR_4), Additional Numeric Data 5 (UDF_NBR_5), Additional Numeric Data 6 (UDF_NBR_6), Additional Numeric Data 7 (UDF_NBR_7), Additional Numeric Data 8 (UDF_NBR_8), Additional Numeric Data 9 (UDF_NBR_9), Additional Numeric Data 10 (UDF_NBR_10), Additional Numeric Data 11 (UDF_NBR_11), Additional Numeric Data 12 (UDF_NBR_12), Additional Numeric Data 13 (UDF_NBR_13), Additional Numeric Data 14 (UDF_NBR_14), Additional Numeric Data 15 (UDF_NBR_15), Additional Numeric Data 16 (UDF_NBR_16), Additional Numeric Data 17 (UDF_NBR_17), Additional Numeric Data 18 (UDF_NBR_18), Additional Numeric Data 19 (UDF_NBR_19), Additional Numeric Data 20 (UDF_NBR_20).

- **Temporary Fields** — Enables you to select non-transactional fields that you can use as input or output parameter while defining a rule. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Temporary Field	Used to indicate the non-transactional field that you want to use as input or output parameter. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Transaction Record Type Tempo Field Search window appears.	No

3. Modify the required details.

Note:

You can search for an algorithm and field by clicking the **Search** (🔍) icon corresponding to the respective field.

You can edit and remove an input or output parameter from a rule type only when it is not yet used in a rule (which is created using the rule type).

If you want to add more than one temporary field to the transaction record type, click the **Add** (+) icon and then specify the details in the **Temporary Fields** section. However, if you want to remove a temporary field from the transaction record type, click the **Delete** (🗑) icon corresponding to the temporary field.

4. Click **Save**.

The changes made to the transaction record type are saved.

Related Topics

For more information on...	See...
How to search for a transaction record type	Searching for a Transaction Record Type on page 674

Deleting a Transaction Record Type

Procedure

To delete a transaction record type:

1. Search for the transaction record type in the **Transaction Record Type** screen.
2. In the **Search Results** section, click the **Delete** (🗑) icon in the **Delete** column corresponding to the transaction record type that you want to delete.

A message appears confirming whether you want to delete the transaction record type.

Note: You can only delete a transaction record type which is not yet used.

3. Click **OK**.

The transaction record type is deleted.

Related Topics

For more information on...	See...
How to search for a transaction record type	Searching for a Transaction Record Type on page 674

Copying a Transaction Record Type

Instead of creating a transaction record type from scratch, you can create a new transaction record type using an existing transaction record type. This is possible through copying a transaction record type. Once you create a copy of a transaction record type, the input or output parameters and temporary fields are also copied to the new transaction record type. You can then edit the details, if required.


Prerequisites

To copy a transaction record type, you should have:


- Transaction record type (whose copy you want to create) defined in the application
- Validation algorithm defined using the C1-RULE-VAL algorithm type
- Transaction Information String algorithm defined using the C1-TXDETINFO algorithm type
- Fields (that you want to use as input or output parameter) defined in the application

Procedure

To copy a transaction record type:

1. Search for the transaction record type in the **Transaction Record Type** screen.
2. In the **Search Results** section, click the **Copy** () icon in the **Copy** column corresponding to the transaction record type whose copy you want to create.

The **Transaction Record Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Transaction Source	Used to indicate the transaction source for which you want to define the transaction record type. Note: The Search () icon appears corresponding to this field. On clicking the Search icon, the Search Transaction Source window appears.	Yes
Transaction Record Type	Used to specify the transaction record type. Note: You cannot specify any special character except underscore (_) in the transaction record type.	Yes
Description	Used to specify the description for the transaction record type.	Yes
Rule Type	Used to specify the rule type. Note: You cannot specify any special character except underscore (_) in the rule type.	Yes
Rule Type Description	Used to specify the description for the rule type.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Rule Validation Algorithm	<p>Used to specify the validation algorithm that will be triggered when a rule is defined using the rule type.</p> <p>Note: This algorithm checks whether:</p> <ul style="list-style-type: none"> • The values specified against the output parameters exist in the system • The same price item parameter (for example, PCD1_1_1_VAL) is not used multiple times for a division, account, and price item combination <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No
Info String Algorithm	<p>Used to specify the algorithm that will generate the information string which appears in the Transaction Information column throughout the application.</p> <p>Note: This algorithm concatenates the fields (related to the transaction) and delimiters specified as parameters in the algorithm.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No
Maximum Accounts to be charged	<p>Used to indicate the maximum number of accounts which can bear the charges for a transaction. The valid values are:</p> <ul style="list-style-type: none"> • 01 • 02 • 03 • 04 • 05 • 06 • 07 • 08 • 09 • 10 <p>Note: At present, the system supports maximum 10 accounts which can bear the charges for a transaction.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Maximum Price Items to be mapped	<p>Used to indicate the maximum number of price items to which a transaction can be mapped for each account. The valid values are:</p> <ul style="list-style-type: none"> • 01 • 02 • 03 • 04 • 05 • 06 • 07 • 08 • 09 • 10 <p>Note: At present, the system supports maximum 10 price items to which a transaction can be mapped for each account.</p>	Yes
Maximum Price Item Parameters	<p>Used to indicate the maximum number of parameters that can be used with each price item to determine the price item pricing. The valid values are:</p> <ul style="list-style-type: none"> • 00 • 01 • 02 • 03 • 04 • 05 • 06 • 07 • 08 • 09 • 10 • 11 • 12 • 13 • 14 • 15 <p>Note: At present, the system supports maximum 15 parameters that can be used with each price item to determine the price item pricing.</p>	Yes

In addition, this screen contains the following two sections:

- **Input/Output Parameters** — Enables you to select the transaction detail fields that you can use as input or output parameter while defining a rule. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rule Input/Output	Used to indicate whether you want to use the transaction detail field as input or output parameter.	No
Transaction Field	Displays the transaction field name.	Not applicable
Business Label	Used to specify a business label for the user defined fields. Note: The business label appears when you add, copy, or view a transaction in the Transaction Details screen. The label changes depending on the transaction source and record type combination that you have selected.	No

Note: At present, you can use the following transaction fields as input or output parameter while defining a rule — Account Identifier (ACCT_NBR), Account Identifier Type (ACCT_NBR_TYPE_CD), Division (CIS_DIVISION), Currency Code (CURRENCY_CD), Customer Reference Number (CUST_REF_NBR), Do not Aggregate Switch (DO_NOT_AGG_SW), External Reference Number (EXT_TXN_NBR), Credit/Debit Indicator (HOW_TO_USE_TXN_FLG), Manual Entry (MANUAL_SW), Transaction Amount (TXN_AMT), Transaction Date (TXN_DTTM), Transaction Record Type (TXN_REC_TYPE_CD), Transaction Source (TXN_SOURCE_CD), Transaction Upload Date (TXN_UPLOAD_DTTM), Transaction Volume (TXN_VOL), Additional Amount 1 (UDF_AMT_1), Additional Amount 2 (UDF_AMT_2), Additional Amount 3 (UDF_AMT_3), Additional Amount 4 (UDF_AMT_4), Additional Amount 5 (UDF_AMT_5), Additional Amount 6 (UDF_AMT_6), Additional Amount 7 (UDF_AMT_7), Additional Amount 8 (UDF_AMT_8), Additional Amount 9 (UDF_AMT_9), Additional Amount 10 (UDF_AMT_10), Additional Data 1 (UDF_CHAR_1), Additional Data 2 (UDF_CHAR_2), Additional Data 3 (UDF_CHAR_3), Additional Data 4 (UDF_CHAR_4), Additional Data 5 (UDF_CHAR_5), Additional Data 6 (UDF_CHAR_6), Additional Data 7 (UDF_CHAR_7), Additional Data 8 (UDF_CHAR_8), Additional Data 9 (UDF_CHAR_9), Additional Data 10 (UDF_CHAR_10), Additional Data 11 (UDF_CHAR_11), Additional Data 12 (UDF_CHAR_12), Additional Data 13 (UDF_CHAR_13), Additional Data 14 (UDF_CHAR_14), Additional Data 15 (UDF_CHAR_15), Additional Data 16 (UDF_CHAR_16), Additional Data 17 (UDF_CHAR_17), Additional Data 18 (UDF_CHAR_18), Additional Data 19 (UDF_CHAR_19), Additional Data 20 (UDF_CHAR_20), Additional Data 21 (UDF_CHAR_21), Additional Data 22 (UDF_CHAR_22), Additional Data 23 (UDF_CHAR_23), Additional Data 24 (UDF_CHAR_24), Additional Data 25 (UDF_CHAR_25), Additional Data 26 (UDF_CHAR_26), Additional Data 27 (UDF_CHAR_27), Additional Data 28 (UDF_CHAR_28), Additional Data 29 (UDF_CHAR_29), Additional Data 30 (UDF_CHAR_30), Additional Data 31 (UDF_CHAR_31), Additional Data 32 (UDF_CHAR_32), Additional Data 33 (UDF_CHAR_33), Additional Data 34 (UDF_CHAR_34), Additional Data 35 (UDF_CHAR_35), Additional Data 36 (UDF_CHAR_36), Additional Data 37 (UDF_CHAR_37), Additional Data 38 (UDF_CHAR_38), Additional Data 39 (UDF_CHAR_39), Additional Data 40 (UDF_CHAR_40), Additional Data 41 (UDF_CHAR_41), Additional Data 42 (UDF_CHAR_42), Additional Data 43 (UDF_CHAR_43), Additional Data 44 (UDF_CHAR_44), Additional Data 45 (UDF_CHAR_45), Additional Data 46 (UDF_CHAR_46), Additional Data 47 (UDF_CHAR_47), Additional Data 48 (UDF_CHAR_48), Additional Data 49 (UDF_CHAR_49), Additional Data 50 (UDF_CHAR_50), Amount 1 Currency Code (UDF_CURRENCY_CD_1), Amount 2 Currency Code (UDF_CURRENCY_CD_2), Amount 3 Currency Code (UDF_CURRENCY_CD_3), Amount 4 Currency Code (UDF_CURRENCY_CD_4), Amount 5 Currency Code (UDF_CURRENCY_CD_5), Amount 6 Currency Code (UDF_CURRENCY_CD_6), Amount 7 Currency Code (UDF_CURRENCY_CD_7),

Amount 8 Currency Code (UDF_CURRENCY_CD_8), Amount 9 Currency Code (UDF_CURRENCY_CD_9), Amount 10 Currency Code (UDF_CURRENCY_CD_10), Additional Date 1 (UDF_DTTM_1), Additional Date 2 (UDF_DTTM_2), Additional Date 3 (UDF_DTTM_3), Additional Date 4 (UDF_DTTM_4), Additional Date 5 (UDF_DTTM_5), Additional Numeric Data 1 (UDF_NBR_1), Additional Numeric Data 2 (UDF_NBR_2), Additional Numeric Data 3 (UDF_NBR_3), Additional Numeric Data 4 (UDF_NBR_4), Additional Numeric Data 5 (UDF_NBR_5), Additional Numeric Data 6 (UDF_NBR_6), Additional Numeric Data 7 (UDF_NBR_7), Additional Numeric Data 8 (UDF_NBR_8), Additional Numeric Data 9 (UDF_NBR_9), Additional Numeric Data 10 (UDF_NBR_10), Additional Numeric Data 11 (UDF_NBR_11), Additional Numeric Data 12 (UDF_NBR_12), Additional Numeric Data 13 (UDF_NBR_13), Additional Numeric Data 14 (UDF_NBR_14), Additional Numeric Data 15 (UDF_NBR_15), Additional Numeric Data 16 (UDF_NBR_16), Additional Numeric Data 17 (UDF_NBR_17), Additional Numeric Data 18 (UDF_NBR_18), Additional Numeric Data 19 (UDF_NBR_19), Additional Numeric Data 20 (UDF_NBR_20).

- **Temporary Fields** — Enables you to select non-transactional fields that you can use as input or output parameter while defining a rule. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Temporary Field	Used to indicate the non-transactional field that you want to use as input or output parameter. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Transaction Record Type Tempo Field Search window appears.	No

3. Enter the required details.

Note: You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

4. Select the check box corresponding to the transaction fields that you want to use as input or output parameters.
5. If required, you can select a non-transactional field as input or output parameter in the **Temporary Fields** section.

Note:

You can search for a field by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to add more than one temporary field to the transaction record type, click the **Add** (+) icon and then repeat step 5. However, if you want to remove a temporary field from the transaction record type, click the **Delete** (🗑️) icon corresponding to the temporary field.

6. Click **Save**.

The new transaction record type is defined.

Related Topics

For more information on...	See...
How to search for a transaction record type	Searching for a Transaction Record Type on page 674

Transaction Aggregation Rule

The **Transaction Aggregation Rule** screen allows you to define transaction aggregation rule for an SQI. You can also edit and delete the transaction aggregation rule of an SQI. This screen consists of the following zones:

- [Transaction Aggregation Rules](#) on page 691

Transaction Aggregation Rules

The **Transaction Aggregation Rules** zone lists transaction aggregation rules that are already defined in the system. You can define, edit, and delete a transaction aggregation rule through this zone.

This zone contains the following columns:

Column Name	Column Description
SQL Description	Displays the description of the service quantity identifier (SQI).
Aggregation Function	Indicates the formula used in the transaction aggregation rule defined for the SQI.
Function	Indicates the function used for aggregation.
Transaction Parameter	Indicates the transaction parameter used for aggregation.
Edit	On clicking the Edit (✎) icon, the Transaction Aggregation Rule screen appears where you can edit the aggregation rule.
Delete	On clicking the Delete (🗑) icon, you can delete the transaction aggregation rule.

You can define transaction aggregation rule for an SQI by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to define transaction aggregation rule for an SQI	Defining Transaction Aggregation Rule for an SQI on page 691
How to edit transaction aggregation rule of an SQI	Editing Transaction Aggregation Rule of an SQI on page 692
How to delete transaction aggregation rule of an SQI	Deleting Transaction Aggregation Rule of an SQI on page 693

Defining Transaction Aggregation Rule for an SQI

Prerequisites

To define transaction aggregation rule for an SQI, you should have:

- SQI defined in the application

Procedure

To define transaction aggregation rule for an SQI:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **T** and then click **Transaction Aggregation Rule**.

The **Transaction Aggregation Rule** screen appears.

- Click the **Add** link in the upper right corner of the **Transaction Aggregation Rules** zone.

The **Transaction Aggregation Rule** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
SQI	Used to indicate the SQI for which you want to define the transaction aggregation rule.	Yes
Function	Used to indicate the function that you want to use for aggregation. The valid values are: <ul style="list-style-type: none"> SUM() MIN() MAX() COUNT() 	Yes
Transaction Parameter	Used to indicate the transaction parameter that you want to use for aggregation. The valid values are: <ul style="list-style-type: none"> TXN_AMT TXN_VOL UDF_AMT_1, UDF_AMT_2, UDF_AMT_3, ..., UDF_AMT_10 UDF_NBR_1, UDF_NBR_2, UDF_NBR_3, ..., UDF_NBR_20 	Yes

- Enter the required details.

- Click **Save**.

The transaction aggregation rule is defined for the SQI.

Related Topics

For more information on...	See...
Transaction Aggregation Rule screen	Transaction Aggregation Rule on page 691
Transaction Aggregation Rules zone	Transaction Aggregation Rules on page 691

Editing Transaction Aggregation Rule of an SQI

Procedure

To edit the transaction aggregation rule of an SQI:

- Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **T** and then click **Transaction Aggregation Rule**.

The **Transaction Aggregation Rule** screen appears.

- Click the **Edit** (✎) icon in the **Edit** column corresponding to the SQI whose transaction aggregation rule you want to edit.

The **Transaction Aggregation Rule** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
SQI	Indicates the SQI for which the transaction aggregation rule is defined.	Not applicable
Function	Used to indicate the function that you want to use for aggregation. The valid values are: <ul style="list-style-type: none"> SUM() MIN() MAX() COUNT() 	Yes
Transaction Parameter	Used to indicate the transaction parameter that you want to use for aggregation. The valid values are: <ul style="list-style-type: none"> TXN_AMT TXN_VOL UDF_AMT_1, UDF_AMT_2, UDF_AMT_3, ..., UDF_AMT_10 UDF_NBR_1, UDF_NBR_2, UDF_NBR_3, ..., UDF_NBR_20 	Yes

- Modify the required details.
- Click **Save**.

The changes made to the transaction aggregation rule are saved.

Related Topics

For more information on...	See...
Transaction Aggregation Rule screen	Transaction Aggregation Rule on page 691
Transaction Aggregation Rules zone	Transaction Aggregation Rules on page 691

Deleting Transaction Aggregation Rule of an SQI

Procedure

To delete the transaction aggregation rule of an SQI:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **T** and then click **Transaction Aggregation Rule**.
The **Transaction Aggregation Rule** screen appears.
- Click the **Delete** (🗑) icon in the **Delete** column corresponding to the SQI whose transaction aggregation rule you want to delete.

A message appears confirming whether you want to delete the transaction aggregation rule.

4. Click **OK**.

The transaction aggregation rule is deleted.

Related Topics

For more information on...	See...
Transaction Aggregation Rule screen	Transaction Aggregation Rule on page 691
Transaction Aggregation Rules zone	Transaction Aggregation Rules on page 691

Schedule

The **Schedule** screen allows you to define, edit, and delete a schedule. This screen consists of the following zones:

- [Search Schedule](#) on page 694

Search Schedule

The **Search Schedule** zone allows you to search for a schedule. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Schedule	Used to search a particular schedule.	No
Description	Used to search schedules with a particular .description	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Schedule	Displays the schedule.
Description	Displays the description of the schedule.
View	On clicking the View (🔍) icon, the View Schedule screen appears where you can view the details of the schedule.
Edit	On clicking the Edit (✏️) icon, the Edit Schedule screen appears where you can edit the details of the schedule.
Delete	On clicking the Delete (🗑️) icon, you can delete the schedule. Note: You can only delete a schedule which is not yet used.

You can create a new schedule by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a schedule	Searching for a Schedule on page 695

For more information on...	See...
How to view the details of a schedule	Viewing the Schedule Details on page 695
How to define a schedule	Defining a Schedule on page 696
How to edit a schedule	Editing a Schedule on page 697
How to delete a schedule	Deleting a Schedule on page 698

Searching for a Schedule

Procedure

To search for a schedule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **S** and then click **Schedule**.

The **Schedule** screen appears.

3. Enter the search criteria in the **Search Schedule** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

The search results appear.


Related Topics

For more information on...	See...
Schedule screen	Schedule on page 694
Search Schedule zone	Search Schedule on page 694

Viewing the Schedule Details

Procedure

To view the details of a schedule:

1. Search for the schedule in the **Schedule** screen.
2. In the **Search Results** section, click the **View** () icon in the **View** column corresponding to the schedule whose details you want to view.

The **View Schedule** screen appears.

3. View the details of the schedule in the **View Schedule** screen.

Related Topics

For more information on...	See...
How to search for a schedule	Searching for a Schedule on page 695

Defining a Schedule

Procedure

To define a schedule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **S** and then click **Schedule**.
The **Schedule** screen appears.
3. Click the **Add** link in the upper right corner of the **Search Schedule** zone.

The **Add Schedule** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Schedule	Used to specify the schedule code.	Yes
Description	Used to specify the description for the schedule.	Yes

In addition, this screen contains the following two sections:

- **Schedule Periods** — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Start Date	Used to specify the start date of the schedule period. Note: The start date cannot be later than the end date.	Yes
End Date	Used to specify the end date of the schedule period. Note: The end date cannot be earlier than the start date.	Yes

Note: At least one schedule period must be defined in the schedule. Also, ensure that the schedule periods do not have overlapping days.

- **Schedule Types** — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Schedule Type	Used to indicate the functionality where you want to use the schedule. You can use a schedule for more than one functionality.	Yes

4. Enter the required details.
5. If you want to define more than one period in the schedule, click the **Add (+)** icon and then specify the details.

Note: However, if you want to remove a period from the schedule, click the **Delete (🗑)** icon corresponding to the period.

6. Click **Save**.

The schedule is defined.

Related Topics

For more information on...	See...
Schedule screen	Schedule on page 694
Search Schedule zone	Search Schedule on page 694

Editing a Schedule

Procedure

To edit a schedule:

1. Search for the schedule in the **Schedule** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the schedule whose details you want to edit.

The **Edit Schedule** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Schedule	Displays the schedule code.	Not applicable
Description	Used to specify the description for the schedule.	Yes

In addition, this screen contains the following two sections:

- **Schedule Periods** — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Start Date	Used to specify the start date of the schedule period. Note: The start date cannot be later than the end date.	Yes
End Date	Used to specify the end date of the schedule period. Note: The end date cannot be earlier than the start date.	Yes

Note: At least one schedule period must be defined in the schedule. Also, ensure that the schedule periods do not have overlapping days.

- **Schedule Types** — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Schedule Type	Used to indicate the functionality where you want to use the schedule. You can use a schedule for more than one functionality.	Yes

3. Modify the required details.

- If you want to define more than one period in the schedule, click the **Add (+)** icon and then specify the details.

Note: However, if you want to remove a period from the schedule, click the **Delete (🗑)** icon corresponding to the period.

- Click **Save**.

The changes made to the schedule are saved.

Related Topics

For more information on...	See...
How to search for a schedule	Searching for a Schedule on page 695

Deleting a Schedule

Procedure

To delete a schedule:

- Search for the schedule in the **Schedule** screen.
- In the **Search Results** section, click the **Delete (🗑)** icon in the **Delete** column corresponding to the schedule that you want to delete.

A message appears confirming whether you want to delete the schedule.

Note: You can only delete a schedule which is not yet used.

- Click **OK**.

The schedule is deleted.

Related Topics

For more information on...	See...
How to search for a schedule	Searching for a Schedule on page 695

Disaggregation Request

Through the **Disaggregation Request Creation (C1-DISTG)** batch, you can only create a disaggregation request for an account. However, from the **Disaggregation Request** screen, you can create a disaggregation request for a person and account. When you create a disaggregation request for a person, the system does not create the disaggregation request for the person. Instead, the system creates the disaggregation request for all accounts of the person (where the person is the main customer) and its child persons.

The **Disaggregation Request** screen allows you to search for disaggregation requests using various search criteria. It also allows you to create and delete a disaggregation request. This screen consists of the following zone:

- [Search Disaggregation Request](#) on page 698

Search Disaggregation Request

The **Search Disaggregation Request** zone allows you to search for disaggregation requests using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The fields in the **Search Criteria** section change depending on the query option selected. You can select either of the following query options:
 - **Person** — Used to indicate that you want to search for a disaggregation request created for a person.
 - **Account** — Used to indicate that you want to search for a disaggregation request created for an account.
- **Search Results** — The **Search Results** section displays the records based on the specified search criteria. The columns in the search results change depending on the query option selected.

You can create a disaggregation request manually by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a disaggregation request	Searching for a Disaggregation Request on page 699
How to create a disaggregation request manually	Creating a Disaggregation Request on page 702
How to delete a disaggregation request	Deleting a Disaggregation Request on page 706

Searching for a Disaggregation Request

Procedure

To search for a disaggregation request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Transaction Feed Management** and then click **Disaggregation Request**.
The **Disaggregation Request** screen appears.
3. Select the **Person** or **Account** option from the **Search By** list depending on whether you want to search for a disaggregation request created for a person or an account.

The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
PersonName	Used to search disaggregation requests which are created for a particular person. Note: This field appears only when you select the Person option from the Search By list.	No
Request Date From	Used to search disaggregation requests which are created from a particular date onwards.	Yes
Request Date To	Used to search disaggregation requests which are created till a particular date.	Yes
Processing Date From	Used to search disaggregation requests which are processed from a particular date onwards.	No
Processing Date To	Used to search disaggregation requests which are processed till a particular date.	No

Field Name	Field Description	Mandatory (Yes or No)
Request Source	Used to search disaggregation requests which are created automatically, manually, or through the batch process. The valid values are: <ul style="list-style-type: none"> • AUTOMATIC • BATCH • MANUAL 	No
Request Status	Used to search disaggregation requests with a particular status. The valid values are: <ul style="list-style-type: none"> • COMPLETE • PENDING 	No
Person ID	Used to search disaggregation requests which are created for a particular person. Note: This field appears only when you select the Person option from the Search By list.	No
Division	Used to search disaggregation requests which are created for persons or accounts that belong to a particular division. Note: You can only view those divisions to which you have access in the Division list.	Yes (Conditional) Note: This field is required when you are searching for disaggregation requests created for an account.
Person Identifier Type	Used to select the person identifier type based on which you want to search disaggregation requests created for a person. Note: This field appears only when you select the Person option from the Search By list.	Yes (Conditional) Note: If you enter person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used when you want to search disaggregation requests created for a person. Note: This field appears only when you select the Person option from the Search By list.	Yes (Conditional) Note: If you specify person identifier type as a search criteria, you have to enter the person identifier.
Account ID	Used to search disaggregation requests which are created for a particular account. Note: This field appears only when you select the Account option from the Search By list.	No
Account Identifier Type	Used to select the account identifier type based on which you want to search disaggregation requests created for an account. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you enter account identifier as a search criteria, you have to select the account identifier type.

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier	Used when you want to search disaggregation requests created for an account. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you specify account identifier type as a search criteria, you have to enter the account identifier.

4. Enter the search criteria in the **Search Disaggregation Request** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of disaggregation requests that meet the search criteria appears in the **Search Results** section. It contains the following columns:

Column Name	Column Description
Request ID	Displays the disaggregation request ID.
Request Date	Displays the date when the disaggregation request was created.
Status	Indicates the status of the disaggregation request. The valid values are: <ul style="list-style-type: none"> COMPLETE PENDING
Person ID	Indicates the person for whom the disaggregation request is created.
Person Information	Displays additional information about the person. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Account ID	Indicates the account for which the disaggregation request is created.
Account Information	Displays additional information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Processing Date	Displays the date when the disaggregation request was processed.
Delete	On clicking the Delete button, you can delete the disaggregation request. Note: You can only delete a disaggregation request which is in the Pending status.

Related Topics

For more information on...	See...
Disaggregation Request screen	Disaggregation Request on page 698
Search Disaggregation Request zone	Search Disaggregation Request on page 698

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Creating a Disaggregation Request

Prerequisites

To create a disaggregation request manually, you should have:

- Divisions, person identifier types, account identifier types, bill cycles, and invoice currencies defined in the application
- Price list assigned to the person or account (in case you want to search a person or an account based on an assigned price list)

Procedure

To create a disaggregation request manually:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Transaction Feed Management** and then click **Disaggregation Request**.
The **Disaggregation Request** screen appears.
3. Click the **Add** link in the upper right corner of the **Search Disaggregation Request** zone.

The **Add Disaggregation Request** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Request Type	Used to indicate whether you want to create disaggregation request for a person or an account. The valid values are: <ul style="list-style-type: none"> • Account • Person 	Yes
Division	Used to specify the division to which the person or account belongs. Note: You can only view those divisions to which you have access in the Division list.	Yes (Conditional) Note: This field is required when you are creating a disaggregation request for an account.
Account ID	Used to indicate the account for which you want to create a disaggregation request. Note: This field is enabled only when you select the Account option from the Request Type list.	No
Person ID	Used to indicate the person for whom you want to create a disaggregation request. Note: This field is enabled only when you select the Person option from the Request Type list.	No

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the account identifier type based on which you want to search for an account. Note: This field is enabled only when you select the Account option from the Request Type list.	Yes (Conditional) Note: If you enter account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to indicate the account for which you want to create a disaggregation request. Note: This field is enabled only when you select the Account option from the Request Type list.	Yes (Conditional) Note: If you specify account identifier type as a search criteria, you have to enter the account identifier.
Person Identifier Type	Used to specify the person identifier type based on which you want to search for a person. Note: This field is enabled only when you select the Person option from the Request Type list.	Yes (Conditional) Note: If you enter person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to indicate the person for whom you want to create a disaggregation request. Note: This field is enabled only when you select the Person option from the Request Type list.	Yes (Conditional) Note: If you specify person identifier type as a search criteria, you have to enter the person identifier.
Bill Cycle	Used when you want to search accounts having a particular bill cycle. Note: This field is enabled only when you select the Account option from the Request Type list.	No
Person Name	Used to specify the name of the person.	No
Invoice Currency	Used when you want to search accounts having a particular invoice currency. Note: This field is enabled only when you select the Account option from the Request Type list.	No
With Assigned Price List	Used when you want to search for a person or an account to which a particular price list is assigned.	Yes (Conditional) Note: This field is required when you want to search for a person or an account based on an assigned price list.
Price List Assigned From	Used when you want to search for a person or an account based on an assigned price list which is effective within the specified date range.	Yes (Conditional) Note: This field is required when you want to search for a person or an account based on an assigned price list.

Field Name	Field Description	Mandatory (Yes or No)
Price List Assigned To	Used when you want to search for a person or an account based on an assigned price list which is effective within the specified date range.	Yes (Conditional) Note: This field is required when you want to search for a person or an account based on an assigned price list.

- Select the **Person** or **Account** option from the **Request Type** list depending on whether you want to search for a person or an account.
- Enter the search criteria in the **Search** section.

Note:

Pagination is used to display limited number of records in the **Search Results** section. By default, 20 records are displayed in the **Search Results** section. You can change the number of records displayed per page, if required.

You can use the navigation buttons, such as **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

The values appear in the **Page Limit** list only when you define values for the **PAGE_NUMBER** lookup field.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.





A list of persons or accounts that meet the search criteria appears in the **Search Results** section. It contains the following columns:

Column Name	Column Description
Account Identifier Type	Displays the primary account identifier type of the account. Note: The data appears in this column only when you search for an account.
Account Identifier	Displays the value of the primary account identifier type. Note: The data appears in this column only when you search for an account.
Division	Displays the division to which the person or account belongs.
Person Identifier Type	Displays the primary person identifier type of the person. Note: The data appears in this column only when you search for a person.
Person Identifier	Displays the value of the primary person identifier type. Note: The data appears in this column only when you search for a person.
Person Name	Displays the name of the person.
With Assigned Price List	Displays the price list assigned to the person or account. Note: The data appears in this column only when you search for a person or an account based on an assigned price list.

Column Name	Column Description
Price List Assigned From	Displays the date from when the price list is assigned to the person or account. Note: The data appears in this column only when you search for a person or an account based on an assigned price list.
Price List Assigned To	Displays the date till when the price list is assigned to the person or account. Note: The data appears in this column only when you search for a person or an account based on an assigned price list.
Account Info	Displays additional information about the account. Note: The data appears in this column only when you search for an account.
Bill Cycle	Indicates the bill cycle defined for the account. Note: The data appears in this column only when you search for an account.

Note:

Pagination is used to display limited number of records in the **Search Results** section. By default, 20 records are displayed in the **Search Results** section. You can change the number of records displayed per page, if required.

You can use the navigation buttons, such as **First** () , **Previous** () , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

The values appear in the **Page Limit** list only when you define values for the **PAGE_NUMBER** lookup field.

7. Do either of the following:

If you want to...	Then...
Create disaggregation request for one or more persons or accounts	<ol style="list-style-type: none"> 1. In the Search Results section, select the check box corresponding to the person or account for which you want to create a disaggregation request. 2. Click Disaggregate. If you have selected an account, the disaggregation request is created for the account. However, if you have selected a person, the disaggregation request is created for each account of the person (where the person is the main customer) and its child person.
Create disaggregation request for all persons or accounts that meet the search criteria	<ol style="list-style-type: none"> 1. Click Disaggregate All. A message appears confirming whether you want to create disaggregation requests for all persons or accounts that meet the search criteria. 2. Click OK. If the accounts are listed in the Search Results section, the disaggregation request is created for each account (listed on the respective page). However, if the persons are listed in the Search Results section, the disaggregation request is created for each account of the person (where the person is the main customer) and its child person.

Related Topics

For more information on...	See...
Disaggregation Request screen	Disaggregation Request on page 698
Search Disaggregation Request zone	Search Disaggregation Request on page 698

Deleting a Disaggregation Request**Procedure**

To delete a disaggregation request:

1. Search for the disaggregation request in the **Disaggregation Request** screen.
2. In the **Search Results** section, click the **Delete** button in the **Delete** column corresponding to the disaggregation request that you want to delete.

A message appears confirming whether you want to delete the disaggregation request.

Note:

You can only delete a disaggregation request which is in the **Pending** status.

If the disaggregation process is already started for a disaggregation request, we recommend you not to delete the disaggregation request from the system. Otherwise, erroneous results might occur.

3. Click **OK**.

The disaggregation request is deleted.

Related Topics

For more information on...	See...
How to search for a disaggregation request	Searching for a Disaggregation Request on page 699

Chapter 11

On Demand Billing

Topics:

- [Prerequisites](#)
- [CSV File Format for Banking Usage Data](#)
- [CSV File Format for Insurance Usage Data](#)
- [Usage Record Status Transition](#)
- [File Type](#)
- [On Demand Billing](#)
- [Usage Data Processing](#)

Oracle no longer supports the Off Cycle Billing feature introduced in Oracle Revenue Management and Billing Version 2.2.4.2. Instead, the On Demand Billing feature has been introduced to facilitate adhoc billing. Earlier, you were only able to carry out billing based on the bill cycle (defined for the account). In other words, you were able to generate a bill for a bill cycle using the billable charges whose start and end dates fall within the bill cycle. However, there might be situations where you have received certain billing information after the bill is generated for the bill cycle. In such scenarios, you would like to generate a separate bill for the newly created billable charges. The system now allows you to generate an adhoc bill. However, note that you cannot generate adhoc bills through the **Bill** screen.

A bill is generated using the billable charges. Now, in order to differentiate between the normal and adhoc billable charges, you need to set the **Adhoc Bill** flag for the billable charges. If the value of the **Adhoc Bill** flag is set to **Y**, the system will consider the billable charge during adhoc billing. And, if the value of the **Adhoc Bill** flag is set to **N**, the system will consider the billable charge during regular billing based on the bill cycle.

A new batch named **Adhoc Billing (C1-FABL)** is created which generates adhoc bills. Both, automatically generated and manually created billable charges (with the **Adhoc Bill** flag set to **Y**) are considered during adhoc billing.

With Oracle Revenue Management and Billing V2.4.0.0.0, the On Demand Billing feature has been enhanced to facilitate billing for multiple usage data files in one go. Till now you were only able to create billable charges and bill for only one usage data file at a time using the using the **On Demand Billing** screen. However, there might be situations where you want to upload multiple usage data files and generate billable charges for the usage records (of a single or multiple accounts) that you may want to group together based on certain criteria. For example, you may want to generate billable charges for all debit transactions of one or more accounts. In such scenarios, you can now upload multiple usage data files using a file group and create billable charges for the records uploaded through the **Usage Data Processing** screen. You can create file groups based on various criteria to upload multiple usage data files. For example, you may want to create a file group for uploading usage data files of accounts that need to be billed for the services to be charged for using the credit card facility. You can create a file group using the **On Demand Billing** screen. You can then upload one or more usage data files using the file group through the **Usage Data Processing** screen. Oracle Revenue Management and Billing provides you with a facility to upload usage data received from various product processors or banking applications for billing. You can upload a usage data file in the CSV format. The **Usage Data Processing** screen allows you to upload usage data files for both banking and insurance modules. You need to ensure that the CSV file is in the required format; otherwise the file will not be uploaded in the system. For more information about the CSV file format,

see CSV File Format for Banking and CSV File Format for Insurance. When you upload a usage data file, mapping algorithm parses the flat file in the CSV format and maps the columns in the CSV file to an XML schema named Interface. The validation process starts immediately after the file is uploaded in the system. During the validation process, the system and custom validations (if any) are executed. The status of each usage record is changed to Valid or Invalid depending on whether the usage record was validated successfully or not. Once a usage record is successfully validated, you can submit the valid records and create billable charges for them. Once the usage data files are uploaded and billable charges are generated through the **Usage Data Processing** screen, you can then create and freeze the bills using the **On Demand Billing** screen.

You can optionally configure the system to use the approval workflow process for a usage data file. On submitting a valid record, the approval workflow process routes the usage record to the approver for approval. The approver receives a notification to approve the valid records. The approver can either approve or reject one or more valid records. Once the approver approves a valid record, a billable charge is created for the usage record. However, if the approver rejects a valid record, a notification is sent to the submitter to resolve the usage record. The submitter can then correct the existing data or add missing data (based on the review comments), and can again submit the valid record for approval. Once the valid record is approved, a billable charge is created for the usage record.

The system generates the bills based on the Bill After Date. The Bill After Date indicates the date after which adhoc or normal bills must be generated. In case of adhoc billing, the Bill After Date is specified for a file group using which you can upload one or more usage data files.

While uploading usage data files for adhoc billing, you may or may not specify the Bill After Date for a file group. The system behaves in the following manner when:

- **Bill After Date — Specified:** Adhoc bill is generated for the usage data file and account combination when the Bill After Date is equal to or earlier than the current date.
- **Bill After Date — Not Specified:** During the upload process, the Bill After Date is set to the current date. And, adhoc bill is generated for the usage data file and account combination when the Bill After Date is equal to or earlier than the current date.

In case of regular billing, you may or may not specify the Bill After Date while uploading a usage data file. The system behaves in the following manner when:

- **Bill After Date — Specified:** Normal bill is generated for the account in the bill cycle in which the bill after date falls.
- **Bill After Date — Not Specified:** Normal bill is generated for the account based on the bill cycle defined for the account.

Once the adhoc or normal bills are generated for a usage data file, you can freeze and complete the bills. Oracle Revenue Management and Billing provides you with the ability to freeze and complete adhoc bills generated for a usage data file from the **On Demand Billing** screen.

During the on demand billing process, each usage record of a file goes through various statuses until it is billed to the person. For more information about the usage record statuses, see [Usage Record Status Transition](#) on page 716.

Prerequisites

To setup the on demand billing process, you need to do the following:

- Ensure approver's user group has access to the **F1-DFLTS** application service
- Create a To Do Type for submitter named **C1-ODBSU** using the following information:
 - **Navigation Option** — C1_SUBMIT
 - **Priority** — Priority 10 – Highest
 - **Message Category** — 17000
 - **Message Number** — 1470
 - **Sort Keys** — Define the following sort keys for the To Do type:

Sort Key	Use as Default	Sort Order
Usage Data ID	Yes	Descending

- **Drill Keys** — Define the following drill keys for the To Do type:

Table Name	Field Name
CI_BCHG_STG	BCHG_HSTG_ID
CI_BCHG_STG	FILE_NAME
CI_BCHG_STG	BCHG_STG_STAT_FLG

- Create a To Do Type for approver named **C1-ODBAP** using the following information:
 - **Navigation Option** — CI_NDAP
 - **Priority** — Priority 10 – Highest
 - **Message Category** — 17000
 - **Message Number** — 1470
 - **Sort Keys** — Define the following sort keys for the To Do type:

Sort Key	Use as Default	Sort Order
Usage Data ID	Yes	Descending

- **Drill Keys** — Define the following drill keys for the To Do type:

Table Name	Field Name
CI_BCHG_STG	BCHG_HSTG_ID
CI_BCHG_STG	FILE_NAME

- Create a To Do role named **C1-ODBSU** for submitter and **C1-ODBAP** for approver
- Assign the **C1-ODBSU** To Do type to the **C1-ODBSU** To Do role
- Assign the **C1-ODBAP** To Do type to the **C1-ODBAP** To Do role
- Create a To Do role named **C1-ODFU** and assign users to this To Do role. The users who have the **C1-ODFU** To Do role will receive the To Do entries generated while executing the **Upload and Validate Usage Data File (C1-ODFU)** batch.

- Assign the **C1-ODFU** To Do type to the **C1-ODFU** To Do role
- Create a To Do role named **C1-ODBCH** and assign users to this To Do role. The users who have the **C1-ODBCH** To Do role will receive the To Do entries generated while executing the **Billable Charge Creation (C1-ODBCH)** batch.
- Assign the **C1-ODBCH** To Do type to the **C1-ODBCH** To Do role
- Create a To Do role named **C1-FABL** and assign users to this To Do role. The users who have the **C1-FABL** To Do role will receive the To Do entries generated while executing the **Adhoc Billing (C1-FABL)** batch.
- Assign the **C1-FABL** To Do type to the **C1-FABL** To Do role
- Create a To Do role named **C1-FCADH** and assign users to this To Do role. The users who have the **C1-FCADH** To Do role will receive the To Do entries generated while executing the **Freeze and Complete Adhoc Bills (C1-FCADH)** batch.
- Assign the **C1-FCADH** To Do type to the **C1-FCADH** To Do role
- Set e-mail address for the users who are going to use the **On Demand Billing** screen (otherwise To Do entry will not be generated on executing the above batches)
- Create a mapping algorithm using the **C1-CSVPMALGO** algorithm type
- Create a validation algorithm using the **C1-VLDALGO** algorithm type
- Create an extract algorithm using the **C1-EXTALGO** algorithm type
- Create a To Do algorithm using the **C1_ODBDALGO** algorithm type and set the following parameters in the algorithm:
 - **To Do Role for Submitter** — Used to indicate that users with the specified To Do role can only resolve the records which are rejected by the approver.
 - **To Do Type for Submitter** — Used to indicate that a To Do entry of the specified To Do type must be created when the approver rejects the records.
 - **To Do Role for Approver** — Used to indicate that users with the specified To Do role can only approve the records submitted by the submitter.
 - **To Do Type for Approver** — Used to indicate that a To Do entry of the specified To Do type must be created when the submitter submits the valid records for approval.
- Define the required file types in the system
- Define values for the following lookup fields:
 - ODB_CAN_RSN_FLG
 - ODB_REJ_RSN_FLG
 - PAGE_NUMBER
- If you want to create billable charges with future date for a contract, then ensure that the **Use Calendar Billing** option is set to **Allow Advanced Billing** in the respective contract type.
- Create an algorithm using the **C1-ODDFILEIN** algorithm type and attach it to the **Upload File Information** system event in the **Algorithms** tab of the **Installation Options — Framework** screen.

Besides this, you need to setup the following feature configurations:

- On Demand Billing (C1-ODBFC)
- Multi Parameter Based Pricing (C1_PPARAM_FLG)

Related Topics

For more information on...	See...
How to set the On Demand Billing (C1-ODBFC) feature configuration	Setting the C1-ODBFC Feature Configuration on page 1718
How to set the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration	Setting the C1_PPARM_FLG Feature Configuration on page 1719

CSV File Format for Banking Usage Data

Before uploading a usage data file for banking, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
DATA IDENTIFIER	Used to specify the serial number of the usage record.	No
ACCOUNT ID TYPE	Used to specify the account identifier type.	Yes
ACCOUNT IDENTIFIER	Used to indicate the account to which the usage record belongs.	Yes
START DATE	Used to specify the date from when the price item was used. Note: You must specify the date in the YYYY-MM-DD format.	No
END DATE	Used to specify the date till when the price item was used. Note: You must specify the date in the YYYY-MM-DD format.	No
DIVISION	Used to specify the division to which the usage record belongs.	Yes
DESCRIPTION	Used to specify the description for the usage record. It is shown on the billable charge.	Yes
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Used to specify the description for the line item (charge).	Yes (Conditional) Note: This data is required when the charge amount is specified.
AMOUNT1, AMOUNT2,, AMOUNT10	Used to specify the charge amount.	Yes (Conditional) Note: This data is required when the bill line description or currency is specified.
CURRENCY1, CURRENCY2,, CURRENCY10	Used to specify the currency in which the amount is charged. Note: If you specify a currency other than the account's invoice currency, the system will do the currency conversion if the appropriate exchange rate is available in the system.	Yes (Conditional) Note: This data is required when the charge amount is specified.

Column Name	Description	Mandatory (Yes or No)
MEMO ONLY1, MEMO ONLY2,, MEMO ONLY10	Used to indicate whether the charge should be included in the bill amount or not. The valid values are: <ul style="list-style-type: none"> • true • false Note: By default, the value will be set to false if the column does not contain any value.	No
SUMMARY1, SUMMARY2,, SUMMARY10	Used to indicate whether the charge should be included in the summary line or not. The valid values are: <ul style="list-style-type: none"> • true • false Note: By default, the value will be set to true if the column does not contain any value.	No
SHOW ON BILL1, SHOW ON BILL2,, SHOW ON BILL10	Used to indicate whether the charge should appear on the person's printed bill or not. The valid values are: <ul style="list-style-type: none"> • true • false Note: By default, the value will be set to true if the column does not contain any value.	No
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Used to specify the distribution code which indicates the GL account associated with the charge.	Yes (Conditional) Note: This data is required when false is specified in the Memo Only column corresponding to the bill line description.
PRICE ITEM	Used to specify the price item code.	Yes
VARIANCE	Used to indicate the variance that must be used along with the price item for determining the price item pricing.	No
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Used to indicate the price item parameter that must be used along with the price item for determining the price item pricing. Note: If the data in these columns will be used for price item parameter mapping, you must not use the equal to (=) and tilde (~) symbols in these columns.	Yes (Conditional) Note: This data is required when the parameter value is specified.
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Used to specify the parameter value. Note: If the data in these columns will be used for price item parameter mapping, you must not use the equal to (=) and tilde (~) symbols in these columns.	Yes (Conditional) Note: This data is required when the parameter type is specified.

Column Name	Description	Mandatory (Yes or No)
SQI1, SQI2,, SQI10	Used to indicate the service quantity identifier that must be used for calculating the price item charges.	Yes (Conditional) Note: This data is required when the service quantity is specified.
SQIVALUE1, SQIVALUE2,, SQIVALUE10	Used to specify the number of units of the service quantity.	Yes (Conditional) Note: This data is required when the SQI is specified.
CHARTYPE1, CHARTYPE2,, CHARTYPE10	Used to indicate the characteristic that must be defined for the billable charge.	Yes (Conditional) Note: This data is required when the characteristic value is specified.
CHARVAL1, CHARVAL2,, CHARVAL10	Used to specify the value of the characteristic type.	Yes (Conditional) Note: This data is required when the characteristic type is specified.

Note:

The column names in the CSV file must be in the Upper case. Otherwise, erroneous results might occur when you upload the usage data file.

While uploading a file using a file type where business labels are defined for usage data fields, the CSV file should contain the business label in the respective column. Otherwise, the usage data file will not be uploaded in the system.

CSV File Format for Insurance Usage Data

Before uploading a usage data file for insurance, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
DATA IDENTIFIER	Used to specify the serial number of the usage record.	No
START DATE	Used to specify the date from when the price item was used. Note: You must specify the date in the YYYY-MM-DD format.	No
END DATE	Used to specify the date till when the price item was used. Note: You must specify the date in the YYYY-MM-DD format.	No
CONTRACT ID	Used to specify the contract ID.	Yes
CHARGE TYPE	Used to indicate the charge type.	No
DESCRIPTION	Used to specify the description for the usage record. It is shown on the billable charge.	Yes

Column Name	Description	Mandatory (Yes or No)
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Used to specify the description for the line item (charge).	Yes (Conditional) Note: This data is required when the charge amount is specified.
AMOUNT1, AMOUNT2,, AMOUNT10	Used to specify the charge amount.	Yes (Conditional) Note: This data is required when the bill line description or currency is specified.
CURRENCY1, CURRENCY2,, CURRENCY10	Used to specify the currency in which the amount is charged. Note: If you specify a currency other than the account's invoice currency, the system will do the currency conversion if the appropriate exchange rate is available in the system.	Yes (Conditional) Note: This data is required when the charge amount is specified.
MEMO ONLY1, MEMO ONLY2,, MEMO ONLY10	Used to indicate whether the charge should be included in the bill amount or not. The valid values are: <ul style="list-style-type: none"> • true • false Note: By default, the value will be set to false if the column does not contain any value.	No
SUMMARY1, SUMMARY2,, SUMMARY10	Used to indicate whether the charge should be included in the summary line or not. The valid values are: <ul style="list-style-type: none"> • true • false Note: By default, the value will be set to true if the column does not contain any value.	No
SHOW ON BILL1, SHOW ON BILL2,, SHOW ON BILL10	Used to indicate whether the charge should appear on the person's printed bill or not. The valid values are: <ul style="list-style-type: none"> • true • false Note: By default, the value will be set to true if the column does not contain any value.	No
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Used to specify the distribution code which indicates the GL account associated with the charge.	Yes (Conditional) Note: This data is required when false is specified in the Memo Only column corresponding to the bill line description.
PRICE ITEM	Used to specify the price item code.	Yes

Column Name	Description	Mandatory (Yes or No)
VARIANCE	Used to indicate the variance that must be used along with the price item for determining the price item pricing.	No
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Used to indicate the price item parameter that must be used along with the price item for determining the price item pricing. Note: If the data in these columns will be used for price item parameter mapping, you must not use the equal to (=) and tilde (~) symbols in these columns.	Yes (Conditional) Note: This data is required when the parameter value is specified.
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Used to specify the parameter value. Note: If the data in these columns will be used for price item parameter mapping, you must not use the equal to (=) and tilde (~) symbols in these columns.	Yes (Conditional) Note: This data is required when the parameter type is specified.
SQI1, SQI2,, SQI10	Used to indicate the service quantity identifier that must be used for calculating the price item charges.	Yes (Conditional) Note: This data is required when the service quantity is specified.
SQVALUE1, SQVALUE2,, SQVALUE10	Used to specify the number of units of the service quantity.	Yes (Conditional) Note: This data is required when the SQI is specified.
CHARTYPE1, CHARTYPE2, CHARTYPE10	Used to indicate the characteristic that must be defined for the billable charge.	Yes (Conditional) Note: This data is required when the characteristic value is specified.
CHARVAL1, CHARVAL2, CHARVAL10	Used to specify the value of the characteristic type.	Yes (Conditional) Note: This data is required when the characteristic type is specified.
RECURRING FLAG	Used to indicate whether recurring bill segments must be created at the intervals defined in the bill period or at the set invoice frequency.	No
BILL PERIOD	Used to indicate the bill period that you want to use for specifying the intervals at which the recurring bill segments must be created.	Yes (Conditional) Note: This data is required when the recurring flag is equal to Bill Period.
FREQUENCY	Used to indicate the invoice frequency at which the recurring bill segments must be created.	Yes (Conditional) Note: This data is required when the recurring flag is equal to Frequency.

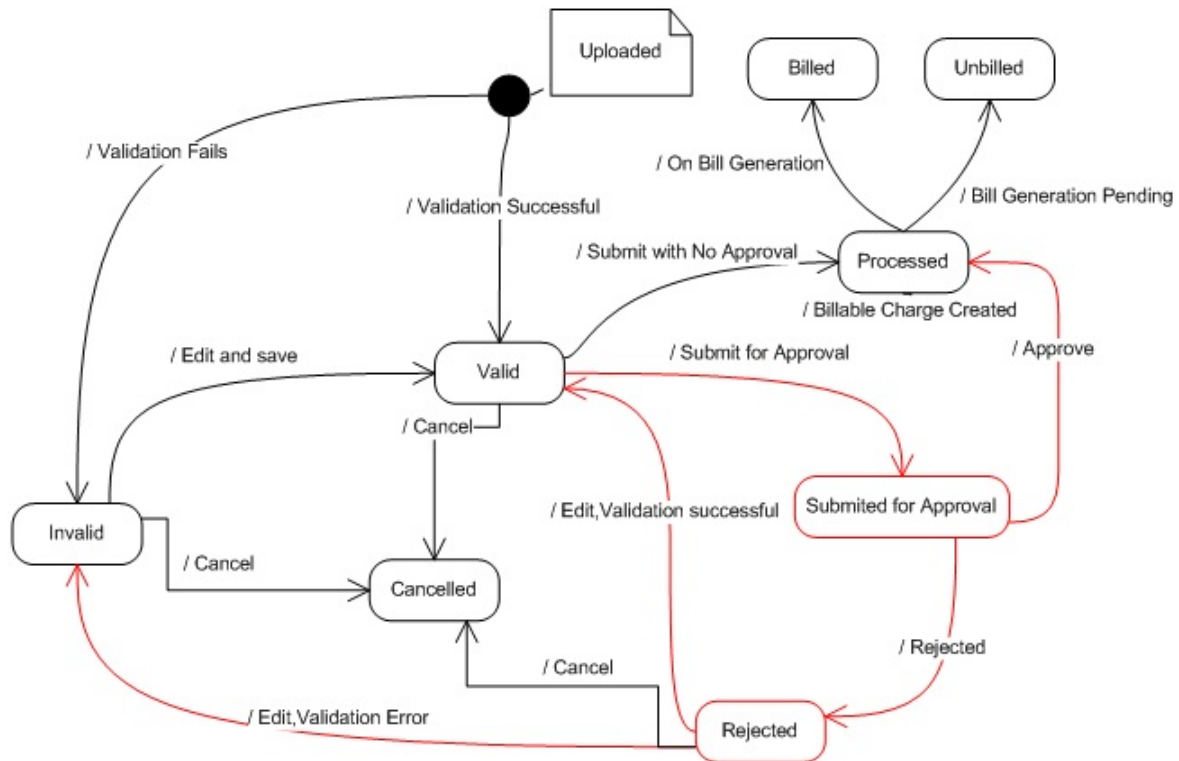
Note:

The column names in the CSV file must be in the Upper case. Otherwise, erroneous results might occur when you upload the usage data file.

While uploading a file using a file type where business labels are defined for usage data fields, the CSV file should contain the business label in the respective column. Otherwise, the usage data file will not be uploaded in the system.

Usage Record Status Transition

The following figure graphically indicates how a usage record moves from one status to another during the on demand billing process:



File Type

Oracle Revenue Management and Billing allows you to define file types using which you can upload a usage or payment data file. It is the file type which helps the system to understand how to process the file. The feed type specified in the file type indicates the type of data that you can upload using the file type. You can upload the following types of data using a file type:

- Banking Usage Data
- Insurance Usage Data
- Payment Upload Data

The following table lists the algorithms that you need to specify while defining file types for uploading usage or payment data:

Feed Type	Algorithm	Mandatory (Yes or No)	Algorithm Type Shipped with the Product...	Algorithm Type Purpose
Payment Upload Data	Mapping algorithm	Yes	C1-CSVUPLPAY	Parses the flat file in the CSV format and maps the columns in the CSV file to various tables in the database.
Payment Upload Data	Validation algorithm	Yes	C1-PUPLVALID	Validates a payment data file.
Banking Usage Data	Mapping algorithm	Yes	C1-CSVPMALGO	Parses the flat file in the CSV format and maps the columns in the CSV file to an XML schema named Interface .
Banking Usage Data	Validation algorithm	No	C1-VLDALGO	Validates a usage data file.
Banking Usage Data	To Do algorithm	No	C1_ODBTDALGO	Initiates the approval process for usage records before creating the billable charges.
Banking Usage Data	Extract algorithm	No	C1-EXTALGO	Extracts the usage records along with the error messages (if any) in the CSV format.
Insurance Usage Data	Mapping algorithm	Yes	C1-CSVPMALGO	Parses the flat file in the CSV format and maps the columns in the CSV file to an XML schema named Interface .
Insurance Usage Data	Validation algorithm	No	None Note: You need to design custom algorithm type to validate insurance usage data.	-
Insurance Usage Data	To Do algorithm	No	C1_ODBTDALGO	Initiates the approval process for usage records before creating the billable charges.
Insurance Usage Data	Extract algorithm	No	C1-EXTALGO	Extracts the usage records along with the error messages (if any) in the CSV format.

The **File Type** screen allows you to define, edit, and delete a file type. This screen consists of the following zones:

- [File Types](#) on page 717

File Types

The **File Types** zone lists the file types that are already defined in the system. You can define, edit and delete a file type through this zone.

This zone contains the following columns:

Column Name	Column Description
File Type	Displays the file type.
Description	Displays the description of the file type.
Feed Type	Indicates the type of data that you can upload using the file type. The valid values are: <ul style="list-style-type: none"> • Banking Usage Data • Insurance Usage Data • Payment Upload Data
Mapping Algorithm	Indicates the mapping algorithm which is triggered when you upload a file.
Validation Algorithm	Indicates the validation algorithm which is triggered once the file is uploaded in the system.
To Do Algorithm	Indicates whether the usage records must be approved before creating the billable charges. If the algorithm is attached, it means the approval is required.
Extract Algorithm	Indicates the extract algorithm which extracts the usage records along with the error messages (if any) in the CSV format.
Edit	On clicking the Edit (✎) icon, the File Type screen appears where you can edit the details of the file type. Note: You can edit the details of a file type only when no files are uploaded using the file type.
Delete	On clicking the Delete (🗑) icon, you can delete the file type. Note: You can only delete a file type which is not yet used for uploading a file.

You can define a file type by clicking the **Add** link in the upper right corner of this zone. You can also change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to define a file type	Defining a File Type on page 718
How to edit a file type	Editing a File Type on page 723
How to delete a file type	Deleting a File Type on page 728

Defining a File Type

Prerequisites

To define a file type, you should have:

- Mapping algorithm defined using the **C1-CSVUPLPAY** or **C1-CSVPMALGO** algorithm type
- Validation algorithm defined using the **C1-PUPLVALID** or **C1-VLDALGO** algorithm type.
- Extract algorithm defined using the **C1-EXTALGO** algorithm type
- To Do algorithm defined using the **C1_ODBTDALGO** algorithm type

Procedure

To define a file type:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **F** and then click **File Type**.

The **File Type** screen appears.

- Click the **Add** link in the upper right corner of the **File Types** zone.

The **File Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Type	Used to specify the file type.	Yes
Description	Used to specify the description for the file type.	Yes
Feed Type	Used to indicate the type of data that you can upload using the file type. The valid values are: <ul style="list-style-type: none"> Banking Usage Data Insurance Usage Data Payment Upload Data 	Yes
Disable Move to Staging	Used to indicate whether you want to disable the Move to Staging functionality in the Payment Upload screen. Note: This field appears only when you select the Payment Upload Data option from the Feed Type list.	No

Field Name	Field Description	Mandatory (Yes or No)
Mapping Algorithm	<p>Used to attach a mapping algorithm which is triggered when you upload a file.</p> <p>Note:</p> <p>The C1-CSVUPLPAY algorithm type is designed for uploading payment data and the C1-CSVPMALGO algorithm type is designed for uploading usage data. The C1-CSVUPLPAY algorithm type does the following:</p> <ol style="list-style-type: none"> 1. Validates whether the file is in the CSV format 2. Validates whether at least one payment record is available in the CSV file 3. Parses the flat file in the CSV format and maps the columns in the CSV file to various tables in the database 4. Uploads the payments records in the pre-staging area <p>However, the C1-CSVPMALGO algorithm type does the following:</p> <ol style="list-style-type: none"> 1. Validates whether the file is in the CSV format 2. Validates whether the CSV file contains data in the required format 3. Validates whether the following data is available for each usage record: <ul style="list-style-type: none"> • Account Identifier Type • Account Identifier • Division • Price Item • Description 4. Parses the flat file in the CSV format and maps the columns in the CSV file to an XML schema named Interface <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
To Do Algorithm	<p>Used to indicate whether the usage records must be approved before creating the billable charges. If the algorithm is attached, it means the approval is required.</p> <p>Note:</p> <p>The C1_ODBTDALGO algorithm type contains the following parameters:</p> <ul style="list-style-type: none"> • To Do Role For Submitter — Used to indicate that users with the specified To Do role can only resolve the records which are rejected by the approver. • To Do Type For Submitter — Used to indicate that a To Do using the specified To Do type must be created when the approver rejects the records. • To Do Role For Approver — Used to indicate that users with the specified To Do role can only approve the records submitted by the submitter. • To Do Type For Approver — Used to indicate that a To Do using the specified To Do type must be created when the submitter submits the valid records for approval. <p>This field is disabled when you select the Payment Upload Data option from the Feed Type list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Validation Algorithm	<p>Used to attach a validation algorithm which is triggered once the file is uploaded in the system.</p> <p>Note:</p> <p>The C1-PUPLVALID algorithm type is designed for validating a payment data file. It has some pre-defined validations based on which the status of the payment record is set to Valid, Invalid, or Error. For more information about the pre-defined validations, see Upload Payment Records in the Pre-Staging Area on page 792.</p> <p>However, the C1-VLDALGO algorithm type is designed for validating a banking usage data file. It checks whether account identifier specified for each usage record contains any special characters. You can define any custom validations in this algorithm, if required. You cannot use an algorithm created using the C1-VLDALGO algorithm type to validate an insurance usage data file. If you want to validate an insurance usage data file, you need to create a custom algorithm type.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you select the Payment Upload Data option from the Feed Type list.</p>
Extract Algorithm	<p>Used to attach an extract algorithm which extracts the usage records along with the error messages (if any) in the CSV format.</p> <p>Note: This field is disabled when you select the Payment Upload Data option from the Feed Type list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No

In addition, it contains the following two sections:

- **Map Divisions** — Used to indicate the divisions for which you want to use the file type.

Field Name	Field Description	Mandatory (Yes or No)
Division	<p>Used to indicate the division.</p> <p>Note: You can only view those divisions to which you have access in the Division list.</p>	No

Note: This section does not appear when you select the **Payment Upload Data** option from the **Feed Type** list.

- **Custom Labels** — Used to specify business labels for the usage data fields. The usage data fields will change depending on whether you have selected the **Banking Usage Data** or **Insurance Usage Data** option from the **Feed Type** list.

Note:

This section does not appear when you select the **Payment Upload Data** option from the **Feed Type** list.

If you have defined the business label for a usage data field, the CSV file should contain business label in the respective column. Otherwise, the usage data file will not be uploaded in the system.

4. Enter the required details.

Note:

You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to associate more than one division with the file type, click the **Add** (+) icon and then specify the details in the **Map Divisions** section. However, if you want to remove a division from the file type, click the **Delete** (🗑️) icon corresponding to the division.

5. Click **Save**.

The file type is defined.

Related Topics

For more information on...	See...
File Type screen	File Type on page 716
File Types zone	File Types on page 717

Editing a File Type

Prerequisites

To edit a file type, you should have:

- Mapping algorithm defined using the **C1-CSVUPLPAY** or **C1-CSVPMALGO** algorithm type
- Validation algorithm defined using the **C1-PUPLVALID** or **C1-VLDALGO** algorithm type.
- Extract algorithm defined using the **C1-EXTALGO** algorithm type
- To Do algorithm defined using the **C1_ODBDALGO** algorithm type

Note: You can edit the details of a file type only when no files are uploaded using the file type.

Procedure

To edit a file type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **File Type**.
The **File Type** screen appears.
3. Click the **Edit** (✎) icon in the **Edit** column corresponding to the file type whose details you want to edit.
The **File Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Type	Used to specify the file type.	Yes
Description	Used to specify the description for the file type.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Feed Type	Used to indicate the type of data that you can upload using the file type. The valid values are: <ul style="list-style-type: none"> • Banking Usage Data • Insurance Usage Data • Payment Upload Data 	Yes
Disable Move to Staging	Used to indicate whether you want to disable the Move to Staging functionality in the Payment Upload screen. Note: This field appears only when you select the Payment Upload Data option from the Feed Type list.	No

Field Name	Field Description	Mandatory (Yes or No)
Mapping Algorithm	<p>Used to attach a mapping algorithm which is triggered when you upload a file.</p> <p>Note:</p> <p>The C1-CSVUPLPAY algorithm type is designed for uploading payment data and the C1-CSVPMALGO algorithm type is designed for uploading usage data. The C1-CSVUPLPAY algorithm type does the following:</p> <ol style="list-style-type: none"> 1. Validates whether the file is in the CSV format 2. Validates whether at least one payment record is available in the CSV file 3. Parses the flat file in the CSV format and maps the columns in the CSV file to various tables in the database 4. Uploads the payments records in the pre-staging area <p>However, the C1-CSVPMALGO algorithm type does the following:</p> <ol style="list-style-type: none"> 1. Validates whether the file is in the CSV format 2. Validates whether the CSV file contains data in the required format 3. Validates whether the following data is available for each usage record: <ul style="list-style-type: none"> • Account Identifier Type • Account Identifier • Division • Price Item • Description 4. Parses the flat file in the CSV format and maps the columns in the CSV file to an XML schema named Interface <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
To Do Algorithm	<p>Used to indicate whether the usage records must be approved before creating the billable charges. If the algorithm is attached, it means the approval is required.</p> <p>Note:</p> <p>The C1_ODBTDALGO algorithm type contains the following parameters:</p> <ul style="list-style-type: none"> • To Do Role For Submitter — Used to indicate that users with the specified To Do role can only resolve the records which are rejected by the approver. • To Do Type For Submitter — Used to indicate that a To Do using the specified To Do type must be created when the approver rejects the records. • To Do Role For Approver — Used to indicate that users with the specified To Do role can only approve the records submitted by the submitter. • To Do Type For Approver — Used to indicate that a To Do using the specified To Do type must be created when the submitter submits the valid records for approval. <p>This field is disabled when you select the Payment Upload Data option from the Feed Type list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Validation Algorithm	<p>Used to attach a validation algorithm which is triggered once the file is uploaded in the system.</p> <p>Note:</p> <p>The C1-PUPLVALID algorithm type is designed for validating a payment data file. It has some pre-defined validations based on which the status of the payment record is set to Valid, Invalid, or Error. For more information about the pre-defined validations, see Upload Payment Records in the Pre-Staging Area on page 792.</p> <p>However, the C1-VLDALGO algorithm type is designed for validating a banking usage data file. It checks whether account identifier specified for each usage record contains any special characters. You can define any custom validations in this algorithm, if required. You cannot use an algorithm created using the C1-VLDALGO algorithm type to validate an insurance usage data file. If you want to validate an insurance usage data file, you need to create a custom algorithm type.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you select the Payment Upload Data option from the Feed Type list.</p>
Extract Algorithm	<p>Used to attach an extract algorithm which extracts the usage records along with the error messages (if any) in the CSV format.</p> <p>Note: This field is disabled when you select the Payment Upload Data option from the Feed Type list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No

In addition, it contains the following two sections:

- **Map Divisions** — Used to indicate the divisions for which you want to use the file type.

Field Name	Field Description	Mandatory (Yes or No)
Division	<p>Used to indicate the division.</p> <p>Note: You can only view those divisions to which you have access in the Division list.</p>	No

Note: This section does not appear when the feed type is set to **Payment Upload Data**.

- **Custom Labels** — Used to specify business labels for the usage data fields. The usage data fields will change depending on whether you have selected the **Banking Usage Data** or **Insurance Usage Data** option from the **Feed Type** list.

Note:

This section does not appear when the feed type is set to **Payment Upload Data**.

If you have defined the business label for a usage data field, the CSV file should contain business label in the respective column. Otherwise, the usage data file will not be uploaded in the system.

4. Modify the required details.

Note:

You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to associate more than one division with the file type, click the **Add** (+) icon and then specify the details in the **Map Divisions** section. However, if you want to remove a division from the file type, click the

Delete (🗑️) icon corresponding to the division.

5. Click **Save**.

The changes made to the file type are saved.

Related Topics

For more information on...	See...
File Type screen	File Type on page 716
File Types zone	File Types on page 717

Deleting a File Type

Procedure

To delete a file type:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **F** and then click **File Type**.

The **File Type** screen appears.

3. Click the **Delete** (🗑️) icon in the **Delete** column corresponding to the file type that you want to delete.

A message appears confirming whether you want to delete the file type.

Note: You can only delete a file type which is not yet used for uploading a file.

4. Click **OK**.

The file type is deleted.

Related Topics

For more information on...	See...
File Type screen	File Type on page 716
File Types zone	File Types on page 717

On Demand Billing

The **On Demand Billing** screen allows you to search for a file group based on various search criteria. Through this screen, you can:

- Define a file group
- Edit a file group
- Delete a file group
- Close a file group
- Generate adhoc bills for a file group
- Freeze and complete adhoc bills of a file group
- View all bills generated for a file group
- View usage data files of a file group
- Cancel a usage data file

This screen consists of the following zones:

- [Search](#) on page 729

Search

The **Search** zone allows you to search for file groups for which bills are processed and/or generated in the system. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Group	Used to specify the file group.	No
Description	Used to specify the description for the file group.	No
User ID	Used to specify the name of the user who has uploaded the usage data files in the file group.	No
Bill After Date	Used to specify the date after which the bills must be generated for the file group.	No
Status	Used to indicate the status of the file group. The valid values are: <ul style="list-style-type: none"> • Closed • Open 	No

Note: You must specify at least one search criterion while searching for a file group.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
File Group	Displays the name of the file group. Note: It has a link. On clicking the link, the File Group screen appears where you can view the details of the file group.

Column Name	Column Description
Bill After Date	Displays the date after which the bills must be generated for the file group.
Default Usage Start Date	Displays the date from when the price item was used.
Default Usage End Date	Displays the date till when the price item was used.
Status	Displays the status of the file group. The valid values are: <ul style="list-style-type: none"> • Open • Close
Close	On clicking the Close (✖) icon, you can close a file group. Note: You can only close a file group in which all the records of the usage data files are either in the processed or cancelled status.
Generate Bill	On clicking the Generate Bill (📄) icon, you can generate bills for a file group.
Complete Bill	On clicking the Complete Bill (👍) icon, you can freeze and complete the bills of a file group.
Total	Displays the total number of records that are uploaded through the file group.
Valid	Displays the number of records which are successfully validated in the system.
Invalid	Displays the number of records which could not pass through the validation process in the system.
Submitted	Displays the number of valid records which are submitted for approval.
Processed	Displays the number of valid records for which billable charges are already created.
Rejected	Displays the number of records which are rejected by the approver.
Cancelled	Displays the number of records which are cancelled in the system.
Unbilled	Displays the number of records for which billable charges are created, but are not yet billed to the person.
Billed	Displays the number of records for which billable charges are created and billed to the person.
Bills	Displays the number of bills generated for the file group. Note: It has a link. On clicking the link, the View Bill Data screen appears where you can view all bills generated for the usage data file.
Last Batch Status	Indicates the batch that was last executed on the file group and its current status. Note: It has a link. On clicking the link, the Batch Run Tree screen appears where you can view the execution details of the batch.

Related Topics

For more information on...	See...
On Demand Billing screen	On Demand Billing on page 729
How to search for a file group	Searching for a File Group on page 732
How to define a file group	Defining a File Group on page 732

For more information on...	See...
How to edit a file group	Editing a File Group on page 734
How to delete a file group	Deleting a File Group on page 735
How to close a file group	Closing a File Group on page 736
How to generate adhoc bills for a file group	Generating Adhoc Bills for a File Group on page 736
How to freeze and complete one or more bills	Freezing Selected Bills of a File Group on page 739
How to freeze and complete all bills of a file group	Freezing All Bills of a File Group on page 738
How to view all bills generated for a file group	Viewing All Bills Generated for a File Group on page 739
How to view usage data files of a file group	Viewing Usage Data Files of a File Group on page 741
How to cancel a usage data file	Cancelling a Usage Data File on page 787

Group Files


The **Group Files** zone allows you to view the usage data files uploaded using a file group. This zone contains the following two sections:


- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Used to specify the name of the usage data file.	No
File Type	Used to specify the type of usage data file.	No
File Upload From Date	Used to specify the start date of the period during which the usage data file that you want to search was uploaded in the system.	No
File Upload To Date	Used to specify the end date of the period during which the usage data file that you want to search was uploaded in the system.	No

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
File Information	Displays the name of the usage data file of the file group and its related details.
Total	Displays the total number of records that are uploaded through the usage data file.
Valid	Displays the number of records which are successfully validated in the system.
Invalid	Displays the number of records which could not pass through the validation process in the system.
Submitted	Displays the number of valid records which are submitted for approval.
Rejected	Displays the number of records which are rejected by the approver.
Processed	Displays the number of valid records for which billable charges are already created.
Cancelled	Displays the number of records of a usage data file which are cancelled.
UnBilled	Displays the number of records for which billable charges are created, but are not yet billed to the person.

Column Name	Column Description
Billed	Displays the number of records for which billable charges are created and billed to the person.
Cancel	On clicking the Cancel () icon, you can cancel a file.

By default, the **Group Files** zone does not appear in the **On Demand Billing** screen. It appears only when you click the **Broadcast** () icon corresponding to the file group in the **Search Results** section.

Note: By default, the **Group Files** zone displays a list of usage data files that are uploaded using the file group in the **Search Results** section. However, you can filter the list of usage data files by specifying a search criteria in the **Search Criteria** section.

Related Topics

For more information on...	See...
How to view usage data files of a file group	Viewing Usage Data Files of a File Group on page 741
How to cancel a file in the file group	Cancelling a Usage Data File on page 787

Searching for a File Group

Procedure

To search for a file group:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **On Demand Billing**.

The **On Demand Billing** screen appears.

3. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of file groups that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
On Demand Billing screen	On Demand Billing on page 729
Search zone	Search on page 729

Defining a File Group

Prerequisites

To define a file group, you should have:

- Access to the divisions for which you want to define the file group

Procedure

To define a file group:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **On Demand Billing**.
The **On Demand Billing** screen appears.
3. Click the **Add** link in the upper right corner of the **Search** zone.

The **File Group** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Group	Used to specify the file group.	Yes
Description	Used to specify the description for the file group.	Yes
Bill After Date	Used to specify the date after which the bill must be generated for the file group.	Yes
Default Usage Start Date	Used to specify the date from when the price item was used. The default usage start date is used when the start date is not specified for a record in the usage data file. By default, the current date appears in this field. You can change the default usage start date, if required. Note: The default usage start date cannot be later than the default usage end date.	Yes
Default Usage End Date	Used to specify the date till when the price item was used. The default usage end date is used when the end date is not specified for a record in the usage data file. By default, the current date appears in this field. You can change the default usage end date, if required. Note: The default usage end date cannot be earlier than the default usage start date.	Yes

In addition, the **File Group** screen contains the following section:

Map Divisions— The **Map Divisions** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to indicate the division for which you want to define the file group.	No Note: If you do not associate division(s) with the file group, the file group is not available for uploading a usage data file. This means only those file groups for which you have specified division(s) can be used for uploading a usage data file.

4. Enter the required details.
5. If you want to define the file group for more than one division, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to remove a division from the file group, click the **Delete** (X) icon corresponding to the division.
6. Click **Save**.

The file group is defined.

Related Topics

For more information on...	See...
On Demand Billing screen	On Demand Billing on page 729
Search zone	Search on page 729

Editing a File Group

Procedure

To edit a file group:

Note: You can edit the details of a file group only when no usage data files of this group have been uploaded in the system or all the records in the usage data files of a file group are cancelled.

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. Select **Financial** and then click **On Demand Billing**.
The **On Demand Billing** screen appears.
3. Search for the file group in the **On Demand Billing** screen.
4. In the **Search Results** section, click the link in the **File Group** column corresponding to the file group whose details you want to edit.

The **File Group** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Group	Displays the file group.	Not applicable
Description	Used to specify the description for the file group.	Yes
Bill After Date	Used to specify the date after which the bill must be generated for the file group	Yes
Usage Start Date	Used to specify the date from when the price item was used. The default usage start date is used when the start date is not specified for a record in the usage data file. Note: The default usage start date cannot be later than the default usage end date.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Usage End Date	Used to specify the date till when the price item was used. The default usage end date is used when the end date is not specified for a record in the usage data file. Note: The default usage end date cannot be earlier than the default usage start date.	Yes

In addition, the **Add/Edit File Group** screen contains the following section:

- **Map Divisions**— The **Map Divisions** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Division	Used to indicate the division for which you want to define the file group.	No Note: If you do not associate division(s) with the file group, the file group is not available for uploading a usage data file. This means only those file groups for which you have specified division(s) can be used for uploading a usage data file.

5. Modify the required details.

Note: If you want to define the file group for more than one division, click the **Add (+)** icon and then specify the details. However, if you want to remove a division from the file group, click the **Delete (X)** icon corresponding to it.

6. Click **Save**.

The changes made to the file group are saved.

Related Topics

For more information on...	See...
On Demand Billing screen	On Demand Billing on page 729
Search zone	Search on page 729

Deleting a File Group

Procedure

To delete a file group:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. Select **Financial** and then click **On Demand Billing**.

The **On Demand Billing** screen appears.

3. Search for the file group in the **On Demand Billing** screen.
4. In the **Search Results** section, click the link in the **File Group** column corresponding to the file group that you want to delete.

The **File Group** screen appears.

5. Click **Delete**.

The file group is deleted.

Note: The delete button appears only if the file group is not yet used. In other words, you cannot delete a file group that you have used for uploading usage data files.

Related Topics

For more information on...	See...
On Demand Billing screen	On Demand Billing on page 729
Search zone	Search on page 729

Closing a File Group

Procedure

To close a file group:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **On Demand Billing**.
The **On Demand Billing** screen appears.
3. Search for the file group in the **On Demand Billing** screen.
4. In the **Search Results** section, click the **Close** (✖) icon in the **Close** column corresponding to the file group that you want to close.

The status of the file group is changed to **Closed**.

Note: You can only close a file group in which all the records of the usage data files are either in the processed, cancelled, or rejected status. However, you may close a file group in which all the records are not in the cancelled and/or processed status, but in that case a to do entry is sent to the approver for approval of the pending records.

Related Topics


For more information on...	See...
On Demand Billing screen	On Demand Billing on page 729
Search zone	Search on page 729

Generating Adhoc Bills for a File Group

The **On Demand Billing** screen allows you to generate adhoc bills for a file group. However, you can generate bills only after you close the file group for which you want to generate adhoc bills.

Procedure

To generate adhoc bills for a file group:

1. Search for the file group in the **On Demand Billing** screen.
2. In the **Search Results** section, click the **Generate Bill** () icon corresponding to the file group for which you want to generate the adhoc bills.

The **Generate Bill** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Cutoff Date	Used to specify the cutoff date for the bill.	Yes
Accounting Date	Used to specify the accounting date of the bill.	Yes

3. Enter the required details.
4. Click **OK**.

The adhoc bills are generated for the usage data files of a file group. An adhoc bill is generated for a usage data file and account combination when the bill after date is equal to or earlier than the current date. The status of the usage records is changed to **Billed**. If the total number of billable charges created for a usage data file exceeds the online bill creation limit, a batch job is created using the **Adhoc Billing (C1-FABL)** batch. A message appears indicating the batch job ID. This batch job creates adhoc bills for the usage data file.

Note:

You can change the online bill creation limit, whenever required, using the **On Demand Billing (C1-ODBFC)** feature configuration. For more information on the **Adhoc Billing (C1-FABL)** batch, see *Oracle Revenue Management and Billing Batch Execution Guide*.

If an adhoc bill with the **Pending** status already exists for a usage data file and account combination, then the existing bill is deleted and regenerated. However, you can generate the bill again for a file group only after manually deleting the bill from the **Bill** screen.

On successful completion of the **Adhoc Billing (C1-FABL)** batch, a To Do entry is created using the **C1-FABL To Do** type. You can view this To Do entry only when you are assigned a To Do role which is mapped to the **C1-FABL To Do** type. This To Do indicates whether the batch was successfully executed or not. If the batch was successfully executed, it indicates the following:

- Number of billable charges which were processed
- Number of billable charges for which the bill after date is a future date
- Number of adhoc bills generated for the usage data file
- Number of billable charges which could not be processed successfully

Once the batch is executed successfully, the status of the usage records in a usage data file of a file group is changed to **Billed**.

Related Topics


For more information on...	See...
How to search for a file group	Searching for a File Group on page 732
How to set the On Demand Billing (C1-ODBFC) feature configuration	Setting the C1-ODBFC Feature Configuration on page 1718

Freezing All Bills of a File Group

Oracle Revenue Management and Billing provides you with the ability to freeze and complete adhoc bills generated for the usage data files of a file group from the **On Demand Billing** screen. You can either freeze and complete all or selected adhoc bills, whenever required. However, you cannot freeze and complete normal or regular bills from the **On Demand Billing** screen.

Procedure

To freeze and complete all adhoc bills generated for a file group:

1. Search for the file group in the **On Demand Billing** screen.
2. In the **Search Results** section, click the **Freeze and Complete** () icon corresponding to the file group whose adhoc bills you want to freeze and complete.

The **Complete Bill** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Bill Date	Used to specify the date on which the bill was completed.	Yes
Accounting Date	Used to specify the accounting date of the bill.	Yes

3. Enter the required details.
4. Click **OK** in the message box.

A batch job is created using the **Freeze and Complete Adhoc Bills (C1-FCADH)** batch. A message appears indicating the batch job ID. This batch job freezes and completes all adhoc bills of the usage data file which are in the **Pending** status. The system does not freeze and complete pending adhoc bills which have bill segments in the **Error** status. For more information on the **Freeze and Complete Adhoc Bills (C1-FCADH)** batch, see *Oracle Revenue Management and Billing Batch Execution Guide*.

Note:

On successful completion of the **Freeze and Complete Adhoc Bills (C1-FCADH)** batch, a To Do entry is created using the **C1-FCADH** To Do type. You can view this To Do entry only when you are assigned a To Do role which is mapped to the **C1-FCADH** To Do type. This To Do indicates whether the batch was successfully executed or not. If the batch was successfully executed, it indicates the following:

- Number of bills which were picked up for completion
- Number of bills which were completed
- Number of bills which could not be completed successfully

Once the batch is executed successfully, the status of the bills is changed to **Complete**.

Related Topics

For more information on...	See...
How to search for a file group	Searching for a File Group on page 732
How to freeze and complete one or more bills	Freezing Selected Bills of a File Group on page 739

Freezing Selected Bills of a File Group

Oracle Revenue Management and Billing provides you with the ability to freeze and complete adhoc bills generated for a file group from the **On Demand Billing** screen. You can either freeze and complete all or selected adhoc bills, whenever required. However, you cannot freeze and complete normal or regular bills from the **On Demand Billing** screen.

Procedure

To freeze and complete selected adhoc bills of a file group:

1. Search for the file group in the **On Demand Billing** screen.
2. In the **Search Results** section, click the link in the **Bills** column corresponding to the file group whose adhoc bills you want to freeze and complete.

The **View Bill Data** screen appears.

3. Select the check box corresponding to the pending adhoc bill that you want to freeze and complete.

Note: The check box does not appear corresponding to the completed adhoc bills and pending adhoc bills which have bill segments in the **Error** status.

4. Click **Freeze/Complete**.

The **Complete Bill** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Bill Date	Used to specify the date on which the bill was completed.	Yes
Accounting Date	Used to specify the accounting date of the bill.	Yes

5. Enter the required details.
6. Click **OK** in the message box.

The status of the bills is changed to **Complete**.

Note:

The **Freeze/Complete** button is not available in the **View Bill Data** screen when:

- All bills generated for a file group are in the **Complete** status
- Multiple bills are generated for a usage data file of a file group and one or more bill segments of each bill are in the **Error** status

In other words, the **Freeze/Complete** button is available in the **View Bill Data** screen only when there is at least one pending bill for a file group where none of the bill segments are in the **Error** status.

Related Topics

For more information on...	See...
How to search for a file group	Searching for a File Group on page 732
How to freeze and complete all bills of a file group	Freezing All Bills of a File Group on page 738

Viewing All Bills Generated for a File Group

Procedure

To view all bills generated for a file group:

1. Search for the file group in the **On Demand Billing** screen.
2. In the **Search Results** section, click the link in the **Bills** column corresponding to the file group whose bills you want to view.





The **View Bill Data** screen appears. It contains the following fields:

Field Name	Field Description
File Group	Displays the name of the file group.
Description	Displays the description of the file group.
Bill Generation Date	Used to specify the date when the bills were generated for the file group.
Billing Method	Indicates the type of billing used for the file group. The valid values are: <ul style="list-style-type: none"> • Adhoc Billing
Bill Status	Used to indicate the status of the bill. The valid values are: <ul style="list-style-type: none"> • Pending • Complete

In addition, this screen contains the following columns:





Column Name	Column Description
Bill ID	Displays the bill ID. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Alternate Bill ID	Displays the alternate bill ID.
Bill Status	Displays the status of the bill. The valid values are: <ul style="list-style-type: none"> • Pending • Complete
Bill Date	Displays the date when the bill was completed.
Accounting Date	Displays the accounting date for which the financial transaction of the bill is created.
Invoice Amount	Displays the total amount billed to the person.
Invoice Currency	Displays the currency in which the amount is billed to the person.
Invoice Account ID	Indicates the account for which the bill is created. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Display Bill	On clicking this link, you can view the details of the respective bill. Note: This link appears only for the bills that are in the Complete status. The facility to view the generated bills in PDF format is available only if Oracle Documaker is integrated with Oracle Revenue Management and Billing.

Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** () , **Previous** () , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

3. Click **Search**.
4. View the bills generated for the usage data file in the **View Bill Data** screen.
5. If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

6. If required, you can click the **First** () , **Previous** () , **Next** () , and **Last** () buttons to navigate between pages.
7. If required, you can freeze and complete adhoc bills which are generated for the usage data file.

Note:

The **Freeze/Complete** button is not available in the **View Bill Data** screen when:

- All bills generated for a usage data file are in the **Complete** status
- Multiple bills are generated for a usage data file and one or more bill segments of each bill are in the **Error** status

In other words, the **Freeze/Complete** button is available in the **View Bill Data** screen only when there is at least one pending bill for a usage data file where none of the bill segments are in the **Error** status.


Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to freeze and complete one or more bills	Freezing Selected Bills of a File Group on page 739
How to freeze and complete all bills of a file group	Freezing All Bills of a File Group on page 738

Viewing Usage Data Files of a File Group

Procedure

To view usage data files of a file group:

1. Search for the file group in the **On Demand Billing** screen.
2. In the **Search Results** section, click the **Broadcast** () icon corresponding to the file group whose usage data files you want to view.
The **Group Files** zone appears.
3. View the usage data files of the file group in the **Group Files** zone.

Related Topics

For more information on...	See...
How to cancel a usage data file of a file group	Cancelling a Usage Data File on page 787
How to search for a file group	Searching for a File Group on page 732
Group Files zone	Group Files on page 731

Usage Data Processing

The **Usage Data Processing** screen allows you to search for a usage data file based on various search criteria. Through this screen, you can:

- Upload a usage data file
- Cancel a usage data file
- View all records uploaded through a usage data file
- View the valid, invalid, and cancelled records of a usage data file
- View the valid records of a usage data file which are submitted for approval
- View the valid records of a usage data file for which billable charges are already created
- View the rejected, billed and unbilled records of a usage data file
- Submit the valid records of a usage data file and create billable charges for them
- Approve or reject one or more valid records of a usage data file
- Revalidate the valid and invalid records of a usage data file
- Edit the valid, invalid and rejected records of a usage data file
- Export the usage data of a usage data file into a CSV file

This screen consists of the following zones:

- [Search](#) on page 742

Search

The **Search** zone allows you to search for usage data files that are uploaded and/or processed in the system. This zone contains the following two sections:





- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Used to specify the name of the usage data file.	No
File Type	Used to indicate the type of usage data file.	No
File Upload From Date	Used when you want to search for usage data files that were uploaded from a particular date onwards.	No
To	Used when you want to search for usage data files that were uploaded till a particular date.	No
User ID	Used to specify the name of the user who has uploaded the usage data file.	No

Field Name	Field Description	Mandatory (Yes or No)
Billing Method	Used to specify the type of billing used for the usage data file. The valid values are: <ul style="list-style-type: none"> • Adhoc Billing • Regular Billing 	No
File Group	Used to specify the file group of the usage data file.	No

Note: You must specify at least one search criterion while searching for a usage data file.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
File Information	Displays the name of the usage data file and its related details.
Revalidate	On clicking the Revalidate () icon, you can execute the validation process once again on the valid, invalid, and rejected records. Note: The Revalidate icon appears only when the usage records are in the Valid , Invalid , and/or Rejected status. In other words, you cannot revalidate a usage data file for which billable charges are created or when the bills are generated for a usage data file.
Cancel	On clicking the Cancel () icon, you can cancel all valid, invalid, and rejected records of the usage data file. Note: The Cancel icon appears only when the usage records are in the Valid , Invalid , and/or Rejected status. In other words, you cannot cancel a usage data file for which billable charges are created or when the bills are generated for a usage data file.
Submit	On clicking the Submit () icon, you can submit the valid records and create billable charges for them. If the valid usage records need to be approved before creating the billable charges, a To Do entry is created for the approver to approve the valid records. Note: The Submit icon appears only when all the records of a usage data file are in the Valid status. In other words, if a usage data file contains records in the Invalid status, you cannot create billable charges for a usage data file.
Approve	On clicking the Approve () icon, the approver can approve all valid records of the usage data file. Note: The Approve icon appears only when the usage data file (with all usage records in the Valid status) is uploaded using a file type to which the To Do algorithm (for enabling approval workflow) is attached.
Total	Displays the total number of records that are uploaded through the usage data file. Note: It has a link. On clicking the link, the Usage Data screen appears where you can view all records uploaded through the usage data file.

Column Name	Column Description
Valid	Displays the number of records which are successfully validated in the system. Note: It has a link. On clicking the link, the Usage Data screen appears where you can view and edit all valid records of the usage data file.
Invalid	Displays the number of records which could not pass through the validation process in the system. Note: It has a link. On clicking the link, the Usage Data screen appears where you can view and edit all invalid records of the usage data file.
Submitted	Displays the number of valid records which are submitted for approval. Note: It has a link. On clicking the link, the Usage Data screen appears where you can view all submitted records of the usage data file.
Rejected	Displays the number of records which are rejected by the approver. Note: It has a link. On clicking the link, the Usage Data screen appears where you can view and edit all rejected records of the usage data file.
Processed	Displays the number of valid records for which billable charges are already created. Note: It has a link. On clicking the link, the Usage Data screen appears where you can view all processed records of the usage data file.
Billed	Displays the number of records for which billable charges are created and billed to the person. Note: It has a link. On clicking the link, the Usage Data screen appears where you can view all billed records of the usage data file.
Unbilled	Displays the number of records for which billable charges are created, but are not yet billed to the person. Note: It has a link. On clicking the link, the Usage Data screen appears where you can view all unbilled records of the usage data file.
Cancelled	Displays the number of records which are cancelled in the system. Note: It has a link. On clicking the link, the Usage Data screen appears where you can view all cancelled records of the usage data file.
Batch Run Status	Indicates the batch that was last executed on the usage data file and its current status. Note: It has a link. On clicking the link, the Batch Run Tree screen appears where you can view the execution details of the batch.

You can upload a usage data file by clicking the **Upload** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
Usage Data Processing screen	Usage Data Processing on page 742
How to upload a usage data file	Uploading a Usage Data File on page 746
How to replace an existing file	Replacing an Existing File on page 748
How to search for a usage data file	Searching for a Usage Data File on page 745

For more information on...	See...
How to view all records of a usage data file	Viewing All Records of a Usage Data File on page 751
How to view valid records of a usage data file	Viewing Valid Records of a Usage Data File on page 755
How to view invalid records of a usage data file	Viewing Invalid Records of a Usage Data File on page 758
How to view submitted records of a usage data file	Viewing Submitted Records of a Usage Data File on page 761
How to view processed records of a usage data file	Viewing Processed Records of a Usage Data File on page 765
How to view rejected records of a usage data file	Viewing Rejected Records of a Usage Data File on page 771
How to view cancelled records of a usage data file	Viewing Cancelled Records of a Usage Data File on page 768
How to view billed records of a usage data file	Viewing Billed Records of a Usage Data File on page 775
How to view unbilled records of a usage data file	Viewing Unbilled Records of a Usage Data File on page 778
How to view all bills generated for a usage data file	Viewing All Bills Generated for a File Group on page 739
How to submit the valid records	Submitting a Valid Record on page 781
How to edit the valid, invalid or rejected records	Editing a Valid, Invalid, or Rejected Usage Record on page 789
How to approve the valid records	Approving a Valid Record on page 783
How to reject the valid records	Rejecting a Valid Record on page 786
How to cancel a usage data file	Cancelling a Usage Data File on page 787
How to revalidate a usage data file	Revalidating a Usage Data File on page 788
How to generate adhoc bills for a usage data file	Generating Adhoc Bills for a File Group on page 736

Searching for a Usage Data File

Procedure

To search for a usage data file:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Usage Data Processing**.
The **Usage Data Processing** screen appears.
3. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of usage data files that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Usage Data Processing screen	Usage Data Processing on page 742
Search zone	Search on page 742

Uploading a Usage Data File

Prerequisites

To upload a usage data file, you should have:

- File types defined in the application
- Usage data in the required CSV file format
- File group using which you want to upload the usage data files is in **Open** status

Procedure

To upload a usage data file:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Usage Data Processing**.
The **Usage Data Processing** screen appears.
3. Click the **Upload** link in the upper right corner of the **Search** zone.

The **Upload Usage Data File** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Billing Method	Used to specify the type of billing you want to use for the usage data file. The valid values are: <ul style="list-style-type: none"> • Adhoc Billing • Regular Billing 	Yes
File Group	Used to specify the file group to which you want to add the usage data file. Note: This field appears only when you select the Adhoc Billing option from the File Group list. You can only view those file groups that are in the open status and to which you have access in the File Group list.	Yes (Conditional) Note: If you select the billing method as Adhoc Billing , you have to specify the file group to which you want to add the usage data file.
Bill After Date	Used to specify the date after which the bills must be generated for the usage data file. By default, the current date appears in this field. Note: If you have selected the billing method as Adhoc Billing , this field appears in read-only mode and displays the bill after date as defined for the selected file group. If you have selected the billing method as Regular Billing then this field is enabled displaying the current date.	Yes (Conditional) Note: If you select the billing method as Regular Billing , you have to specify the bill after date.

Field Name	Field Description	Mandatory (Yes or No)
Default Usage Start Date	Used to specify the date from when the price item was used. The default usage start date is used when the start date is not specified for a record in the usage data file. By default, the current date appears in this field. You can change the default usage start date, if required. Note: If you have selected the billing method as Adhoc Billing , this field appears in read-only mode and displays the default usage start date as defined for the selected file group. If you have selected the billing method as Regular Billing then this field is enabled displaying the current date. The default usage start date cannot be later than the default usage end date.	Yes (Conditional) Note: If you select the billing method as Regular Billing , you have to specify the default usage start date.
Default Usage End Date	Used to specify the date till when the price item was used. The default usage end date is used when the end date is not specified for a record in the usage data file. By default, the current date appears in this field. You can change the default usage end date, if required. Note: If you have selected the billing method as Adhoc Billing , this field appears in read-only mode and displays the default usage end date as defined for the selected file group. If you have selected the billing method as Regular Billing then this field is enabled displaying the current date. The default usage end date cannot be earlier than the default usage start date.	Yes (Conditional) Note: If you select the billing method as Regular Billing , you have to specify the default usage end date.
File Type	Used to specify the type of usage data file.	Yes
Replace Existing File	Used to indicate whether you want to replace any existing file in the system. You must select this check box when you want to upload the same file once again.	No
File Name	Used to specify the name and path of the usage data file that you want to upload. Note: You can also click the Browse button corresponding to this field to browse to the location where the usage data file is available in the system.	Yes

4. Enter the required details.
5. Click the **Browse** button corresponding to the **File Name** field.
The **Choose File to Upload** dialog box appears.
6. Browse to the location where the usage data file that you want to upload is available.
7. Click **Open**.
The usage data file name and path appears in the **File Name** field.
8. Click **Upload**.

A message appears indicating that the usage data file has been uploaded successfully. If an error occurs while parsing, the usage data file is not uploaded in the system.

Note:

The validation process starts immediately after the file is uploaded in the system. If a usage record is successfully validated, the status of the usage record is changed to **Valid**. And, if a usage record could not pass through the validation process, the status of the usage record is changed to **Invalid**. You can view the details of the uploaded file and its records in the **Usage Data Processing** screen.

If the usage data file size exceeds the file size limit set in the **C1-ODBFC** feature configuration, a batch job is created using the **Upload and Validate Usage Data File (C1-ODFU)** batch. A message appears indicating the batch job ID. This batch job uploads and validates the usage data file. You can change the file size limit using the **On Demand Billing (C1-ODBFC)** feature configuration. For more information on the **Upload and Validate Usage Data File (C1-ODFU)** batch, see *Oracle Revenue Management and Billing Batch Execution Guide*.

The number of usage records that are parsed and mapped in an XML file depends on the value defined for the **Staging XML Size** option type in the **On Demand Billing (C1-ODBFC)** feature configuration. For example, if the **Staging XML Size** option type is set to 100 and a usage data file contains 500 records, then the system creates 5 XML files — each containing 100 records.

If a batch job is created automatically, the number of usage records that are validated in each work unit depends on the value defined for the **Validation Chunk Size** option type in the **On Demand Billing (C1-ODBFC)** feature configuration.

On successful completion of the **Upload and Validate Usage Data File (C1-ODFU)** batch, a To Do entry is created using the **C1-ODFU To Do** type. You can view this To Do entry only when you are assigned a To Do role which is mapped to the **C1-ODFU To Do** type. This To Do indicates whether the batch was successfully executed or not. If the batch was successfully executed, it indicates the following:

- Number of records that were uploaded in the system
- Number of records which were successfully validated
- Number of records which could not pass through the validation process
- Number of records which failed to validate due to some technical reasons

9. Click **OK** in the message box.

Once a usage record is successfully validated, the status of the usage record is changed to **Valid**. And, if a usage record could not pass through the validation process, the status of the usage record is changed to **Invalid**.

Related Topics

For more information on...	See...
Usage Data Processing screen	Usage Data Processing on page 742
Search zone	Search on page 742
How to set the On Demand Billing (C1-ODBFC) feature configuration	Setting the C1-ODBFC Feature Configuration on page 1718

Replacing an Existing File

Prerequisites

To replace an existing usage data file, you should have:

- File types defined in the application
- Usage data in the required CSV file format
- File group using which you want to upload the usage data files is in **Open** status

Procedure

To replace an existing usage data file:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. Select **Financial** and then click **Usage Data Processing**.
The **Usage Data Processing** screen appears.
3. Click the **Upload** link in the upper right corner of the **Search** zone.

The **Upload Usage Data File** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Billing Method	Used to specify the type of billing you want to use for the usage data file. The valid values are: <ul style="list-style-type: none"> • Adhoc Billing • Regular Billing 	Yes
File Group	Used to specify the file group to which you want to add the usage data file. Note: This field appears only when you select the Adhoc Billing option from the File Group list. You can only view those file groups that are in the open status and to which you have access in the File Group list.	Yes (Conditional) Note: If you select the billing method as Adhoc Billing , you have to specify the file group to which you want to add the usage data file.
Bill After Date	Used to specify the date after which the bills must be generated for the usage data file. By default, the current date appears in this field. Note: If you have selected the billing method as Adhoc Billing , this field appears in read-only mode and displays the bill after date as defined for the selected file group. If you have selected the billing method as Regular Billing then this field is enabled displaying the current date.	Yes (Conditional) Note: If you select the billing method as Regular Billing , you have to specify the bill after date.
Default Usage Start Date	Used to specify the date from when the price item was used. The default usage start date is used when the start date is not specified for a record in the usage data file. By default, the current date appears in this field. You can change the default usage start date, if required. Note: If you have selected the billing method as Adhoc Billing , this field appears in read-only mode and displays the default usage start date as defined for the selected file group. If you have selected the billing method as Regular Billing then this field is enabled displaying the current date. The default usage start date cannot be later than the default usage end date.	Yes (Conditional) Note: If you select the billing method as Regular Billing , you have to specify the default usage start date.

Field Name	Field Description	Mandatory (Yes or No)
Default Usage End Date	Used to specify the date till when the price item was used. The default usage end date is used when the end date is not specified for a record in the usage data file. By default, the current date appears in this field. You can change the default usage end date, if required. Note: If you have selected the billing method as Adhoc Billing , this field appears in read-only mode and displays the default usage end date as defined for the selected file group. If you have selected the billing method as Regular Billing then this field is enabled displaying the current date. The default usage end date cannot be earlier than the default usage start date.	Yes (Conditional) Note: If you select the billing method as Regular Billing , you have to specify the default usage end date.
File Type	Used to specify the type of usage data file.	Yes
Replace Existing File	Used to indicate that you want to replace any existing file in the system.	Yes
File Name	Used to specify the name and path of the usage data file that you want to upload. Note: You can also click the Browse button corresponding to this field to browse to the location where the usage data file is available in the system.	Yes

- Select the **Replace Existing File** check box.

Note: You can replace an existing file only when the usage records of a usage data file are in any of the statuses:

- **Valid** and/or **Invalid**
- **Rejected**
- **Cancelled**

In other words, you cannot replace a file when the billable charges are already created for the usage records of a usage data file, or are pending for approval with the approver.

- Click the **Browse** button corresponding to the **File Name** field.

The **Choose File to Upload** dialog box appears.

- Browse to the location where the usage data file that you want to replace is available.
- Click **Open**.

The usage data file name and path appears in the **File Name** field.

- Click **Upload**.

A message appears indicating that the usage data file has been uploaded successfully. If an error occurs while parsing, the usage data file is not uploaded in the system.

Note:

The validation process starts immediately after the file is uploaded in the system. If a usage record is successfully validated, the status of the usage record is changed to **Valid**. And, if a usage record could not pass through the validation process, the status of the usage record is changed to **Invalid**. You can view the details of the uploaded file and its records in the **Usage Data Processing** screen.

If the usage data file size exceeds the file size limit set in the **C1-ODBFC** feature configuration, a batch job is created using the **Upload and Validate Usage Data File (C1-ODFU)** batch. A message appears indicating the batch job ID. This batch job uploads and validates the usage data file. You can change the file size limit using

the **On Demand Billing (C1-ODBFC)** feature configuration. For more information on the **Upload and Validate Usage Data File (C1-ODFU)** batch, see *Oracle Revenue Management and Billing Batch Execution Guide*.

The number of usage records that are parsed and mapped in an XML file depends on the value defined for the **Staging XML Size** option type in the **On Demand Billing (C1-ODBFC)** feature configuration. For example, if the **Staging XML Size** option type is set to 100 and a usage data file contains 500 records, then the system creates 5 XML files — each containing 100 records.

If a batch job is created automatically, the number of usage records that are validated in each work unit depends on the value defined for the **Validation Chunk Size** option type in the **On Demand Billing (C1-ODBFC)** feature configuration.

On successful completion of the **Upload and Validate Usage Data File (C1-ODFU)** batch, a To Do entry is created using the **C1-ODFU To Do** type. You can view this To Do entry only when you are assigned a To Do role which is mapped to the **C1-ODFU To Do** type. This To Do indicates whether the batch was successfully executed or not. If the batch was successfully executed, it indicates the following:

- Number of records that were uploaded in the system
- Number of records which were successfully validated
- Number of records which could not pass through the validation process
- Number of records which failed to validate due to some technical reasons

9. Click **OK** in the message box.

Once a usage record is successfully validated, the status of the usage record is changed to **Valid**. And, if a usage record could not pass through the validation process, the status of the usage record is changed to **Invalid**.

Related Topics

For more information on...	See...
Usage Data Processing screen	Usage Data Processing on page 742
Search zone	Search on page 742

Viewing All Records of a Usage Data File

Procedure

To view all records of a usage data file:

1. Search for the usage data file in the **Usage Data Processing** screen.
2. In the **Search Results** section, click the link in the **Total** column corresponding to the usage data file whose records you want to view.

The **Usage Data** screen appears. It contains the following two sections:

- **Search Criteria** — This section allows you to filter the usage records based on the various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Displays the name of the usage data file.	Not applicable
File Type	Indicates the type of the usage data file.	Not applicable
Default Usage Start Date	Displays the usage start date entered while uploading the usage data file.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Default Usage End Date	Displays the usage end date entered while uploading the usage data file.	Not applicable
Usage Record Status	Used to specify the status of the usage record. The valid values are: <ul style="list-style-type: none"> Valid Invalid Submitted for Approval Processed Rejected Cancelled 	No
Division	Used to specify the division to which the usage record belongs.	No
Account Identifier Type	Used to specify the identifier type based on which you want to search for the usage records.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to enter the account identifier type.
Account Identifier	Used to indicate the account whose usage records you want to view.	Yes (Conditional) Note: If you enter the account identifier type as a search criteria, you have to enter the account identifier.

- **Search Results** — By default, all records of the usage data file are listed in the **Search Results** section. You can filter the search results based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
BILLABLE CHARGE ID	Indicates the billable charge which is generated for the usage record. Note: This column appears only for the valid records for which billable charges have been created.
ACCOUNT ID TYPE	Indicates the account identifier type.
ACCOUNT IDENTIFIER	Indicates the account to which the usage record belongs.
ACCOUNT INFORMATION	Displays information about the account.
DIVISION	Indicates the division to which the usage record belongs.
CONTRACT ID	Displays the contract ID. Note: This column appears only if usage data files are uploaded for the insurance module.

Column Name	Column Description
CHARGE TYPE	Indicates the charge type. Note: This column appears only if usage data files are uploaded for the insurance module.
START DATE	Displays the date from when the price item was used. Note: If the start date is not available, the default usage start date appears in this column.
END DATE	Displays the date till when the price item was used. Note: If the end date is not available, the default usage end date appears in this column.
DESCRIPTION	Displays the description of the usage record. It is shown on the billable charge.
PRICE ITEM	Displays the price item code.
VARIANCE	Indicates the variance that must be used along with the price item for determining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Indicates the price item parameter that must be used along with the price item for determining the price item pricing. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Displays the value of the price item parameter. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
SQI1, SQI2,, SQI10	Indicates the service quantity identifier that must be used for calculating the price item charges.
SQIVALUE1, SQIVALUE2,, SQIVALUE10	Displays the number of units of the service quantity.
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Displays the description of the line item (charge).
AMOUNT1, AMOUNT2,, AMOUNT10	Displays the charge amount.
CURRENCY1, CURRENCY2,, CURRENCY10	Displays the currency in which the amount is charged.





Column Name	Column Description
MEMO ONLY1, MEMO ONLY2,, MEMO ONLY10	Indicates whether the charge should be included in the bill amount or not.
SUMMARY1, SUMMARY2,, SUMMARY10	Indicates whether the charge should be included in the summary line or not.
SHOW ON BILL1, SHOW ON BILL2,, SHOW ON BILL10	Indicates whether the charge should appear on the person's printed bill or not.
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Displays the distribution code which indicates the GL account associated with the charge.
CHARTYPE1, CHARTYPE2,, CHARTYPE10	Indicates the characteristic that must be defined for the billable charge.
CHARVAL1, CHARVAL2,, CHARVAL10	Displays the value of the characteristic type.

Note:

If you have defined business labels for usage data fields, the columns will appear with the business labels defined for the respective column.

Only those columns that contain data in the CSV file appear in the **Usage Data** screen. For example, if information about characteristics is provided in the CHARTYPE4 and CHARVAL4 columns of the CSV file, then only the CHARTYPE4 and CHARVAL4 columns appear in the **Usage Data** screen. Similarly, if information about the line item (charge) is provided in the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, and GL DISTRIBUTION CODE 6 columns of the CSV file, then only the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, AND GL DISTRIBUTION CODE 6 columns appear in the **Usage Data** screen.


Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** () , **Previous** () , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

Note: You can download details of all the records of a usage data file in a CSV file format using the **Export TO Excel** link provided in the **Search** section.

3. View the records of the usage data file in the **Usage Data** screen.
4. If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

5. If required, you can click the **First** () , **Previous** () , **Next** () , and **Last** () buttons to navigate between pages.
6. If required, you can filter the usage records in the **Usage Data** screen.

7. If required, you can click the **Export TO Excel** link to download details of all the records of a usage data file in a CSV file format.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to filter the usage records	Filtering Usage Records on page 790

Viewing Valid Records of a Usage Data File

Procedure

To view valid records of a usage data file:

1. Search for the usage data file in the **Usage Data Processing** screen.
2. In the **Search Results** section, click the link in the **Valid** column corresponding to the usage data file whose valid records you want to view.

The **Usage Data** screen appears. It contains the following two sections:

- **Search Criteria** — This section allows you to filter the valid records based on the various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Displays the name of the usage data file.	Not applicable
File Type	Indicates the type of the usage data file.	Not applicable
Default Usage Start Date	Displays the usage start date entered while uploading the usage data file.	Not applicable
Default Usage End Date	Displays the usage end date entered while uploading the usage data file.	Not applicable
Status	Indicates that all valid records are displayed in the Usage Data screen.	Not applicable
Division	Used to specify the division to which the valid record belongs.	No
Account Identifier Type	Used to specify the identifier type based on which you want to search for the valid records.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to enter the account identifier type.
Account Identifier	Used to indicate the account whose valid records you want to view.	Yes (Conditional) Note: If you enter the account identifier type as a search criteria, you have to enter the account identifier.

- **Search Results** — By default, all valid records of the usage data file are listed in the **Search Results** section. You can filter the search results based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
ACCOUNT ID TYPE	Indicates the account identifier type.
ACCOUNT IDENTIFIER	Indicates the account to which the usage record belongs.
ACCOUNT INFORMATION	Displays information about the account.
DIVISION	Indicates the division to which the usage record belongs.
CONTRACT ID	Displays the contract ID. Note: This column appears only if usage data files are uploaded for the insurance module.
CHARGE TYPE	Indicates the charge type. Note: This column appears only if usage data files are uploaded for the insurance module.
START DATE	Displays the date from when the price item was used. Note: If the start date is not available, the default usage start date appears in this column.
END DATE	Displays the date till when the price item was used. Note: If the end date is not available, the default usage end date appears in this column.
DESCRIPTION	Displays the description of the usage record. It is shown on the billable charge.
PRICE ITEM	Displays the price item code.
VARIANCE	Indicates the variance that must be used along with the price item for determining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Indicates the price item parameter that must be used along with the price item for determining the price item pricing. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Displays the value of the price item parameter. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
SQI1, SQI2,, SQI10	Indicates the service quantity identifier that must be used for calculating the price item charges.


Column Name	Column Description
SQIVALUE1, SQIVALUE2,, SQIVALUE10	Displays the number of units of the service quantity.
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Displays the description of the line item (charge).
AMOUNT1, AMOUNT2,, AMOUNT10	Displays the charge amount.
CURRENCY1, CURRENCY2,, CURRENCY10	Displays the currency in which the amount is charged.
MEMO ONLY1, MEMO ONLY2,, MEMO ONLY10	Indicates whether the charge should be included in the bill amount or not.
SUMMARY1, SUMMARY2,, SUMMARY10	Indicates whether the charge should be included in the summary line or not.
SHOW ON BILL1, SHOW ON BILL2,, SHOW ON BILL10	Indicates whether the charge should appear on the person's printed bill or not.
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Displays the distribution code which indicates the GL account associated with the charge.
CHARTYPE1, CHARTYPE2,, CHARTYPE10	Indicates the characteristic that must be defined for the billable charge.
CHARVAL1, CHARVAL2,, CHARVAL10	Displays the value of the characteristic type.




Note:

If you have defined business labels for usage data fields, the columns will appear with the business labels defined for the respective column.

Only those columns that contain data in the CSV file appear in the **Usage Data** screen. For example, if information about characteristics is provided in the CHARTYPE4 and CHARVAL4 columns of the CSV file, then only the CHARTYPE4 and CHARVAL4 columns appear in the **Usage Data** screen. Similarly, if information about the line item (charge) is provided in the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, and GL DISTRIBUTION CODE 6 columns of the CSV file, then only the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, AND GL DISTRIBUTION CODE 6 columns appear in the **Usage Data** screen.





Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** () , **Previous**

() , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

- View the valid records of the usage data file in the **Usage Data** screen.
- If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

- If required, you can click the **First** () , **Previous** () , **Next** () , and **Last** () buttons to navigate between pages.
- If required, you can filter the valid records in the **Usage Data** screen.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to filter the usage records	Filtering Usage Records on page 790

Viewing Invalid Records of a Usage Data File

Procedure

To view invalid records of a usage data file:

- Search for the usage data file in the **Usage Data Processing** screen.
- In the **Search Results** section, click the link in the **Invalid** column corresponding to the usage data file whose invalid records you want to view.

The **Usage Data** screen appears. It contains the following two sections:

- Search Criteria** — This section allows you to filter the invalid records based on the various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Displays the name of the usage data file.	Not applicable
File Type	Indicates the type of the usage data file.	Not applicable
Default Usage Start Date	Displays the usage start date entered while uploading the usage data file.	Not applicable
Default Usage End Date	Displays the usage end date entered while uploading the usage data file.	Not applicable
Status	Indicates that all invalid records are displayed in the Usage Data screen.	Not applicable
Division	Used to specify the division to which the invalid record belongs.	No

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the identifier type based on which you want to search for the invalid records.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to enter the account identifier type.
Account Identifier	Used to indicate the account whose invalid records you want to view.	Yes (Conditional) Note: If you enter the account identifier type as a search criteria, you have to enter the account identifier.

- **Search Results** — By default, all invalid records of the usage data file are listed in the **Search Results** section. You can filter the search results based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
ACCOUNT ID TYPE	Indicates the account identifier type.
ACCOUNT IDENTIFIER	Indicates the account to which the usage record belongs.
ACCOUNT INFORMATION	Displays information about the account.
DIVISION	Indicates the division to which the usage record belongs.
CONTRACT ID	Displays the contract ID. Note: This column appears only if usage data files are uploaded for the insurance module.
CHARGE TYPE	Indicates the charge type. Note: This column appears only if usage data files are uploaded for the insurance module.
START DATE	Displays the date from when the price item was used. Note: If the start date is not available, the default usage start date appears in this column.
END DATE	Displays the date till when the price item was used. Note: If the end date is not available, the default usage end date appears in this column.
DESCRIPTION	Displays the description of the usage record. It is shown on the billable charge.
PRICE ITEM	Displays the price item code.

Column Name	Column Description
VARIANCE	Indicates the variance that must be used along with the price item for determining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Indicates the price item parameter that must be used along with the price item for determining the price item pricing. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Displays the value of the price item parameter. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
SQI1, SQI2,, SQI10	Indicates the service quantity identifier that must be used for calculating the price item charges.
SQIVALUE1, SQIVALUE2,, SQIVALUE10	Displays the number of units of the service quantity.
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Displays the description of the line item (charge).
AMOUNT1, AMOUNT2,, AMOUNT10	Displays the charge amount.
CURRENCY1, CURRENCY2,, CURRENCY10	Displays the currency in which the amount is charged.
MEMO ONLY1, MEMO ONLY2,, MEMO ONLY10	Indicates whether the charge should be included in the bill amount or not.
SUMMARY1, SUMMARY2,, SUMMARY10	Indicates whether the charge should be included in the summary line or not.
SHOW ON BILL1, SHOW ON BILL2,, SHOW ON BILL10	Indicates whether the charge should appear on the person's printed bill or not.
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Displays the distribution code which indicates the GL account associated with the charge.

Column Name	Column Description
CHARTYPE1, CHARTYPE2,, CHARTYPE10	Indicates the characteristic that must be defined for the billable charge.
CHARVAL1, CHARVAL2,, CHARVAL10	Displays the value of the characteristic type.

Note:

If you have defined business labels for usage data fields, the columns will appear with the business labels defined for the respective column.

Only those columns that contain data in the CSV file appear in the **Usage Data** screen. For example, if information about characteristics is provided in the CHARTYPE4 and CHARVAL4 columns of the CSV file, then only the CHARTYPE4 and CHARVAL4 columns appear in the **Usage Data** screen. Similarly, if information about the line item (charge) is provided in the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, and GL DISTRIBUTION CODE 6 columns of the CSV file, then only the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, AND GL DISTRIBUTION CODE 6 columns appear in the **Usage Data** screen.

Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

- View the invalid records of the usage data file in the **Usage Data** screen.
- If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

- If required, you can click the **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) buttons to navigate between pages.
- If required, you can filter the invalid records in the **Usage Data** screen.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to filter the usage records	Filtering Usage Records on page 790

Viewing Submitted Records of a Usage Data File**Procedure**

To view submitted records of a usage data file:

- Search for the usage data file in the **Usage Data Processing** screen.

- In the **Search Results** section, click the link in the **Submitted** column corresponding to the usage data file whose submitted records you want to view.

The **Usage Data** screen appears. It contains the following two sections:

- Search Criteria** — This section allows you to filter the submitted records based on the various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Displays the name of the usage data file.	Not applicable
File Type	Indicates the type of the usage data file.	Not applicable
Default Usage Start Date	Displays the usage start date entered while uploading the usage data file.	Not applicable
Default Usage End Date	Displays the usage end date entered while uploading the usage data file.	Not applicable
Usage Record Status	Indicates that all records submitted for approval are displayed in the Usage Data screen.	Not applicable
Division	Used to specify the division to which the submitted record belongs.	No
Account Identifier Type	Used to specify the identifier type based on which you want to search for the submitted records.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to enter the account identifier type.
Account Identifier	Used to indicate the account whose submitted records you want to view.	Yes (Conditional) Note: If you enter the account identifier type as a search criteria, you have to enter the account identifier.

- Search Results** — By default, all submitted records of the usage data file are listed in the **Search Results** section. You can filter the search results based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
BILLABLE CHARGE ID	Indicates the billable charge which is generated for the usage record.
ACCOUNT ID TYPE	Indicates the account identifier type.
ACCOUNT IDENTIFIER	Indicates the account to which the usage record belongs.
ACCOUNT INFORMATION	Displays information about the account.
DIVISION	Indicates the division to which the usage record belongs.
CONTRACT ID	Displays the contract ID. Note: This column appears only if usage data files are uploaded for the insurance module.

Column Name	Column Description
CHARGE TYPE	Indicates the charge type. Note: This column appears only if usage data files are uploaded for the insurance module.
START DATE	Displays the date from when the price item was used. Note: If the start date is not available, the default usage start date appears in this column.
END DATE	Displays the date till when the price item was used. Note: If the end date is not available, the default usage end date appears in this column.
DESCRIPTION	Displays the description of the usage record. It is shown on the billable charge.
PRICE ITEM	Displays the price item code.
VARIANCE	Indicates the variance that must be used along with the price item for determining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Indicates the price item parameter that must be used along with the price item for determining the price item pricing. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Displays the value of the price item parameter. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
SQI1, SQI2,, SQI10	Indicates the service quantity identifier that must be used for calculating the price item charges.
SQIVALUE1, SQIVALUE2,, SQIVALUE10	Displays the number of units of the service quantity.
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Displays the description of the line item (charge).
AMOUNT1, AMOUNT2,, AMOUNT10	Displays the charge amount.
CURRENCY1, CURRENCY2,, CURRENCY10	Displays the currency in which the amount is charged.





Column Name	Column Description
MEMO ONLY1, MEMO ONLY2,, MEMO ONLY10	Indicates whether the charge should be included in the bill amount or not.
SUMMARY1, SUMMARY2,, SUMMARY10	Indicates whether the charge should be included in the summary line or not.
SHOW ON BILL1, SHOW ON BILL2,, SHOW ON BILL10	Indicates whether the charge should appear on the person's printed bill or not.
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Displays the distribution code which indicates the GL account associated with the charge.
CHARTYPE1, CHARTYPE2,, CHARTYPE10	Indicates the characteristic that must be defined for the billable charge.
CHARVAL1, CHARVAL2,, CHARVAL10	Displays the value of the characteristic type.

Note:

If you have defined business labels for usage data fields, the columns will appear with the business labels defined for the respective column.





Only those columns that contain data in the CSV file appear in the **Usage Data** screen. For example, if information about characteristics is provided in the CHARTYPE4 and CHARVAL4 columns of the CSV file, then only the CHARTYPE4 and CHARVAL4 columns appear in the **Usage Data** screen. Similarly, if information about the line item (charge) is provided in the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, and GL DISTRIBUTION CODE 6 columns of the CSV file, then only the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, AND GL DISTRIBUTION CODE 6 columns appear in the **Usage Data** screen.

Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** () , **Previous** () , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

3. View the submitted records of the usage data file in the **Usage Data** screen.
4. If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

5. If required, you can click the **First** () , **Previous** () , **Next** () , and **Last** () buttons to navigate between pages.
6. If required, you can filter the submitted records in the **Usage Data** screen.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to filter the usage records	Filtering Usage Records on page 790

Viewing Processed Records of a Usage Data File

Procedure

To view processed records of a usage data file:

1. Search for the usage data file in the **Usage Data Processing** screen.
2. In the **Search Results** section, click the link in the **Processed** column corresponding to the usage data file whose processed records you want to view.

The **Usage Data** screen appears. It contains the following two sections:

- **Search Criteria** — This section allows you to filter the processed records based on the various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Displays the name of the usage data file.	Not applicable
File Type	Indicates the type of the usage data file.	Not applicable
Default Usage Start Date	Displays the usage start date entered while uploading the usage data file.	Not applicable
Default Usage End Date	Displays the usage end date entered while uploading the usage data file.	Not applicable
Usage Record Status	Indicates that all processed records are displayed in the Usage Data screen.	Not applicable
Division	Used to specify the division to which the processed record belongs.	No
Account Identifier Type	Used to specify the identifier type based on which you want to search for the processed records.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to enter the account identifier type.
Account Identifier	Used to indicate the account whose processed records you want to view.	Yes (Conditional) Note: If you enter the account identifier type as a search criteria, you have to enter the account identifier.

- **Search Results** — By default, all processed records of the usage data file are listed in the **Search Results** section. You can filter the search results based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
BILLABLE CHARGE ID	Indicates the billable charge which is generated for the usage record.
ACCOUNT ID TYPE	Indicates the account identifier type.
ACCOUNT IDENTIFIER	Indicates the account to which the usage record belongs.
ACCOUNT INFORMATION	Displays information about the account.
DIVISION	Indicates the division to which the usage record belongs.
CONTRACT ID	Displays the contract ID. Note: This column appears only if usage data files are uploaded for the insurance module.
CHARGE TYPE	Indicates the charge type. Note: This column appears only if usage data files are uploaded for the insurance module.
START DATE	Displays the date from when the price item was used. Note: If the start date is not available, the default usage start date appears in this column.
END DATE	Displays the date till when the price item was used. Note: If the end date is not available, the default usage end date appears in this column.
DESCRIPTION	Displays the description of the usage record. It is shown on the billable charge.
PRICE ITEM	Displays the price item code.
VARIANCE	Indicates the variance that must be used along with the price item for determining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Indicates the price item parameter that must be used along with the price item for determining the price item pricing. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Displays the value of the price item parameter. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
SQI1, SQI2,, SQI10	Indicates the service quantity identifier that must be used for calculating the price item charges.


Column Name	Column Description
SQIVALUE1, SQIVALUE2, SQIVALUE10	Displays the number of units of the service quantity.
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2, BILL LINE DESCRIPTION10	Displays the description of the line item (charge).
AMOUNT1, AMOUNT2, AMOUNT10	Displays the charge amount.
CURRENCY1, CURRENCY2, CURRENCY10	Displays the currency in which the amount is charged.
MEMO ONLY1, MEMO ONLY2, MEMO ONLY10	Indicates whether the charge should be included in the bill amount or not.
SUMMARY1, SUMMARY2, SUMMARY10	Indicates whether the charge should be included in the summary line or not.
SHOW ON BILL1, SHOW ON BILL2, SHOW ON BILL10	Indicates whether the charge should appear on the person's printed bill or not.
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Displays the distribution code which indicates the GL account associated with the charge.
CHARTYPE1, CHARTYPE2, CHARTYPE10	Indicates the characteristic that must be defined for the billable charge.
CHARVAL1, CHARVAL2, CHARVAL10	Displays the value of the characteristic type.




Note:

If you have defined business labels for usage data fields, the columns will appear with the business labels defined for the respective column.

Only those columns that contain data in the CSV file appear in the **Usage Data** screen. For example, if information about characteristics is provided in the CHARTYPE4 and CHARVAL4 columns of the CSV file, then only the CHARTYPE4 and CHARVAL4 columns appear in the **Usage Data** screen. Similarly, if information about the line item (charge) is provided in the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, and GL DISTRIBUTION CODE 6 columns of the CSV file, then only the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, AND GL DISTRIBUTION CODE 6 columns appear in the **Usage Data** screen.





Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** () , **Previous**

() , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

- View the processed records of the usage data file in the **Usage Data** screen.
- If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

- If required, you can click the **First** () , **Previous** () , **Next** () , and **Last** () buttons to navigate between pages.
- If required, you can filter the processed records in the **Usage Data** screen.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to filter the usage records	Filtering Usage Records on page 790

Viewing Cancelled Records of a Usage Data File

Procedure

To view cancelled records of a usage data file:

- Search for the usage data file in the **Usage Data Processing** screen.
- In the **Search Results** section, click the link in the **Cancelled** column corresponding to the usage data file whose cancelled records you want to view.

The **Usage Data** screen appears. It contains the following two sections:

- Search Criteria** — This section allows you to filter the cancelled records based on the various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Displays the name of the usage data file.	Not applicable
File Type	Indicates the type of the usage data file.	Not applicable
Default Usage Start Date	Displays the usage start date entered while uploading the usage data file.	Not applicable
Default Usage End Date	Displays the usage end date entered while uploading the usage data file.	Not applicable
Usage Record Status	Indicates that all cancelled records are displayed in the Usage Data screen.	Not applicable
Division	Used to specify the division to which the cancelled record belongs.	No

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the identifier type based on which you want to search for the cancelled records.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to enter the account identifier type.
Account Identifier	Used to indicate the account whose cancelled records you want to view.	Yes (Conditional) Note: If you enter the account identifier type as a search criteria, you have to enter the account identifier.

- **Search Results** — By default, all cancelled records of the usage data file are listed in the **Search Results** section. You can filter the search results based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
BILLABLE CHARGE ID	Indicates the billable charge which is generated for the usage record. Note: This column appears only if you have cancelled a valid record for which billable charges have been created.
ACCOUNT ID TYPE	Indicates the account identifier type.
ACCOUNT IDENTIFIER	Indicates the account to which the usage record belongs.
ACCOUNT INFORMATION	Displays information about the account.
DIVISION	Indicates the division to which the usage record belongs.
CONTRACT ID	Displays the contract ID. Note: This column appears only if usage data files are uploaded for the insurance module.
CHARGE TYPE	Indicates the charge type. Note: This column appears only if usage data files are uploaded for the insurance module.
START DATE	Displays the date from when the price item was used. Note: If the start date is not available, the default usage start date appears in this column.
END DATE	Displays the date till when the price item was used. Note: If the end date is not available, the default usage end date appears in this column.
DESCRIPTION	Displays the description of the usage record. It is shown on the billable charge.
PRICE ITEM	Displays the price item code.

Column Name	Column Description
VARIANCE	Indicates the variance that must be used along with the price item for determining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Indicates the price item parameter that must be used along with the price item for determining the price item pricing. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Displays the value of the price item parameter. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
SQI1, SQI2,, SQI10	Indicates the service quantity identifier that must be used for calculating the price item charges.
SQIVALUE1, SQIVALUE2,, SQIVALUE10	Displays the number of units of the service quantity.
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Displays the description of the line item (charge).
AMOUNT1, AMOUNT2,, AMOUNT10	Displays the charge amount.
CURRENCY1, CURRENCY2,, CURRENCY10	Displays the currency in which the amount is charged.
MEMO ONLY1, MEMO ONLY2,, MEMO ONLY10	Indicates whether the charge should be included in the bill amount or not.
SUMMARY1, SUMMARY2,, SUMMARY10	Indicates whether the charge should be included in the summary line or not.
SHOW ON BILL1, SHOW ON BILL2,, SHOW ON BILL10	Indicates whether the charge should appear on the person's printed bill or not.
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Displays the distribution code which indicates the GL account associated with the charge.

Column Name	Column Description
CHARTYPE1, CHARTYPE2,, CHARTYPE10	Indicates the characteristic that must be defined for the billable charge.
CHARVAL1, CHARVAL2,, CHARVAL10	Displays the value of the characteristic type.
REASON	Indicates the reason why the usage record was cancelled.
COMMENTS	Displays additional information entered while cancelling a usage record.

Note:

If you have defined business labels for usage data fields, the columns will appear with the business labels defined for the respective column.

Only those columns that contain data in the CSV file appear in the **Usage Data** screen. For example, if information about characteristics is provided in the CHARTYPE4 and CHARVAL4 columns of the CSV file, then only the CHARTYPE4 and CHARVAL4 columns appear in the **Usage Data** screen. Similarly, if information about the line item (charge) is provided in the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, and GL DISTRIBUTION CODE 6 columns of the CSV file, then only the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, AND GL DISTRIBUTION CODE 6 columns appear in the **Usage Data** screen.

Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** (<<<), **Previous** (<), **Next** (>), and **Last** (>>>) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

- View the cancelled records of the usage data file in the **Usage Data** screen.
- If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

- If required, you can click the **First** (<<<), **Previous** (<), **Next** (>), and **Last** (>>>) buttons to navigate *between* pages.
- If required, you can filter the cancelled records in the **Usage Data** screen.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to filter the usage records	Filtering Usage Records on page 790

Viewing Rejected Records of a Usage Data File**Procedure**

To view rejected records of a usage data file:

1. Search for the usage data file in the **Usage Data Processing** screen.
2. In the **Search Results** section, click the link in the **Rejected** column corresponding to the usage data file whose rejected records you want to view.

The **Usage Data** screen appears. It contains the following two sections:

- **Search Criteria** — This section allows you to filter the rejected records based on the various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Displays the name of the usage data file.	Not applicable
File Type	Indicates the type of the usage data file.	Not applicable
Default Usage Start Date	Displays the usage start date entered while uploading the usage data file.	Not applicable
Default Usage End Date	Displays the usage end date entered while uploading the usage data file.	Not applicable
Status	Indicates that all rejected records are displayed in the Usage Data screen.	Not applicable
Division	Used to specify the division to which the rejected record belongs.	No
Account Identifier Type	Used to specify the identifier type based on which you want to search for the rejected records.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to enter the account identifier type.
Account Identifier	Used to indicate the account whose rejected records you want to view.	Yes (Conditional) Note: If you enter the account identifier type as a search criteria, you have to enter the account identifier.

- **Search Results** — By default, all rejected records of the usage data file are listed in the **Search Results** section. You can filter the search results based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
ACCOUNT ID TYPE	Indicates the account identifier type.
ACCOUNT IDENTIFIER	Indicates the account to which the usage record belongs.
ACCOUNT INFORMATION	Displays information about the account.
DIVISION	Indicates the division to which the usage record belongs.

Column Name	Column Description
CONTRACT ID	Displays the contract ID. Note: This column appears only if usage data files are uploaded for the insurance module.
CHARGE TYPE	Indicates the charge type. Note: This column appears only if usage data files are uploaded for the insurance module.
START DATE	Displays the date from when the price item was used. Note: If the start date is not available, the default usage start date appears in this column.
END DATE	Displays the date till when the price item was used. Note: If the end date is not available, the default usage end date appears in this column.
DESCRIPTION	Displays the description of the usage record. It is shown on the billable charge.
PRICE ITEM	Displays the price item code.
VARIANCE	Indicates the variance that must be used along with the price item for determining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
PARAM TYPE 1, PARAM TYPE 2,, PARAM TYPE 15	Indicates the price item parameter that must be used along with the price item for determining the price item pricing. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
PARAM VALUE 1, PARAM VALUE 2,, PARAM VALUE 15	Displays the value of the price item parameter. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
SQI1, SQI2,, SQI10	Indicates the service quantity identifier that must be used for calculating the price item charges.
SQIVALUE1, SQIVALUE2,, SQIVALUE10	Displays the number of units of the service quantity.
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Displays the description of the line item (charge).
AMOUNT1, AMOUNT2,, AMOUNT10	Displays the charge amount.





Column Name	Column Description
CURRENCY 1, CURRENCY 2,, CURRENCY 10	Displays the currency in which the amount is charged.
MEMO ONLY 1, MEMO ONLY 2,, MEMO ONLY 10	Indicates whether the charge should be included in the bill amount or not.
SUMMARY 1, SUMMARY 2,, SUMMARY 10	Indicates whether the charge should be included in the summary line or not.
SHOW ON BILL 1, SHOW ON BILL 2,, SHOW ON BILL 10	Indicates whether the charge should appear on the person's printed bill or not.
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Displays the distribution code which indicates the GL account associated with the charge.
CHARTYPE 1, CHARTYPE 2,, CHARTYPE 10	Indicates the characteristic that must be defined for the billable charge.
CHARVAL 1, CHARVAL 2,, CHARVAL 10	Displays the value of the characteristic type.
REASON	Indicates the reason why the usage record was rejected by the approver.
COMMENTS	Displays additional information entered while rejecting a usage record.

Note:

If you have defined business labels for usage data fields, the columns will appear with the business labels defined for the respective column.





Only those columns that contain data in the CSV file appear in the **Usage Data** screen. For example, if information about characteristics is provided in the CHARTYPE4 and CHARVAL4 columns of the CSV file, then only the CHARTYPE4 and CHARVAL4 columns appear in the **Usage Data** screen. Similarly, if information about the line item (charge) is provided in the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, and GL DISTRIBUTION CODE 6 columns of the CSV file, then only the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, AND GL DISTRIBUTION CODE 6 columns appear in the **Usage Data** screen.

Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** () , **Previous** () , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

3. View the rejected records of the usage data file in the **Usage Data** screen.
4. If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

5. If required, you can click the **First** () , **Previous** () , **Next** () , and **Last** () buttons to navigate between pages.

6. If required, you can filter the rejected records in the **Usage Data** screen.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to filter the usage records	Filtering Usage Records on page 790

Viewing Billed Records of a Usage Data File

Procedure

To view billed records of a usage data file:

1. Search for the usage data file in the **Usage Data Processing** screen.
2. In the **Search Results** section, click the link in the **Billed** column corresponding to the usage data file whose billed records you want to view.

The **Usage Data** screen appears. It contains the following two sections:

- **Search Criteria** — This section allows you to filter the billed records based on the various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Displays the name of the usage data file.	Not applicable
File Type	Indicates the type of the usage data file.	Not applicable
Default Usage Start Date	Displays the usage start date entered while uploading the usage data file.	Not applicable
Default Usage End Date	Displays the usage end date entered while uploading the usage data file.	Not applicable
Usage Record Status	Indicates that all billed records are displayed in the Usage Data screen.	Not applicable
Division	Used to specify the division to which the billed record belongs.	No
Account Identifier Type	Used to specify the identifier type based on which you want to search for the billed records.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to enter the account identifier type.
Account Identifier	Used to indicate the account whose billed records you want to view.	Yes (Conditional) Note: If you enter the account identifier type as a search criteria, you have to enter the account identifier.

- **Search Results** — By default, all billed records of the usage data file are listed in the **Search Results** section. You can filter the search results based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
BILLABLE CHARGE ID	Indicates the billable charge which is generated for the usage record.
ACCOUNT ID TYPE	Indicates the account identifier type.
ACCOUNT IDENTIFIER	Indicates the account to which the usage record belongs.
ACCOUNT INFORMATION	Displays information about the account.
DIVISION	Indicates the division to which the usage record belongs.
CONTRACT ID	Displays the contract ID. Note: This column appears only if usage data files are uploaded for the insurance module.
CHARGE TYPE	Indicates the charge type. Note: This column appears only if usage data files are uploaded for the insurance module.
START DATE	Displays the date from when the price item was used. Note: If the start date is not available, the default usage start date appears in this column.
END DATE	Displays the date till when the price item was used. Note: If the end date is not available, the default usage end date appears in this column.
DESCRIPTION	Displays the description of the usage record. It is shown on the billable charge.
PRICE ITEM	Displays the price item code.
VARIANCE	Indicates the variance that must be used along with the price item for determining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Indicates the price item parameter that must be used along with the price item for determining the price item pricing. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Displays the value of the price item parameter. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .

Column Name	Column Description
SQI1, SQI2,, SQI10	Indicates the service quantity identifier that must be used for calculating the price item charges.
SQIVALUE1, SQIVALUE2,, SQIVALUE10	Displays the number of units of the service quantity.
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Displays the description of the line item (charge).
AMOUNT1, AMOUNT2,, AMOUNT10	Displays the charge amount.
CURRENCY1, CURRENCY2,, CURRENCY10	Displays the currency in which the amount is charged.
MEMO ONLY1, MEMO ONLY2,, MEMO ONLY10	Indicates whether the charge should be included in the bill amount or not.
SUMMARY1, SUMMARY2,, SUMMARY10	Indicates whether the charge should be included in the summary line or not.
SHOW ON BILL1, SHOW ON BILL2,, SHOW ON BILL10	Indicates whether the charge should appear on the person's printed bill or not.
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Displays the distribution code which indicates the GL account associated with the charge.
CHARTYPE1, CHARTYPE2,, CHARTYPE10	Indicates the characteristic that must be defined for the billable charge.
CHARVAL1, CHARVAL2,, CHARVAL10	Displays the value of the characteristic type.

Note:

If you have defined business labels for usage data fields, the columns will appear with the business labels defined for the respective column.

Only those columns that contain data in the CSV file appear in the **Usage Data** screen. For example, if information about characteristics is provided in the CHARTYPE4 and CHARVAL4 columns of the CSV file, then only the CHARTYPE4 and CHARVAL4 columns appear in the **Usage Data** screen. Similarly, if information about the line item (charge) is provided in the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, and GL DISTRIBUTION CODE 6 columns of the CSV file, then only the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, AND GL DISTRIBUTION CODE 6 columns appear in the **Usage Data** screen.

Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

- View the billed records of the usage data file in the **Usage Data** screen.
- If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

- If required, you can click the **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) buttons to navigate between pages.
- If required, you can filter the billed records in the **Usage Data** screen.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to filter the usage records	Filtering Usage Records on page 790

Viewing Unbilled Records of a Usage Data File

Procedure

To view unbilled records of a usage data file:

- Search for the usage data file in the **Usage Data Processing** screen.
- In the **Search Results** section, click the link in the **Unbilled** column corresponding to the usage data file whose unbilled records you want to view.

The **Usage Data** screen appears. It contains the following two sections:

- Search Criteria** — This section allows you to filter the unbilled records based on the various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Name	Displays the name of the usage data file.	Not applicable
File Type	Indicates the type of the usage data file.	Not applicable
Default Usage Start Date	Displays the usage start date entered while uploading the usage data file.	Not applicable
Default Usage End Date	Displays the usage end date entered while uploading the usage data file.	Not applicable
Usage Record Status	Indicates that all unbilled records are displayed in the Usage Data screen.	Not applicable
Division	Used to specify the division to which the unbilled record belongs.	No

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the identifier type based on which you want to search for the unbilled records.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to enter the account identifier type.
Account Identifier	Used to indicate the account whose unbilled records you want to view.	Yes (Conditional) Note: If you enter the account identifier type as a search criteria, you have to enter the account identifier.

- **Search Results** — By default, all unbilled records of the usage data file are listed in the **Search Results** section. You can filter the search results based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
BILLABLE CHARGE ID	Indicates the billable charge which is generated for the usage record.
ACCOUNT ID TYPE	Indicates the account identifier type.
ACCOUNT IDENTIFIER	Indicates the account to which the usage record belongs.
ACCOUNT INFORMATION	Displays information about the account.
DIVISION	Indicates the division to which the usage record belongs.
CONTRACT ID	Displays the contract ID. Note: This column appears only if usage data files are uploaded for the insurance module.
CHARGE TYPE	Indicates the charge type. Note: This column appears only if usage data files are uploaded for the insurance module.
START DATE	Displays the date from when the price item was used. Note: If the start date is not available, the default usage start date appears in this column.
END DATE	Displays the date till when the price item was used. Note: If the end date is not available, the default usage end date appears in this column.
DESCRIPTION	Displays the description of the usage record. It is shown on the billable charge.
PRICE ITEM	Displays the price item code.

Column Name	Column Description
VARIANCE	Indicates the variance that must be used along with the price item for determining the price item pricing. Note: This column appears only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to False .
PARAM TYPE1, PARAM TYPE2,, PARAM TYPE15	Indicates the price item parameter that must be used along with the price item for determining the price item pricing. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
PARAM VALUE1, PARAM VALUE2,, PARAM VALUE15	Displays the value of the price item parameter. Note: These columns appear only when the Multi Price Parameter option type of the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration is set to True .
SQI1, SQI2,, SQI10	Indicates the service quantity identifier that must be used for calculating the price item charges.
SQIVALUE1, SQIVALUE2,, SQIVALUE10	Displays the number of units of the service quantity.
BILL LINE DESCRIPTION1, BILL LINE DESCRIPTION2,, BILL LINE DESCRIPTION10	Displays the description of the line item (charge).
AMOUNT1, AMOUNT2,, AMOUNT10	Displays the charge amount.
CURRENCY1, CURRENCY2,, CURRENCY10	Displays the currency in which the amount is charged.
MEMO ONLY1, MEMO ONLY2,, MEMO ONLY10	Indicates whether the charge should be included in the bill amount or not.
SUMMARY1, SUMMARY2,, SUMMARY10	Indicates whether the charge should be included in the summary line or not.
SHOW ON BILL1, SHOW ON BILL2,, SHOW ON BILL10	Indicates whether the charge should appear on the person's printed bill or not.
GL DISTRIBUTION CODE 1, GL DISTRIBUTION CODE 2,, GL DISTRIBUTION CODE 10	Displays the distribution code which indicates the GL account associated with the charge.

Column Name	Column Description
CHARTYPE1, CHARTYPE2,, CHARTYPE10	Indicates the characteristic that must be defined for the billable charge.
CHARVAL1, CHARVAL2,, CHARVAL10	Displays the value of the characteristic type.

Note:

If you have defined business labels for usage data fields, the columns will appear with the business labels defined for the respective column.

Only those columns that contain data in the CSV file appear in the **Usage Data** screen. For example, if information about characteristics is provided in the CHARTYPE4 and CHARVAL4 columns of the CSV file, then only the CHARTYPE4 and CHARVAL4 columns appear in the **Usage Data** screen. Similarly, if information about the line item (charge) is provided in the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, and GL DISTRIBUTION CODE 6 columns of the CSV file, then only the BILL LINE DESCRIPTION6, AMOUNT6, CURRENCY6, MEMO ONLY6, SUMMARY6, SHOW ON BILL6, AND GL DISTRIBUTION CODE 6 columns appear in the **Usage Data** screen.

Note:

Pagination is used to display limited number of records in the **Search Results** section. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

- View the unbilled records of the usage data file in the **Usage Data** screen.
- If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

- If required, you can click the **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) buttons to navigate between pages.
- If required, you can filter the unbilled records in the **Usage Data** screen.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to filter the usage records	Filtering Usage Records on page 790

Submitting a Valid Record**Procedure**

To submit a valid record:

- Search for the usage data file in the **Usage Data Processing** screen.

2. In the **Search Results** section, click the **Submit** (👉) icon corresponding to the usage data file whose valid records you want to submit.

The system behaves in the following manner when:

- **Billing Method — Adhoc Billing, Approval Workflow — Off, and Bill After Date — Current or Future Date:** A billable charge is created for each valid usage record. The **Adhoc Bill** flag is set to **Y** and the **Bill After Date** is stamped on the billable charge. If the total number of valid records in a usage data file exceeds the transaction limit, a batch job is created using the **Billable Charge Creation (C1-ODBCH)** batch. A message appears indicating the batch job ID. This batch job creates a billable charge for each valid usage record. The status of the usage record is changed to **Processed**.
- **Billing Method — Adhoc Billing, Approval Workflow — On, and Bill After Date — Current or Future Date:** A To Do entry is created for the approver to approve the valid records. The status of the usage record is changed to **Submitted**.
- **Billing Method — Regular Billing, Approval Workflow — Off, and Bill After Date — Specified:** A billable charge is created for each valid usage record. The **Adhoc Bill** flag is set to **N** and the **Bill After Date** is stamped on the billable charge. If the total number of valid records in a usage data file exceeds the transaction limit, a batch job is created using the **Billable Charge Creation (C1-ODBCH)** batch. A message appears indicating the batch job ID. This batch job creates a billable charge for each valid usage record. The status of the usage record is changed to **Processed**. The bills will be generated for the account in the bill cycle in which the bill after date falls.
- **Billing Method — Regular Billing, Approval Workflow — Off, and Bill After Date — Not Specified:** A billable charge is created for each valid usage record. The **Adhoc Bill** flag is set to **N** in the billable charge. If the total number of valid records in a usage data file exceeds the transaction limit, a batch job is created using the **Billable Charge Creation (C1-ODBCH)** batch. A message appears indicating the batch job ID. This batch job creates a billable charge for each valid usage record. The status of the usage record is changed to **Processed**. The bills will be generated for the account based on the bill cycle defined for the account.
- **Billing Method — Regular Billing and Approval Workflow — On:** A To Do entry is created for the approver to approve the valid records. The status of the usage record is changed to **Submitted**.

Note:

You can change the transaction limit, whenever required, using the **On Demand Billing (C1-ODBFC)** feature configuration. For more information on the **Billable Charge Creation (C1-ODBCH)** batch, see *Oracle Revenue Management and Billing Batch Execution Guide*.

If you want to create billable charges for valid usage records where start date is a future date, then ensure that the **Use Calendar Billing** option is set to **Allow Advanced Billing** in the respective contract type.

If a batch job is created automatically, the number of valid records for which billable charges are created in each work unit depends on the value defined for the **Billable Charge Chunk Size** option type in the **On Demand Billing (C1-ODBFC)** feature configuration.

In case an account belongs to an invoicing group, the billable charge is created for the member account and the bill is generated for the master account.

On successful completion of the **Billable Charge Creation (C1-ODBCH)** batch, a To Do entry is created using the **C1-ODBCH To Do** type. You can view this To Do entry only when you are assigned a To Do role which is mapped to the **C1-ODBCH To Do** type. This To Do indicates whether the batch was successfully executed or not. If the batch was successfully executed, it indicates the following:

- Number of records for which billable charges were created
- Number of records for which billable charges could not be created successfully

3. If a batch job is created automatically, click **OK** in the message box.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to set the On Demand Billing (C1-ODBFC) feature configuration	Setting the C1-ODBFC Feature Configuration on page 1718

Approving a Valid Record

You can view the number of records which are pending for approval in the **Submitted** column corresponding to the usage data file in the **Usage Data Processing** screen. The approver can review, and accordingly approve or reject the usage record based on the observations.

Note: The system will not allow you to approve or reject a usage record submitted by you.

Procedure

To approve a valid record:

1. Do either of the following:

If you want to...	Then...
Approve the usage record from the Usage Data Processing screen	<ol style="list-style-type: none"> 1. Search for the usage data file in the Usage Data Processing screen. 2. In the Search Results section, click the Approve (✓) icon corresponding to the usage data file whose records you want to review.
Approve the usage record from the To Do List screen	<ol style="list-style-type: none"> 1. From the Main Menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 2. Select the type of To Do entries you want to view. The To Do List screen appears. 3. Select Open from the Filter by list to view all unassigned To Dos. 4. Click the Submitted Message link corresponding to the To Do entry whose records you want to review.

The **Usage Data** screen appears.

2. Review the usage records which you want approve or reject.
3. Do either of the following:

If you want to...	Then...
Approve one or more usage records	<ol style="list-style-type: none"> 1. If the usage record is accurate, then select the check box corresponding to the usage record. 2. Click Approve.

If you want to...	Then...
	<p>The system behaves in the following manner when:</p> <ul style="list-style-type: none"> • Billing Method — Adhoc Billing and Bill After Date — Current or Future Date: A billable charge is created for each valid record which is approved. The Adhoc Bill flag is set to Y and the Bill After Date is stamped on the billable charge. The status of the usage record is changed to Processed. • Billing Method — Regular Billing and Bill After Date — Specified: A billable charge is created for each valid record which is approved. The Adhoc Bill flag is set to N and the Bill After Date is stamped on the billable charge. The status of the usage record is changed to Processed. The bills will be generated for the account in the bill cycle in which the bill after date falls. • Billing Method — Regular Billing and Bill After Date — Not Specified: A billable charge is created for each valid record which is approved. The Adhoc Bill flag is set to N in the billable charge. The status of the usage record is changed to Processed. The bills will be generated for the account based on the bill cycle defined for the account.
Approve all usage records	<p>1. Click Approve All.</p> <p>The system behaves in the following manner when:</p> <ul style="list-style-type: none"> • Billing Method — Adhoc Billing and Bill After Date — Current or Future Date: A billable charge is created for each valid record which is approved. The Adhoc Bill flag is set to Y and the Bill After Date is stamped on the billable charge. If the total number of records that you want to approve exceeds the transaction limit, a batch job is created using the Billable Charge Creation (C1-ODBCH) batch. A message appears indicating the batch job ID. This batch job creates a billable charge for each valid usage record. The status of the usage record is changed to Processed. • Billing Method — Regular Billing and Bill After Date — Specified: A billable charge is created for each valid record which is approved. The Adhoc Bill flag is set to N and the Bill After Date is stamped on the billable charge. If the total number of records that you want to approve exceeds the transaction limit, a batch job is created using the Billable Charge Creation (C1-ODBCH) batch. A message appears indicating the batch job ID. This batch job creates a billable charge for each valid usage record. The status of the usage record is

If you want to...	Then...
	<p>changed to Processed. The bills will be generated for the account in the bill cycle in which the bill after date falls.</p> <ul style="list-style-type: none"> • Billing Method — Regular Billing and Bill After Date — Not Specified: A billable charge is created for each valid record which is approved. The Adhoc Bill flag is set to N in the billable charge. If the total number of records that you want to approve exceeds the transaction limit, a batch job is created using the Billable Charge Creation (C1-ODBCH) batch. A message appears indicating the batch job ID. This batch job creates a billable charge for each valid usage record. The status of the usage record is changed to Processed. The bills will be generated for the account based on the bill cycle defined for the account.

Note:

You can change the transaction limit, whenever required, using the **On Demand Billing (C1-ODBFC)** feature configuration. For more information on the **Billable Charge Creation (C1-ODBCH)** batch, see *Oracle Revenue Management and Billing Batch Execution Guide*.

If you want to create billable charges for approved records where start date is a future date, then ensure that the **Use Calendar Billing** option is set to **Allow Advanced Billing** in the respective contract type.

If a batch job is created automatically, the number of approved records for which billable charges are created in each work unit depends on the value defined for the **Billable Charge Chunk Size** option type in the **On Demand Billing (C1-ODBFC)** feature configuration.

In case an account belongs to an invoicing group, the billable charge is created for the member account and the bill is generated for the master account.

On successful completion of the **Billable Charge Creation (C1-ODBCH)** batch, a To Do entry is created using the **C1-ODBCH To Do** type. You can view this To Do entry only when you are assigned a To Do role which is mapped to the **C1-ODBCH To Do** type. This To Do indicates whether the batch was successfully executed or not. If the batch was successfully executed, it indicates the following:

- Number of records for which billable charges were created
- Number of records for which billable charges could not be created successfully

4. If a batch job is created automatically, click **OK** in the message box.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to set the On Demand Billing (C1-ODBFC) feature configuration	Setting the C1-ODBFC Feature Configuration on page 1718

Rejecting a Valid Record

You can view the number of records which are pending for approval in the **Submitted** column corresponding to the usage data file in the **Usage Data Processing** screen. The approver can review, and accordingly approve or reject the usage record based on the observations.

Note: The system will not allow you to approve or reject a usage record submitted by you.

Procedure

To reject a valid record:

1. Do either of the following:

If you want to...	Then...
Reject the usage record from the Usage Data Processing screen	<ol style="list-style-type: none"> 1. Search for the usage data file in the Usage Data Processing screen. 2. In the Search Results section, click the Approve (👍) icon corresponding to the usage data file whose records you want to review.
Reject the usage record from the To Do List screen	<ol style="list-style-type: none"> 1. From the Main Menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 2. Select the type of To Do entries you want to view. The To Do List screen appears. 3. Select Open from the Filter by list to view all unassigned To Dos. 4. Click the Submitted Message link corresponding to the To Do entry whose records you want to review.

The **Usage Data** screen appears.

2. Review the usage records which you want approve or reject.
3. Do either of the following:

If you want to...	Then...
Reject one or more usage records	<ol style="list-style-type: none"> 1. If the usage record is not appropriate, then select the check box corresponding to the usage record. 2. Click Reject.
Reject all usage records	<ol style="list-style-type: none"> 1. Click Reject All.

The **Rejection Reason** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Reason	Used to indicate the reason why you want to reject the usage record.	Yes
Comments	Used to specify additional information while rejecting the usage record.	Yes

- Select the reason for rejecting the usage record and enter the comments in the respective field.

Note: The **ODB_REJ_RSN_FLG** lookup field values appear in the **Reason** list.

- Click **OK**.

The status of the usage record is changed to **Rejected**. A To Do entry is created for the submitter to include correct or missing data.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745

Canceling a Usage Data File

There might be situations when incorrect usage data file is uploaded in the system. In such case, the system provides you with an ability to cancel the file. Once the usage data file is cancelled, the status of the file and all usage records in the file is changed to **Cancelled**. However, note that you can cancel a usage data file only when there are no records (in other words, zero records) in the **Processed** and **Submitted** statuses.

Procedure

To cancel a usage data file:

- Do either of the following:

If you want to...	Then...
Cancel the usage data file from the Usage Data Processing screen	<ol style="list-style-type: none"> Search for the usage data file in the Usage Data Processing screen. In the Search Results section, click the Cancel (🚫) icon corresponding to the usage data file that you want to cancel.
Cancel the usage data file from the On Demand Billing screen	<ol style="list-style-type: none"> From the Main Menu, select Financial and then click On Demand Billing. The On Demand Billing screen appears. Search for the file group whose usage data file you want to cancel. The search results appears. Click the Broadcast (📡) icon corresponding to the required file group.

If you want to...	Then...
	<p>The Group Files zone appears. The Group Files zone lists the usage data files that are uploaded using the file group.</p> <p>4. Click the Cancel (🚫) icon corresponding to the usage data file that you want to cancel.</p>

A message appears confirming whether you want to cancel the usage data file.

2. Click **OK**.

The **Cancel Reason** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Reason	Used to indicate the reason why you want to cancel the usage data file.	Yes
Comments	Used to specify additional information while cancelling the usage data file.	Yes

3. Select the reason for cancelling the usage data file and enter the comments in the respective field.

Note: The **ODB_CAN_RSN_FLG** lookup field values appear in the **Reason** list.

4. Click **OK**.

The status of the usage data file is changed to **Cancelled**.

Related Topics

For more information on...	See...
How to search for a file group	Searching for a File Group on page 732
How to search for a usage data file	Searching for a Usage Data File on page 745
Group Files zone	Group Files on page 731

Revalidating a Usage Data File

There might be situations when you want to execute the validation process once again on the usage data file. For example, initially when the usage data file was uploaded, accounts didn't have an active contract and therefore the status of the usage records was set to **Invalid**. Later, a contract was created and activated for each account (whose usage records are available in the usage data file). In such case, you need to execute the validation process once again on the usage data file. However, note that when you revalidate a usage data file, only the records in the **Valid** and **Invalid** status are revalidated.

Procedure

To revalidate a usage data file:

1. Search for the usage data file in the **Usage Data Processing** screen.
2. Click the **Revalidate** (📄) icon corresponding to the usage data file on which you want to execute the validation process once again.

The valid and invalid records are revalidated, and accordingly the status of records is changed. A message appears indicating that the validation process has completed successfully.

Note:

If the usage data file size exceeds the file size limit set in the **On Demand Billing (C1-ODBFC)** feature configuration, a batch job is created using the **Upload and Validate Usage Data File (C1-ODFU)** batch. A message appears indicating the batch job ID. This batch job revalidates the usage data file. For more information on the **Upload and Validate Usage Data File (C1-ODFU)** batch, see *Oracle Revenue Management and Billing Batch Execution Guide*.

If a batch job is created automatically, the number of usage records that are revalidated in each work unit depends on the value defined for the **Validation Chunk Size** option type in the **On Demand Billing (C1-ODBFC)** feature configuration.

On successful completion of the **Upload and Validate Usage Data File (C1-ODFU)** batch, a To Do entry is created using the **C1-ODFU To Do** type. You can view this To Do entry only when you are assigned a To Do role which is mapped to the **C1-ODFU To Do** type. This To Do indicates whether the batch was successfully executed or not. If the batch was successfully executed, it indicates the following:

- Number of records which were successfully validated
- Number of records which could not pass through the validation process
- Number of records which failed to validate due to some technical reasons

3. Click **OK** in the message box.

Once a usage record is successfully validated, the status of the usage record is changed to **Valid**. And, if a usage record could not pass through the validation process, the status of the usage record is changed to **Invalid**.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745
How to set the On Demand Billing (C1-ODBFC) feature configuration	Setting the C1-ODBFC Feature Configuration on page 1718

Editing a Valid, Invalid, or Rejected Usage Record

If the usage record validation fails or the approver rejects the usage record due to some reason, the status of the record is changed to **Invalid** or **Rejected**, respectively. You need to then correct the existing data or add the missing data. The system allows you to edit the valid, invalid, and rejected usage records.

Procedure

To edit a valid, invalid or rejected usage record:

1. Search for the usage data file in the **Usage Data Processing** screen.
2. Depending on whether you want to edit a valid, invalid, or rejected record, click the link in the **Valid, Invalid, or Rejected** column corresponding to the usage data file whose records you want to edit.

The **Usage Data** screen appears. The columns in the **Search Results** section are editable.

Note:

In case of rejected records, all columns except the **Reason** and **Comments** columns are editable.

In case of invalid record, the field with incorrect or missing data is highlighted with the red color. This helps to easily identify the reason why the validation process failed.

3. Enter the correct or missing data in the respective field.
4. Click **Save**.

All valid, invalid, or rejected usage records are validated once again. Once the validation process has completed successfully, the status of the records is changed accordingly.

Related Topics

For more information on...	See...
How to search for a usage data file	Searching for a Usage Data File on page 745

Filtering Usage Records

Procedure

To filter records of a usage data file:

1. Search for the usage data file in the **Usage Data Processing** screen.
2. Depending on whether you want to filter total, valid, invalid, submitted, processed, rejected, cancelled, billed, or unbilled usage records, click the link in the respective column corresponding to the usage data file.

The **Usage Data** screen appears.

3. Enter the search criteria based on which you want to filter the records.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

The search results are filtered based on the specified criteria.

Related Topics

For more information on...	See...
How to view all records of a usage data file	Viewing All Records of a Usage Data File on page 751
How to view valid records of a usage data file	Viewing Valid Records of a Usage Data File on page 755
How to view invalid records of a usage data file	Viewing Invalid Records of a Usage Data File on page 758
How to view submitted records of a usage data file	Viewing Submitted Records of a Usage Data File on page 761
How to view processed records of a usage data file	Viewing Processed Records of a Usage Data File on page 765
How to view rejected records of a usage data file	Viewing Rejected Records of a Usage Data File on page 771
How to view cancelled records of a usage data file	Viewing Cancelled Records of a Usage Data File on page 768
How to view billed records of a usage data file	Viewing Billed Records of a Usage Data File on page 775
How to view unbilled records of a usage data file	Viewing Unbilled Records of a Usage Data File on page 778

Chapter 12

Upload Validated Payment Data

Topics:

- [Payment Upload Process](#)
- [Prerequisites](#)
- [CSV File Format](#)
- [Payment Data File Status Transition](#)
- [Payment Record Status Transition](#)
- [Error Messages](#)
- [Payment Upload](#)

Oracle Revenue Management and Billing until now provided you with an ability to interface payments from an external source, such as remittance processor. The system supported two mechanisms to upload payment data — one using which you can populate payment upload staging records and another using which you can populate payment event upload staging records. The system now enables you to validate the payment records before you move them to the staging area. The system provides the pre-staging area where you can upload and validate the payment records. The system provides a user interface which helps you to upload a payment data file in the pre-staging area. It also helps you to perform various tasks, such as:

- Track the status of the payment records and the payment data file
- Move the payment records to the staging area
- Cancel a payment data file
- View the log of a payment data file

You can upload a payment data file in the CSV format. You need to ensure that the CSV file is in the required format; otherwise the file will not be uploaded in the system. For more information about the CSV file format, see [CSV File Format](#) on page 794. At present, the system supports only the CSV file format. This is because the payment data mapping algorithm type shipped with the product is designed to support the CSV format. If you want to use any other file format, you need to define custom mapping algorithm type that supports the required file format.

The file type using which you upload a payment data file indicates the mapping and validation algorithms that you want to use for the payment data file. On uploading a payment data file, the mapping algorithm parses the CSV file and uploads the payments records in the pre-staging area. The validation process starts immediately after the file is uploaded in the system. During the validation process, the system and custom validations (if any) are executed. Once the validation process is complete, you can move the payment records from the pre-staging to staging area. Once the payment records are moved to the staging area, the system creates payment events, tenders, payments and payment segments through a batch process. For more information about the payment upload process, see [Payment Upload Process](#) on page 792.

During the payment upload process, a payment data file and each record of the file goes through various statuses until the payment events and payments are created. For more information about the payment data file and payment record statuses, see [Payment Data File Status Transition](#) on page 796 and [Payment Record Status Transition](#) on page 797, respectively.

Payment Upload Process

The payment upload process includes the following sub-processes:

- [Upload Payment Records in the Pre-Staging Area](#) on page 792
- [Move Payment Records to the Staging Area](#) on page 793
- [Create Payment Events and Payments](#) on page 793

Upload Payment Records in the Pre-Staging Area

Oracle Revenue Management and Billing allows you to validate the payment records before you move them to the staging area. You can upload and validate the payment records in the pre-staging area. You can upload a payment data file in the CSV format. You need to ensure that the CSV file is in the required format; otherwise the file will not be uploaded in the system. For more information about the CSV file format, see [CSV File Format](#) on page 794.

While uploading a payment data file, you need to specify the file type using which you want to upload the payment data file. The file type indicates the mapping and validation algorithms that you want to use for the payment data file. Therefore, while defining a file type using which you want to upload a payment data file, you need to:

- Set the feed type to **Payment Upload Data**
- Attach mapping algorithm which is created using the **C1-CSVUPLPAY** algorithm type
- Attach validation algorithm which is created using the **C1-PUPLVALID** algorithm type

On uploading a payment data file, the mapping algorithm does the following:

1. Validates whether the file is in the CSV format
2. Validates whether at least one payment record is available in the CSV file
3. Parses the flat file in the CSV format and maps the columns in the CSV file to various tables in the database
4. Uploads the payments records in the pre-staging area

The validation process starts immediately after the payment data file is uploaded in the system. During the validation process, the system and custom validations (if any) are executed. The system checks whether:

- The data is available in the **Tender ID, Tender Amount, Payment Amount, Date Received, Bank Account, and Payment Type** columns in the CSV file.
- The data is available in the **Match Type** and **Match Value** columns in the CSV file.
Note: This validation is done only when the **Is Match Type Validation Required (Y/N)** parameter is set to **Y** in the validation algorithm.
- The payee and payor accounts specified in the payment record exists in the system.
- The payee account with the specified account identifier type and account identifier combination exists in the system.
- A valid currency code is specified in the payment record.
Note: If the currency code is not specified, the currency is set to the payor account's invoice currency.
- The payment type (i.e. tender type) specified in the payment record exists in the system.
- The account identifier type specified in the payment record exists in the system.
Note: This validation is done only when the payee account ID is not specified in the payment record.
- The match type specified in the payment record exists in the system.
Note: This validation is done only when the **Is Match Type Validation Required (Y/N)** parameter is set to **Y** in the validation algorithm.
- The characteristic type specified in the payment record exists in the system.

- The characteristic value matches any predefined value when the characteristic value type is set to **Predefined Value**.
- The characteristic value is specified in the payment record when the characteristic type is specified and vice-versa.

You can upload a file by clicking the **Upload** link in the **Payment Upload** screen. On uploading a payment data file, the payment records are copied to the pre-staging area and the status of the payment data file is set to **Pending**. The validation process starts immediately after the payment data file is uploaded in the system. If a payment record is successfully validated, the status of the payment record is set to **Valid**. If a payment record contains incorrect or missing data, the status of the payment record is set to either **Invalid** or **Error** depending on the scenario. For more information about the scenarios when a payment record is set to the **Invalid** or **Error** status, see [Payment Record Status Transition](#) on page 797.

Once the validation process is completed, the status of the payment data file is changed to **Validated**. Once the payment records are uploaded and validated in the pre-staging area, you can do either of the following:

- Move the payment records to the staging area
- Cancel a payment data file
- Replace the existing payment data file

Note: If a payment data file contains an invalid record, you need to correct or add missing data in the CSV file and then upload the file once again. Unless, a payment data file has no invalid records, you cannot move any record of the payment data file to the staging area.

Move Payment Records to the Staging Area

Once the payment records are uploaded and validated in the pre-staging area, you can move the records to the staging area. The system allows you to move only valid and error records of a payment data file to the staging area. If a payment data file contains an invalid record, you cannot move any record of the payment data file to the staging area. In such scenario, you need to correct the invalid payment records and upload the same file once again in the system. In addition, if you have cancelled a payment data file, you cannot move any records (including valid and error records) of the payment data file to the staging area.

You can move the payment records to the staging area by clicking the **Move to Staging** icon corresponding to the payment data file in the **Payment Upload** screen. The **Move to Staging** icon appears only when:

- The status of the payment data file is **Validated**.
- There are no invalid records in the payment data file.
- The **Disable Move to Staging** check box is not selected in the respective file type.

On clicking the **Move to Staging** icon, the payment records are copied (and not moved) from the pre-staging to staging area and the status of the payment data file is changed to **In Staging**. In addition, the status of the payment records in the pre-staging area is changed to **In Staging** and the status of the deposit control, tender control, and payment tender staging records is set to **Pending**. Once you move the payment records to the staging area, you can edit the payment staging records, if required.

Create Payment Events and Payments

Once the payment records are moved to the staging area, the system creates payment events for the payment data file in the background when the **Payment Upload (PUPL)** batch is invoked. You can configure the **Payment Upload (PUPL)** batch such that it is executed at regular intervals. When the **Payment Upload (PUPL)** batch is invoked, the system checks whether there are any deposit control, tender control, payment tender, and payment staging records in the **Pending** status. If there are staging records in the **Pending** status, the system creates the following entities:

- Deposit Control
- Tender Control
- Payment Events

- Payment Tenders
- Payments
- Payment Segments
- Financial Transactions (when the payments are frozen)

The status of the deposit control, tender control, payment tender, and payment staging records is changed to **Complete**. If any error occurs while creating payment event for a payment record, the status of the deposit control, tender control, payment tender, and payment staging records is changed to **Error**. In addition, the status of the payment record in the pre-staging area is changed to **Error in Staging**.

Traditionally, the **Payment Upload (PUPL)** batch considered staging records which are in the **Error** or **Pending** status. If a staging record is in the **Error** status, the system used to reset the status to **Pending** and then further processed the staging record. This system behavior still exists for staging records which are not uploaded through the **Payment Upload** process. If the staging records are uploaded through the **Payment Upload** process, you need to manually correct the staging records and change the status of deposit control, tender control, payment tender, and payment staging records to **Pending**. The corrected staging records will then be processed when the **Payment Upload (PUPL)** batch is invoked at subsequent interval.

Prerequisites

To setup the payment upload process, you need to do the following:

- Define the required match types with the appropriate payment distribution override and manual distribution algorithms.
- Define the required tender types in the system.
- Define the required currency codes in the system.
- Define the required tender sources in the system.
- Define the required characteristic types where the characteristic entity is set to **Payment**.
- Create a mapping algorithm using the **C1-CSVUPLPAY** algorithm type.
- Create a validation algorithm using the **C1-PUPLVALID** algorithm type.
- Define the required file types where the feed type is set to **Payment Upload Data**.
- Assign the **PUPL To Do** type to a To Do role whose users must receive the To Do generated while executing the **Payment Upload (PUPL)** batch.
- Set the batch control type of the **Payment Upload (PUPL)** batch to **Timed** and define the following attributes:
 - Time Interval
 - Timer Active
 - User ID
 - Batch Language
 - Email Address

CSV File Format

Before uploading a payment data file, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
Account ID	Used to specify the payee account ID.	Yes
Match Type	Used to specify the match type using which you want to match the payment.	Yes (Conditional) Note: This data is required when the match value is specified.
Match Value	Used to specify the entity (such as bill, contract, and so on) against which you want to match the payment.	Yes (Conditional) Note: This data is required when the match type is specified.
Tender ID	Used to specify the payment tender ID. Note: If the tender ID is same for two or more payment records, the system will create multiple payments against one tender. In other words, there will be multiple payments which are created through the payment event.	Yes
Tender Amount	Used to specify the tender amount. Note: You must not specify the value less than or equal to 0. The precision specified for the tender amount must not exceed the decimal places defined for the currency in the system.	Yes
Payment Amount	Used to specify the amount paid through the tender. Note: You must not specify the value less than or equal to 0. The precision specified for the payment amount must not exceed the decimal places defined for the currency in the system.	Yes
Date Received	Used to specify the date when the payment is made. Note: You must specify the date in the MM/DD/YYYY format.	Yes
Bank Account	Used to specify the external source ID which is associated with the tender source.	Yes
Payment Type	Used to specify the type of tender through which the payment is made.	Yes
Check Number	Used to specify the check number if the payment is made through check.	No
Currency	Used to specify the currency in which the payment is made. Note: If the currency is not specified, it is set to the payor account's invoice currency.	No

Column Name	Description	Mandatory (Yes or No)
Account ID Type	Used to specify the account identifier type.	Yes (Conditional) Note: This data is required when the account identifier is specified.
Account Identifier	Used to specify the account for which the payment is made.	Yes (Conditional) Note: This data is required when the account identifier type is specified.
Payment Char Type1, Payment Char Type2,, Payment Char Type5	Used to indicate the characteristic that must be defined for the payment.	Yes (Conditional) Note: This data is required when the characteristic value is specified.
Payment Char Value1, Payment Char Value2,, Payment Char Value5	Used to specify the value for the characteristic type.	Yes (Conditional) Note: This data is required when the characteristic type is specified.
MICR ID	Used to specify the MICR code.	No
Payor ID	Used to specify the payor account ID. Note: If the payor account ID is not specified, the payor account ID is set to the payee account ID assuming that the payor and payee are the same.	No

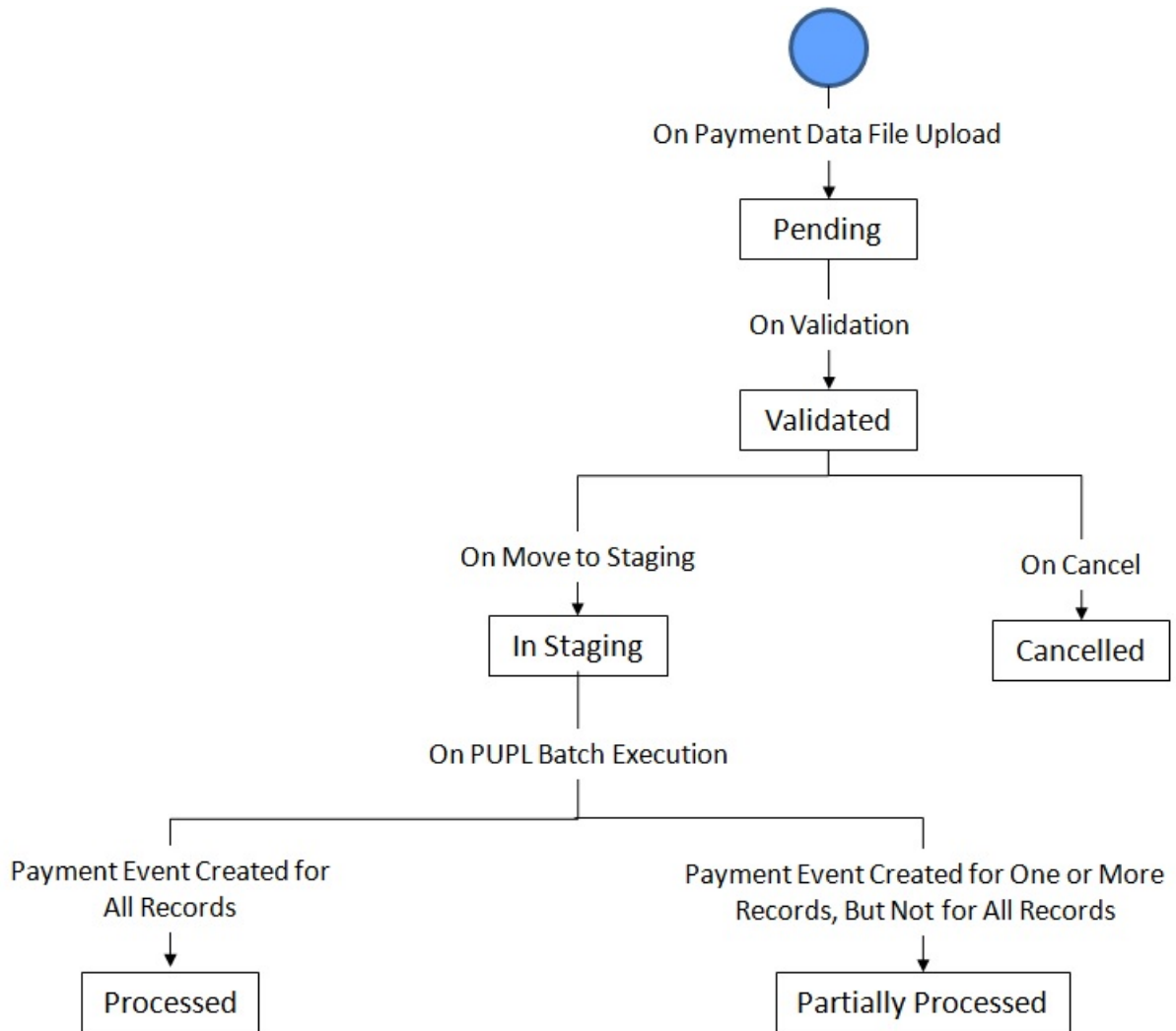
Note:

If a payment data file contains column names other than those mentioned in the above table, the system will not upload the payment data file.

If a payment data file contains more than 1000 payment records, the system will not allow you to upload the payment data file in the system. Therefore, ensure that a payment data file contains less than 1000 payment records.

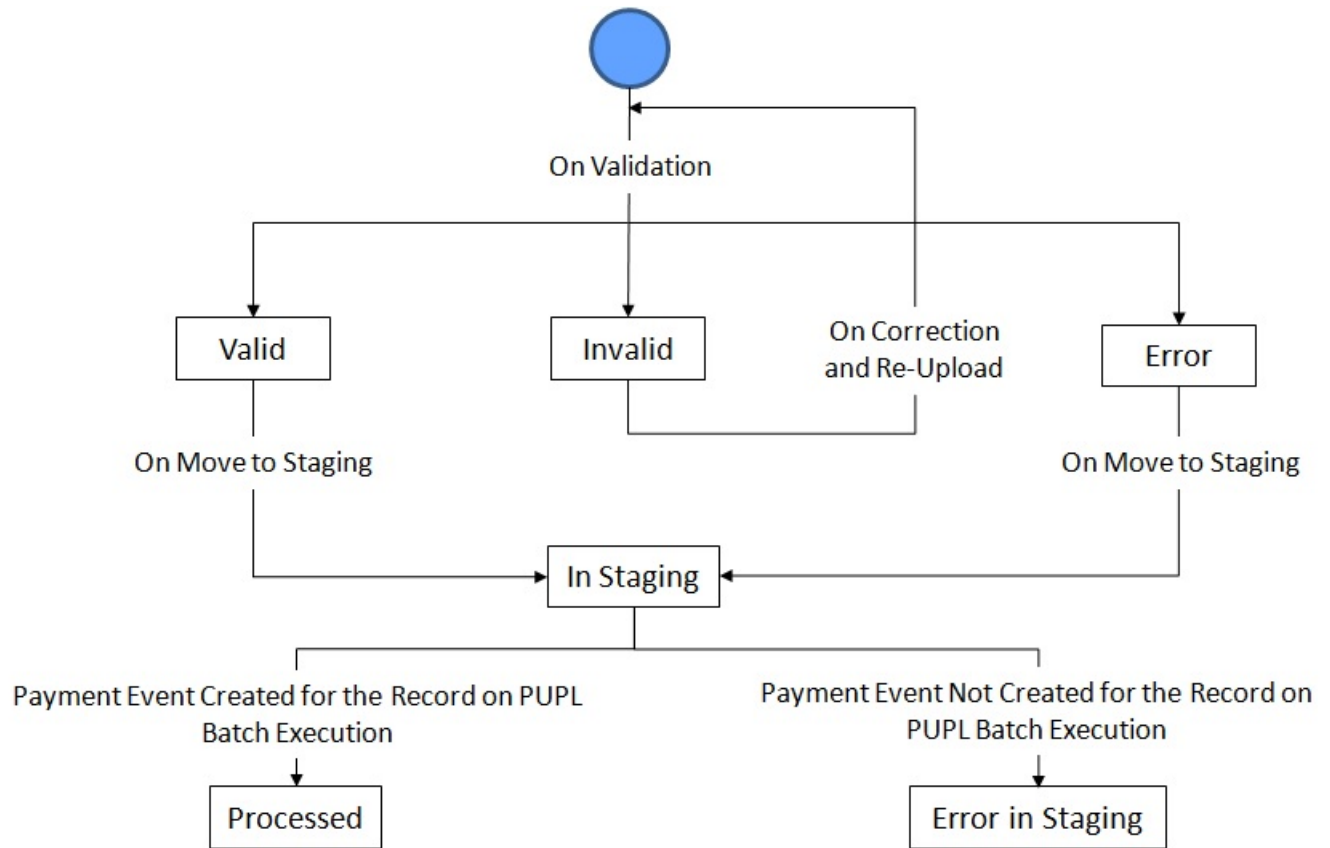
Payment Data File Status Transition

The following figure graphically indicates how a payment data file moves from one status to another during the payment upload process:



Payment Record Status Transition

The following figure graphically indicates how a payment record moves from one status to another during the payment upload process:



The following table lists the scenarios when a payment record is set to **Invalid** or **Error** status:

Scenario	Payment Record Status
The system could not find the payee account ID for a given account identifier type and account identifier combination when the payee account ID is not specified in the payment record.	Invalid
The payee account ID specified in the payment record does not exist in the system.	Invalid
The payee account ID, account identifier type, or account identifier are not specified in the payment record.	Invalid
The match type is not specified in the payment record.	Invalid
The match type specified in the payment record does not exist in the system.	Error
The match value is not specified in the payment record.	Invalid
The currency code does not exist in the system.	Invalid
The tender amount is either zero or not specified in the payment record.	Invalid
The payment amount is either zero or not specified in the payment record.	Invalid
The bank account is not specified in the payment record.	Invalid
The payment type (i.e. tender type) does not exist in the system.	Invalid

Scenario	Payment Record Status
The payment type is not specified in the payment record.	Invalid
The tender ID is not specified in the payment record.	Invalid
The date received is not specified in the payment record.	Invalid
The payor account ID specified in the payment record does not exist in the system.	Invalid
The characteristic type specified in the payment record does not exist in the system.	Invalid
If a characteristic type is specified, but the characteristic value is not specified in the payment record.	Invalid
If a characteristic value is specified, but the characteristic type is not specified in the payment record.	Invalid
The characteristic value does not match any predefined value when the characteristic value type is set to Predefined Value .	Invalid

Note: The system does the match type and match value related validations only when the **Is Match Type Validation Required (Y/N)** parameter is set to **Y** in the validation algorithm.

Error Messages

The following table lists the errors that may occur during the payment upload process. It also indicates how you can resolve these errors.

Message Number	Error Message	Message Category	Possible Issues
80110	File cannot be reuploaded as some records have already been processed.	11111	The possible issues could be: <ul style="list-style-type: none"> You are trying to replace an existing file whose payment records are already moved to the staging area and/or for which payment events are already created.
1463	This file already exists in the system. Please check.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to upload a file which is already uploaded in the system without selecting the Replace Existing File check box.
1465	Please upload a file in the CSV format.	17000	The possible issues could be: <ul style="list-style-type: none"> You are trying to upload a file which is not in the CSV format.
80113	Duplicate Header for column %1 in file.	11111	The possible issues could be: <ul style="list-style-type: none"> The file has two or more columns with the same header.

Message Number	Error Message	Message Category	Possible Issues																																				
80111	Length of value %1 too long for Field %2. Maximum length: %3 Found %4.	11111	<p>The possible issues could be:</p> <ul style="list-style-type: none"> The length of value specified in the column exceeds the maximum field length. The following table lists the maximum length of each field: <table border="1" data-bbox="1091 436 1463 1661"> <thead> <tr> <th data-bbox="1096 443 1317 518">Column Name</th> <th data-bbox="1317 443 1463 518">Maximum Length</th> </tr> </thead> <tbody> <tr> <td data-bbox="1096 518 1317 569">Account ID</td> <td data-bbox="1317 518 1463 569">10</td> </tr> <tr> <td data-bbox="1096 569 1317 619">Match Type</td> <td data-bbox="1317 569 1463 619">8</td> </tr> <tr> <td data-bbox="1096 619 1317 669">Match Value</td> <td data-bbox="1317 619 1463 669">30</td> </tr> <tr> <td data-bbox="1096 669 1317 720">Tender ID</td> <td data-bbox="1317 669 1463 720">12</td> </tr> <tr> <td data-bbox="1096 720 1317 770">Tender Amount</td> <td data-bbox="1317 720 1463 770">15</td> </tr> <tr> <td data-bbox="1096 770 1317 821">Payment Amount</td> <td data-bbox="1317 770 1463 821">15</td> </tr> <tr> <td data-bbox="1096 821 1317 871">Date Received</td> <td data-bbox="1317 821 1463 871">10</td> </tr> <tr> <td data-bbox="1096 871 1317 921">Bank Account</td> <td data-bbox="1317 871 1463 921">30</td> </tr> <tr> <td data-bbox="1096 921 1317 972">Payment Type</td> <td data-bbox="1317 921 1463 972">4</td> </tr> <tr> <td data-bbox="1096 972 1317 1022">Check Number</td> <td data-bbox="1317 972 1463 1022">10</td> </tr> <tr> <td data-bbox="1096 1022 1317 1073">Currency</td> <td data-bbox="1317 1022 1463 1073">3</td> </tr> <tr> <td data-bbox="1096 1073 1317 1123">Account ID Type</td> <td data-bbox="1317 1073 1463 1123">8</td> </tr> <tr> <td data-bbox="1096 1123 1317 1207">Account Identifier</td> <td data-bbox="1317 1123 1463 1207">30</td> </tr> <tr> <td data-bbox="1096 1207 1317 1383">Payment Char Type1, Payment Char Type2,, Payment Char Type5</td> <td data-bbox="1317 1207 1463 1383">8</td> </tr> <tr> <td data-bbox="1096 1383 1317 1560">Payment Char Value1, Payment Char Value2,, Payment Char Value5</td> <td data-bbox="1317 1383 1463 1560">254</td> </tr> <tr> <td data-bbox="1096 1560 1317 1610">MICR ID</td> <td data-bbox="1317 1560 1463 1610">30</td> </tr> <tr> <td data-bbox="1096 1610 1317 1661">Payor ID</td> <td data-bbox="1317 1610 1463 1661">10</td> </tr> </tbody> </table>	Column Name	Maximum Length	Account ID	10	Match Type	8	Match Value	30	Tender ID	12	Tender Amount	15	Payment Amount	15	Date Received	10	Bank Account	30	Payment Type	4	Check Number	10	Currency	3	Account ID Type	8	Account Identifier	30	Payment Char Type1, Payment Char Type2,, Payment Char Type5	8	Payment Char Value1, Payment Char Value2,, Payment Char Value5	254	MICR ID	30	Payor ID	10
Column Name	Maximum Length																																						
Account ID	10																																						
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Tender ID	12																																						
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Payment Amount	15																																						
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Payment Char Value1, Payment Char Value2,, Payment Char Value5	254																																						
MICR ID	30																																						
Payor ID	10																																						

Message Number	Error Message	Message Category	Possible Issues
80085	Invalid value for column: % 1.	11111	<p>The possible issues could be:</p> <ul style="list-style-type: none"> • The payee account ID specified in the payment record does not exist in the system. • The match type specified in the payment record does not exist in the system. • The currency code does not exist in the system. • The account identifier type specified in the payment record does not exist in the system. • The tender amount is either zero or not specified in the payment record. • The payment amount is either zero or not specified in the payment record. • The bank account is not specified in the payment record. • The payment type (i.e. tender type) does not exist in the system. • The tender ID is not specified in the payment record. • The date received is not specified in the payment record. • The characteristic type specified in the payment record does not exist in the system. • The payor account ID specified in the payment record does not exist in the system.
80100	Invalid Account Identifier and Account Identifier Type code combination.	11111	<p>The possible issues could be:</p> <ul style="list-style-type: none"> • The system could not find the payee account ID for a given account identifier type and account identifier combination when the payee account ID is not specified in the payment record.

Message Number	Error Message	Message Category	Possible Issues
80086	%1 has more decimal positions than currency code %2 supports (%3).	11111	The possible issues could be: <ul style="list-style-type: none"> The precision specified for the tender amount exceeds the decimal places defined for the currency in the system. The precision specified for the payment amount exceeds the decimal places defined for the currency in the system.
13601	Tender Source does not exist for External Source ID (%1)	11	The possible issues could be: <ul style="list-style-type: none"> The tender source does not exist for the external source ID in the system.
13603	Deposit control (%1/%2) Deposit Amount is not equal to sum of Tender Amounts	11	The possible issues could be: <ul style="list-style-type: none"> The sum of tender control staging amount does not match the deposit control staging amount.
13604	Deposit Control (%1/%2) Tender count does not equal the number of Tender controls	11	The possible issues could be: <ul style="list-style-type: none"> The number of tender control staging records does not match the total tender controls specified in the deposit control staging record.
13605	Tender control (%1/%2/%3) Total Tender Amount not equal to sum of Tender Amounts	11	The possible issues could be: <ul style="list-style-type: none"> The sum of payment tender staging amount does not match the total tender amount specified in tender control staging record.
13606	Tender control (%1/%2/%3) tender count does not equal the number of Tenders	11	The possible issues could be: <ul style="list-style-type: none"> The number of payment tender staging records does not match the total number of tenders specified in the tender control staging record.
13607	Suspense Contract does not exist for External Source ID (%1)	11	The possible issues could be: <ul style="list-style-type: none"> The suspense contract is not defined for the tender source.
13608	Many Tender Sources found for External Source ID (%1)	11	The possible issues could be: <ul style="list-style-type: none"> There are multiple tender sources in the system with the same external source ID.

Message Number	Error Message	Message Category	Possible Issues
13701	Pay Tender (%1/%2/%3/%4) Amount not equal to sum of Pay Amounts	11	The possible issues could be: <ul style="list-style-type: none"> The sum of payment staging amount does not match the total amount specified in payment tender staging record.
13705	Payment (%1/%2/%3/%4) Person ID (%5) exists on multiple accounts.	11	The possible issues could be: <ul style="list-style-type: none"> There are multiple payment records having contracts with the same old account ID but their payee account ID is different.
80194	File has no records to upload	11111	The possible issues could be: <ul style="list-style-type: none"> You are trying to upload a file without any payment records.
80195	Incorrect header: %1	11111	The possible issues could be: <ul style="list-style-type: none"> One or more column names in the payment data file are incorrect.
80196	Maximum file name size allowed is 60 characters	11111	The possible issues could be: <ul style="list-style-type: none"> The file name contains more than 60 characters.
80199	Missing value for column %1	11111	The possible issues could be: <ul style="list-style-type: none"> The match type is not specified in the payment record. The match value is not specified in the payment record. The payment type is not specified in the payment record.

Payment Upload

The **Payment Upload** screen allows you to search for a payment data file using various search criteria. Through this screen, you can:

- Upload a payment data file
- Cancel a payment data file
- View the records uploaded through a payment data file
- View the log of a payment data file
- Move the payment records to the staging area
- Edit a payment staging record
- Replace an existing payment data file
- View the reasons why the payment record is in the **Error** or **Invalid** status

This screen consists of the following zones:

- [Search Payment Data File](#) on page 804
- [Payment Data Records](#) on page 806
- [Payment Data File Log](#) on page 807

Search Payment Data File

The **Search Payment Data File** zone allows you to search for a payment data file which is uploaded and/or processed in the system. This zone contains the following two sections:



- **Search Criteria** — The **Search Criteria** section contains the following fields:


Field Name	Field Description	Mandatory (Yes or No)
File Name	Used to search a particular payment data file.	No
User ID	Used to search payment data files which are uploaded by a particular user.	No
Upload From Date	Used to search payment data files which are uploaded from a particular date onwards. Note: By default, the date is set to the current date minus 7 days. You can change the date, if required.	No
To	Used to search payment data files which are uploaded till a particular date. Note: By default, the date is set to the current date. You can change the date, if required.	No
File Type	Used to search payment data files which are uploaded using a particular file type.	No
File Status	Used to search payment data files with a particular status. The valid values are: <ul style="list-style-type: none"> • Cancelled • In Staging • Partially Processed • Pending • Processed • Validated 	No

Note: You must specify at least one search criterion while searching for a payment data file.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
File Name	Displays the name of the payment data file.
File Type	Indicates the type of the payment data file.
Upload Date	Displays the date and time when the payment data file was uploaded in the system.

Column Name	Column Description
Status	Indicates the status of the payment data file. The valid values are: <ul style="list-style-type: none"> Cancelled In Staging Partially Processed Pending Processed Validated
Total	Displays the total number of records that are uploaded through the payment data file.
Valid	Displays the number of records which are successfully validated in the system.
Invalid	Displays the number of records which could not pass through the validation process in the system.
Error	Displays the number of records where the data is incorrect.
In Staging	Displays the number of records which are copied from the pre-staging to staging area.
Processed	Displays the number of records for which payment events are created.
Staging Error	Displays the number of records for which payment events could not be created.
Cancel	On clicking the Cancel () icon, you can cancel the payment data file. Note: The Cancel icon appears only when the status of the payment data file is Validated . In other words, you cannot cancel a payment data file when its records are moved to the staging area or when the payment events are created for the payment data file.
Move to Staging	On clicking the Move to Staging () icon, you can move the valid and error records of the payment data file to the staging area. Note: The Move to Staging icon appears only when: <ul style="list-style-type: none"> The status of the payment data file is Validated. There are no invalid records in the payment data file. The Disable Move to Staging check box is not selected in the respective file type.

You can upload a payment data file by clicking the **Upload** link in the upper right corner of this zone. On clicking the **Broadcast** () icon corresponding to the payment data file, the **Payment Data Records** and **Payment Data File Log** zones appear.

Related Topics

For more information on...	See...
Payment Upload screen	Payment Upload on page 803
How to upload a payment data file	Uploading a Payment Data File on page 808
How to search for a payment data file	Searching for a Payment Data File on page 808

For more information on...	See...
How to cancel a payment data file	Cancelling a Payment Data File on page 811
How to replace an existing payment data file	Replacing an Existing File on page 810
How to move the payment records to the staging area	Moving the Payment Records to the Staging Area on page 811
How to edit a payment staging record	Editing a Payment Staging Record on page 812
How to view the records of a payment data file	Viewing the Records of a Payment Data File on page 812
How to view the log of a payment data file	Viewing the Log of a Payment Data File on page 813

Payment Data Records

The **Payment Data Records** zone lists the records of the payment data file. This zone contains the following columns:

Column Name	Column Description
Payor Account ID	Indicates the account which made the payment.
Payee Account ID	Indicates the account for which the payment was made.
Match Type	Indicates the match type using which the payment must be matched.
Match Value	Indicates the entity (such as bill, contract, and so on) against which the payment must be matched.
Pay Tender ID	Displays the payment tender ID.
Tender Amount	Displays the tender amount.
Payment Amount	Displays the amount paid through the tender.
Currency	Indicates the currency in which the payment was made.
Date Received	Displays the date when the payment was made.
Bank Account	Displays the bank account from which the payment was made.
Tender Type	Indicates the type of tender through which the payment was made.
Check Number	Displays the check number if the payment was made through check.
MICR ID	Displays the MICR code.
Status	Indicates the status of the payment record. The valid values are: <ul style="list-style-type: none"> • Valid • Invalid • Error • In Staging • Processed • Error in Staging

Column Name	Column Description
Payment Information Event	Displays information about the payment event which is created for the payment record. Note: It has a link. On clicking the link, the Payment Event screen appears with the details of the respective payment event. The data appears in this column only when the status of the payment record is Processed .
Payment Staging Record	On clicking the Edit (✎) icon, the Payment Upload Staging screen appears where you can edit the details of the payment staging record. Note: The Edit icon appears only when the status of the payment record is In Staging .
Error Message	On clicking the View (📄) icon, the Error Messages window appears where you can view the reasons why the status of the payment record is Invalid or Error . Note: The View icon appears only when the status of the payment record is Error or Invalid .

Note: Pagination is used to display limited number of records in the **Payment Data Records** zone. By default, 20 records are displayed in this zone. You can use the navigation links, such as **Previous** and **Next** to navigate between pages.

By default, the **Payment Data Records** zone does not appear in the **Payment Upload** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the payment data file in the **Search Payment Data File** zone.

Related Topics

For more information on...	See...
How to view the records of a payment data file	Viewing the Records of a Payment Data File on page 812
How to view the reasons why the status of the payment record is Invalid or Error	Viewing the Error Messages on page 813

Payment Data File Log

The **Payment Data File Log** zone lists the complete trail of actions performed on the payment data file. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the payment data file.
Log Details	Displays the details about the action performed on the payment data file.
User	Indicates the user who has performed the action on the payment data file.

By default, the **Payment Data File Log** zone does not appear in the **Payment Upload** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the payment data file in the **Search Payment Data File** zone.

Related Topics

For more information on...	See...
How to view the log of a payment data file	Viewing the Log of a Payment Data File on page 813

Searching for a Payment Data File

Prerequisites

To search for a payment data file, you should have:

- File types defined in the application (where the feed type is set to Payment Upload Data)

Procedure

To search for a payment data file:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Financial** and then click **Payment Upload**.

The **Payment Upload** screen appears.

3. Enter the search criteria in the **Search Payment Data File** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of payment data files that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Payment Upload screen	Payment Upload on page 803
Search Payment Data File zone	Search Payment Data File on page 804

Uploading a Payment Data File

Prerequisites

To upload a payment data file, you should have:

- File types defined in the application (where the feed type is set to Payment Upload Data)
- Payment data in the required CSV file format

Procedure

To upload a payment data file:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Financial** and then click **Payment Upload**.

The **Payment Upload** screen appears.

3. Click the **Upload** link in the upper right corner of the **Search Payment Data File** zone.

The **Upload Payment Data File** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
File Type	Used to indicate the type of payment data file. Note: The list includes only those file types where the feed type is set to Payment Upload Data .	Yes
File Name	Used to specify the name and path of the payment data file that you want to upload. Note: You can also click the Browse button corresponding to this field to browse to the location where the payment data file is available in the system.	Yes
Replace Existing File	Used to indicate whether you want to replace any existing file in the system. You must select this check box when you want to upload the same file once again.	No

4. Select the type of payment data file from the **File Type** list.

5. Click the **Browse** button corresponding to the **File Name** field.

The **Choose File to Upload** dialog box appears.

6. Browse to the location where the payment data file that you want to upload is available.

7. Click **Open**.

The payment data file name and path appears in the **File Name** field.

8. Click **Upload**.

A message appears indicating that the payment data file is uploaded successfully. If an error occurs while parsing, the payment data file is not uploaded in the system.

Note: If a payment data file contains more than 1000 payment records, the system will not allow you to upload the payment data file in the system. Therefore, ensure that a payment data file contains less than 1000 payment records.

9. Click **OK** in the message box.

On uploading the payment data file, the payment records are copied to the pre-staging area and the status of the payment data file is set to **Pending**. The validation process starts immediately after the payment data file is uploaded in the system. If a payment record is successfully validated, the status of the payment record is set to **Valid**. If a payment record contains incorrect or missing data, the status of the payment record is set to either **Invalid** or **Error** depending on the scenario. For more information about the scenarios when a payment record is set to the **Invalid** or **Error** status, see [Payment Record Status Transition](#) on page 797.

Once the validation process is completed, the status of the payment data file is changed to **Validated**. If a payment data file contains an invalid record, you need to correct or add missing data in the CSV file and then upload the file once again. Unless, a payment data file has no invalid records, you cannot move any record of the payment data file to the staging area.

Related Topics

For more information on...	See...
Payment Upload screen	Payment Upload on page 803
Search Payment Data File zone	Search Payment Data File on page 804

Replacing an Existing File

Prerequisites

To replace an existing payment data file, you should have:

- File types defined in the application (where the feed type is set to Payment Upload Data)
- Payment data in the required CSV file format

Procedure

To replace an existing payment data file:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Financial** and then click **Payment Upload**.

The **Payment Upload** screen appears.

3. Click the **Upload** link in the upper right corner of the **Search Payment Data File** zone.

The **Upload Payment Data File** screen appears.

4. Select the type of payment data file from the **File Type** list.

5. Click the **Browse** button corresponding to the **File Name** field.

The **Choose File to Upload** dialog box appears.

6. Browse to the location where the payment data file that you want to upload is available.

7. Click **Open**.

The payment data file name and path appears in the **File Name** field.

8. Select the **Replace Existing File** check box.

Note: You can replace an existing file only when the payment data file is in the **Validated** status. In other words, you cannot replace a file whose payment records are already moved to the staging area and/or for which payment events are already created.

9. Click **Upload**.

A message appears indicating that the payment data file is uploaded successfully. If an error occurs while parsing, the payment data file is not uploaded in the system.

10. Click **OK** in the message box.

Once the payment data file is successfully uploaded, the status of the payment data file is set to **Pending**. The validation process starts immediately after the payment data file is uploaded in the system. If a payment record is successfully validated, the status of the payment record is changed to **Valid**. If a payment record contains incorrect or missing data, the status of the payment record is changed to either **Invalid** or **Error** depending on the scenario. For more information about the scenarios when a payment record is set to the **Invalid** or **Error** status, see [Payment Record Status Transition](#) on page 797. You can view the details of the uploaded payment data file and its records in the **Payment Upload** screen.

Once the validation process is completed, the payment records are copied to the pre-staging area and the status of the payment data file is changed to **Validated**. If a payment data file contains an invalid record, you need to correct or add missing data in the CSV file and then upload the file once again. Unless, a payment data file has no invalid records, you cannot move any record of the payment data file to the staging area.

Related Topics

For more information on...	See...
Payment Upload screen	Payment Upload on page 803
Search Payment Data File zone	Search Payment Data File on page 804

Canceling a Payment Data File

There might be situations when incorrect payment data file is uploaded in the system. In such case, the system provides you with an ability to cancel the file. However, note that you can cancel a payment data file only when it is in the **Validated** status. In other words, you cannot cancel a payment data file when its records are moved to the staging area or when the payment events are created for the payment data file.

Procedure

To cancel a payment data file:

1. Search for the payment data file in the **Payment Upload** screen.
2. In the **Search Results** section, click the **Cancel** (🚫) icon in the **Cancel** column corresponding to the payment data file that you want to cancel.

A message appears confirming whether you want to cancel the payment data file.

Note: The **Cancel** icon appears only when the status of the payment data file is **Validated**.

3. Click **OK**.

The status of the payment data file is changed to **Cancelled**.

Related Topics

For more information on...	See...
How to search for a payment data file	Searching for a Payment Data File on page 808

Moving the Payment Records to the Staging Area

Procedure

To move the payment records to the staging area:

1. Search for the payment data file in the **Payment Upload** screen.
2. In the **Search Results** section, click the **Move to Staging** (📁) icon in the **Move to Staging** column corresponding to the payment data file whose records you want to move to the staging area.

A message appears confirming whether you want to move all payment records to the payment upload staging area.

Note:

The **Move to Staging** icon appears only when:

- The status of the payment data file is **Validated**.
- There are no invalid records in the payment data file.
- The **Disable Move to Staging** check box is not selected in the respective file type.

The system allows you to move only valid and error records of a payment data file to the staging area. If a payment data file contains an invalid record, you cannot move any record of the payment data file to the staging area.

3. Click **OK** in the message box.

A message appears indicating that the payment records are successfully copied from the pre-staging to staging area.

4. Click **OK** in the message box.

The status of the payment data file is changed to **In Staging**. In addition, the status of the payment records in the pre-staging area is changed to **In Staging** and the status of the deposit control, tender control, and payment tender staging records is set to **Pending**.

Related Topics

For more information on...	See...
How to search for a payment data file	Searching for a Payment Data File on page 808

Editing a Payment Staging Record


You can edit a payment record only when it is moved from the pre-staging to staging area. On editing a payment record in the staging area, the system does not reflect the changes in the pre-staging area. It only reflects the changes in the staging area.

Procedure

To edit a payment staging record:

1. Search for the payment data file in the **Payment Upload** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the payment data file whose staging records you want to edit.

The **Payment Data Records** and **Payment Data File Log** zones appear.

3. In the **Payment Data Records** zone, click the **Edit**  icon in the **Payment Staging Record** column corresponding to the payment record whose details you want to edit in the staging area.

The **Payment Upload Staging** screen appears. It contains the following tabs:

- **Tender Details** — Enables you to view and edit the tender control staging details.
- **Payment Advice** — Enables you to view and edit the payment staging details.
- **Payment Characteristics** — Enables you to view and edit the payment characteristic staging details.

Note: The **Edit** icon appears only when the status of the payment record is **In Staging**.

4. Modify the required details.
5. Click the **Save** link in the **Application** toolbar.

The changes made to the payment staging record are saved.

Related Topics

For more information on...	See...
How to search for a payment data file	Searching for a Payment Data File on page 808

Viewing the Records of a Payment Data File

Procedure

To view the records of a payment data file:

1. Search for the payment data file in the **Payment Upload** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the payment data file whose records you want to view.

The **Payment Data Records** and **Payment Data File Log** zones appear.

3. View the details of the payment records, which are uploaded through the payment data file, in the **Payment Data Records** zone.

Related Topics

For more information on...	See...
How to search for a payment data file	Searching for a Payment Data File on page 808
Payment Data Records zone	Payment Data Records on page 806

Viewing the Log of a Payment Data File**Procedure**

To view the log of a payment data file:

1. Search for the payment data file in the **Payment Upload** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the payment data file whose log you want to view.

The **Payment Data Records** and **Payment Data File Log** zones appear.

3. View the actions performed on the payment data file in the **Payment Data File Log** zone.

Related Topics

For more information on...	See...
How to search for a payment data file	Searching for a Payment Data File on page 808
Payment Data File Log zone	Payment Data File Log on page 807

Viewing the Error Messages

The system allows you to view the reasons why the payment record in a payment data file is in the **Error** or **Invalid** status.

Procedure

To view the error messages:

1. Search for the payment data file in the **Payment Upload** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the payment data file whose payment records are in the **Error** or **Invalid** status.

The **Payment Data Records** and **Payment Data File Log** zones appear.

3. In the **Payment Data Records** zone, click the **View** () icon in the **Error Message** column corresponding to the payment record which is in the **Error** or **Invalid** status.

The **Error Messages** window appears. It lists the reasons why the payment record is in the **Error** or **Invalid** status. If the payment record is in the **Invalid** status, you need to correct or add missing data in the CSV file and then upload the file once again. Unless, a payment data file has no invalid records, you cannot move any record of the payment data file to the staging area.

Note: The **View** icon appears only when the status of the payment record is **Error** or **Invalid**.

4. View the reasons in the **Error Messages** window.
5. Click **OK**.

Related Topics

For more information on...	See...
How to search for a payment data file	Searching for a Payment Data File on page 808
Payment Data Records zone	Payment Data Records on page 806

Chapter 13

Freeze Payments on Notification

Topics:

- [Freeze Payments on Notification Process](#)
- [Prerequisites](#)
- [Clearing Staging Record Status Transition](#)
- [Auto Payment Upload Reason](#)
- [Auto Payment Clearing Staging](#)

Oracle Revenue Management and Billing until now enabled you to create, distribute, and freeze automatic payments on either bill completion or extract date. Now, the system facilitates you to send automatic payments to the auto clearing house before you freeze them.

Once the review comments are received from the auto clearing house, you can freeze or cancel the automatic payments in the system. The review comments can be received in the form of reason (i.e. upload reason) and sub reason codes (i.e. payment cancellation reason or NOC reason) which will help you to determine whether the automatic payment must be frozen or cancelled in the system. These review comments are stored in the staging area. The implementation team will have to upload data received from the auto clearing house in the following staging tables:

- CI_APAY_STAGE_UP
- CI_APAY_STAGE_UP_REM
- CI_APAY_STGUP_CHAR

For more detailed information about the freeze payments on notification process, see [Freeze Payments on Notification Process](#) on page 816 For more information on how to setup the freeze payments on notification process, see [Prerequisites](#) on page 818.

Freeze Payments on Notification Process

The Freeze Payments on Notification process includes the following sub-processes:

1. *Creating Automatic Payments* on page 816
2. *Generating a Flat File* on page 816
3. *Freezing or Canceling Automatic Payments* on page 816
4. *Generating To Do Entries* on page 817
5. *Creating Tender Controls* on page 817

Note that during the Freeze Payments on Notification process, you need to execute the following batches in the specified order:

1. Automatic Payment Creation (APAYCRET)
2. Activate Automatic Payments (ACTVTAPY)
3. Extract Automatic Payments (ACTVTAPY)
4. Freeze or Cancel Automatic Payments (APAYRA)
5. To Do Creation for Automatic Payment Exception Records (APAYUPTD)
6. Create Tender Controls for Automatic Payments (BALAPY)

Creating Automatic Payments

If you have configured the automatic payment facility on an account, the system calculates the automatic payment amount and extract date during the bill completion and stamps these details on the bill. You can then create automatic payments for such bills through the **Automatic Payment Creation (APAYCRET)** batch. This batch also creates a clearing record for each automatic payment in the CI_APAY_CLR_STG table. For more information about the batch, refer to *Oracle Revenue Management and Billing Batch Guide*.

Generating a Flat File

Unless you activate a clearing record, you cannot extract the clearing record in a flat file. You can activate a clearing record through the **Activate Automatic Payments (ACTVTAPY)** batch. This batch stamps the APAYACH batch control and incremental batch run number on the clearing record. Once the clearing records are activated, you can extract the clearing records in a flat file through the **Extract Automatic Payments (APAYACH)** batch. This batch extracts the clearing records with the latest batch run number. The flat file is then sent to the auto clearing house for review. For more information about these batches, refer to *Oracle Revenue Management and Billing Batch Guide*.

Freezing or Canceling Automatic Payments

Once the review comments are received in the form of reason and sub reason codes for a clearing record, you need to freeze or cancel the automatic payment based on the reason code. You can freeze or cancel automatic payments through the **Freeze or Cancel Automatic Payments (APAYRA)** batch. These review comments are stored in the staging area. Each clearing record will have its corresponding clearing staging record in the staging area. Along with the review comments, the payment freeze date must be specified in the clearing record. The implementation team will have to upload data in the following staging tables:

- **CI_APAY_STAGE_UP** – Used to store the clearing staging record for a clearing record. The status of the clearing staging record must be set to **Pending**.
- **CI_APAY_STAGE_UP_REM** – Used to store the reason and sub reason codes of each clearing staging record.
- **CI_APAY_STGUP_CHAR** – Used to store additional information about the clearing staging record in the form of characteristics. Note that, at present, these characteristics are not mapped with any object in the system.

In addition, the implementation team needs to update the APAY_DIST_FRZ_DT column in the CI_APAY_CLR_STG table for each clearing record whose clearing staging record is added in the database.

The reason code can be either of the following types:

- **Cancel** – This type of reason code indicates that you must cancel the automatic payment in the system. In this case, the sub reason code indicates the reason why the automatic payment must be cancelled.
- **Success** – This type of reason code indicates that you must freeze the automatic payment on the payment freeze date. If the sub reason code is specified along with the reason code, it indicates that you must freeze the automatic payment, and at the same time notify user that the automatic payment is accepted with a Notice to Change (NOC) notification. The NOC reason is stored as payment tender characteristic in the system. You can specify more than one sub reason code (i.e. NOC reasons) with this type of reason code. On freezing an automatic payment, the user is notified about these NOC reasons through a To Do entry. The system creates one To Do entry using the C1-ACH To Do type for all NOC reasons specified in the clearing staging record.

On executing the **Freeze or Cancel Automatic Payments (APAYRA)** batch, it checks whether the reason code (i.e. upload reason) and sub reason code (i.e. payment cancellation reason or NOC reason) specified in the clearing staging record exist in the system. This batch considers only those clearing staging records which are in the **Pending** status and for which payment freeze date is specified in the clearing record. If the reason code and sub reason code exist in the system, the system executes the algorithms attached to the reason code in the specified sequence. If the type of reason code is **Cancel**, the attached algorithm cancels the automatic payment and payment event. If the type of reason code is **Success**, the attached algorithm freezes the automatic payment on the payment freeze date. In addition, the status of the clearing staging record is changed to **Complete**. However, if the type of reason code is **Success** and the sub reason code is specified along with the reason code, the attached algorithm freezes the automatic payment on the payment freeze date, stores sub reason codes (i.e. NOC reasons) as payment tender characteristics and then creates a To Do entry to notify user about these NOC reasons. In addition, the status of the clearing staging record is changed to **Complete**.

If the reason code and/or sub reason code (i.e. upload reason, payment cancellation reason, or NOC reason) specified in the clearing staging record does not exist in the system, the status of the clearing staging record is changed to **Error**. An exception is logged in the `CI_APAY_STGUP_EXC` table. In addition, if the status of the NOC reason is **Inactive** in the system, the status of the clearing staging record is changed to **Error** and an exception is logged in the `CI_APAY_STGUP_EXC` table. During the Freeze Payments on Notification process, the clearing staging record goes through various statuses until the automatic payment is frozen or cancelled. For more information about the statuses, see [Clearing Staging Record Status Transition](#) on page 818.

The system allows you to define upload reasons, payment cancellation reasons, and NOC reasons. The system also allows you to edit and delete a clearing staging record through the user interface. However, you can edit a clearing staging record only when it is in the **Pending** or **Error** status, and you can delete a clearing staging record only when it is in the **Pending** status.

For more information about the batch, refer to *Oracle Revenue Management and Billing Batch Guide*.

Generating To Do Entries

If an exception occurs while executing the **Freeze or Cancel Automatic Payments (APAYRA)** batch, you can notify the user about such exception. You can generate a To Do entry using the APAYUPTD To Do type through the **To Do Creation for Automatic Payment Exception Records (APAYUPTD)** batch. The system creates one To Do entry for all exceptions that have occurred for each clearing staging record. For more information about these batches, refer to *Oracle Revenue Management and Billing Batch Guide*.

Creating Tender Controls

Once you freeze the automatic payments, you need to create tender and deposit controls through the **Create Tender Controls for Automatic Payments (BALAPY)** batch control. On executing this batch, the system creates tender and deposit controls for each automatic payment which is frozen, but not yet linked to any tender control. One tender control is created for the APAYACH batch control and batch run number combination. The payment tenders of these automatic payments are then linked to the tender control. This batch also balances the open tender control records and changes the status of the tender and deposit controls, accordingly. For more information about the batch, refer to *Oracle Revenue Management and Billing Batch Guide*.

Prerequisites

To setup the freeze payments on notification process, you need to do the following:

- Define the auto pay instructions (in the **Auto Pay** tab of the **Account** screen) for the account for which you want to enable the automatic payment facility.
- Set the **Autopay Creation Option** field to **Freeze Payment on Notification** in the **Billing** tab of the **Installation Options** screen.
- Create an automatic payment creation algorithm using the APAY-CREATE algorithm type and attach it to the **Automatic Payment Creation** system event in the **Algorithms** tab of the **Installation Options — Framework** screen.
- Create a date calculation algorithm using the APAY-DTCALC algorithm type and attach it to the **Autopay Date Calculation Alg** spot of the auto pay route type which is specified on the account.
- Define the required upload reasons in the system.
- Define the required payment cancellation reasons in the system.
- Define values for the APAY_UPL_NOC_LOOKUP field.

Note: The APAY_UPL_NOC_LOOKUP field is used to define NOC reasons. The NOC reason specified in the clearing staging record must exist in this lookup field and its status must be **Active**. Otherwise, the status of the clearing staging record is changed to **Error**.

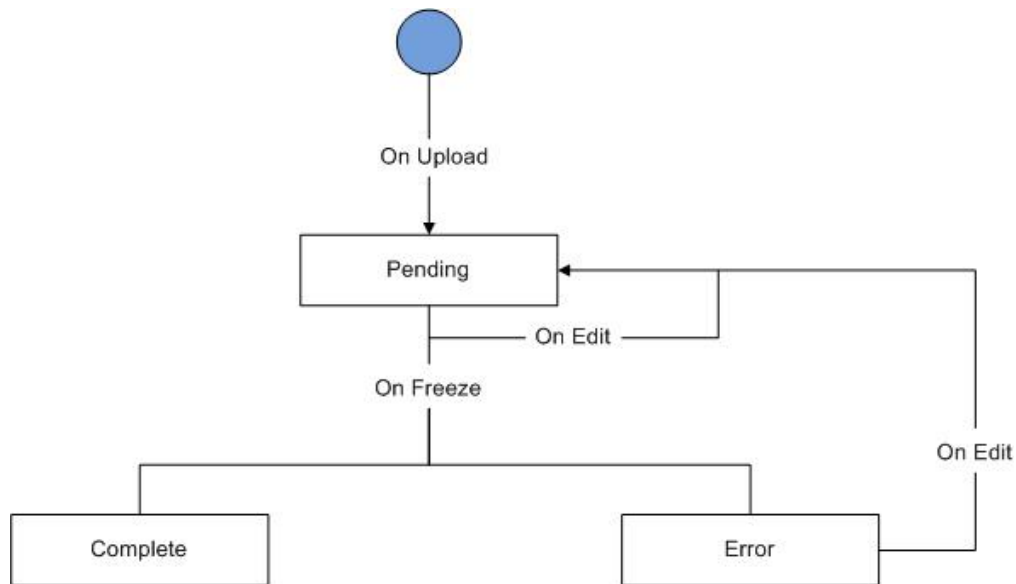
- Create a success algorithm using the C1-APAY-SUCC algorithm type and attach it to the reason code where the reason type is set to **Success**.
- Create a characteristic type where the characteristic entity is set to **Payment Tender**. And, then specify this characteristic type as the value for the **Tender Characteristic Type** parameter in an algorithm which is created using the C1-APAY-SUCC algorithm type.
- Assign the C1-ACH To Do type to a To Do role whose users must receive the To Do entries generated when automatic payments are frozen with a Notice to Change (NOC) notification.
- Assign the APAYUPTD To Do type to a To Do role whose users must receive the To Do entries generated when exceptions have occurred while executing the **Freeze or Cancel Automatic Payments (APAYRA)** batch.

Related Topics

For more information on...	See...
How to define an upload reason	Defining an Upload Reason on page 820

Clearing Staging Record Status Transition

The following figure graphically indicates how a clearing staging record moves from one status to another during the freeze payments on notification process:



Auto Payment Upload Reason

Once the auto clearing house reviews the automatic payments (i.e. the clearing records), they need to specify the appropriate upload reason for each clearing record in the file. The upload reason indicates whether the automatic payment must be frozen or cancelled in the system.

On executing the **APAYRA** batch, the system freezes or cancels the automatic payment depending on the upload reason. Therefore, the upload reason that you specify against the clearing record must already exist in the system. Otherwise, an exception is logged in the `CI_APAY_STGUP_EXC` table.

The **Auto Payment Upload Reason** screen allows you to define, edit, and delete an upload reason. This screen consists of the following zones:

- [Upload Reasons](#) on page 819

Upload Reasons

The **Upload Reasons** zone lists upload reasons that are already defined in the system. You can add, edit, and delete an upload reason through this zone.

This zone contains the following columns:

Column Name	Column Description
Upload Reason	Displays the upload reason.
Reason Type	Indicates the type of upload reason. The valid values are: <ul style="list-style-type: none"> • Cancel • Success
Eligible for Processing	Indicates whether the algorithms attached to the upload reason must be triggered while executing the APAYRA batch. The valid values are: <ul style="list-style-type: none"> • Y • N

Column Name	Column Description
Description	Displays the description of the upload reason.
Edit	On clicking the Edit (✎) icon, the Auto Payment Upload Reason screen appears where you can edit the details of the upload reason.
Delete	On clicking the Delete (🗑) icon, you can delete the upload reason.

You can define an upload reason by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to define an upload reason	Defining an Upload Reason on page 820
How to edit an upload reason	Editing an Upload Reason on page 821
How to delete an upload reason	Deleting an Upload Reason on page 823

Defining an Upload Reason

Prerequisites

To define an upload reason, you should have:

- Success algorithm defined using the C1-APAY-SUCC algorithm type
- Cancel algorithm defined using the C1-APAY-CAN algorithm type

Procedure

To define an upload reason:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Auto Payment Upload Reason**.
The **Auto Payment Upload Reason** screen appears.
3. Click the **Add** link in the upper right corner of the **Upload Reasons** zone.

The **Auto Payment Upload Reason** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Reason	Used to specify the upload reason.	Yes
Description	Used to specify the description for the upload reason.	Yes
Reason Type	Used to indicate the type of upload reason. The valid values are: <ul style="list-style-type: none"> • Cancel • Success 	Yes
Eligible for Processing	Used to indicate whether the algorithms attached to the upload reason must be triggered while executing the APAYRA batch.	No

In addition, this screen contains a section where you can attach algorithms to the upload reason. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Sequence	Used to indicate the order in which the algorithms must be triggered.	Yes (Conditional) Note: This field is required when you are attaching an algorithm to the upload reason.
Algorithm	Used to specify the algorithm code. The algorithms that you can specify change depending on the reason type. Note: On specifying the algorithm code, the description of the algorithm appears corresponding to the Algorithm field. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Code Search window appears.	Yes (Conditional) Note: This field is required when you are attaching an algorithm to the upload reason.

4. Enter the required details.

Note:

You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the **Algorithm** field.

If you want to attach more than one algorithm to the upload reason, click the **Add** (+) icon and then specify the details. However, if you want to remove an algorithm from the upload reason, click the **Delete** (🗑️) icon corresponding to the field.

5. Click **Save**.

The upload reason is defined.

Related Topics

For more information on...	See...
Auto Payment Upload Reason screen	Auto Payment Upload Reason on page 819
Upload Reasons zone	Upload Reasons on page 819

Editing an Upload Reason

Prerequisites

To edit an upload reason, you should have:

- Success algorithm defined using the C1-APAY-SUCC algorithm type
- Cancel algorithm defined using the C1-APAY-CAN algorithm type

Procedure

To edit an upload reason:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Auto Payment Upload Reason**.
The **Auto Payment Upload Reason** screen appears.

3. Click the **Edit** (✎) icon in the **Edit** column corresponding to the upload reason whose details you want to edit.

The **Auto Payment Upload Reason** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Reason	Displays the upload reason.	Not applicable
Description	Used to specify the description for the upload reason.	Yes
Reason Type	Indicates the type of upload reason. The valid values are: <ul style="list-style-type: none"> • Cancel • Success 	Not applicable
Eligible for Processing	Used to indicate whether the algorithms attached to the upload reason must be triggered while executing the APAYRA batch.	No

In addition, this screen contains a section where you can attach algorithms to the upload reason. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Sequence	Used to indicate the order in which the algorithms must be triggered.	Yes (Conditional) Note: This field is required when you are attaching an algorithm to the upload reason.
Algorithm	Used to specify the algorithm code. The algorithms that you can specify change depending on the reason type. Note: On specifying the algorithm code, the description of the algorithm appears corresponding to the Algorithm field. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Code Search window appears.	Yes (Conditional) Note: This field is required when you are attaching an algorithm to the upload reason.

4. Modify the required details.

Note:

If you want to attach more than one algorithm to the upload reason, click the **Add** (+) icon and then specify the details. However, if you want to remove an algorithm from the upload reason, click the **Delete** (🗑) icon corresponding to the field.

5. Click **Save**.

The changes made to the upload reason are saved.

Related Topics

For more information on...	See...
Auto Payment Upload Reason screen	Auto Payment Upload Reason on page 819
Upload Reasons zone	Upload Reasons on page 819

Deleting an Upload Reason

Procedure

To delete an upload reason:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Auto Payment Upload Reason**.
The **Auto Payment Upload Reason** screen appears.
3. Click the **Delete** (🗑️) icon in the **Delete** column corresponding to the upload reason that you want to delete.
A message appears confirming whether you want to delete the object.
4. Click **OK**.
The upload reason is deleted.

Related Topics

For more information on...	See...
Auto Payment Upload Reason screen	Auto Payment Upload Reason on page 819
Upload Reasons zone	Upload Reasons on page 819

Auto Payment Clearing Staging

The **Auto Payment Clearing Staging** screen allows you to search for clearing records using various search criteria. In addition, you can:

- View the clearing staging record of a clearing record
- View the details, such as reasons and characteristics, specified in the clearing staging record
- Edit a clearing staging record
- Delete a clearing staging record

This screen consists of the following zones:

- [Search](#) on page 823
- [Uploaded Clearing Staging Record](#) on page 825
- [Auto Payment Upload Reason](#) on page 826
- [Auto Payment Upload Characteristics](#) on page 826

Search

The **Search** zone allows you to search for clearing records (i.e. automatic payments sent to the auto clearing house for review) using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Clearing ID	Used to search for a particular clearing record.	No
Account ID	Used to search for clearing records created for a particular account. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	No
Person Name	Used to search for clearing records created for a particular person.	No
Extract From Date	Used to search for clearing records that were extracted from a particular date onwards.	No
Extract To Date	Used to search for clearing records that were extracted till a particular date.	No
Bill ID	Used to search for a clearing record which was created against a bill.	No
Alternate Bill ID	Used to search for a clearing record which was created against an alternate bill ID.	No
Batch Control	Used to search for clearing records on which the APAYACH batch control is stamped. The valid value is APAYACH.	No
Batch Run Number	Used to search for clearing records which are considered during a particular batch run number.	No

Note: You must specify at least one search criterion while searching for a clearing record.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Clearing ID	Displays the clearing ID.
Account Information	Indicates the account for which the clearing record is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Bill Information	Indicates the bill against which the clearing record is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Payment Amount	Displays the payment amount.
Pay Tender ID	Displays the tender ID. Note: It has a link. On clicking the link, the Payment Event screen appears with the details of the respective tender.

Column Name	Column Description
Tender Status	Indicates the current status of the tender. The valid values are: <ul style="list-style-type: none"> Valid Cancelled
Extract Date	Displays the date when the clearing record was extracted.
Payment Freeze Date	Displays the date when you must freeze the automatic payment.
External Source ID	Indicates the tender source through which the payment was remitted.
Account Number	Indicates the bank account through which the automatic payment is made.
Batch Control	Indicates whether the APAYACH batch control is stamped on the clearing record.
Batch Run Number	Displays the batch run number during which the clearing record was considered for extraction.
Alternate Bill ID	Indicates the alternate bill ID against which the clearing record is created.

Note: Pagination is used to display limited number of records in the **Search Results** section. By default, 10 records are displayed in the **Search Results** section. You can use the navigation links, such as **Previous** and **Next** to navigate between pages.



Related Topics

For more information on...	See...
How to search for a clearing record	Searching for a Clearing Record on page 827

Uploaded Clearing Staging Record

The **Uploaded Clearing Staging Record** zone list the clearing staging record which is uploaded in the system corresponding to the clearing record. You can edit and delete a clearing staging record through this zone.

This zone contains the following columns:

Column Name	Column Description
Clearing Staging ID	Displays the clearing staging ID.
Clearing ID	Displays the clearing ID.
Status	Indicates the status of the clearing staging record. The valid values are: <ul style="list-style-type: none"> Pending Complete Error
Edit	On clicking the Edit () icon, the Edit Uploaded Clearing Staging Record screen appears where you can edit the details of the clearing staging record. Note: You can edit a clearing staging record only when it is in the Pending or Error status.
Delete	On clicking the Delete () icon, you can delete the clearing staging record. Note: You can delete a clearing staging record only when it is in the Pending status.

By default, the **Uploaded Clearing Staging Record** zone does not appear in the **Auto Payment Clearing Staging** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the clearing record in the **Search** zone.

Related Topics

For more information on...	See...
How to view the clearing staging record	Viewing the Clearing Staging Record on page 827
How to edit a clearing staging record	Editing a Clearing Staging Record on page 829
How to delete a clearing staging record	Deleting a Clearing Staging Record on page 831

Auto Payment Upload Reason

The **Auto Payment Upload Reason** zone lists the upload reason, cancel reason, or Notice of Change (NOC) reasons specified in the clearing staging record. This zone contains the following columns:

Column Name	Column Description
Clearing Staging ID	Displays the clearing staging ID.
Clearing ID	Displays the clearing ID.
Upload Reason	Displays the upload reason specified in the clearing staging record.
Cancel Reason	Displays the cancel reason specified in the clearing staging record.
NOC Reason	Displays the NOC reason specified in the clearing staging record.
NOC Reason Description	Displays the description of the NOC reason.

Note: Pagination is used to display limited number of records in the **Auto Payment Upload Reason** zone. By default, 10 records are displayed in this zone. You can use the navigation links, such as **Previous** and **Next** to navigate between pages.

By default, the **Auto Payment Upload Reason** zone does not appear in the **Auto Payment Clearing Staging** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the clearing staging record in the **Uploaded Clearing Staging Record** zone.

Related Topics


For more information on...	See...
How to view the upload reason specified in the clearing staging record	Viewing the Upload Reason Specified in the Clearing Staging Record on page 828

Auto Payment Upload Characteristics

The **Auto Payment Upload Characteristics** zone lists the characteristics specified in the clearing staging record. This zone contains the following columns:

Column Name	Column Description
Clearing Staging ID	Displays the clearing staging ID.
Clearing ID	Displays the clearing ID.
Characteristic Type	Displays the characteristic type.
Characteristic Value	Displays the characteristic value.

Note: Pagination is used to display limited number of records in the **Auto Payment Upload Characteristics** zone. By default, 10 records are displayed in this zone. You can use the navigation links, such as **Previous** and **Next** to navigate between pages.

By default, the **Auto Payment Upload Characteristics** zone does not appear in the **Auto Payment Clearing Staging** screen. It appears only when you click the **Broadcast**  icon corresponding to the clearing staging record in the **Uploaded Clearing Staging Record** zone.

Related Topics

For more information on...	See...
How to view the characteristics specified in the clearing staging record	Viewing the Characteristics Specified in the Clearing Staging Record on page 828

Searching for a Clearing Record

Procedure

To search for a clearing record:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Auto Payment Clearing Staging**.

The **Auto Payment Clearing Staging** screen appears.

3. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of clearing records that meet the search criteria appears in the **Search Results** section.


Related Topics

For more information on...	See...
Auto Payment Clearing Staging screen	Auto Payment Clearing Staging on page 823
Search zone	Search on page 823

Viewing the Clearing Staging Record

Procedure

To view the clearing staging record:

1. Search for the clearing record in the **Auto Payment Clearing Staging** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the clearing record whose clearing staging record you want to view.

The **Uploaded Clearing Staging Record** zone appears.

- View the details of the clearing staging record in the **Uploaded Clearing Staging Record** zone.



Related Topics

For more information on...	See...
How to search for a clearing record	Searching for a Clearing Record on page 827
Uploaded Clearing Staging Record zone	Uploaded Clearing Staging Record on page 825

Viewing the Upload Reason Specified in the Clearing Staging Record

Procedure

To view the upload reason specified in the clearing staging record:

- Search for the clearing record in the **Auto Payment Clearing Staging** screen.
- In the **Search Results** section, click the **Broadcast**  icon corresponding to the clearing record whose clearing staging record you want to view.
The **Uploaded Clearing Staging Record** zone appears.
- Click the **Broadcast**  icon corresponding to the clearing staging record in the **Uploaded Clearing Staging Record** zone.
The **Auto Payment Upload Reason** and **Auto Payment Upload Characteristics** zones appear.
- View the upload, cancel, and/or NOC reasons specified in the clearing staging record in the **Auto Payment Upload Reason** zone.



Related Topics

For more information on...	See...
How to search for a clearing record	Searching for a Clearing Record on page 827
Uploaded Clearing Staging Record zone	Uploaded Clearing Staging Record on page 825
Auto Payment Upload Reason zone	Auto Payment Upload Reason on page 826

Viewing the Characteristics Specified in the Clearing Staging Record

Procedure

To view the characteristics specified in the clearing staging record:

- Search for the clearing record in the **Auto Payment Clearing Staging** screen.
- In the **Search Results** section, click the **Broadcast**  icon corresponding to the clearing record whose clearing staging record you want to view.
The **Uploaded Clearing Staging Record** zone appears.
- Click the **Broadcast**  icon corresponding to the clearing staging record in the **Uploaded Clearing Staging Record** zone.
The **Auto Payment Upload Reason** and **Auto Payment Upload Characteristics** zones appear.

- View the characteristics specified in the clearing staging record in the **Auto Payment Upload Characteristics** zone.

Related Topics

For more information on...	See...
How to search for a clearing record	Searching for a Clearing Record on page 827
Uploaded Clearing Staging Record zone	Uploaded Clearing Staging Record on page 825
Auto Payment Upload Characteristics zone	Auto Payment Upload Characteristics on page 826

Editing a Clearing Staging Record

Prerequisites


To edit a clearing staging record, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Auto Payment Upload)


Note: You can edit a clearing staging record only when it is in the **Pending** or **Error** status. On editing a clearing staging record which is in the **Error** status, the status is changed to **Pending**. Also, the exceptions logged for the clearing staging record are deleted from the CI_APAY_STGUP_EXC table.

Procedure

To edit a clearing staging record:

- Search for the clearing record in the **Auto Payment Clearing Staging** screen.
- In the **Search Results** section, click the **Broadcast**  icon corresponding to the clearing record whose clearing staging record you want to edit.

The **Uploaded Clearing Staging Record** zone appears.

- Click the **Edit**  icon in the **Edit** column corresponding to the clearing staging record in the **Uploaded Clearing Staging Record** zone.

The **Edit Uploaded Clearing Staging Record** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Clearing Staging ID	Displays the clearing staging ID.	Not applicable
Clearing ID	Displays the clearing ID.	Not applicable
Status	Indicates the status of the clearing staging record. The valid values are: <ul style="list-style-type: none"> Pending Complete Error 	Not applicable
Upload Date	Used to specify the date when the clearing staging record was uploaded in the system.	Yes

In addition, this screen contains the following two sections:

- Upload Reasons** — The **Upload Reasons** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Reason	Used to specify the upload reason.	Yes
Reason Type	Used to indicate the type of upload reason. The valid values are: <ul style="list-style-type: none"> Cancel Success 	Yes
Auto Pay Upload Sub Reason Code	Used to specify either of the following: <ul style="list-style-type: none"> Cancel reason when the reason type is set to Cancel Notice of Change (NOC) reason when the reason type is set to Success 	No
Auto Pay Upload Sub Reason Description	Used to specify the description for the NOC reason.	No

Note: The upload reason, cancel reason, and NOC reasons that you specify in the respective fields must be already defined in the system. If you specify invalid reason codes, the status of the clearing staging record will be changed to **Error** when you execute the **APAYRA** batch.

- **Characteristics**— The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the clearing staging record.	Yes (Conditional) Note: This field is required when you are specifying a characteristic for the clearing staging record.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Auto Payment Upload .	Yes (Conditional) Note: This field is required when you are specifying a characteristic for the clearing staging record.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are specifying a characteristic for the clearing staging record.

4. Modify the required details.
5. If you want to add more than one upload and NOC reason combination, click the **Add** (+) icon in the **Upload Reasons** section and then enter the required details.

Note:

However, if you want to remove an upload and NOC reason combination, click the **Delete** (🗑️) icon corresponding to the combination.

If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

6. If you want to specify more than one characteristic for the clearing staging record, click the **Add** (+) icon in the **Characteristics** section and then enter the required details.

Note: However, if you want to remove a characteristic from the clearing staging record, click the **Delete** (🗑️) icon corresponding to the characteristic.

7. Click **Save**.

The changes made to the clearing staging record are saved.

Related Topics

For more information on...	See...
How to search for a clearing record	Searching for a Clearing Record on page 827
Uploaded Clearing Staging Record zone	Uploaded Clearing Staging Record on page 825

Deleting a Clearing Staging Record

Procedure

To delete a clearing staging record:

1. Search for the clearing record in the **Auto Payment Clearing Staging** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the clearing record whose clearing staging record you want to delete.

The **Uploaded Clearing Staging Record** zone appears.

3. Click the **Delete** (🗑️) icon in the **Delete** column corresponding to the clearing staging record in the **Uploaded Clearing Staging Record** zone.

A message appears confirming whether you want to delete the clearing staging record.

Note: You can delete a clearing staging record only when it is in the **Pending** status.

4. Click **OK**.

The clearing staging record is deleted.

Related Topics

For more information on...	See...
How to search for a clearing record	Searching for a Clearing Record on page 827
Uploaded Clearing Staging Record zone	Uploaded Clearing Staging Record on page 825

Chapter 14

Construct Based Billing

Topics:

- [Prerequisites](#)
- [Construct Status Transition](#)
- [Template](#)
- [Profile](#)
- [Construct](#)
- [Billing and Settlement Hierarchy](#)

Oracle Revenue Management and Billing provides you with a flexible way to define the billing hierarchy using the construct based billing feature. In a construct, you can include:

- **Usage Accounts** - A set of usage accounts of different persons whose charges and/or adjustments must be billed through an invoice account. These persons need not belong to the same person hierarchy. The system allows you to select a set of usage accounts based on the criteria using the account selection template. The persons' and their child persons' usage accounts that meet the specified criteria are included in the construct.
- **Billable Charges** - A set of billable charges that you want to bill through an invoice account. The system will only consider billable charges of those usage accounts for which the construct is defined. The system allows you to select a set of billable charges based on the criteria using the billable charge selection template.
- **Adjustments** - A set of adjustments that you want to bill through an invoice account. The system will only consider adjustments of those usage accounts for which the construct is defined. The system allows you to select a set of adjustments based on the criteria using the adjustment selection template.

You can bill the charges and adjustments of usage accounts on the same invoice account. Or, you can bill the charges of usage accounts on one invoice account and the adjustments on another invoice account. Or, you can bill the charges or adjustments of the usage accounts on more than one invoice account. You can define different types of constructs. At present, the system supports only invoice and settlement construct. Here, settlement includes receivables and payables.

One usage account can belong to only one active construct and not to multiple active constructs at the same time. The system also allows you to exclude some usage accounts when you do not want to include all usage accounts that satisfy the criteria in the construct. While defining a construct, you can use an existing invoice account, or you can create a new invoice account with or without using the profile. A profile helps you to quickly create an entity, such as account. You can define the default values for fields related to an account in the profile. While defining a construct, the default values appear when you create an invoice account using the profile. You can edit these values, if required. You can also associate account creation and contract creation algorithms while defining a profile for an account. If the algorithms are associated with the profile, the system creates an invoice account and contracts for the invoice account using these algorithms. However, if you create an invoice account without using any profile, the system uses the default algorithms to create an invoice account and contracts for the invoice account.

The invoice account and contracts for the invoice account are created only when you activate the construct. One contract is created for every target contract type set on usage accounts' contracts' contract type.

You can use a construct during the construct based billing process only when the construct is in the **Active** status. The following batches are designed to support the construct based billing process:

- **Construct Based - Pending Bill Generation (BILLOPEN)** – This batch is used to generate pending bills for accounts that meet the criteria.
- **Construct Based - Bill Segment Generation (BSGENREG)** – This batch is used to generate the bill segments on the pending bills.
- **Construct Based - Bill Completion (POSTPROC)** – This batch is used to generate post processing bill segments during the bill completion process. It changes the status of the bill to **Complete**.

During the bill generation process, all accounts that meet the criteria are considered for billing. These accounts may be usage or invoice accounts. All billable charges (with the **Adhoc** flag set to **No**) whose start date is earlier than or equal to the batch business date are considered during bill segment generation. If a billable charge satisfies the rule defined on any active construct, the bill segment is generated on the respective invoice account. And, if a billable charge does not satisfy the rule defined on any active construct, the bill segment is generated on the usage account. The post-processing bill segments, if any, are generated on the invoice or usage account depending on the type of price assignment.

Note: The construct based billing batches are currently not designed to consider billable charges whose end date is earlier than or equal to the batch business date.

For more information on how to setup the construct based billing process, refer to [Prerequisites](#) on page 835.

Prerequisites

To setup the construct based billing process, you need to do the following:

- Define the Target Contract Type characteristic for usage accounts' contracts' contract type.
- Create a default account creation algorithm using the C1-ACTCR-IC algorithm type.
- Create a default contract creation algorithm using the C1-CTMP-IC algorithm type.
- Create a usage account construct mapping algorithm using the C1-UACM-IC algorithm type.
- Associate the usage account construct mapping algorithm to a division whose usage accounts you want to include in any existing active construct.

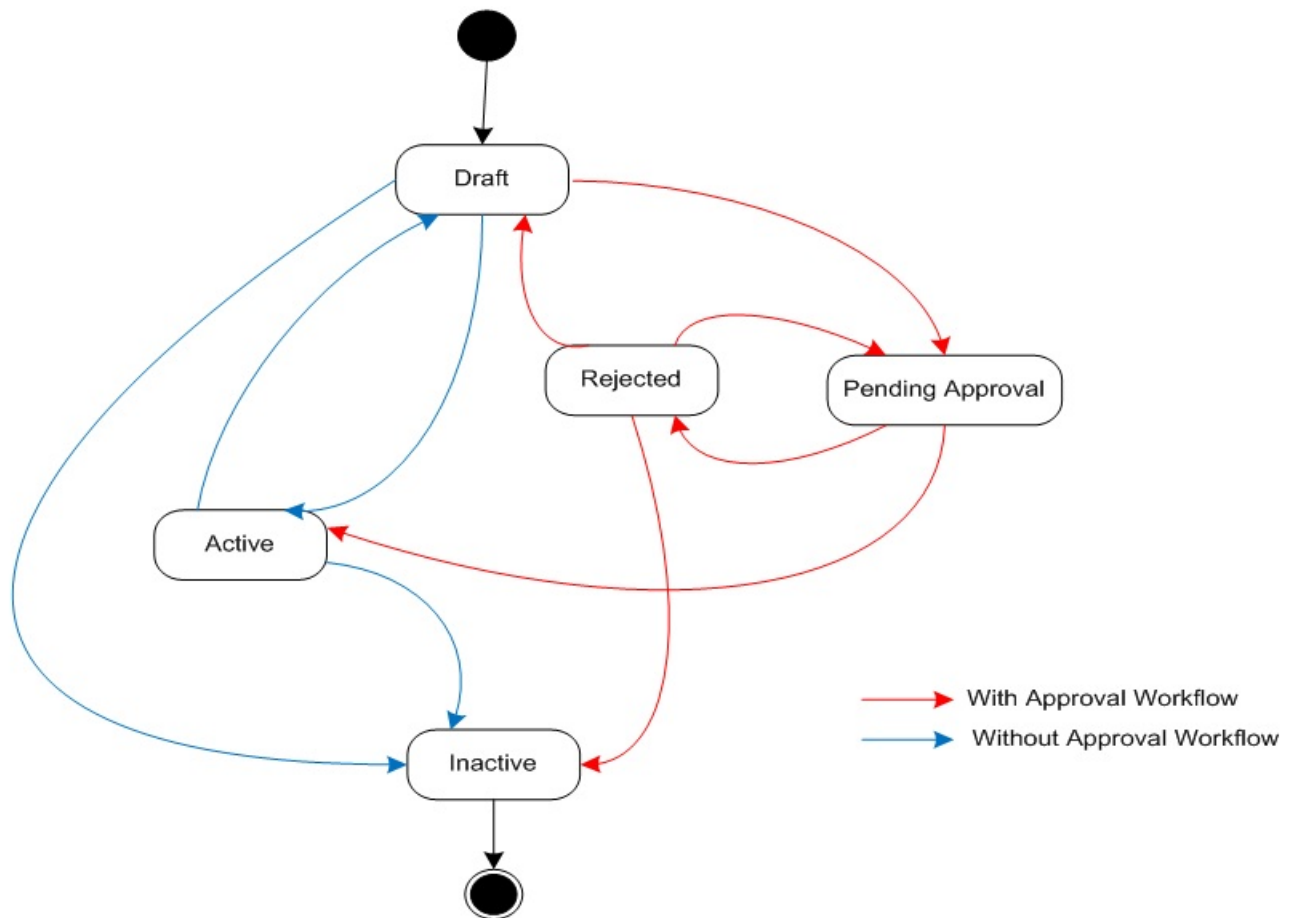
Note: There might be situations when a usage account is created after the construct is activated. If you want to include such usage account in any existing active construct, you need to associate the usage account construct mapping algorithm to a division in which you are creating the usage account. If the usage account satisfies the criteria specified in any active construct, it is included in the construct once the usage account is created.

- Define the required templates, profiles, and constructs in the application.
- Define values for the PAGE_NUMBER lookup field.
- Define approval workflow group, approval workflow chain, approval workflow criteria, and approval workflow group chain linkage for construct.
- Configure the approval workflow settings for construct.
- Define approval workflow reasons which are required while rejecting a construct.
- Assign the **C1-IC_AC** To Do type to a To Do role whose users must receive the To Do entries generated when the new invoice account is created while activating a construct.
- Transfer adjustments algorithm defined using the **C1-IC-AD-XFR** algorithm type.
- Define an algorithm of the BS-CRE-INVCN algorithm type and attach it on the **Create Algorithm** spot of the bill segment type.

Note: If you want to use the regular billing process, you need to attach an algorithm of the BS-CRE-PRICE algorithm type on the **Create Algorithm** spot of the bill segment type. However, if you want to use the construct based billing process, you need to attach an algorithm of the BS-CRE-INVCN algorithm type on **Create Algorithm** spot of the bill segment type.

Construct Status Transition

The following figure graphically indicates how a construct moves from one status to another during its lifecycle:



Template

Template is used to select a set of usage accounts, billable charges, or adjustments based on the criteria. In a template, you can define a SELECT statement to retrieve data from a table or view based on a condition. You can use the bind variables in the where clause (condition). The bind variables must be alphanumeric and prefixed with the colon (:). The values for these bind variables are specified while defining a construct.

You can validate the syntax of the SELECT statement. If the syntax of the SELECT statement is correct, a message appears indicating that the SQL statement was validated successfully. However, if the syntax of the SELECT statement is incorrect, an error message occurs. You need to then correct the SELECT statement accordingly. Otherwise, the system will not allow you to save the template.

You can define the following three types of templates:

- **Account Selection** — Used for selecting a set of usage accounts based on the criteria.
- **Adjustment Selection** — Used for selecting a set of adjustments based on the criteria.
- **Billable Charge Selection** — Used for selecting a set of billable charges based on the criteria.

You can only use templates which are active while defining or editing a construct. The **Template** screen allows you to define, edit, and delete a template. You can edit a template even if it is used in any construct. However, any changes made to a template will not be reflected in a construct where the template is already used unless you use the latest template in the construct. This screen consists of the following zones:

- [Search](#) on page 837

Search


The **Search** zone allows you to search for a template using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Template	Used to specify the template name.	No
Description	Used to specify the description for the template.	No
Purpose	Used to indicate the purpose of the template. The valid values are: <ul style="list-style-type: none"> • Account Selection • Adjustment Selection • Billable Charge Selection • Usage Account Selection • Usage and Invoice Account Selection 	No
Status	Used to indicate the status of the template. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	No

Note: You must specify at least one search criterion while searching for a template.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Template	Displays the name of the template.
Description	Displays the description of the template.
Purpose	Indicates the purpose of the template. The valid values are: <ul style="list-style-type: none"> • Account Selection • Adjustment Selection • Billable Charge Selection • Usage Account Selection • Usage and Invoice Account Selection
Status	Indicates the status of the template. The valid values are: <ul style="list-style-type: none"> • Active • Inactive
View	On clicking the View () icon, the View Template screen appears where you can view the details of the template.

Column Name	Column Description
Edit	<p>On clicking the Edit (✎) icon, the Template screen appears where you can edit the details of the template.</p> <p>Note: If a template is used in any construct, a message appears confirming whether you want to edit the template.</p>
Delete	<p>On clicking the Delete (🗑) icon, you can delete the template.</p> <p>Note: You can only delete a template which is not yet used in any construct.</p>

You can create a new template by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a template	Searching for a Template on page 838
How to define a template	Defining a Template on page 839
How to edit a template	Editing a Template on page 842
How to delete a template	Deleting a Template on page 845
How to view the details of a template	Viewing the Template Details on page 845

Searching for a Template

Procedure

To search for a template:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **T** and then click **Template**.
The **Template** screen appears.
3. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of templates that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Template screen	Template on page 836
Search zone	Search on page 837

Defining a Template

Procedure

To define a template:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **T** and then click **Template**.
A sub-menu appears.
3. Click the **Add** option from the **Template** sub-menu.

The **Template** screen appears. It consists of the following tabs:

- **Main** — Used to specify basic details about the template.
- **Characteristics** — Used to define characteristics for the template.

The **Main** tab contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Template	Used to specify the template name.	Yes
Description	Used to specify the description for the template.	Yes
Detailed Description	Used to specify additional information about the template.	No
Purpose	Used to indicate the purpose of the template. The valid values are: <ul style="list-style-type: none"> • Account Selection — Used for selecting a set of usage accounts based on the criteria. • Adjustment Selection — Used for selecting a set of adjustments based on the criteria. • Billable Charge Selection — Used for selecting a set of billable charges based on the criteria. • Usage Account Selection — Used for selecting a set of usage accounts based on the criteria. • Usage and Invoice Account Selection — Used for selecting a set of usage and invoice accounts based on the criteria. 	Yes
Status	Used to indicate the status of the template. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	Yes

Field Name	Field Description	Mandatory (Yes or No)								
Select	<p>Used to specify the column name. It indicates the data that you want to retrieve using the SELECT statement.</p> <p>The default value appears in this field when you select the purpose of the template. However, the default value changes depending on the purpose of template. You can edit the column name whenever required.</p> <table border="1"> <thead> <tr> <th>If you have set the purpose of the template to....</th> <th>Then, the default value is...</th> </tr> </thead> <tbody> <tr> <td>Account Selection</td> <td>ACCT_ID</td> </tr> <tr> <td>Adjustment Selection</td> <td>ADJ_ID</td> </tr> <tr> <td>Billable Charge Selection</td> <td>BILLABLE_CHG_ID</td> </tr> </tbody> </table>	If you have set the purpose of the template to....	Then, the default value is...	Account Selection	ACCT_ID	Adjustment Selection	ADJ_ID	Billable Charge Selection	BILLABLE_CHG_ID	Yes
If you have set the purpose of the template to....	Then, the default value is...									
Account Selection	ACCT_ID									
Adjustment Selection	ADJ_ID									
Billable Charge Selection	BILLABLE_CHG_ID									
From	Used to specify the table or view name. It indicates the table or view from which you want to retrieve the data.	Yes								
Where	<p>Used to specify the condition based on which you want to retrieve the data from the table or view. You can use the bind variables in the where clause using the following syntax:</p> <pre>{column_name}{operator}:{bind_variable}</pre> <p>The bind variables must be alphanumeric and prefixed with the colon (:). There should not be any space between the column name, operator, and the bind variable. For example, CURRENCY_CD=:CURRENCY. All bind variables used in the where clause must be defined in the Bind Variables section.</p>	No								

In addition, this tab contains the **Bind Variables** section where you can define the bind variables which are used in the where clause. The **Bind Variables** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Bind Variable	Used to specify the bind variable (which is used in the where clause).	Yes (Conditional) Note: This field is required when you are defining a bind variable.
Data Type	Used to indicate the type of data that you want to store in the bind variable. The valid values are: <ul style="list-style-type: none"> • Date • Numeric • String 	Yes (Conditional) Note: This field is required when you are defining a bind variable.
Label	Used to specify the business label for the bind variable. The business label appears when you define and edit the criteria for selecting a set of usage accounts, adjustments, or billable charges.	Yes (Conditional) Note: This field is required when you are defining a bind variable.

Field Name	Field Description	Mandatory (Yes or No)
Zone	Used to specify the zone for the template. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Zone/Code Description window appears.	Yes (Conditional) Note: This field is required when you are defining a bind variable.

Tip: Alternatively, you can access the **Template** screen by clicking the **Add** option from the **Template** sub-menu.

- Enter the required details in the **Main** tab.

Note: If you want to define more than one bind variable, click the **Add** (+) icon in the **Bind Variables** section and then enter the required details. However, if you want to remove a bind variable from the **Bind Variables** section, click the **Delete** (🗑️) icon corresponding to the bind variable.

- If required, click **Validate** to validate the syntax of the SELECT statement.

Note: If the syntax of the SELECT statement is correct, a message appears indicating that the SQL statement was validated successfully. However, if the syntax of the SELECT statement is incorrect, an error message occurs. You need to then correct the SELECT statement accordingly. Otherwise, the system will not allow you to save the template.

- Define characteristics for the template, if required.
- Click **Validate and Save**.

The system validates the syntax of the SELECT statement and then accordingly saves the template.

Related Topics

For more information on...	See...
Template screen	Template on page 836
Search zone	Search on page 837
How to define characteristics for a template	Defining Characteristics for a Template on page 841

Defining Characteristics for a Template

Prerequisites

To define characteristics for a template, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Template)

Procedure

To define characteristics for a template:

- Click the **Characteristics** tab in the **Template** screen when you are creating or editing a template.

The **Characteristics** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the template.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the template.
Characteristic Type	Used to indicate the characteristic type.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the template.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the template.

- Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one characteristic for the template, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the template, click the **Delete** (🗑️) icon corresponding to the characteristic.

- Click **Save**.

The characteristics are defined for the template.

Related Topics

For more information on...	See...
How to define a template	Defining a Template on page 839
How to edit a template	Editing a Template on page 842

Editing a Template

Procedure

To edit a template:

- Search for the template in the **Template** screen.
- In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the template whose details you want to edit.

Note: If a template is used in any construct, a message appears confirming whether you want to edit the template. You must click **OK** if you want to edit the template. Any changes made to a template will not be reflected in any construct where the template is already used unless you use the latest template in the construct.

The **Template** screen appears. It consists of the following tabs:

- **Main** — Used to specify basic details about the template.
- **Characteristics** — Used to define characteristics for the template.

The **Main** tab contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)								
Template	Displays the template name.	Not applicable								
Description	Used to specify the description for the template.	Yes								
Detailed Description	Used to specify additional information about the template.	No								
Purpose	Used to indicate the purpose of the template. The valid values are: <ul style="list-style-type: none"> • Account Selection — Used for selecting a set of usage accounts based on the criteria. • Adjustment Selection — Used for selecting a set of adjustments based on the criteria. • Billable Charge Selection — Used for selecting a set of billable charges based on the criteria. • Usage Account Selection — Used for selecting a set of usage accounts based on the criteria. • Usage and Invoice Account Selection — Used for selecting a set of usage and invoice accounts based on the criteria. 	Yes								
Status	Used to indicate the status of the template. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	Yes								
Select	Used to specify the column name. It indicates the data that you want to retrieve using the SELECT statement. The default value appears in this field when you select the purpose of the template. However, the default value changes depending on the purpose of template. You can edit the column name whenever required. <table border="1" data-bbox="548 1444 1156 1705"> <thead> <tr> <th>If you have set the purpose of the template to....</th> <th>Then, the default value is...</th> </tr> </thead> <tbody> <tr> <td>Account Selection</td> <td>ACCT_ID</td> </tr> <tr> <td>Adjustment Selection</td> <td>ADJ_ID</td> </tr> <tr> <td>Billable Charge Selection</td> <td>BILLABLE_CHG_ID</td> </tr> </tbody> </table>	If you have set the purpose of the template to....	Then, the default value is...	Account Selection	ACCT_ID	Adjustment Selection	ADJ_ID	Billable Charge Selection	BILLABLE_CHG_ID	Yes
If you have set the purpose of the template to....	Then, the default value is...									
Account Selection	ACCT_ID									
Adjustment Selection	ADJ_ID									
Billable Charge Selection	BILLABLE_CHG_ID									
From	Used to specify the table or view name. It indicates the table or view from which you want to retrieve the data.	Yes								

Field Name	Field Description	Mandatory (Yes or No)
Where	<p>Used to specify the condition based on which you want to retrieve the data from the table or view. You can use the bind variables in the where clause using the following syntax:</p> <pre>{column_name}{operator} : {bind_variable}</pre> <p>The bind variables must be alphanumeric and prefixed with the colon (:). There should not be any space between the column name, operator, and the bind variable. For example, CURRENCY_CD=:CURRENCY. All bind variables used in the where clause must be defined in the Bind Variables section.</p>	No

In addition, this tab contains the **Bind Variables** section where you can define the bind variables which are used in the where clause. The **Bind Variables** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Bind Variable	Used to specify the bind variable (which is used in the where clause).	Yes (Conditional) Note: This field is required when you are defining a bind variable.
Data Type	Used to indicate the type of data that you want to store in the bind variable. The valid values are: <ul style="list-style-type: none"> • Date • Numeric • String 	Yes (Conditional) Note: This field is required when you are defining a bind variable.
Label	Used to specify the business label for the bind variable. The business label appears when you define and edit the criteria for selecting a set of usage accounts, adjustments, or billable charges.	Yes (Conditional) Note: This field is required when you are defining a bind variable.
Zone	Used to indicate a zone for the template. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Zone/Code Description window appears.	Yes (Conditional) Note: This field is required when you are defining a bind variable.

3. Modify the details in the **Main** tab, if required.

Note: If you want to define more than one bind variable, click the **Add** (+) icon in the **Bind Variables** section and then enter the required details. However, if you want to remove a bind variable from the **Bind Variables** section, click the **Delete** (🗑) icon corresponding to the bind variable.

4. If required, click **Validate** to validate the syntax of the SELECT statement.

Note: If the syntax of the SELECT statement is correct, a message appears indicating that the SQL statement was validated successfully. However, if the syntax of the SELECT statement is incorrect, an error message occurs. You need to then correct the SELECT statement accordingly. Otherwise, the system will not allow you to save the template.

5. Define, edit or remove characteristics from the template, if required.
6. Click **Validate and Save**.

The system validates the syntax of the SELECT statement and then accordingly saves the changes made to the template.

Related Topics

For more information on...	See...
How to search for a template	Searching for a Template on page 838
How to define characteristics for a template	Defining Characteristics for a Template on page 841

Deleting a Template

Procedure

To delete a template:

1. Search for the template in the **Template** screen.
2. In the **Search Results** section, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the template that you want to delete.

A message appears confirming whether you want to delete the template.

Note: You can only delete a template which is not yet used in any construct.

3. Click **OK**.

The template is deleted.

Related Topics

For more information on...	See...
How to search for a template	Searching for a Template on page 838

Viewing the Template Details

Procedure

To view the details of a template:

1. Search for the template in the **Template** screen.
2. In the **Search Results** section, click the **View** (🔍) icon in the **View** column corresponding to the template whose details you want to view.

The **View Template** screen appears.

3. View the basic details of the template in the **Main** tab.
4. View the characteristics defined for the template in the **Characteristics** tab.

Related Topics

For more information on...	See...
How to search for a template	Searching for a Template on page 838

Profile

You can use a profile to create an invoice account while defining a construct. In a profile, you can define the default values for fields related to an entity. This helps you to quickly create an entity using the profile. Note that, at present, you can only define a profile for creating an invoice account.

While defining a construct, the default values appear (depending on how the UI map is defined for creating an entity) when you create an invoice account using the profile. You can edit these values, if required. If the fields are displayed on the UI map, you can edit the values through the UI map or through the respective base entity screen (once the entity is created). However, if the fields are not displayed on the UI map, you can edit the values only through the respective base entity screen (once the entity is created).

You can also associate algorithms with a profile. While associating an algorithm with a profile, you must indicate the system event on which you want to execute the algorithm. You can associate algorithms on the following system events:

- **Account Creation** — Used to attach an algorithm which is triggered when you create an invoice account using the profile.
- **Contract Creation** — Used to attach an algorithm which is triggered when contracts are created for an invoice account which is created using the profile.

Note: The invoice account and contract(s) are created for a construct only when the construct is approved by the approver.

You can only use profiles which are active while defining or editing a construct. The **Profile** screen allows you to define, edit, and delete a profile. You can edit a profile even if it is used in any construct. However, any changes made to a profile will not be reflected in a construct where the profile is already used unless you create the account using the latest profile. This screen consists of the following zones:

- [Search](#) on page 846

Search

The **Search** zone allows you to search for a profile using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Profile	Used to specify the profile name.	No
Description	Used to specify the description for the profile.	No
Entity	Used to indicate the entity for which the profile is created. The valid values are: <ul style="list-style-type: none"> • Account 	No
Status	Used to indicate the status of the profile. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	No

Note: You must specify at least one search criterion while searching for a profile.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Profile	Displays the profile name.
Description	Displays the description of the profile.
Entity	Indicates the entity for which the profile is created. The valid values are: <ul style="list-style-type: none"> • Account
Status	Indicate the status of the profile. The valid values are: <ul style="list-style-type: none"> • Active • Inactive
View	On clicking the View (🔍) icon, the Profile screen appears where you can view the details of the profile.
Edit	On clicking the Edit (✎) icon, the Profile screen appears where you can edit the details of the profile. Note: If a profile is used in any construct, a message appears confirming whether you want to edit the profile.
Delete	On clicking the Delete (🗑) icon, you can delete the profile. Note: You can only delete a profile which is not yet used in any construct.

You can create a new profile by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a profile	Searching for a Profile on page 847
How to define a profile	Defining a Profile on page 848
How to edit a profile	Editing a Profile on page 851
How to delete a profile	Deleting a Profile on page 853
How to view the details of a profile	Viewing the Profile Details on page 853

Searching for a Profile

Procedure

To search for a profile:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Profile**.
The **Profile** screen appears.
3. Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of profiles that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Profile screen	Profile on page 846
Search zone	Search on page 846

Defining a Profile

Procedure

To define a profile:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin Menu**, select **P** and then click **Profile**.
A sub-menu appears.
3. Click the **Add** option from the **Profile** sub-menu.

The **Profile** screen appears. It consists of the following tabs:

- **Main** — Used to specify basic details about the profile.
- **Algorithms** — Used to indicate algorithms that must be triggered on various system events when you use the profile for creating an entity.

The **Main** tab contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Profile	Used to specify the profile name.	Yes
Description	Used to specify the description for the profile.	Yes
Entity	Used to indicate the entity for which you want to create a profile. The valid values are: <ul style="list-style-type: none"> • Account 	Yes
Status	Used to indicate the status of the profile. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	Yes

In addition, this tab contains two sections:

- **Default Values** : In this section you can define the default values for fields related to the entity. These default values appear (depending on how the UI map is defined for creating an entity) when you create the entity (for example, an invoice account) using the profile. You can edit these values, if required. If the fields are displayed on the UI map, you can edit the values through the UI map or through the respective base entity screen (once the entity is created). However, if the fields are not displayed on the UI map, you can edit the values only through the respective base entity screen (once the entity is created). The **Default Values** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Field Name	Used to indicate the field for which you want to define the default value.	Yes (Conditional) Note: This field is required when you are defining the default value for a field.
Value	Used to specify the default value for the field.	Yes (Conditional) Note: This field is required when you are defining the default value for a field.

- **Characteristics** : In this section you can define characteristics of the profile.

Tip: Alternatively, you can access the **Profile** screen by clicking the **Add** option from the **Profile** sub-menu..

4. Enter the required details in the **Main** tab.

Note: If you want to define the default value for more than one field, click the **Add (+)** icon in the **Default Values** section and then enter the required details. However, if you want to remove the default value of a field from the **Default Values** section, click the **Delete (🗑)** icon corresponding to the field.

5. Associate algorithms with the profile, if required.
6. Click **Save**.

The profile is defined.

Related Topics

For more information on...	See...
Profile screen	Profile on page 846
Search zone	Search on page 846
How to associate algorithms with a profile	Associating Algorithms with a Profile on page 850
How to define characteristics for a profile	Defining Characteristics for a Profile on page 849

Defining Characteristics for a Profile

Prerequisites

To define characteristics for a profile, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Account)

Procedure

To define characteristics for a profile:

1. Ensure that the **Characteristics** section is expanded when you are defining or editing a profile.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the profile.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the profile.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Account.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the profile.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the profile.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the profile, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the profile, click the **Delete** (=) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define a profile	Defining a Profile on page 848
How to edit a profile	Editing a Profile on page 851

Associating Algorithms with a Profile

Prerequisites

To associate algorithms with a profile, you should have:

- Algorithms defined for the Account Creation system event using the C1-ACTCR-IC algorithm type
- Algorithms defined for the Contract Creation system event using the C1-CTMP-IC algorithm type

Procedure

To associate algorithms with a profile:

1. Click the **Algorithms** tab in the **Profile** screen when you are creating or editing a profile.

The **Algorithms** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Sequence Number	Used to specify the order in which the algorithms for each system event must be executed.	Yes (Conditional) Note: This field is required when you are associating an algorithm with the profile.
System Event	Used to indicate the system event on which the algorithm must be executed. The valid values are: <ul style="list-style-type: none"> • Account Creation — Used to attach an algorithm which is triggered when you create an invoice account using the profile. • Contract Creation — Used to attach an algorithm which is triggered when contracts are created for an invoice account which is created using the profile. 	Yes (Conditional) Note: This field is required when you are associating an algorithm with the profile.
Algorithm	Used to specify the algorithm code. Note: On specifying the algorithm code, the description of the algorithm appears corresponding to the Algorithm field. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	Yes (Conditional) Note: This field is required when you are associating an algorithm with the profile.

2. Enter the required details.

Note: You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the **Algorithm** field.

3. If you want to associate more than one algorithm with the profile, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove an algorithm from the profile, click the **Delete** (🗑️) icon corresponding to the algorithm.

4. Click **Save**.

The algorithms are associated with the profile.

Related Topics

For more information on...	See...
How to define a profile	Defining a Profile on page 848
How to edit a profile	Editing a Profile on page 851

Editing a Profile

Procedure

To edit a profile:

1. Search for the profile in the **Profile** screen.

- In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the profile whose details you want to edit.

Note: If a profile is used in any construct, a message appears confirming whether you want to edit the profile. You must click **OK** if you want to edit the profile. Any changes made to a profile will not be reflected in any construct where the profile is already used unless you create the entity using the latest profile.

The **Profile** screen appears. It consists of the following tabs:

- **Main** — Used to specify basic details about the profile.
- **Algorithms** — Used to indicate algorithms that must be triggered on various system events when you use the profile for creating an entity.

The **Main** tab contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Profile	Displays the profile name.	Not applicable
Description	Used to specify the description for the profile.	Yes
Entity	Used to indicate the entity for which you want to create a profile. The valid values are: <ul style="list-style-type: none"> • Account 	Yes
Status	Used to indicate the status of the profile. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	Yes

In addition, this tab contains two sections:

- **Default Values** : In this section you can define the default values for fields related to the entity. These default values appear (depending on how the UI map is defined for creating an entity) when you create the entity (for example, an invoice account) using the profile. You can edit these values, if required. If the fields are displayed on the UI map, you can edit the values through the UI map or through the respective base entity screen (once the entity is created). However, if the fields are not displayed on the UI map, you can edit the values only through the respective base entity screen (once the entity is created). The **Default Values** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Field Name	Used to indicate the field for which you want to define the default value.	Yes (Conditional) Note: This field is required when you are defining the default value for a field.
Value	Used to specify the default value for the field.	Yes (Conditional) Note: This field is required when you are defining the default value for a field.

- **Characteristics** : Define, edit or remove characteristics from the template, if required.

- Modify the details in the **Main** tab, if required.

Note: If you want to define the default value for more than one field, click the **Add (+)** icon in the **Default Values** section and then enter the required details. However, if you want to remove the default value of a field from the **Default Values** section, click the **Delete (🗑)** icon corresponding to the field.

4. Associate algorithms with the profile, if required.
5. Click **Save**.

The changes made to the profile are saved.

Related Topics

For more information on...	See...
How to search for a profile	Searching for a Profile on page 847
How to associate algorithms with a profile	Associating Algorithms with a Profile on page 850

Deleting a Profile

Procedure

To delete a profile:

1. Search for the profile in the **Profile** screen.
2. In the **Search Results** section, click the **Delete (🗑)** icon in the **Delete** column corresponding to the profile that you want to delete.

A message appears confirming whether you want to delete the profile.

Note: You can only delete a profile which is not yet used in any construct.

3. Click **OK**.

The profile is deleted.

Related Topics

For more information on...	See...
How to search for a profile	Searching for a Profile on page 847

Viewing the Profile Details

Procedure

To view the details of a profile:

1. Search for the profile in the **Profile** screen.
2. In the **Search Results** section, click the **View (👁)** icon in the **View** column corresponding to the profile whose details you want to view.

The **Profile** screen appears.

3. View the basic details of the profile in the **Main** tab.
4. View the algorithms associated with the profile in the **Algorithms** tab.

Related Topics

For more information on...	See...
How to search for a profile	Searching for a Profile on page 847

Construct

The **Construct** screen allows you to search for a construct using various search criteria. Through this screen, you can define, edit, view, copy, activate, deactivate, approve, and reject a construct. This screen consists of the following zones:

- [Search](#) on page 854

Search

The **Search** zone allows you to search for a construct using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:




Field Name	Field Description	Mandatory (Yes or No)
Construct ID	Used to specify the construct ID.	No
Description	Used to specify the description for the construct.	No
Purpose	Used to indicate the purpose of the construct. The valid values are: <ul style="list-style-type: none"> • Invoice Only • Invoice and Settlement • Settlement Only 	No
Status	Used to indicate the status of the construct. The valid values are: <ul style="list-style-type: none"> • Active • Draft • Inactive • Pending Approval • Rejected 	No
Effective From	Used to specify the date from when the construct is effective.	No
Effective To	Used to specify the date till when the construct is effective.	No
Usage Account Identifier Type	Used to indicate the usage account's identifier type based on which you want to search for a construct. Note: This field appears only when you select the Invoice Only or Invoice and Settlement option from the Purpose list.	No

Field Name	Field Description	Mandatory (Yes or No)
Usage or Invoice Account Identifier Type	Used to indicate the usage or invoice account's identifier type based on which you want to search for a construct. Note: This field appears only when you select the Settlement Only option from the Purpose list.	No
Usage Account Identifier	Used to indicate the usage account which belongs to the construct. Note: This field appears only when you select the Invoice Only or Invoice and Settlement option from the Purpose list.	No
Usage or Invoice Account Identifier	Used to indicate the usage or invoice account which belongs to the construct. Note: This field appears only when you select the Settlement Only option from the Purpose list.	No
Invoice Account Identifier Type	Used to indicate the invoice account's identifier type based on which you want to search for a construct. Note: This field appears only when you select the Invoice Only or Invoice and Settlement option from the Purpose list.	No
Settlement Account Identifier Type	Used to indicate the settlement account's identifier type based on which you want to search for a construct. Note: This field appears only when you select the Settlement Only option from the Purpose list.	No
Invoice Account Identifier	Used to indicate the invoice account which is used in the construct. Note: This field appears only when you select the Invoice Only or Invoice and Settlement option from the Purpose list.	No
Settlement Account Identifier	Used to indicate the settlement account which is used in the construct. Note: This field appears only when you select the Settlement Only option from the Purpose list.	No

Note: You must specify at least one search criterion while searching for a construct.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Construct ID	Displays the construct ID.
Description	Displays the description of the construct.

Column Name	Column Description
Purpose	Indicates the purpose of the construct. The valid values are: <ul style="list-style-type: none"> • Invoice Only • Invoice and Settlement • Settlement Only
Effective From	Displays the date from when the construct is effective.
Effective To	Displays the date till when the construct is effective.
Status	Indicates the status of the construct. The valid values are: <ul style="list-style-type: none"> • Active • Draft • Inactive • Pending Approval • Rejected
Copy	On clicking the Copy () icon, the Construct screen appears where you can create a construct using an existing construct.
View	On clicking the View () icon, the Construct screen appears where you can view the details of the construct.
Edit	On clicking the Edit () icon, the Construct screen appears where you can edit the details of the construct.

You can create a new construct by clicking the **Add** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for a construct	Searching for a Construct on page 856
How to define a construct	Defining a Construct on page 857
How to edit a construct	Editing a Construct on page 882
How to copy a construct	Copying a Construct on page 887
How to view the details of a construct	Viewing the Construct Details on page 886

Searching for a Construct

Procedure

To search for a construct:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select the **Invoice & Settlement Management** and then click **Construct**.
A sub-menu appears.
3. Click the **Search** option from the **Construct** sub-menu.

The **Construct** screen appears.

- Enter the search criteria in the **Search** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of constructs that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Construct screen	Construct on page 854
Search zone	Search on page 854

Defining a Construct

Procedure

To define a construct:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Invoice & Settlement Management** and then click **Construct**.
A sub-menu appears.
- Click the **Add** option from the **Construct** sub-menu.

The **Construct** screen appears. It consists of the following tabs:

- **Main** — Used to specify basic details about the construct.
- **Characteristics** — Used to define characteristics for the construct.

The **Main** tab contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Description	Used to specify the description for the construct.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Purpose	Used to indicate the purpose of the construct. The valid values are: <ul style="list-style-type: none"> • Invoice Only — Indicates that you want to use the construct for billing. • Invoice and Settlement — Indicates that you want to use the construct for billing and settlement. • Settlement Only — Indicates that you want to use the construct for settlement. <p>Note: Here, settlement includes receivables and payables</p>	Yes
Status	Indicates the status of the construct. By default, the Draft option is selected from the list.	Not applicable
Effective From	Used to specify the date from when the construct is effective. <p>Note: The effective from date cannot be later than the effective to date.</p>	Yes
Effective To	Used to specify the date till when the construct is effective. <p>Note: The effective to date cannot be earlier than the effective from date.</p>	No

In addition, this tab contains the following sections:

- **Include Usage Accounts** — Used to indicate the persons and their usage accounts for which you want to define the construct. One usage account can belong to only one active construct and not to multiple active constructs at the same time.

Note: This section appears only when the **Purpose** is **Invoice Only** or **Invoice and Settlement**.
- **Include Usage and Invoice Accounts** — Used to indicate the persons and their usage and invoice accounts for which you want to define the construct. One usage and invoice account can belong to only one active construct and not to multiple active constructs at the same time.

Note: This section appears only when the **Purpose** is **Settlement Only**.
- **Exclude Usage Accounts** — Used to indicate the usage accounts of the persons to which this construct is not applicable.

Note: This section appears only when the **Purpose** is **Invoice Only** or **Invoice and Settlement**.
- **Exclude Usage and Invoice Accounts** — Used to indicate the usage and invoice accounts of the persons to which this construct is not applicable.

Note: This section appears only when the **Purpose** is **Settlement Only**.
- **Include Billable Charges** — Used to indicate the billable charges that you want to bill through an invoice account. The system will only consider billable charges of those usage accounts for which this construct is defined.

Note: This section appears only when the **Purpose** is **Invoice Only** or **Invoice and Settlement**.
- **Include Bill Segments** — Used to indicate the bill segments that you want to bill through an invoice account. The system will only consider bill segment of those settlement accounts for which this construct is defined.

Note: This section appears only when the **Purpose** is **Settlement Only**.

- **Include Adjustments** — Used to indicate the adjustments that you want to bill through an invoice account. The system will only consider adjustments of those settlement accounts for which this construct is defined.

Tip: Alternatively, you can access the **Construct** screen by clicking the **Add** option from the **Construct** sub-menu.

4. Enter the required details in the **Main** tab.
5. Include the persons and their usage accounts for which you want to define the construct.
6. Exclude the usage accounts (to which the construct is not applicable), if required.
7. Include the billable charges that you want to bill through an invoice account or invoice and settlement account. Else include the
8. Include the adjustments (if any) that you want to bill through an invoice account.
9. Define characteristics for the construct, if required.
10. Do either of the following:

If you want to...	Then...
Save the construct in the draft version	<ol style="list-style-type: none"> 1. Click Save as Draft. <p>The construct is created and the status of the construct is set to Draft. The construct ID is generated automatically when the construct is created.</p>
Activate the construct	<ol style="list-style-type: none"> 1. Click Activate. <p>The construct is created and the status of the construct is set to Active. The construct ID is generated automatically when the construct is created.</p> <p>Note: The Activate button appears while defining a construct only when the approval workflow process is not configured for construct.</p>
Send the construct for approval	<ol style="list-style-type: none"> 1. Click Send for Approval. <p>The construct is created and the approval workflow request is raised for the construct. The status of the construct is set to Pending Approval. In addition, the construct ID is generated automatically when the construct is created.</p> <p>Note: The Send for Approval button appears while defining a construct only when the approval workflow process is configured for construct.</p>

Related Topics

For more information on...	See...
Construct screen	Construct on page 854
Search zone	Search on page 854
How to include usage accounts in a construct	Including Usage Accounts in a Construct on page 860
How to exclude usage accounts from a construct	Excluding Usage Accounts from a Construct on page 863
How to include billable charges in a construct	Including Billable Charges in a Construct on page 864

For more information on...	See...
How to include adjustments in a construct	Including Adjustments in a Construct on page 870
How to define characteristics for a construct	Defining Characteristics for a Construct on page 881

Including Usage Accounts in a Construct

While defining a construct, you need to indicate the persons and their usage accounts for which you want to define the construct. The system allows you to select a set of usage accounts based on the criteria using the account selection template.

Note: One usage account can belong to only one active construct and not to multiple active constructs at the same time.

Prerequisites

To include usage accounts in a construct, you should have:

- Persons, usage accounts, and account selection templates defined in the application

Procedure

To include usage accounts in a construct:

1. Click the **Expand** (☐) icon corresponding to the **Include Usage Accounts** section.

The **Include Usage Accounts** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account Selection Template	Used to indicate the account selection template that you want to use for selecting a set of usage accounts. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Template Search window appears.	Yes
Criteria	On clicking the Specify link, you can specify the values for the bind variables (which are defined in the account selection template).	No

Note: You can hide the **Include Usage Accounts** section by clicking the **Collapse** (☐) icon.

2. Search for the person whose usage accounts you want to include in the construct.

The person ID appears in the **Person Information** field. In addition, the person name automatically appears corresponding to the person ID.

Note: You can search for a person by clicking the **Search** (🔍) icon corresponding to the **Person Information** field.

3. Search for the account selection template that you want to use for selecting a set of usage accounts.

The template name appears in the **Account Selection Template** field. In addition, the template description automatically appears corresponding to the template name.

Note: You can search for a template by clicking the **Search** (🔍) icon corresponding to the **Account Selection Template** field.

4. Click the **Specify** link in the **Criteria** column.

The **Account Selection Criteria** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Construct Description	Displays the description of the construct.	Not applicable
Criteria Description	Used to specify the description for the criteria.	No
Criteria	Indicates the bind variable for which you need to define the value. Note: The bind variables change depending on the account selection template that you have selected. If a business label is defined for the bind variable, the business label appears in this field.	Not applicable
Value	Used to specify the value for the bind variable.	No

In addition, this section contains the following buttons:

Button Name	Button Description
View Usage Accounts	Used to display details of the usage accounts belonging to the invoice construct. Note: This button appears only when status of the construct is Draft or Active .

5. Enter the required details.
6. Click **OK**.

The criteria description appears corresponding to the **Specify** link in the **Criteria** column.

7. If you want to include usage accounts of more than one person, click the **Add (+)** icon and then repeat the steps from 2 to 6.

Note: However, if you want to remove usage accounts of any person from the construct, click the **Delete (🗑)** icon corresponding to the person.

Related Topics

For more information on...	See...
How to define a construct	Defining a Construct on page 857
How to edit a construct	Editing a Construct on page 882

Including Usage and Invoice Accounts in a Construct

While defining a construct, you need to indicate the persons and their usage and invoice accounts for which you want to define the construct. The system allows you to select a set of usage and invoice accounts based on the criteria using the usage and invoice account selection template.

Note: One usage and invoice account can belong to only one active construct and not to multiple active constructs at the same time.

Prerequisites

To include usage and invoice accounts in a construct, you should have:

- Persons, usage and invoice accounts, and account selection templates defined in the application

Procedure

To include usage and invoice accounts in a construct:

1. Click the **Expand** (☐) icon corresponding to the **Include and Invoice Usage Accounts** section.

The **Include and Invoice Usage Accounts** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Usage and Invoice Account Selection Template	Used to indicate the usage and invoice account selection template that you want to use for selecting a set of usage and invoice accounts.	Yes
Criteria	On clicking the Specify link, you can specify the values for the bind variables (which are defined in the usage and invoice account selection template).	No

In addition, this section contains the following buttons:

Button Name	Button Description
View Usage and Invoice Accounts	Used to display details of the usage accounts belonging to the usage and invoice construct. Note: This button appears only when status of the construct is Draft or Active .

Note: You can hide the **Include and Invoice Usage Accounts** section by clicking the **Collapse** (☐) icon.

2. Search for the person whose usage and invoice accounts you want to include in the construct.

The person ID appears in the **Person Information** field. In addition, the person name automatically appears corresponding to the person ID.

Note: You can search for a person by clicking the **Search** (🔍) icon corresponding to the **Person Information** field.

3. Search for the usage and invoice account selection template that you want to use for selecting a set of usage and invoice accounts.

The template name appears in the **Usage and Invoice Account Selection Template** field. In addition, the template description automatically appears corresponding to the template name.

Note: You can search for a template by clicking the **Search** (🔍) icon corresponding to the **Usage and Invoice Account Selection Template** field.

4. Click the **Specify** link in the **Criteria** column.

The **Account Selection Criteria** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Construct Description	Displays the description of the construct.	Not applicable
Criteria Description	Used to specify the description for the criteria.	No
Criteria	Indicates the bind variable for which you need to define the value. Note: The bind variables change depending on the account selection template that you have selected. If a business label is defined for the bind variable, the business label appears in this field.	Not applicable
Value	Used to specify the value for the bind variable.	No

5. Enter the required details.
6. Click **OK**.

The criteria description appears corresponding to the **Specify** link in the **Criteria** column.

7. If you want to include usage and invoice accounts of more than one person, click the **Add (+)** icon and then repeat the steps from 2 to 6.

Note: However, if you want to remove usage and invoice accounts of any person from the construct, click the **Delete (🗑)** icon corresponding to the person.

Related Topics

For more information on...	See...
How to define a construct	Defining a Construct on page 857
How to edit a construct	Editing a Construct on page 882

Excluding Usage Accounts from a Construct

The system will determine the usage accounts based on the criteria defined in the **Exclude Usage Accounts** section. There might be situations when you do not want to include all usage accounts that satisfy the criteria in the construct. In such cases, you can list the usage accounts that should be excluded from the construct.

Procedure

To exclude usage accounts from a construct:

1. Click the **Expand (☐)** icon corresponding to the **Exclude Usage Accounts** section.

The **Exclude Usage Accounts** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account Information	Used to indicate the usage account that you want to exclude from the construct. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	No

Note: You can hide the **Exclude Usage Accounts** section by clicking the **Collapse (☰)** icon.

2. Search for the usage account that you want to exclude from the construct.

The account ID appears in the **Account Information** field. In addition, additional information about the account automatically appears corresponding to the account ID.

Note: You can search for an account by clicking the **Search (🔍)** icon corresponding to the **Account Information** field.

3. If you want to exclude more than one usage account, click the **Add (+)** icon and then repeat the step 2.

Note: However, if you do not want a usage account to be excluded from the construct, click the **Delete (🗑)** icon corresponding to the excluded usage account.

Related Topics

For more information on...	See...
How to define a construct	Defining a Construct on page 857
How to edit a construct	Editing a Construct on page 882

Excluding Usage and Invoice Accounts from a Construct

The system will determine the usage and invoice accounts based on the criteria defined in the **Exclude Usage and Invoice Accounts** section. There might be situations when you do not want to include all usage and invoice accounts that satisfy the criteria in the construct. In such cases, you can list the usage and invoice accounts that should be excluded from the construct.

Procedure

To exclude usage and invoice accounts from a construct:

1. Click the **Expand** (□) icon corresponding to the **Exclude Usage and Invoice Accounts** section.

The **Exclude Usage and Invoice Accounts** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account Information	Used to indicate the usage and invoice account that you want to exclude from the construct.	No

Note: You can hide the **Exclude Usage and Invoice Accounts** section by clicking the **Collapse** (≡) icon.

2. Search for the usage and invoice account that you want to exclude from the construct.

The account ID appears in the **Account Information** field. In addition, additional information about the account automatically appears corresponding to the account ID.

Note: You can search for an account by clicking the **Search** (🔍) icon corresponding to the **Account Information** field.

3. If you want to exclude more than one usage and invoice account, click the **Add** (+) icon and then repeat the step 2.

Note: However, if you do not want a usage and invoice account to be excluded from the construct, click the **Delete** (🗑️) icon corresponding to the excluded usage and invoice account.

Related Topics

For more information on...	See...
How to define a construct	Defining a Construct on page 857
How to edit a construct	Editing a Construct on page 882

Including Billable Charges in a Construct

While defining a construct, you need to indicate the billable charges that you want to bill through an invoice account. You can use an existing invoice account, or you can create a new invoice account with or without using the profile. The system allows you to select a set of billable charges based on the criteria using the billable charge selection template.

Prerequisites

To include billable charges in a construct, you should have:

- Billable charge selection templates defined in the application
- Invoice account defined in the application (in case you want to use an existing invoice account)

- Profile defined in the application (in case you want to create an invoice account using the profile)

Procedure

To include billable charges in a construct:

1. Click the **Expand** (☐) icon corresponding to the **Include Billable Charges** section.

The **Include Billable Charges** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Priority	Used to indicate the order in which the bill segments must be generated for a set of billable charges on the invoice account. Note: This field is used when you want to bill multiple set of billable charges through the same invoice account.	Yes
Billable Charge Selection Template	Used to indicate the billable charge selection template that you want to use for selecting a set of billable charges. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Template Search window appears.	Yes
Criteria	On clicking the Specify link, you can specify the values for the bind variables (which are defined in the billable charge selection template).	No
Invoice Account	Used to indicate the invoice account through which you want to bill the usage accounts' charges. It contains the following sub-fields: <ul style="list-style-type: none"> • First — Used to indicate whether you want to use an existing invoice account or create a new invoice account. The valid values are: <ul style="list-style-type: none"> • Choose Existing Account • Create New Account • Second — Used to indicate the existing invoice account that you want to use. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search screen appears. • Third — Used to indicate whether you want to create a new invoice account using the profile. The blank value in this field indicates that you want to create a new invoice account without using any profile. On clicking the Specify Account Information link corresponding to this field, the Create Invoice Account screen appears. 	Yes

Note: You can hide the **Include Billable Charges** section by clicking the **Collapse** (☒) icon.

- Enter the sequence number in the **Priority** field.
- Search for the billable charge selection template that you want to use for selecting a set of billable charges.

The template name appears in the **Billable Charge Selection Template** field. In addition, the template description automatically appears corresponding to the template name.

Note: You can search for a template by clicking the **Search** (🔍) icon corresponding to the **Billable Charge Selection Template** field.

- Click the **Specify** link in the **Criteria** column.

The **Billable Charge Selection Criteria** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Construct Description	Displays the description of the construct.	Not applicable
Criteria Description	Used to specify the description for the criteria.	No
Criteria	Indicates the bind variable for which you need to define the value. Note: The bind variables change depending on the billable charge selection template that you have selected. If a business label is defined for the bind variable, the business label appears in this field.	Not applicable
Value	Used to specify the value for the bind variable.	No

- Enter the required details.
- Click **OK**.

The criteria description appears corresponding to the **Specify** link in the **Criteria** column.

- Do either of the following:

If you want to...	Then...
Use an existing invoice account	<ol style="list-style-type: none"> Select the Choose Existing Account option from the Invoice Account list. The Second sub-field appears. Click the Search (🔍) icon corresponding to this field. The Search Account screen appears. Search for the invoice account through which you want to bill the usage accounts' charges. The account ID appears in the Second sub-field. In addition, additional information about the account automatically appears corresponding to the account ID.
Create a new invoice account without using any profile	<ol style="list-style-type: none"> Select the Create New Account option from the Invoice Account list The Third sub-field appears.

If you want to...	Then...
	<ol style="list-style-type: none"> 2. Create a new invoice account by clicking the Specify Account Information link corresponding to this field.
Create a new invoice account using a profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Invoice Account list The Third sub-field appears. 2. Select the profile from the list. 3. Create a new invoice account by clicking the Specify Account Information link corresponding to this field.

8. If you want to include more than one set of billable charges, click the **Add (+)** icon and then repeat the steps from 2 to 7.

Note: However, if you want to remove any set of billable charges from the construct, click the **Delete (X)** icon corresponding to the set of billable charges.

Related Topics

For more information on...	See...
How to define a construct	Defining a Construct on page 857
How to edit a construct	Editing a Construct on page 882
How to create a new invoice account	Creating an Invoice Account on page 874

Including Bill Segments in a Construct

While defining a construct, you need to indicate the bill segments that you want to bill through a settlement account. You can use an existing settlement account, or you can create a new settlement account with or without using the profile. The system allows you to select multiple bill segments based on the criteria using the bill segment selection template.

Prerequisites

To include bill segments in a construct, you should have:

- Bill segment selection templates defined in the application
- Settlement account defined in the application (in case you want to use an existing settlement account)
- Profile defined in the application (in case you want to create a settlement account using the profile)

Procedure

To include bill segments in a construct:

1. Click the **Expand (☐)** icon corresponding to the **Include Bill Segments** section.

The **Include Bill Segments** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Priority	Used to indicate the order in which the bill segments must be generated for the settlement account. Note: This field is used when you want to bill multiple bill segments through the same settlement account.	Yes
Bill Segments Selection Template	Used to indicate the bill segment selection template that you want to use for selecting bill segments. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Template Search window appears.	Yes
Criteria	On clicking the Specify link, you can specify the values for the bind variables (which are defined in the bill segment selection template).	No
Settlement Account	Used to indicate the settlement account through which you want to bill the usage accounts' bill segments. It contains the following sub-fields: <ul style="list-style-type: none"> • First — Used to indicate whether you want to use an existing settlement account or create a new settlement account. The valid values are: <ul style="list-style-type: none"> • Choose Existing Account • Create New Account • Second — Used to indicate the existing settlement account that you want to use. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search screen appears. • Third — Used to indicate whether you want to create a new settlement account using the profile. The blank value in this field indicates that you want to create a new settlement account without using any profile. On clicking the Specify Account Information link corresponding to this field, the Create Settlement Account screen appears. 	Yes

Note: You can hide the **Include Bill Segments** section by clicking the **Collapse** (⊖) icon.

2. Enter the sequence number in the **Priority** field.
3. Search for the bill segment selection template that you want to use for selecting bill segments.

The template name appears in the **Bill Segment Selection Template** field. In addition, the template description automatically appears corresponding to the template name.

Note: You can search for a template by clicking the **Search** (🔍) icon corresponding to the **Bill Segment Selection Template** field.

4. Click the **Specify** link in the **Criteria** column.

The **Bill Segment Selection Criteria** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Construct Description	Displays the description of the construct.	Not applicable
Criteria Description	Used to specify the description for the criteria.	No
Criteria	Indicates the bind variable for which you need to define the value. Note: The bind variables change depending on the bill segment selection template that you have selected. If a business label is defined for the bind variable, the business label appears in this field.	Not applicable
Value	Used to specify the value for the bind variable.	No

5. Enter the required details.
6. Click **OK**.

The criteria description appears corresponding to the **Specify** link in the **Criteria** column.

7. Do either of the following:

If you want to...	Then...
Use an existing settlement account	<ol style="list-style-type: none"> 1. Select the Choose Existing Account option from the Settlement Account list. The Second sub-field appears. 2. Click the Search (🔍) icon corresponding to this field. The Search Account screen appears. 3. Search for the settlement account through which you want to bill the usage accounts' bill segments. The account ID appears in the Second sub-field. In addition, additional information about the account automatically appears corresponding to the account ID.
Create a new settlement account without using any profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Settlement Account list The Third sub-field appears. 2. Create a new settlement account by clicking the Specify Account Information link corresponding to this field.
Create a new settlement account using a profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Settlement Account list The Third sub-field appears. 2. Select the profile from the list.

If you want to...	Then...
	3. Create a new settlement account by clicking the Specify Account Information link corresponding to this field.

8. If you want to include multiple bill segments, click the **Add (+)** icon and then repeat the steps from 2 to 7.

Note: However, if you want to remove any bill segment from the construct, click the **Delete (🗑)** icon corresponding to the bill segment.

Related Topics

For more information on...	See...
How to define a construct	Defining a Construct on page 857
How to edit a construct	Editing a Construct on page 882
How to create a new settlement account	Creating an Invoice Account on page 874

Including Adjustments in a Construct

While defining a construct, you need to indicate the adjustments that you want to bill through an invoice or settlement account. You can use an existing invoice or settlement account, or you can create a new invoice or settlement account with or without using the profile. The system allows you to select a set of adjustments based on the criteria using the adjustment selection template.

Prerequisites

To include adjustments in a construct, you should have:

- Adjustment selection templates defined in the application
- Invoice or settlement account defined in the application (in case you want to use an existing invoice account)
- Profile defined in the application (in case you want to create an invoice account using the profile)

Procedure

To include adjustments in a construct:

1. Click the **Expand (☐)** icon corresponding to the **Include Adjustments** section.

The **Include Adjustments** section appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Priority	Used to indicate the order in which the bill segments must be generated for a set of adjustments on the invoice or settlement account. Note: This field is used when you want to bill multiple set of adjustments through the same invoice or settlement account.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Adjustment Selection Template	<p>Used to indicate the adjustment selection template that you want to use for selecting a set of adjustments.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Template Search window appears.</p>	Yes
Criteria	<p>On clicking the Specify link, you can specify the values for the bind variables (which are defined in the adjustment selection template).</p>	No
Invoice Account	<p>Used to indicate the invoice account through which you want to bill the usage accounts' adjustments. It contains the following sub-fields:</p> <ul style="list-style-type: none"> • First — Used to indicate whether you want to use an existing invoice account or create a new invoice account. The valid values are: <ul style="list-style-type: none"> • Choose Existing Account • Create New Account • Second — Used to indicate the existing invoice account that you want to use. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search screen appears. • Third — Used to indicate whether you want to create a new invoice account using the profile. The blank value in this field indicates that you want to create a new invoice account without using any profile. On clicking the Specify Account Information link corresponding to this field, the Create Invoice Account screen appears. <p>Note: This field appears only when you select the Invoice Only or Invoice and Settlement option from the Purpose list.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Settlement Account	<p>Used to indicate the settlement account through which you want to bill the usage accounts' bill segments. It contains the following sub-fields:</p> <ul style="list-style-type: none"> • First — Used to indicate whether you want to use an existing settlement account or create a new settlement account. The valid values are: <ul style="list-style-type: none"> • Choose Existing Account • Create New Account • Second — Used to indicate the existing settlement account that you want to use. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search screen appears. • Third — Used to indicate whether you want to create a new settlement account using the profile. The blank value in this field indicates that you want to create a new settlement account without using any profile. On clicking the Specify Account Information link corresponding to this field, the Create Settlement Account screen appears. <p>Note: This field appears only when you select the Settlement Only option from the Purpose list.</p>	Yes

Note: You can hide the **Include Adjustments** section by clicking the **Collapse** (–) icon.

2. Enter the sequence number in the **Priority** field.
3. Search for the adjustment selection template that you want to use for selecting a set of adjustments.

The template name appears in the **Adjustment Selection Template** field. In addition, the template description automatically appears corresponding to the template name.

Note: You can search for a template by clicking the **Search** (🔍) icon corresponding to the **Adjustment Selection Template** field.

4. Click the **Specify** link in the **Criteria** column.

The **Adjustment Selection Criteria** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Construct Description	Displays the description of the construct.	Not applicable
Criteria Description	Used to specify the description for the criteria.	No
Criteria	<p>Indicates the bind variable for which you need to define the value.</p> <p>Note: The bind variables change depending on the adjustment selection template that you have selected. If a business label is defined for the bind variable, the business label appears in this field.</p>	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Value	Used to specify the value for the bind variable.	No

5. Enter the required details.

6. Click **OK**.

The criteria description appears corresponding to the **Specify** link in the **Criteria** column.

7. Do either of the following:

- If the purpose is **Invoice Only** or **Invoice and Settlement**.

If you want to...	Then...
Use an existing invoice account	<ol style="list-style-type: none"> 1. Select the Choose Existing Account option from the Invoice Account list. The Second sub-field appears. 2. Click the Search (🔍) icon corresponding to this field. The Account Search screen appears. 3. Search for the invoice account through which you want to bill the usage accounts' adjustments. The account ID appears in the Second sub-field. In addition, additional information about the account automatically appears corresponding to the account ID.
Create a new invoice account without using any profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Invoice Account list The Third sub-field appears. 2. Create a new invoice account by clicking the Specify Account Information link corresponding to this field.
Create a new invoice account using a profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Invoice Account list The Third sub-field appears. 2. Select the profile from the list. 3. Create a new invoice account by clicking the Specify Account Information link corresponding to this field.

- If the purpose is **Settlement Only**.

If you want to...	Then...
Use an existing settlement account	<ol style="list-style-type: none"> 1. Select the Choose Existing Account option from the Settlement Account list. The Second sub-field appears.

If you want to...	Then...
	<ol style="list-style-type: none"> 2. Click the Search (🔍) icon corresponding to this field. The Account Search screen appears. 3. Search for the settlement account through which you want to bill the usage accounts' bill segments. The account ID appears in the Second sub-field. In addition, additional information about the account automatically appears corresponding to the account ID.
Create a new settlement account without using any profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Settlement Account list The Third sub-field appears. 2. Create a new settlement account by clicking the Specify Account Information link corresponding to this field.
Create a new settlement account using a profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Settlement Account list The Third sub-field appears. 2. Select the profile from the list. 3. Create a new settlement account by clicking the Specify Account Information link corresponding to this field.

8. If you want to include more than one set of adjustments, click the **Add** (+) icon and then repeat the steps from 2 to 7.

Note: However, if you want to remove any set of adjustments from the construct, click the **Delete** (🗑️) icon corresponding to the set of adjustments.

Related Topics

For more information on...	See...
How to define a construct	Defining a Construct on page 857
How to edit a construct	Editing a Construct on page 882
How to create a new invoice account or settlement account	Creating an Invoice Account on page 874

Creating an Invoice Account

Prerequisites

To create an invoice account, you should have:

- Persons, currencies, customer classes, bill cycles, account identifier types, collection classes, auto pay sources, and auto pay route types defined in the application
- Target contract type (characteristic type) defined on usage accounts' contracts' contract type

- Default account creation algorithm defined using the C1-ACTCR-IC algorithm type
- Default contract creation algorithm defined using the C1-CTMP-IC algorithm type

Procedure

To create an invoice account:

1. Do either of the following:

If you want to...	Then...
Create an invoice account using a profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Invoice Account list The Third sub-field appears. 2. Select the profile from the list.
Create an invoice account without using any profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Invoice Account list in the Include Billable Charges section. The Third sub-field appears.

2. Click the **Specify Account Information** link.

The **Create Invoice Account** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Construct Description	Displays the description of the construct.	Not applicable
Customer Class	Used to indicate the customer class to which the account belongs.	Yes
Bill Cycle	Used to indicate the bill cycle of the account.	Yes
Main Person	Used to indicate the person for whom you want to create the account.	Yes
Invoice Currency	Used to indicate the currency in which you want to create the bills for the account.	Yes
Account Identifier Type	Used to indicate the account identifier type.	Yes
Account Identifier	Used to specify the value for the account identifier type.	Yes
Collection Class	Used to indicate the collection class to which the account belongs.	Yes
Comments	Used to specify additional information about the account.	No

In addition, this screen contains the following sections:

- **Override Mailing Address** — Used to indicate whether you want to send the account's bills to an override address. Typically, you would only use this option if the person has multiple accounts and each account's bills should be sent to a different address. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Address Line 1	Used to specify the house number and apartment name.	Yes (Conditional) Note: This field is required when you are overriding the address.
Address Line 2	Used to specify the street name.	No
Address Line 3	Used to specify any landmark, if available.	No
Address Line 4	Used to specify the village, town, or city name.	No
State	Used to specify the state name.	No
County	Used to specify the county name.	No
Postal	Used to specify the postal or zip code.	No
Country	Used to specify the country name.	Yes (Conditional) Note: This field is required when you are overriding the address.

Note: The fields in the **Override Mailing Address** section are enabled only when you select the **Override Mailing Address** check box.

- **Auto Pay Instructions** — Used to indicate whether the account's bill must be automatically paid through a debit or credit card. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Auto Pay Source Code	Used to indicate the source of funds you want to use to satisfy the automatic payment request. For example, debit card or credit card.	Yes (Conditional) Note: This field is required when you are defining auto pay instructions for the account.
Priority	Used to indicate the order in which the accounts' bills must be paid automatically through debit or credit card.	Yes
Auto Pay Route Type	Used to indicate when and how automatic payment requests of the account are routed to a financial institution. It also controls when the general ledger is impacted by the automatic payment financial transaction.	Yes (Conditional) Note: This field is required when you are defining auto pay instructions for the account.
Account Number	Used to indicate the persons's bank account or credit card number through which payment must be made.	Yes (Conditional) Note: This field is required when you are defining auto pay instructions for the account.
Expires On	Used to specify the date when the auto pay source (for example, credit card) expires.	No

Field Name	Field Description	Mandatory (Yes or No)
Max Limit	Used to specify the maximum amount that can be automatically debited from the auto pay source.	No
Effective From	Used to specify the date from when the auto pay source is effective for the account.	Yes (Conditional) Note: This field is required when you are defining auto pay instructions for the account.
Effective To	Used to specify the date till when the auto pay source is effective for the account.	No
Comments	Used to specify additional information about the auto pay source.	No

3. Enter the required details.

Note:

You can search for a person, auto pay source type, and auto pay route type by clicking the **Search** (🔍) icon corresponding to the respective field.

If you have used any profile to create the invoice account, the default values (defined for the fields which are listed in the above tables) appear in the **Create Invoice Account** screen. You can use the default values or edit the values, if required.

4. Click OK.

Note that the invoice account is created only when the construct is activated. In addition, the contracts for the invoice account are also created when the construct is activated. One contract is created for every target contract type set on usage accounts' contracts' contract type. Let us understand this with the help of an example.

Construct 1 includes the following usage accounts:

Usage Account	Contract	Contract Type	Target Contract Type (Characteristic Type)
A	C1	CT1	TCT1
A	C2	CT2	TCT2
B	C3	CT1	TCT1
B	C4	CT2	TCT2
B	C5	CT3	TCT3
C	C6	CT3	TCT3

In such case, the system will create three contracts — one using the target contract type TCT1, second using the target contract type TCT2, and third using the target contract type TCT3.

If you have used any profile to create the invoice account and if the account and contract creation algorithms are associated with the profile, the system uses the respective algorithms in the specified order to create an invoice account and contracts. If any or both of these algorithms are not associated with the profile, an error message occurs. And, if the invoice account is created without using any profile, the system uses the default account and contract creation algorithms to create an invoice account and contracts.

Related Topics

For more information on...	See...
How to include billable charges in a construct	<i>Including Billable Charges in a Construct</i> on page 864

Creating a Settlement Account

Prerequisites

To create an settlement account, you should have:

- Persons, currencies, customer classes, bill cycles, account identifier types, collection classes, auto pay sources, and auto pay route types defined in the application
- Target contract type (characteristic type) defined on usage accounts' contracts' contract type
- Default account creation algorithm defined using the C1-ACTCR-IC algorithm type
- Default contract creation algorithm defined using the C1-CTMP-IC algorithm type

Procedure

To create an settlement account:

1. Do either of the following:

If you want to...	Then...
Create an settlement account using a profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Settlement Account list The Third sub-field appears. 2. Select the profile from the list.
Create an settlement account without using any profile	<ol style="list-style-type: none"> 1. Select the Create New Account option from the Settlement Account list in the Include Bill Segments section. The Third sub-field appears.

2. Click the **Specify Account Information** link.

The **Create Settlement Account** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Construct Description	Displays the description of the construct.	Not applicable
Customer Class	Used to indicate the customer class to which the account belongs.	Yes
Bill Cycle	Used to indicate the bill cycle of the account.	Yes
Main Person	Used to indicate the person for whom you want to create the account.	Yes
Settlement Currency	Used to indicate the currency in which you want to create the bills for the account.	Yes
Account Identifier Type	Used to indicate the account identifier type.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Account Identifier	Used to specify the value for the account identifier type.	Yes
Collection Class	Used to indicate the collection class to which the account belongs.	Yes
Comments	Used to specify additional information about the account.	No

In addition, this screen contains the following sections:

- **Override Mailing Address** — Used to indicate whether you want to send the account's bills to an override address. Typically, you would only use this option if the person has multiple accounts and each account's bills should be sent to a different address. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Address Line 1	Used to specify the house number and apartment name.	Yes (Conditional) Note: This field is required when you are overriding the address.
Address Line 2	Used to specify the street name.	No
Address Line 3	Used to specify any landmark, if available.	No
Address Line 4	Used to specify the village, town, or city name.	No
State	Used to specify the state name.	No
County	Used to specify the county name.	No
Postal	Used to specify the postal or zip code.	No
Country	Used to specify the country name.	Yes (Conditional) Note: This field is required when you are overriding the address.

Note: The fields in the **Override Mailing Address** section are enabled only when you select the **Override Mailing Address** check box.

- **Auto Pay Instructions** — Used to indicate whether the account's bill must be automatically paid through a debit or credit card. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Auto Pay Source Code	Used to indicate the source of funds you want to use to satisfy the automatic payment request. For example, debit card or credit card.	Yes (Conditional) Note: This field is required when you are defining auto pay instructions for the account.

Field Name	Field Description	Mandatory (Yes or No)
Auto Pay Route Type	Used to indicate when and how automatic payment requests of the account are routed to a financial institution. It also controls when the general ledger is impacted by the automatic payment financial transaction.	Yes (Conditional) Note: This field is required when you are defining auto pay instructions for the account.
Account Number	Used to indicate the persons's bank account or credit card number through which payment must be made.	Yes (Conditional) Note: This field is required when you are defining auto pay instructions for the account.
Expires On	Used to specify the date when the auto pay source (for example, credit card) expires.	No
Max Limit	Used to specify the maximum amount that can be automatically debited from the auto pay source.	No
Effective From	Used to specify the date from when the auto pay source is effective for the account.	Yes (Conditional) Note: This field is required when you are defining auto pay instructions for the account.
Effective To	Used to specify the date till when the auto pay source is effective for the account.	No
Comments	Used to specify additional information about the auto pay source.	No

3. Enter the required details.

Note:

You can search for a person, auto pay source type, and auto pay route type by clicking the **Search** (🔍) icon corresponding to the respective field.

If you have used any profile to create the settlement account, the default values (defined for the fields which are listed in the above tables) appear in the **Create Settlement Account** screen. You can use the default values or edit the values, if required.

4. Click **OK**.

Note that the settlement account is created only when the construct is activated. In addition, the contracts for the settlement account are also created when the construct is activated. One contract is created for every target contract type set on usage accounts' contracts' contract type. Let us understand this with the help of an example.

Construct 1 includes the following usage accounts:

Usage Account	Contract	Contract Type	Target Contract Type (Characteristic Type)
A	C1	CT1	TCT1
A	C2	CT2	TCT2
B	C3	CT1	TCT1
B	C4	CT2	TCT2

Usage Account	Contract	Contract Type	Target Contract Type (Characteristic Type)
B	C5	CT3	TCT3
C	C6	CT3	TCT3

In such case, the system will create three contracts — one using the target contract type TCT1, second using the target contract type TCT2, and third using the target contract type TCT3.

If you have used any profile to create the settlement account and if the account and contract creation algorithms are associated with the profile, the system uses the respective algorithms in the specified order to create an settlement account and contracts. If any or both of these algorithms are not associated with the profile, an error message occurs. And, if the settlement account is created without using any profile, the system uses the default account and contract creation algorithms to create an settlement account and contracts.

Related Topics

For more information on...	See...
How to include billable charges in a construct	Including Billable Charges in a Construct on page 864

Defining Characteristics for a Construct

Prerequisites

To define characteristics for a construct, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Construct)

Procedure

To define characteristics for a construct:

1. Click the **Characteristics** tab in the **Construct** screen when you are creating or editing a construct.

The **Characteristics** tab appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the construct.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the construct.
Characteristic Type	Used to indicate the characteristic type.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the construct.

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Predefined Characteristic Search window appears.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the construct.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the construct, click the

Add (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the construct, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define a construct	Defining a Construct on page 857
How to edit a construct	Editing a Construct on page 882

Editing a Construct

You can only edit a construct in the **Draft**, **Active**, or **Rejected** status. If a bill is already generated through a construct and it is in the **Pending** status, you cannot edit the details of the construct. You can only edit the effective to date of a construct when all bills generated through the construct are in the **Completed** status. The effective to date must be later than the last completed bill's bill date. Otherwise, the system will not allow you to edit the effective to date of the construct.

Procedure

To edit a construct:

1. Search for the construct in the **Construct** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the construct whose details you want to edit.

The **Construct** screen appears. It consists of the following tabs:

- **Main** — Used to specify basic details about the construct.
- **Characteristics** — Used to define characteristics for the construct.

The **Main** tab contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Description	Used to specify the description for the construct.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Construct ID	Displays the construct ID. Note: The construct ID is generated automatically when the construct is created.	Not applicable
Purpose	Indicates the purpose of the construct. The valid values are: <ul style="list-style-type: none"> • Invoice and Settlement 	Not applicable
Status	Indicates the status of the construct. The valid values are: <ul style="list-style-type: none"> • Active • Draft • Inactive • Pending Approval • Rejected 	Not applicable
Effective From	Used to specify the date from when the construct is effective. Note: The effective from date cannot be later than the effective to date.	Yes
Effective To	Used to specify the date till when the construct is effective. Note: The effective to date cannot be earlier than the effective from date.	No
Reason	Indicates the reason why the construct was rejected. Note: This field appears only when you are editing a rejected construct.	Not applicable
Comments	Displays additional information provided by the approver while rejecting the construct. Note: This field appears only when you are editing a rejected construct.	Not applicable

In addition, this tab contains the following sections:

- **Include Usage Accounts** — Used to indicate the persons and their usage accounts for which you want to define the construct. One usage account can belong to only one active construct and not to multiple active constructs at the same time.
- **Exclude Usage Accounts** — Used to indicate the usage accounts of the persons to which this construct is not applicable.
- **Include Billable Charges** — Used to indicate the billable charges that you want to bill through an invoice account. The system will only consider billable charges of those usage accounts for which this construct is defined.
- **Include Adjustments** — Used to indicate the adjustments that you want to bill through an invoice account. The system will only consider adjustments of those usage accounts for which this construct is defined.

3. Modify the details in the **Main** tab, if required.

4. If you want to include usage accounts of more than one person, click the **Add (+)** icon and then enter the required details in the **Include Usage Accounts** section.

Note:

However, if you want to remove usage accounts of any person from the construct, click the **Delete (🗑)** icon corresponding to the person.

You can view the usage accounts which are included in the construct by clicking the **View Usage Accounts** button.

5. If you want to exclude more than one usage account, click the **Add (+)** icon and then enter the required details in the **Exclude Usage Accounts** section.

Note: However, if you do not want a usage account to be excluded from the construct, click the **Delete (🗑)** icon corresponding to the excluded usage account.

6. If you want to include more than one set of billable charges, click the **Add (+)** icon and then enter the required details in the **Include Billable Charges** section.

Note: However, if you want to remove any set of billable charges from the construct, click the **Delete (🗑)** icon corresponding to the set of billable charges.

7. If you want to include more than one set of adjustments, click the **Add (+)** icon and then enter the required details in the **Include Adjustments** section.

Note: However, if you want to remove any set of adjustments from the construct, click the **Delete (🗑)** icon corresponding to the set of adjustments.

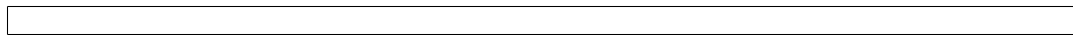
8. Define, edit, or remove characteristics from the construct, if required.

9. Do either of the following:

If you want to...	Then...
Save the construct in the draft version	<p>1. Click Save as Draft.</p> <p>The changes made to the construct are saved, and the status of the construct is set to Draft.</p>
Activate the construct	<p>1. Click Activate.</p> <p>The changes made to the construct are saved, and the status of the construct is set to Active.</p> <p>Note: The Activate button appears while editing a construct only when the approval workflow process is not configured for construct.</p>
Send the construct for approval	<p>1. Click Send for Approval.</p> <p>The changes made to the construct are saved, and the approval request is raised for the construct. The status of the construct is set to Pending Approval.</p> <p>Note: The Send for Approval button appears while editing a construct only when the approval workflow process is configured for construct.</p>

Related Topics

For more information on...	See...
How to search for a construct	Searching for a Construct on page 856
How to include usage accounts in a construct	Including Usage Accounts in a Construct on page 860
How to exclude usage accounts from a construct	Excluding Usage Accounts from a Construct on page 863
How to include billable charges in a construct	Including Billable Charges in a Construct on page 864
How to include adjustments in a construct	Including Adjustments in a Construct on page 870
How to define characteristics for a construct	Defining Characteristics for a Construct on page 881
How to view the usage accounts included in a construct	Viewing Usage Accounts on page 885



Viewing Usage Accounts

Each row added in the **Include Usage Accounts** section will retrieve a set of usage accounts based on the criteria. Once you save the construct, you can view all usage accounts included in the construct.

Procedure

To view the usage accounts included in a construct:

1. Search for the construct in the **Construct** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the construct whose usage accounts you want to view.

The **Construct** screen appears.

3. Click the **Expand** (☐) icon corresponding to the **Include Usage Accounts** section.

The **Include Usage Accounts** section appears.

4. Click **View Usage Accounts**.

The **View Usage Accounts** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Construct ID	Displays the construct ID. Note: The construct ID is generated automatically when the construct is created.	Not applicable
Construct Description	Displays the description of the construct.	Not applicable

In addition, this screen contains the following columns:

Column Name	Column Description
Account Information	Displays information about the account. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.

Column Name	Column Description
Person Information	Displays information about the person. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.

Note:

The customers' and their child customers' usage accounts that meet the specified criteria are included in the construct.

Pagination is used to display limited number of records (usage accounts) in the **View Usage Accounts** screen. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

- View the usage accounts included in the construct in the **View Usage Accounts** screen.
- If required, you can change the number of records displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

- If required, you can click the **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) buttons to navigate between pages.

Related Topics

For more information on...	See...
How to search for a construct	Searching for a Construct on page 856

Viewing the Construct Details**Procedure**

To view the details of a construct:

- Search for the construct in the **Construct** screen.
- In the **Search Results** section, click the **View** (🔍) icon in the **View** column corresponding to the construct whose details you want to view.

The **Construct** screen appears. It contains the following sections:

- General Information** — Displays basic details about the construct.
- Include Usage Accounts** — Indicates the persons and their usage accounts for which the construct is defined.
- Exclude Usage Accounts** — Indicates the usage accounts of the persons to which this construct is not applicable.
- Include Billable Charges** — Indicates the billable charges of the usage accounts which are billed through an invoice account.
- Include Adjustments** — Indicates the adjustments of the usage accounts which are billed through an invoice account.

- **Characteristics** — Displays the characteristics defined for the construct.
 - **View Linked Accounts** — Indicates the usage accounts which are included in the construct.
3. View the basic details about the construct in the **General Information** section.
 4. If you want to view other details, click the **Expand** (□) icon corresponding to the respective section.

Related Topics

For more information on...	See...
How to search for a construct	Searching for a Construct on page 856

Copying a Construct

Instead of creating a construct from scratch, you can create a new construct using an existing construct. This is possible through copying a construct. On copying a construct, the usage accounts, billable charges, and adjustments' selection criteria and characteristics are copied to the new construct. You can then edit the details, if required.

Prerequisites

To copy a construct, you should have:

- Construct (whose copy you want to create) defined in the application

Procedure

To copy a construct:

1. Search for the construct in the **Construct** screen.
2. In the **Search Results** section, click the **Copy** (📄) icon in the **Copy** column corresponding to the construct whose copy you want to create.

The **Construct** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Construct Description	Used to specify the description for the new construct.	Yes
Effective From	Used to specify the date from when the new construct is effective. Note: The effective from date cannot be later than the effective to date.	Yes
Effective To	Used to specify the date till when the new construct is effective. Note: The effective to date cannot be earlier than the effective from date.	No

3. Enter the required details.
4. Click **OK**.
A row is added for the new construct in the **Search Results** section. The status of the construct is set to **Draft**.
5. Click the **Edit** (✎) icon in the **Edit** column corresponding to the new construct which you have created using an existing construct.

The **Construct** screen appears.

6. Edit the details of the new construct, if required.

Related Topics

For more information on...	See...
How to search for a construct	Searching for a Construct on page 856
How to edit a construct	Editing a Construct on page 882

Activating a Construct

Only active constructs which are effective are used during the construct based billing process. Therefore, you need to activate a construct.

Prerequisites

To activate a construct, you should have:

- Target contract type (characteristic type) defined on usage accounts' contracts' contract type
- Default account creation algorithm defined using the C1-ACTCR-IC algorithm type
- Default contract creation algorithm defined using the C1-CTMP-IC algorithm type
- Assign the **C1-IC_AC** To Do type to a To Do role whose users must receive the To Do entries generated when the new invoice account is created while activating a construct

Procedure

To activate a construct:

1. Search for the draft construct in the **Construct** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the construct that you want to activate.

The **Construct** screen appears.

3. Click **Activate**.

A message appears confirming whether you want to activate a construct.

Note: The **Activate** button appears while defining or editing a construct only when the approval workflow process is not configured for construct.

4. Click **OK**.

The construct is activated. In addition, if you have opted to create a new invoice account to bill any usage accounts' charges and/or adjustments, the invoice account and contracts for the invoice account are created. One contract is created for every target contract type set on usage accounts' contracts' contract type. Let us understand this with the help of an example.

Construct 1 includes the following usage accounts:

Usage Account	Contract	Contract Type	Target Contract Type (Characteristic Type)
A	C1	CT1	TCT1
A	C2	CT2	TCT2

Usage Account	Contract	Contract Type	Target Contract Type (Characteristic Type)
B	C3	CT1	TCT1
B	C4	CT2	TCT2
B	C5	CT3	TCT3
C	C6	CT3	TCT3

In such case, the system will create three contracts — one using the target contract type TCT1, second using the target contract type TCT2, and third using the target contract type TCT3.

If you have used any profile to create an invoice account and if the account and contract creation algorithms are associated with the profile, the system uses the respective algorithms in the specified order to create the invoice account and contracts. If any or both of these algorithms are not associated with the profile, an error message occurs. And, if an invoice account is created without using any profile, the system uses the default account and contract creation algorithms to create the invoice account and contracts.

Note: Along with the invoice account and contracts, a To Do is created using the **C1-IC_AC** To Do type. Users having a To Do role to which the **C1-IC_AC** To Do type is associated can view the To Do from the **To Do List** screen. On clicking the **Submitted Message** link corresponding to the To Do, the **Account** screen appears where you can review the details of the respective invoice account.

Related Topics

For more information on...	See...
How to search for a construct	Searching for a Construct on page 856

Deactivating a Construct

You can only deactivate a construct which is in the **Draft** or **Active** status. On deactivating a construct, the status of the construct is set to **Inactive**. The system does not use the inactive construct during construct based billing process.

Procedure

To deactivate a construct:

1. Search for the draft or active construct in the **Construct** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the construct that you want to deactivate.

The **Construct** screen appears.

3. Click **De-Activate**.

A message appears confirming whether you want to inactive a construct.

Note: The **De-Activate** button appears while editing a construct only when the construct is in the **Draft** or **Active** status. It appears irrespective of whether approval workflow process is configured for construct or not.

4. Click **OK**.

If the approval workflow process is not configured for construct, the construct is deactivated and the status of the construct is set to **Inactive**. However, if the approval workflow process is configured for construct, the approval workflow request is raised for the construct and the status of the construct is set to **Pending Approval**. Only when the approver approves the request, the status of the construct is set to **Inactive**.

Related Topics

For more information on...	See...
How to search for a construct	Searching for a Construct on page 856

Approving a Construct

A submitter is a person who adds, modifies or de-activates a construct. The system does not allow the submitter to approve or reject the approval workflow request. Only the approver can approve or reject the approval workflow request.

Procedure

To approve a construct:

1. Search for the construct which is in the **Pending Approval** status in the **Construct** screen.
2. In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the construct on which you want to take an action.

The **Construct** screen appears where you can review the changes, and accordingly approve or reject the approval workflow request based on your observations. If the construct is updated or de-activated, you will be able to compare the existing and new data, and accordingly take an action.

3. Click **Approve**.

A message appears confirming whether you want to approve a construct.

4. Click **OK**.

A message appears indicating that the transaction was approved successfully.

If the approval workflow request is raised while de-activating a construct, the status of the construct is set to **Inactive**. However, if the approval workflow request is raised while defining or editing a construct, the status of the construct is set to **Active**. In addition, if you have opted to create a new invoice account to bill any usage accounts' charges and/or adjustments, the invoice account and contracts for the invoice account are created. One contract is created for every target contract type set on usage accounts' contracts' contract type. Let us understand this with the help of an example.

Construct 1 includes the following usage accounts:

Usage Account	Contract	Contract Type	Target Contract Type (Characteristic Type)
A	C1	CT1	TCT1
A	C2	CT2	TCT2
B	C3	CT1	TCT1
B	C4	CT2	TCT2
B	C5	CT3	TCT3
C	C6	CT3	TCT3

In such case, the system will create three contracts — one using the target contract type TCT1, second using the target contract type TCT2, and third using the target contract type TCT3.

If you have used any profile to create an invoice account and if the account and contract creation algorithms are associated with the profile, the system uses the respective algorithms in the specified order to create the invoice account and contracts. If any or both of these algorithms are not associated with the profile, an error message occurs. And, if an invoice account is created without using any profile, the system uses the default account and contract creation algorithms to create the invoice account and contracts.

Note: Along with the invoice account and contracts, a To Do is created using the **C1-IC_AC** To Do type. Users having a To Do role to which the **C1-IC_AC** To Do type is associated can view the To Do from the **To Do List** screen. On clicking the **Submitted Message** link corresponding to the To Do, the **Account** screen appears where you can review the details of the respective invoice account.

- Click **OK**.

Related Topics

For more information on...	See...
How to search for a construct	Searching for a Construct on page 856

Rejecting a Construct

A submitter is a person who adds, modifies or de-activates a construct. The system does not allow the submitter to approve or reject the approval workflow request. Only the approver can approve or reject the approval workflow request.

Prerequisites

To reject a construct, you should have:

- Approval workflow reasons defined in the application

Procedure

To reject a construct:

- Search for the construct which is in the **Pending Approval** status in the **Construct** screen.
- In the **Search Results** section, click the **Edit** (✎) icon in the **Edit** column corresponding to the construct on which you want to take an action.

The **Construct** screen appears where you can review the changes, and accordingly approve or reject the approval workflow request based on your observations. If the construct is updated or de-activated, you will be able to compare the existing and new data, and accordingly take an action.

- Click **Reject**.

A message appears confirming whether you want to reject a construct.

- Click **OK**.

The **Approval Workflow Reject Reason Code/Comment** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Reason Code	Used to specify the reason why the construct is rejected.	Yes
Rejection Comment	Used to specify additional information while rejecting the construct.	Yes

- Enter the required details.
- Click **Reject**.

A message appears indicating that the transaction was rejected successfully. The status of the construct is set to **Rejected**.

Related Topics

For more information on...	See...
How to search for a construct	Searching for a Construct on page 856

Billing and Settlement Hierarchy

The **Billing and Settlement Hierarchy** screen allows you to search for a person/account hierarchy using various search criteria. Through this screen, you can search and view person/account hierarchy. This screen consists of the following zones:

- [Search Hierarchy](#) on page 892
- [Linked Accounts](#) on page 894
- [Criteria](#) on page 894

Search Hierarchy

The **Search Hierarchy** zone allows you to search for a person or an account with its billing/settlement hierarchy using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for an account with person's billing or settlement hierarchy or account's billing or settlement hierarchy. The valid values are: <ul style="list-style-type: none"> • Person-Billing Hierarchy • Person-Settlement Hierarchy • Account-Billing Hierarchy • Account-Settlement Hierarchy 	Yes
Person ID	Used to search for accounts which belong to a particular person. Note: This field appears only when you select the Person-Billing Hierarchy and Person-Settlement Hierarchy option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Person Search window appears.	Yes
As on Date	Used to search for billing information which is effective on the specified date.	No
Person Name	Used to search for accounts which belong to a particular person. Note: This field appears only when you select the Person-Billing Hierarchy and Person-Settlement Hierarchy option from the Search By list.	Yes

Field Name	Field Description	Mandatory (Yes or No)
View Option	Used to indicate whether you want to view invoice or usage account billing details. The valid values are: <ul style="list-style-type: none"> • Invoice Account — Used when you want to view the usage accounts billed through an invoice account. • Usage Account — Used when you want to view the invoice accounts through which a usage account is billed. Note: This field appears only when you select the Account-Billing Hierarchy and Account-Settlement Hierarchy option from the Search By list.	No
Account ID	Used to specify the invoice or usage account ID. Note: This field appears only when you select the Account-Billing Hierarchy and Account-Settlement Hierarchy option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a person or an account.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Invoice Account ID	Indicates the account for which the bill is created. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account. Note: This field appears only when you select the Person-Billing Hierarchy and Account-Billing Hierarchy (if View Option is selected as Settlement Account) option from the Search By list.
Settlement Account ID	Indicates the account against which the bill is paid. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account. Note: This field appears only when you select the Account-Billing Hierarchy and Account-Settlement Hierarchy option from the Search By list.
Construct Information	Displays additional information about the construct. Note: It has a link. On clicking the link, the Construct screen appears with the details of the respective construct.
Effective From	Displays the date from when the construct is effective.
Effective To	Displays the date till when the construct is effective.

On clicking the **Broadcast** icon corresponding to the account, **Linked Accounts** and **Criteria** zones appears with the details of the respective account.

Related Topics

For more information on...	See...
How to search for person/account hierarchy	Searching Person or Account Hierarchy

Linked Accounts

The **Linked Accounts** zone displays the details of all the linked account details of a particular person/account hierarchy. This zone contains the following columns:

Field Name	Field Description
Account ID	Displays the account ID. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Account Category	Displays the category of the account. The valid values are: <ul style="list-style-type: none"> • Invoice Account • Settlement Account • Usage Account
Person Name	Displays the name of the person to whom the account belongs. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.

Related Topics

For more information on...	See...
How to view the details person billing hierarchy	Viewing Person Billing Hierarchy Details
How to view the details person settlement hierarchy	Viewing Person Settlement Hierarchy Details

Criteria

The **Criteria** zone displays the details of all the criteria of a particular person/account hierarchy. This zone contains the following columns:

Field Name	Field Description
Criteria Type	Displays the criteria type for billing to the account.
Priority	Displays the order in which the bill segments must be generated for a set of billable charges or adjustments on the invoice account.
Selection Criteria	Displays the selection criteria for the construct

Related Topics

For more information on...	See...
How to view the details of the construct	Viewing the Construct Details on page 886

Viewing Usage Accounts Billed through an Invoice Account

Procedure

To view the usage accounts billed through an invoice account:

1. Click the **Menu** link in the **Actions/Navigation** area.
A list appears.
2. Select the **Main Menu** option from the list.
3. From the **Main Menu**, select **Invoice & Settlement Management** and then click **Billing and Settlement Hierarchy**.

The **Billing and Settlement Hierarchy** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for an account with person's billing or settlement hierarchy or account's billing or settlement hierarchy. The valid values are: <ul style="list-style-type: none"> • Person-Billing Hierarchy • Person-Settlement Hierarchy • Account-Billing Hierarchy • Account-Settlement Hierarchy 	Yes
Person ID	Used to search for accounts which belong to a particular person. Note: This field appears only when you select the Person-Billing Hierarchy and Person-Settlement Hierarchy option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Person Search window appears.	Yes
As on Date	Used to search for billing information which is effective on the specified date.	No
Person Name	Used to search for accounts which belong to a particular person. Note: This field appears only when you select the Person-Billing Hierarchy and Person-Settlement Hierarchy option from the Search By list.	Yes
View Option	Used to indicate whether you want to view invoice or usage account billing details. The valid values are: <ul style="list-style-type: none"> • Invoice Account — Used when you want to view the usage accounts billed through an invoice account. • Usage Account — Used when you want to view the invoice accounts through which a usage account is billed. Note: This field appears only when you select the Account-Billing Hierarchy and Account-Settlement Hierarchy option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Account ID	Used to specify the invoice or usage account ID. Note: This field appears only when you select the Account-Billing Hierarchy and Account-Settlement Hierarchy option from the Search By list.	No

4. Select the **Invoice Account** option from the **View Option** list.
5. Enter the date and invoice account ID in the respective fields.
6. Click **Search**.

A list of usage accounts which are billed through the invoice account appears in the search results. The **Search Results** section contains the following columns:

Column Name	Column Description
Usage Account	Indicates the usage account which is billed through the invoice account. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Construct Description	Indicates the construct in which the usage account is included. Note: It has a link. On clicking the link, the Construct screen appears with the details of the respective construct.
Selection Criteria	Indicates the criteria used to select a set of usage account's charges or adjustments.

Related Topics

For more information on...	See...
Billing and Settlement Hierarchy screen	Billing and Settlement Hierarchy on page 892

Viewing Invoice Accounts through which a Usage Account is Billed

Procedure

To view the invoice accounts through which a usage account is billed:

1. Click the **Menu** link in the **Actions/Navigation** area.
A list appears.
2. Select the **Main Menu** option from the list.
3. From the **Main Menu**, select **Invoice & Settlement Management** and then click **Billing and Settlement Hierarchy**.

The **Billing and Settlement Hierarchy** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for an account with person's billing or settlement hierarchy or account's billing or settlement hierarchy. The valid values are: <ul style="list-style-type: none"> • Person-Billing Hierarchy • Person-Settlement Hierarchy • Account-Billing Hierarchy • Account-Settlement Hierarchy 	Yes
Person ID	Used to search for accounts which belong to a particular person. Note: This field appears only when you select the Person-Billing Hierarchy and Person-Settlement Hierarchy option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Person Search window appears.	Yes
As on Date	Used to search for billing information which is effective on the specified date.	No
Person Name	Used to search for accounts which belong to a particular person. Note: This field appears only when you select the Person-Billing Hierarchy and Person-Settlement Hierarchy option from the Search By list.	Yes
View Option	Used to indicate whether you want to view invoice or usage account billing details. The valid values are: <ul style="list-style-type: none"> • Invoice Account — Used when you want to view the usage accounts billed through an invoice account. • Usage Account — Used when you want to view the invoice accounts through which a usage account is billed. Note: This field appears only when you select the Account-Billing Hierarchy and Account-Settlement Hierarchy option from the Search By list.	No
Account ID	Used to specify the invoice or usage account ID. Note: This field appears only when you select the Account-Billing Hierarchy and Account-Settlement Hierarchy option from the Search By list.	No

4. Select the **Usage Account** option from the **View Option** list.
5. Enter the date and usage account ID in the respective fields.
6. Click **Search**.

A list of invoice accounts through which the usage account's charges or adjustments are billed appears in the search results. The **Search Results** section contains the following fields:

Field Name	Field Description
Construct Description	Indicates the construct in which the usage account is included. Note: It has a link. On clicking the link, the Construct screen appears with the details of the respective construct.

In addition, this section contains the following columns:

Column Name	Column Description
Invoice Account	Indicates the invoice account through which the usage account's charges or adjustments are billed. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Priority	Indicates the order in which the bill segments must be generated for a set of billable charges or adjustments on the invoice account.
Selection Criteria	Indicates the criteria used to select a set of billable charges or adjustments.

Related Topics

For more information on...	See...
Billing and Settlement Hierarchy screen	Billing and Settlement Hierarchy on page 892

Chapter 15

Trial Billing

Topics:

- [Trial Bill](#)

Oracle Revenue Management and Billing facilitates you to generate trial bills before actual bill is generated for an account. This helps to review the trial bill and make the required corrections before the actual bill is generated. The Trial Billing feature is currently designed and developed for open item accounting and not for balance forward accounting.

The process of trial and actual billing is identical. The only difference is that you cannot freeze and complete trial bills. Also, during trial billing, the account balance is not updated. It is updated only when the actual bill is generated. You can generate trial bill only in case of regular billing, and not in case of adhoc billing. The trial bills can be generated only through the batch process. To generate trial bills, you need to execute the following batches in the specified order:

1. **Pending Bill Generation (C1-PNDBL)** – This batch is used to generate pending trial or actual bills for accounts that meet the criteria.
2. **Bill Segment Generation (C1-BLGEN)** – This batch is used to generate bill segments for pending trial or actual bills.
3. **Bill Completion (C1-BLPPR)** – This batch is used to generate post processing bill segments for pending trial or actual bills. The adjustments, if any, created on the account are swept onto the pending trial or actual bill. In addition, the bill routing information and bill messages are stamped on the pending trial or actual bill. If the adjustment currency is different from the account's invoice currency, the transfer adjustment is created on the pending actual bill. The transfer adjustment is not created on the pending trial bills. This is because, at present, the currency conversion for adjustments is not supported while generating trial bills. Finally, the status of the actual bill is set to **Complete** and the status of the trial bill remains as **Pending**.

Note: The adjustments which are in the **Freezable** status are not swept onto the trial bills. Only adjustments which are in the **Frozen** status are swept onto the trial bills.

The **Trial Bill** check box is added in the **Main** tab of the **Account** screen. If you leave the **Process All or Selected Accounts** parameter blank while executing the above batches, all accounts (that meet the criteria) irrespective of whether the **Trial Bill** check box is selected or not are considered for generating the trial bills. However, if the **Process All or Selected Accounts** parameter is set to **Y**, then only those accounts that meet the criteria and where the **Trial Bill** check box is selected are considered for generating the trial bills.

You can create an actual bill using a trial bill. While creating actual bills using trial bills, you need to specify the trial billing batch run number whose trial bills

you want to convert to the actual bills. To create actual bills using trial bills, you need to execute the following batches in the specified order:

1. **Pending Bill Generation (C1-PNDBL)** - This batch generates pending actual bill for accounts that meet the criteria.
2. **Bill Segment Generation (C1-BLGEN)** – This batch copies regular bill segments which are generated for the trial bill and stamps them onto the pending actual bill. It also copies the corresponding financial transactions (FTs).
3. **Bill Completion (C1-BLPPR)** – This batch copies post processing bill segments which are generated for the trial bill and stamps them onto the pending actual bill. The bill routing information and bill messages are copied from the trial bill to the pending actual bill. The adjustment, if any, created on the account are swept onto the pending actual bill. They are not copied from the respective trial bill. If the adjustment currency is different from the account’s invoice currency, the transfer adjustment is created on the pending actual bill. Finally, the status of the actual bill is set to **Complete**.

The actual bill ID, bill segment ID and FT ID are different from the trial bill ID, bill segment ID and FT ID, respectively. If an actual bill is created using a trial bill, the system will stamp the trial bill ID on the actual bill. This helps you to track the trial bill of an actual bill.

The system allows you to view a trial bill through a user interface. It also allows you to print the trial bill in the PDF format. You can print a trial bill only when Oracle Documaker is integrated with Oracle Revenue Management and Billing. For more information about batches, refer to *Oracle Revenue Management and Billing Batch Guide*.

The system allows you to view a trial bill through a user interface. It also allows you to print the trial bill in the PDF format. You can do this only when Oracle Documaker is integrated with Oracle Revenue Management and Billing.

Trial Bill

The **Trial Bill** screen allows you to search for a trial bill using various search criteria. It also allows you to view the details of a trial bill and print a trial bill in the PDF format. This screen consists of the following zones:

- [Search](#) on page 901

Search

The **Search** zone allows you to search for trial bills using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The criteria are grouped as indicated by line separators between the criteria. Each group is independent from the other, and only one group is used at a time for searching. If you enter criteria in more than one group, the criteria from the first group is used for searching. For example, if you enter Account ID and Bill Description (which are in different criteria groups), the system searches using the Account ID criteria, which appears before the Bill Description criteria. The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Person ID	Used to search for trial bills which are generated for a particular person. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Person Search window appears.	Yes (Conditional) Note: This field is required when you are searching for trial bills using any criteria in this criteria group.
Invoice Currency	Used to search for trial bills which are generated in a particular invoice currency.	No
From Bill Date	Used to search for trial bills which are generated from a particular date onwards.	No
To Bill Date	Used to search for trial bills which are generated till a particular date.	No
Account ID	Used to search for trial bills which are generated for a particular account. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	Yes (Conditional) Note: This field is required when you are searching for trial bills using any criteria in this criteria group.
Bill ID	Used to search for a particular trial bill.	Yes (Conditional) Note: This field is required when you are searching for trial bills using any criteria in this criteria group.
Batch Run Date	Used to search for trial bills which are generated in a particular batch run.	No

Field Name	Field Description	Mandatory (Yes or No)
Bill Description	Used to search for trial bills which are generated in a particular batch run.	Yes (Conditional) Note: This field is required when you are searching for trial bills using any criteria in this criteria group.

Note: You must specify at least one search criterion while searching for a trial bill.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill Description	Displays the description of the batch run in which the trial bill is generated.
Batch Run Date	Displays the date when the batch is executed to generate the trial bill.
View	On clicking the View (🔍) icon, you can view the details of the trial bill.
Bill ID	Display the trial bill ID.
Current Charges	Displays the trial bill amount.
Batch Run Number	Indicates the batch run in which the trial bill is generated.
Person Name	Indicates the person for whom the trial bill is generated.
Account ID	Indicates the account for which the trial bill is generated.

Related Topics

For more information on...	See...
Trial Bill screen	Trial Bill on page 901
How to search for a trial bill	Searching for a Trial Bill on page 902
How to view the details of a trial bill	Viewing the Trial Bill Details on page 903
How to view the segments of a trial bill	Viewing the Segments of a Trial Bill on page 904
How to print a trial bill in the PDF format	Printing a Trial Bill in the PDF Format on page 906

Searching for a Trial Bill

Prerequisites

To search for a trial bill, you should have:

- Currencies defined in the application

Procedure

To search for a trial bill:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Trial Bill**.
The **Trial Bill** screen appears.
3. Enter the search criteria in any of the criteria groups.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of trial bills that meet the search criteria appears in the **Search Results** section.


Related Topics

For more information on...	See...
Trial Bill screen	Trial Bill on page 901
Search zone	Search on page 901

Viewing the Trial Bill Details

Procedure

To view the details of a trial bill:

1. Search for the trial bill in the **Trial Bill** screen.
2. In the **Search Results** section, click the **View** () icon in the **View** column corresponding to the trial bill whose details you want to view.

The **Trial Bill** screen appears. It contains the following two tabs:

- **Main** — Displays the basic details of the trial bill, including bill messages and characteristics defined for the trial bill.
- **Bill Segments** — Displays the bill segments of the trial bill.

The **Main** tab contains the following fields:

Field Name	Field Description
Bill Information	Displays additional information about the trial bill.
Bill ID	Displays the trial bill ID.
Bill Description	Displays the description of the batch run in which the trial bill is generated.
Account ID	Indicates the account for which the trial bill is generated.

In addition, this screen has the following sections:

- **Bill Summary** — This section summarizes the financial impact of the bill. It contains the following fields:

Field Name	Field Description
New Charges	Displays the total amount of frozen bill segment financial transactions which are linked to the trial bill.
Adjustments	Displays the total amount of frozen or canceled adjustment financial transactions which are linked to the trial bill.

Field Name	Field Description
Corrections	Displays the total amount of canceled and/or rebilled bill segment financial transactions which are linked to the trial bill.
Total	Displays the sum of new charges, adjustments, and corrections amount.
No. of Bill Segments in Error	Indicates the number of bill segments in the trial bill which are in the Error status.

- **Bill Messages** — This section lists the bill messages that are stamped on the trial bill. It contains the following fields:

Field Name	Field Description
Bill Message	Displays the code that uniquely identifies the bill message.
Message on Bill	Displays the bill message.
Priority	Displays the priority which determines the order in which the bill message must be printed on the trial bill.
Insert Code	Indicates whether the bill message must be sent separately along with the trial bill.

- **Characteristics** — This section lists characteristics defined for the trial bill. It contains the following fields:

Field Name	Field Description
Characteristic Type	Displays the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

3. View the basic details of the trial bill in the **Main** tab.
4. If required, view the bill segments of the trial bill in the **Bill Segments** tab.


Related Topics

For more information on...	See...
How to search for a trial bill	Searching for a Trial Bill on page 902
How to view the segments of a trial bill	Viewing the Segments of a Trial Bill on page 904

Viewing the Segments of a Trial Bill

Procedure

To view the segments of a trial bill:

1. Search for the trial bill in the **Trial Bill** screen.
2. In the **Search Results** section, click the **View** () icon in the **View** column corresponding to the trial bill whose details you want to view.

The **Trial Bill** screen appears. It contains the following two tabs:

- **Main** — Displays the basic details of the trial bill, including bill messages and characteristics defined for the trial bill.
- **Bill Segments** — Displays the bill segments of the trial bill.

3. Click the **Bill Segments** tab.

The **Bill Segments** tab appears. It contains the following sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Usage Account ID	Used to search for bill segments which are generated for a particular usage account.	No
Contract Type	Used to search for bill segments which are generated for a particular type of contract.	No
Bill Segment Type	Used to search for a particular type of bill segments.	No
Product	Used to search for bill segments which are generated for a particular price item.	No
Product Parameter	Used to search for bill segments where a particular price item parameter is used to determine the price item pricing.	No

Note: You must specify at least one search criterion while filtering the segments of a trial bill.

- **Search Results** — On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill Segment	Displays additional information about the bill segment.
Current Amount	Displays the bill segment amount
Construct ID	Indicates the construct through which the bill segment is generated.
Billable Charge ID	Indicates the billable charge for which the bill segment is generated.
Bill Segment ID	Displays the bill segment ID.
Bill Segment Status	Indicates the status of the bill segment.

Note:

Pagination is used to display limited number of records (i.e. bill segments) in the **Trial Bill** screen. You can change the number of bill segments displayed per page, if required. You can use the navigation buttons, such as **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

4. View the segment of the trial bill in the **Bill Segments** tab.
5. If required, you can change the number of bill segments displayed per page.

Note: By default, the number of records that appear in each page depends on the minimum value defined in the **PAGE_NUMBER** lookup field. For example, if the **PAGE_NUMBER** lookup field has four values — 10, 20, 30, and 40, then the number of records displayed in each page, by default, would be 10.

6. If required, you can click the **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) buttons to navigate between pages.
7. If required, you can filter the bill segments using various search criteria.

Note: You can search for an account, contract type, price item, and price item parameter by clicking the **Search** (🔍) icon corresponding to the respective field.

Related Topics

For more information on...	See...
How to search for a trial bill	Searching for a Trial Bill on page 902

Printing a Trial Bill in the PDF Format

Procedure

To print a trial bill in the PDF format:

1. Search for the trial bill in the **Trial Bill** screen.
2. In the **Search Results** section, click the **View** (🔍) icon in the **View** column corresponding to the trial bill whose details you want to view.

The **Trial Bill** screen appears.

3. Click the **Display Bill** button in the **Main** tab.

The trial bill is printed in the PDF format.

Related Topics

For more information on...	See...
How to search for a trial bill	Searching for a Trial Bill on page 902

Chapter 16

Bill Tolerance

Topics:

- [Prerequisites](#)

Oracle Revenue Management and Billing allows you to define tolerance limit for the bill amount. If the difference between the previous and current bill amount exceeds either positive or negative tolerance limit, a To Do entry is generated when you initiate the bill completion process. In addition, a To Do entry is generated for the first bill of an account during the bill completion process. Until you review and close the To Do entry, you cannot complete the bill. After you close the To Do entry, you need to initiate the bill completion process once again to freeze and complete the bill. Note that the To Do entries are generated only for regular bills and not for adhoc bills.

The **Bill Tolerance** feature is supported when you freeze and complete the regular bills through the user interface and through the charge based billing batch named **Bill Completion (C1-BLPPR)**. It is not yet supported when you freeze and complete the bill through the **BILLING** batch. In addition, this feature is not yet designed to work when bills are generated through the construct based billing batches.

For more information on how to setup the bill tolerance feature, refer to [Prerequisites](#) on page 908.

Prerequisites

To setup the bill tolerance feature, you need to do the following:

- Define an algorithm of the C1-BILL_TOLR algorithm type and attach it to the **Pre-Bill Completion Review** system event on the respective customer class. This algorithm type has the following parameters:
 - Positive Tolerance Percentage** – Used to specify the positive tolerance limit in percentage.
 - Negative Tolerance Percentage** – Used to specify the negative tolerance limit in percentage.
 - Positive Tolerance Amount** - Used to specify the positive tolerance limit in amount.
 - Negative Tolerance Amount** - Used to specify the negative tolerance limit in amount.
 - Tolerance To Do Type** – Used to indicate that To Do entry of the specified To Do type must be created when the bill amount difference exceeds either positive or negative tolerance limit. This parameter is mandatory.
 - First Bill To Do Type** – Used to indicate that To Do entry of the specified To Do type must be created when the first bill is generated for an account. This parameter is mandatory.
 - Tolerance To Do Role** - Used to indicate that users with the specified To Do role can only view the “%1 Bill Tolerance Limit Exceeded” To Do entry. This parameter is mandatory.
 - First Bill To Do Role** - Used to indicate that users with the specified To Do role can only view the “%1 To-do generated for First Bill” To Do entry. This parameter is mandatory.

For example, if you set the **Positive Tolerance Percentage** parameter to 10 and the **Negative Tolerance Percentage** parameter to 15 in the algorithm, then in the following scenarios:

Current Bill Amount (USD)	Previous Bill Amount (USD)	Tolerance Amount Calculation	To Do Entry Generated (Yes or No)	Reason
120	100	$100+(100*10)/100=110$	Yes	Current Bill Amount is above Positive Tolerance Limit
115	105	$105+(105*10)/100=115.5$	No	Current Bill Amount is within Positive Tolerance Limit
80	100	$100-(100*15)/100=85$	Yes	Current Bill Amount is below Negative Tolerance Limit
95	110	$110-(110*15)/100=93.5$	No	Current Bill Amount is within Negative Tolerance Limit

If the tolerance limit is specified in both percentage and amount, the system calculates the tolerance amount using percentage and amount, considers the minimum value, and then creates the To Do entry accordingly. For example, if you set the **Positive Tolerance Percentage** parameter to 10, the **Positive Tolerance Amount** parameter to 15, the **Negative Tolerance Percentage** parameter to 5, and the **Negative Tolerance Amount** parameter to 25 in the algorithm, then in the following scenarios:

Current Bill Amount (USD)	Previous Bill Amount (USD)	Tolerance Amount Calculation	To Do Entry Generated (Yes or No)	Reason
120	100	$100+(100*10)/100=110$ (Derived using positive tolerance percentage) $100+15=115$ (Derived using positive tolerance amount) Minimum Value is 110 in Positive Scenario	Yes	Current Bill Amount is above Positive Tolerance Limit
180	200	$200-(200*5)/100=190$ (Derived using negative tolerance percentage) $200-25=175$ (Derived using negative tolerance amount) Minimum Value is 190 in Negative Scenario	Yes	Current Bill Amount is below Negative Tolerance Limit

During the tolerance amount calculation, the system checks whether the **Multi-Currency Accounts** feature is enabled or disabled. If the **Multi-Currency Accounts** feature is enabled, the system converts the previous and current bill amount in the division's base currency when the invoice currency is different from the division's base currency. Once the currency conversion is done, the tolerance amount is calculated and To Do entry is generated accordingly.

- Set the **Multi Price Parameter** option type of the **Multi Parameter Based Pricing (C1_PPARM_FLG)** feature configuration to **True** if you want to enable the currency conversion feature during tolerance amount calculation
- Define the Tolerance and First Bill To Do types using the following information:
 - **Navigation Option** - billMaint
 - **Priority** – Priority 10 – Highest
 - **Message Category** - 11105
 - **Message Number** – 11009
 - **Sort Keys** — Define the following sort keys for the To Do type:

Sort Key	Use as Default	Sort Order
Bill ID	Yes	Ascending

- **Drill Keys** — Define the following drill keys for the To Do type:

Table Name	Field Name
CI_BILL	BILL_ID

Related Topics

For more information on...	See...
How to set the Multi Parameter Based Pricing (C1_PPARM_FLG) feature configuration	Setting the C1_PPARM_FLG Feature Configuration on page 1719

Chapter 17

GL Account Validation

Topics:

- [Static GL Account Validation](#)
- [Dynamic GL Account Validation](#)

Oracle Revenue Management and Billing allows you to validate the GL account statically and dynamically. The static GL account validation means you can validate the GL account while creating or editing a distribution code. And, the dynamic GL account validation means you can validate the GL account while assigning it to trial and actual financial transactions through the batch process.

For more information about static GL account validation and dynamic GL account validation, refer to [Static GL Account Validation](#) on page 912 and [Dynamic GL Account Validation](#) on page 912, respectively.

Static GL Account Validation

If you want to validate the GL account while creating or editing a distribution code, you need to select the **Validate GL Account** check box in the **Distribution Code** screen. If the GL account is valid, the following string appears below the check box while saving the distribution code:

“GL Account is validated on YYYY-MM-DD”

And, if the GL account is invalid, the following string appears below the check box while saving the distribution code:

“GL Account is invalid”

If you want to enable the static GL account validation feature on the **Distribution Code** screen, you need to define an algorithm of the **C1-GLVAL** or **C1-GLVAL-COB** algorithm type and attach the algorithm to the **GL Account Validation** system event in the **Algorithms** tab of the **Installation Options – Framework** screen. Both these algorithm types have one parameter named **GL Account Length**. You need to set the value of this parameter while creating the algorithm using the **C1-GLVAL** or **C1-GLVAL-COB** algorithm type. If you attach an algorithm of the **C1-GLVAL** algorithm type, the system checks whether the length of GL account is greater than or equal to the value defined in the **GL Account Length** parameter. If the length is greater than or equal to the specified length, the GL account is considered as valid. And, if the length is less than the specified length, the GL account is considered as invalid.

And, if you attach an algorithm of the **C1-GLVAL-COB** algorithm type, the system checks whether the length of GL account is equal to the value defined in the **GL Account Length** parameter. If the length is equal to the specified length, the GL account is considered as valid. And, if the length is less than or greater than the specified length, the GL account is considered as invalid.

Dynamic GL Account Validation

If you want to validate GL account while assigning it to trial and actual financial transactions, you need to set the **Validate GL Account** parameter to **Y** while executing the batch. If the GL account is valid, the date when the GL account is validated is added in the **GLA_VAL_DT** column of the **CI_TRL_FT_GL** or **CI_FT_GL** table, respectively, depending on whether the GL account is assigned to a trial or actual financial transaction.

If you want to enable the dynamic GL account validation feature in the **C1-GLASN** or **GLASSGN2** batch, you need to define an algorithm of the **C1-GLVAL** or **C1-GLVAL-COB** algorithm type and attach the algorithm to either of the following:

- The **GL Account Validation** algorithm entity in the **Algorithms** tab of the **Division** screen
- The **GL Account Validation** system event in the **Algorithms** tab of the **Installation Options – Framework** screen

If the GL account validation algorithm is defined at both these algorithm spots, the algorithm defined at the division level always takes precedence over the algorithm defined in the installation options during dynamic GL account validation.

Chapter 18

Upload Validated Adjustment Data

Topics:

- [Prerequisites](#)
- [CSV File Format](#)
- [Adjustment Upload Request \(Without Approval Workflow\) Status Transition](#)
- [Adjustment Upload Request \(With Approval Workflow\) Status Transition](#)
- [Algorithms Used in C1-ADJUPLD](#)
- [Adjustment Upload Request](#)

Oracle Revenue Management and Billing until now provided you with an ability to upload adjustment data received from an external source system and create adjustments using the **C1-ADUP1** and **C1-ADUP2** batches. However, there was no user interface available through which you can upload an adjustment data file and create adjustments from the adjustment records. Now, the system provides a user interface which helps you to upload an adjustment data file.

You can upload an adjustment data file in the CSV format. You need to ensure that the CSV file is in the required format; otherwise the file will not be uploaded in the system. At present, the system supports only the CSV file format. For more information about the CSV file format, see [CSV File Format](#) on page 915.

While uploading an adjustment data file, you need to specify the upload request type using which you want to upload the adjustment data file. It is the upload request type which helps the system to determine:

- Whether adjustments must be created in the real time (i.e. immediately) or in the deferred mode (i.e. in the background)
- Whether the size of the adjustment data file exceeds the maximum file size defined in the upload request type
- Whether the adjustment data file must be approved by the approver before creating adjustments

All records are validated before uploading an adjustment data file. During the validation process, the system and custom validations (if any) are executed. If there is any invalid record, the system does not allow you to upload the adjustment data file. The system indicates the reason why the adjustment record could not pass through the validation process. You need to first correct the adjustment record in the CSV file and then upload the adjustment data file.

An upload request of the specified upload request type is created when an adjustment data file is successfully uploaded in the system. You can track an adjustment data file through an upload request. During the adjustment upload process, an adjustment upload request goes through various statuses in its lifecycle. For more information about the adjustment upload request statuses, see [Adjustment Upload Request \(Without Approval Workflow\) Status Transition](#) on page 916 and [Adjustment Upload Request \(With Approval Workflow\) Status Transition](#) on page 917.

Note that the lifecycle of an adjustment upload request is driven by the business object using which the adjustment upload request is created. An adjustment upload request business object named **C1-ADJUPLD** is shipped with the product. The adjustment upload feature explained in this section is documented based on the lifecycle and logic defined in the **C1-ADJUPLD** business object.

If required, the implementation team can create a custom adjustment upload request business object.

Once the adjustment upload request is created, you can perform various tasks, such as:

- Track the status of an adjustment upload request
- View the details of an adjustment upload request
- View all records of an adjustment data file
- Cancel an adjustment data file
- Create adjustments for an adjustment data file
- Submit the adjustment data file for approval
- Approve or reject an adjustment data file based on the observations

Prerequisites

To setup the adjustment upload process, you need to do the following:

- Define the required upload request types in the system
- Create a defer algorithm using the **C1-UPLDEFEVL** algorithm type
- Create an algorithm using the **C1-MTCIALG** algorithm type if you want to create adjustments using the Contract match type
- Create an algorithm using the **C1-MTCTALG** algorithm type if you want to create adjustments using the Contract Type match type
- Define the required characteristic types where the characteristic entity is set to Upload Request Type
- Define cancellation and rejection reasons for the **C1-ADJUPLD** business object
- Assign the **C1-ADJUP** To Do type to a To Do role whose users must receive To Do entries generated while submitting an upload request (i.e. an adjustment data file) for approval
- Set the batch control type of the **Upload Request Periodic Monitor (C1-UPLRQ)** batch to **Timed** and define the following attributes:
 - Time Interval
 - Timer Active
 - User ID
 - Batch Language
 - Email Address

CSV File Format

Before uploading an adjustment data file, you need to ensure that the CSV file contains the following columns:

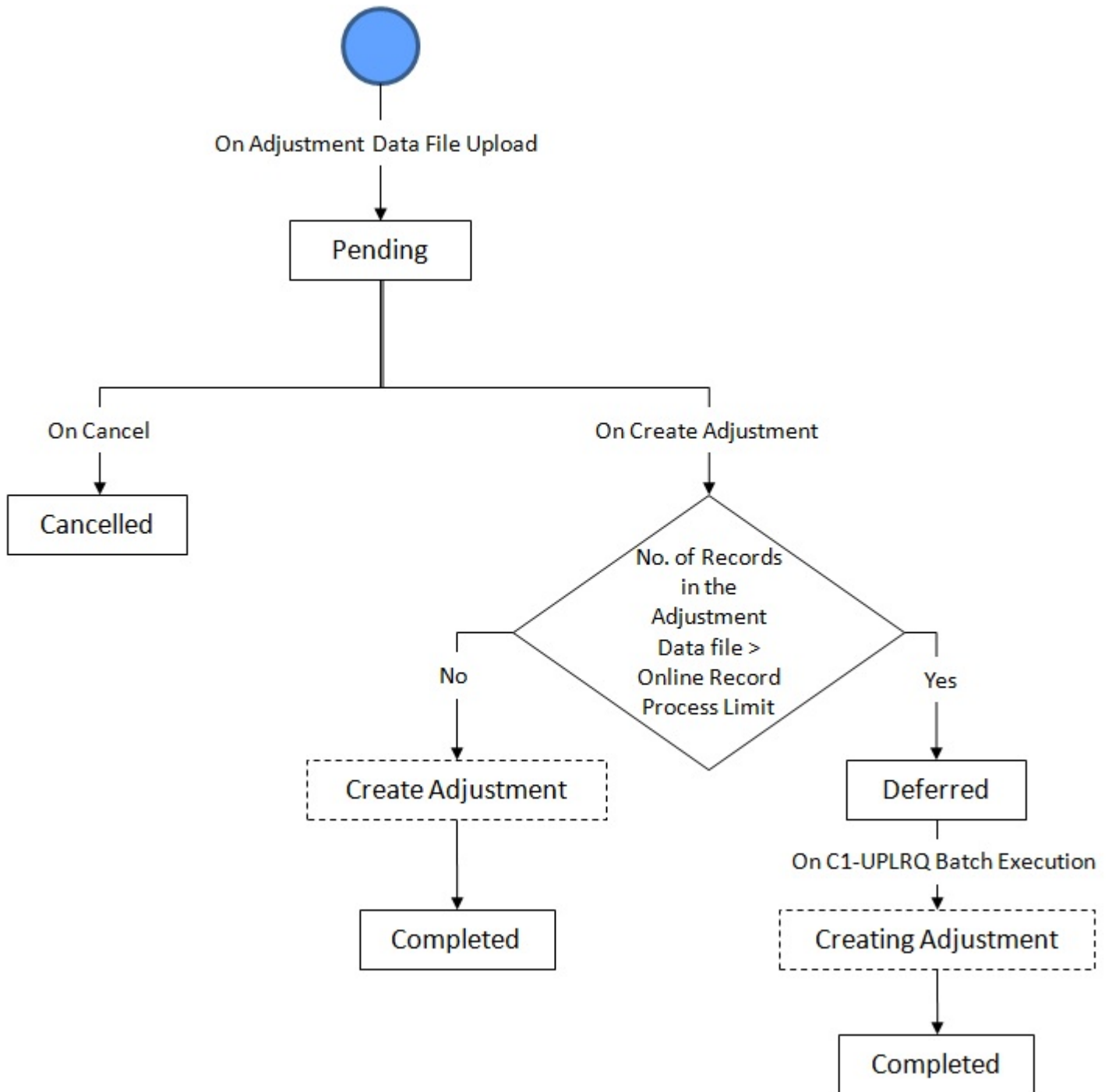
Column Name	Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: This data is required when the match type is Contract Type and account ID is not specified.
Account Identifier	Used to specify the account identifier.	Yes (Conditional) Note: This data is required when the match type is Contract Type and account ID is not specified.
Account ID	Used to indicate the account for which the adjustment must be created.	Yes (Conditional) Note: This data is required when the match type is Contract Type and the account identifier type and account identifier are not specified.
Match Type	Used to indicate the match type using which the adjustment must be created.	Yes

Column Name	Description	Mandatory (Yes or No)
Match Value	Used to indicate the entity (such as contract, contract type, and so on) against which the adjustment must be created.	Yes
Adjustment Type	Used to indicate the adjustment type using which the adjustment must be created. Note: The adjustment type must be included in the adjustment type profile which is attached to the contract type.	Yes
Adjustment Amount	Used to specify the adjustment amount. Note: The adjustment amount precision must match the precision (decimal positions) defined for the currency.	Yes
Currency Code	Used to indicate the currency in which the adjustment must be created.	Yes
Comments	Used to specify additional information about the adjustment.	No
Bill ID	Used to indicate the bill on which the adjustment must be created.	No
Arrears Date	Used to specify the date from when the amount is outstanding on the bill.	No
Char Type 1, Char Type 2,, Char Type 5	Used to indicate the characteristic that must be defined for the adjustment.	Yes (Conditional) Note: This data is required if the characteristic value is specified.
Char Value 1, Char Value 2,, Char Value 5	Used to specify the value for the characteristic type.	Yes (Conditional) Note: This data is required if the characteristic type is specified.

Note: If an adjustment data file contains column names other than those mentioned in the above table, the system will not upload the adjustment data file.

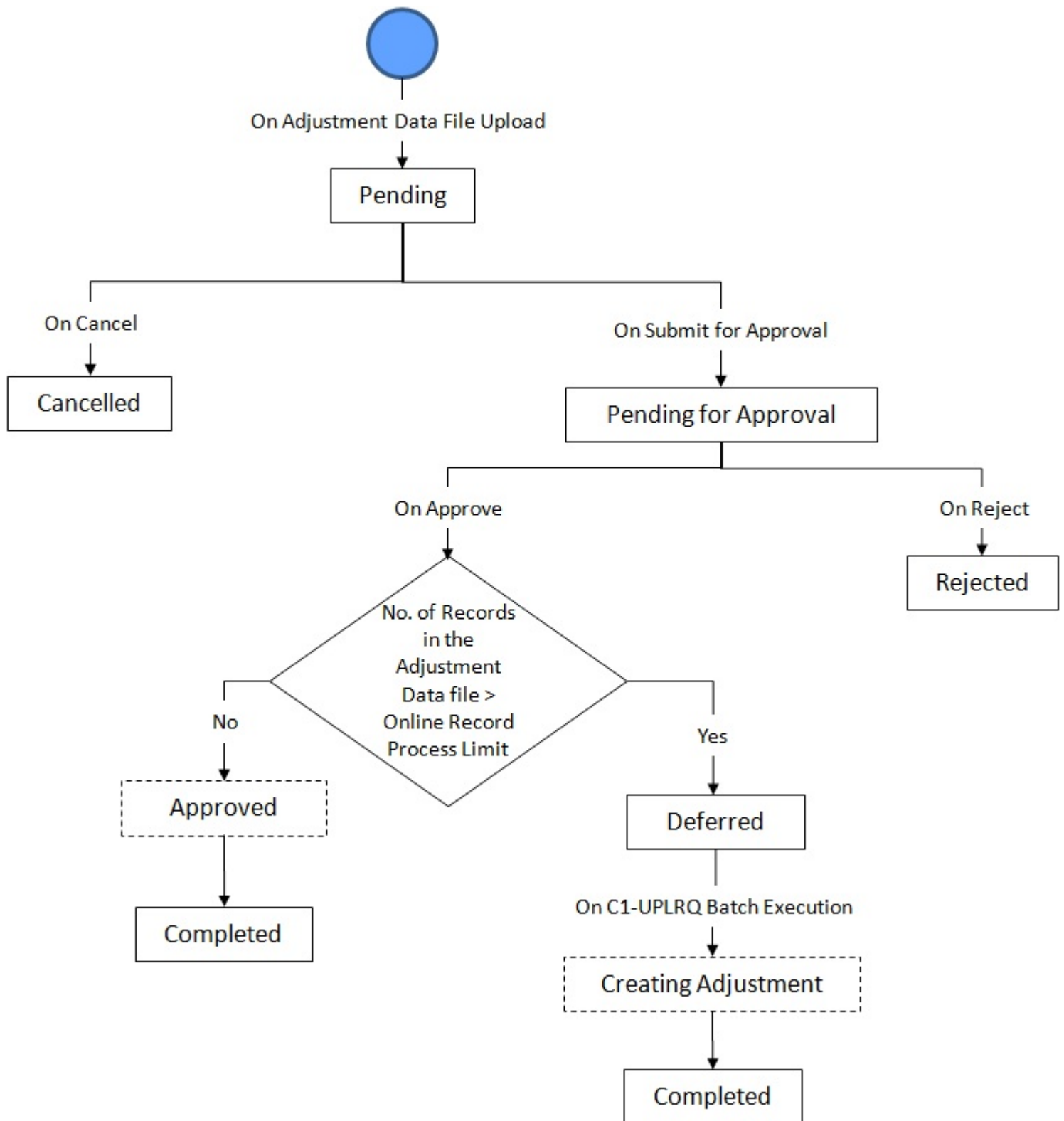
Adjustment Upload Request (Without Approval Workflow) Status Transition

The following figure graphically indicates how an adjustment upload request moves from one status to another when approval workflow is off:



Adjustment Upload Request (With Approval Workflow) Status Transition

The following figure graphically indicates how an adjustment upload request moves from one status to another when approval workflow is on:



Algorithms Used in C1-ADJUPLD

The following table lists the algorithms which are attached to the **C1-ADJUPLD** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-FLREQ-INF	C1-FLREQ-INF	<p>This algorithm formats the upload request information that appears throughout the system for the BO. The algorithm formats the information as follows: Upload Request type description, Status description, ID. This algorithm generates the upload request information string which appears throughout the application. This algorithm concatenates the following fields:</p> <ul style="list-style-type: none"> • Upload Request Type Description • Upload Request Description • Upload Request ID
Validation	C1-ADVALREQ	C1-ADVALREQ	<p>This algorithm will be called from a business service and is responsible for validating the uploaded CSV file and identify if any records are invalid. The validations to be performed are mentioned below: 1. Mandatory column data checks 2. Check for valid values for account, match type, match value, adjustment type, adjustment characteristics type, currency and amount. 3. This algorithm will also call the match type algorithm linked to the request type to derive and validate the value for contract ID. This algorithm validates the uploaded CSV file and identifies invalid records, if any. The validations performed are as follows:</p> <ul style="list-style-type: none"> • Validating mandatory column data • Validating values for account, match type, match value, adjustment type, adjustment characteristics type, currency and amount. • Invoke the match type algorithm linked to the request type to derive and validate the value for contract ID.

The following table lists the algorithms which are used in the lifecycle of the **C1-ADJUPLD** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	-	-	-	-
Cancelled	-	-	-	-

Status	System Event	Algorithm	Algorithm Type	Description
Create Adjustment	Enter	C1-ADJUPDEF	C1-ADJUPDEF	This algorithm will evaluate if request processing should be done in real time or deferred for offline processing. This will be invoked by the Enter Status algorithm when the Request object enters 'CREATE' or 'APPROVED' status. This algorithm evaluates and creates adjustment. It evaluates, if request should be processed in real time or deferred for offline processing. This algorithm is triggered by the Enter status algorithm when the request object is changed to Create or Approved status.
Deferred	Monitor	C1-ADJ-MNTR	C1-ADJ-MNTR	This algorithm will be invoked from the Upload Request Monitor batch. This will be responsible for BO transition from 'Deferred' to 'Creating' status. This algorithm is triggered from the Upload Request Monitor batch. This algorithm transitions the business object status from Deferred to Creating .
Pending for Approval	Enter	C1-ADJUPAPVL	C1-ADJUPAPVL	This algorithm will be responsible of creating To Do for the approver to approve or reject the uploaded file data. To Do will be created using the To Do Type linked to the request type to the approver(s) who are associated with the To Do Role linked to the request type. This will be invoked by the Enter Status algorithm when the Request object enters 'SUBMITTED - Pending For Approver' status. This algorithm creates the To Do using the To Do Type for the approver to approve or reject the uploaded file data. This To Do Type is linked to the request type to the approver(s) associated with the To Do Role linked to the request type. This algorithm is triggered by the Enter status algorithm when the request object enters Submitted - Pending For Approver status.

Status	System Event	Algorithm	Algorithm Type	Description
Approved	Enter	C1-ADJUPLDEF	C1-ADJUPLDEF	This algorithm will evaluate if request processing should be done in real time or deferred for offline processing. This will be invoked by the Enter Status algorithm when the Request object enters 'CREATE' or 'APPROVED' status. This algorithm evaluates if request should be processed in real time or deferred for offline processing. This algorithm is triggered by the Enter status algorithm when the request object is changed to Create or Approved status.
Rejected	-	-	-	-
Completed	-	-	-	-
Creating Adjustment	Enter	C1-ADJCRTION	C1-ADJCRTION	This algorithm is responsible for creating Adjustment for the uploaded file. The adjustment ID will be updated back in the request table to link the request with the adjustments. This algorithm creates an adjustment for the uploaded file. In addition, the adjustment ID is stamped on the adjustment and on the corresponding financial transaction.

Adjustment Upload Request

The **Adjustment Upload Request** screen allows you to search for an adjustment upload request using various search criteria. Through this screen, you can:

- Upload an adjustment data file
- Cancel an adjustment data file
- View the details of an adjustment upload request
- View all adjustment records which are uploaded through an adjustment data file
- Create adjustments for an adjustment data file
- Submit an adjustment data file for approval
- Approve or reject an adjustment data file
- View the log of an adjustment upload request
- Add a log entry for an adjustment upload request

This screen consists of the following zones:

- [Search Adjustment Upload Request](#) on page 922

Search Adjustment Upload Request

The **Search Adjustment Upload Request** zone allows you to search for an adjustment upload request using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The fields in the **Search Criteria** section change depending on the query option selected. At present, there is only one query option named **Upload Request**. On selecting the **Upload Request** query option, the **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Used to search adjustment upload requests which are created using a particular upload request type.	No
Status	Used to search adjustment upload requests with a particular status. The valid values are: <ul style="list-style-type: none"> • Approved • Cancelled • Completed • Create Adjustment • Creating Adjustment • Deferred • Pending • Rejected • Pending For Approval 	No
Upload From Date	Used to search adjustment upload requests which are created from a particular date onwards. Note: By default, the current date appears in this field.	No
To	Used to search adjustment upload requests which are created till a particular date. Note: By default, the current date appears in this field.	No
File Name	Used to search an adjustment upload request which is created while uploading an adjustment data file.	No

Note: You must specify at least one search criterion while searching for an adjustment upload request.

- **Search Results** — On clicking the **Refresh** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Upload Date	Displays the date and time when the adjustment data file is uploaded in the system.
Upload Request Information	Displays information about the adjustment upload request. Note: It has a link. On clicking the link, the Adjustment Upload Request screen appears with the details of the respective upload request.
Status	Indicates the status of the adjustment upload request.

Column Name	Column Description
Upload Request Type	Indicates the upload request type using which the adjustment data file is uploaded in the system.
File Name	Displays the name of the adjustment data file.

You can upload an adjustment data file by clicking the **Upload** link in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926
How to upload an adjustment data file	Uploading an Adjustment Data File on page 927
How to view the details of an adjustment upload request	Viewing the Adjustment Upload Request Details on page 936

Adjustment Upload Request

The **Adjustment Upload Request** zone displays the details of the adjustment upload request. This zone contains the following sections:

- **Header** — This section provides basic information about the upload request. It contains the following fields:

Field Name	Field Description
Upload Request Information	<p>Displays information about the adjustment upload request. The information string contains the following comma-separated values:</p> <ul style="list-style-type: none"> • Upload Request Type Description • Status Description • Upload Request ID <p>Note: This information string is generated using the C1-FLREQ-INF algorithm which is attached to the Information system event in the adjustment upload request business object. If you want to display a different information string, you need to define a custom algorithm type and attach the algorithm in the adjustment upload request business object.</p>
Status	<p>Indicates the status of the adjustment upload request. The valid values are:</p> <ul style="list-style-type: none"> • Approved • Cancelled • Completed • Create Adjustment • Creating Adjustment • Deferred • Pending • Rejected • Pending for Approval

Field Name	Field Description
Status Reason	Indicates the reason why the adjustment data file is cancelled or rejected. Note: This field appears only when the adjustment upload request is in the Cancelled or Rejected status.
File Name	Displays the name of the adjustment data file for which the adjustment upload request is created.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Cancel File	Used to cancel an adjustment data file. Note: The Cancel File button appears only when the adjustment upload request is in the Pending status.
Create Adjustment	Used to create adjustments for the records which are uploaded through the adjustment data file. Note: The Create Adjustment button appears only when: <ul style="list-style-type: none"> • The adjustment upload request is in the Pending status. • The approval workflow process is not configured for the upload request type using which the adjustment data file is uploaded.
Submit for Approval	Used to submit the adjustment data file for approval. Note: The Submit for Approval button appears only when: <ul style="list-style-type: none"> • The adjustment upload request is in the Pending status. • The approval workflow process is configured for the upload request type using which the adjustment data file is uploaded.
Approve	Used to approve the adjustment data file. Note: The Approve button appears only when: <ul style="list-style-type: none"> • The adjustment upload request is in the Pending for Approval status. • A user with the approval To Do role is reviewing the adjustment data file.
Reject	Used to reject the adjustment data file. Note: The Reject button appears only when: <ul style="list-style-type: none"> • The adjustment upload request is in the Pending for Approval status. • A user with the approval To Do role is reviewing the adjustment data file.

Note: The **Record Actions** section does not contain buttons when the status of the adjustment upload request is **Cancelled**, **Completed**, **Deferred**, or **Rejected**.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the adjustment upload request is created. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Status Date/Time	Displays the date and time when the adjustment upload request status is updated.
Create Date/Time	Displays the date and time when the adjustment upload request is created.

Related Topics

For more information on...	See...
How to view the details of an adjustment upload request	Viewing the Adjustment Upload Request Details on page 936
How to cancel an adjustment data file	Cancelling an Adjustment Data File on page 931
How to create adjustments for an adjustment data file	Creating Adjustments for an Adjustment Data File on page 932
How to submit an adjustment data file for approval	Submitting an Adjustment Data File for Approval on page 933
How to approve an adjustment data file	Approving an Adjustment Data File on page 934
How to reject an adjustment data file	Rejecting an Adjustment Data File on page 935

Adjustment Data Records

The **Adjustment Data Records** zone lists the adjustment records which are uploaded through the adjustment data file. This zone contains the following columns:

Column Name	Column Description
Adjustment Information	Displays information about the adjustment that is created using the adjustment record. Note: The data appears in this column only when the status of the adjustment upload request is Completed . It has a link. On clicking the link, the Adjustment screen appears with the details of the respective adjustment. The information string appears only when an algorithm of the C1-ADI-INFO algorithm type is attached to the Adjustment Information system event in the Algorithms tab of the Installation Options — Framework screen.
Account Identifier Type	Indicates the account identifier type.
Account Identifier	Displays the value of the account identifier type.
Account ID	Indicates the account for which the adjustment must be created.
Adjustment Match Value	Indicates the contract against which the adjustment must be created.
Adjustment Type	Indicates the adjustment type using which the adjustment must be created.

Column Name	Column Description
Adjustment Amount	Displays the adjustment amount.
Comments	Displays additional information about the adjustment.
Bill ID	Indicates the bill on which the adjustment must be created.
Arrears Date	Displays the date from when the amount is outstanding on the bill.
Char Type 1, Char Type 2,, Char Type 5	Indicates the characteristic that must be defined for the adjustment.
Char Value 1, Char Value 2,, Char Value 5	Displays the value of the characteristic type.

Related Topics

For more information on...	See...
How to view the details of an adjustment upload request	Viewing the Adjustment Upload Request Details on page 936
How to view the adjustment records uploaded through an adjustment data file	Viewing All Records of an Adjustment Data File on page 937

Searching for an Adjustment Upload Request

Prerequisites

To search for an adjustment upload request, you should have:

- Upload request types defined in the application

Procedure

To search for an adjustment upload request:

1. Click the **Menu** link in the **Actions/Navigation** area.
A list appears.
2. Select the **Main Menu** option from the list.
3. From the **Main Menu**, select **Financial** and then click **Adjustment Upload Request**.

The **Adjustment Upload Request** screen appears.

4. Enter the search criteria in the **Search Adjustment Upload Request** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of adjustment upload requests that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Adjustment Upload Request screen	Adjustment Upload Request on page 921
Search Adjustment Upload Request zone	Search Adjustment Upload Request on page 922

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Uploading an Adjustment Data File

Prerequisites

To upload an adjustment data file, you should have:

- Upload request types defined in the application
- Adjustment data in the required CSV file format

Procedure

To upload an adjustment data file:

1. Click the **Menu** link in the **Actions/Navigation** area.
A list appears.
2. Select the **Main Menu** option from the list.
3. From the **Main Menu**, select **Financial** and then click **Adjustment Upload Request**.
The **Adjustment Upload Request** screen appears.
4. Click the **Upload** link in the upper right corner of the **Search Adjustment Upload Request** zone.
The **Upload Adjustment Data File** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Used to indicate the upload request type using which you want to upload the adjustment data file. Note: The list includes only those upload request types which are in the Active status.	Yes
Replace Existing File	Used to indicate whether you want to replace any existing file in the system. You must select this check box when you want to upload the same file once again. Note: You can replace an existing file only when the adjustment upload request is in the Pending or Cancelled status.	No
File Name	Used to specify the name and path of the adjustment data file that you want to upload. Note: You can also click the Browse button corresponding to this field to browse to the location where the adjustment data file is available in the system.	Yes

5. Select the upload request type using which you want to upload the adjustment data file.
6. Click the **Browse** button corresponding to the **File Name** field.
The **Choose File to Upload** dialog box appears.
7. Browse to the location where the adjustment data file that you want to upload is available.
8. Click **Open**.
The adjustment data file name and path appears in the **File Name** field.
9. Click **Submit**.

A grid appears which helps you to preview all records in the adjustment data file. It contains the following columns:

Column Name	Column Description
Errors	Indicates the reason why the adjustment record is invalid. If there are multiple reasons, the comma-separated list of error messages appears in this column. Note: This column appears only when you click the Save button.
Account Identifier Type	Indicates the account identifier type.
Account Identifier	Displays the value of the account identifier type.
Account ID	Indicates the account for which the adjustment must be created.
Match Type	Indicates the match type using which the adjustment must be created.
Match Value	Indicates the entity (such as contract, contract type, and so on) against which the adjustment must be created.
Adjustment Type	Indicates the adjustment type using which the adjustment must be created.
Adjustment Amount	Displays the adjustment amount.
Currency Code	Indicates the currency in which the adjustment must be created.
Comments	Displays additional information about the adjustment.
Bill ID	Indicates the bill on which the adjustment must be created.
Arrears Date	Displays the date from when the amount is outstanding on the bill.
Char Type 1	Indicates the characteristic that must be defined for the adjustment.
Char Value 1	Displays the value of the characteristic type.
Char Type 2	Indicates the characteristic that must be defined for the adjustment.
Char Value 2	Displays the value of the characteristic type.
Char Type 3	Indicates the characteristic that must be defined for the adjustment.
Char Value 3	Displays the value of the characteristic type.
Char Type 4	Indicates the characteristic that must be defined for the adjustment.
Char Value 4	Displays the value of the characteristic type.
Char Type 5	Indicates the characteristic that must be defined for the adjustment.
Char Value 5	Displays the value of the characteristic type.

Note: If you upload an adjustment data file which exceeds the maximum file size defined in the upload request type, the system will not allow you to upload the file.

10. Click **Save**.

The validation process starts immediately. The adjustment record is considered as invalid when:

- Account ID, Account Identifier Type, Account Identifier, Adjustment Type, Currency, Bill ID, Characteristic Type, Characteristic Value, or Match Type is invalid.
- Match Type, Match Value, Adjustment Type, Adjustment Amount, Currency, or Characteristic Value is missing.
- Contract ID does not exist in the system.
- The contract is in the **Cancelled** status.
- Contract type does not exist in the system.

- Account Identifier Type, Account Identifier, or Account ID is missing when the match type is Contract Type.
- No active contract of the specified contract type is available.
- Adjustment amount precision does not match the precision (decimal positions) defined for the currency.
- The adjustment type is not included in the adjustment type profile which is attached to the contract type.
- The characteristic type is not associated with the adjustment type.

If there is an invalid record in the adjustment data file, you will not be able to upload the file.

Related Topics

For more information on...	See...
Adjustment Upload Request screen	Adjustment Upload Request on page 921
Search Adjustment Upload Request zone	Search Adjustment Upload Request on page 922

Replacing an Adjustment Data File

Prerequisites

To replace an existing adjustment data file, you should have:

- Upload request types defined in the application
- Adjustment data in the required CSV file format

Procedure

To replace an existing adjustment data file:

1. Click the **Menu** link in the **Actions/Navigation** area.
A list appears.
2. Select the **Main Menu** option from the list.
3. From the **Main Menu**, select **Financial** and then click **Adjustment Upload Request**.
The **Adjustment Upload Request** screen appears.
4. Click the **Upload** link in the upper right corner of the **Search Adjustment Upload Request** zone.

The **Adjustment Upload Data File** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Used to indicate the upload request type using which you want to upload the adjustment data file. Note: The list includes only those upload request types which are in the Active status.	Yes
Replace Existing File	Used to indicate whether you want to replace any existing file in the system. You must select this check box when you want to upload the same file once again. Note: You can replace an existing file only when the adjustment upload request is in the Pending or Cancelled status.	No

Field Name	Field Description	Mandatory (Yes or No)
File Name	Used to specify the name and path of the adjustment data file that you want to upload. Note: You can also click the Browse button corresponding to this field to browse to the location where the adjustment data file is available in the system.	Yes

5. Select the upload request type using which you want to upload the adjustment data file.
6. Select the **Replace Existing File** check box to indicate that you want to replace an existing adjustment data file.
7. Click the **Browse** button corresponding to the **File Name** field.

The **Choose File to Upload** dialog box appears.

8. Browse to the location where the adjustment data file that you want to upload is available.
9. Click **Open**.

The adjustment data file name and path appears in the **File Name** field.

10. Click **Submit**.

A grid appears which helps you to preview all records in the adjustment data file. It contains the following columns:

Column Name	Column Description
Errors	Indicates the reason why the adjustment record is invalid. If there are multiple reasons, the comma-separated list of error messages appears in this column. Note: This column appears only when you click the Save button.
Account Identifier Type	Indicates the account identifier type.
Account Identifier	Displays the value of the account identifier type.
Account ID	Indicates the account for which the adjustment must be created.
Match Type	Indicates the match type using which the adjustment must be created.
Match Value	Indicates the entity (such as contract, contract type, and so on) against which the adjustment must be created.
Adjustment Type	Indicates the adjustment type using which the adjustment must be created.
Adjustment Amount	Displays the adjustment amount.
Currency Code	Indicates the currency in which the adjustment must be created.
Comments	Displays additional information about the adjustment.
Bill ID	Indicates the bill on which the adjustment must be created.
Arrears Date	Displays the date from when the amount is outstanding on the bill.
Char Type 1	Indicates the characteristic that must be defined for the adjustment.
Char Value 1	Displays the value of the characteristic type.
Char Type 2	Indicates the characteristic that must be defined for the adjustment.
Char Value 2	Displays the value of the characteristic type.
Char Type 3	Indicates the characteristic that must be defined for the adjustment.
Char Value 3	Displays the value of the characteristic type.

Column Name	Column Description
Char Type 4	Indicates the characteristic that must be defined for the adjustment.
Char Value 4	Displays the value of the characteristic type.
Char Type 5	Indicates the characteristic that must be defined for the adjustment.
Char Value 5	Displays the value of the characteristic type.

Note: If you upload an adjustment data file which exceeds the maximum file size defined in the upload request type, the system will not allow you to upload the file.

11. Click **Save**.

The validation process starts immediately. The adjustment record is considered as invalid when:

- Account ID, Account Identifier Type, Account Identifier, Adjustment Type, Currency, Bill ID, Characteristic Type, Characteristic Value, or Match Type is invalid.
- Match Type, Match Value, Adjustment Type, Adjustment Amount, Currency, or Characteristic Value is missing.
- Contract ID does not exist in the system.
- The contract is in the **Cancelled** status.
- Contract type does not exist in the system.
- Account Identifier Type, Account Identifier, or Account ID is missing when the match type is Contract Type.
- No active contract of the specified contract type is available.
- Adjustment amount precision does not match the precision (decimal positions) defined for the currency.
- The adjustment type is not included in the adjustment type profile which is attached to the contract type.
- The characteristic type is not associated with the adjustment type.

If there is an invalid record in the adjustment data file, you will not be able to upload the file.

Related Topics

For more information on...	See...
Adjustment Upload Request screen	Adjustment Upload Request on page 921
Search Adjustment Upload Request zone	Search Adjustment Upload Request on page 922

Cancelling an Adjustment Data File

There might be situations when incorrect adjustment data file is uploaded in the system. In such case, the system provides you with an ability to cancel the file. However, note that you can cancel an adjustment data file only when the adjustment upload request is in the **Pending** status.

Prerequisites

To cancel an adjustment data file, you should have:

- Cancellation reasons defined in the application

Note: While cancelling an adjustment data file, you need to specify the reason why you want to cancel the adjustment data file. You can select the appropriate cancellation reason only when you have defined the reasons for the **Cancelled** status of the **C1-ADJUPLD** business object in the **Status Reason** screen.

Procedure

To cancel an adjustment data file:

1. Search for the adjustment upload request (which is created while uploading the file that you want to cancel) in the **Adjustment Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the adjustment data file that you want to cancel.

The **Adjustment Upload Request** screen appears. It contains the following two tabs:

- **Main** – This tab contains the following two zones:
 - **Adjustment Upload Request** – Displays the details of the adjustment upload request.
 - **Adjustment Data Records** – Lists the adjustment records which are uploaded through the adjustment data file.
 - **Log** – This tab lists the complete trail of actions performed on the adjustment upload request.
3. Click **Cancel File** in the **Adjustment Upload Request** zone.

The **Cancellation Information** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Cancellation Reason	Used to indicate the reason why you want to cancel the adjustment data file.	Yes

Note: The **Cancel File** button appears only when the adjustment upload request is in the **Pending** status.

4. Select the cancellation reason from the list.
5. Click **Save**.

The adjustment data file is cancelled. In addition, the status of the adjustment upload request is changed to **Cancelled**.

Related Topics

For more information on...	See...
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926
Adjustment Upload Request zone	Adjustment Upload Request on page 923

Creating Adjustments for an Adjustment Data File

Procedure

To create adjustments for an adjustment data file:

1. Search for the adjustment upload request (which is created while uploading the file for which you want to create adjustments) in the **Adjustment Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the adjustment data file for which you want to create adjustments.

The **Adjustment Upload Request** screen appears. It contains the following two tabs:

- **Main** – This tab contains the following two zones:
 - **Adjustment Upload Request** – Displays the details of the adjustment upload request.
 - **Adjustment Data Records** – Lists the adjustment records which are uploaded through the adjustment data file.

- **Log** – This tab lists the complete trail of actions performed on the adjustment upload request.
3. Click **Create Adjustment** in the **Adjustment Upload Request** zone.

The Defer algorithm attached to the upload request type using which you have uploaded the adjustment data file is triggered. If the number of records in the adjustment data file does not exceed the online record process limit (defined in the Defer algorithm), the system creates adjustments in the real time (i.e. immediately). In addition, the adjustment information string appears corresponding to each adjustment record in the **Adjustment Data Records** zone and the status of the adjustment upload request is changed to **Completed**. However, if the number of records in the adjustment data file exceeds the online record process limit, the system creates adjustments in the deferred mode and the status of the adjustment upload request is changed to **Deferred**.

Note:

Deferred mode means in the background when the **Upload Request Periodic Monitor (C1-UPLRQ)** batch is invoked. You can configure the **Upload Request Periodic Monitor (C1-UPLRQ)** batch such that it is executed at regular intervals. When the **Upload Request Periodic Monitor (C1-UPLRQ)** batch is invoked, the system checks whether there are any adjustment upload requests in the **Deferred** status. If there is an adjustment upload request in the **Deferred** status, the system creates adjustments for the adjustment data file. Once the adjustments are created, the adjustment information string appears corresponding to each adjustment record in the **Adjustment Data Records** zone and the status of the adjustment upload request is changed to **Completed**.

The **Create Adjustment** button appears only when:

- The adjustment upload request is in the **Pending** status.
- The approval workflow process is not configured for the upload request type using which the adjustment data file is uploaded.

Related Topics

For more information on...	See...
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926
Adjustment Upload Request zone	Adjustment Upload Request on page 923
Adjustment Data Records zone	Adjustment Data Records on page 925

Submitting an Adjustment Data File for Approval

Procedure

To submit an adjustment data file for approval:

1. Search for the adjustment upload request (which is created while uploading the file that you want to submit for approval) in the **Adjustment Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the adjustment data file that you want to submit for approval.

The **Adjustment Upload Request** screen appears. It contains the following two tabs:

- **Main** – This tab contains the following two zones:
 - **Adjustment Upload Request** – Displays the details of the adjustment upload request.
 - **Adjustment Data Records** – Lists the adjustment records which are uploaded through the adjustment data file.
 - **Log** – This tab lists the complete trail of actions performed on the adjustment upload request.
3. Click **Submit for Approval** in the **Adjustment Upload Request** zone.

The status of the adjustment upload request is changed to **Pending for Approval**. A To Do is created using the **C1-ADJUP** To Do type. Users having a To Do role to which the **C1-ADJUP** To Do type is associated can view the To Do from the **To Do List** screen. On clicking the **Submitted Message** link corresponding to the To Do, the **Adjustment Upload Request** screen appears where you can review the records of the adjustment data file.

Note:

The **Submit for Approval** button appears only when:

- The adjustment upload request is in the **Pending** status.
- The approval workflow process is configured for the upload request type using which the adjustment data file is uploaded.

Related Topics

For more information on...	See...
Adjustment Upload Request zone	Adjustment Upload Request on page 923
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926

Approving an Adjustment Data File

Procedure

To approve an adjustment data file:

1. Search for the adjustment upload request (which is created while uploading the file that you want to review) in the **Adjustment Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the adjustment data file that you want to review.

The **Adjustment Upload Request** screen appears. It contains the following two tabs:

- **Main** – This tab contains the following two zones:
 - **Adjustment Upload Request** – Displays the details of the adjustment upload request.
 - **Adjustment Data Records** – Lists the adjustment records which are uploaded through the adjustment data file.
 - **Log** – This tab lists the complete trail of actions performed on the adjustment upload request.
3. Review the records of the adjustment data file in the **Adjustment Data Records** zone.
 4. If the adjustment data file is appropriate, then click **Approve** in the **Adjustment Upload Request** zone.

The Defer algorithm attached to the upload request type using which you have uploaded the adjustment data file is triggered. If the number of records in the adjustment data file does not exceed the online record process limit (defined in the Defer algorithm), the system creates adjustments in the real time (i.e. immediately). In addition, the adjustment information string appears corresponding to each adjustment record in the **Adjustment Data Records** zone and the status of the adjustment upload request is changed to **Completed**. However, if the number of records in the adjustment data file exceeds the online record process limit, the system creates adjustments in the deferred mode and the status of the adjustment upload request is changed to **Deferred**.

Note:

Deferred mode means in the background when the **Upload Request Periodic Monitor (C1-UPLRQ)** batch is invoked. You can configure the **Upload Request Periodic Monitor (C1-UPLRQ)** batch such that it is executed at regular intervals. When the **Upload Request Periodic Monitor (C1-UPLRQ)** batch is invoked, the system checks whether there are any adjustment upload requests in the **Deferred** status. If there is an adjustment upload

request in the **Deferred** status, the system creates adjustments for the adjustment data file. Once the adjustments are created, the adjustment information string appears corresponding to each adjustment record in the **Adjustment Data Records** zone and the status of the adjustment upload request is changed to **Completed**.

The **Approve** button appears only when:

- The adjustment upload request is in the **Pending for Approval** status.
- A user with the approval To Do role is reviewing the adjustment data file.

Related Topics

For more information on...	See...
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926
Adjustment Upload Request zone	Adjustment Upload Request on page 923
Adjustment Data Records zone	Adjustment Data Records on page 925

Rejecting an Adjustment Data File

Prerequisites

To reject an adjustment data file, you should have:

- Rejection reasons defined in the application

Note:

While rejecting an adjustment data file, you need to specify the reason why you want to reject the adjustment data file. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-ADJUPLD** business object in the **Status Reason** screen.

The system does not allow the submitter to approve or reject the adjustment data file.

Procedure

To reject an adjustment data file:

1. Search for the adjustment upload request (which is created while uploading the file that you want to review) in the **Adjustment Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the adjustment data file that you want to review.

The **Adjustment Upload Request** screen appears. It contains the following two tabs:

- **Main** – This tab contains the following two zones:
 - **Adjustment Upload Request** – Displays the details of the adjustment upload request.
 - **Adjustment Data Records** – Lists the adjustment records which are uploaded through the adjustment data file.
 - **Log** – This tab lists the complete trail of actions performed on the adjustment upload request.
3. Review the records of the adjustment data file in the **Adjustment Data Records** zone.
 4. If the adjustment data file is not appropriate, then click **Reject** in the **Adjustment Upload Request** zone.

The **Rejection Information** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Rejection Reason	Used to indicate the reason why you want to reject the adjustment data file.	Yes

Note:

The **Reject** button appears only when:

- The adjustment upload request is in the **Pending for Approval** status.
 - A user with the approval To Do role is reviewing the adjustment data file.
5. Select the rejection reason from the list.
 6. Click **Save**.

The adjustment data file is rejected. In addition, the status of the adjustment upload request is changed to **Rejected**.

Related Topics

For more information on...	See...
Adjustment Upload Request zone	Adjustment Upload Request on page 923
Adjustment Data Records zone	Adjustment Data Records on page 925
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926

Viewing the Adjustment Upload Request Details

Procedure

To view the details of an adjustment upload request:

1. Search for an adjustment upload request in the **Adjustment Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the adjustment upload request whose details you want to view.

The **Adjustment Upload Request** screen appears. It contains the following two tabs:

- **Main** – This tab contains the following two zones:
 - **Adjustment Upload Request** – Displays the details of the adjustment upload request.
 - **Adjustment Data Records** – Lists the adjustment records which are uploaded through the adjustment data file.
 - **Log** – This tab lists the complete trail of actions performed on the adjustment upload request.
3. View the details of the adjustment upload request in the **Adjustment Upload Request** zone.
 4. View the list of adjustment records which are uploaded through the adjustment data file in the **Adjustment Data Records** zone.

Related Topics

For more information on...	See...
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926
Adjustment Upload Request zone	Adjustment Upload Request on page 923

For more information on...	See...
Adjustment Data Records zone	Adjustment Data Records on page 925

Viewing All Records of an Adjustment Data File

Procedure

To view all records of an adjustment data file:

1. Search for the adjustment upload request (which is created while uploading the file whose records you want to view) in the **Adjustment Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the adjustment data file whose records you want to view.

The **Adjustment Upload Request** screen appears. It contains the following two tabs:

- **Main** – This tab contains the following two zones:
 - **Adjustment Upload Request** – Displays the details of the adjustment upload request.
 - **Adjustment Data Records** – Lists the adjustment records which are uploaded through the adjustment data file.
 - **Log** – This tab lists the complete trail of actions performed on the adjustment upload request.
3. View the list of adjustment records which are uploaded through the adjustment data file in the **Adjustment Data Records** zone.

Related Topics

For more information on...	See...
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926
Adjustment Data Records zone	Adjustment Data Records on page 925

Viewing the Log of an Adjustment Upload Request

Procedure

To view the log of an adjustment upload request:

1. Search for the adjustment upload request in the **Adjustment Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the adjustment upload request whose log you want to view.

The **Adjustment Upload Request** screen appears. It contains the following two tabs:

- **Main** – This tab contains the following two zones:
 - **Adjustment Upload Request** – Displays the details of the adjustment upload request.
 - **Adjustment Data Records** – Lists the adjustment records which are uploaded through the adjustment data file.
 - **Log** – This tab lists the complete trail of actions performed on the adjustment upload request.
3. Click the **Log** tab.

The **Upload Request Log** zone in the **Log** tab contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the adjustment upload request.
Details	Displays the details about the action performed on the adjustment upload request.
User	Indicates the user who has performed the action on the adjustment upload request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the adjustment upload request.
Status Reason	Indicates the reason why the adjustment upload request was rejected or cancelled.

Note: You can manually add a log entry for the adjustment upload request by clicking the **Add Log Entry** link in the upper right corner of the **Upload Request Log** zone.

Related Topics

For more information on...	See...
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926
How to add a log entry for an adjustment upload request	Adding a Log Entry for an Adjustment Upload Request on page 938

Adding a Log Entry for an Adjustment Upload Request

Procedure

To add a log entry for an adjustment upload request:

1. Search for the adjustment upload request in the **Adjustment Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the adjustment upload request whose log you want to edit.

The **Adjustment Upload Request** screen appears. It contains the following two tabs:

- **Main** – This tab contains the following two zones:
 - **Adjustment Upload Request** – Displays the details of the adjustment upload request.
 - **Adjustment Data Records** – Lists the adjustment records which are uploaded through the adjustment data file.
- **Log** – This tab lists the complete trail of actions performed on the adjustment upload request.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Upload Request Log** zone.

The **Add Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Request Information	Displays information about the adjustment upload request.	Not applicable
Log Details	Used to specify additional comments on the adjustment upload request.	Yes

5. Enter the comments in the **Log Details** field.

6. Click **Save**.

The log entry is added in the **Upload Request Log** zone.

Related Topics

For more information on...	See...
How to search for an adjustment upload request	Searching for an Adjustment Upload Request on page 926

Chapter 19

Foreign Exchange Gain Loss

Topics:

- [Foreign Exchange Gain Loss Calculation](#)
- [Prerequisites](#)
- [Foreign Exchange Gain Loss Scenarios](#)

In a multi-currency environment, financial transactions such as payments and adjustments created for an account can result in loss or gain due to fluctuations in the exchange rate at different point in time. This loss or gain is booked under the Foreign Exchange Gain Loss in the General Ledger and does not impact the account balance of the person.

The Foreign Exchange Gain or Loss might occur when:

- Exchange Rate for Invoice Currency to Division' Base Currency is different on Bill Completion Date and Payment Freeze Date

Assumption: In this case, the Invoice Currency and Payment Currency are same.

- Exchange Rate for Adjustment Currency to Division's Base Currency is different on Bill Completion Date and Adjustment Freeze Date

Assumption: In this case, the Adjustment Currency and Invoice Currency are same, but they are different from the Division's Base Currency.

- Exchange Rate for Adjustment Currency to Division's Base Currency is different on Bill Completion Date and Payment Freeze Date

Assumption: In this case, the Adjustment Currency, Payment Currency, and Invoice Currency are same, but they are different from the Division's Base Currency.

Oracle Revenue Management and Billing facilitates you to calculate the foreign exchange gain or loss and book it against an FXLG distribution code. However, you can calculate the foreign exchange gain or loss only when you have enabled the FT GL Extension feature. For more information on how the system calculates the foreign exchange gain loss, see [Foreign Exchange Gain Loss Calculation](#) on page 942 For more information on how to setup the Foreign Exchange Gain Loss feature, see [Prerequisites](#) on page 942.

Note: The system can calculate the foreign exchange gain or loss appropriately only when the Division's Base Currency is same on Bill Completion Date and Adjustment/Payment Freeze Date. Otherwise, erroneous results might occur.

Foreign Exchange Gain Loss Calculation

During the Foreign Exchange Gain Loss calculation, the system considers the following types of financial transactions:

- Payments (i.e. Pay Segments)
- Credit adjustments which are created against a bill after the bill completion
- Write-off adjustments which are created against a bill
- Write Up adjustments which are automatically created when you match a payment against a bill using the Bill Weighted match type
- Write Down adjustments which are automatically created when you match a payment against a bill using the Bill Weighted match type

Note: The system does not consider financial transactions which are created due to payment and adjustment cancellation.

To understand how foreign exchange gain or loss is calculated, see [Foreign Exchange Gain Loss Scenarios](#) on page 943.

You can calculate the foreign exchange gain loss only when you have enabled the FT GL Extension feature. Oracle Revenue Management and Billing provides you a batch named **Foreign Exchange Loss Gain (C1-FXLG)** which calculates the foreign exchange gain loss. This batch considers payment and adjustment FTs when:

- Division's Base Currency is different from the Payment or Adjustment Currency
- Payment or Adjustment Freeze Date is different from the Bill Completion Date
- Match Event ID exists in the financial transaction
- FXLG_CALC_STATUS column corresponding to the financial transaction in the CI_FT table is set to N or NULL

Once the foreign exchange gain or loss is calculated, two entries are added corresponding to each financial transaction in the CI_FT_GL and CI_FT_GL_EXT tables. One entry for foreign exchange gain loss is booked against the distribution code for FXLG and another entry for foreign exchange gain loss is booked against the distribution code which is used for contract balancing. The foreign exchange loss is recorded as positive entry and the foreign exchange gain is recorded as negative entry. In the CI_FT_GL table, the foreign exchange gain loss is recorded in the financial transaction currency. And, in the CI_FT_GL_EXT table, the foreign exchange gain loss is recorded in the division's base currency.

You must execute the **Foreign Exchange Loss Gain (C1-FXLG)** batch prior to the **Assign GL Account to Financial Transaction (C1-GLASN)** or **Insert Records in CI_FTTEMP (GLASSGN1)** batch. For more information about these batches, refer to *Oracle Revenue Management and Billing Batch Guide*.

Prerequisites

To setup the Foreign Exchange Gain Loss feature, you need to do the following:

- Create an algorithm of the **FTFREZGLEXTN** algorithm type and attach it on the **FT Freeze** system event of the customer class for which you want to enable FT GL extension feature
- Set the following parameters of an algorithm which is created using the **FTFREZGLEXTN** algorithm type to **R** (i.e. arrears date):
 - Exchange Rate Date Type for Adjustments with Freeze At Will Option (Valid Values: A, R, F, C)
 - Exchange Rate Date Type for Adjustments with Freeze At Bill Completion Option (Valid Values: A, R, F, C, E)
 - Exchange Rate Date Type for Payments (Valid Values: A, R, F, C)

- Exchange Rate Date Type for Bill Segments (Valid Values: A, R, F, C)
- Create an algorithm of the **C1_CURALGBS** algorithm type and attach it to the **Currency Conversion For Bill Segments** algorithm spot of the division for which you want to enable the currency conversion feature
- Create an algorithm of the **C1_CURALGAD** algorithm type and attach it to the **Currency Conversion For Adjustments** algorithm spot of the division for which you want to enable the currency conversion feature
- Create an algorithm of the **C1_CURALGPY** algorithm type and attach it to the **Currency Conversion For Payments** algorithm spot of the division for which you want to enable the currency conversion feature
- Set the **Bill Segment Freeze Option** to **Freeze At Bill Completion** in the **Billing** tab of the **Installation Options** screen
- Define the required exchange rates for currency conversion
- Define the distribution code against which you want to book the foreign exchange gain loss
- Set the **Adjustment Freeze Option** to **Freeze At Bill Completion** for adjustment types whose adjustments are presented and impacts the next bill of an account

Related Topics

For more information on...	See...
FTFREZGLEXTN algorithm type	FTFREZGLEXTN on page 516
C1_CURALGBS algorithm type	C1_CURALGBS on page 501
C1_CURALGAD algorithm type	C1_CURALGAD on page 503
C1_CURALGPY algorithm type	C1_CURALGPY on page 505

Foreign Exchange Gain Loss Scenarios

To understand how foreign exchange gain loss is calculated, refer to the following different scenarios:

- [Payment Scenarios](#) on page 943
- [Credit Adjustment Scenarios](#) on page 947
- [Write Off Adjustment Scenarios](#) on page 948
- [Write Up/Down Adjustment Scenarios](#) on page 950

Payment Scenarios

The following scenarios indicate how foreign exchange gain or loss is calculated for payments which are matched against bills:

- Scenario 1 — Payment Freeze Date = Bill Completion Date; Payment Amount = Invoice Amount

	Bill Completion Date (01-01-2001)	Payment Freeze Date (01-01-2001)
Exchange Rate From	USD	USD
Exchange Rate To	INR	INR
Exchange Rate	50	50
Invoice/Payment Currency	USD	USD
Invoice Amount	1000	-

	Bill Completion Date (01-01-2001)	Payment Freeze Date (01-01-2001)
Base Currency	INR	INR
Booked Revenue in Base Currency	1000*50 = 50000	-
Payment Amount	-	1000
Payment Amount in Base Currency on Bill Completion Date	-	1000*50 = 50000
Realized Revenue (Payment Amount) in Base Currency on Payment Freeze Date	-	1000*50 = 50000
Foreign Exchange Gain or Loss	-	Not applicable

Observation: In the Scenario 1, the foreign exchange gain or loss is not applicable because Bill Completion Date and Payment Freeze Date are same.

- Scenario 2 — Payment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Same; Payment Amount = Invoice Amount

	Bill Completion Date (01-01-2001)	Payment Freeze Date (01-02-2001)
Exchange Rate From	USD	USD
Exchange Rate To	INR	INR
Exchange Rate	50	50
Invoice/Payment Currency	USD	USD
Invoice Amount	1000	-
Base Currency	INR	INR
Booked Revenue in Base Currency	1000*50 = 50000	-
Payment Amount	-	1000
Payment Amount in Base Currency on Bill Completion Date	-	1000*50 = 50000
Realized Revenue (Payment Amount) in Base Currency on Payment Freeze Date	-	1000*50 = 50000
Foreign Exchange Gain or Loss	-	50000-50000 = 0

Observation: In the Scenario 2, there is no foreign exchange gain or loss because the exchange rate is same on the Bill Completion Date and Payment Freeze Date.

- Scenario 3 — Payment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Different; Payment Amount = Invoice Amount

	Bill Completion Date (01-01-2001)	Payment Freeze Date (01-02-2001)
Exchange Rate From	USD	USD
Exchange Rate To	INR	INR
Exchange Rate	50	51

	Bill Completion Date (01-01-2001)	Payment Freeze Date (01-02-2001)
Invoice/Payment Currency	USD	USD
Invoice Amount	1000	-
Base Currency	INR	INR
Booked Revenue in Base Currency	$1000 * 50 = 50000$	-
Payment Amount	-	1000
Payment Amount in Base Currency on Bill Completion Date	-	$1000 * 50 = 50000$
Realized Revenue (Payment Amount) in Base Currency on Payment Freeze Date	-	$1000 * 51 = 51000$
Foreign Exchange Gain or Loss	-	$50000 - 51000 = -1000$

Observation: In the Scenario 3, there is foreign exchange gain of 1000 INR on 01-02-2001 because of difference in exchange rate.

- Scenario 4 — Payment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Same; Partial Payments; Total Payment Amount = Invoice Amount

	Bill Completion Date (01-01-2001)	First Partial Payment Freeze Date (01-02-2001)	Second Partial Payment Freeze Date (01-03-2001)
Exchange Rate From	USD	USD	USD
Exchange Rate To	INR	INR	INR
Exchange Rate	50	50	50
Invoice/Payment Currency	USD	USD	USD
Invoice Amount	1000	-	-
Base Currency	INR	INR	INR
Booked Revenue in Base Currency	$1000 * 50 = 50000$	-	-
Payment Amount	-	500	500
Payment Amount in Base Currency on Bill Completion Date	-	$500 * 50 = 25000$	$500 * 50 = 25000$
Realized Revenue (Payment Amount) in Base Currency on Payment Freeze Date	-	$500 * 50 = 25000$	$500 * 50 = 25000$
Foreign Exchange Gain or Loss	-	$25000 - 25000 = 0$	$25000 - 25000 = 0$

Observation: In the Scenario 4, there is no foreign exchange gain or loss because the exchange rate is same on the Bill Completion Date and Payment Freeze Date.

- Scenario 5 — Payment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Different; Partial Payments; Total Payment Amount = Invoice Amount

	Bill Completion Date (01-01-2001)	First Payment Date (01-02-2001)	Partial Freeze Date (01-03-2001)
Exchange Rate From	USD	USD	USD
Exchange Rate To	INR	INR	INR
Exchange Rate	50	51	48
Invoice/Payment Currency	USD	USD	USD
Invoice Amount	1000	-	-
Base Currency	INR	INR	INR
Booked Revenue in Base Currency	$1000 * 50 = 50000$	-	-
Payment Amount	-	800	200
Payment Amount in Base Currency on Bill Completion Date	-	$800 * 50 = 40000$	$200 * 50 = 10000$
Realized Revenue (Payment Amount) in Base Currency on Payment Freeze Date	-	$800 * 51 = 40800$	$200 * 48 = 9600$
Foreign Exchange Gain or Loss	-	$40000 - 40800 = -800$	$10000 - 9600 = 400$

Observation: In the Scenario 5, there is foreign exchange gain of 800 INR on 01-02-2001 and foreign exchange loss of 400 INR on 01-03-2001.

- Scenario 6 — Payment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Different; Payment Amount > Invoice Amount (i.e. Overpayment)

	Bill Completion Date (01-01-2001)	Payment Freeze Date (01-02-2001)
Exchange Rate From	USD	USD
Exchange Rate To	INR	INR
Exchange Rate	50	49
Invoice/Payment Currency	USD	USD
Invoice Amount	1000	-
Base Currency	INR	INR
Booked Revenue in Base Currency	$1000 * 50 = 50000$	-
Payment Amount	-	1200
Payment Amount in Base Currency on Bill Completion Date	-	$1000 * 50 = 50000$
Realized Revenue (Payment Amount) in Base Currency on Payment Freeze Date	-	$1000 * 49 = 49000$
Foreign Exchange Gain or Loss	-	$50000 - 49000 = 1000$

Observation: In the Scenario 6, there is foreign exchange loss of 1000 INR on 01-02-2001 because of difference in exchange rate. Note that the foreign exchange gain or loss is not calculated on the overpayment amount (i.e. 200 USD).

- Scenario 7 — Payment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Different; Partial Payments; Total Payment Amount > Invoice Amount (i.e. Overpayment)

	Bill Completion Date (01-01-2001)	First Partial Payment Freeze Date (01-02-2001)	Second Partial Payment Freeze Date (01-03-2001)
Exchange Rate From	USD	USD	USD
Exchange Rate To	INR	INR	INR
Exchange Rate	50	49	52
Invoice/Payment Currency	USD	USD	USD
Invoice Amount	1000	-	-
Base Currency	INR	INR	INR
Booked Revenue in Base Currency	$1000 * 50 = 50000$	-	-
Payment Amount	-	800	400
Payment Amount in Base Currency on Bill Completion Date	-	$800 * 50 = 40000$	$200 * 50 = 10000$
Realized Revenue (Payment Amount) in Base Currency on Payment Freeze Date	-	$800 * 49 = 39200$	$200 * 52 = 10400$
Foreign Exchange Gain or Loss	-	$40000 - 39200 = 800$	$10000 - 10400 = -400$

Observation: In the Scenario 7, there is foreign exchange loss of 800 INR on 01-02-2001 and foreign exchange gain of 400 INR on 01-03-2001. Note that the foreign exchange gain or loss is not calculated on the overpayment amount (i.e. 200 USD).

Note: If a payment is cancelled, reverse financial transactions are created. These financial transactions are not considered during the foreign exchange gain loss calculation.

Credit Adjustment Scenarios

An adjustment which is posted against a bill after the bill completion is treated as payment towards the bill. The following scenarios indicate how foreign exchange gain or loss is calculated for credit adjustments which are created against a bill after the bill completion:

- Scenario 1 — Adjustment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Different

	Bill Completion Date (04-30-2015)	Adjustment Freeze Date (05-10-2015)
Exchange Rate From	USD	USD
Exchange Rate To	INR	INR
Exchange Rate	50	40
Invoice/Adjustment Currency	INR	INR
Invoice Amount	1000	-
Base Currency	USD	USD
Booked Revenue in Base Currency	$1000 / 50 = 20$	-
Adjustment Amount	-	400

	Bill Completion Date (04–30–2015)	Adjustment Freeze Date (05–10–2015)
Adjustment Amount in Base Currency on Bill Completion Date	-	$400/50 = 8$
Realized Revenue (Adjustment Amount) in Base Currency on Adjustment Freeze Date	-	$400/40 = 10$
Foreign Exchange Gain or Loss	-	$8-10 = -2$

Observation: In the Scenario 1, there is foreign exchange gain of 2 USD on 05–10–2015 because of difference in exchange rate.

- Scenario 2 — Adjustment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Different

	Bill Completion Date (04–11–2014)	Adjustment Freeze Date (04–30–2014)
Exchange Rate From	USD	USD
Exchange Rate To	INR	INR
Exchange Rate	55	60
Invoice/Adjustment Currency	INR	INR
Invoice Amount	2000	-
Base Currency	USD	USD
Booked Revenue in Base Currency	$2000/55 = 36.36$	-
Adjustment Amount	-	200
Adjustment Amount in Base Currency on Bill Completion Date	-	$200/55 = 3.63$
Realized Revenue (Adjustment Amount) in Base Currency on Adjustment Freeze Date	-	$200/60 = 3.33$
Foreign Exchange Gain or Loss	-	$3.63-3.33 = 0.30$

Observation: In the Scenario 2, there is foreign exchange loss of 0.30 USD on 04–30–2014 because of difference in exchange rate.

Note:

Multi-currency is not supported while creating credit adjustments against a bill after the bill completion. Therefore, the credit adjustment's currency must be same as the invoice currency.

If the amount of credit adjustment exceeds the bill amount, you need to match the excess amount against another bill while freezing the adjustment. Otherwise, the adjustment is not considered during foreign exchange gain loss calculation.

If a credit adjustment is cancelled, reverse financial transactions are created. These financial transactions are not considered during the foreign exchange gain loss calculation.

Write Off Adjustment Scenarios

The following scenarios indicate how foreign exchange gain or loss is calculated for write off adjustments which are created against a bill:

- Scenario 1 — Adjustment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Different; Full Bill Amount is Written Off

	Bill Completion Date (04–30–2015)	Adjustment Freeze Date (05–10–2015)
Exchange Rate From	USD	USD
Exchange Rate To	INR	INR
Exchange Rate	50	60
Invoice/Adjustment Currency	INR	INR
Invoice Amount	1000	-
Base Currency	USD	USD
Booked Revenue in Base Currency	$1000/50 = 20$	-
Adjustment Amount	-	1000
Adjustment Amount in Base Currency on Bill Completion Date	-	$1000/50 = 20$
Realized Revenue (Adjustment Amount) in Base Currency on Adjustment Freeze Date	-	$1000/60 = 16.67$
Foreign Exchange Gain or Loss	-	$20 - 16.67 = 3.33$

Observation: In the Scenario 1, there is foreign exchange loss of 3.33 USD on 05–10–2015 because of difference in exchange rate.

- Scenario 2 — Adjustment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Different; Partial Bill Amount is Written Off

	Bill Completion Date (01–30–2014)	Adjustment Freeze Date (03–03–2015)
Exchange Rate From	USD	USD
Exchange Rate To	INR	INR
Exchange Rate	60	55
Invoice/Adjustment Currency	INR	INR
Invoice Amount	1000	-
Base Currency	USD	USD
Booked Revenue in Base Currency	$1000/60 = 16.67$	-
Adjustment Amount	-	600
Adjustment Amount in Base Currency on Bill Completion Date	-	$600/60 = 10$
Realized Revenue (Adjustment Amount) in Base Currency on Adjustment Freeze Date	-	$600/55 = 10.91$
Foreign Exchange Gain or Loss	-	$10 - 10.91 = -0.91$

Observation: In the Scenario 2, there is foreign exchange gain of 0.91 USD on 03–03–2015 because of difference in exchange rate.

Note: If a write off adjustment is cancelled, reverse financial transactions are created. These financial transactions are not considered during the foreign exchange gain loss calculation.

Write Up/Down Adjustment Scenarios

If the lower or upper tolerance limit defined in the Bill Weighted Payment Distribution algorithm is met when a payment is matched against a bill using the Bill Weighted match type, the Write Up or Write Down adjustment is automatically created. The following scenarios indicate how foreign exchange gain or loss is calculated for write up or write down adjustments:

- Scenario 1 — Payment/Adjustment Freeze Date Not Equal to Bill Completion Date; Exchange Rate is Different; Payment Matched against a Bill with Two Bill Segments (BS1 — 50 INR; BS2 — 50 INR)

	Bill Completion Date (04–30–2015)	Payment Freeze Date (05–14–2015)	Write Up/Down Adjustment (Against BS1) Freeze Date (05–14–2015)	Write Up/Down Adjustment (Against BS2) Freeze Date (05–14–2015)
Exchange Rate From	USD	USD	USD	USD
Exchange Rate To	INR	INR	INR	INR
Exchange Rate	50	45	45	45
Invoice/Payment/ Adjustment Currency	INR	INR	INR	INR
Invoice Amount	100	-	-	-
Base Currency	USD	USD	USD	USD
Booked Revenue in Base Currency	$100/50 = 2$	-	-	-
Payment/ Adjustment Amount	-	95	2.5	2.5
Payment/ Adjustment Amount in Base Currency on Bill Completion Date	-	$95/50 = 1.9$	$2.5/50 = 0.05$	$2.5/50 = 0.05$
Realized Revenue (Payment/ Adjustment Amount) in Base Currency on Payment/ Adjustment Freeze Date	-	$95/45 = 2.11$	$2.5/45 = 0.056$	$2.5/45 = 0.056$
Foreign Exchange Gain or Loss	-	$1.9 - 2.11 = -0.21$	$0.05 - 0.056 = -0.006$	$0.05 - 0.056 = -0.006$

Observation: In the Scenario 1, two Write Up adjustments are created — one against BS1 and another against BS2. While freezing the payment which is matched against the bill, there is foreign exchange gain of 0.21 USD on 05–14–2015. However, while freezing the Write Up adjustments which are created against BS1 and BS2, there is foreign exchange gain of 0.006 and 0.006 USD, respectively, on 05–14–2015.

Note: If a write up or write down adjustment is cancelled, reverse financial transactions are created. These financial transactions are not considered during the foreign exchange gain loss calculation.

Chapter 20

Payment Request

Topics:

- [Prerequisites](#)
- [Payment Request \(Without Approval Workflow\) Status Transition](#)
- [Payment Request \(With Approval Workflow\) Status Transition](#)
- [Algorithms Used in C1-PaymentRequest](#)
- [Algorithms Used in C1-PaymentTransferRequest](#)
- [Payment Request Type](#)
- [Payment Request](#)
- [Payment Request](#)
- [Payment Event Summary](#)

Oracle Revenue Management and Billing facilitates you to create and transfer payments through a payment request. While creating a payment creation or transfer request, you need to specify the payment request type using which you want to create the payment request. It is the payment request type which helps the system to determine:

- Whether to create payment transfer or payment creation request
- Whether payment events and payments must be created in real time (i.e. immediately) or in the deferred mode
- Whether payment creation or transfer instructions must be approved by the approver before freezing the payments

While creating a payment creation request, you need to specify the tender amount and match type details. However, while creating a payment transfer request, you need to specify the transfer amount and match type details. The **Payment Request** feature supports the following match types :

- By Bill Regular (Match Entity: Account)
- By Bill (Match Entity: Bill)
- By Bill Weighted (Match Entity: Account)
- By Bill Segments (Match Entity: Account)
- By Suspense Contract (Match Entity: Account)
- By Settlement ID (Match Entity: Account)

You can specify multiple match types along with the entity (such as account or bill) in the payment request. Depending on the match type and match entity selected, the entities (such as unpaid bills, bill segments, or contracts) of the account are considered against which you can match the tender or transfer (payment) amount. Once you update the payment amount against the required entities, you can distribute the tender or payment amount.

On distributing the tender amount, the payment event, payments, payment segments, and payment tender are created. The payments are created in the **Freezable** status. If any error occurs while creating a payment, the payment is created in the **Error** status. If all payments of a payment event are in the **Freezable** status, the status of the payment event is set to **Balanced**. However, if any payment of a payment event is in the **Error** status, the status of the payment event is set to **Unbalanced**. On distributing the payment amount (during transfer), the new payments are created in the **Freezable** status. If any error occurs while creating a new payment, the payment is created in the **Error** status. The status of the payment event is set to **Unbalanced**. The old payments in the payment event that you want to transfer remains in the **Frozen** or **Error** status.

The system allows you to view the pay segments of a payment and edit the pay segment amount, if required. You can edit the pay segment amount before submitting the payment request for approval or before freezing the payments. If the approval is not required for the payment request, you can directly freeze the payments created through the payment request. However, if the approval is required for the payment request, you need to submit the payment request for approval. Based on the observations, the approver might approve or reject the payment request. On approving a payment creation request or freezing the payments, the status of the payments is changed from **Freezable** to **Frozen**. However, on approving a payment transfer request or freezing the payments, the system does the following:

- Changes the status of the old payments which are in the **Frozen** status to **Cancelled**
- Deletes the old payments which are in the **Error** status
- Changes the status of the new payments which are in the **Freezable** status to **Frozen**
- Changes the status of the payment event to **Balanced** when there are no payments in the **Error** status

On rejecting a payment creation request, the payment event, payments, payment segments, and payment tender which are created through the payment creation request are deleted. However, on rejecting a payment transfer request, the new payments which are created through the payment transfer request are deleted.

During the payment request process, a payment creation or transfer request goes through various statuses in its lifecycle. For more information about the payment request statuses, see [Payment Request \(Without Approval Workflow\) Status Transition](#) on page 956 and [Payment Request \(With Approval Workflow\) Status Transition](#) on page 957.

Note that the lifecycle of a payment creation and transfer requests is driven by the respective business object using which the payment creation and transfer requests are created. The **C1-PaymentRequest** and **C1-PaymentTransferRequest** business objects are shipped with the product. The payment request feature explained in this document is articulated based on the lifecycle and logic defined in the **C1-PaymentRequest** and **C1-PaymentTransferRequest** business objects.

For more information on how to setup the payment request process, see [Prerequisites](#) on page 955.

Prerequisites

To setup the payment request process, you need to do the following:

- Define the following match types:

Match Type	Description	Payment Distribution Override Algorithm	Manual Distribution Algorithm	Entity Type	Match Type Search Zone	Entity Flag
BILLR	By Bill Regular	C1-PDOV-PYBL	C1-MD-BILL	Account	C1_ACCTSRCH	Bill
BILLW	By Bill Weighted	C1-PDOV-WTBS	C1-MD-BILL	Account	C1_ACCTSRCH	Bill
BILL-WO	By Bill Weighted Outstanding Amount	C1-PDOV-WTOA		Account	C1_ACCT_SRCH	Bill
BILLSEG	By Bill Segment	C1-PDOV-PYBS	C1-MD-BSEG	Account	C1_ACCTSRCH	Bill Segment
BYSATY	By Suspense Contract	C1-PDOV-SATY	C1-MD-ONSA	Account	C1_ACCTSRCH	Contract
SETT-ID	By Settlement ID	C1-PDOV-PYSL	C1-MD-SID	Account	C1_ACCTSRCH	Settlement
BYBILL	By Bill	C1-PDOV-PYBL or C1-PDOV-WTBS	C1-MDBYBILL	Bill	CI_BILL	Bill
BILL-BS	By Bill - Pay By Bill Segment Oldest	C1-PDOV-BSDT		Account	C1_ACCT_SRCH	Bill

Note: The **C1-PDOV-BSDT** algorithm for the bill match type BILL-BS is used to distribute the amount among the bill segments of the bill in the order of bill segment start date.

Note: The **C1-PDOV-WTOA** algorithm for the bill match type BILL-WOA performs the bill weighted calculation based on the unpaid amount on the bill segment.

- Create a defer algorithm using the **C1-PAY-COUNT** algorithm type
- Define the required payment request types in the system
- Define the required characteristic types where the characteristic entity is set to **Payment Request Type**
- Define the required characteristic types where the characteristic entity is set to **Payment Tender**
- Define rejected status reasons for the **C1-PaymentRequest** business object
- Define rejected status reasons for the **C1-PaymentTransferRequest** business object
- Define payment cancellation or transfer reasons through the **Payment Cancel Reason** screen

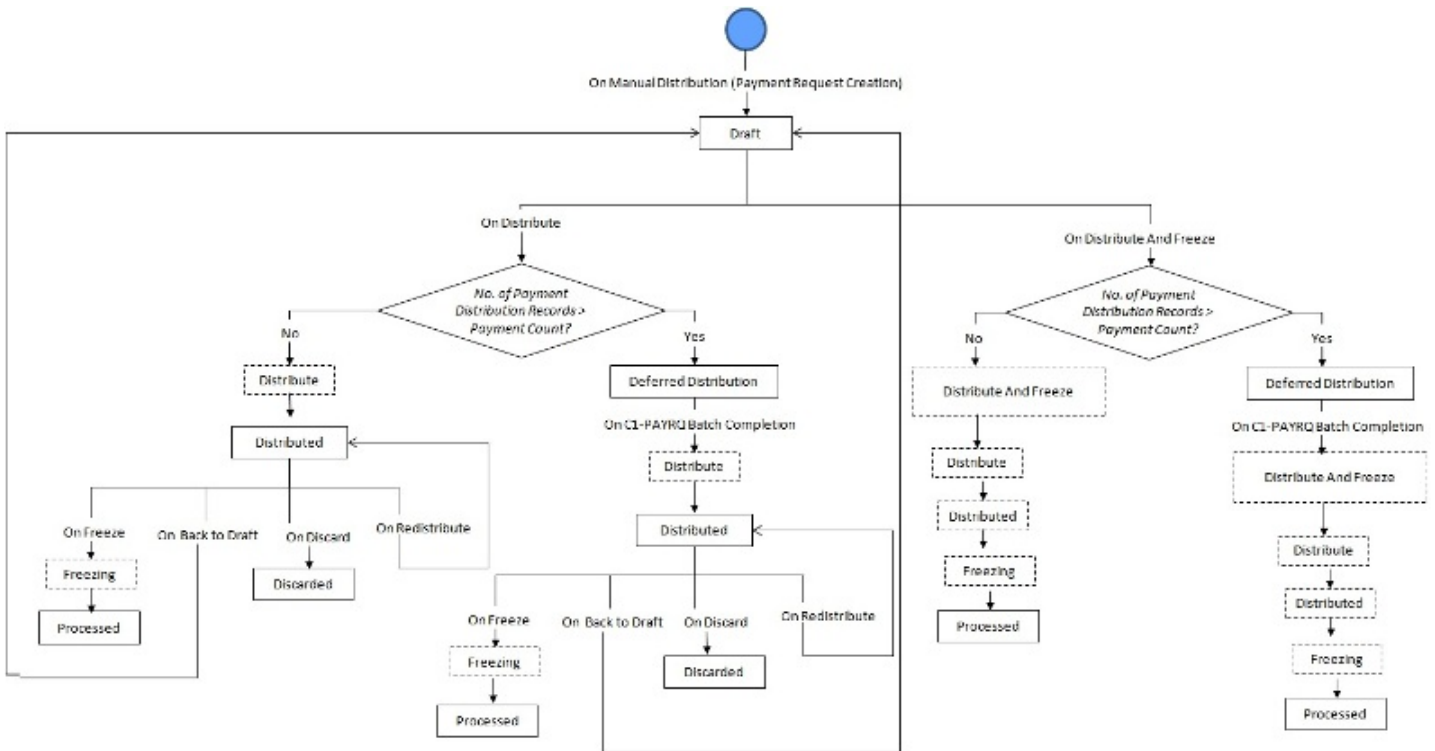
- Assign the **C1-PAYRQ** To Do type to a To Do role whose users must receive To Do generated while submitting a payment request for approval
- Set the **Payment Portal Configuration (C1-PAYPORTAL)** feature configuration
- Set the **Payment Request-Sort Distribution data (C1-PYREQSRT)** feature configuration
- Set the batch control type of the **Payment Request Periodic Monitor (C1-PAYRQ)** batch to **Timed** and define the following attributes:
 - Time Interval
 - Timer Active
 - User ID
 - Batch Language
 - Email Address

Related Topics

For more information on...	See...
How to set the C1-PAYPORTAL feature configuration	Setting the C1-PAYPORTAL Feature Configuration on page 1732
How to set the C1-PYREQSRT feature configuration	Setting the C1-PYREQSRT Feature Configuration on page 1734

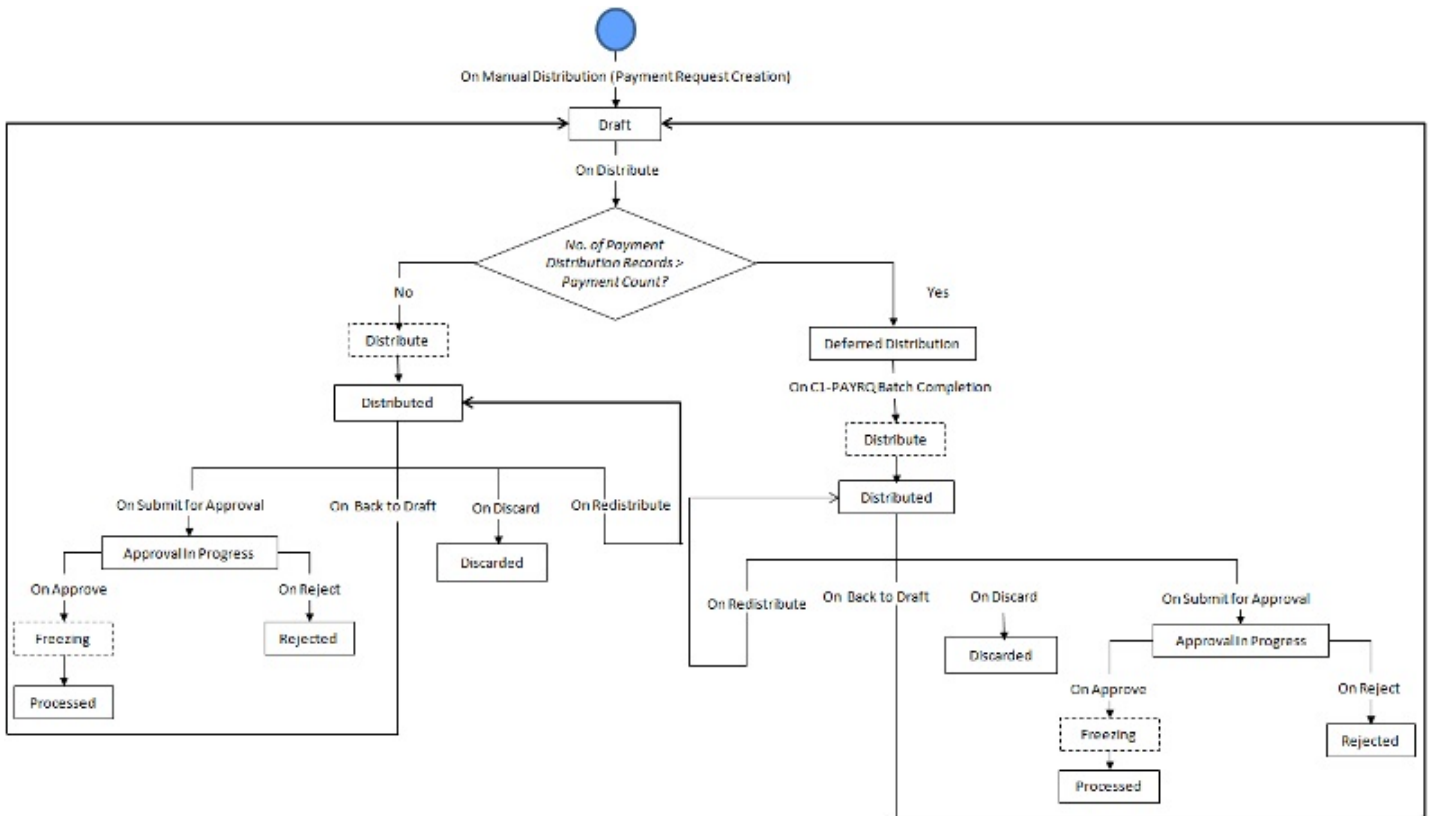
Payment Request (Without Approval Workflow) Status Transition

The following figure graphically indicates how a payment creation or transfer request moves from one status to another when the approval workflow is off:



Payment Request (With Approval Workflow) Status Transition

The following figure graphically indicates how a payment creation or transfer request moves from one status to another when approval workflow is on:



Algorithms Used in C1-PaymentRequest

The following table lists the algorithms which are attached to the **C1-PaymentRequest** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-PAYRQ-INF	C1-PAYRQ-INF	This algorithm generates the payment request information string which appears throughout the application. This algorithm concatenates the following fields: <ul style="list-style-type: none"> • Payment Request Type Description • Payment Request Status Description • Payment Request ID
Post-Processing	C1-PAYREQPOS	C1-PAYREQPOS	This algorithm invokes the manual distribution algorithm of the match types that are newly added while editing a payment request. It also deletes the respective match type entities from the C1_PAY_DISTRIBUTION table when you remove a match type while editing a payment request.

System Event	Algorithm	Algorithm Type	Description
Validation	C1-PAYREQVAL	C1-PAYREQVAL	<p>This algorithm checks whether the mandatory data (such as payment date, payor account, tender type, tender amount, currency, match type, and match entity) is specified while creating a payment request. It also checks whether auto pay source, auto pay route type, and account number are specified when you select a tender type where the Generate Auto Pay option is selected. This algorithm is triggered when you click the Manual Distribution button.</p> <p>Note: You do not specify the tender and auto pay details while creating a payment transfer request.</p>

The following table lists the algorithms which are used in the lifecycle of the **C1-PaymentRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-PAY-DFT	C1-PAY-DFT	This algorithm invokes the manual distribution algorithm of the match types that you have selected while creating a payment request.
Draft	Exit	C1-PAYDFTEXT	C1-PAYDFTEXT	This algorithm checks whether the sum of the distributed payment amount is equal to the tender or transfer amount. This algorithm is triggered when you click the Distribute button.
Approval In Progress	Enter	C1-PAY-PFA	C1-PAY-PFA	This algorithm creates the To Do using the To Do type specified in the payment request type using which the payment request is created. The To Do is sent to the users with the approval To Do role specified in the payment request type.
Approval In Progress	Exit	C1-PAYPFAEXT	C1-PAYPFAEXT	This algorithm checks whether the approver is associated with the approval To Do role specified in the payment request type. It does not allow the submitter to approve or reject the payment request.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.

Status	System Event	Algorithm	Algorithm Type	Description
Approved	Enter	C1-PAY-APP	C1-PAY-APP	This algorithm changes the status of the payment request to Freezing when the approver clicks the Approve button.
Distribute	Enter	C1-PAY-DIST	C1-PAY-DIST	This algorithm invokes the defer algorithm specified in the payment request type using which the payment request is created. The defer algorithm checks whether the tender or transfer amount must be distributed in the real time (i.e. immediately) or in the deferred mode. If the tender or transfer amount must be distributed in the real time, the status of the payment request is changed to Distributed . However., if the tender or transfer amount must be distributed in the deferred mode, the status of the payment request is changed to Deferred Distribution .
Deferred Distribution	Monitor	C1-PAY-MONT	C1-PAY-MONT	This algorithm is invoked from the Payment Request Periodic Monitor (C1-PAYRQ) batch. It changes the status of the payment request from Deferred Distribution to Distributed .
Distributed	Enter	C1-PAYCREATE	C1-PAYCREATE	This algorithm creates the payment event, payments, payment segments, and payment tender. A payment is created for each record in the C1_PAY_DISTRIBUTION table where the payment amount is greater than or less than zero. The status of the payments is set to Freezable . If any error occurs while creating a payment, the status of the payment is set to Error . The payment event ID is updated corresponding to the payment request in the C1_PAY_REQ table. Finally, the status of the payment request is changed to Distributed .
Distributed	Exit	C1-FRZ-VALID	C1-FRZ-VALID	This algorithm is triggered when you click the Submit for Approval or Freeze button. It checks whether the sum of payment segment amount is equal to the payment amount for each payment.

Status	System Event	Algorithm	Algorithm Type	Description
Distributed	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Freezing	Enter	C1-PAY-V-FRZ	C1-PAY-V-FRZ	This algorithm validates whether payment already exists on the entity. It checks the unpaid amount of the entity.
Freezing	Enter	C1-PAY-FRZ	C1-PAY-FRZ	<p>This algorithm fetches the payment event created through the payment request. If you are freezing the payments of a payment creation request, this algorithm does the following:</p> <ul style="list-style-type: none"> • Changes the status of the payments which are in the Freezable status to Frozen • Changes the status of the payment event to Balanced when there are no payments in the Error status <p>However, if you are freezing the payments of a payment transfer request, this algorithm does the following:</p> <ul style="list-style-type: none"> • Changes the status of the old payments which are in the Frozen status to Cancelled • Deletes the old payments which are in the Error status • Changes the status of the new payments which are in the Freezable status to Frozen • Changes the status of the payment event to Balanced when there are no payments in the Error status
Processed	-	-	-	-

Status	System Event	Algorithm	Algorithm Type	Description
Rejected	Enter	C1-PAY-RJT	C1-PAY-RJT	This algorithm is triggered when the approver clicks the Reject button. If you are rejecting a payment creation request, this algorithm deletes the payment event, payments, payment segments, and payment tender which are created through the payment creation request. However, if you are rejecting a payment transfer request, this algorithm deletes the new payments which are created through the payment transfer request.
Discarded	Enter	C1-PAY-RJT	C1-PAY-RJT	This algorithm is triggered when the approver clicks the Reject button. If you are rejecting a payment creation request, this algorithm deletes the payment event, payments, payment segments, and payment tender which are created through the payment creation request. However, if you are rejecting a payment transfer request, this algorithm deletes the new payments which are created through the payment transfer request.
Distribute And Freeze	Enter	C1-ISFREEZE	C1-ISFREEZE	This algorithm invokes the distribute algorithm and set Flag in the payment request clob.

Algorithms Used in C1-PaymentTransferRequest

The following table lists the algorithms which are attached to the **C1-PaymentTransferRequest** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-PAYRQ-INF	C1-PAYRQ-INF	This algorithm generates the payment request information string which appears throughout the application. This algorithm concatenates the following fields: <ul style="list-style-type: none"> • Payment Request Type Description • Payment Request Status Description • Payment Request ID
Post-Processing	C1-PAYREQPOS	C1-PAYREQPOS	This algorithm invokes the manual distribution algorithm of the match types that are newly added while editing a payment request. It also deletes the respective match type entities from the C1_PAY_DISTRIBUTION table when you remove a match type while editing a payment request.

System Event	Algorithm	Algorithm Type	Description
Validation	C1-PAYREQVAL	C1-PAYREQVAL	<p>This algorithm checks whether the mandatory data (such as payment date, payor account, tender type, tender amount, currency, match type, and match entity) is specified while creating a payment request. It also checks whether auto pay source, auto pay route type, and account number are specified when you select a tender type where the Generate Auto Pay option is selected. This algorithm is triggered when you click the Manual Distribution button.</p> <p>Note: You do not specify the tender and auto pay details while creating a payment transfer request.</p>

The following table lists the algorithms which are used in the lifecycle of the **C1-PaymentTransferRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-PAY-DFT	C1-PAY-DFT	This algorithm invokes the manual distribution algorithm of the match types that you have selected while creating a payment request.
Draft	Exit	C1-PAYDFTEXT	C1-PAYDFTEXT	This algorithm checks whether the sum of the distributed payment amount is equal to the tender or transfer amount. This algorithm is triggered when you click the Distribute button.
Approval In Progress	Enter	C1-PAY-PFA	C1-PAY-PFA	This algorithm creates the To Do using the To Do type specified in the payment request type using which the payment request is created. The To Do is sent to the users with the approval To Do role specified in the payment request type.
Approval In Progress	Exit	C1-PAYPFAEXT	C1-PAYPFAEXT	This algorithm checks whether the approver is associated with the approval To Do role specified in the payment request type. It does not allow the submitter to approve or reject the payment request.

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Approved	Enter	C1-PAY-APP	C1-PAY-APP	This algorithm changes the status of the payment request to Freezing when the approver clicks the Approve button.
Distribute	Enter	C1-PAY-DIST	C1-PAY-DIST	This algorithm invokes the defer algorithm specified in the payment request type using which the payment request is created. The defer algorithm checks whether the tender or transfer amount must be distributed in the real time (i.e. immediately) or in the deferred mode. If the tender or transfer amount must be distributed in the real time, the status of the payment request is changed to Distributed . However., if the tender or transfer amount must be distributed in the deferred mode, the status of the payment request is changed to Deferred Distribution .
Deferred Distribution	Monitor	C1-PAY-MONT	C1-PAY-MONT	This algorithm is invoked from the Payment Request Periodic Monitor (C1-PAYRQ) batch. It changes the status of the payment request from Deferred Distribution to Distributed .

Status	System Event	Algorithm	Algorithm Type	Description
Distributed	Enter	C1-PAYTRANS	C1-PAYTRANS	This algorithm is invoked when the status of the payment transfer request is changed to Distributed . A payment is created for each record in the C1_PAY_DISTRIBUTION table where the payment amount is greater than or less than zero. The status of the new payments is set to Freezable . If any error occurs while creating a payment, the status of the payment is set to Error . The payment event ID is updated corresponding to the payment request in the C1_PAY_REQ table. Finally, the status of the payment request is changed to Distributed .
Distributed	Exit	C1-FRZ-VALID	C1-FRZ-VALID	This algorithm is triggered when you click the Submit for Approval or Freeze button. It checks whether the sum of payment segment amount is equal to the payment amount for each payment.
Distributed	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Freezing	Enter	C1-PAY-V-FRZ	C1-PAY-V-FRZ	This algorithm validates the payment that already exists on the entity. It checks the unpaid amount of the entity.

Status	System Event	Algorithm	Algorithm Type	Description
Freezing	Enter	C1-PAY-FRZ	C1-PAY-FRZ	<p>This algorithm fetches the payment event created through the payment request. If you are freezing the payments of a payment creation request, this algorithm does the following:</p> <ul style="list-style-type: none"> • Changes the status of the payments which are in the Freezable status to Frozen • Changes the status of the payment event to Balanced when there are no payments in the Error status <p>However, if you are freezing the payments of a payment transfer request, this algorithm does the following:</p> <ul style="list-style-type: none"> • Changes the status of the old payments which are in the Frozen status to Cancelled • Deletes the old payments which are in the Error status • Changes the status of the new payments which are in the Freezable status to Frozen • Changes the status of the payment event to Balanced when there are no payments in the Error status
Processed	-	-	-	-
Rejected	Enter	C1-PAY-RJT	C1-PAY-RJT	<p>This algorithm is triggered when the approver clicks the Reject button. If you are rejecting a payment creation request, this algorithm deletes the payment event, payments, payment segments, and payment tender which are created through the payment creation request. However, if you are rejecting a payment transfer request, this algorithm deletes the new payments which are created through the payment transfer request.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Discarded	Enter	C1-PAY-RJT	C1-PAY-RJT	This algorithm is triggered when the approver clicks the Reject button. If you are rejecting a payment creation request, this algorithm deletes the payment event, payments, payment segments, and payment tender which are created through the payment creation request. However, if you are rejecting a payment transfer request, this algorithm deletes the new payments which are created through the payment transfer request.
Distribute And Freeze	Enter	C1-ISFREEZE	C1-ISFREEZE	This algorithm invokes the distribute algorithm and set Flag in payment request clob.
Cancel	-	-	-	-

Payment Request Type

Oracle Revenue Management and Billing allows you to define a payment request type using which you can create a payment request. A payment request of the specified payment request type is created when you manually distribute the tender or payment amount. It is the payment request type which helps the system to determine:



- Whether to create payment transfer or payment creation request
- Whether payment events and payments must be created in real time (i.e. immediately) or in the deferred mode
- Whether payment creation or transfer instructions must be approved by the approver before freezing payments

The **Payment Request Type** screen allows you to define, edit, copy, and delete a payment request type. This screen consists of the following zones:

- [Payment Request Type List](#) on page 967
- [Payment Request Type](#) on page 968

Payment Request Type List

The **Payment Request Type List** zone lists payment request types that are already defined in the system. It contains the following columns:

Column Name	Column Description
Payment Request Type	Displays the payment request type.
Description	Displays the description of the payment request type.
Edit	On clicking the Edit () icon, the Payment Request Type screen appears where you can edit the details of the payment request type.
Duplicate	On clicking the Duplicate () icon, the Payment Request Type screen appears where you can define a payment request type using an existing payment request type.

Column Name	Column Description
Delete	<p>On clicking the Delete (🗑️) icon, you can delete the payment request type.</p> <p>Note: You can delete a payment request type only when you have not created a payment request using the payment request type.</p>

On clicking the **Broadcast** (📡) icon corresponding to a payment request type, the **Payment Request Type** zone appears with the details of the respective payment request type.

Related Topics

For more information on...	See...
How to define a payment request type	Defining a Payment Request Type on page 970
How to edit a payment request type	Editing a Payment Request Type on page 974
How to copy a payment request type	Copying a Payment Request Type on page 977
How to delete a payment request type	Deleting a Payment Request Type on page 980
How to view the details of a payment request type	Viewing the Payment Request Type Details on page 981

Payment Request Type

The **Payment Request Type** zone displays the details of the payment request type. This zone contains the following sections:

- **Main** — This section provides basic information about the payment request type. It contains the following fields:

Field Name	Field Description
Payment Request Type	Displays the payment request type.
Payment Request Business Object	<p>Indicates the business object that will be used to create the payment request.</p> <p>Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.</p>
Description	Displays the description of the payment request type.
Detailed Description	Displays additional information about the payment request type.
Status	<p>Indicates the status of the payment request type. The valid values are:</p> <ul style="list-style-type: none"> • Active • Inactive
Transfer	Indicates whether the payment request type will be used to create payment transfer or payment creation request.

Field Name	Field Description
Defer Algorithm	<p>Indicates the algorithm that will be triggered when you distribute tender or payment amount. This algorithm checks whether the number of payment distribution records in the payment request exceeds the payment count (defined in the Defer algorithm). If the number of payment distribution records in the payment request does not exceed the payment count, the system distributes tender or payment amount and accordingly creates payment event and payments in real time (i.e. immediately). However, if the number of payment distribution records in the payment request exceeds the payment count, the system distributes tender or payment amount in the deferred mode.</p> <p>Note:</p> <p>Number of payment distribution records = (Number of bill segments present in each bill fetched using the Bill Weighted, Bill Regular, and Bill match type algorithm) + (Number of bill segments fetched using the Bill Segment match type algorithm) + (Number of contracts fetched using the Suspense Contract match type algorithm) + (Number of settlements fetched using the Settlement match type algorithm)</p> <p>It has a link. On clicking the link, the Algorithm screen appears with the details of the respective algorithm.</p>
Approval Required	Indicates whether approval is required while freezing payments of the payment requests which are created using the payment request type.
Approval To Do Type	<p>Indicates that To Do of the specified To Do type must be created when you submit the payment request for approval.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do type.</p>
Approval To Do Role	<p>Indicates that users with the specified To Do role can only approve the payment request submitted for approval.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do role.</p>

- **Characteristics** — This section lists the characteristics defined for the payment request type. It contains the following columns:

Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.


- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the payment request type.

Button Name	Button Description
Delete	Used to delete the payment request type. Note: You can delete a payment request type only when you have not created a payment request using the payment request type.
Duplicate	Used to create a new payment request type using an existing payment request type.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the payment request type is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

By default, the **Payment Request Type** zone does not appear in the **Payment Request Type** screen. It appears only when you click the **Broadcast**  icon corresponding to a payment request type in the **Payment Request Type List** zone.

Related Topics

For more information on...	See...
How to define a payment request type	Defining a Payment Request Type on page 970
How to edit a payment request type	Editing a Payment Request Type on page 974
How to copy a payment request type	Copying a Payment Request Type on page 977
How to delete a payment request type	Deleting a Payment Request Type on page 980
How to view the details of a payment request type	Viewing the Payment Request Type Details on page 981

Defining a Payment Request Type

Prerequisites

To define a payment request type, you should have:

- Payment request business objects defined in the application
- Defer algorithm defined using the **C1-PAY-COUNT** algorithm type
- **C1-PAYRQ** To Do type assigned to a To Do role whose users must receive To Do generated while submitting a payment request for approval

Procedure

To define a payment request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Payment Request Type**.
A sub-menu appears.
3. Click the **Add** option from the **Payment Request Type** sub-menu.
The **Select Business Object** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Type Business Object	Used to indicate the business object that you want to use to create the payment request type.	Yes

Tip: Alternatively, you can access the **Select Business Object** screen by clicking the **Add** button in the **Page Title** area of the **Payment Request Type** screen.

Note: The **Select Business Object** screen appears only when there are multiple payment request type business objects defined in the application. If there is only one payment request type business object defined in the application, the **Payment Request Type** screen appears.

4. Select the required payment request type business object from the respective field.
5. Click **OK**.

The **Payment Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the payment request type.
- **Characteristics** - Used to define characteristics for the payment request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Type	Used to specify the payment request type.	Yes
Business Object	Indicates the payment request type business object used while defining the payment request type.	Not applicable
Payment Request Business Object	Used to indicate the business object that you want to use while creating the payment request.	Yes
Description	Used to specify the description for the payment request type.	Yes
Detailed Description	Used to specify additional information about the payment request type.	No
Status	Used to indicate the status of the payment request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	Yes
Transfer	Used to indicate whether the payment request type will be used to create payment transfer or payment creation request.	No

Field Name	Field Description	Mandatory (Yes or No)
Defer Algorithm	<p>Used to attach an algorithm that will be triggered when you distribute tender or payment amount. This algorithm checks whether the number of payment distribution records in the payment request exceeds the payment count (defined in the Defer algorithm). If the number of payment distribution records in the payment request does not exceed the payment count, the system distributes tender or payment amount and accordingly creates payment event and payments in real time (i.e. immediately). However, if the number of payment distribution records in the payment request exceeds the payment count, the system distributes tender or payment amount in the deferred mode.</p> <p>Note:</p> <p>Number of payment distribution records = (Number of bill segments present in each bill fetched using the Bill Weighted, Bill Regular, and Bill match type algorithm) + (Number of bill segments fetched using the Bill Segment match type algorithm) + (Number of contracts fetched using the Suspense Contract match type algorithm) + (Number of settlements fetched using the Settlement match type algorithm)</p> <p>Deferred mode means in the background when the Payment Request Periodic Monitor (C1-PAYRQ) batch is invoked. You can configure the Payment Request Periodic Monitor (C1-PAYRQ) batch such that it is executed at regular intervals. When the Payment Request Periodic Monitor (C1-PAYRQ) batch is invoked, the system checks whether there are any payment requests in the Deferred Distribution status. If there is a payment request in the Deferred Distribution status, the system distributes tender or payment amount and accordingly creates payment event and payments.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes
Approval Required	Used to indicate whether approval is required while freezing payments of the payment requests which are created using the payment request type.	No
Approval To Do Type	<p>Used to indicate that To Do of the specified To Do type must be created when you submit the payment request for approval.</p> <p>Note: This field appears only when the Approval Required check box is selected.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when the Approval Required check box is selected.</p>

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the payment request submitted for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

6. Enter the required details.

Note: You can search for an algorithm and To Do type by clicking the **Search** (🔍) icon corresponding to the respective field.

7. Define characteristics for the payment request type, if required.

8. Click **Save**.

The payment request type is defined.

Related Topics

For more information on...	See...
Payment Request Type screen	Payment Request Type on page 967
Payment Request Type List zone	Payment Request Type List on page 967
How to define characteristics for a payment request type	Defining Characteristics for a Payment Request Type on page 973

Defining Characteristics for a Payment Request Type

Prerequisites

To define characteristics for a payment request type, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Payment Request Type**)

Procedure

To define characteristics for a payment request type:

1. Ensure that the **Characteristics** section is expanded when you are defining, editing, or copying a payment request type.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Payment Request Type .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment request type.

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment request type.

- Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one characteristic for the payment request type, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the payment request type, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define a payment request type	Defining a Payment Request Type on page 970
How to edit a payment request type	Editing a Payment Request Type on page 974
How to copy a payment request type	Copying a Payment Request Type on page 977

Editing a Payment Request Type

Prerequisites

To edit a payment request type, you should have:

- Payment request business objects defined in the application
- Defer algorithm defined using the **C1-PAY-COUNT** algorithm type
- C1-PAYRQ** To Do type assigned to a To Do role whose users must receive To Do generated while submitting a payment request for approval

Procedure

To edit a payment request type:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **P** and then click **Payment Request Type**.
A sub-menu appears.
- Click the **Search** option from the **Payment Request Type** sub-menu.
The **Payment Request Type** screen appears.
- In the **Payment Request Type List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the payment request type whose details you want to edit.

The **Payment Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the payment request type.
- **Characteristics** - Used to define characteristics for the payment request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Type	Displays the payment request type.	Not applicable
Business Object	Indicates the payment request type business object used while defining the payment request type.	Not applicable
Payment Request Business Object	Used to indicate the business object that you want to use while creating the payment request.	Yes
Description	Used to specify the description for the payment request type.	Yes
Detailed Description	Used to specify additional information about the payment request type.	No
Status	Used to indicate the status of the payment request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	Yes
Transfer	Used to indicate whether the payment request type will be used to create payment transfer or payment creation request.	No

Field Name	Field Description	Mandatory (Yes or No)
Defer Algorithm	<p>Used to attach an algorithm that will be triggered when you distribute tender or payment amount. This algorithm checks whether the number of payment distribution records in the payment request exceeds the payment count (defined in the Defer algorithm). If the number of payment distribution records in the payment request does not exceed the payment count, the system distributes tender or payment amount and accordingly creates payment event and payments in real time (i.e. immediately). However, if the number of payment distribution records in the payment request exceeds the payment count, the system distributes tender or payment amount in the deferred mode.</p> <p>Note:</p> <p>Number of payment distribution records = (Number of bill segments present in each bill fetched using the Bill Weighted, Bill Regular, and Bill match type algorithm) + (Number of bill segments fetched using the Bill Segment match type algorithm) + (Number of contracts fetched using the Suspense Contract match type algorithm) + (Number of settlements fetched using the Settlement match type algorithm)</p> <p>Deferred mode means in the background when the Payment Request Periodic Monitor (C1-PAYRQ) batch is invoked. You can configure the Payment Request Periodic Monitor (C1-PAYRQ) batch such that it is executed at regular intervals. When the Payment Request Periodic Monitor (C1-PAYRQ) batch is invoked, the system checks whether there are any payment requests in the Deferred Distribution status. If there is a payment request in the Deferred Distribution status, the system distributes tender or payment amount and accordingly creates payment event and payments.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes
Approval Required	Used to indicate whether approval is required while freezing payments of the payment requests which are created using the payment request type.	No
Approval To Do Type	<p>Used to indicate that To Do of the specified To Do type must be created when you submit the payment request for approval.</p> <p>Note: This field appears only when the Approval Required check box is selected.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when the Approval Required check box is selected.</p>

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the payment request submitted for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Tip: Alternatively, you can click the **Edit** button in the **Payment Request Type** zone to edit the details of the payment request type.

5. Modify the required details.

Note: You can search for an algorithm and To Do type by clicking the **Search** (🔍) icon corresponding to the respective field.

6. Define, edit, or remove characteristics from the payment request type, if required.
7. Click **Save**.

The changes made to the payment request type are saved.

Related Topics

For more information on...	See...
Payment Request Type screen	Payment Request Type on page 967
Payment Request Type List zone	Payment Request Type List on page 967
Payment Request Type zone	Payment Request Type on page 968
How to define characteristics for a payment request type	Defining Characteristics for a Payment Request Type on page 973

Copying a Payment Request Type

Instead of creating a payment request type from scratch, you can create a new payment request type using an existing payment request type. This is possible through copying a payment request type. On copying a payment request type, the details including the characteristics are copied to the new payment request type. You can then edit the details, if required.

Prerequisites

To copy a payment request type, you should have:

- Payment request type (whose copy you want to create) defined in the application
- Payment request business objects defined in the application
- Defier algorithm defined using the **C1-PAY-COUNT** algorithm type
- **C1-PAYRQ** To Do type assigned to a To Do role whose users must receive To Do generated while submitting a payment request for approval


Procedure

To copy a payment request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Payment Request Type**.
A sub-menu appears.

- Click the **Search** option from the **Payment Request Type** sub-menu.

The **Payment Request Type** screen appears.

- In the **Payment Request Type List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the payment request type whose copy you want to create.

The **Payment Request Type** screen appears. It contains the following sections:

- Main** - Used to specify basic details about the payment request type.
- Characteristics** - Used to define characteristics for the payment request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Type	Used to specify the payment request type.	Yes
Business Object	Indicates the payment request type business object used while defining the payment request type.	Not applicable
Payment Request Business Object	Used to indicate the business object that you want to use while creating the payment request.	Yes
Description	Used to specify the description for the payment request type.	Yes
Detailed Description	Used to specify additional information about the payment request type.	No
Status	Used to indicate the status of the payment request type. The valid values are: <ul style="list-style-type: none"> Active Inactive 	Yes
Transfer	Used to indicate whether the payment request type will be used to create payment transfer or payment creation request.	No

Field Name	Field Description	Mandatory (Yes or No)
Defer Algorithm	<p>Used to attach an algorithm that will be triggered when you distribute tender or payment amount. This algorithm checks whether the number of payment distribution records in the payment request exceeds the payment count (defined in the Defer algorithm). If the number of payment distribution records in the payment request does not exceed the payment count, the system distributes tender or payment amount and accordingly creates payment event and payments in real time (i.e. immediately). However, if the number of payment distribution records in the payment request exceeds the payment count, the system distributes tender or payment amount in the deferred mode.</p> <p>Note:</p> <p>Number of payment distribution records = (Number of bill segments present in each bill fetched using the Bill Weighted, Bill Regular, and Bill match type algorithm) + (Number of bill segments fetched using the Bill Segment match type algorithm) + (Number of contracts fetched using the Suspense Contract match type algorithm) + (Number of settlements fetched using the Settlement match type algorithm)</p> <p>Deferred mode means in the background when the Payment Request Periodic Monitor (C1-PAYRQ) batch is invoked. You can configure the Payment Request Periodic Monitor (C1-PAYRQ) batch such that it is executed at regular intervals. When the Payment Request Periodic Monitor (C1-PAYRQ) batch is invoked, the system checks whether there are any payment requests in the Deferred Distribution status. If there is a payment request in the Deferred Distribution status, the system distributes tender or payment amount and accordingly creates payment event and payments.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes
Approval Required	Used to indicate whether approval is required while freezing payments of the payment requests which are created using the payment request type.	No
Approval To Do Type	<p>Used to indicate that To Do of the specified To Do type must be created when you submit the payment request for approval.</p> <p>Note: This field appears only when the Approval Required check box is selected.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when the Approval Required check box is selected.</p>

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the payment request submitted for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Tip: Alternatively, you can click the **Duplicate** button in the **Payment Request Type** zone to create a copy of the payment request type.

5. Enter the required details.

Note: You can search for an algorithm and To Do type by clicking the **Search** (🔍) icon corresponding to the respective field.

6. Define, edit, or remove characteristics from the payment request type, if required.
7. Click **Save**.

The new payment request type is defined.

Related Topics

For more information on...	See...
Payment Request Type screen	Payment Request Type on page 967
Payment Request Type List zone	Payment Request Type List on page 967
Payment Request Type zone	Payment Request Type on page 968
How to define characteristics for a payment request type	Defining Characteristics for a Payment Request Type on page 973

Deleting a Payment Request Type

Procedure

To delete a payment request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Payment Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Payment Request Type** sub-menu.
The **Payment Request Type** screen appears.
4. In the **Payment Request Type List** zone, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the payment request type that you want to delete.
A message appears confirming whether you want to delete the payment request type.
Note: You can delete a payment request type only when you have not created a payment request using the payment request type.
Tip: Alternatively, you can click the **Delete** button in the **Payment Request Type** zone to delete the payment request type.
5. Click **OK**.

The payment request type is deleted.


Related Topics

For more information on...	See...
Payment Request Type screen	Payment Request Type on page 967
Payment Request Type List zone	Payment Request Type List on page 967
Payment Request Type zone	Payment Request Type on page 968

Viewing the Payment Request Type Details

Procedure

To view the details of a payment request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Payment Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Payment Request Type** sub-menu.
The **Payment Request Type** screen appears.
4. In the **Payment Request Type List** zone, click the **Broadcast** () icon corresponding to the payment request type whose details you want to view.
The **Payment Request Type** zone appears.
5. View the details of the payment request type in the **Payment Request Type** zone.

Related Topics

For more information on...	See...
Payment Request Type screen	Payment Request Type on page 967
Payment Request Type List zone	Payment Request Type List on page 967
Payment Request Type zone	Payment Request Type on page 968

Payment Request

The **Payment Request** screen allows you to search for a payment creation or transfer request using various search criteria. It also allows you to create payment creation and transfer requests. Through this screen, you can navigate to the following screens:

- [Payment Request](#) on page 985

This screen consists of the following zones:

- [Search Payment Request](#) on page 982

Search Payment Request

The **Search Payment Request** zone allows you to search for a payment request using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a payment request using request or payment details. The valid values are: <ul style="list-style-type: none"> • Request Details • Payment Details Note: By default, the Request Details option is selected.	Yes
On or Before Creation Date/Time	Used to search payment requests which are created till a particular date and time. Note: By default, the current date and time appears in this field. This field appears only when you select the Request Details option from the Search By list.	No
Payment Request Status	Used to search payment requests with a particular status. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Deferred Distribution • Discarded • Distribute And Freeze • Distributed • Draft • Processed • Rejected Note: This field appears only when you select the Request Details option from the Search By list.	No
Payment Request Type	Used to search payment requests which are created using a particular payment request type. Note: This field appears only when you select the Request Details option from the Search By list.	No
User ID	Used to search payment requests which are created by a particular user. Note: This field appears only when you select the Request Details option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Payment Request ID	Used to search a particular payment request. Note: This field appears only when you select the Request Details option from the Search By list.	No
Payment Event ID	Used to search a payment request through which a payment event is created. Note: This field appears only when you select the Payment Details option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Payment Event Search window appears.	No
Payor Account ID	Used to search payment requests which are created for a particular payor account. Note: This field appears only when you select the Payment Details option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	No
Payor Name	Used to search payment requests which are created for a particular payor. Note: This field appears only when you select the Payment Details option from the Search By list.	No
Payment Date	Used to search payment requests through which payments are created on a particular date. Note: This field appears only when you select the Payment Details option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a payment request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Create Date/Time	Displays the date and time when the payment request was created in the system.
Payment Request Information	Displays information about the payment request. Note: It has a link. On clicking the link, the Payment Request screen appears with the details of the respective payment request.

Column Name	Column Description
Status	Indicates the status of the payment request. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Deferred Distribution • Distributed • Draft • Processed • Rejected
Payment Event Information	Displays information about the payment event which is created through the payment request. Note: It has a link. On clicking the link, the Payment Event screen appears with the details of the respective payment event.
Created By	Indicates the user who has created the payment request.
Payor Account Information	Displays information about the payor's account for which the payment request is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
How to create a payment request	Creating a Payment Creation Request on page 993
How to view the details of a payment request	Viewing the Payment Request Details on page 985

Searching for a Payment Request

Prerequisites

To search for a payment request, you should have:

- Payment request types defined in the application

Procedure

To search for a payment request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Payment Request**.
A sub-menu appears.
3. Click the **Search** option from the **Payment Request** sub-menu.
The **Payment Request** screen appears.
4. Enter the search criteria in the **Search Payment Request** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of payment requests that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Payment Request screen	Payment Request on page 981
Search Payment Request zone	Search Payment Request on page 982

Viewing the Payment Request Details

Procedure

To view the details of a payment request:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose details you want to view.

The **Payment Request** screen appears. It consists of the following tabs:

- **Main** – This tab contains the following two zones:
 - **Payment Request** – Displays the details of the payment request.
 - **Payment Distribution** – Lists the payment distribution records of the payment request.
 - **Log** – This tab lists the complete trail of actions performed on the payment request.
3. View the details of the payment request in the **Payment Request** zone.
 4. View the payment distribution records of the payment request in the **Payment Distribution** zone.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986
Payment Distribution zone	Payment Distribution on page 991

Payment Request

Once you create a payment creation or transfer request, the **Payment Request** screen allows you to:

- Edit the details of a payment request
- Edit the payment amount against each entity

- Delete a payment request
- View the details of a payment request
- Distribute the tender or payment amount
- Edit the amount of a payment segment
- Freeze the payments created through a payment request
- Submit a payment request for approval before freezing payments
- Approve or reject a payment request
- View the log of a payment request
- Add a log entry for a payment request

This screen consists of the following tabs:

- **Main** – This tab contains the following two zones:
 - **Payment Request** – Displays the details of the payment request.
 - **Payment Distribution** – Lists the payment distribution records of the payment request.
- **Log** – This tab lists the complete trail of actions performed on the payment request.

Payment Request

The **Payment Request** zone displays the details of the payment request. This zone contains the following sections:

- **Main** — This section provides basic information about the payment request. It contains the following fields:

Field Name	Field Description
Payment Request Information	Displays information about the payment request.
Payment Request Type	Indicates the payment request type using which the payment request is created. Note: It has a link. On clicking the link, the Payment Request Type screen appears where you can view the details of the payment request type.
Payment Request Status	Indicates the status of the payment request. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Deferred Distribution • Distributed • Draft • Processed • Rejected
Status Reason	Indicates the reason why the payment request is rejected. Note: This field appears only when the payment request is in the Rejected status. It has a link. On clicking the link, the Status Reason screen appears where you can view the details of the rejected reason.

Field Name	Field Description
Payor Account Information	<p>Displays information about the payor's account for which the payment request is created.</p> <p>Note:</p> <p>This field appears only when you are viewing the details of a payment creation request.</p> <p>It has a link. On clicking the link, the Account screen appears with the details of the respective account.</p>
Payment Date	Displays the date when the payment event and payments are created.
Payment Event Information	<p>Displays information about the payment event. If you are viewing the details of a payment creation request, this field displays information about the payment event which is created through the payment creation request. However, if you are viewing the details of a payment transfer request, this field displays information about the payment event whose payments you want to transfer.</p> <p>Note:</p> <p>This field does not appear when the payment request is in the Rejected status.</p> <p>If you are viewing the details of a payment creation request, this field does not appear when the payment creation request is in the Draft status.</p> <p>It has a link. On clicking the link, the Payment Event screen appears with the details of the respective payment event.</p>
Transfer Amount	<p>Displays the total payment amount which you want to transfer.</p> <p>Note: This field appears only when you are viewing the details of a payment transfer request.</p>
Transfer Reason	<p>Indicates the reason why you want to transfer the payment amount.</p> <p>Note: This field appears only when you are viewing the details of a payment transfer request.</p>

- **Tender Details** — This section provides details about the tender used in the payment request. This section appears only when you are viewing the details of a payment creation request. It contains the following fields:

Field Name	Field Description
Tender Type	Indicates the type of tender through which the payment was made.
Tender Amount	Displays the tender amount.
Currency	Indicates the currency in which the payment was made.
Check Number	<p>Displays the check number if the payment is made through check.</p> <p>Note: This field appears only when the tender type is set to Check.</p>
Auto Pay Route Type Code	<p>Indicates when and how automatic payment request of the account is routed to a financial institution.</p> <p>Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.</p>

Field Name	Field Description
Schedule Extract Date	<p>Displays the date when the automatic payment request is scheduled to be sent to a financial institution.</p> <p>Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.</p>
Auto Pay Source Code	<p>Indicates the financial institution that receives the automatic payment request.</p> <p>Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.</p>
Distribution and Freeze Date	<p>Displays the date when the automatic payment must be distributed and frozen in the system.</p> <p>Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.</p>
Account Number	<p>Indicates the bank account number through which the automatic payment was made.</p> <p>Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.</p>
Expires On	<p>Displays the date when the tender type will expire.</p> <p>Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.</p>
Name	<p>Displays the name of the person as maintained in the financial institution's system.</p> <p>Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.</p>
Tender Control Information	<p>Displays information about the tender control which is created when the payment event and payments are created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This field appears only when the payment request is in the Distributed, Approval In Progress, Processed, or Rejected status.</p> <p>It has a link. On clicking the link, the Tender Control screen appears with the details of the respective tender control.</p>
Deposit Control Information	<p>Displays information about the deposit control which is created when the payment event and payments are created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application.</p> <p>Note:</p> <p>This field appears only when the payment request is in the Distributed, Approval In Progress, Processed, or Rejected status.</p> <p>It has a link. On clicking the link, the Deposit Control screen appears with the details of the respective deposit control.</p>

Field Name	Field Description
Pay Tender ID	Displays the payment tender ID. Note: This field appears only when the payment request is in the Processed status.
Tender Status	Indicates the current status of the tender. The valid values are: <ul style="list-style-type: none"> Valid Cancelled Note: This field appears only when the payment request is in the Processed status.
MICR ID	Displays the MICR code on the payment.
Ext. Reference ID	Displays the external reference number of the payment on the payment upload interface record.
Person ID	Indicates the person's account ID mentioned in the payment upload interface record.
Name	Indicates the person mentioned in the payment upload interface record.

- **Characteristics** — This section lists the characteristics defined for the payment tender. It appears only when you are viewing the details of a payment creation request. It contains the following columns:

Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Match Types** — This section lists the match type details of the payment request. This section appears only when you are viewing the details of a payment creation request. It contains the following columns:

Column Name	Column Description
Match Type	Indicates the match type using which you want to match the payment.
Match By	Indicates the bill or account (whose entities, such as unpaid bills, unpaid bill segments, settlement IDs, or contracts) must be considered while matching the payment.

- **Payor Account Details** — This section appears only when you are viewing the details of a payment transfer request. It contains the following columns:

Column Name	Column Description
Payor Account Information	Displays information about the payor's account whose payments you want to transfer.

- **Payment Details** — This section appears only when you are viewing the details of a payment transfer request. It contains the **Show Payments** link. On clicking the link, the **Payment** screen appears where you can view the details of the payment that you want to transfer. In case, you want to transfer multiple payments, the **Payment Search** window appears with the list of payments selected for transfer. You can click the individual payment to view the details in the **Payment** screen. The **Show Payments** link does not appear when you are viewing the details of a payment transfer request which is in the **Processed** status. Instead, the following column appears in this section:

Column Name	Column Description
Payment(s)	Displays information about the payment which is cancelled.

- **Record Actions** — This section contains the following buttons:

Column Name	Column Description
Edit	Used to edit the details of the payment request. Note: The Edit button appears only when the payment request is in the Draft status.
Delete	Used to delete the payment request. Note: The Delete button appears only when the payment request is in the Draft status.
Distribute	Used to distribute the tender or payment amount. Note: The Distribute button appears only when the payment request is in the Draft status.
Submit for Approval	Used to submit the payment request for approval. Note: The Submit for Approval button appears only when: <ul style="list-style-type: none"> • The payment request is in the Distributed status. • The Approval Required check box is selected in the payment request type using which the payment request is created.
Freeze	Used to freeze the payments which are created through the payment request. Note: The Freeze button appears only when: <ul style="list-style-type: none"> • The payment request is in the Distributed status. • The Approval Required check box is not selected in the payment request type using which the payment request is created.
Approve	Used to approve the payment request. Note: The Approve button appears only when: <ul style="list-style-type: none"> • The payment request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the payment request.
Reject	Used to reject the payment request. Note: The Reject button appears only when: <ul style="list-style-type: none"> • The payment request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the payment request.
Back to Draft	Used to change the status of the payment request to Draft . Note: The Back to Draft button appears only when the payment request is in the Distributed status.
Discard	Used to discard the payment creation or transfer request. Note: The Discard button appears only when the payment request is in the Distributed status.

Column Name	Column Description
Distribute And Freeze	Used to distribute and freeze the payments at the same time. Note: The Distribute And Freeze button appears only when the payment request is in the Draft status.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the payment request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Status Date/Time	Displays the date and time when the payment request status is updated
Create Date/Time	Displays the date and time when the payment request is created.

Payment Distribution

The **Payment Distribution** zone lists the payment distribution records of the payment request. This zone contains the following columns:

Column Name	Column Description
Match Type	Indicates the match type using which the payment was matched.
Payee Account ID	Indicates the account for which the payment was made. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Match Value	Indicates the entity (such as bill ID, bill segment ID, contract ID, or settlement ID) against which the payment was matched.
Match Entity	Indicates the type of entity against which the payment was matched. The valid values are: <ul style="list-style-type: none"> • Bill • Bill Segment • Contract • Settlement
Amount	Displays the entity amount. In case of contract, the entity amount would be zero.
Write Off Adjustment Amount	Indicates the amount which is either write up or down when the payment against the bill is within the tolerance limit. Note: The data appears in this column only when the match type is Bill Weighted and the payment amount is within the underpayment or overpayment tolerance limit. This column does not appear when the payment request is in the Draft or Rejected status.

Column Name	Column Description
Paid Amount	<p>Displays the amount which is already paid against the entity.</p> <p>Note: This column appears only when the payment request is in the Draft or Rejected status.</p>
Unpaid Amount	<p>Displays the amount which is eligible for payment against the entity.</p> <p>Note: This column appears only when the payment request is in the Draft or Rejected status.</p>
Payment Amount	<p>Displays the payment amount. If the Show Default check box is not selected against a match type while creating the payment request, the payment amount against the respective match type entities is set to zero. However, if the Show Default check box is selected against a match type while creating the payment request, the payment amount appears against the respective match type entities. The tender amount is divided among the entities in the sequence of match types (where Show Default check box is selected) followed by the sequence of bill, bill segment, or contract start date. You can edit the payment amount, if required.</p>
Payment Currency	<p>Indicates the currency in which the payment was made.</p>
Payment ID	<p>Displays the payment ID.</p> <p>Note:</p> <p>It has a link. On clicking the link, the Payment screen appears with the details of the respective payment.</p> <p>This column does not appear when the payment request is in the Draft or Rejected status.</p>
Payment Status	<p>Indicates the status of the payment. The valid values are:</p> <ul style="list-style-type: none"> • Canceled • Error • Freezable • Frozen • Incomplete <p>Note: This column does not appear when the payment request is in the Draft or Rejected status.</p>
Error Message	<p>Indicates the reason why the payment is in the Error status.</p> <p>Note: This column does not appear when the payment request is in the Draft or Rejected status.</p>

Column Name	Column Description
Detail	<p>On clicking the Detail button, the Edit Payment Segment Amount screen appears where you can edit the payment segment amount.</p> <p>Note:</p> <p>This column does not appear when the payment request is in the Draft or Rejected status.</p> <p>The Detail button appears in the Detail column only when:</p> <ul style="list-style-type: none"> • The payment request is in the Distributed or Approval In Progress status • The payment is in the Freezable status. <p>However, a user with the approval To Do role will not be able to edit the payment segment amount.</p>
Redistribute	<p>On clicking the Redistribute button, you can redistribute the payment amount among the payment segments.</p> <p>Note:</p> <p>This column appears only when the payment request is in the Distributed or Distribute and Freeze status.</p> <p>The Redistribute button appears in the Redistribute column only when:</p> <ul style="list-style-type: none"> • The payment request is in the Distributed or Approval In Progress status

You can edit the payment amount by clicking the **Update Payment Amount** button in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to edit the payment amount against each entity	Editing the Payment Amount on page 999

Creating a Payment Creation Request

Prerequisites

To create a payment creation request, you should have:

- Payment request types defined in the application (where the **Transfer** check box is not selected)

Procedure

To create a payment creation request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Payment Request**.
A sub-menu appears.
3. Click the **Add** option from the **Payment Request** sub-menu.

The **Select Payment Request Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Type	Used to indicate the payment request type using which you want to create the payment request. Note: The list includes only those payment request types where the Transfer check box is not selected.	Yes

Tip: Alternatively, you can access the **Select Payment Request Type** screen by clicking the **Add** button in the **Page Title** area of the **Payment Request** screen.

4. Select the required payment request type from the respective field.
5. Click **OK**.

The **Payment Request** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the payment request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Type	Indicates the payment request type using which you want to create the payment request.	Not applicable
Payor Account Information	Used to indicate the payor account for which you want to create the payment request. Note: On specify the account ID, additional information about the account appears corresponding to this field. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	Yes
Payment Date	Used to specify the date when the payment was made. Note: By default, the current date appears in this field.	Yes

- **Tender Details** - Used to specify the tender details in the payment request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Tender Type	Used to indicate the type of tender through which the payment was made.	Yes
Tender Amount	Used to specify the tender amount.	Yes
Currency	Used to indicate the currency in which the payment was made.	Yes
Check Number	Used to specify the check number if the payment is made through check.	No

Field Name	Field Description	Mandatory (Yes or No)
Auto Pay Route Type Code	Used to indicate when and how automatic payment request of the account is routed to a financial institution. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Yes (Conditional) Note: This field is required only when you select a tender type where the Generate Auto Pay check box is selected.
Schedule Extract Date	Displays the date when the automatic payment request is scheduled to be sent to a financial institution. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Not applicable
Auto Pay Source Code	Used to indicate the financial institution that receives the automatic payment request. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Yes (Conditional) Note: This field is required only when you select a tender type where the Generate Auto Pay check box is selected.
Distribution and Freeze Date	Displays the date when the automatic payment must be distributed and frozen in the system. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Not applicable
Account Number	Used to indicate the bank account number through which the automatic payment was made. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Yes (Conditional) Note: This field is required only when you select a tender type where the Generate Auto Pay check box is selected.
Expires On	Used to specify the date when the tender type will expire. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	No
Name	Used to specify the name of the person as maintained in the financial institution's system. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	No
MICR ID	Used to specify the MICR code on the payment.	No
Ext. Reference ID	Used to specify the external reference number of the payment on the payment upload interface record.	No

Field Name	Field Description	Mandatory (Yes or No)
Person ID	Used to indicate the person's account ID mentioned in the payment upload interface record.	No
Name	Used to indicate the person mentioned in the payment upload interface record.	No
Tender Control ID	<p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Tender Control Search window appears.</p>	

Note: If the auto pay instructions are defined for the payor account, by default, the auto pay data appears in the **Auto Pay Route Type Code**, **Auto Pay Source Code**, **Account Number**, **Expires On**, and **Name** fields.

- **Characteristics** - Used to define characteristics for the payment tender. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	<p>Used to indicate the characteristic type.</p> <p>Note: The list includes only those characteristic types where the characteristic entity is set to Payment Tender.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you are defining a characteristic for the payment tender.</p>
Characteristic Value	<p>Used to specify the value for the characteristic type.</p> <p>Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when you are defining a characteristic for the payment tender.</p>

- **Match Types** - Used to define match types for the payment request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Match Type	Used to indicate the match type using which you want to match the payment.	Yes
Show Default	<p>Used to indicate whether the default payment amount should be displayed against the match type entities.</p> <p>Note: By default, the Show Default check box is selected when you select the match type.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Entity	<p>Indicates the match type entity. The valid values are:</p> <ul style="list-style-type: none"> • Account — Enables you to select the account whose unpaid bills, unpaid bill segments, settlement IDs, or contracts must be considered while matching the payment. • Bill — Enables you to select the unpaid bill against which you want to match the payment. <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.</p>	Not applicable
Entity ID	Used to specify the account or bill ID depending on the match type entity.	Yes

6. Enter the required details.

Note:

You can search for a payor account, auto pay route type, auto pay source, and entity by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to specify more than one match type within the payment request, click the **Add** (+) icon in the **Match Types** section and then specify the details. However, if you want to remove a match type from the payment request, click the **Delete** (🗑️) icon corresponding to the match type.

7. Define characteristics for the payment tender, if required.
8. Click **Manual Distribution**.

The payment request is created and the status of the payment request is set to **Draft**. The **Payment Request** screen appears. Depending on the match type and match entity specified while creating the payment request, the following entities are listed in the **Payment Distribution** zone:

Match Type	Match Entity	Entities
By Bill Regular	Account	Unpaid bills of the account
By Bill Weighted	Account	Unpaid bills of the account
By Bill	Bill	Unpaid bill
By Bill Segments	Account	Unpaid bill segments

Match Type	Match Entity	Entities
By Suspense Contract	Account	Contracts of the account Note: Only contracts of the contract type where the Eligible for Billing flag is set to No and Special Role flag is set to Suspense are listed in the Payment Distribution zone. If no contracts with this specification exist for the account, the system checks whether there is any such contract type (where the Eligible for Billing flag is set to No and Special Role flag is set to Suspense) defined for the division to which the account belongs. If there is any such contract type defined for the division, the system creates the contract for the account using the respective contract type and the same is listed in Payment Distribution zone.
By Settlement	Account	Unpaid bill segments where the settlement account is stamped

If the **Show Default** check box is not selected against a match type while creating the payment request, the payment amount against the respective match type entities is set to zero. However, if the **Show Default** check box is selected against a match type, the payment amount appears against the respective match type entities. The tender amount is divided among the entities in the sequence of match types (where **Show Default** check box is selected) followed by the sequence of bill, bill segment, or contract start date. You can then edit the payment amount, if required.

Note:

If a payment request is already created for a payee account and is currently in progress, the system will not allow you to create another payment request for the payee account until the previous payment request is in the **Processed** or **Rejected** status.

The system does not allow you to create a payment request for a payee account when the respective match type entities (such as unpaid bills, unpaid bill segments, contracts, or settlement IDs do not exist for the payee account.

Related Topics

For more information on...	See...
Search Payment Request zone	Search Payment Request on page 982
How to define characteristics for a payment tender	Defining Characteristics for a Payment Tender on page 998
Payment Request screen	Payment Request on page 985
Payment Distribution zone	Payment Distribution on page 991

Defining Characteristics for a Payment Tender

Prerequisites

To define characteristics for a payment tender, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Payment Tender**)

Procedure

To define characteristics for a payment tender:

1. Ensure that the **Characteristics** section is expanded when you are defining or editing a payment request.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Payment Tender .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment tender.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment tender.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the payment tender, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the payment tender, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to create a payment creation request	Creating a Payment Creation Request on page 993
How to edit a payment request	Editing a Payment Request on page 1001

Editing the Payment Amount

Procedure

To edit the payment amount against each entity:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose details you want to edit.

The **Payment Request** screen appears.

3. Click the **Update Payment Amount** button in the upper right corner of the **Payment Distribution** zone.

The **Edit Payment Amount** screen appears. It contains the following two sections:

- **Search Criteria** — The **Search Criteria** section allows you to filter the payment distribution records using various search criteria. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Match Type	Used to search the entities which are considered using a particular match type. Note: By default, the All option is selected.	Yes
Entity ID	Used to search entities which belong to a particular account. Note: By default, the All option is selected.	Yes
Match Value	Used to search for a particular entity (such as bill, bill segment, contract, or settlement ID).	No
Sort By	Used to sort entity information as per the match type defined in the C1-PYREQSRT feature configuration.	No





- **Search Results** — On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Match Type	Indicates the match type using which the entity is considered.
Payee Information	Displays information about the account for which the payment was made.
Entity Information	Displays information about the entity against which the payment was matched.
Amount	Displays the entity amount. In case of contract, the entity amount would be zero.
Paid Amount	Displays the amount which is already paid against the entity.
Unpaid Amount	Displays the amount which is eligible for payment against the entity.
Payment Amount	Used to specify the payment amount. Note: If the Allow Overpayment option type of the C1-PAYPORTAL feature configuration is set to true , you can specify the payment amount greater than the unpaid amount. In other words, you can make overpayment against an entity.
Payment Currency	Indicates the currency in which the payment was made.

In addition, the **Search Results** section contains the following fields:

Field Name	Field Description
Total Amount	Displays the tender or transfer amount.
Running Total	Displays the sum of payment amount specified against each entity.
Running Balance	Displays the difference between total amount and running total. The running balance is highlighted in the red color when the difference amount is non-zero.

Note: Pagination is used to display limited number of records in the **Edit Payment Amount** screen. You can change the number of records displayed per page, if required. You can use the navigation buttons, such

as **First** () , **Previous** () , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

4. Modify the payment amount against an entity, if required.

Note: The sum of payment amount should be equal to the tender or transfer (payment) amount.

5. Click **Save**.

The changes made to the payment request are saved.

6. Click **Close**.

The payment amount is updated in the **Payment Distribution** zone.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Distribution zone	Payment Distribution on page 991

Editing a Payment Request

Procedure

To edit a payment request:


1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose details you want to edit.

The **Payment Request** screen appears.

3. Click the **Edit** button in the **Payment Request** zone.

The **Payment Request** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the payment request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Information	Displays information about the payment request.	Not applicable
Payment Request Type	Indicates the payment request type using which the payment request is created.	Not applicable
Payor Account Information	Used to indicate the payor account for which you want to create the payment request. Note: On specify the account ID, additional information about the account appears corresponding to this field. The Search () icon appears corresponding to this field. On clicking the Search icon, the Account Search screen appears.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Payment Date	Used to specify the date when the payment was made.	Yes

- **Tender Details** - Used to specify the tender details in the payment request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Tender Type	Used to indicate the type of tender through which the payment was made.	Yes
Tender Amount	Used to specify the tender amount.	Yes
Currency	Used to indicate the currency in which the payment was made.	Yes
Check Number	Used to specify the check number if the payment is made through check.	No
Auto Pay Route Type Code	Used to indicate when and how automatic payment request of the account is routed to a financial institution. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Yes (Conditional) Note: This field is required only when you select a tender type where the Generate Auto Pay check box is selected.
Schedule Extract Date	Displays the date when the automatic payment request is scheduled to be sent to a financial institution. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Not applicable
Auto Pay Source Code	Used to indicate the financial institution that receives the automatic payment request. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Yes (Conditional) Note: This field is required only when you select a tender type where the Generate Auto Pay check box is selected.
Distribution and Freeze Date	Displays the date when the automatic payment must be distributed and freed in the system. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Not applicable
Account Number	Used to indicate the bank account number through which the automatic payment was made. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	Yes (Conditional) Note: This field is required only when you select a tender type where the Generate Auto Pay check box is selected.

Field Name	Field Description	Mandatory (Yes or No)
Expires On	Used to specify the date when the tender type will expire. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	No
Name	Used to specify the name of the person as maintained in the financial institution's system. Note: This field appears only when you select a tender type where the Generate Auto Pay check box is selected.	No
MICR ID	Used to specify the MICR code on the payment.	No
Ext. Reference ID	Used to specify the external reference number of the payment on the payment upload interface record.	No
Person ID	Used to indicate the person's account ID mentioned in the payment upload interface record.	No
Name	Used to indicate the person mentioned in the payment upload interface record.	No

Note: If the auto pay instructions are defined for the payor account, by default, the auto pay data appears in the **Auto Pay Route Type Code**, **Auto Pay Source Code**, **Account Number**, **Expires On**, and **Name** fields.

- **Characteristics** - Used to define characteristics for the payment tender. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Payment Tender .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment tender.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment tender.

- **Match Types** - Used to define match types for the payment request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Match Type	Used to indicate the match type using which you want to match the payment.	Yes
Show Default	Used to indicate whether the default payment amount should be displayed against the match type entities. Note: By default, the Show Default check box is selected when you select the match type.	No
Entity	Indicates the match type entity. The valid values are: <ul style="list-style-type: none"> • Account — Enables you to select the account whose unpaid bills, unpaid bill segments, settlement IDs, or contracts must be considered while matching the payment. • Bill — Enables you to select the unpaid bill against which you want to match the payment. 	Not applicable
Entity ID	Used to specify the account or bill ID depending on the match type entity.	Yes

Note: The **Edit** button appears only when the payment request is in the **Draft** status.

4. Modify the details of the payment request, if required.

Note:

You can search for a payor account, auto pay route type, auto pay source, and entity by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to specify more than one match type within the payment request, click the **Add** (+) icon in the **Match Types** section and then specify the details. However, if you want to remove a match type from the payment request, click the **Delete** (🗑️) icon corresponding to the match type.

You cannot edit an existing row in the **Match Types** section. If you want to edit the details of an existing row, you need to first remove the row and then add it again with the updated information.

5. Define, edit, or remove characteristics from the payment request, if required.
6. Click **Manual Distribution**.

The changes made to the payment request are saved. Depending on the information specified in the **Match Types** section, the entities are listed in the **Payment Distribution** zone. You can edit the payment amount against each entity, if required.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986
Payment Distribution zone	Payment Distribution on page 991

For more information on...	See...
How to define characteristics for a payment tender	Defining Characteristics for a Payment Tender on page 998

Deleting a Payment Request

Procedure

To delete a payment request:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request that you want to delete.

The **Payment Request** screen appears.

3. Click the **Delete** button in the **Payment Request** zone.

A message appears confirming whether you want to delete the payment request.

Note: The **Delete** button appears only when the payment request is in the **Draft** status.

4. Click **OK**.

The payment request is deleted.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986

Distributing the Tender or Payment Amount

Procedure

To distribute the tender or payment amount:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose tender or payment amount you want to distribute.

The **Payment Request** screen appears.

3. Click the **Distribute** button in the **Payment Request** zone.

The Defer algorithm attached to the payment request type using which you have created the payment request is triggered. This algorithm checks whether the number of payment distribution records in the payment request exceeds the payment count defined in the Defer algorithm. If the number of payment distribution records in the payment request does not exceed the payment count, the system distributes the tender or payment amount in real time (i.e. immediately). However, if the number of payment distribution records in the payment request exceeds the payment count, the system distributes the tender or payment amount in the deferred mode.

Note:

Number of payment distribution records = (Number of bill segments present in each bill fetched using the Bill Weighted, Bill Regular, and Bill match type algorithm) + (Number of bill segments fetched using the Bill Segment match type algorithm) + (Number of contracts fetched using the Suspense Contract match type algorithm) + (Number of settlements fetched using the Settlement match type algorithm)

Deferred mode means in the background when the **Payment Request Periodic Monitor (C1-PAYRQ)** batch is invoked. You can configure the **Payment Request Periodic Monitor (C1-PAYRQ)** batch such that it is executed at regular intervals. When the **Payment Request Periodic Monitor (C1-PAYRQ)** batch is invoked, the system checks whether there are any payment requests in the **Deferred Distribution** status. If there is a payment request in the **Deferred Distribution** status, the system distributes the tender or payment amount.

On distributing the tender amount, the payment event, payments, payment segments, and payment tenders are created. The payments are created in the **Freezable** status. If any error occurs while creating the payment, the payment is created in the **Error** status. If all payments of a payment event are in the **Freezable** status, the status of the payment event is set to **Balanced**. However, if any payment of a payment event is in the **Error** status, the status of the payment event is set to **Unbalanced**. On distributing the payment amount (during transfer), the new payments are created in the **Freezable** status. If any error occurs while creating the new payment, the payment is created in the **Error** status. The status of the payment event is set to **Unbalanced**. The old payments in the payment event that you want to transfer remains in the **Frozen** or **Error** status.

Once the tender or payment amount is successfully distributed, the status of the payment request is changed to **Distributed**.

Note:

The **Distribute** button appears only when the payment request is in the **Draft** status.

The sum of payment amount should be equal to the tender or transfer (payment) amount. Otherwise, the system will not allow you to distribute the tender or payment amount.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986
How to edit the payment amount against each entity	Editing the Payment Amount on page 999

Distributing and Freezing the Tender or Payment Amount

Procedure

To distribute and freeze the tender or payment amount:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose tender or payment amount you want to distribute and freeze.

The **Payment Request** screen appears.

3. Click the **Distribute And Freeze** button in the **Payment Request** zone.

The Defer algorithm attached to the payment request type using which you have created the payment request is triggered. This algorithm checks whether the number of payment distribution records in the payment request exceeds the payment count defined in the Defer algorithm. If the number of payment distribution records in the payment request does not exceed the payment count, the system distributes and freezes the tender or payment

amount in real time (i.e. immediately). However, if the number of payment distribution records in the payment request exceeds the payment count, the system distributes and freezes the tender or payment amount in the deferred mode.

Note:

Number of payment distribution records = (Number of bill segments present in each bill fetched using the Bill Weighted, Bill Regular, and Bill match type algorithm) + (Number of bill segments fetched using the Bill Segment match type algorithm) + (Number of contracts fetched using the Suspense Contract match type algorithm) + (Number of settlements fetched using the Settlement match type algorithm)

Deferred mode means in the background when the **Payment Request Periodic Monitor (C1-PAYRQ)** batch is invoked. You can configure the **Payment Request Periodic Monitor (C1-PAYRQ)** batch such that it is executed at regular intervals. When the **Payment Request Periodic Monitor (C1-PAYRQ)** batch is invoked, the system checks whether there are any payment requests in the **Deferred Distribution** status. If there is a payment request in the **Deferred Distribution** status, the system distributes the tender or payment amount.

On distributing and freezing the tender amount, the payment event, payments, payment segments, and payment tenders are created. The payments are created in the **Frozen** status. If any error occurs while creating the payment, the payment is created in the **Error** status. If all payments of a payment event are in the **Frozen** status, the status of the payment event is set to **Balanced**. However, if any payment of a payment event is in the **Error** status, the status of the payment event is set to **Unbalanced**. On distributing the payment amount (during transfer), the new payments are created in the **Frozen** status. If any error occurs while creating the new payment, the payment is created in the **Error** status. The status of the payment event is set to **Unbalanced**. The old payments in the payment event that you want to transfer remains in the **Frozen** or **Error** status.

Once the tender or payment amount is successfully distributed and frozen, the status of the payment request is changed to **Processed**.

Note:

The **Distribute And Freeze** button appears only when the payment request is in the **Draft** status.

The sum of payment amount should be equal to the tender or transfer (payment) amount. Otherwise, the system will not allow you to distribute the tender or payment amount.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986
How to edit the payment amount against each entity	Editing the Payment Amount on page 999

Redistributing the Tender or Payment Amount

Procedure

To redistribute the tender or payment amount:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose tender or payment amount you want to redistribute.

The **Payment Request** screen appears.

3. In the **Payment Distribution** zone, click the **Redistribute** button in the **Redistribute** column corresponding to the payment distribution whose tender or payment amount you want to redistribute.

The required payment gets redistributed among the account's contracts.

Note: The **Redistribute** button appears only when the payment status is in **Incomplete, Error, or Freezable** status.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986
How to edit the payment amount against each entity	Editing the Payment Amount on page 999

Editing the Payment Segment Amount

Before you freeze the payments, the system allows you to edit the pay segment amount of the payments which are in the **Freezable** status. You can edit the amount only when there are multiple pay segments in a payment.

Procedure

To edit the payment segment amount:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose details you want to edit.

The **Payment Request** screen appears.

3. Click the **Detail** button in the **Payment Distribution** zone.

The **Edit Payment Segment Amount** screen appears. It contains the following fields:

Field Name	Field Description
Payment Event Information	Displays information about the payment event which is created through the payment request.
Payment Information	Displays information about the payment which is created through the payment event.
Payee Account Information	Displays information about the account for which the payment is made.
Match Value	Displays information about the entity against which the payment is matched.
Payment Amount	Displays the total payment amount.
Running Total	Displays the sum of payment amount specified against each pay segment.
Running Balance	Displays the difference between total payment amount and running total. The running balance is highlighted in the red color when the difference amount is non-zero.





In addition, this section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sr No	Indicates the sequence number of the pay segment.	Not applicable
Entity Information	Displays information about the entity (such as bill segment or contract) against which the pay segment is created.	Not applicable
Total Amount	Displays the entity amount. If the pay segment is created against a contract, the system considers all bill segments of the bill which are created against the contract and calculates the total bill segment amount.	Not applicable
Unpaid Amount	Displays the amount which is eligible for payment. If the pay segment is created against a contract, the system considers all bill segments of the bill which are created against the contract and calculates the total unpaid bill segment amount.	Not applicable
Payment Amount	Used to specify the payment amount that you want to distribute against the pay segment. Note: This field is non-editable when: <ul style="list-style-type: none"> • There is only one pay segment in a payment. • A user with the approval To Do role is reviewing the pay segment amount. 	Yes
Payment Currency	Indicates the currency in which the payment was made.	Not applicable
Pay Segment ID	Displays the pay segment ID.	Not applicable

Note:

The **Detail** button appears in the **Detail** column only when:

- The payment request is in the **Distributed** or **Approval In Progress** status
- The payment is in the **Freezable** status.

Pagination is used to display limited number of records in the **Edit Payment Segment Amount** screen. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** () , **Previous** () , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

4. Modify the payment amount against a pay segment, if required.

Note: The sum of payment segment amount should be equal to the payment amount.

5. Click **Redistribute**.

The payment amount is redistributed among the pay segments.

Note: The **Redistribute** button is disabled when the **Payment Amount** field is non-editable.

6. Click **Close**.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984

For more information on...	See...
Payment Request screen	Payment Request on page 985
Payment Distribution zone	Payment Distribution on page 991

Freezing Payments Created Through a Payment Request

Procedure

To freeze the payments created through a payment request:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose payments you want to freeze.

The **Payment Request** screen appears.

3. If required, you can edit the amount of a payment segment before freezing the payments.
4. Click the **Freeze** button in the **Payment Request** zone.

The system behaves in the following manner:

If you are...	Then
Freezing the payments created through a payment creation request	The status of the payments which are in the Freezable status is changed to Frozen . In addition, the status of the payment request is changed to Processed .
Freezing the payments created through a payment transfer request	The status of the old payments which are in the Frozen status is changed to Cancelled . The old payments which are in the Error status are deleted. The status of the new payments which are in the Freezable status is changed to Frozen . The status of the payment event is changed to Balanced when there are no new payments in the Error status. In addition, the status of the payment request is changed to Processed .

Note:

The **Freeze** button appears only when:

- The payment request is in the **Distributed** status.
- The **Approval Required** check box is not selected in the payment request type using which the payment request is created.

For each payment, ensure that the sum of payment segment amount is equal to the payment amount. Otherwise, the system will not allow you to freeze the payments created through the payment request.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986

For more information on...	See...
How to edit the amount of a payment segment	Editing the Payment Segment Amount on page 1008

Submitting a Payment Request for Approval

Procedure

To submit a payment request for approval:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request that you want to submit for approval.

The **Payment Request** screen appears.

3. If required, you can edit the amount of a payment segment before submitting the payment request for approval.
4. Click the **Submit for Approval** button in the **Payment Request** zone.

The status of the payment request is changed to **Approval In Progress**. A To Do is created using the **C1-PAYRQ** To Do type. Users having a To Do role to which the **C1-PAYRQ** To Do type is associated can view the To Do from the **To Do List** screen.

Note:

The **Submit for Approval** button appears only when:

- The payment request is in the **Distributed** status.
- The **Approval Required** check box is selected in the payment request type using which the payment request is created.

For each payment, ensure that the sum of payment segment amount is equal to the payment amount. Otherwise, the system will not allow you to submit the payment request for approval.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986
How to edit the amount of a payment segment	Editing the Payment Segment Amount on page 1008

Approving a Payment Request

You can view the number of payment requests which are pending for approval in the **Payment Request** screen. The approver can review, and accordingly approve or reject the payment request based on the observations.

Note: The system will not allow you to approve or reject a payment request submitted by you.

Procedure

To approve a payment request:

1. Do either of the following:

If you want to	Then
Approve a payment request through the Payment Request screen	<ol style="list-style-type: none"> 1. Search for the payment request in the Payment Request screen. 2. In the Search Results section, click the link in the Payment Request Information column corresponding to the payment request which you want to review.
Approve a payment request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-PAYRQ in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the payment request that you want to review.

The **Payment Request** screen appears.

2. Review the payment request details.
3. Click the **Approve** button in the **Payment Request** zone.

The system behaves in the following manner:

If you are...	Then
Approving a payment creation request	The status of the payments which are in the Freezable status is changed to Frozen . In addition, the status of the payment request is changed to Processed .
Approving a payment transfer request	The status of the old payments which are in the Frozen status is changed to Cancelled . The old payments which are in the Error status are deleted. The status of the new payments which are in the Freezable status is changed to Frozen . The status of the payment event is changed to Balanced when there are no new payments in the Error status. In addition, the status of the payment request is changed to Processed .

Note: The **Approve** button appears only when:

- The payment request is in the **Approval In Progress** status.
- A user with the approval To Do role is reviewing the payment request.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986

Rejecting a Payment Request

Prerequisites

To reject a payment request, you should have:

- Rejection reasons defined in the application

Note:

While rejecting a payment request, you need to specify the reason why you want to reject the payment request. If you are rejecting a payment creation request, you can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-PaymentRequest** business object in the **Status Reason** screen. However, if you are rejecting a payment transfer request, you can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-PaymentTransferRequest** business object in the **Status Reason** screen.

The system will not allow you to approve or reject a payment request submitted by you.

Procedure

To reject a payment request:

1. Do either of the following:

If you want to...	Then...
Reject a payment request through the Payment Request screen	<ol style="list-style-type: none"> 1. Search for the payment request in the Payment Request screen. 2. In the Search Results section, click the link in the Payment Request Information column corresponding to the payment request which you want to review.
Reject a payment request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-PAYRQ in the To Do Type field.

If you want to...	Then...
	<ol style="list-style-type: none"> 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the payment request that you want to review.

The **Payment Request** screen appears.

2. Review the payment request details.
3. If required, you can review the payment segment amount of each payment by clicking the **Detail** button in the **Detail** column corresponding to the payment in the **Payment Distribution** zone.
4. Click the **Reject** button in the **Payment Request** zone.

The **Status Reason** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the payment request.	Yes

Note: The **Reject** button appears only when:

- The payment request is in the **Approval In Progress** status.
 - A user with the approval To Do role is reviewing the payment request.
5. Select the rejection reason from the **Status Reason** list.
 6. Click **Save**.

If the approver rejects a payment creation request, the payment event, payments, payment segments, and payment tender which are created through the payment creation request are deleted. However, if the approver rejects a payment transfer request, the new payments which are created through the payment transfer request are deleted. In addition, the status of the payment creation or transfer request is changed to **Rejected**.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986

Discarding a Payment Request

1. Search for the payment request in the **Payment Request** screen.

- In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request which you want to discard.
- Click the **Discard** button in the **Payment Request** zone.

Note:

The **Discard** button appears only when the payment request is in **Distributed** status.

If the approver discards a payment creation request, the payment event, payments, payment segments, and payment tender which are created through the payment creation request are deleted. However, if the approver discards a payment transfer request, the new payments which are created through the payment transfer request are deleted. In addition, the status of the payment creation or transfer request is changed to **Discarded**.

Discarding a payment request is similar to rejecting a payment request. However, you can only reject a payment request, when approval workflow is on while creating a payment request but discarding a payment request can be done in both the cases, when the approval workflow is on or off.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
Payment Request screen	Payment Request on page 985
Payment Request zone	Payment Request on page 986

Viewing the Log of a Payment Request**Procedure**

To view the log of a payment request:

- Search for the payment request in the **Payment Request** screen.
- In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose log you want to view.

The **Payment Request** screen appears. It consists of the following tabs:

- Main** – This tab contains the following two zones:
 - Payment Request** – Displays the details of the payment request.
 - Payment Distribution** – Lists the payment distribution records of the payment request.
 - Log** – This tab lists the complete trail of actions performed on the payment request.
- Click the **Log** tab.

The **Payment Request Log** zone in the **Log** tab contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the payment request.
Details	Displays the details about the action performed on the payment request.
User	Indicates the user who has performed the action on the payment request.
Log Type	Indicates the type of log.

Column Name	Column Description
Related Object	Indicates the object or entity which is generated when the action is performed on the payment request.
Status Reason	Indicates the reason why the payment request was rejected.

Note: You can manually add a log entry for the payment request by clicking the **Add Log Entry** link in the upper right corner of the **Payment Request Log** zone.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984
How to add a log entry for a payment request	Adding a Log Entry for a Payment Request on page 1016

Adding a Log Entry for a Payment Request

Procedure

To add a log entry for a payment request:

1. Search for the payment request in the **Payment Request** screen.
2. In the **Search Results** section, click the link in the **Payment Request Information** column corresponding to the payment request whose log you want to edit.

The **Payment Request** screen appears. It consists of the following tabs:

- **Main** – This tab contains the following two zones:
 - **Payment Request** – Displays the details of the payment request.
 - **Payment Distribution** – Lists the payment distribution records of the payment request.
- **Log** – This tab lists the complete trail of actions performed on the payment request.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Payment Request Log** zone.

The **Add Payment Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Information	Displays information about the payment request.	Not applicable
Log Details	Used to specify additional comments on the payment request.	Yes

5. Enter the comments in the **Log Details** field.
6. Click **Save**.

The log entry is added in the **Payment Request Log** zone.

Related Topics

For more information on...	See...
How to search for a payment request	Searching for a Payment Request on page 984

Payment Event Summary

The **Payment Event Summary** screen allows you to search for a payment event using various search criteria. Through this screen, you can:

- View the payments created through a payment event
- View payment segments of a payment
- Transfer one or more payments of a payment event to another payee account
- Cancel a payment event
- Delete a payment event
- Cancel a payment of a payment event
- Delete a payment of a payment event
- Refund a payment which is matched against the suspense or excess credit contract

This screen consists of following zones:

- [Search Payment Event](#) on page 1017
- [Payments](#) on page 1020
- [Payment Segments](#) on page 1021

Search Payment Event

The **Search Payment Event** zone allows you to search for a payment event using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a payment event using the payor, payment event, tender, or contract details. The valid values are: <ul style="list-style-type: none"> • Payor Account/Payment Event • Tender Details • Suspense/Excess Credit Contract Note: By default, the Payor Account/Payment Event option is selected.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Payment Event ID	Used to search a particular payment event. Note: This field appears only when you select the Payor Account/Payment Event option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Payment Event Search window appears.	No
Payor Account ID	Used to search payment events which are created for a particular payor account. Note: This field appears only when you select the Payor Account/Payment Event option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	No
Payor Name	Used to search payment events which are created for a particular payor. Note: This field appears only when you select the Payor Account/Payment Event option from the Search By list.	No
Payment Date	Used to search payment events which are created on a particular date. Note: This field appears only when you select the Payor Account/Payment Event option from the Search By list.	No
Tender Type	Used to search payment events where a particular tender type is used. Note: This field appears only when you select the Tender Details option from the Search By list.	No
Check Number	Used to search a payment event which includes payments made through a particular check. Note: This field appears only when you select the Tender Details option from the Search By list.	No
MICR ID	Used to search payment events which include payments made with a particular MICR code. Note: This field appears only when you select the Tender Details option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Contract ID	<p>Used to search payment events which include payments made against a particular suspense or excess credit contract.</p> <p>Note:</p> <p>This field appears only when you select the Suspense/ Excess Credit Contract option from the Search By list.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Contract Search window appears.</p>	No

Note: You must specify at least one search criterion while searching for a payment event.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Payment Event Information	<p>Displays additional information about the payment event.</p> <p>Note: It has a link. On clicking the link, the Payment Event screen appears with the details of the respective payment event.</p>
Transfer	<p>On clicking the Transfer button, you can transfer all payments (which are in either Frozen and Error status) of the payment event to another payee account.</p> <p>Note: The Transfer button appears only when:</p> <ul style="list-style-type: none"> • One or more payments of the payment event are in the Frozen or Error status. • There is no payment transfer request which is currently in progress for the payment event.
Cancel	<p>On clicking the Cancel button, you can cancel all payments (which are in the Frozen status) of the payment event.</p> <p>Note: The Cancel button appears only when:</p> <ul style="list-style-type: none"> • One or more payments of the payment event are in the Frozen status. • One or more payments of the payment event are not in the Freezable or Error status. • There is no payment transfer request which is currently in progress for the payment event.
Delete	<p>On clicking the Delete button, you can delete the payment event.</p> <p>Note: The Delete button appears only when the payments of a payment event are in the Freezable, Error or Incomplete status.</p>
Additional Information	Displays information about the status of the payment event.
Payment Date	Displays the date when the payment was made.
Payor Name	<p>Indicates the person who has made the payment.</p> <p>Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.</p>

Column Name	Column Description
Payor Account ID	Indicates the account which made the payment. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Tender Amount	Displays the tender amount.
Payment Event ID	Displays the payment event ID.

Related Topics

For more information on...	See...
How to search for a payment event	Searching for a Payment Event on page 1022
How to transfer payments of a payment event	Creating a Payment Transfer Request on page 1022
How to cancel a payment event	Cancelling a Payment Event on page 1026
How to delete a payment event	Deleting a Payment Event on page 1027

Payments

The **Payments** zone lists all payments created through the payment event. This zone contains the following columns:

Column Name	Column Description
Payment ID	Displays the payment ID. Note: It has a link. On clicking the link, the Payment screen appears with the details of the respective payment.
Payee Account Information	Displays information about the account for which the payment was made. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Payment Amount	Displays the amount paid through the tender.
Payment Currency	Indicates the currency in which the payment was made.
Payment Status	Indicates the status of the payment. The valid values are: <ul style="list-style-type: none"> • Incomplete • Error • Freezable • Frozen • Canceled
Match Type	Indicates the match type using which the payment was matched.
Match Value	Indicates the entity (such as bill, bill segment, or contract) against which the payment was matched.
Error Message	Indicates the reason why the payment is in the Error status.
Payor Account ID	Indicates the account which made the payment.

Column Name	Column Description
Refund Amount	Displays the amount which is already refunded to the payor account.

In addition, this zone contains the following buttons:

Button Name	Button Description
Transfer	Used to transfer the payment to another payee account. Note: You can transfer a payment only when it is in the Frozen or Error status.
Cancel	Used to cancel the payment. Note: You can cancel a payment only when it is in the Frozen status.
Delete	Used to delete the payment. Note: You can delete a payment only when it is in the Freezable or Error status.
Refund	Used to refund the payment amount to the payor account. Note: You can refund the payment amount to the payor account only when: <ul style="list-style-type: none"> • The payment is matched against the suspense or excess credit contract. • The payment is in the Frozen status.

Related Topics

For more information on...	See...
How to view payments created through a payment event	Viewing Payments Created Through a Payment Event on page 1028
How to cancel a payment	Cancelling a Payment on page 1028
How to delete a payment	Deleting a Payment on page 1029
How to transfer a payment	Creating a Payment Transfer Request on page 1022
How to refund a payment	Creating a Refund Request on page 1186

Payment Segments

The **Payment Segments** zone lists payment segments of a payment. This zone contains the following columns:

Column Name	Column Description
Pay Segment ID	Displays the payment segment ID. Note: It has a link. On clicking the link, the Pay Segments tab of the Payment screen appears where you view the details of the payment segment.
Contract Information	Displays information about the contract against which the payment segment is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Payment Amount	Displays the payment segment amount.

Column Name	Column Description
Match Event ID	Indicates the match event which is created for the payment segment. Note: It has a link. On clicking the link, the Match Event screen appears with the details of the respective match event.

Related Topics

For more information on...	See...
How to view payment segments of a payment	Viewing Payment Segments of a Payment on page 1029

Searching for a Payment Event

Prerequisites

To search for a payment event, you should have:

- Tender types defined in the application

Procedure

To search for a payment event:

1. Click the **Menu** link in the **Actions/Navigation** area.
A list appears.
2. Select the **Main Menu** option from the list.
3. From the **Main Menu**, select **Financial** and then click **Payment Event Summary**.

The **Payment Event Summary** screen appears.

4. Enter the search criteria in the **Search Payment Event** zone.

Note:

You can search for a payment event and payor account by clicking the **Search** (🔍) icon corresponding to the respective field.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of payment events that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Payment Event Summary screen	Payment Event Summary on page 1017
Search Payment Event zone	Search Payment Event on page 1017

Creating a Payment Transfer Request

The system allows you to transfer payments through a payment request. You can transfer all payments or individual payment of a payment event. You can only transfer payments which are in the **Frozen** or **Error** status.

Prerequisites


To create a payment transfer request, you should have:

- Payment request types defined in the application (where the **Transfer** check box is selected)
- Payment cancel reasons defined in the application (where the **Payment Transfer** check box is selected)

Procedure

To create a payment transfer request:

1. Search for the payment event (whose payments you want to transfer) in the **Payment Event Summary** screen.
2. Do either of the following:

If you want to...	Then...
Transfer all payments of a payment event	<ol style="list-style-type: none"> 1. In the Search Results section, click the Transfer button in the Transfer column corresponding to the payment event whose payments you want to transfer. <p>Note: The Transfer button appears only when:</p> <ul style="list-style-type: none"> • One or more payments of the payment event are in the Frozen or Error status. • There is no payment transfer request which is currently in progress for the payment event.
Transfer one or more payments of a payment event	<ol style="list-style-type: none"> 1. In the Search Results section, click the Broadcast  icon corresponding to the payment event whose payments you want to view. The Payments zone appears. 2. Select the check box corresponding to the payments that you want to transfer. 3. Click the Transfer button in the Payments zone. <p>Note: You can transfer a payment only when it is in the Frozen or Error status.</p>

The **Select Payment Request Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Type	Used to indicate the payment request type using which you want to create the payment request. Note: The list includes only those payment request types where the Transfer check box is selected.	Yes

3. Select the required payment request type from the respective field.
4. Click **OK**.
 - **Main** - Used to specify basic details about the payment request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Request Type	Indicates the payment request type using which you want to create the payment request.	Not applicable
Payment Event Information	Displays information about the payment event whose payments you want to transfer.	Not applicable
Transfer Amount	Displays the total payment amount which you want to transfer.	Not applicable
Payment Date	Used to specify the date when the payment was transferred. Note: By default, the current date appears in this field.	Yes
Transfer Reason	Used to indicate the reason why you want to transfer the payments. Note: The list includes only those payment cancel reasons where the Payment Transfer check box is selected.	Yes

- **Payor Account Details** — This section contains the following columns:

Column Name	Column Description
Payor Account Information	Displays information about the payor's account whose payments you want to transfer.

- **Payment Details** — This section contains the following columns:

Column Name	Column Description
Payment(s)	Displays information about the payment that you want to transfer.

- **Match Types** - Used to define match types for the payment request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Match Type	Used to indicate the match type using which you want to match the payment.	Yes
Show Default	Used to indicate whether the default payment amount should be displayed against the match type entities. Note: By default, the Show Default check box is selected when you select the match type.	No

Field Name	Field Description	Mandatory (Yes or No)
Entity	Indicates the match type entity. The valid values are: <ul style="list-style-type: none"> • Account — Enables you to select the account whose unpaid bills, unpaid bill segments, settlement IDs, or contracts must be considered while matching the payment. • Bill — Enables you to select the unpaid bill against which you want to match the payment. 	Not applicable
Entity ID	Used to specify the account or bill ID depending on the match type entity.	Yes

5. Enter the required details.

Note:

You can search for an entity (such as account or bill) by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to specify more than one match type within the payment request, click the **Add** (+) icon in the **Match Types** section and then specify the details. However, if you want to remove a match type from the payment request, click the **Delete** (🗑️) icon corresponding to the match type.

6. Click **Manual Distribution**.

The payment request is created and the status of the payment request is set to **Draft**. The **Payment Request** screen appears. Depending on the match type and match entity specified while creating the payment request, the following entities are listed in the **Payment Distribution** zone:

Match Type	Match Entity	Entities
By Bill Regular	Account	Unpaid bills of the account
By Bill Weighted	Account	Unpaid bills of the account
By Bill	Bill	Unpaid bill
By Bill Segments	Account	Unpaid bill segments
By Suspense Contract	Account	Contracts of the account Note: Only contracts of the contract type where the Eligible for Billing flag is set to No and Special Role flag is set to Suspense are listed in the Payment Distribution zone. If no contracts with this specification exist for the account, the system checks whether there is any such contract type (where the Eligible for Billing flag is set to No and Special Role flag is set to Suspense) defined for the division to which the account belongs. If there is any such contract type defined for the division, the system creates the contract for the account using the respective contract type and the same is listed in Payment Distribution zone.
By Settlement	Account	Unpaid bill segments where the settlement account is stamped

If the **Show Default** check box is not selected against a match type while creating the payment request, the payment amount against the respective match type entities is set to zero. However, if the **Show Default** check box is selected against a match type, the payment amount appears against the respective match type entities. The transfer amount is divided among the entities in the sequence of match types (where **Show Default** check box is selected) followed by the sequence of bill, bill segment, or contract start date. You can then edit the payment amount, if required.

Note:

If a payment request is already created for a payee account and is currently in progress, the system will not allow you to create another payment request for the payee account until the previous payment request is in the **Processed** or **Rejected** status.

The system does not allow you to create a payment request for a payee account when the respective match type entities (such as unpaid bills, unpaid bill segments, contracts, or settlement IDs do not exist for the payee account.

Related Topics

For more information on...	See...
How to search for a payment event	Searching for a Payment Event on page 1022
Payment Request screen	Payment Request on page 985
Payment Distribution zone	Payment Distribution on page 991
How to view the details of a payment transfer request	Viewing the Payment Request Details on page 985
How to edit a payment transfer request	Editing a Payment Request on page 1001
How to delete a payment transfer request	Deleting a Payment Request on page 1005
How to edit the payment amount against each entity	Editing the Payment Amount on page 999
How to distribute the tender or payment amount	Distributing the Tender or Payment Amount on page 1005
How to freeze the payments created through a payment transfer request	Freezing Payments Created Through a Payment Request on page 1010
How to approve a payment transfer request	Approving a Payment Request on page 1011
How to reject a payment transfer request	Rejecting a Payment Request on page 1013
How to edit the amount of a payment segment	Editing the Payment Segment Amount on page 1008
How to submit a payment transfer request for approval	Submitting a Payment Request for Approval on page 1011

Canceling a Payment Event

Prerequisites

To cancel a payment event, you should have:

- Payment cancel reasons defined in the application

Procedure

To cancel a payment event:

1. Search for the payment event in the **Payment Event Summary** screen.
2. In the **Search Results** section, click the **Cancel** button in the **Cancel** column corresponding to the payment event that you want to cancel.

The **Cancel** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Cancel Reason	Used to indicate the reason why you want to cancel the payment event.	Yes
Bank	Used to indicate the bank which should be charged for the cancellation.	Yes
Bank Account	Used to indicate the bank account which should be charged for the cancellation.	Yes

Note: The **Cancel** button appears only when:

- One or more payments of the payment event are in the **Frozen** status.
 - One or more payments of the payment event are not in the **Freezable** or **Error** status.
 - There is no payment transfer request which is currently in progress for the payment event.
3. Select the cancel reason, bank, and bank account from the respective fields.
 4. Click **OK**.

The payment tender and all payments in the payment event are cancelled.

Related Topics

For more information on...	See...
How to search for a payment event	Searching for a Payment Event on page 1022

Deleting a Payment Event

You can delete a payment event only when the payment(s) of the payment event are in the **Freezable**, **Error**, or **Incomplete** status. On deleting a payment event, the payment event, payments, payment segments, and payment tender are deleted.

Procedure

To delete a payment event:

1. Search for the payment event in the **Payment Event Summary** screen.
2. In the **Search Results** section, click the **Delete** button in the **Delete** column corresponding to the payment event that you want to delete.

A message appears confirming whether you want to delete the payment event.

Note: The **Delete** button appears only when the payments of a payment event are in the **Freezable**, **Error**, or **Incomplete** status.

3. Click **OK**.

The payment event is deleted.


Related Topics

For more information on...	See...
How to search for a payment event	Searching for a Payment Event on page 1022

Viewing Payments Created Through a Payment Event

Procedure

To view payments created through a payment event:

1. Search for the payment event in the **Payment Event Summary** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the payment event whose payments you want to view.

The **Payments** zone appears.

3. View all payments created through the payment event in the **Payments** zone.

Related Topics

For more information on...	See...
How to search for a payment event	Searching for a Payment Event on page 1022
Payments zone	Payments on page 1020

Canceling a Payment


Prerequisites

To cancel a payment of a payment event, you should have:

- Payment cancel reasons defined in the application

Procedure

To cancel a payment of a payment event:

1. Search for the payment event in the **Payment Event Summary** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the payment event whose payment you want to cancel.

The **Payments** zone appears.

3. Select the check box corresponding to the payment that you want to cancel.
4. Click **Cancel** in the **Payments** zone.

The **Payment Cancel** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Cancel Reason	Used to indicate the reason why you want to cancel the payment.	Yes

Note: You can cancel a payment only when it is in the **Frozen** status.

5. Select the cancel reason from the respective list.
6. Click **OK**.

The status of the payment is changed to **Canceled**.


Related Topics

For more information on...	See...
How to search for a payment event	Searching for a Payment Event on page 1022
Payments zone	Payments on page 1020

Deleting a Payment

Procedure

To delete a payment of a payment event:

1. Search for the payment event in the **Payment Event Summary** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the payment event whose payment you want to delete.

The **Payments** zone appears.

3. Select the check box corresponding to the payment that you want to delete.
4. Click **Delete** in the **Payments** zone.

A message appears confirming whether you want to delete the payment.

Note: You can delete a payment only when it is in the **Freezable** or **Error** status.

5. Click **OK**.

The payment is deleted.



Related Topics

For more information on...	See...
How to search for a payment event	Searching for a Payment Event on page 1022
Payments zone	Payments on page 1020

Viewing Payment Segments of a Payment

Procedure

To view payment segments of a payment:

1. Search for the payment event (whose payment details you want to view) in the **Payment Event Summary** screen.
2. In the **Search Results** section, click the **Broadcast**  icon corresponding to the payment event whose payments you want to view.
The **Payments** zone appears.
3. Click the **Broadcast**  icon corresponding to the payment whose payment segments you want to view.
The **Payment Segments** zone appears.
4. View the payment segments of the payment in the **Payment Segments** zone.

Related Topics

For more information on...	See...
How to search for a payment event	Searching for a Payment Event on page 1022
Payment Segments zone	Payment Segments on page 1021

Chapter 21

Account Receivable Central

Topics:

- [Single Offset](#)
- [Mass Offset](#)
- [Cross Currency Offset](#)
- [Hold](#)
- [Refund](#)
- [Write Off](#)
- [Dispute](#)
- [Account Receivable Central](#)

The Account Receivable Central is a portal which facilitates user to perform Single/Mass/Cross Currency offset operation for a bill's outstanding amount with another bill or multiple bills. You can also refund/write off amount to the account using refund requests and write off requests respectively.

Account Receivable Central also enables to put bill(s) on hold for the funding purpose. It allows you to have a complete overview of the bills. Based on the search criteria, the system returns a list of bills that meet the search criteria.

Account Receivable Central is used for:

- **Single Offset** - Enables single debit bill to be offset against multiple credit bills in the same currency and vice versa.
- **Mass Offset** - Enables credit/debit bills to be offset against multiple debit and credit bills in the same currency.
- **Cross Currency Offset** - Enables single debit bills to be offset against multiple credit bills in currencies other than the bill selected for offset and vice versa.
- **Hold** - Enables bill(s) to be put on hold fully (the bill outstanding amount) or partially (the bill outstanding amount in partial) for a specific period for funding.
- **Refund** - Enables you to refund amount of credit bill or bill line item (credit bill segment or adjustment) to the account through a refund request.
- **Write Off** - Enables you to write off amount to the account through a write off request.
- **Dispute** - Enables you to dispute amount of credit/debit bill or bill item (credit/debit bill segment or adjustment) to the account through a dispute request.

The bill(s) for offsetting can belong to the same person or multiple persons depending upon the option **Allow Offsetting across Persons** set in the feature configuration **C1-OFFSETREQ** which allows offsetting in the system.

Single Offset

Single Offset enables you to search and add bill to an offset request from the **Account Receivable Central** screen. Single Offset enables single debit bill to be offset against multiple credit bills in the same currency and vice versa. The offset request is created and an offset request ID is generated for the request.

You can search and select credit/debit bills (with outstanding amount) for offsetting belonging to the same or different person. All the selected bills with their outstanding balance are displayed. The display of bills is controlled by **C1-OFFSETREQ** feature configuration. The feature configuration identifies whether offsetting is allowed for bills across persons. To offset bills belonging to different persons, set the **Allow Offsetting Across Persons** option type to **Y**. The bills are displayed having same currency with the default offset amount on the offset request after adding the bills. You can select one or multiple or all the bills displayed and add to the offset request. After you add a debit bill from **Account Receivable Central**, you cannot add more debit bills to the offset request.

Upon adding a bill to the offset request, the default offset amount algorithm **C1-OFST-AMT** configured in the offset request type is invoked. The bills in the offset request are processed based on the logic of oldest bill first. The default offset amount is populated against the selected debit and credit bills. You can also edit the offset amount from the offset request, if required. The offset adjustments for offset requests are created and distributed based on the match type set in the offset distribution algorithm.

You can configure the offset request type to be submitted for offset distribution with or without approval. Upon submitting the offset request for approval, a To Do type is created and sent to the approver for offset request approval. The status of the offset request changes from **Submitted** to **Approval In Progress** in case of offset request with approval and in case of offset request without approval it changes to **Processed**. The approver can either approve or reject the offset request. Once the approver approves the offset request, selected bills are offset and adjustments are created for the bills. The status of the offset request changes from **Approval In Progress** to **Processed**. You can also view the details of the adjustment(s) created. However, if the approver rejects an offset request, a rejection reason should be provided.

A log maintained for offset requests logs complete trail of actions performed on offset request except the actions performed while editing the offset request. On submitting, the offset request status changes to **Processed** or **Approval In Progress** depending on the configuration of the offset request type and the **Unapply** button is enabled which cancels the adjustments. Upon cancelling the adjustments, the enter status algorithm cancels the offset adjustments and the status of the request changes to **Unapplied Offset**.

Note: The **Unapply** button appears only when the offset request is in the **Processed** status

Bill Information	Original Outstanding Amount	Offset Amount	Remaining Bill Balance	Comments
Bill 1	\$1200	—\$800	\$400	Bill 1 amount \$1200 is offset against Bill 2.
Bill 2	—\$1000	\$500	—\$500	From Bill 2, \$500 is offset against from Bill 1.
Bill 3	—\$300	\$300	0	From Bill 3, \$300 is offset against from Bill 1.

Mass Offset

Mass offset functions is similar to single offset, the only difference is that mass offset enables credit/debit bills to be offset against multiple debit and credit bills in the same currency.

Upon selection of a debit/credit bill from **Account Receivable Central**, you can add more credit/debit bill(s) from the search bills result in offset request. You can filter the bills using the **Bill Type** filter on the bill search zone to select debit/credit bills to be added to the offset request. While offsetting the credit/debit amount across multiple bills, the oldest bill is offset first.

A log maintained for offset requests logs complete trail of actions performed on offset request. Once you submit the offset request, the offset request status changes to **Processed** or **Approval In Progress** depending on the configuration of the offset request type. When the offset request status changes to **Processed** adjustments are created and the **Unapply** button is enabled which cancels the adjustments. Upon unapplying the offset request, the enter status algorithm cancels the offset adjustments and the status of the request changes to **Unapplied Offset**.

Bill Information	Original Outstanding Amount	Offset Amount	Remaining Bill Balance	Comments
Bill 1	\$2000	—\$700	\$1300	The Offset amount \$400 is offset against Bill 2.
Bill 2	—\$400	\$400	0	Bill 2 is offset against \$400 from Bill Outstanding amount of Bill 1 i.e. \$2000.
Bill 3	—\$300	\$300	0	Bill 3 is offset against \$300 from Bill Outstanding amount of Bill 1 i.e. \$1600.

Cross Currency Offset

Enables single debit bills to be offset against multiple credit bills in currencies other than the bill selected for offset and vice versa. Cross-currency offset enables you to offset credit/debit bills with different currencies. You can add credit/debit bills to the debit/credit bill added from **Account Receivable Central**. After you add a debit bill from **Account Receivable Central**, you cannot add more debit bills to the offset request. While offsetting the credit/debit amount across multiple bills, the oldest bill is offset first.

The **C1-OFFSUBENT** algorithm validates whether the sum of debit offset amount is equal to sum of credit offset amount for all bills selected in the offset request. After validation, status of the offset request changes to **Processed** or **Approval In Progress** depending on the configuration of the offset request type.

Bill Information	Outstanding Amount	Outstanding Amount (in Offset currency)	Offset Amount	Remaining Bill Balance	Comments
Bill 1	\$300	\$300	—\$130.1	\$169.9	Outstanding amount \$300 is offset against \$130.1 (£100). (Exchange rate: 1£=1.3\$)
Bill 2	—£100	—\$130.1	\$130.1	0	Outstanding amount £100 (\$130.1) of Bill 2 is offset against \$300 from Bill 1.

Note: In case of multiple exchange rates with same date and different timestamps, the latest timestamp is considered.

Note: The adjustments are created in the currency of the bill.

Hold

Account Receivable Central enables bill(s) to be put on hold which belongs to a person's account or all accounts of a particular person. When a bill is put on hold, specific reason must be specified; no funding related activities can be performed for the specified period.

Funding related activities are put on hold from the start date of the hold request. The hold exists till the hold request release date; however you can also release individual bills.

You can only put bills on hold which has **Completed** status. When a person/account is on hold, all the subsequent bills under them are also on hold irrespective of bill status. You can select the bill amount in a bill to be put on hold i.e. you can put the particular bill on hold with partial or full bill amount.

Hold request type is used to define the hold request. In the hold request type, the **Hold Process** is set to **Funding**, which puts hold on only the funding activities of the selected bill belonging to a person or account.

Refund

Enables you to refund amount of credit bill to account through a refund request. For creating a refund request you need to specify the refund request type using which you want to create the refund request. The refund request can be defined with (single level/multi-level) or without approval workflow. An approval profile should be defined for the approval workflow. While defining the refund request type, the adjustment type should be defined for creating refund adjustments.

Write Off

Enables you to write off the amount to the account through a write off request. For creating a write off request you need to specify the write off request type. The write off request can be defined with (single level/multi-level) or without approval workflow. An approval profile should be defined for the approval workflow. While defining the write off request type, the adjustment type should be defined for creating write off adjustments.

Dispute

Enables you to dispute amount of credit/debit bill to an account through a dispute request. For creating a dispute request you need to specify the dispute request type using which you want to create the dispute request. The dispute request can be defined with (single level/multi-level) or without approval workflow. An approval profile should be defined for the approval workflow. While defining the dispute request type, the adjustment type should be defined for creating dispute adjustments.

Account Receivable Central

The **Account Receivable Central** screen allows you to search for bills using various search criteria. This screen consists of the following zones:

- [Search Bill](#) on page 1034

Through the **Account Receivable Central** screen, you can navigate to the following screens:

- [Offset Request](#) on page 1068
- [Hold Request](#) on page 1266
- [Refund Request](#) on page 1176
- [Write Off Request](#) on page 1208
- [Dispute Request](#) on page 1584

Search Bill

The **Search Bill** zone allows you to search for bills in the **Accounts Receivable Central** screen using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search bills using bill details, using account details or using person details whose account is linked to a particular bill. The valid values are: <ul style="list-style-type: none"> • Person Details • Account Details • Bill Details Note: By default, the Person Details option is selected.	Yes
Person ID	Used to select the person ID based on which you want to search for bills of a person. Note: This field appears only when you select the Person Details option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	No
Person Hierarchy	Used to indicate whether to display hierarchy of the person linked to a particular bill. Note: This field appears only when you select the Person Details option from the Search By list.	No
Person Identifier Type	Used to select the identifier type based on which you want to search for bills of a person. Note: This field appears only when you select the Person Details option from the Search By list.	Yes (Conditional) Note: If you enter the person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to specify the value of the person identifier type. Note: This field appears only when you select the Person Details option from the Search By list.	Yes (Conditional) Note: If you enter the person identifier type as a search criteria, you have to select the person identifier.
Bills on Hold	Used to indicate whether the bill is on hold. The valid values are: <ul style="list-style-type: none"> • No • Yes 	No

Field Name	Field Description	Mandatory (Yes or No)
Bill Balance	Used to search bills with a particular balance amount. The valid values are: <ul style="list-style-type: none"> • Equal to Zero • Greater Than Zero • Less Than Zero • Not Equal to Zero 	No
Pending Bills	Used to indicate whether the bill is pending.	No
Account ID	Used to search for bills of a particular account. Note: This field appears only when you select the Account Details option from the Search By list.	No
Account Identifier Type	Used to specify the account identifier type of the account whose bill you want to search. Note: This field appears only when you select the Account Details option from the Search By list.	No
Account Identifier	Used to select the account identifier based on which you want to search for bills of a particular account. Note: This field appears only when you select the Account Details option from the Search By list.	No
Bill ID	Used to search a particular bill. Note: This field appears only when you select the Bill Details option from the Search By list.	No
Alternate Bill ID	Used to search a particular bill using the alternate bill ID. Note: This field appears only when you select the Bill Details option from the Search By list.	No
Invoice Currency	Used to search for bills which are billed in a particular currency. Note: This field appears only when you select the Bill Details option from the Search By list.	No
Bill Date From	Used to search bills which are created from a particular date onwards.	No
To	Used to search bills which are created till a particular date.	No
Bill Outstanding Amount From	Used to search bills with a particular minimum outstanding amount.	
To	Used to search bills with a particular maximum outstanding amount.	

Note: You must specify at least one search criterion while searching for a bill when you select the **Person Details** or **Account Details** option from the **Search By** list.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Original Bill Amount	Displays the bill amount when the bill was generated.
Outstanding Amount	Displays the current bill balance amount.
Bill Date	Used to specify the date on which the bill was generated.
Hold Amount	Displays the amount from the bill that is on hold.
Account Information	Displays additional information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. A tool tip appears when you hover over this column corresponding to the bill. It indicates the Current Balance, Excess Payment and Unapplied Payments and their values. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective bill.
Person Information	Displays additional information about the person. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective bill.

This zone contains following buttons:

Button Name	Button Description
Single Offset	Used to add the selected bill with same currency to an offset request.
Mass Offset	Used to add the selected bills with same currency to an offset request.
Cross Currency Offset	Used to add the selected bills with different currency to an offset request.
Hold	Used to add the selected bill to hold request to be put on hold.
Write Off	Used to add the selected bill to a write off request.
Refund	Used to add the selected bill to a refund request.
Dispute	Used to add the selected bill to a dispute request.

Related Topics

For more information on...	See...
How to search for bill	Searching for a Bill on page 1039
How to view the details of a bill	Viewing the Bill Details on page 1040

Bill Information

The **Bill Information** screen allows you to view detail information of a particular bill.

This screen consists of the following zones:

- [Hold Details](#) on page 1038
- [Offset Details](#) on page 1038
- [Garnishment Details](#) on page 1038
- [Bill Line Items](#) on page 1039

Hold Details

The **Hold Details** zone displays details of the hold request on a bill. This zone contains following columns:

Column Name	Column Description
Hold Request Information	Displays additional information about the hold request. Note: It has a link. On clicking the link, the Hold Request screen appears with the details of the respective hold request.
Status	Indicates the status of the hold request.
Entity	Displays the type of entity.
Hold Entity	Displays additional information about the bill which is put on hold. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Start Date	Displays the start date of the hold request.
End Date	Displays the end date of the hold request.

Offset Details

The **Offset Details** zone displays details of the offset request. This zone contains following columns:

Column Name	Column Description
Offset Request Information	Displays additional information about the offset request. Note: It has a link. On clicking the link, the Offset Request screen appears with the details of the respective offset request.
Offset Amount	Displays the total offset amount.
Creation Mode	Displays the mode of creation for offset request . The valid values are: <ul style="list-style-type: none"> • Automatic • Manual

Garnishment Details

The **Garnishment Details** zone displays details garnishment details of the offset request. This zone contains following columns:

Column Name	Column Description
Garnishment Contract	Displays additional information about the contract created against the garnishment adjustments. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Garnishment Amount	Displays the total garnishment amount.

Bill Line Items

The **Bill Line Items** zone displays information about the selected bill's bill line item. This zone contains the following fields:

Field Name	Field Description
Bill Line Item	Displays the bill line item (bill segment/adjustment) of the selected bills.
Bill Line Item Information	Displays the information about the bill line item. Note: It has a link. On clicking the link, the Bill Segment screen or Adjustments screen appears with the details of the respective bill line item or adjustments.
Amount	Displays the amount of the bill line item.
Contract Information	Displays additional information about the contract against which the bill segment or adjustment is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.

Related Topics

For more information on...	See...
How to view the details of a bill	Viewing the Bill Details on page 1040

Searching for a Bill

Procedure

To search for a bill:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Account Receivable Central**.
The **Account Receivable Central** screen appears.
3. Enter the search criteria in the **Search Bill** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the '%' wildcard character in all input fields except the date and ID fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

Note: The wild card search for searching bill in the **Search Bill** zone is applicable only when you select the **Bill Details** option from the **Search By** list.

4. Click **Search**.

A list of bills that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Account Receivable Central screen	Account Receivable Central on page 1034
Search Bill zone	Search Bill on page 1034

Viewing the Bill Details

Procedure

To view the details of a bill:

1. Search for the bill in the **Account Receivable Central** screen.
2. In the **Search Results** section, click the **Show Context Menu** (☰) icon corresponding to the bill whose details you want to view.

A menu appears.

3. Click the **Go To Bill Information** menu option.

The **Bill Information** screen appears.

4. View the details of the bills in the **Bill Information** screen.

Related Topics

For more information on...	See...
Account Receivable Central screen	Account Receivable Central on page 1034
Bill Information screen	Bill Information on page 1037
How to search for a bill	Searching for a Bill on page 1039

Chapter 22

Offset Request

Topics:

- [Offset Request \(Without Approval Workflow\) Status Transition](#)
- [Offset Request \(With Approval Workflow\) Status Transition](#)
- [Algorithms Used in C1-OffsetRequest](#)
- [Prerequisites](#)
- [Offset Request Type](#)
- [Offset Request](#)
- [Offset Request](#)

Oracle Revenue Management and Billing allows you to offset credit and debit bill(s) from the account(s) belonging to different persons. While creating an offset request, you need to specify the offset request type using which you want to create the offset request. You can create an offset request from:

- **Account Receivables Central** screen
- **Offset Request** screen

You can offset the bills across from the account(s) belonging to same or different person. In an offset request you can offset debit bill(s) against credit bill(s) or vice-versa. You can also offset bills with same currency or different currencies.

The offset request type helps the system to determine:

- Whether adjustments must be created in the real time (i.e. immediately) or in the deferred mode (i.e. in the background).
- Whether the offset request must be approved before creating offset adjustments in the system.
- Default adjustment type using which offset adjustments must be created.
- The default offset amount whenever a new bill is added using **C1-OFST-AMT** algorithm.

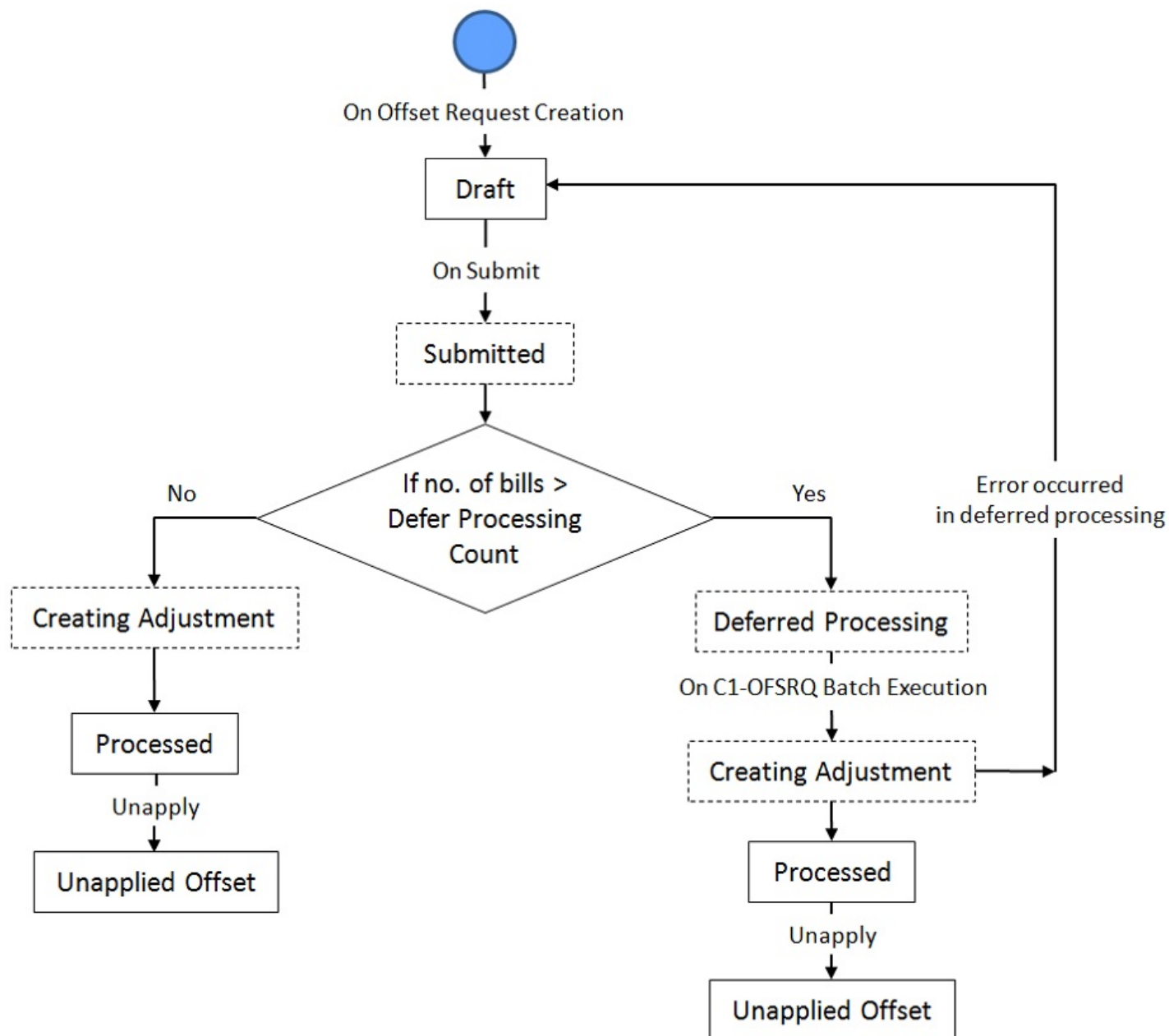
During the offset request process, an offset request goes through various statuses in its lifecycle. For more information about the offset request statuses, see [Offset Request \(Without Approval Workflow\) Status Transition](#) on page 1042 and [Offset Request \(With Approval Workflow\) Status Transition](#) on page 1043.

Note that the lifecycle of an offset request is driven by business object using which the offset request is created. An offset request business object named **C1-OffsetRequest** is shipped with the product. The offset request feature explained in this document is articulated based on the lifecycle and logic defined in the **C1-OffsetRequest** business object.

For more information on how to setup the offset request process, see [Prerequisites](#) on page 1049.

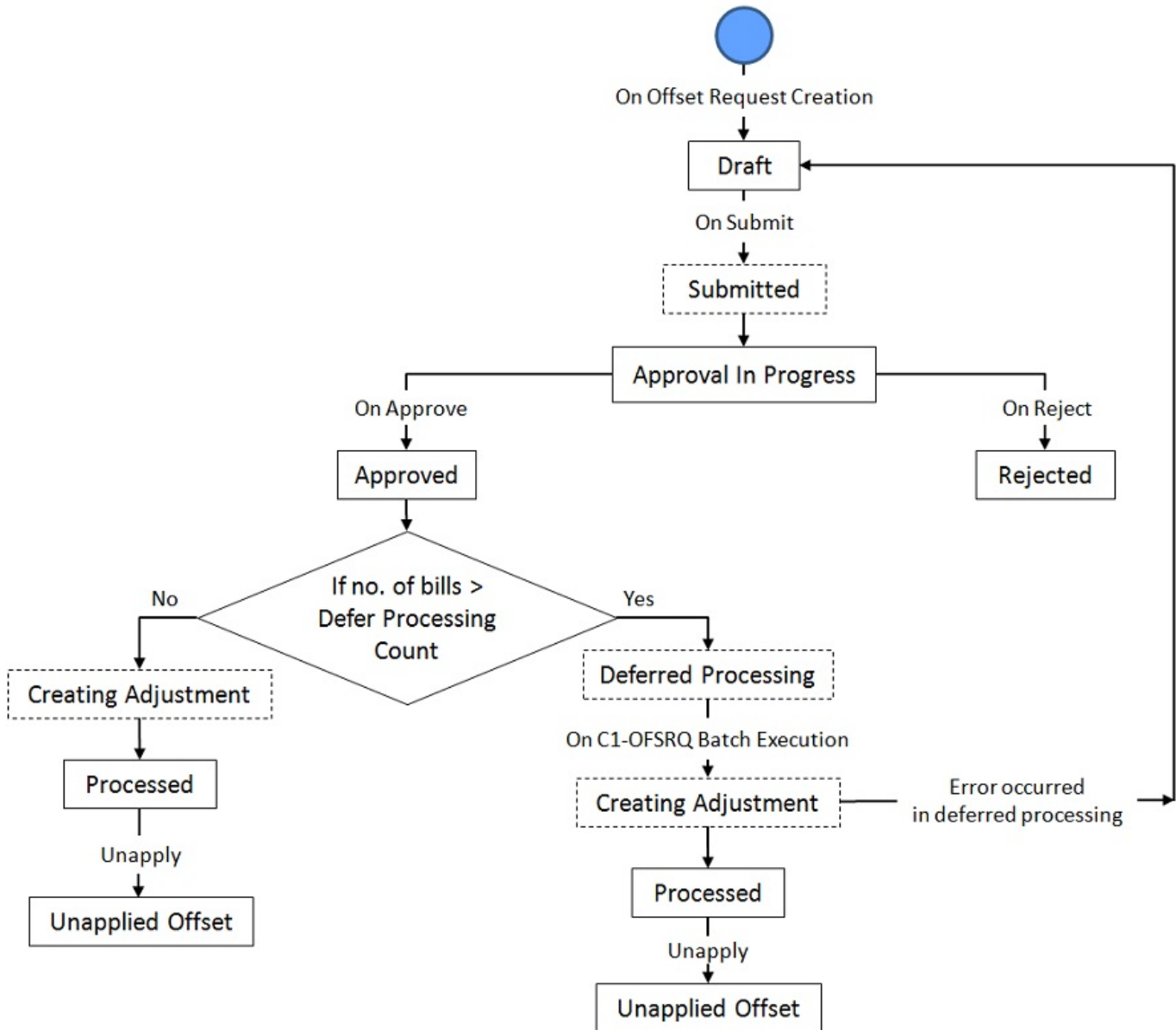
Offset Request (Without Approval Workflow) Status Transition

The following figure graphically indicates how an offset request moves from one status to another when approval workflow is off:



Offset Request (With Approval Workflow) Status Transition

The following figure graphically indicates how an offset request moves from one status to another when approval workflow is on:



Algorithms Used in C1-OffsetRequest

The following table lists the algorithms which are attached to the **C1-OffsetRequest** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-OFFST-INF	C1-OFFST-INF	This algorithm generates the offset request information string which appears throughout the application. It concatenates the following fields: <ul style="list-style-type: none"> • Offset Request Type Description • Offset Request Status Description • Offset Request ID

The following table lists the algorithms which are used in the lifecycle of the **C1-OffsetRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	-	-	-
Submitted	Enter	C1-OFFSUBENT	C1-OFFSUBENT	This algorithm checks the following: <ul style="list-style-type: none"> • If the bill(s) under request has non-zero outstanding amount. • The bill status is Completed. • Offset amount overridden by the user is non-zero. • Sum of all offset amounts for debit bills is equal to sum of all offset amounts for credit bills. • At least one debit and one credit bill is selected in the offset request.
Approval In Progress	Enter	C1-OFFAPPENT	C1-OFFAPPENT	This algorithm creates To Do based on the Approval To Do Type configured in offset request type.
Approval In Progress	Enter	C1-OFFAPPEXT	C1-OFFAPPEXT	This algorithm checks whether an approver is associated with the approval To Do Role specified in the offset request type. It does not allow the submitter to approve or reject the offset request.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.

Status	System Event	Algorithm	Algorithm Type	Description
Approved	Enter	C1-OFSAPRENT	C1-OFSAPRENT	This algorithm changes the status of the offset request to Deferred Processing or Creating Adjustment when the approver clicks the Approve button.
Rejected	-	-	-	-
Deferred Processing	Enter	F1-AT-RQJ	F1-AT-RQJ	This algorithm type transitions current state of the business object to the input Next Status or to the status related to the input Next Transition Condition. Only either of the soft parameters may be specified. If both soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.
Creating Adjustment	Enter	F1-AT-RQJ	F1-AT-RQJ	This algorithm type transitions current state of the business object to the input Next Status or to the status related to the input Next Transition Condition. Only either of the soft parameters may be specified. If both soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.

Status	System Event	Algorithm	Algorithm Type	Description
Creating Adjustment	Enter	C1-OFST-DIST	C1-OFST-DIST	<p>This algorithm is executed on submit or on approve of an offset request. It creates the transfer adjustments between bill segments/contracts of bills selected in an offset request using following two parameters for this algorithm:</p> <p>Parameter 1 - Match Type Code: This should be the Match Type defined for payment override distribution in the system. If a bill selected for offsetting is already paid partially using some Match Type, then match events and amounts of offset adjustments follow the same pattern of distribution. However if no payment has been received against a bill, then the Match Type value which is defined as parameter which will be used for the offset distribution. It is assumed the payment and offset distribution of Match Type Code is maintained in the system.</p>

Status	System Event	Algorithm	Algorithm Type	Description
				<p>Parameter 2 - Match Type Entity Flag: Valid values for this parameter are 'BILL',' BSEG' and 'SA'. This parameter defines the open item at which the match events are to be created. In case of unpaid bills, new match events will be created based on the value of this parameter. Based on the flag defined for Match Events are created as follows:</p> <ol style="list-style-type: none"> 1. If the Match Type Flag is 'BILL', then all FTs on a bill have the same Match Event. 2. If the Match Type Flag is 'BSEG', then each line item (bill segment or adjustment) on the bill will have a unique match event. 3. If the Match Type Flag is 'SA', then line items belonging to the same contract within a bill will have the same match event. <p>Offset distribution is performed in steps given below:</p> <ol style="list-style-type: none"> 1. Internal Offsetting within each bill: <ul style="list-style-type: none"> • This is done only if a bill has both debit and credit line items. • Internal offsetting happens either at contract level or bill line item level, based on the value of parameter 'Match Type Entity Flag'. If the value is 'BILL' or 'SA', then internal offsetting will be done at contract level and if it is 'BSEG', then internal offsetting is done at bill line item level. • In a bill starting from the highest priority (PAY_PRIORITY_FLG in contract type) credit contract with highest contract type priority/ bill line item, the balance will be offset with the highest priority debit contract/ bill line item by creating

Status	System Event	Algorithm	Algorithm Type	Description
				<p>It determines an outstanding amount starting from the oldest bill, for each credit open item (i.e. bill and contract type / bill line item).</p> <p>It invokes Payment Distribution Algorithm Driver (which invokes Payment Distribution Override algorithm in the match type) to determine the distribution of this amount to the debit bill by passing debit Bill ID (starting from the oldest bill), Account ID of the Bill under offset and Match Type code.</p> <p>It creates transfer adjustments from credit bill to debit bill.</p> <p>If there exists balance on credit bill then it is distributed to the next debit bill.</p> <p>The above process is repeated for each credit bill until balance on each credit bill is exhausted.</p> <p>Note: In case of offset of a partially paid bill, the match type to be defined should be same as the match type used during payment distribution.</p> <p>Note: In case of a partially refunded or written off bill, the match type should have the same Pay Dist Override Algorithm at the bill segment / adjustments level.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Creating Adjustment		C1-UPD-HOLD	C1-UPD-HOLD	<p>This algorithm updates the hold amount or hold entity end date in hold request from the offset request. There are two scenarios:</p> <ul style="list-style-type: none"> • If the outstanding amount on the bill after offsetting is not zero and less than the current hold amount, the hold amount will be updated to the outstanding amount. • If the outstanding amount on the bill after offsetting is zero and the bill is present is some hold request which is active then the end date for the bill will be updated as the system date. <p>This algorithm also inserts log entries in the offset request and hold request logs. When the hold details for a bill is updated, the bill ID will be stored as part of the offset request logs and the old hold amount/updated hold amount or the end date which is added to the hold entity will be stored as part of the hold request logs.</p>
Processed	-	-	-	-
Unapplied Offset	Enter	C1-UNAPOFST	C1-UNAPOFST	This algorithm cancels all offset adjustments in an offset request.

Prerequisites

To setup the offset request process, you need to do the following:

- Define the required characteristic types where the characteristic entity is set to **Offset Request Type**
- Define the required characteristic types where the characteristic entity is set to **Offset Request**
- Define unapplied offset and rejected status reasons for the **C1-OffsetRequest** business object
- Assign the **C1-OFSRQ** To Do type to a To Do role whose users must receive To Do generated while submitting an offset request for approval
- Assign the **C1-OFSSB** To Do type to a To Do role whose users must receive To Do generated when an error occurs in case of deferred processing.
- Set the **C1-OFFSETREQ** feature configuration.
- Define an algorithm of the **C1-ADI-INFO** algorithm type and attach to the **Adjustment Information** system event in the **Algorithms** tab of the **Installation Options — Framework** screen
- For the defined adjustment type, the **Print by Default** and **Impact Next Bill Balance** should be unchecked and the **A/P Request Type Code** leave this option blank.

- Define **Exchange Rate** for cross currency offset.
- Define the required offset request types in the system

Offset Request Type

Oracle Revenue Management and Billing allows you to define:

- **Offset Request Type** — It is used to create an offset request. You can define multiple offset request types in the system. An offset request type helps the system to determine:
 - Whether the offset request must be approved before creating offset adjustments in the system.
 - Default adjustment type using which offset adjustments must be created.
 - Whether adjustments must be created in real time (i.e. immediately) or in the deferred mode (i.e. in the background)
 - The default offset amount whenever a new bill is added using **C1-OFST-AMT** algorithm.

While defining an offset request type where approval workflow is required, you need to select the **Approval Required** check box. If the **Approval Required** check box is selected, the offset request (which is created using the offset request type) is sent for approval before creating the offset adjustments. However, if the **Approval Required** check box is not selected, the offset adjustments are created in real time (i.e. immediately) or in the deferred mode (i.e. in the background) on submitting an offset request.

Note: The offset adjustments are created in deferred mode if the number of bills in the offset request are more than the **Defer Processing Count** configured in the offset request type.

Let us understand an offset scenario with the help of some examples.

Bill 1, Bill 2 and Bill 3 are added to an offset request. You can update the offset amount in the offset request. Note that the offset amount must be less than the bill outstanding amount.

Bill Information	Bill Outstanding Amount	Offset Amount	Remaining Bill Balance	Comments
Bill 1	\$1500	—\$500	\$1000	Offset amount \$500 can be split to be offset against Bill 2 and Bill 3.
Bill 2	\$200	—\$200	0	Bill 2 is offset against \$200 from Bill Outstanding amount of Bill 1 i.e. \$1500.
Bill 3	\$300	—\$300	0	Bill 3 is offset against \$300 from Bill Outstanding amount of Bill 1 i.e. \$1500.




The offset request type is defined with or without approval and mapped to an adjustment type creating adjustments. You can cancel the offset adjustment by clicking the **Unapply** button in the **Offset Request** zone.


The **Offset Request Type** screen allows you to define, edit, delete, and copy an offset request type. This screen consists of the following zones:

- [Offset Request Type List](#) on page 1051
- [Offset Request Type](#) on page 1051

Offset Request Type List

The **Offset Request Type List** zone lists offset request types that are already defined in the system. It contains the following columns:

Column Name	Column Description
Offset Request Type	Displays the offset request type.
Description	Displays the description of the offset request type.
Edit	On clicking the Edit () icon, the Offset Request Type screen appears where you can edit the details of the offset request type.
Duplicate	On clicking the Duplicate () icon, the Offset Request Type screen appears where you can define an offset request type using an existing offset request type.
Delete	On clicking the Delete () icon, you can delete the offset request type. Note: You can delete an offset request type only when you have not created an offset request using the offset request type.

On clicking the **Broadcast** () icon corresponding to the offset request type, the **Offset Request Type** zone appears with the details of the respective offset request type.

Related Topics

For more information on...	See...
How to define an offset request type	Defining an Offset Request Type on page 1053
How to edit an offset request type	Editing an Offset Request Type on page 1057
How to copy an offset request type	Copying Offset Request Type on page 1061
How to delete an offset request type	Deleting an Offset Request Type on page 1060
How to view the details of an offset request type	Viewing the Offset Request Details on page 1067

Offset Request Type

The **Offset Request Type** zone displays the details of the offset request type. This zone consists of the following sections:

- **Main** — This section provides basic information about The offset request type. It contains the following fields:

Field Name	Field Description
Offset Request Type	Displays the offset request type.
Description	Displays the description of the offset request type.
Offset Request Business Object	Indicates the business object that will be used to create the offset request. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Detailed Description	Displays additional information about the offset request type.

Field Name	Field Description
Status	<p>Indicates the status of the offset request type. The valid values are:</p> <ul style="list-style-type: none"> • Active • Inactive
Adjustment Type	<p>Indicates the adjustment type using which the offset adjustments must be created.</p> <p>Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.</p>
Default Offset Amount Algorithm	<p>Indicates the default offset amount algorithm which calculates the offset amount.</p>
Defer Processing Count	<p>Displays the number of bills to determine if the offset request will be processed in deferred mode.</p> <p>Note: If the number of bills is less than the Defer Processing Count, the offset request will be processed in real time (i.e. immediately).</p>
Approval Required	<p>Indicates whether approval is required while processing the offset adjustments using the offset request type.</p>
Approval To Do Type	<p>Indicates that the To Do entry of the specified To Do type must be created when you submit the offset request for approval.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do Type.</p>
Approval To Do Role	<p>Indicates that users with the specified To Do Role can only approve the offset request submitted for approval.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do Role.</p>
Submitter To Do Type	<p>Indicates the To Do type for the submitter when the offset request moves to Draft status due to error while deferred processing..</p> <p>Note:</p> <p>It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do type.</p>
Submitter To Do Role	<p>Indicates the To Do role for the submitter when the offset request moves to Draft status due to error while deferred processing..</p> <p>Note:</p> <p>It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do role.</p>

- **Characteristics** — This section lists the characteristics defined for the offset request type. It contains the following columns:

Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the offset request type.
Delete	Used to delete the offset request type. Note: You can delete a offset request type only when you have not created an offset request using the offset request type.
Duplicate	Used to create a new offset request type using an existing offset request type.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the offset request type is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

By default, the **Offset Request Type** zone does not appear in the **Offset Request Type** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the offset request type in the **Offset Request Type List** zone.

Related Topics

For more information on...	See...
How to define an offset request type	Defining an Offset Request Type on page 1053
How to edit an offset request type	Editing an Offset Request Type on page 1057
How to copy an offset request type	Copying Offset Request Type on page 1061
How to delete an offset request type	Deleting an Offset Request Type on page 1060
How to view the details of an offset request type	Viewing the Offset Request Type Details on page 1063

Defining an Offset Request Type

Prerequisites

To define an offset request type, you should have:

- Offset request business objects defined in the application
- **C1-OFSRQ** To Do type assigned to a To Do role whose users must receive To Do generated while submitting an offset request for approval.
- **C1-OFSRQ** To Do type assigned to a To Do role whose users must receive To Do generated while resubmitting an offset request or in case an error occurs in the deferred processing.

Procedure

To define an offset request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **O** and then click **Offset Request Type**.
A sub-menu appears.
3. Click the **Add** option from the **Offset Request Type** sub-menu.

The **Select Business Object** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Offset Request Type Business Object	Used to indicate the business object that you want to use to create the offset request type.	Yes

Tip: Alternatively, you can access the **Select Business Object** screen by clicking the **Add** button in the **Page Title** area of the **Offset Request Type** screen.

Note: The **Select Business Object** screen appears only when there are multiple offset request type business objects defined in the application. If there is only one offset request type business object defined in the application, the **Offset Request Type** screen appears.

4. Select the required offset request type business object from the respective field.
5. Click **OK**.

The **Offset Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the offset request type.
- **Characteristics** - Used to define characteristics for the offset request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Offset Request Type	Used to specify the offset request type.	Yes
Description	Used to specify the description for the offset request type.	Yes
Offset Request Business Object	Used to indicate the business object that you want to use while creating the offset request.	Yes
Detailed Description	Used to specify additional information about the offset request type.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	<p>Used to indicate the status of the offset request type. The valid values are:</p> <ul style="list-style-type: none"> • Active • Inactive <p>Note: You cannot change the status of a offset request type to Inactive if there are offset requests which are created using the offset request type and are currently in the Draft or Approval In Progress or Deferred Processing status.</p>	Yes
Adjustment Type	<p>Used to indicate the adjustment type using which the offset adjustment must be created.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes
Default Offset Amount Algorithm	<p>Used to attach an algorithm that will be triggered when you create adjustments. This algorithm calculates the default offset amount whenever a bill is added to an offset request.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes
Defer Processing Count	<p>Displays the number of bills to determine if the offset request will be processed in deferred mode.</p> <p>Note: If the number of bills is less than the Defer Processing Count, the offset request will be processed in real time (i.e. immediately).</p>	No
Approval Required	<p>Indicates whether approval is required while processing the offset adjustments using the offset request type.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Type	Used to Indicate the To Do entry of the specified To Do type must be created when you submit the offset request for approval. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the offset request submitted for approval.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Type	Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	

- Enter the required details depending on whether you want to define offset request type.

Note: You can search for an adjustment type by clicking the **Search** (🔍) icon corresponding to the respective field.

- Define characteristics for the offset request type, if required.
- Click **Save**.

The offset request type is defined.

Related Topics

For more information on...	See...
Offset Request Type screen	Offset Request Type on page 1050
Offset Request Type List zone	Offset Request Type List on page 1051
How to define characteristics for a offset request type	Defining Characteristics for an Offset Request Type on page 1056

Defining Characteristics for an Offset Request Type

Prerequisites

To define characteristics for an offset request type, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Offset Request Type**)

Procedure

To define characteristics for an offset request type:

1. Ensure that the **Characteristics** section is expanded when you are defining, editing, or copying an offset request type.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Offset Request Type .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the offset request type.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the offset request type.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the offset request type, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the offset request type, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define an offset request type	Defining an Offset Request Type on page 1053
How to edit an offset request type	Editing an Offset Request Type on page 1057
How to copy an offset request type	Copying Offset Request Type on page 1061

Editing an Offset Request Type

Prerequisites

To edit an offset request type, you should have:

- Offset request business objects defined in the application
- **C1-OFSRQ** To Do type assigned to a To Do role whose users must receive To Do generated while submitting an offset request for approval.
- **C1-OFSRQ** To Do type assigned to a To Do role whose users must receive To Do generated while resubmitting an offset request or in case an error occurs in the deferred processing.

Procedure

To edit an offset request type:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **O** and then click **Offset Request Type**.

A sub-menu appears.

- Click the **Search** option from the **Offset Request Type** sub-menu.


The **Offset Request Type** screen appears.

- In the **Offset Request Type List** zone, click the **Edit** () icon in the **Edit** column corresponding to the offset request type whose details you want to edit.

The **Offset Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the offset request type.
- **Characteristics** - Used to define characteristics for the offset request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Offset Request Type	Used to specify the offset request type.	Yes
Description	Used to specify the description for the offset request type.	Yes
Offset Request Business Object	Used to indicate the business object that you want to use while creating the offset request.	Yes
Detailed Description	Used to specify additional information about the offset request type.	No
Status	Used to indicate the status of the offset request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive Note: You cannot change the status of a offset request type to Inactive if there are offset requests which are created using the offset request type and are currently in the Draft or Approval In Progress or Deferred Processing status.	Yes
Adjustment Type	Used to indicate the adjustment type using which the offset adjustment must be created. Note: The Search () icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Default Offset Amount Algorithm	Used to attach an algorithm that will be triggered when you create adjustments. This algorithm calculates the default offset amount whenever a bill is added to an offset request. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	Yes
Defer Processing Count	Displays the number of bills to determine if the offset request will be processed in deferred mode. Note: If the number of bills is less than the Defer Processing Count , the offset request will be processed in real time (i.e. immediately).	No
Approval Required	Indicates whether approval is required while processing the offset adjustments using the offset request type.	No
Approval To Do Type	Used to Indicate the To Do entry of the specified To Do type must be created when you submit the offset request for approval. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the offset request submitted for approval.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Type	Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	

Tip: Alternatively, you can click the **Edit** button in the **Offset Request Type** zone to edit the details of the offset request type.

5. Modify the details, if required.

Note: You can search for an adjustment type by clicking the **Search** (🔍) icon corresponding to the respective field.

6. Define, edit, or remove characteristics from the offset request type, if required.
7. Click **Save**.

The changes made to the offset request type are saved.

Related Topics

For more information on...	See...
Offset Request Type screen	Offset Request Type on page 1050
Offset Request Type List zone	Offset Request Type List on page 1051
Offset Request Type zone	Offset Request Type on page 1051
How to define characteristics for an offset request type	Defining Characteristics for an Offset Request Type on page 1056

Deleting an Offset Request Type

Procedure

To delete an offset request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **O** and then click **Offset Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Offset Request Type** sub-menu.
The **Offset Request Type** screen appears.
4. In the **Offset Request Type List** zone, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the offset request type that you want to delete.
A message appears confirming whether you want to delete the offset request type.

Note: You can delete an offset request type only when you have not defined an offset request using the offset request type.

Tip: Alternatively, you can click the **Delete** button in the **Offset Request Type** zone to delete the offset request type.

5. Click **OK**.

The offset request type is deleted.

Related Topics

For more information on...	See...
Offset Request Type screen	Offset Request Type on page 1050
Offset Request Type List zone	Offset Request Type List on page 1051
Offset Request Type zone	Offset Request Type on page 1051

Copying Offset Request Type

Instead of creating an offset request type from scratch, you can create a new offset request type using an existing offset request type. This is possible through copying an offset request type. On copying an offset request type, the details including the characteristics are copied to the new offset request type. You can then edit the details, if required.

Prerequisites

To copy an offset request type, you should have:

- Offset request type (whose copy you want to create) defined in the application
- Offset request business objects defined in the application

Procedure

To copy an offset request type:

1. Click the **Admin** link in the **Application** toolbar.


A list appears.

2. From the **Admin** menu, select **O** and then click **Offset Request Type**.

A sub-menu appears.

3. Click the **Search** option from the **Offset Request Type** sub-menu.

The **Offset Request Type** screen appears.

4. In the **Offset Request Type List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the offset request type whose copy you want to create.

The **Offset Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the offset request type.
- **Characteristics** - Used to define characteristics for the offset request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Offset Request Type	Used to specify the offset request type.	Yes
Description	Used to specify the description for the offset request type.	Yes
Offset Request Business Object	Used to indicate the business object that you want to use while creating the offset request.	Yes
Detailed Description	Used to specify additional information about the offset request type.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	<p>Used to indicate the status of the offset request type. The valid values are:</p> <ul style="list-style-type: none"> • Active • Inactive <p>Note: You cannot change the status of a offset request type to Inactive if there are offset requests which are created using the offset request type and are currently in the Draft or Approval In Progress or Deferred Processing status.</p>	Yes
Adjustment Type	<p>Used to indicate the adjustment type using which the offset adjustment must be created.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes
Default Offset Amount Algorithm	<p>Used to attach an algorithm that will be triggered when you create adjustments. This algorithm calculates the default offset amount whenever a bill is added to an offset request.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes
Defer Processing Count	<p>Displays the number of bills to determine if the offset request will be processed in deferred mode.</p> <p>Note: If the number of bills is less than the Defer Processing Count, the offset request will be processed in real time (i.e. immediately).</p>	No
Approval Required	<p>Indicates whether approval is required while processing the offset adjustments using the offset request type.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Type	Used to Indicate the To Do entry of the specified To Do type must be created when you submit the offset request for approval. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the offset request submitted for approval.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Type	Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	

Tip: Alternatively, you can click the **Duplicate** button in the **Offset Request Type** zone to create a copy of the offset request type.

5. Enter the required details.

Note: You can search for an adjustment type by clicking the **Search** (🔍) icon corresponding to the respective field.

6. Define, edit, or remove characteristics from the offset request type, if required.
7. Click **Save**.

The new offset request type is defined.

Related Topics

For more information on...	See...
Offset Request Type screen	Offset Request Type on page 1050
Offset Request Type List zone	Offset Request Type List on page 1051
Offset Request Type zone	Offset Request Type on page 1051
How to define characteristics for an offset request type	Defining Characteristics for an Offset Request Type on page 1056

Viewing the Offset Request Type Details

Procedure

To view the details of an offset request type:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **O** and then click **Offset Request Type**.

A sub-menu appears.

- Click the **Search** option from the **Offset Request Type** sub-menu.

The **Offset Request Type** screen appears.

- In the **Offset Request Type List** zone, click the **Broadcast** (📡) icon corresponding to the offset request type whose details you want to view.

The **Offset Request Type** zone appears.

- View the details of the offset request type in the **Offset Request Type** zone.

Related Topics

For more information on...	See...
Offset Request Type screen	Offset Request Type on page 1050
Offset Request Type List zone	Offset Request Type List on page 1051
Offset Request Type zone	Offset Request Type on page 1051

Offset Request

The **Offset Request** screen allows you to search for an offset request using various search criteria. It also allows you to create an offset request. Through this screen, you can navigate to the following screens:

- [Offset Request](#) on page 1068

This screen consists of the following zones:

- [Search Offset Request](#) on page 1064

Search Offset Request

The **Search Offset Request** zone allows you to search for offset requests using various search criteria. This zone contains the following two sections:

- Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for an offset request using request details or bill details. The valid values are: <ul style="list-style-type: none"> Request Details Bill Details Note: By default, the Request Details option is selected.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Created From	Used to search offset requests which are created from a particular date onwards. Note: This field appears only when you select the Request Details option from the Search By list.	No
To	Used to search offset requests which are created till a particular date. Note: This field appears only when you select the Request Details option from the Search By list.	No
Status	Used to search offset requests with a particular status. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Draft • Deferred Processing • Processed • Rejected • Unapplied Offset Note: This field appears only when you select the Request Details option from the Search By list.	No
User ID	Used to search offset requests which are created by a particular user. Note: This field appears only when you select the Request Details option from the Search By list.	No
Offset Request Type	Used to search offset requests which are created using a particular offset request type. Note: This field appears only when you select the Request Details option from the Search By list.	No
Offset Request ID	Used to search a particular offset request. Note: This field appears only when you select the Request Details option from the Search By list.	No
Person ID	Used to search for offset requests in which bills of a particular person are selected for offsetting. Note: This field appears only when you select the Request Details option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Person Search window appears.	No

Field Name	Field Description	Mandatory (Yes or No)
Account ID	Used to search for offset requests in which bills of a particular account are selected for offsetting. Note: This field appears only when you select the Request Details option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Person Search window appears.	No
Bill ID	Used to search offset requests with a particular bill. Note: This field appears only when you select the Bill Details option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Bill Search window appears.	No
Alternate Bill ID	Used to search a particular offset request using the alternate bill ID.	
Bill Date From	Used to search offset requests with bills which are created from a particular date onwards. Note: This field appears only when you select the Bill Details option from the Search By list.	No
To	Used to search offset requests with bills which are created till a particular date. Note: This field appears only when you select the Bill Details option from the Search By list.	No

Note: You must specify at least one search criterion while searching for an offset request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Create Date/Time	Displays the date and time when the offset request is created.
Offset Request Information	Displays information about the offset request. Note: It has a link. On clicking the link, the Offset Request screen appears.
Offset Amount	Displays the total offset amount.
Status	Indicates the status of the offset request.
Created By	Indicates the user who has created the offset request.
Creation Mode	Displays the mode of offset request creation. The valid values are: <ul style="list-style-type: none"> • Automatic • Manual

Related Topics

For more information on...	See...
How to search for an offset request	Searching for an Offset Request on page 1067
How to view the details of an offset request	Viewing the Offset Request Details on page 1067
How to create an offset request	Creating an Offset Request on page 1074

Searching for an Offset Request

Prerequisites

To search for an offset request, you should have:

- Offset request types defined in the application

Procedure

To search for an offset request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Offset Request**.
A sub-menu appears.
3. Click the **Search** option from the **Offset Request** sub-menu.
The **Offset Request** screen appears.
4. Enter the search criteria in the **Search Offset Request** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of offset requests that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Offset Request screen	Offset Request on page 1064
Search Offset Request zone	Search Offset Request on page 1064

Viewing the Offset Request Details

Procedure

To view the details of an offset request:

1. Search for the offset request in the **Offset Request** screen.
2. In the **Search Results** section, click the link in the **Offset Request Information** column corresponding to the offset request whose details you want to view.

The **Offset Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the offset request. It contains the following zones:
 - **Offset Request** – Displays the details of the offset request.
 - **Selected Bills** – Lists the debit or credit bill line items to be offset.
 - **Search Bill** – Used to debit and credit bills that you want to offset. The bills in the search results added to the offset request can be viewed in the **Selected Bills** zone.
 - **Log** – Lists the complete trail of actions performed on the offset request.
3. View the details of the offset request in the **Offset Request** zone.
 4. View the entities (such as credit or debit bills) which must be offset in the **Selected Bills** zone.

Related Topics

For more information on...	See...
Offset Request screen	Offset Request on page 1068
Offset Request zone	Offset Request on page 1069
Selected Bills zone	Selected Bills on page 1070
Search Bill zone	Search Bill on page 1071
How to search for an offset request	Searching for an Offset Request on page 1067

Offset Request

Once you create an offset request, the **Offset Request** screen allows you to:

- Edit the details of an offset request
- Edit the offset amount of the bills in the offset request
- Delete an offset request
- View the details of an offset request
- Submit an offset request for approval
- Approve or reject an offset request
- View the log of an offset request
- Add a log entry for an offset request

This screen consists of the following tabs:

- **Main** – This tab contains the following two zones:
 - **Offset Request** – Displays the details of the offset request.
 - **Selected Bills** – Lists the selected bills added to the offset request.
 - **Search Bill** – Searches bills using search criteria.
- **Log** – This tab lists the complete trail of actions performed on the offset request.

Offset Request — Main

The **Main** tab on the **Offset Request** contains the following zones:

[Offset Request](#) on page 1069

[Selected Bills](#) on page 1070

[Search Bill](#) on page 1071

Offset Request

The **Offset Request** zone displays the details of the offset request. This zone contains the following sections:

- **Main** — This section provides basic information about the offset request. It contains the following fields:

Field Name	Field Description
Offset Request Information	Displays information about the offset request.
Offset Request Type	Indicates the offset request type using which the offset request is created. Note: It has a link. On clicking the link, the Offset Request Type screen appears where you can view the details of the offset request type.
Status	Indicates the status of the offset request. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Draft • Deferred Processing • Rejected • Processed • Unapplied Offset
Adjustment Type	Indicates the adjustment type using which offset adjustments are created for the offset request. By default, adjustment type defined in the offset request type is displayed. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective offset request.
Offset Amount	Displays the total debit offset amount.

- **Characteristics** — Lists the characteristics defined for the offset request. It contains the following fields:

Field Name	Field Description
Effective Date	Indicates the date from when the characteristic is effective for the offset request.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the offset request. Note: The Edit button appears only when the offset request is in the Draft status.

Button Name	Button Description
Delete	Used to delete the offset request. Note: The Delete button appears only when the offset request is in the Draft status.
Submit	Used to submit the offset request for approval or create offset adjustments in case approval is not configured for the offset request. Note: The Submit button appears only when the offset request is in the Draft status.
Approve	Used to approve the offset request. Note: The Approve button appears only when: <ul style="list-style-type: none"> The offset request is in the Approval In Progress status. A user with the approval To Do role is reviewing the offset request.
Reject	Used to reject the offset request. Note: The Reject button appears only when: <ul style="list-style-type: none"> The offset request is in the Approval In Progress status. A user with the approval To Do role is reviewing the offset request.
Unapply	Used to unapply the offset request to cancel the offset adjustments. Note: The Unapply button appears only when the offset request is in the Processed status.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the offset request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Status Date/Time	Displays the date and time when the offset request status is updated
Create Date/Time	Displays the date and time when the offset request is created.

Selected Bills

The **Selected Bills** zone lists the debit and credit bill(s) that you have added to the offset request. This zone contains the following columns:

Column Name	Column Description
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Bill Date	Displays the date on which the bill was generated.

Column Name	Column Description
Outstanding Amount	Displays the outstanding amount of the bill. Note: After the offset request is processed, this field displays the new bill balance instead of Remaining Bill Balance .
Hold Amount	Displays the bill amount that has been put on hold. Note: After the offset request is processed, this field displays the new hold amount instead of Updated Hold Amount .
Offset Amount	Displays the amount that you want to offset. Note: By default, the amount which is eligible for offset appears in this field. You can edit the amount, if required. However, you cannot specify the amount greater than the eligible amount.
Remaining Bill Balance	Displays the difference between bill outstanding amount and offset amount. Note: This column appears only when the offset request status is in the Draft or Rejected status.
Updated Hold Amount	Displays the updated hold amount which is the hold amount before the offset request is processed. Note: This column appears only when the offset request status is in the Draft or Rejected status.
View Adjustments	Displays the details of adjustments created against the corresponding bill by clicking the View (🔍) icon for the respective bill. Note: This column appears only when the offset request is in the Processed status.
Account Information	Displays information about the account. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Bill ID	Displays the bill ID.

Search Bill

The **Search Bill** zone allows you to search for a bill applicable for offset. This zone contains the following fields:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for an offset request using person, account, or bill details. The valid values are: <ul style="list-style-type: none"> • Person Details • Account Details • Bill Details Note: By default, the Person Details option is selected.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Person ID	Used to search for bills which belong to a particular person. Note: This field appears only when you select the Person Details option from the Search By list. Note: The Allow Offsetting Across Persons option in the C1-OFFSETREQ feature configuration is set to Y .	Yes
Account ID	Used to search for bills which belong to a particular account. Note: This field appears only when you select the Account Details option from the Search By list.	
Bill ID	Used to search for a particular bill. Note: This field appears only when you select the Bill Details option from the Search By list.	
Bills on Hold	Used to indicate whether the bills are on hold. The valid values are: <ul style="list-style-type: none">• No• Yes Note: This field appears only when you select the Person Details option from the Search By list.	
Bill Balance	Used to indicate category for bill balance. The valid values are: <ul style="list-style-type: none">• Equal to Zero• Greater Than Zero• Lesser Than Zero• Not Equal to Zero	
Bill Date From	Used to search bills applicable for the offset request which are created from a particular date onwards. Note: By default, date before 30 days of the current date appears in this field.	Yes
Bill Date To	Used to search bills applicable for the offset request which are created till a particular date. Note: By default, the current date appears in this field.	Yes
Show Cross Currency Bills	Used to indicate whether the bills are cross currency bills.	Not Applicable

Note: You must specify at least one search criterion while searching for an offset request.


- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill Information	Display additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Bill Date	Displays the date when the bill was completed.
Due Date	Displays the due date of the bill.
Outstanding Amount	Displays the total outstanding amount of the bill.
Hold Amount	Displays the amount from the bill that has been put on hold.
Outstanding Amount (Offset Currency)	Displays the outstanding amount of the bill in the native currency of the offset request. Note: This column appears only if the Show Cross Currency Bills option is checked.
Account Information	Display additional information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.

Related Topics

For more information on...	See...
How to add a credit/debit bill to an offset request	Adding a Credit or Debit Bill to the Offset Request on page 1078

View Adjustments

The **View Adjustments** screen appears when you click the View () icon under **View Adjustments** column in the **Selected Bills** zone on the **Offset Request** screen when the offset request is in **Processed** status. This zone contains the following columns:

Column Name	Column Description
Adjustment Information	Displays the additional information about the bill.
Adjustment Amount	Displays the adjustment amount.
From Bill	Displays the additional information about the bill from the which the offset request is created.
To Bill	Displays the additional information about the bill which is offset against a selected bill.

Note: The view icon for **View Adjustments** appears only when the offset request is in the **Processed** status.

Offset Request — Log

The **Log** tab on the **Offset Request** contains the following zones:

[Offset Request Log](#) on page 1074

Offset Request Log

The **Offset Request Log** zone on the **Offset Request** screen lists the complete trail of actions performed on the offset request. It also logs the actions of To Do types, hold amount updated from offset request and error occurred in deferred processing of the offset request. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the offset request.
Details	Displays the details about the action performed on the offset request.
User	Indicates the user who has performed the action on the offset request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the offset request.
Status Reason	Indicates the reason why the offset request was rejected or unapplied offset.

Note: You can manually add a log entry for the offset request by clicking the **Add Log Entry** link in the upper right corner of the **Offset Request Log** zone.

Related Topics

For more information on...	See...
How to view the log of an offset request	Viewing the Log of an Offset Request on page 1086

Creating an Offset Request

Prerequisites

To create an offset request, you should have:

- Offset request types defined in the application.

Procedure

To create an offset request:

1. Do either of the following:

If you want to...	Then...
Define an offset request from the Account Receivable Central screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select Financial and then click Account Receivable Central. The Account Receivable Central screen appears. 3. Search for the bill in the Account Receivable Central screen. 4. In the Search Results section, select the required bill and then click Single Offset, Mass

If you want to...	Then...
	Offset , or Cross Currency Offset , whichever is applicable.
Define an offset request from the Offset Request screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select Financial and then click Offset Request. A sub-menu appears. 3. Click the Add option from the Offset Request sub-menu.

The **Add Offset Request** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Offset Request Type	Used to indicate the request type using which you want to create the offset request.	Yes
Bill	<p>Used to indicate the bill against which you want to create the offset request.</p> <p>Note: When you add the bill from Account Receivable Central screen, this field is disabled.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Bill Search window appears.</p>	Yes

Tip: Alternatively, you can access the **Add Offset Request** screen by clicking the **Add** button in the **Page Title** area of the **Offset Request** screen.

2. Select the required offset request type and bill from the respective fields.

Note: You can search for an account by clicking the **Search** (🔍) icon corresponding to the respective field.

3. Click **Save**.

The offset request is defined and the status of the offset request is set to **Draft**. The **Offset Request** screen appears with the details of the offset request. It contains the following tabs:

- **Main** – Displays information about the offset request. It contains the following zones:
 - **Offset Request** – Displays the details of the offset request.
 - **Selected Bills** – Lists the bills with debit and credit line items of the account which must be offset.
 - **Search Bill** — Used to search bills with debit and credit line items that you want to offset. This tab appears only when the offset request is in the **Draft** status.
- **Log** – Lists the complete trail of actions performed on the offset request.

4. Add debit and credit line items that you want to offset.
5. Edit the offset amount of each entity, if required.
6. Define characteristics for the offset request, if required.

Related Topics

For more information on...	See...
Offset Request screen	Offset Request on page 1064
How to add a debit /credit bill to the offset request	Adding a Credit or Debit Bill to the Offset Request on page 1078
How to edit an offset request	Editing an Offset Request on page 1079
How to define characteristics for an offset request	Defining Characteristics for an Offset Request on page 1076

Defining Characteristics for an Offset Request

Prerequisites

To define characteristics for an offset request, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Offset Request**)

Procedure

To define characteristics for an offset request:

1. Search for the offset request in the **Offset Request** screen.
2. In the **Search Results** section, click the link in the **Offset Request Information** column corresponding to the offset request whose details you want to edit.

The **Offset Request** screen appears.

3. Click the **Edit** button in the **Offset Request** zone.

The **Offset Request** screen appears.

Note: The **Edit** button appears only when the offset request is in the **Draft** status.

4. Ensure that the **Characteristics** section is expanded when you are editing the offset request.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the offset request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the offset request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Offset Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the offset request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the offset request.

- Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one characteristic for the offset request, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to remove a characteristic from the offset request, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to search for an offset request	Searching for an Offset Request on page 1067
How to create an offset request	Creating an Offset Request on page 1074

Filtering Credit and Debit Bills of an Offset Request

Procedure

To filter bills of an offset request:

- Search for the bills in the **Offset Request** screen.
- In the **Search Results** section, click the link in the **Offset Request Information** column corresponding to the offset request whose details you want to view.

The **Offset Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the offset request. It contains the following zones:
 - **Offset Request** – Displays the details of the offset request.
 - **Selected Bills** – Lists the debit and credit bill(s) to be offset.
 - **Search Bill** – Used to search bills with debit or credit bill(s) that you want to offset. The debit or credit bill(s) in the search results added to the offset request can be viewed in the **Selected Bills** zone.
- **Log** – Lists the complete trail of actions performed on the offset request.

You can filter the bills using **Bill Balance** search criteria available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** (☰) icon in the upper right corner of the **Selected Bills** zone.

- Click **Search**.

The search results are filtered based on the specified criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Due Date	Displays the due date of the bill.

Column Name	Column Description
Outstanding Amount	Displays the outstanding amount of the bill. Note: After the offset request is processed, this field displays the new bill balance instead of Remaining Bill Balance .
Hold Amount	Displays the bill amount that has been put on hold. Note: After the offset request is processed, this field displays the new hold amount instead of Updated Hold Amount .
Offset Amount	Displays the amount that you want to offset. Note: By default, the amount which is eligible for offset appears in this field. You can edit the amount, if required. However, you cannot specify the amount greater than the remaining bill balance.
Remaining Bill Balance	Displays the difference between bill outstanding amount and the offset amount. Note: This column appears only when the offset request status is in the Draft or Rejected status.
Updated Hold Amount	Displays the updated hold amount. Note: This column appears only when the offset request status is in the Draft or Rejected status.

Related Topics

For more information on...	See...
How to search for an offset request	Searching for an Offset Request on page 1067

Adding a Credit or Debit Bill to the Offset Request

You can add the credit/debit bills to an offset request. While adding a credit/debit bill to an offset request, you can either:

- Add selected credit/debit bill to the offset request from the **Account Receivable Central** screen only before creating the offset request.
- Add selected credit/debit bill(s) to the offset request from the **Offset Request** screen.

Prerequisites

To add credit/debit bill(s) to the offset request, you should have:

- Completed bills for the account/person.

Procedure

To add credit/debit bill(s) to the offset request:

1. Do either of the following:

If you want to...	Then...
Add a credit/debit bill from the Offset Request screen	<ol style="list-style-type: none"> 1. Search for the bills in the Search Bill zone on the Offset Request screen. 2. Select a bill and click the Add button.

If you want to...	Then...
	The selected bill(s) are added to the offset request. You can view the added bills in the Offset Request screen.
Create single offset request	<ol style="list-style-type: none"> 1. Search for the bill in the Account Receivable Central screen. 2. From the search results, select a bill and click the Single Offset button. <p>The selected bill is added to an offset request. You can view the added bill in the Offset Request screen.</p>
Create mass offset request	<ol style="list-style-type: none"> 1. Search for the bills in the Account Receivable Central screen. 2. From the search results, select a bill and click the Mass Offset button. <p>The selected bill is added to an offset request and you can add more bills with same currency to the offset request from the Search Bill zone in the Offset Request screen. You can view the added bills in the Offset Request screen.</p>
Create cross currency offset request	<ol style="list-style-type: none"> 1. Search for the bills in the Account Receivable Central screen. 2. From the search results, select a bill and click the Cross Currency Offset button. <p>The selected bills is added to an offset request and you can add more bills with different currencies to the offset request from the Search Bill zone in the Offset Request screen. You can view the added bills in the Offset Request screen.</p>

Note: You can add only one bill from **Account Receivable Central** screen. You cannot remove the bill added from the **Account Receivable Central** screen.

2. After selecting the required fields in the **Add Offset Request** screen, the selected bill appears in the **Offset Request** screen.

Related Topics

For more information on...	See...
How to create an offset request	Creating an Offset Request on page 1074

Editing an Offset Request

Prerequisites

To edit an offset request, you should have:

- Adjustment types defined in the application

Procedure

To edit an offset request:

1. Search for the offset request in the **Offset Request** screen.
2. In the **Search Results** section, click the link in the **Offset Request Information** column corresponding to the offset request whose details you want to edit.

The **Offset Request** screen appears.

3. Click the **Edit** button in the **Offset Request** zone.

The **Offset Request** screen appears. It contains the following sections:

- **Main** — Used to edit the offset details, such as the amount which must be offset and the adjustment type using which the offset adjustment must be created. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Offset Request Information	Displays information about the offset request.	Not applicable
Offset Request Type	Indicates the offset request type using which the offset request is created.	Not applicable
Adjustment Type	Used to indicate the adjustment type using which the offset adjustment must be created.	Yes
Comments	Used to specify additional information about the offset request.	No

- **Characteristics** — Used to define characteristics for the offset request. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the offset request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the offset request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Offset Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the offset request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the offset request.

- **Offset Details** — Used to edit the offset details, such as the amount which must be offset. It contains the following fields:

Column Name	Column Description
Total Debit Offset Amount	Displays the total debit amount of the all the bills added in the offset request.

Column Name	Column Description
Total Credit Offset Amount	Displays the total credit amount of the all the bills added in the offset request.
Total Offset Amount	Displays the total credit and debit amount of the all the bills added in the offset request.
Bill Information	Displays additional information about the bill.
Outstanding Amount	Displays the outstanding amount of the bill.
Due Date	Displays the due date of the bill.
Hold Amount	Displays the amount of the bill that has been put on hold.
Outstanding Amount (Offset Currency)	Displays the outstanding amount of the bill in the native currency of the offset request. Note: This column appears only in case of cross currency offset.
Offset Amount	Displays the amount that you want to offset. Note: By default, the amount which is eligible for offset appears in this field. You can edit the amount, if required. However, you cannot specify the amount greater than the eligible amount.
Remaining Bill Balance	Displays the difference between bill outstanding amount and the offset amount.
Updated Hold Amount	Displays the updated hold amount.

Note:

The **Edit** button appears only when the offset request is in the **Draft** status.

4. Modify the details of the offset request, if required.
5. Define, edit, or remove characteristics of the offset request, if required.
6. Click **Save**.

The changes made to the offset request are saved.

Related Topics

For more information on...	See...
Offset Request screen	Offset Request on page 1064
Offset Request zone	Offset Request on page 1069
How to search for an offset request	Searching for an Offset Request on page 1067
How to define characteristics for a offset request	Defining Characteristics for an Offset Request on page 1076

Deleting an Offset Request**Procedure**

To delete an offset request:

1. Search for the offset request in the **Offset Request** screen.

- In the **Search Results** section, click the link in the **Offset Request Information** column corresponding to the offset request that you want to delete.

The **Offset Request** screen appears.

- Click the **Delete** button in the **Offset Request** zone.

A message appears confirming whether you want to delete the offset request.

Note: The **Delete** button appears only when the offset request is in the **Draft** status.

Note: This button is disabled if the bill is added to the offset request from the **Account Receivable Central** screen.

- Click **OK**.

The offset request is deleted.

Related Topics

For more information on...	See...
Offset Request screen	Offset Request on page 1064
Offset Request zone	Offset Request on page 1069
How to search for an offset request	Searching for an Offset Request on page 1067

Submitting an Offset Request

Prerequisites

To submit an offset request, you should have:

- Debit and credit bill(s) added in the offset request.

Procedure

To submit an offset request:

- Search for the offset request in the **Offset Request** screen.
- In the **Search Results** section, click the link in the **Offset Request Information** column corresponding to the offset request that you want to delete.

The **Offset Request** screen appears.

- Click the **Submit** button in the **Offset Request** zone.

The system behaves in the following manner:

If...	Then...
The Approval Required check box is selected in the offset request type using which the offset request is created	A To Do of the C1-OFSRQ To Do type is created and sent to the approver. The status of the offset request is changed to Approval In Progress .

If...	Then...
The Approval Required check box is not selected in the offset request type using which the offset request is created.	<p>The offset adjustments are created using the specified adjustment type and the status of the offset request is changed to Processed.</p> <p>Note: The offset adjustments are created in the Frozen status. If a match event is present for the bill line items, the existing match event is stamped on the offset adjustments and on the corresponding financial transactions. However, if the match events does not exist, a new match event is created and stamped on the offset adjustments and on the corresponding financial transactions. If you are doing a partial offset for any entity, the corresponding match event status is set to Open. However, if the entire eligible amount is offset, the corresponding match event status is set to Balanced.</p>

Note: The **Offset Amount** should be less than or equal to current **Outstanding Amount** of the bill.

Note: The **Submit** button appears only when the offset request is in the **Draft** status.

Related Topics

For more information on...	See...
Offset Request screen	Offset Request on page 1064
Offset Request zone	Offset Request on page 1069
How to search for an offset request	Searching for an Offset Request on page 1067

Approving an Offset Request

You can view the number of offset requests which are pending for approval in the **Offset Request** screen. The approver can review, and accordingly approve or reject the offset request based on the observations.

Note: The system will not allow you to approve or reject an offset request submitted by you.

Procedure

To approve an offset request:

1. Do either of the following:

If you want to...	Then...
Approve an offset request through the Offset Request screen	<ol style="list-style-type: none"> 1. Search for the offset request in the Offset Request screen. 2. In the Search Results section, click the link in the Offset Request Information column corresponding to the offset request which you want to review.
Approve an offset request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar.

If you want to...	Then...
	<p>A list appears.</p> <ol style="list-style-type: none"> 2. From the Main menu, select To Do and then click To Do List. <p>The To Do Type for User Search window appears.</p> <ol style="list-style-type: none"> 3. Enter C1-OFSRQ in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. <p>The To Do List screen appears.</p> <ol style="list-style-type: none"> 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the offset request that you want to review.

The **Offset Request** screen appears.

2. Review the offset request details.
3. Click the **Approve** button in the **Offset Request** zone.

If the number of bills in the offset request does not exceed the defer processing count (defined in the Offset Request Type), the system creates adjustments in the real time (i.e. immediately). In addition, the adjustment information string appears corresponding to each adjustment record in the **View Adjustments** screen and the status of the offset request is changed to **Processed**. However, if the number of bills in the offset request exceeds the defer processing count, the system creates adjustments in the deferred mode and the status of the adjustment offset request is changed to **Deferred Processing**.

Note: Deferred mode means in the background when the **Offset Request Periodic Monitor (C1-OFSRQ)** batch is invoked. When the **Offset Request Periodic Monitor (C1-OFSRQ)** batch is invoked, the system checks whether there are any offset requests in the **Deferred Processing** status. If there is an offset request in the **Deferred Processing** status, the system creates adjustments for the offset request. Once the adjustments are created, the adjustment information string appears corresponding to each adjustment record in the **View Adjustments** screen and the status of the offset request is changed to **Processed**.

Note:

The **Approve** button appears only when:

- The offset request is in the **Approval In Progress** status.
- A user with the approval To Do role is reviewing the offset request.

Related Topics

For more information on...	See...
Offset Request screen	Offset Request on page 1064
Offset Request zone	Offset Request on page 1069
View Adjustments	View Adjustments on page 1073
How to search for an offset request	Searching for an Offset Request on page 1067



Rejecting an Offset Request

Prerequisites

To reject an offset request, you should have:

- Rejection reasons defined in the application

Note:

While rejecting an offset request, you need to specify the reason why you want to reject the offset request. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-OffsetRequest** business object in the **Status Reason** screen.

The system will not allow you to approve or reject an offset request submitted by you.

Procedure

To reject an offset request:

1. Do either of the following:

If you want to...	Then...
Reject an offset request through the Offset Request screen	<ol style="list-style-type: none"> 1. Search for the offset request in the Offset Request screen. 2. In the Search Results section, click the link in the Offset Request Information column corresponding to the offset request which you want to review.
Reject an offset request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-OFSRQ in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the offset request that you want to review.

The **Offset Request** screen appears.

2. Review the offset request details.

- Click the **Reject** button in the **Offset Request** zone.

The **Reject Offset Request** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the offset request.	Yes
Comments	Used to specify additional information while rejecting the offset request.	No

Note: The **Reject** button appears only when:

- The offset request is in the **Approval In Progress** status.
 - A user with the approval To Do role is reviewing the offset request.
- Select the rejection reason from the **Status Reason** list.
 - Click **Save**.

The status of the offset request is changed to **Rejected**.

Related Topics

For more information on...	See...
Offset Request screen	Offset Request on page 1064
Offset Request zone	Offset Request on page 1069
How to search for an offset request	Searching for an Offset Request on page 1067

Viewing the Log of an Offset Request

Procedure

To view the log of an offset request:

- Search for the offset request in the **Offset Request** screen.
- In the **Search Results** section, click the link in the **Offset Request Information** column corresponding to the offset request whose log you want to view.

The **Offset Request** screen appears. It consists of the following tabs:

- Main** – Displays information about the offset request. It contains the following zones:
 - Offset Request** – Displays the details of the offset request.
 - Selected Bills** – Lists the debit and credit bill line items which must be offset.
 - Search Bill** – Used to search debit and credit bill line items that you want to offset.
 - Log** – Lists the complete trail of actions performed on the offset request.
- Click the **Log** tab.

The **Offset Request Log** zone in the **Log** tab contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the offset request.

Column Name	Column Description
Details	Displays the details about the action performed on the offset request.
User	Indicates the user who has performed the action on the offset request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the offset request.
Status Reason	Indicates the reason why the offset request was rejected or cancelled.

Note: You can manually add a log entry for the offset request by clicking the **Add Log Entry** link in the upper right corner of the **Offset Request Log** zone.

Related Topics

For more information on...	See...
How to search for an offset request	Searching for an Offset Request on page 1067
How to add a log entry for an offset request	Adding a Log Entry for an Offset Request on page 1087

Adding a Log Entry for an Offset Request

Procedure

To add a log entry for an offset request:

1. Search for the offset request in the **Offset Request** screen.
2. In the **Search Results** section, click the link in the **Offset Request Information** column corresponding to the offset request whose log you want to edit.

The **Offset Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the offset request. It contains the following zones:
 - **Offset Request** – Displays the details of the offset request.
 - **Selected Bills** – Lists the debit and credit bill line items which must be offset.
 - **Search Bill** – Used to search debit and credit bill line items that you want to offset.
- **Log** – Lists the complete trail of actions performed on the offset request.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Offset Request Log** zone.

The **Add Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Request Information	Displays information about the offset request.	Not applicable
Log Details	Used to specify additional comments on the offset request.	Yes

5. Enter the comments in the **Log Details** field.
6. Click **Save**.

The log entry is added in the **Offset Request Log** zone.

Related Topics

For more information on...	See...
How to search for an offset request	Searching for an Offset Request on page 1067

Unapplying an Offset Request

There might be situations when an incorrect offset request is processed in the system. In such case, the system provides you with an ability to unapply the offset request. However, you can unapply an offset request only when the offset request is in the **Processed** status.

Prerequisites

To unapply an offset request, you should have:

- Unapply reasons defined in the application

Note: While unapplying an offset request, you need to specify the reason why you want to unapply the offset request. You can select the appropriate unapply reason only when you have defined the reasons for the **Unapplied Offset** status of the **C1-OffsetRequest** business object in the **Status Reason** screen.

Procedure

To unapply an offset request:

1. Search for the offset request in the **Offset Request** screen.
2. In the **Search Results** section, click the link in the **Offset Request Information** column corresponding to the offset request that you want to unapply.

The **Offset Request** screen appears.

3. Click the **Unapply** button in the **Offset Request** zone.

The **Unapply Reason** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to unapply the offset request.	Yes
Comments	Used to specify additional information while cancelling the offset request.	No

Note: The **Unapply** button appears only when the offset request is in the **Processed** status.

4. Select the unapply reason from the **Unapply Reason** list.
5. Click **Save**.

The status of the offset request is changed to **Unapplied Offset**.

Related Topics

For more information on...	See...
Offset Request screen	Offset Request on page 1064
Offset Request zone	Offset Request on page 1069
How to search for an offset request	Searching for an Offset Request on page 1067

Chapter 23

Funding Request

Topics:

- [Funding Request \(Without Approval Workflow\) Status Transition](#)
- [Funding Request \(With Approval Workflow\) Status Transition](#)
- [Algorithms Used in C1-FundingReq](#)
- [Prerequisites](#)
- [Funding Request Type](#)
- [Funding Request](#)
- [Funding Request](#)

Oracle Revenue Management and Billing enables billing analyst to settle outstanding (credit and debit) bills using funding request based on funding request type. Upon submitting the funding request, payments are created for a debit bill balance using auto pay process and A/P Adjustments are created for credit bill balance. The approver can resubmit the funding request sent for approval, if required. The submitter can make the required changes as per the comments from the approver.

In order to process funding request, you need to define funding adjustment type and garnishment adjustment type through a funding request type. While creating a funding request, you need to specify the funding request type using which you want to create the funding request.

The funding request type helps the system to determine:

- Whether funding and garnishment adjustments must be created in the real time (i.e. immediately) or in the deferred mode (i.e. in the background).
- Approval profile using which the funding request must be approved.
- Whether the funding request must be approved before creating funding and garnishment adjustments in the system.
- Default funding and garnishment adjustment type using which funding and garnishment adjustments must be created.
- Calculate the threshold range for a bill when the bill is added to a funding request.

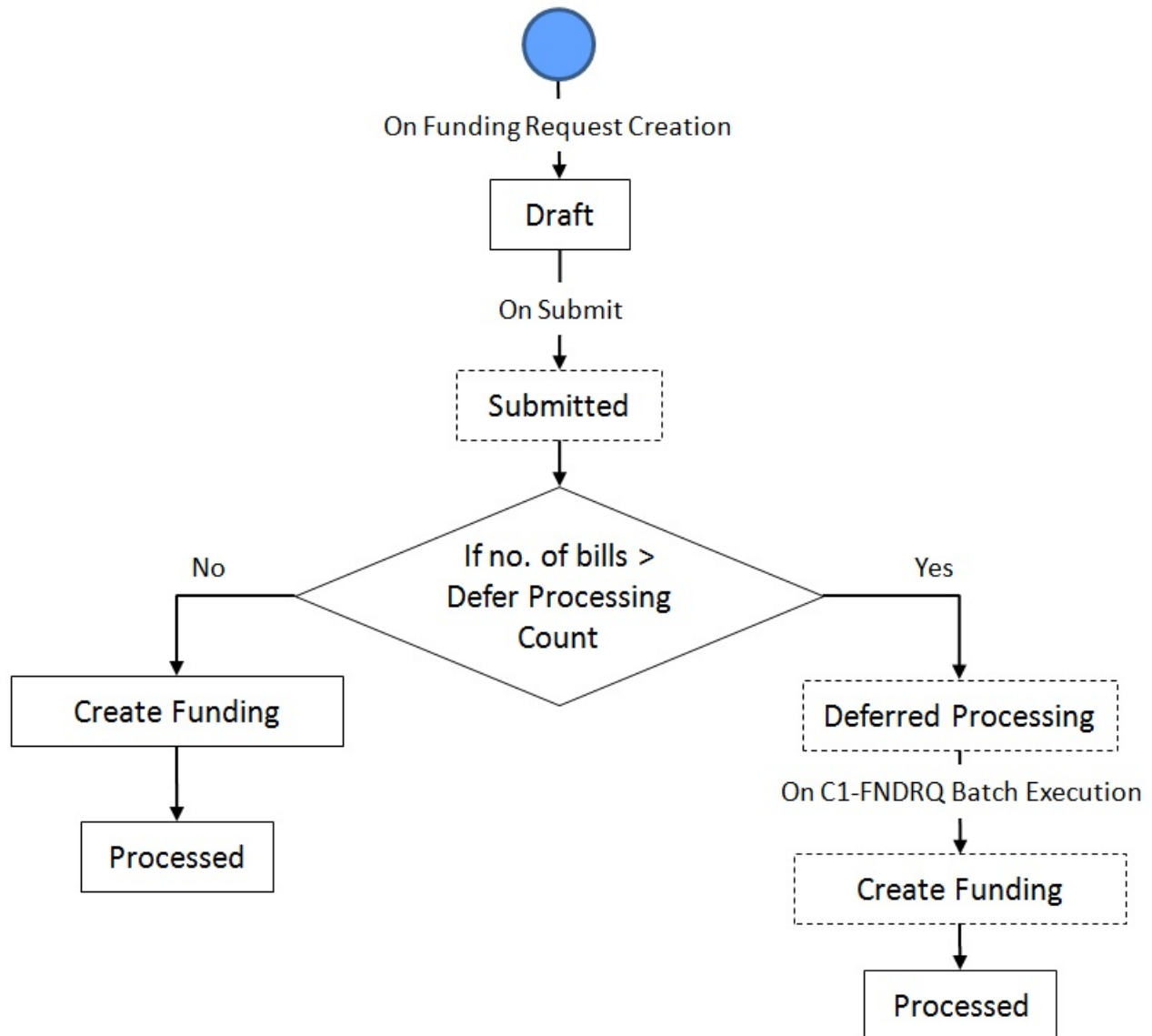
During the funding request process, a funding request goes through various statuses in its lifecycle. For more information about the funding request statuses, see [Funding Request \(Without Approval Workflow\) Status Transition](#) on page 1092 and [Funding Request \(With Approval Workflow\) Status Transition](#) on page 1092.

Note that the lifecycle of a funding request is driven by business object using which the funding request is created. A funding request business object named **C1-FundingReq** is shipped with the product. The funding request feature explained in this document is articulated based on the lifecycle and logic defined in the **C1-FundingReq** business object.

For more information on how to setup the funding request process, see [Prerequisites](#) on page 1098.

Funding Request (Without Approval Workflow) Status Transition

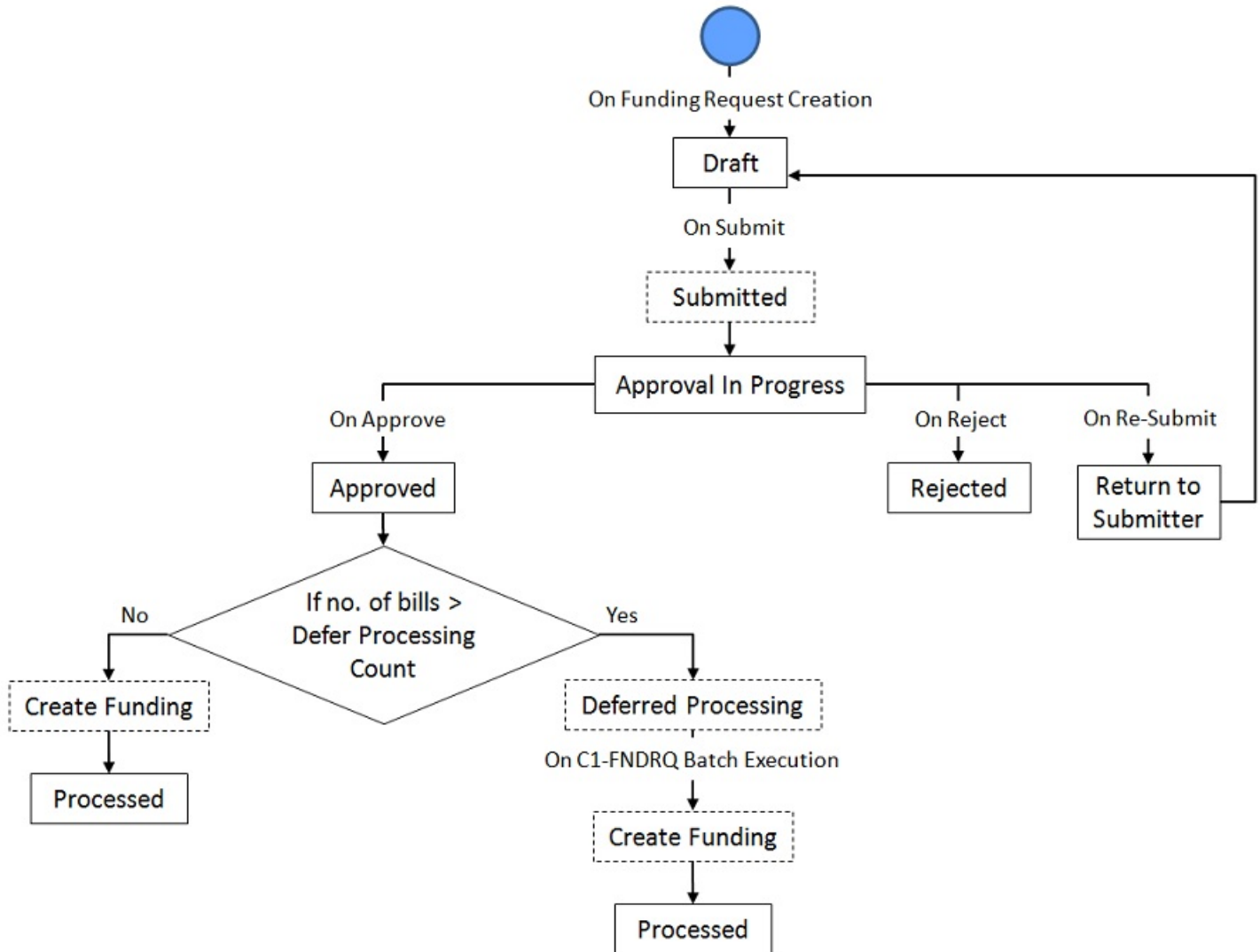
The following figure graphically indicates how a funding request moves from one status to another when approval workflow is off:



Note: If an error occurs in deferred processing the record is marked as error.

Funding Request (With Approval Workflow) Status Transition

The following figure graphically indicates how a funding request moves from one status to another when approval workflow is on:



Note: If an error occurs in deferred processing the record is marked as error.

Algorithms Used in C1-FundingReq

The following table lists the algorithms which are attached to the **C1-FundingReq** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-FUNDINFO	C1-FUNDINFO	<p>This algorithm generates the funding request information string which appears throughout the application. It concatenates the following fields:</p> <ul style="list-style-type: none"> Funding Request Type Description Funding Request Status Description Funding Request ID

The following table lists the algorithms which are used in the lifecycle of the **C1-FundingReq** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	-	-	-
Submitted	Enter	C1-FUNDSUBMT	C1-FUNDSUBMT	<p>This algorithm checks the following:</p> <ul style="list-style-type: none"> Whether the approval is required for the funding request. If the approval is required for a funding request, the status of the funding request is changed to Approval In Progress. However, if the approval is not required for a funding request, the status of the funding request is changed to Create Funding or Deferred Processing depending on the Defer Processing Count specified in the funding request type. The customer class of the account to which the selected bill belongs is enabled for defer auto pay and the bill status is Completed.
Approval In Progress	Enter	C1-FUNDAPP	C1-FUNDAPP	<p>This algorithm does the following:</p> <ul style="list-style-type: none"> Creates To Do for user having To Do Role for the To Do Type configured in the funding request type based on the approval profile hierarchy. To Do created for the user is based on the hierarchy threshold amount which the composite absolute amount for credit and debit bills. <p>Note: The absolute amount is the sum of all the funding amounts and the garnishment amounts of the all the bills in the funding request.</p> <ul style="list-style-type: none"> Adds a log entry for the To Do created.

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for primary key of the current business object, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Approved	Enter	C1-FUNDAPRVD	C1-FUNDAPRVD	<p>This algorithm is triggered when the approver clicks the Approve button. It checks whether the approval is required from users at the next level in the approval profile hierarchy. If the approval is required from the next level in the approval hierarchy, the status of the funding request is changed to Approval In Progress.</p> <p>If further approval is not required, the status of the funding request is changed to Create Funding or Deferred Processing depending on the Defer Processing Count specified in the funding request type.</p>
Rejected	-	-	-	-
Deferred Processing	Enter	F1-AT-RQJ	F1-AT-RQJ	This algorithm type transitions business object current state to the input Next Status or to the status related to the input Next Transition Condition. Only one of the soft parameters may be specified. If both soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.

Status	System Event	Algorithm	Algorithm Type	Description
Return to Submitter	Enter	C1-FNDRESUBM	C1-FNDRESUBM	This algorithm is triggered when the approver clicks the Re Submit button. A To Do is created and sent to the submitter. It transitions the status of the funding request from Approval In Progress to Draft . The submitter can make required changes to the request details and submit it again. The To Do Type and To Do Role for submitter is specified in funding request type.
Creating Funding	Enter	C1-FUNDVAL	C1-FUNDVAL	This algorithm validates the funding detail record(s). It validates the bill outstanding amount and the hold amount. If the validation fail, the record status are marked as Error and it processes next record.
Creating Funding	Enter	C1-FUNDAPAY	C1-FUNDAPAY	This algorithm does the following: <ul style="list-style-type: none"> • This algorithm creates auto pay staging records for the debit bills selected in the funding request. Only the funding request records in the Pending status are processed. • For each debit bill, this algorithm inserts a record into the CI_BILL_ACH table which is further processed by a series of auto pay batches to create automatic payments. The CI_BILL_ACH table contains the SEQ_NUM field for a bill which handles multiple auto payments for the funding amount. • On successful processing of a record, status of the funding request is updated to Processed. If the records are not populated in auto pay staging, these records are marked in Error in the C1_FUNDING_REQ_DTLS_EXCP table.

Status	System Event	Algorithm	Algorithm Type	Description
Creating Funding	Enter	C1-FUNDADJCR	C1-FUNDADJCR	<p>This algorithm does the following:</p> <ul style="list-style-type: none"> Creates A/P adjustments for the funding amount and non A/P adjustments for garnishment amount for credit bills selected in the funding request. Records in Pending status are processed. <p>If no payment is done for a bill, then new match event will be created for the bill which will be used for matching</p> <p>Note:</p> <p>Address required for the adjustment A/P is fetched from the main customer address.</p> <ul style="list-style-type: none"> The garnishment adjustment type is specified in the funding request type. The garnishment contract type is specified using the SPECIAL_ROLE_FLG lookup field. Contract ID of this contract type will be used for creating garnishment adjustments. The contract ID and the garnishment amount are available in the C1_FUNDING_REQ_GAR_SA table. Multiple contract ID can be mapped to a bill from the funding request. Adjustments will be created for the garnishment contracts configured for a bill. The status of the record in the funding request table is updated to Processed for each bill on successful processing of the record. In case adjustments are not created, the status of the record in the funding request table is updated to Error.

Status	System Event	Algorithm	Algorithm Type	Description
				<p>Soft Parameters to be specified:</p> <ul style="list-style-type: none"> • Adjustment Type: Adjustment type will be used while creating internal offset. • Match Type Entity Flag: Valid values for this parameter are BILL, BSEG and SA. For unpaid bills, new match events will be created based on the value specified for this parameter. Based on the flag defined, match events are created as follows: <ul style="list-style-type: none"> • If the match type flag is BILL, all the financial transactions on a bill have the same match event. • If the match type flag is BSEG, each adjustment on the bill will have a unique match event. • If the match type flag is SA, the adjustments belonging to the same contract within a bill will have the same match event. <p>Note: Above both parameters are mandatory.</p>
Processed	-	-	-	-

Prerequisites

To setup the funding request process, you need to do the following:

- Define the required funding adjustment types (for creating funding adjustments) where A/P request type is defined
- Define the required garnishment adjustment types (for creating garnishment adjustments) where A/P request type is not defined
- Define the required characteristic types where the characteristic entity is set to **Funding Request Type**
- Define the required characteristic types where the characteristic entity is set to **Funding Request**
- Define the required approval profiles with the credit hierarchy and **C1-FNDAP** and **C1-FNDSB** To Do types.
- Define rejected status reasons for the **C1-FundingReq** business object
- Assign the **C1-FNDAP** To Do type to a To Do role whose users must receive To Do generated while submitting a funding request for approval

- Set the **Autopay Creation Option** in the **Billing** tab of the **Installation Option** screen.
- Assign the **C1-FNDSB To Do** type to a To Do role whose users must receive To Do generated while resubmitting a funding request
- Define the required funding request types in the system

Funding Request Type

Oracle Revenue Management and Billing allows you to define a funding request type using which you can create a funding request. It is the funding request type which helps the system to determine:

- Whether the funding request must be approved before creating funding adjustments or auto pay processing in the system
- Default adjustment type using which funding adjustments and garnishment adjustments must be created.
- Approval profile using which funding request must be approved.




While defining a funding request type where approval workflow is required, you need to select the **Approval Required** check box. If the **Approval Required** check box is selected, the funding request (which is created using the funding request type) is sent for approval before creating the adjustments or auto pay processing. However, if the **Approval Required** check box is not selected, the funding adjustments are created immediately on submitting the funding request. The approval process is configured through the approval profile.


The **Funding Request Type** screen allows you to define, edit, delete, and copy a funding request type. This screen consists of the following zones:

- [Funding Request Type List](#) on page 1099
- [Funding Request Type](#) on page 1100

Funding Request Type List

The **Funding Request Type List** zone lists funding request types that are already defined in the system. It contains the following columns:

Column Name	Column Description
Funding Request Type	Displays the funding request type.
Description	Displays the description of the funding request type.
Edit	On clicking the Edit () icon, the Funding Request Type screen appears where you can edit the details of the funding request type.
Duplicate	On clicking the Duplicate () icon, the Funding Request Type screen appears where you can define a funding request type using an existing funding request type.
Delete	On clicking the Delete () icon, you can delete the funding request type. Note: You can delete a funding request type only when you have not created a funding request using the funding request type.

On clicking the **Broadcast** () icon corresponding to the funding request type, the **Funding Request Type** zone appears with the details of the respective funding request type.

Related Topics

For more information on...	See...
How to define a funding request type	Defining a Funding Request Type on page 1102
How to edit a funding request type	Editing a Funding Request Type on page 1106
How to copy a funding request type	Copying a Funding Request Type on page 1110
How to delete a funding request type	Deleting a Funding Request Type on page 1109
How to view the details of a funding request type	Viewing the Funding Request Type Details on page 1113

Funding Request Type

The **Funding Request Type** zone displays the details of the funding request type. This zone consists of the following sections:

- **Main** — This section provides basic information about the funding request type. It contains the following fields:

Field Name	Field Description
Funding Request Type	Displays the funding request type.
Description	Displays the description of the funding request type.
Funding Request Business Object	Indicates the business object that will be used to create the funding request. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Detailed Description	Displays additional information about the funding request type.
Status	Indicates the status of the funding request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive
Funding Amount Currency	Displays the currency of the funding amount.
Default Funding Adjustment Type	Indicates the adjustment type using which the funding adjustments must be created. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.
Default Garnishment Adjustment Type	Indicates the garnishment adjustment type using which the garnishment adjustments must be created. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.
Threshold Range Algorithm	Indicates the threshold range for a bill based on the payments done for the bill. Note: It has a link. On clicking the link, the Algorithm screen appears with the details of the respective algorithm.

Field Name	Field Description
Defer Processing Count	Displays the number of bills to determine if the funding request will be processed in deferred mode. Note: If the number of bills is less than the Defer Processing Count , the funding request will be processed in real time (i.e. immediately).
Approval Required	Indicates whether approval is required while creating the funding adjustments using the funding request type.
Approval Profile	Indicates the approval profile which must be used to define approval hierarchy for the funding request type. Note: This field appears only when the Approval Required check box is selected. It has a link. On clicking the link, the Approval Profile screen appears with the details of the respective approval profile.
Submitter To Do Type	Indicates the To Do type for the submitter when the funding request type is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected. It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do type.
Submitter To Do Role	Indicates the To Do role for the submitter when the funding request type is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected. It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do role.

- **Characteristics** — This section lists the characteristics defined for the funding request type. It contains the following columns:

Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.


- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the funding request type.
Delete	Used to delete the funding request type. Note: You can delete a funding request type only when you have not created a funding request using the funding request type.

Button Name	Button Description
Duplicate	Used to create a new funding request type using an existing funding request type.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	<p>Indicates the business object using which the funding request type is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application.</p> <p>Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.</p>

By default, the **Funding Request Type** zone does not appear in the **Funding Request Type** screen. It appears only when you click the **Broadcast**  icon corresponding to the funding request type in the **Funding Request Type List** zone.

Related Topics

For more information on...	See...
How to define a funding request type	Defining Characteristics for a Funding Request Type on page 1105
How to edit a funding request type	Editing a Funding Request Type on page 1106
How to copy a funding request type	Copying a Funding Request Type on page 1110
How to delete a funding request type	Deleting a Funding Request Type on page 1109
How to view the details of a funding request type	Viewing the Funding Request Type Details on page 1113

Defining a Funding Request Type

Prerequisites

To define a funding request type, you should have:

- Funding request business objects defined in the application
- Threshold range algorithm defined using **C1-FDRTR** algorithm type
- Approval profiles defined in the application
- **C1-FNDAP** To Do type for approver and **C1-FNDSB** To Do type for submitter defined in the application
- Funding adjustment type should be A/P and garnishment adjustment type should be non A/P defined in the application

Procedure

To define a funding request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Funding Request Type**.
A sub-menu appears.
3. Click the **Add** option from the **Funding Request Type** sub-menu.
The **Select Business Object** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Funding Request Type Business Object	Used to indicate the business object that you want to use to create the funding request type.	Yes

Tip: Alternatively, you can access the **Select Business Object** screen by clicking the **Add** button in the **Page Title** area of the **Funding Request Type** screen.

Note: The **Select Business Object** screen appears only when there are multiple funding request type business objects defined in the application. If there is only one funding request type business object defined in the application, the **Funding Request Type** screen appears.

4. Select the required funding request type business object from the respective field.
5. Click **OK**.

The **Funding Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the funding request type.
- **Characteristics** - Used to define characteristics for the funding request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Funding Request Type	Used to specify the funding request type.	Yes
Business Object	Indicates the funding request type business object used while defining the funding request type.	Not applicable
Description	Used to specify the description for the funding request type.	Yes
Funding Request Business Object	Used to indicate the business object that you want to use while creating the funding request.	Yes
Detailed Description	Used to specify additional information about the funding request type.	No
Status	Used to indicate the status of the funding request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive Note: You cannot change the status of a funding request type to Inactive if there are funding requests which are created using the funding request type and are currently in the Draft or Approval In Progress status.	Yes
Funding Amount Currency	Used to indicate the currency of the funding amount.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Default Funding Adjustment Type	<p>Used to indicate the adjustment type using which the funding adjustment must be created.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes
Default Garnishment Adjustment Type	<p>Used to indicate the garnishment adjustment type using which the garnishment adjustments must be created.</p> <p>Note: You can create garnishment adjustments only using those adjustment types where A/P request type is not defined.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes
Threshold Range Algorithm	<p>Used to attach an algorithm that calculates the threshold range for a bill based on the payments done for the bill.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No
Defer Processing Count	<p>Used to indicate the number of bills to determine if the funding request will be processed in deferred mode.</p> <p>Note: If the number of bills is less than the Defer Processing Count, the funding request will be processed in real time (i.e. immediately).</p> <p>Note: Defer processing count should be a numerical value without decimal points.</p>	No
Approval Required	<p>Used to indicate whether approval is required while creating the funding adjustments using the funding request type.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Approval Profile	Used to indicate the approval profile which must be used to define approval hierarchy for the funding request type. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Type	Used to indicate the To Do type for the submitter when the funding request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Role	Used to indicate the To Do role for the submitter when the funding request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

6. Enter the required details depending on whether you want to define funding request type.

Note: You can search for an adjustment type by clicking the **Search** (🔍) icon corresponding to the respective field.

7. Define characteristics for the funding request type, if required.
8. Click **Save**.

The funding request type is defined.

Related Topics

For more information on...	See...
Funding Request Type screen	Funding Request Type on page 1099
Funding Request Type List zone	Funding Request Type List on page 1099
How to define characteristics for a funding request type	Defining Characteristics for a Funding Request Type on page 1105

Defining Characteristics for a Funding Request Type

Prerequisites

To define characteristics for a funding request type, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Funding Request Type**)

Procedure

To define characteristics for a funding request type:

1. Ensure that the **Characteristics** section is expanded when you are defining, editing, or copying a funding request type.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Funding Request Type .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the funding request type.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the funding request type.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the funding request type, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the funding request type, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define a funding request type	Defining a Funding Request Type on page 1102
How to edit a funding request type	Editing a Funding Request Type on page 1106
How to copy a funding request type	Copying a Funding Request Type on page 1110

Editing a Funding Request Type

Prerequisites

To edit a funding request type, you should have:

- Funding request business objects defined in the application
- Approval profiles defined in the application
- Funding adjustment type should be A/P and garnishment adjustment type should be non A/P defined in the application

Procedure


To edit a funding request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Funding Request Type**.

A sub-menu appears.

- Click the **Search** option from the **Funding Request Type** sub-menu.


The **Funding Request Type** screen appears.

- In the **Funding Request Type List** zone, click the **Edit** () icon in the **Edit** column corresponding to the funding request type whose details you want to edit.

The **Funding Request Type** screen appears. It contains the following sections:

- Main** - Used to specify basic details about the funding request type.
- Characteristics** - Used to define characteristics for the funding request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Funding Request Type	Used to specify the funding request type.	Yes
Business Object	Indicates the funding request type business object used while defining the funding request type.	Not applicable
Description	Used to specify the description for the funding request type.	Yes
Funding Request Business Object	Used to indicate the business object that you want to use while creating the funding request.	Yes
Detailed Description	Used to specify additional information about the funding request type.	No
Status	Used to indicate the status of the funding request type. The valid values are: <ul style="list-style-type: none"> Active Inactive <p>Note: You cannot change the status of a funding request type to Inactive if there are funding requests which are created using the funding request type and are currently in the Draft or Approval In Progress status.</p>	Yes
Funding Amount Currency	Used to indicate the currency of the funding amount.	Yes
Default Funding Adjustment Type	Used to indicate the adjustment type using which the funding adjustment must be created. <p>Note:</p> <p>The Search () icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Default Garnishment Adjustment Type	<p>Used to indicate the garnishment adjustment type using which the garnishment adjustments must be created.</p> <p>Note: You can create garnishment adjustments only using those adjustment types where A/P request type is not defined.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes
Threshold Range Algorithm	<p>Used to attach an algorithm that calculates the threshold range for a bill based on the payments done for the bill.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	No
Defer Processing Count	<p>Used to indicate the number of bills to determine if the funding request will be processed in deferred mode.</p> <p>Note: If the number of bills is less than the Defer Processing Count, the funding request will be processed in real time (i.e. immediately).</p> <p>Note: Defer processing count should be a numerical value without decimal points.</p>	No
Approval Required	<p>Used to indicate whether approval is required while creating the funding adjustments using the funding request type.</p>	No
Approval Profile	<p>Used to indicate the approval profile which must be used to define approval hierarchy for the funding request type.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p>	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Field Name	Field Description	Mandatory (Yes or No)
Submitter To Do Type	Used to indicate the To Do type for the submitter when the funding request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Role	Used to indicate the To Do role for the submitter when the funding request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Tip: Alternatively, you can click the **Edit** button in the **Funding Request Type** zone to edit the details of the funding request type.

- Modify the details, if required.

Note: You can search for an adjustment type by clicking the **Search** (🔍) icon corresponding to the respective field.

- Define, edit, or remove characteristics from the funding request type, if required.
- Click **Save**.

The changes made to the funding request type are saved.

Related Topics

For more information on...	See...
Funding Request Type screen	Funding Request Type on page 1099
Funding Request Type List zone	Funding Request Type List on page 1099
Funding Request Type zone	Funding Request Type on page 1100
How to define characteristics for a funding request type	Defining Characteristics for a Funding Request Type on page 1105

Deleting a Funding Request Type

Procedure

To delete a funding request type:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **F** and then click **Funding Request Type**.
A sub-menu appears.
- Click the **Search** option from the **Funding Request Type** sub-menu.
The **Funding Request Type** screen appears.
- In the **Funding Request Type List** zone, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the funding request type that you want to delete.

A message appears confirming whether you want to delete the funding request type.

Note: You can delete a funding request type only when you have not defined a funding request using the funding request type.

Tip: Alternatively, you can click the **Delete** button in the **Funding Request Type** zone to delete the funding request type.

5. Click **OK**.

The funding request type is deleted.

Related Topics

For more information on...	See...
Funding Request Type screen	Funding Request Type on page 1099
Funding Request Type List zone	Funding Request Type List on page 1099
Funding Request Type zone	Funding Request Type on page 1100

Copying a Funding Request Type

Instead of creating a funding request type from scratch, you can create a new funding request type using an existing funding request type. This is possible through copying a funding request type. On copying a funding request type, the details including the characteristics are copied to the new funding request type. You can then edit the details, if required.

Prerequisites

To copy a funding request type, you should have:

- Funding request type (whose copy you want to create) defined in the application
- Funding request business objects defined in the application

Procedure

To copy a funding request type:

1. Click the **Admin** link in the **Application** toolbar.


A list appears.

2. From the **Admin** menu, select **F** and then click **Funding Request Type**.

A sub-menu appears.

3. Click the **Search** option from the **Funding Request Type** sub-menu.



The **Funding Request Type** screen appears.

4. In the **Funding Request Type List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the funding request type whose copy you want to create.

The **Funding Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the funding request type.
- **Characteristics** - Used to define characteristics for the funding request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Funding Request Type	Used to specify the funding request type.	Yes
Business Object	Indicates the funding request type business object used while defining the funding request type.	Not applicable
Description	Used to specify the description for the funding request type.	Yes
Funding Request Business Object	Used to indicate the business object that you want to use while creating the funding request.	Yes
Detailed Description	Used to specify additional information about the funding request type.	No
Status	Used to indicate the status of the funding request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive <p>Note: You cannot change the status of a funding request type to Inactive if there are funding requests which are created using the funding request type and are currently in the Draft or Approval In Progress status.</p>	Yes
Funding Amount Currency	Used to indicate the currency of the funding amount.	Yes
Default Funding Adjustment Type	Used to indicate the adjustment type using which the funding adjustment must be created. <p>Note:</p> <p>The Search () icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes
Default Garnishment Adjustment Type	Used to indicate the garnishment adjustment type using which the garnishment adjustments must be created. <p>Note: You can create garnishment adjustments only using those adjustment types where A/P request type is not defined.</p> <p>The Search () icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Threshold Range Algorithm	Used to attach an algorithm that calculates the threshold range for a bill based on the payments done for the bill. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No
Defer Processing Count	Used to indicate the number of bills to determine if the funding request will be processed in deferred mode. Note: If the number of bills is less than the Defer Processing Count , the funding request will be processed in real time (i.e. immediately). Note: Defer processing count should be a numerical value without decimal points.	No
Approval Required	Used to indicate whether approval is required while creating the funding adjustments using the funding request type.	No
Approval Profile	Used to indicate the approval profile which must be used to define approval hierarchy for the funding request type. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Type	Used to indicate the To Do type for the submitter when the funding request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Role	Used to indicate the To Do role for the submitter when the funding request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Tip: Alternatively, you can click the **Duplicate** button in the **Funding Request Type** zone to create a copy of the funding request type.

5. Enter the required details.

Note: You can search for an adjustment type by clicking the **Search** (🔍) icon corresponding to the respective field.

6. Define, edit, or remove characteristics from the funding request type, if required.
7. Click **Save**.

The new funding request type is defined.

Related Topics

For more information on...	See...
Funding Request Type screen	Funding Request Type on page 1099
Funding Request Type List zone	Funding Request Type List on page 1099
Funding Request Type zone	Funding Request Type on page 1100
How to define characteristics for a funding request type	Defining Characteristics for a Funding Request Type on page 1105

Viewing the Funding Request Type Details

Procedure

To view the details of a funding request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Funding Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Funding Request Type** sub-menu.
The **Funding Request Type** screen appears.
4. In the **Funding Request Type List** zone, click the **Broadcast** (📡) icon corresponding to the funding request type whose details you want to view.
The **Funding Request Type** zone appears.
5. View the details of the funding request type in the **Funding Request Type** zone.

Related Topics

For more information on...	See...
Funding Request Type screen	Funding Request Type on page 1099
Funding Request Type List zone	Funding Request Type List on page 1099
Funding Request Type zone	Funding Request Type on page 1100

Funding Request

The **Funding Request** screen allows you to search for a funding request using various search criteria. It also allows you to create a funding requests. Through this screen, you can navigate to the following screens:

- [Funding Request](#) on page 1117

This screen consists of the following zones:

- [Search Funding Request](#) on page 1114

Search Funding Request

The **Search Funding Request** zone allows you to search for funding requests using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a funding request using request details or bill details. The valid values are: <ul style="list-style-type: none"> • Request Details • Bill Details Note: By default, the Request Details option is selected.	Yes
Created From	Used to search funding requests which are created from a particular date onwards. Note: This field appears only when you select the Request Details option from the Search By list.	No
To	Used to search funding requests which are created till a particular date. Note: This field appears only when you select the Request Details option from the Search By list.	No
Status	Used to search funding requests with a particular status. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Deferred Processing • Draft • Processed • Rejected Note: This field appears only when you select the Request Details option from the Search By list.	No
User ID	Used to search funding requests which are created by a particular user. Note: This field appears only when you select the Request Details option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Funding Request Type	Used to search funding requests which are created using a particular funding request type. Note: This field appears only when you select the Request Details option from the Search By list.	No
Funding Request ID	Used to search a particular funding request. Note: This field appears only when you select the Request Details option from the Search By list.	No
Bill ID	Used to search funding requests to which a particular bill is added. Note: This field appears only when you select the Bill Details option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Bill Search window appears.	No
Alternate Bill ID	Used to search a particular funding request using the alternate bill ID. Note: This field appears only when you select the Bill Details option from the Search By list.	
Bill Date From	Used to search funding requests to which bills are added that were created from a particular date onwards. Note: This field appears only when you select the Bill Details option from the Search By list.	No
To	Used to search funding requests to which bills are added that were created till a particular date. Note: This field appears only when you select the Bill Details option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a funding request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Create Date/Time	Displays the date and time when the funding request is created.
Funding Request Information	Displays information about the funding request. Note: It has a link. On clicking the link, the Funding Request screen appears.
Status	Indicates the status of the funding request.
Total Debit Amount	Displays the total debit amount of the all the bills added in the funding request.
Total Credit Amount	Displays the total credit amount of the all the bills added in the funding request.

Column Name	Column Description
Created By	Indicates the user who has created the funding request.
Creation Mode	Displays the mode of funding request creation. The valid values are: <ul style="list-style-type: none"> • Automatic • Manual

Related Topics

For more information on...	See...
How to search for a funding request	Searching for a Funding Request on page 1116
How to view the details of a funding request	Viewing the Funding Request Details on page 1117
How to create a funding request	Creating a Funding Request on page 1124

Searching for a Funding Request

Prerequisites

To search for a funding request, you should have:

- Funding request types defined in the application

Procedure

To search for a funding request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Funding Request**.
A sub-menu appears.
3. Click the **Search** option from the **Funding Request** sub-menu.
The **Funding Request** screen appears.
4. Enter the search criteria in the **Search Funding Request** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of funding requests that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Funding Request screen	Funding Request on page 1113
Search Funding Request zone	Search Funding Request on page 1114

Viewing the Funding Request Details

Procedure

To view the details of funding request:

1. Search for the funding request in the **Funding Request** screen.
2. In the **Search Results** section, click the link in the **Funding Request Information** column corresponding to the funding request whose details you want to view.

The **Funding Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the funding request. It contains the following zones:
 - **Funding Request** – Displays the details of the funding request.
 - **Selected Bills** – Lists the bills of the funding request to be submitted for autopay or refund.
 - **Search Bill** – Used to search bills with debit or credit bill line items that you want to be added for autopay or refund. The bills in the search results added to the funding request can be viewed in the **Selected Bills** zone.
 - **Log** – Lists the complete trail of actions performed on the funding request.
3. View the details of the funding request in the **Funding Request** zone.
 4. View the entities (such as credit or debit bills) which must be submitted for autopay or creating adjustments in the **Selected Bills** zone.

Related Topics

For more information on...	See...
Funding Request screen	Funding Request on page 1113
Funding Request zone	Funding Request on page 1118
Selected Bills zone	Selected Bills on page 1120
Search Bill zone	Search Bill on page 1120
How to search for funding request	Searching for a Funding Request on page 1116

Funding Request

Once you create a funding request, the **Funding Request** screen allows you to:

- Edit the details of a funding request
- Delete a funding request
- View the details of a funding request
- Submit a funding request for approval
- Approve or reject a funding request
- Resubmit a funding request for approval
- View the log of a funding request
- Add a log entry for a funding request

This screen consists of the following tabs:

- **Main** – This tab contains the following three zones:
 - **Funding Request** – Displays the details of the funding request.
 - **Selected Bills** – Lists the selected bills added to the funding request.
 - **Search Bill** – Searches bills using search criteria.
- **Log** – This tab lists the complete trail of actions performed on the funding request.

Funding Request — Main

The **Main** tab on the **Funding Request** contains the following zones:

[Funding Request](#) on page 1118

[Selected Bills](#) on page 1120

[Search Bill](#) on page 1120

Funding Request

The **Funding Request** zone displays the details of the funding request. This zone contains the following sections:

- **Main** — This section provides basic information about the funding request. It contains the following fields:

Field Name	Field Description
Funding Request Information	Displays information about the funding request.
Funding Request Type	Indicates the funding request type using which the funding request is created. Note: It has a link. On clicking the link, the Funding Request Type screen appears where you can view the details of the funding request type.
Status	Indicates the status of the funding request. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Deferred Processing • Draft • Processed • Rejected
Funding Adjustment Type	Indicates the adjustment type using which the funding request type was created..
Garnishment Adjustment Type	Indicates the default garnishment adjustment type.

- **Statistics** — This section provides detailed statistics of the funding request. It contains the following fields:

Field Name	Field Description
Total Records	Displays the total number of bills in the funding request.
Total Records Processed	Displays the total number of bills processed in the funding request.
Total Records Cancelled	Displays the total number of bills cancelled in the funding request.
Total Records In Error	Displays the total number of bills that are in error status in the funding request.
Total Payment Events Created	Displays the total number of payment events created against the bills in the funding request.

Field Name	Field Description
Total Adjustments Created	Displays the total number of adjustments created against the bills in the funding request.
Total Credit Amount	Displays total of all the credit bills in the funding request in the currency configured in the funding request type.
Total Debit Amount	Displays total of all the debit bills in the funding request in the currency configured in the funding request type.

- **Characteristics** — Lists the characteristics defined for the funding request. It contains the following fields:

Field Name	Field Description
Effective Date	Indicates the date from when the characteristic is effective for the funding request.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the funding request. Note: The Edit button appears only when the funding request is in the Draft status.
Delete	Used to delete the funding request. Note: The Delete button appears only when the funding request is in the Draft status.
Submit	Used to submit the funding request for approval. Note: The Submit button appears only when the funding request is in the Draft status.
Re Submit	Used to re-submit the funding request. Note: The Re Submit button appears only when the funding request is in the Submit or Approval In Progress status.
Approve	Used to approve the funding request. Note: The Approve button appears only when funding request is in the Approval In Progress status.
Reject	Used to reject the funding request. Note: The Reject button appears only when the funding request is in the Approval In Progress status.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the funding request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Status Date/Time	Displays the date and time when the funding request status is updated
Create Date/Time	Displays the date and time when the funding request is created.

Selected Bills

The **Selected Bills** zone lists the debit and credit bill(s) that you have added to the funding request. This zone contains the following columns:

Column Name	Column Description
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Outstanding Amount	Displays the outstanding amount of the bill.
Hold Amount	Displays the bill amount that has been put on hold.
Garnishment Amount	Displays the garnishment amount for credit bills from the funding request.
Funding Amount	Displays the funding amount that you want to be processed for autopay. Note: By default, the amount which is eligible for funding appears in this field. You can edit the amount, if required. However, you cannot specify the amount greater than the eligible amount.
Threshold Range	Displays the average payment amount. Note: The average payment amount is calculated by the parameters set in the C1-FDRTTR algorithm.
Record Status	Displays the status of the bill.
Garnishment	Displays the details of all the garnishment contracts by clicking the View (🔍) icon for the respective bill. All garnishment contracts created against the all the accounts of the person to which the bill belongs are displayed. Note: This column appears only for credit bills when the funding request is in the Processed and Approval In Progress status.
Bill ID	Displays the bill ID.

Search Bill

The **Search Bill** zone allows you to search for a bill applicable for funding. This zone contains the following fields:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a funding request using person, account, or bill details. The valid values are: <ul style="list-style-type: none"> • Person Details • Account Details • Bill Details Note: By default, the Bill Details option is selected.	No
Bill ID	Used to search for a particular bill. Note: This field appears only when you select the Bill Details option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Bill Search window appears.	No
Account ID	Used to search for bills which belong to a particular account. Note: This field appears only when you select the Account Details option from the Search By list.	No
Person ID	Used to search for bills which belong to a particular person. Note: This field appears only when you select the Person Details option from the Search By list.	No
Alternate Bill ID	Used to search a particular bill using the alternate bill ID. Note: This field appears only when you select the Bill Details option from the Search By list.	No
Bill Balance	Used to indicate category for bill balance. The valid values are: <ul style="list-style-type: none"> • Credit • Debit Note: This field appears only when you select the Person Details option from the Search By list.	No
Bill Date From	Used to search bills applicable for the funding request which are created from a particular date onwards. Note: By default, the current date appears in this field.	No
To	Used to search bills applicable for the funding request which are created till a particular date. Note: By default, the current date appears in this field.	No

Note: You must specify at least one search criterion while searching for a funding request. All fields are mandatory when you select the **Person Details** or **Account Details** option from the **Search By** list.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill Information	Display additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Due Date	Displays the due date of the bill.
Outstanding Amount	Displays the total outstanding amount of the bill.
Hold Amount	Displays the amount from the bill that has been put on hold.
Funding Amount	Displays the funding amount of the bill.
Person Name	Displays the name of the person to whom the bill belongs. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Bill ID	Displays the bill ID.
Defer Auto Pay	Displays whether defer auto pay option is configured for the customer class of the account to which the bill belongs. The valid values are: <ul style="list-style-type: none"> • N • Y

Related Topics

For more information on...	See...
How to add a credit/debit bill to a funding request	Adding a Credit or Debit Bill to the Funding Request on page 1126

Funding Request — Log

The **Log** tab on the **Funding Request** contains the following zones:

[Funding Request Log](#) on page 1122

Funding Request Log

The **Funding Request Log** zone on the **Funding Request** screen lists the complete trail of actions performed on the funding request. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the funding request.
Details	Displays the details about the action performed on the funding request.
User	Indicates the user who has performed the action on the funding request.
Log Type	Indicates the type of log.

Column Name	Column Description
Related Object	Indicates the object or entity which is generated when the action is performed on the funding request.
Status Reason	Indicates the reason why the funding request was rejected or returned to submitter.

Note: You can manually add a log entry for the funding request by clicking the **Add Log Entry** link in the upper right corner of the **Funding Request Log** zone.

Related Topics

For more information on...	See...
How to view the log of a funding request	Viewing the Log of a Funding Request on page 1134

Edit Garnishment Details

The **Edit Garnishment Details** screen allows you to edit the garnishment details of the garnishment contract created against the bill. This screen contains the following columns:

Column Name	Column Description
Garnishment Contract	Used to specify the garnishment contract for the bill.
Garnishment Amount	Used to specify the garnishment amount for the corresponding garnishment contract.

Note: The **Edit Garnishment Details** appears only when the funding request to which the bill belongs is in the **Draft** status.

Funding Payment Details

The **Funding Payment Details** zone displays the details of the payment events created for debit bills by autopay processing. This zone contains the following fields:

Field Name	Field Description
Payment Event Information	Displays additional information about the payment event. Note: It has a link. On clicking the link, the Payment Event screen appears where you can view the details of the respective payment event.
Payment Amount	Displays the payment amount of the bill.

Note: This zone appears only for when the funding request is in **Processed** status.

Funding Adjustments

The **Funding Adjustments** zone displays the details of the funding adjustments for the funding request. This zone contains the following fields:

Field Name	Field Description
Adjustment Information	Displays additional information about the adjustment. Note: It has a link. On clicking the link, the Adjustment screen appears where you can view the details of the respective adjustment.
Adjustment Amount	Displays the adjustment amount of the bill.

Note: This zone appears only for when the funding request is in **Processed** status.

View Garnishment Details

The **View Garnishment Details** screen displays details of the garnishment contract against the credit bill from a funding request which is in **Processed** status. This screen contains the following columns:

Column Name	Column Description
Garnishment Contract	Displays information about the garnishment contract created against the selected bill.
Garnishment Amount	Displays the garnishment amount of the corresponding garnishment contract..

Note: The **View Garnishment Details** appears only when the funding request is in the **Processed** status.

Edit Funding Request Details

The **Edit Funding Request Details** screen allows you to edit the funding request details. This screen contains the following columns:

Field Name	Field Description	Mandatory (Yes or No)
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.	Not applicable
Garnishment Amount	Displays the garnishment amount for respective bill.	Not applicable
Funding Amount	Displays the funding amount for respective bill.	Not applicable
Status	Used to specify status of the funding request. The valid values <ul style="list-style-type: none"> Cancelled Pending 	No
Cancel Reason	Used to specify reason for cancelling the funding request.	Yes (Conditional) Note: This field is required when the Status of the funding request is Cancelled .

Note: The **Edit Funding Request Details** appears only when the funding request is created in **Automatic** mode.

Creating a Funding Request

Prerequisites

To create a funding request, you should have:

- Funding request types defined in the application
- Adjustment types with and without A/P request type defined in the application.

Procedure

To create a funding request:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

- From the **Main** menu, select **Financial** and then click **Funding Request**.

A sub-menu appears.

- Click the **Add** option from the **Funding Request** sub-menu.

The **Select Request Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Funding Request Type	Used to indicate the request type using which you want to create the funding request.	Yes

Tip: Alternatively, you can access the **Select Request Type** screen by clicking the **Add** button in the **Page Title** area of the **Funding Request** screen.

- Select the required funding request type.
- Click **Save**.

The funding request is defined and the status of the funding request is set to **Draft**. The **Funding Request** screen appears with the details of the funding request. It contains the following tabs:

- **Main** – Displays information about the funding request. It contains the following zones:
 - **Funding Request** – Displays the details of the funding request.
 - **Selected Bills** – Lists the selected bills added to the funding request.
 - **Search Bills** – Searches bills using search criteria.
- **Log** – Lists the complete trail of actions performed on the funding request.

- Add credit or debit bills that you want to add to the funding request.
- Define characteristics for the funding request, if required.

Related Topics

For more information on...	See...
Funding Request screen	Funding Request on page 1113
How to add a credit or debit bill to the funding request	Adding a Credit or Debit Bill to the Funding Request on page 1126
How to edit a funding request	Editing a Funding Request on page 1127
How to define characteristics for a funding request	Defining Characteristics for a Funding Request on page 1125

Defining Characteristics for a Funding Request

Prerequisites

To define characteristics for a funding request, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Funding Request**)

Procedure

To define characteristics for a funding request:

1. Search for the funding request in the **Funding Request** screen.
2. In the **Search Results** section, click the link in the **Funding Request Information** column corresponding to the funding request whose details you want to edit.
The **Funding Request** screen appears.
3. Click the **Edit** button in the **Funding Request** zone.
The **Funding Request** screen appears.
Note: The **Edit** button appears only when the funding request is in the **Draft** status.
4. Ensure that the **Characteristics** section is expanded when you are editing the funding request.
The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the funding request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the funding request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Funding Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the funding request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the funding request.

5. Enter the required details in the **Characteristics** section.
Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.
6. If you want to define more than one characteristic for the funding request, click the **Add** (+) icon and then repeat step 5.
Note: However, if you want to remove a characteristic from the funding request, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to search for a funding request	Searching for a Funding Request on page 1116
How to create a funding request	Creating a Funding Request on page 1124

Adding a Credit or Debit Bill to the Funding Request

You can add the credit/debit bills to a funding request from the **Funding Request** screen.

Prerequisites

To add credit/debit bill(s) to the funding request, you should have:

- Completed bills for the account/person.

Procedure

To add credit/debit bill(s) to the funding request:

1. Search for the bill in the **Search Bill** zone on the **Funding Request** screen.
2. In the **Search Results** section, select the bill(s) and click the **Add** button corresponding to the bill which you want to add to the funding request.

The bill(s) added to the funding request can be viewed in the **Selected Bills** zone.

You can delete the bill added in the **Selected Bills** zone by selecting the respective bill and click the **Delete** button in the **Selected Bills** zone.

You can edit the bill added in the **Selected Bills** zone by selecting the respective bill and click the **Edit** button in the **Selected Bills** zone.

Note: The **Edit** button appears only the funding request is created in **Automatic** mode.

Related Topics

For more information on...	See...
How to create a funding request	Creating a Funding Request on page 1124

Editing a Funding Request**Prerequisites**

To edit a funding request, you should have:

- Adjustment types with A/P request type is defined in the application.

Procedure

To edit a funding request:

1. Search for the funding request in the **Funding Request** screen.
2. In the **Search Results** section, click the link in the **Funding Request Information** column corresponding to the funding request whose details you want to edit.

The **Funding Request** screen appears.

3. Click the **Edit** button in the **Funding Request** zone.

The **Edit Funding Request** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Funding Request Information	Displays information about the funding request.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Funding Adjustment Type	Used to indicate the adjustment type using which the funding adjustments must be created. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Not applicable
Garnishment Adjustment Type	Used to indicate the adjustment type using which the garnishment adjustments must be created. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	No
Comments	Used to specify additional information about the funding request.	No

In addition, this screen contains the following section:

- **Characteristics** — Used to define characteristics for the funding request. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the funding request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the funding request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Funding Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the funding request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the funding request.

You can also edit the funding request details on the **Edit Funding Request Details** screen by clicking the **Edit** button in the **Selected Bills** zone.

Note: The **Edit** button appears in the **Selected Bills** zone only when the **Creation Mode** for the funding request is **Automatic**.

4. Modify the details of the funding request, if required.
5. Define, edit, or remove characteristics of the funding request, if required.
6. Click **Save**.

The changes made to the funding request are saved.

Related Topics

For more information on...	See...
Funding Request screen	Funding Request on page 1117
Funding Request zone	Funding Request on page 1118
Edit Funding Request screen	Edit Funding Request Details on page 1124
How to search for a funding request	Searching for a Funding Request on page 1116
How to define characteristics for a funding request	Defining Characteristics for a Funding Request on page 1125

Deleting a Funding Request

Procedure

To delete a funding request:

1. Search for the funding request in the **Funding Request** screen.
2. In the **Search Results** section, click the link in the **Funding Request Information** column corresponding to the funding request that you want to delete.

The **Funding Request** screen appears.

3. Click the **Delete** button in the **Funding Request** zone.

A message appears confirming whether you want to delete the funding request.

Note: The **Delete** button in the **Funding Request** zone appears only when the funding request is in the **Draft** status.

Note: The **Edit** button appears in the **Selected Bills** zone only when the **Creation Mode** for funding request is **Manual**.

4. Click **OK**.

The funding request is deleted.

Related Topics

For more information on...	See...
Funding Request screen	Funding Request on page 1117
Funding Request zone	Funding Request on page 1118
How to search for a funding request	Searching for a Funding Request on page 1116

Submitting a Funding Request

Prerequisites

To submit a funding request, you should have:

- Debit and credit bill(s) added in the funding request.
- Adjustment types with and without A/P request type defined in the application

Procedure

To submit a funding request:

1. Search for the funding request in the **Funding Request** screen.
2. In the **Search Results** section, click the link in the **Funding Request Information** column corresponding to the funding request that you want to submit.

The **Funding Request** screen appears.

3. Click the **Submit** button in the **Funding Request** zone.

The system behaves in the following manner:

If...	Then...
The Approval Required check box is selected in the funding request type using which the funding request is created.	A To Do of the C1-FNDAP To Do type is created and sent to the approver and the status of the funding request is changed to Approval In Progress .
The Approval Required check box is not selected in the funding request type using which the funding request is created.	<p>The funding adjustments are created using the specified adjustment types and the status of the funding request is changed to Processed or Deferred Processing specified in the funding request type.</p> <p>Note: The funding adjustments are created in the Frozen status. If a match event is present for the credit bill line items, the existing match event is stamped on the funding adjustments, garnishment adjustments and on the corresponding financial transactions. However, if the match events does not exist, a new match event is created and stamped on the funding adjustments, garnishment adjustments and on the corresponding financial transactions. When the adjustment amount and bill amount are different. the corresponding match event status is set to Open. However, if you are processing the entire eligible funding amount for creating adjustment or Auto pay, the corresponding match event status is set to Balanced.</p>

Note: The **Funding Amount** should be less than or equal to current **Outstanding Amount** of the bill. The sum of credit bill amounts and debit bill amounts is calculated.

Note: The **Submit** button appears only when the funding request is in the **Draft** status.

Related Topics

For more information on...	See...
Funding Request screen	Funding Request on page 1117
Funding Request zone	Funding Request on page 1118

For more information on...	See...
How to search for a funding request	Searching for a Funding Request on page 1116

Approving a Funding Request

You can view the number of funding requests which are pending for approval in the **Funding Request** screen. The approver can review, and accordingly approve, reject or resubmit the funding request based on the observations.

Note: The system will not allow you to approve, reject or resubmit a funding request submitted by you.

Procedure

To approve a funding request:

1. Do either of the following:

If you want to...	Then...
Approve a funding request through the Funding Request screen	<ol style="list-style-type: none"> 1. Search for the funding request in the Funding Request screen. 2. In the Search Results section, click the link in the Funding Request Information column corresponding to the funding request which you want to review.
Approve a funding request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-FNDAP in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the funding request that you want to review.

The **Funding Request** screen appears.

2. Review the funding request details.
3. Click the **Approve** button in the **Funding Request** zone.

The system behaves in the following manner:

If you are...	Then...
Approving a funding request	<p>The funding adjustments and garnishment adjustments are created using the specified respective adjustment types and the status of the funding request is changed to Create Funding or Deferred Processing specified in the funding request type.</p> <p>Note: The funding adjustments are created in the Frozen status. If a match event is present for the credit bill line items, the existing match event is stamped on the funding adjustments, garnishment adjustments and on the corresponding financial transactions. However, if the match events does not exist, a new match event is created and stamped on the funding adjustments, garnishment adjustments and on the corresponding financial transactions. When the adjustment amount and bill amount are different. the corresponding match event status is set to Open. However, if you are funding the entire eligible amount, the corresponding match event status is set to Balanced.</p>

Note: The **Approve** button appears only when the funding request is in the **Approval In Progress** status.

Note: You can also resubmit the funding request if any changes are required in the funding request. Upon clicking the **Re Submit** button, provide the comments to make the required changes for the funding request.

Related Topics

For more information on...	See...
Funding Request screen	Funding Request on page 1113
Funding Request zone	Funding Request on page 1118
How to search for a funding request	Searching for a Funding Request on page 1116

Rejecting a Funding Request

Prerequisites

To reject a funding request, you should have:

- Rejection reasons defined in the application

Note:

While rejecting a funding request, you need to specify the reason why you want to reject the funding request. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-FundingRequest** business object in the **Status Reason** screen.

The system will not allow you to approve, reject or resubmit a funding request submitted by you.

Procedure

To reject a funding request:

1. Do either of the following:

If you want to...	Then...
Reject a funding request through the Funding Request screen	<ol style="list-style-type: none"> 1. Search for the funding request in the Funding Request screen. 2. In the Search Results section, click the link in the Funding Request Information column corresponding to the funding request which you want to review.
Reject a funding request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-FNDAP in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the funding request that you want to review.

The **Funding Request** screen appears.

2. Review the funding request details.
3. Click the **Reject** button in the **Funding Request** zone.

The **Reject Funding Request** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the funding request.	Yes
Comments	Used to specify additional information while rejecting the funding request.	No

Note: The **Reject** button appears only when:

- The funding request is in the **Approval In Progress** status.
 - A user with the approval To Do role is reviewing the funding request.
4. Select the rejection reason from the **Status Reason** list.
 5. Click **Save**.

The status of the funding request is changed to **Rejected**.

Related Topics

For more information on...	See...
Funding Request screen	Funding Request on page 1113
Funding Request zone	Funding Request on page 1118
How to search for a funding request	Searching for a Funding Request on page 1116

Resubmitting a Funding Request**Prerequisites**

To resubmit a funding request, you should have:

- Debit and credit bill(s) added in the funding request which is submitted for approval.

Procedure

To resubmit a funding request:

1. Search for the funding request in the **Funding Request** screen.
2. In the **Search Results** section, click the link in the **Funding Request Information** column corresponding to the funding request that you want to resubmit.

The **Funding Request** screen appears.

3. Click the **Re Submit** button in the **Funding Request** zone.

The **Resubmit Funding Request** screen appears.

Note: The **Re Submit** button appears only when the funding request is in the **Approval In Progress** status.

A To Do of the **C1-FNDSB** To Do type is created and sent to the request submitter using the submitter TO DO Role and the status of the funding request is changed to **Draft**.

4. Enter the comments in the respective field and click **OK**.

Related Topics

For more information on...	See...
Funding Request screen	Funding Request on page 1117
Funding Request zone	Funding Request on page 1118
How to search for a funding request	Searching for a Funding Request on page 1116
How to submit a funding request	Submitting a Funding Request on page 1130

Viewing the Log of a Funding Request**Procedure**

To view the log of a funding request:

1. Search for the funding request in the **Funding Request** screen.
2. In the **Search Results** section, click the link in the **Funding Request Information** column corresponding to the funding request whose log you want to view.

The **Funding Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the funding request. It contains the following zones:
 - **Funding Request** – Displays the details of the funding request.
 - **Selected Bills** – Lists the selected bills added to the funding request.
 - **Search Bill** – Searches bills using search criteria.
- **Log** – Lists the complete trail of actions performed on the funding request.

3. Click the **Log** tab.

The **Funding Request Log** zone in the **Log** tab contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the funding request.
Details	Displays the details about the action performed on the funding request.
User	Indicates the user who has performed the action on the funding request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the funding request.
Status Reason	Indicates the reason why the funding request was rejected or cancelled.

Note: You can manually add a log entry for the funding request by clicking the **Add Log Entry** link in the upper right corner of the **Funding Request Log** zone.

Related Topics

For more information on...	See...
How to search for a funding request	Searching for a Funding Request on page 1116
How to add a log entry for a funding request	Adding a Log Entry for a Funding Request on page 1135

Adding a Log Entry for a Funding Request

Procedure

To add a log entry for a funding request:

1. Search for the funding request in the **Funding Request** screen.
2. In the **Search Results** section, click the link in the **Funding Request Information** column corresponding to the funding request whose log you want to edit.

The **Funding Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the funding request. It contains the following zones:
 - **Funding Request** – Displays the details of the funding request.
 - **Selected Bills** – Lists the selected bills added to the funding request.
 - **Search Bill** – Searches bills using search criteria.
- **Log** – Lists the complete trail of actions performed on the funding request.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Funding Request Log** zone.

The **Add Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Request Information	Displays information about the funding request.	Not applicable
Log Details	Used to specify additional comments on the funding request.	Yes

5. Enter the comments in the **Log Details** field.

6. Click **Save**.

The log entry is added in the **Funding Request Log** zone.

Related Topics

For more information on...	See...
How to search for a funding request	Searching for a Funding Request on page 1116

Chapter

24

Refund/Write Off Request

Topics:

- [Refund Request \(Without Approval Workflow\) Status Transition](#)
- [Refund Request \(With Approval Workflow\) Status Transition](#)
- [Write Off Request \(Without Approval Workflow\) Status Transition](#)
- [Write Off Request \(With Approval Workflow\) Status Transition](#)
- [Algorithms Used in C1-RefundReq](#)
- [Algorithms Used in C1-WORequest](#)
- [Prerequisites](#)
- [Refund/Write Off Request Type](#)
- [Refund/Write Off Request](#)
- [Refund Request](#)
- [Write Off Request](#)

Oracle Revenue Management and Billing allows you to refund and write off amount to the account. If the amount received from the payor account is matched against the suspense or excess credit contract, the system facilitates you to refund the amount to the payor. In addition, you can refund the amount of a credit bill line item, such as credit bill segment or adjustment, if required. To refund the amount to the account holder, you need to create refund adjustments through a refund request. While creating a refund request, you need to specify the refund request type using which you want to create the refund request. It is the refund request type which helps the system to determine:

- Whether the refund request must be approved before creating refund adjustments in the system
- Approval profile using which the refund request must be approved
- Whether multi-level or single-level approval is required while creating refund adjustments in the system
- Tolerance limit for refund (i.e. minimum refund amount)
- Adjustment type using which the write up adjustment must be created when the total refund amount is less than the minimum refund amount
- Default adjustment type using which refund adjustments must be created

The system allows you to create refund adjustments only using those adjustment types where A/P request type is defined. Once the refund adjustments are created, the A/P Extract process will extract the information and accordingly refund the amount to the payor. During the refund request process, a refund request goes through various statuses in its lifecycle. For more information about the refund request statuses, see [Refund Request \(Without Approval Workflow\) Status Transition](#) on page 1139 and [Refund Request \(With Approval Workflow\) Status Transition](#) on page 1139.

Note that the lifecycle of a refund request is driven by the business object using which the refund request is created. A refund request business object named **C1-RefundReq** is shipped with the product. The refund request feature explained in this document is articulated based on the lifecycle and logic defined in the **C1-RefundReq** business object.

Similarly, the system facilitates you to write off the amount to the account through a write off request. While creating a write off request, you need to specify the write off request type using which you want to create the write off request. It is the write off request type which helps the system to determine:

- Whether the write off request must be approved before creating write off adjustments in the system
- Approval profile using which the write off request must be approved

- Whether multi-level or single-level approval is required while creating write off adjustments in the system
- Default adjustment type using which write off adjustments must be created

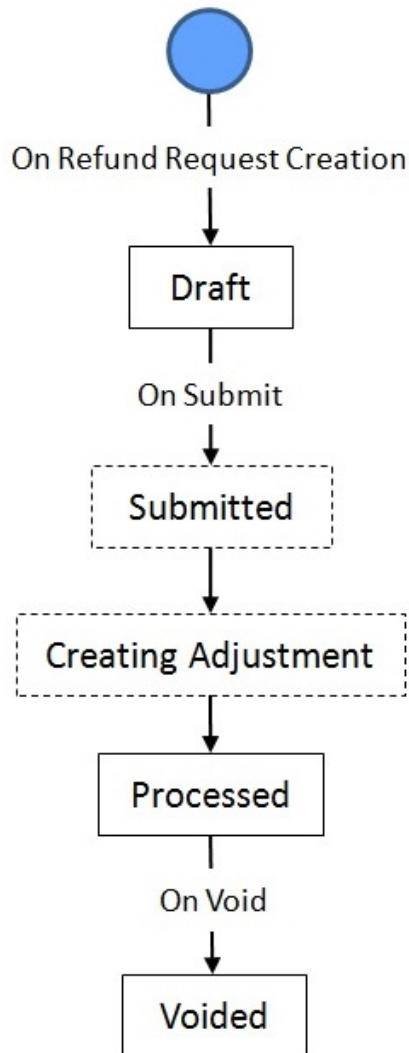
The system allows you to create write off adjustments only using those adjustment types where A/P request type is not defined. During the write off request process, a write off request goes through various statuses in its lifecycle. For more information about the write off request statuses, see [Write Off Request \(Without Approval Workflow\) Status Transition](#) on page 1140 and [Write Off Request \(With Approval Workflow\) Status Transition](#) on page 1141.

Note that the lifecycle of a write off request is driven by the business object using which the write off request is created. A write off request business object named **C1-WORequest** is shipped with the product. The write off request feature explained in this document is articulated based on the lifecycle and logic defined in the **C1-WORequest** business object.

For more information on how to setup the refund and write off request processes, see [Prerequisites](#) on page 1150.

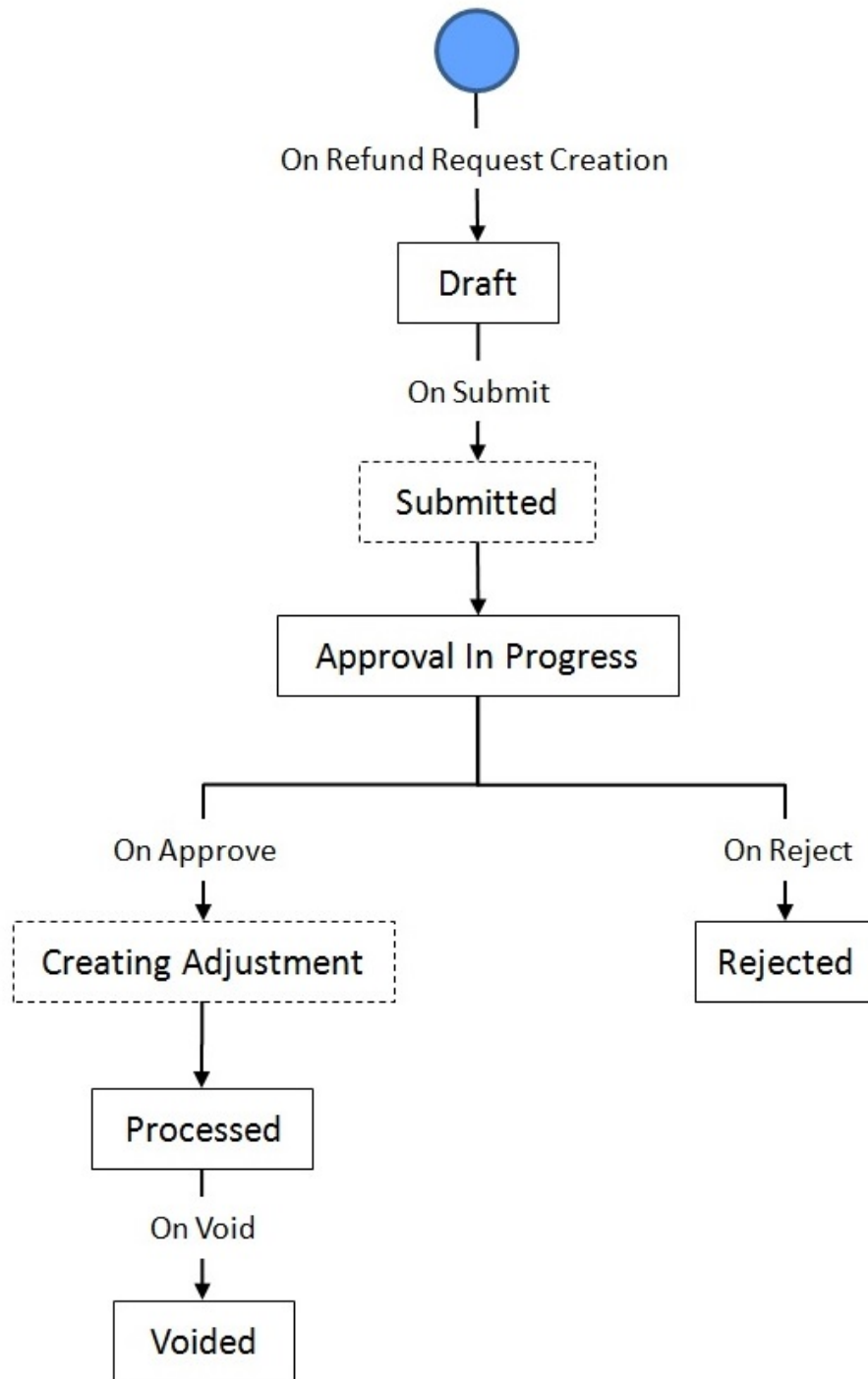
Refund Request (Without Approval Workflow) Status Transition

The following figure graphically indicates how a refund request moves from one status to another when approval workflow is off:



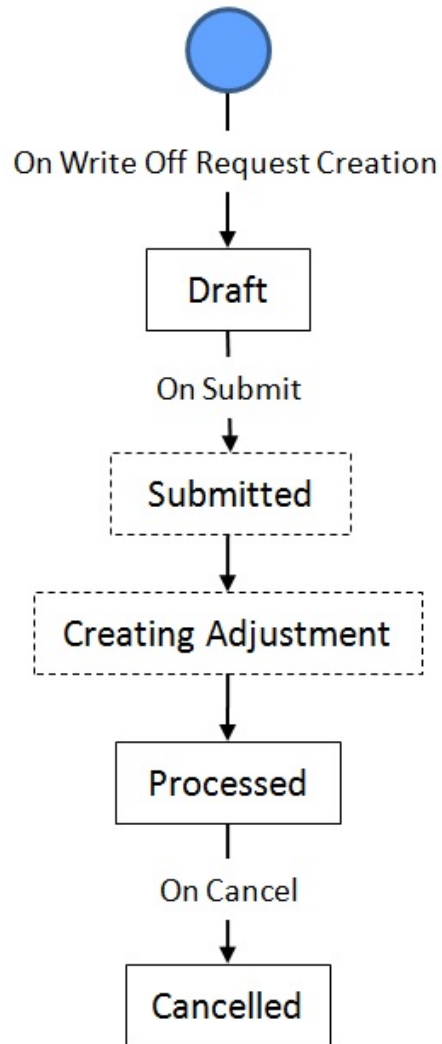
Refund Request (With Approval Workflow) Status Transition

The following figure graphically indicates how a refund request moves from one status to another when approval workflow is on:



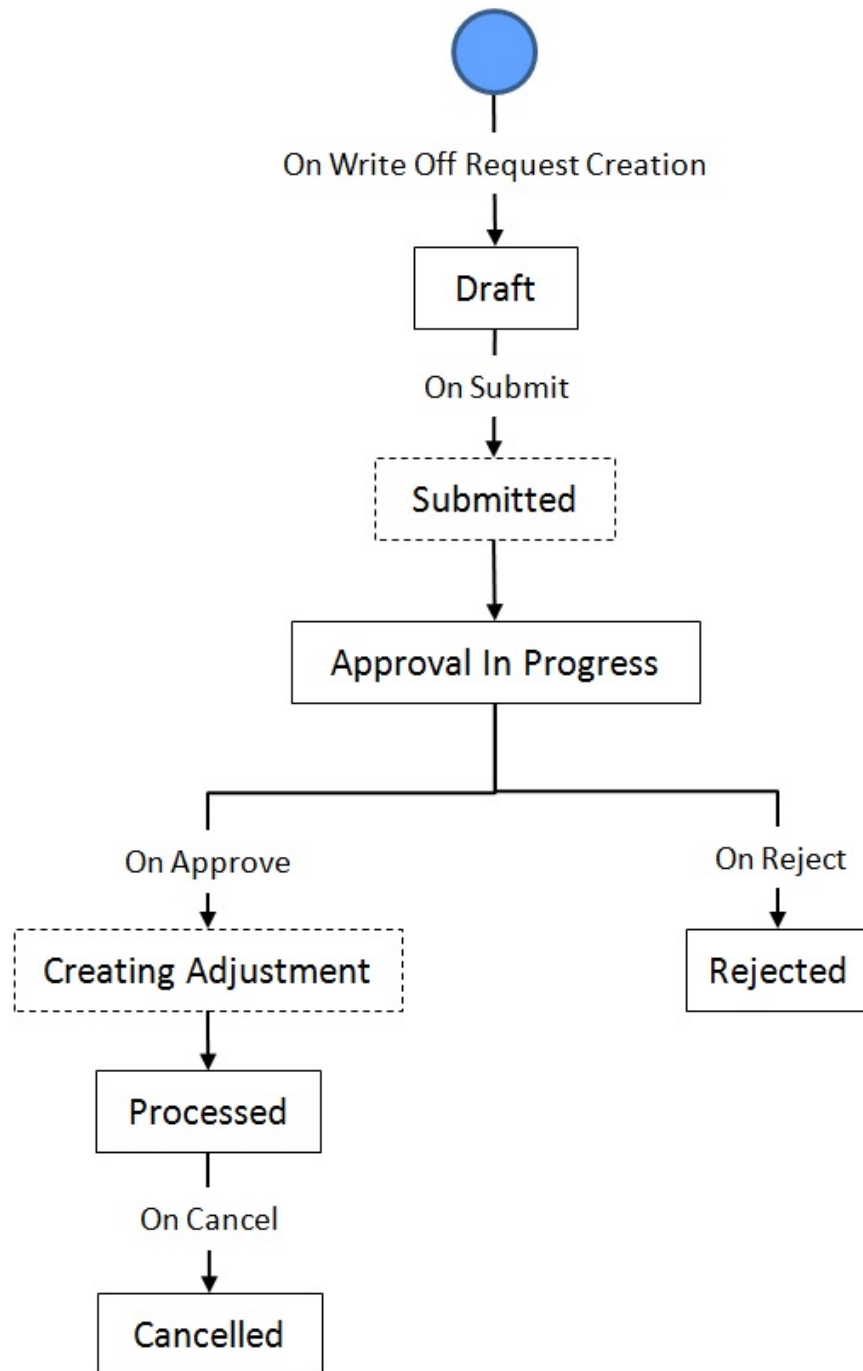
Write Off Request (Without Approval Workflow) Status Transition

The following figure graphically indicates how a write off request moves from one status to another when approval workflow is off:



Write Off Request (With Approval Workflow) Status Transition

The following figure graphically indicates how a write off request moves from one status to another when approval workflow is on:



Algorithms Used in C1-RefundReq

The following table lists the algorithms which are attached to the **C1-RefundReq** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-REFREQINF	C1-REFREQINF	<p>This algorithm generates the refund and write off request information string which appears throughout the application. It concatenates the following fields:</p> <ul style="list-style-type: none"> • Refund or Write Off Request Type Description • Refund or Write Off Request Status Description • Refund or Write Off Request ID
Post-Processing	C1-REFWOPOSP	C1-REFWOPOSP	<p>This algorithm recalculates and updates the total refund amount in the Refund Request zone when you change the refund amount against an entity while editing a refund request.</p>
Validation	C1-REFUNDVAL	C1-REFUNDVAL	<p>This algorithm validates the following for each entity that you have selected in the refund request:</p> <ul style="list-style-type: none"> • The mandatory data, such as refund amount and adjustment type, is specified. • The refund amount is not less than zero. • The refund amount is not greater than the entity amount. • The refund amount is not greater than the eligible refund amount. • The partial refund is not done at the payment event or bill level.

The following table lists the algorithms which are used in the lifecycle of the **C1-RefundReq** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-REF-DFT	C1-REF-DFT	<p>This algorithm fetches the account's main customer's name and address and displays in the Refund Request zone. In addition, when you refund the payments from the Payment Event Summary screen, this algorithm does the following:</p> <ul style="list-style-type: none"> • The total eligible refund amount is calculated and accordingly displayed in the Refund Request screen. • The default refund adjustment type specified in the refund request type is fetched and displayed against the selected payment event or payments. • On selecting a payment event for refund, if all payments in the payment event are matched against the same suspense or excess credit contract, the payment event is added in the Refund Details zone. However, if the payments in the payment event are matched against different suspense or excess credit contracts, the payments of the payment event are added in the Refund Details zone.
Submitted	Enter	C1-REFUNDSUB	C1-REFUNDSUB	<p>This algorithm checks the following:</p> <ul style="list-style-type: none"> • Whether the approval is required for the refund request. If the approval is required for a refund request, the status of the refund request is changed to Approval In Progress. However, if the approval is not required for a refund request, the status of the refund request is changed to Creating Adjustment. • At least one entity, such as payment event, payment, or credit bill line item (such as credit bill segment or adjustment) is selected in the refund request. • Whether the approval profile attached to the refund request type has the credit hierarchy and C1-REFRQ To Do type defined.

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Enter	C1-REFUNDAPP	C1-REFUNDAPP	<p>This algorithm creates the following:</p> <ul style="list-style-type: none"> • A To Do using the To Do type specified in the approval profile which is attached to the refund request type. The To Do is sent to the appropriate users in the approval hierarchy depending on whether hierarchical approval is required or not. • A log entry is added when a To Do is created using the To Do type.
Approved	Enter	C1-REFAPPRVD	C1-REFAPPRVD	<p>This algorithm is triggered when the approver clicks the Approve button. It checks whether the approval is required from users at the next level in the approval hierarchy. If the approval is required from the next level in the approval hierarchy, the status of the refund request is changed to Approval In Progress and the algorithm attached to the Approval In Progress status is invoked. If further approval is not required, the status of the refund request is changed to Creating Adjustment.</p>
Rejected	-	-	-	-

Status	System Event	Algorithm	Algorithm Type	Description
Creating Adjustment	Enter	C1-REFADJCRI	C1-REFADJCRI	<p>This algorithm does the following:</p> <ul style="list-style-type: none"> • Creates the refund adjustments for the refund request. These refund adjustments are created in the Frozen status. The adjustment ID is displayed corresponding to the entity in the Refund Details zone. • Stamps the bill ID of credit line item on the adjustment and the corresponding financial transaction. • If a match event is present for the credit bill line item and for payments which are matched against the excess credit contract, the existing match event is stamped on the refund or write up adjustment and the corresponding financial transaction. However, when a match event is not present for payments which are matched against the suspense contract or if the match event does not exist, a new match event is created and stamped on the refund or write up adjustment and the corresponding financial transaction. • If you are doing a partial refund for any entity, the corresponding match event status is set to Open. However, if you are refunding the entire eligible amount, the corresponding match event status is set to Balanced. • The details of the refund adjustments are added in the A/P Check Request (CI_ADJ_APREQ) table. • If a write up adjustment is created, the write up adjustment type specified in the refund request type is displayed corresponding to the entity in the Refund Details zone.
Processed	-	-	-	-

Status	System Event	Algorithm	Algorithm Type	Description
Voided	Enter	C1-REFVOID	C1-REFVOID	<p>This algorithm is invoked on click of the Void button for a refund request which is in processed state.</p> <p>The algorithm cancels all the frozen adjustments created for the refund request.</p> <p>The algorithm fetches the adjustment cancel reason required for cancelling the adjustments in the status reason characteristics (F1_BUS_OBJ_STATUS_RSN_CHAR table). If the reason is not found, it will use the status reason selected by the user</p>

Algorithms Used in C1-WORequest

The following table lists the algorithms which are attached to the **C1-WORequest** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-REFREQINF	C1-REFREQINF	<p>This algorithm generates the refund and write off request information string which appears throughout the application. It concatenates the following fields:</p> <ul style="list-style-type: none"> • Refund or Write Off Request Type Description • Refund or Write Off Request Status Description • Refund or Write Off Request ID
Post-Processing	C1-WOPOSP	C1-WOPOSP	<p>This algorithm recalculates and updates the total write off amount in the Write Off Request zone when you change the write off amount against an entity while editing a write off request.</p>

System Event	Algorithm	Algorithm Type	Description
Validation	C1-WOBOVAL	C1-WOBOVAL	<p>This algorithm validates the following for each entity that you have selected in the write off request:</p> <ul style="list-style-type: none"> • The mandatory data, such as write off amount and adjustment type, is specified. • The write off amount is not less than zero. • The write off amount is not greater than the entity amount. • The write off amount is not greater than the eligible write off amount. • The partial write off is not done at the bill level. • The A/P Request Type is not defined in the selected adjustment type.

The following table lists the algorithms which are used in the lifecycle of the **C1-WOREquest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	-	-	-	-
Submitted	Enter	C1-WOSUBMIT	C1-WOSUBMIT	<p>This algorithm checks the following:</p> <ul style="list-style-type: none"> • Whether the approval is required for the write off request. If the approval is required for a write off request, the status of the write off request is changed to Approval In Progress. However, if the approval is not required for a write off request, the status of the write off request is changed to Creating Adjustment. • At least one debit bill line item (such as debit bill segment or adjustment) is selected in the write off request. • Whether the approval profile attached to the write off request type has the debit hierarchy and C1-WOREQ To Do type defined.

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Enter	C1-WOAPPROVL	C1-WOAPPROVL	<p>This algorithm creates the following:</p> <ul style="list-style-type: none"> • A To Do using the To Do type specified in the approval profile which is attached to the write off request type. The To Do is sent to the appropriate users in the approval hierarchy depending on whether hierarchical approval is required or not. • A log entry is added when a To Do is created using the To Do type.
Approved	Enter	C1-WOAPPROVD	C1-WOAPPROVD	<p>This algorithm is triggered when the approver clicks the Approve button. It checks whether the approval is required from users at the next level in the approval hierarchy. If the approval is required from the next level in the approval hierarchy, the status of the write off request is changed to Approval In Progress and the algorithm attached to the Approval In Progress status is invoked. If further approval is not required, the status of the write off request is changed to Creating Adjustment.</p>
Rejected	-	-	-	-

Status	System Event	Algorithm	Algorithm Type	Description
Creating Adjustment	Enter	C1-WOAJCRT	C1-WOAJCRT	<p>This algorithm does the following:</p> <ul style="list-style-type: none"> Creates the write off adjustments for the write off request. These write off adjustments are created in the Frozen status. The adjustment ID is displayed corresponding to the entity in the Write Off Details zone. Stamps the bill ID of debit line item on the adjustment and the corresponding financial transaction. If a match event is present for the debit bill line item, the existing match event is stamped on the write off adjustment and the corresponding financial transaction. However, if the match event does not exist, a new match event is created and stamped on the write off adjustment and the corresponding financial transaction. If you are doing a partial write off for any entity, the corresponding match event status is set to Open. However, if the entire eligible amount is written off, the corresponding match event status is set to Balanced.
Processed	-	-	-	-
Cancelled	Enter	C1-WOCANCEL	C1-WOCANCEL	<p>This algorithm is invoked on click of the Cancel button for a write off request which is in the Processed state.</p> <p>This algorithm cancels all the frozen adjustments created for the write off request.</p> <p>The algorithm fetches the adjustment cancel reason required for cancelling the adjustments in the status reason characteristics (F1_BUS_OBJ_STATUS_RSN_CHAR table). If the reason is not found, it will use the status reason selected by the user.</p>

Prerequisites

To setup the refund request process, you need to do the following:

- Define the required adjustment types (for creating refund adjustments) where A/P request type is defined
- Define the required adjustment types (for creating write up adjustments) where A/P request type is not defined
- Define the required characteristic types where the characteristic entity is set to **Refund Write Off Request Type**
- Define the required characteristic types where the characteristic entity is set to **Refund Write Off Request**
- Define voided and rejected status reasons for the **C1-RefundReq** business object
- Assign the **C1-REFRQ** To Do type to a To Do role whose users must receive To Do generated while submitting a refund request for approval
- Define the required approval profiles with the credit hierarchy and **C1-REFRQ** To Do type
- Define an algorithm of the **C1-ADI-INFO** algorithm type and attach to the **Adjustment Information** system event in the **Algorithms** tab of the **Installation Options — Framework** screen
- Define the required refund request types in the system

To setup the write off request process, you need to do the following:

- Define the required adjustment types (for creating write off adjustments) where A/P request type is not defined
- Define the required characteristic types where the characteristic entity is set to **Refund Write Off Request Type**
- Define the required characteristic types where the characteristic entity is set to **Refund Write Off Request**
- Define cancelled and rejected status reasons for the **C1-WOREquest** business object
- Assign the **C1-WOREQ** To Do type to a To Do role whose users must receive To Do generated while submitting a write off request for approval
- Define the required approval profiles with the debit hierarchy and **C1-WOREQ** To Do type
- Define an algorithm of the **C1-ADI-INFO** algorithm type and attach to the **Adjustment Information** system event in the **Algorithms** tab of the **Installation Options — Framework** screen
- Define the required write off request types in the system

Refund/Write Off Request Type

Oracle Revenue Management and Billing allows you to define:

- **Refund Request Type** — It is used to create a refund request. You can define multiple refund request types in the system. A refund request type helps the system to determine:
 - Whether the refund request must be approved before creating refund adjustments in the system
 - Approval profile using which the refund request must be approved
 - Whether multi-level or single-level approval is required while creating refund adjustments in the system
 - Tolerance limit for refund (i.e. minimum refund amount)
 - Adjustment type using which the write up adjustment must be created when the total refund amount is less than the minimum refund amount
 - Default adjustment type using which refund adjustments must be created
- **Write Off Request Type** — It is used to create a write off request. You can define multiple write off request types in the system. A write off request type helps the system to determine:
 - Whether the write off request must be approved before creating write off adjustments in the system
 - Approval profile using which the write off request must be approved
 - Whether multi-level or single-level approval is required while creating write off adjustments in the system

- Default adjustment type using which write off adjustments must be created

While defining a refund or write off request type where approval workflow is required, you need to select the **Approval Required** check box. If the **Approval Required** check box is selected, the refund or write off request (which is created using the refund or write off request type) is sent for approval before creating the refund or write off adjustments. However, if the **Approval Required** check box is not selected, the refund or write off adjustments are created immediately on submitting a refund or write off request. The approval process is configured through the approval profile. The approval profile allows you to define the approval hierarchy. You can define a debit and credit hierarchy in the approval profile using the threshold amount. The debit approval hierarchy is used for approving write off request and credit approval hierarchy is used for approving refund request. Therefore, while defining an approval profile for refund, you need to define credit hierarchy and set the To Do Type to **C1-REFRQ**. However, while defining an approval profile for write off, you need to define debit hierarchy and set the To Do Type to **C1-WOREQ**.

You can define an approval hierarchy where users with different To Do role at each level can approve or reject the refund or write off request. For example, you can define an approval profile called A1 with two levels of approval. At the first level, a user with the *Manager* To Do role will approve or reject the refund or write off request, and at the second level, a user with the *Senior Manager* To Do role will approve or reject the refund or write off request. On submitting a refund or write off request where approval is required, a notification in the form of To Do is sent to all users with the To Do role defined at the first level in the hierarchy. Once the request is approved at the first level, a notification is sent to all users with the To Do role defined at the next level in the hierarchy. This process continues till the approval is received from all levels in the hierarchy. Once users at all levels approve the refund or write off request, the refund or write off adjustments are created. However, if an approver at any level in the hierarchy rejects the request, the refund or write off adjustments are not created.

The approval hierarchy is controlled by the threshold amount. For example, you define an approval profile called A1 with two levels of approval — First Level (Threshold Amount: 300, To Do Role: *Manager*) and Second Level (Threshold Amount: 500, To Do Role: *Senior Manager*). Now, if the total refund or write off amount is equal to 300 or less than 500, then the approval is required only from the first level in the hierarchy and not from the second level in the hierarchy. However, if the total refund or write off amount is equal to or greater than 500, then the approval is required from the first level and then from the second level in the hierarchy. But, if the total refund or write off amount is less than 300, then the approval is not required from any levels in the hierarchy. The system will automatically approve the refund or write off request and create the refund or write off adjustments.

The system supports both single-level and multi-level approval process while approving refund or write off request. If the **Hierarchical Approval** check box is selected while defining a refund or write off request type, the approval hierarchy defined in the approval profile is followed based on the threshold limit. However, if the **Hierarchical Approval** check box is not selected while defining a refund or write off request type, the approval is required only from the approval level where the total refund or write off amount falls within the threshold limit. Let us understand this with the help of some examples.

Example 1

Refund Request Type	Approval Profile	Approval Hierarchy	Hierarchical Approval								
R1	Refund Analyst	<p>Credit Hierarchy</p> <table border="1"> <thead> <tr> <th>Threshold Amount</th> <th>To Do Role</th> </tr> </thead> <tbody> <tr> <td>\$500</td> <td>Senior Analyst</td> </tr> <tr> <td>\$750</td> <td>Manager</td> </tr> <tr> <td>\$1500</td> <td>Senior Manager</td> </tr> </tbody> </table>	Threshold Amount	To Do Role	\$500	Senior Analyst	\$750	Manager	\$1500	Senior Manager	Yes
Threshold Amount	To Do Role										
\$500	Senior Analyst										
\$750	Manager										
\$1500	Senior Manager										

Refund Request Type	Approval Profile	Approval Hierarchy	Hierarchical Approval								
R2	Refund Analyst	<p>Credit Hierarchy</p> <table border="1"> <thead> <tr> <th>Threshold Amount</th> <th>To Do Role</th> </tr> </thead> <tbody> <tr> <td>\$500</td> <td>Senior Analyst</td> </tr> <tr> <td>\$750</td> <td>Manager</td> </tr> <tr> <td>\$1500</td> <td>Senior Manager</td> </tr> </tbody> </table>	Threshold Amount	To Do Role	\$500	Senior Analyst	\$750	Manager	\$1500	Senior Manager	No
Threshold Amount	To Do Role										
\$500	Senior Analyst										
\$750	Manager										
\$1500	Senior Manager										

The following table indicates how the system will behave in different refund scenarios:

Refund Request	Refund Request Type	Total Refund Amount (\$)	Comments
RR1	R1	200	This refund request is automatically approved by the system because the total refund amount is less than \$500.
RR2	R1	750	<p>The To Do is sent for approval to the following users in the specified order:</p> <ol style="list-style-type: none"> 1. Users with the Senior Analyst To Do role 2. Users with the Manager To Do role <p>This is because the total refund amount is either equal to \$750 or less than \$1500 and hierarchical approval is required.</p>
RR3	R1	2000	<p>The To Do is sent for approval to the following users in the specified order:</p> <ol style="list-style-type: none"> 1. Users with the Senior Analyst To Do role 2. Users with the Manager To Do role 3. Users with the Senior Manager To Do role <p>This is because the total refund amount is greater than \$1500 and hierarchical approval is required.</p>
RR4	R2	200	This refund request is automatically approved by the system because the total refund amount is less than \$500.
RR5	R2	750	The To Do is sent for approval to users with the Manager To Do role. This is because the total refund amount is either equal to \$750 or less than \$1500 and hierarchical approval is not required.
RR6	R2	2000	The To Do is sent for approval to users with the Senior Manager To Do role. This is because the total refund amount is greater than \$1500 and hierarchical approval is not required.

Example 2

Write Off Request Type	Approval Profile	Approval Hierarchy	Hierarchical Approval	
W1	Write Off Analyst	<u>Debit Hierarchy</u>	Yes	
		Threshold Amount		To Do Role
		\$100		Senior Analyst
		\$200		Manager
		\$300		Senior Manager
W2	Write Off Analyst	<u>Debit Hierarchy</u>	No	
		Threshold Amount		To Do Role
		\$100		Senior Analyst
		\$200		Manager
		\$300		Senior Manager

The following table indicates how the system will behave in different write off scenarios:

Write Off Request	Write Off Request Type	Total Write Off Amount (\$)	Comments
WO1	W1	90	This write off request is automatically approved by the system because the total write off amount is less than \$100.
WO2	W1	250	<p>The To Do is sent for approval to the following users in the specified order:</p> <ol style="list-style-type: none"> 1. Users with the Senior Analyst To Do role 2. Users with the Manager To Do role <p>This is because the total write off amount is either equal to \$200 or less than \$300 and hierarchical approval is required.</p>
WO3	W1	500	<p>The To Do is sent for approval to the following users in the specified order:</p> <ol style="list-style-type: none"> 1. Users with the Senior Analyst To Do role 2. Users with the Manager To Do role 3. Users with the Senior Manager To Do role <p>This is because the total write off amount is greater than \$300 and hierarchical approval is required.</p>
WO4	W2	90	This write off request is automatically approved by the system because the total write off amount is less than \$100.




Write Off Request	Write Off Request Type	Total Write Off Amount (\$)	Comments
WO5	W2	250	The To Do is sent for approval to users with the Manager To Do role. This is because the total write off amount is either equal to \$200 or less than \$300 and hierarchical approval is not required.
WO6	W2	500	The To Do is sent for approval to users with the Senior Manager To Do role. This is because the total write off amount is greater than \$300 and hierarchical approval is not required.


The **Refund/Write Off Request Type** screen allows you to define, edit, delete, and copy a refund and write off request type. This screen consists of the following zones:

- [Refund/Write Off Request Type List](#) on page 1155
- [Refund/Write Off Request Type](#) on page 1156

Refund/Write Off Request Type List

The **Refund/Write Off Request Type List** zone lists refund and write off request types that are already defined in the system. It contains the following columns:

Column Name	Column Description
Refund/Write Off Request Type	Displays the refund or write off request type.
Description	Displays the description of the refund or write off request type.
Edit	On clicking the Edit () icon, the Refund/Write Off Request Type screen appears where you can edit the details of the refund and write off request type.
Duplicate	On clicking the Duplicate () icon, the Refund/Write Off Request Type screen appears where you can define a refund and write off request type using an existing refund and write off request type.
Delete	On clicking the Delete () icon, you can delete the refund or write off request type. Note: You can delete a refund or write off request type only when you have not created a refund or write off request using the refund or write off request type.

On clicking the **Broadcast** () icon corresponding to refund or write off request type, the **Refund/Write Off Request Type** zone appears with the details of the respective refund or write off request type.

Related Topics

For more information on...	See...
How to define a refund or write off request type	Defining a Refund or Write Off Request Type on page 1158
How to edit a refund or write off request type	Editing a Refund or Write Off Request Type on page 1162
How to copy a refund or write off request type	Copying a Refund or Write Off Request Type on page 1166
How to delete a refund or write off request type	Deleting a Refund or Write Off Request Type on page 1166
How to view the details of a refund or write off request type	Viewing the Refund or Write Off Request Type Details on page 1170

Refund/Write Off Request Type

The **Refund/Write Off Request Type** zone displays the details of the refund or write off request type. This zone consists of the following sections:

- **Main** — This section provides basic information about the refund or write off request type. It contains the following fields:

Field Name	Field Description
Refund/Write Off Request Type	Displays the refund or write off request type.
Refund/Write Off Request Business Object	Indicates the business object that will be used to create the refund or write off request. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Description	Displays the description of the refund or write off request type.
Detailed Description	Displays additional information about the refund or write off request type.
Status	Indicates the status of the refund or write off request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive
Action	Indicates whether the request type is created for refund or write off. The valid values are: <ul style="list-style-type: none"> • Refund • Write Off
Minimum Refund Amount	Displays the minimum refund amount. Note: This field appears only when the Action field is set to Refund .
Write Up Adjustment Type	Indicates the adjustment type using which the write up adjustment must be created when the total refund amount is less than the minimum refund amount. Note: This field appears only when the Action field is set to Refund .
Approval Required	Indicates whether approval is required while creating the refund or write off adjustments using the refund or write off request type.
Approval Profile	Indicates the approval profile which must be used to define approval hierarchy for the refund or write off request type. Note: This field appears only when the Approval Required check box is selected. It has a link. On clicking the link, the Approval Profile screen appears with the details of the respective approval profile.

Field Name	Field Description
Hierarchical Approval	Indicates whether multi-level or single approval is required while creating the refund or write off adjustments using the refund or write off request type. Note: This field appears only when the Approval Required check box is selected.
Adjustment Type	Indicates the adjustment type using which the refund or write off adjustments must be created. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.

- **Characteristics** — This section lists the characteristics defined for the refund or write off request type. It contains the following columns:


Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the refund or write off request type.
Delete	Used to delete the refund or write off request type. Note: You can delete a refund or write off request type only when you have not created a refund or write off request using the refund or write off request type.
Duplicate	Used to create a new refund or write off request type using an existing refund or write off request type.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the refund or write off request type is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

By default, the **Refund/Write Off Request Type** zone does not appear in the **Refund/Write Off Request Type** screen. It appears only when you click the **Broadcast**  icon corresponding to the refund or write off request type in the **Refund/Write Off Request Type List** zone.

Related Topics

For more information on...	See...
How to define a refund or write off request type	Defining a Refund or Write Off Request Type on page 1158
How to edit a refund or write off request type	Editing a Refund or Write Off Request Type on page 1162

For more information on...	See...
How to copy a refund or write off request type	Copying a Refund or Write Off Request Type on page 1166
How to delete a refund or write off request type	Deleting a Refund or Write Off Request Type on page 1166
How to view the details of a refund or write off request type	Viewing the Refund or Write Off Request Type Details on page 1170

Defining a Refund or Write Off Request Type

Prerequisites

To define a refund or write off request type, you should have:

- Refund or Write Off request business objects defined in the application
- Approval profiles defined in the application
- Adjustment types with and without A/P request type defined in the application

Procedure

To define a refund or write off request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Refund/Write Off Request Type**.
A sub-menu appears.
3. Click the **Add** option from the **Refund/Write Off Request Type** sub-menu.

The **Select Business Object** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Refund/Write Off Request Type Business Object	Used to indicate the business object that you want to use to create the refund or write off request type.	Yes

Tip: Alternatively, you can access the **Select Business Object** screen by clicking the **Add** button in the **Page Title** area of the **Refund/Write Off Request Type** screen.

Note: The **Select Business Object** screen appears only when there are multiple refund and write off request type business objects defined in the application. If there is only one refund and write off request type business object defined in the application, the **Refund/Write Off Request Type** screen appears.

4. Select the required refund and write off request type business object from the respective field.
5. Click **OK**.

The **Refund/Write Off Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the refund or write off request type.
- **Characteristics** - Used to define characteristics for the refund or write off request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Refund/Write Off Request Type	Used to specify the refund or write off request type.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Business Object	Indicates the refund and write off request type business object used while defining the refund or write off request type.	Not applicable
Refund/Write Off Request Business Object	Used to indicate the business object that you want to use while creating the refund or write off request.	Yes
Description	Used to specify the description for the refund or write off request type.	Yes
Detailed Description	Used to specify additional information about the refund or write off request type.	No
Status	Used to indicate the status of the refund or write off request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive <p>Note: You cannot change the status of a refund or write off request type to Inactive if there are refund or write off requests which are created using the refund or write off request type and are currently in the Draft or Approval In Progress status.</p>	Yes
Action	Used to indicate whether the request type is created for refund or write off. The valid values are: <ul style="list-style-type: none"> • Refund • Write Off 	Yes
Minimum Refund Amount	Used to specify the minimum refund amount. This field is used to define tolerance limit for refund. If the total refund amount in a refund request is less than the minimum refund amount, the system creates a write up adjustment. However, if the total refund amount in a refund request is equal to or greater than the minimum refund amount, the system creates a refund adjustment. <p>Note: This field appears only when the Action field is set to Refund.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Write Up Adjustment Type	<p>Used to indicate the adjustment type using which the write up adjustment must be created when the total refund amount is less than the minimum refund amount.</p> <p>Note: This field appears only when the Action field is set to Refund.</p> <p>You can create write up adjustments only using those adjustment types where A/P request type is not defined.</p>	Yes
Approval Required	<p>Used to indicate whether approval is required while creating the refund or write off adjustments using the refund or write off request type.</p>	No
Approval Profile	<p>Used to indicate the approval profile which must be used to define approval hierarchy for the refund or write off request type.</p> <p>Note: This field appears only when the Approval Required check box is selected.</p>	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Hierarchical Approval	<p>Used to indicate whether multi-level or single-level approval is required while creating the refund or write off adjustments using the refund or write off request type.</p> <p>Note: This field appears only when the Approval Required check box is selected.</p>	No
Refund Adjustment Type	<p>Used to indicate the adjustment type using which the refund adjustments must be created. This default adjustment type appears when you select the payments or credit bill line items for refund. You can then change the adjustment type, if required, while editing a refund request.</p> <p>Note: This field appears only when the Action field is set to Refund.</p> <p>The list includes only those adjustment types where A/P request type is defined.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Write Off Adjustment Type	<p>Used to indicate the adjustment type using which the write off adjustments must be created. This default adjustment type appears when you select the debit bill line items for write off. You can then change the adjustment type, if required, while editing a write off request.</p> <p>Note:</p> <p>This field appears only when the Action field is set to Write Off.</p> <p>You can create write off adjustments only using those adjustment types where A/P request type is not defined.</p>	Yes

- Enter the required details depending on whether you want to define refund or write off request type.

Note: You can search for an adjustment type by clicking the **Search** (🔍) icon corresponding to the respective field.

- Define characteristics for the refund or write off request type, if required.
- Click **Save**.

The refund or write off request type is defined.

Related Topics

For more information on...	See...
Refund/Write Off Request Type screen	Refund/Write Off Request Type on page 1151
How to define characteristics for a refund or write off request type	Defining Characteristics for a Refund or Write Off Request Type on page 1161

Defining Characteristics for a Refund or Write Off Request Type

Prerequisites

To define characteristics for a refund or write off request type, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Refund Write Off Request Type**)

Procedure

To define characteristics for a refund or write off request type:

- Ensure that the **Characteristics** section is expanded when you are defining, editing, or copying a refund or write off request type.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Refund Write Off Request Type .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the refund or write off request type.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the refund or write off request type.

2. Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the refund or write off request type, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the refund or write off request type, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define a refund or write off request type	Defining a Refund or Write Off Request Type on page 1158
How to edit a refund or write off request type	Editing a Refund or Write Off Request Type on page 1162
How to copy a refund or write off request type	Copying a Refund or Write Off Request Type on page 1166

Editing a Refund or Write Off Request Type

Prerequisites

To edit a refund or write off request type, you should have:

- Refund or Write Off request business objects defined in the application
- Approval profiles defined in the application
- Adjustment types with and without A/P request type defined in the application

Procedure

To edit a refund or write off request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Refund/Write Off Request Type**.
A sub-menu appears.

3. Click the **Search** option from the **Refund/Write Off Request Type** sub-menu.

The **Refund/Write Off Request Type** screen appears.

4. In the **Refund/Write Off Request Type List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the refund or write off request type whose details you want to edit.

The **Refund/Write Off Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the refund or write off request type.
- **Characteristics** - Used to define characteristics for the refund or write off request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Refund/Write Off Request Type	Displays the refund or write off request type.	Not applicable
Business Object	Indicates the refund and write off request type business object used while defining the refund or write off request type.	Not applicable
Refund/Write Off Request Business Object	Used to indicate the business object that you want to use while creating the refund or write off request.	Yes
Description	Used to specify the description for the refund or write off request type.	Yes
Detailed Description	Used to specify additional information about the refund or write off request type.	No
Status	Used to indicate the status of the refund or write off request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive Note: You cannot change the status of a refund or write off request type to Inactive if there are refund or write off requests which are created using the refund or write off request type and are currently in the Draft or Approval In Progress status.	Yes
Action	Indicates whether the request type is created for refund or write off. The valid values are: <ul style="list-style-type: none"> • Refund • Write Off 	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Minimum Refund Amount	Used to specify the minimum refund amount. This field is used to define tolerance limit for refund. If the total refund amount in a refund request is less than the minimum refund amount, the system creates a write up adjustment. However, if the total refund amount in a refund request is equal to or greater than the minimum refund amount, the system creates a refund adjustment. Note: This field appears only when the Action field is set to Refund .	Yes
Write Up Adjustment Type	Used to indicate the adjustment type using which the write up adjustment must be created when the total refund amount is less than the minimum refund amount. Note: This field appears only when the Action field is set to Refund . You can create write up adjustments only using those adjustment types where A/P request type is not defined.	Yes
Approval Required	Used to indicate whether approval is required while creating the refund or write off adjustments using the refund or write off request type.	No
Approval Profile	Used to indicate the approval profile which must be used to define approval hierarchy for the refund or write off request type. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Hierarchical Approval	Used to indicate whether multi-level or single-level approval is required while creating the refund or write off adjustments using the refund or write off request type. Note: This field appears only when the Approval Required check box is selected.	No

Field Name	Field Description	Mandatory (Yes or No)
Refund Adjustment Type	Used to indicate the adjustment type using which the refund adjustments must be created. This default adjustment type appears when you select the payments or credit bill line items for refund. You can then change the adjustment type, if required, while editing a refund request. Note: This field appears only when the Action field is set to Refund . The list includes only those adjustment types where A/P request type is defined.	Yes
Write Off Adjustment Type	Used to indicate the adjustment type using which the write off adjustments must be created. This default adjustment type appears when you select the debit bill line items for write off. You can then change the adjustment type, if required, while editing a write off request. Note: This field appears only when the Action field is set to Write Off . You can create write off adjustments only using those adjustment types where A/P request type is not defined.	Yes

Tip: Alternatively, you can click the **Edit** button in the **Refund/Write Off Request Type** zone to edit the details of the refund or write off request type.

- Modify the required details in the **Main** section.

Note: You can search for an adjustment type by clicking the **Search** (🔍) icon corresponding to the respective field.

- Define, edit, or remove characteristics from the refund or write off request type, if required.
- Click **Save**.

The changes made to the refund or write off request type are saved.

Related Topics

For more information on...	See...
Refund/Write Off Request Type screen	Refund/Write Off Request Type on page 1151
Refund/Write Off Request Type List zone	Refund/Write Off Request Type List on page 1155
Refund/Write Off Request Type zone	Refund/Write Off Request Type on page 1156
How to define characteristics for a refund or write off request type	Defining Characteristics for a Refund or Write Off Request Type on page 1161

Deleting a Refund or Write Off Request Type

Procedure

To delete a refund or write off request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Refund/Write Off Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Refund/Write Off Request Type** sub-menu.
The **Refund/Write Off Request Type** screen appears.
4. In the **Refund/Write Off Request Type List** zone, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the refund or write off request type that you want to delete.

A message appears confirming whether you want to delete the refund or write off request type.

Note: You can delete a refund or write off request type only when you have not defined a refund or write off request using the refund or write off request type.

Tip: Alternatively, you can click the **Delete** button in the **Refund/Write Off Request Type** zone to delete the refund or write off request type.

5. Click **OK**.

The refund or write off request type is deleted.

Related Topics

For more information on...	See...
Refund/Write Off Request Type screen	Refund/Write Off Request Type on page 1151
Refund/Write Off Request Type List zone	Refund/Write Off Request Type List on page 1155
Refund/Write Off Request Type zone	Refund/Write Off Request Type on page 1156

Copying a Refund or Write Off Request Type

Instead of creating a refund or write off request type from scratch, you can create a new refund or write off request type using an existing refund or write off request type. This is possible through copying a refund or write off request type. On copying a refund or write off request type, the details including the characteristics are copied to the new refund or write off request type. You can then edit the details, if required.


Prerequisites

To copy a refund or write off request type, you should have:

- Refund or Write Off request type (whose copy you want to create) defined in the application
- Refund or Write Off request business objects defined in the application
- Approval profiles defined in the application
- Adjustment types with and without A/P request type defined in the application

Procedure

To copy a refund or write off request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Refund/Write Off Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Refund/Write Off Request Type** sub-menu.
The **Refund/Write Off Request Type** screen appears.
4. In the **Refund/Write Off Request Type List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the refund or write off request type whose copy you want to create.

The **Refund/Write Off Request Type** screen appears. It contains the following sections:

- **Main** - Used to specify basic details about the refund or write off request type.
- **Characteristics** - Used to define characteristics for the refund or write off request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Refund/Write Off Request Type	Used to specify the refund or write off request type.	Yes
Business Object	Indicates the refund and write off request type business object used while defining the refund or write off request type.	Not applicable
Refund/Write Off Request Business Object	Used to indicate the business object that you want to use while creating the refund or write off request.	Yes
Description	Used to specify the description for the refund or write off request type.	Yes
Detailed Description	Used to specify additional information about the refund or write off request type.	No
Status	Used to indicate the status of the refund or write off request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive <p>Note: You cannot change the status of a refund or write off request type to Inactive if there are refund or write off requests which are created using the refund or write off request type and are currently in the Draft or Approval In Progress status.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Action	<p>Used to indicate whether the request type is created for refund or write off. The valid values are:</p> <ul style="list-style-type: none"> • Refund • Write Off 	Yes
Minimum Refund Amount	<p>Used to specify the minimum refund amount. This field is used to define tolerance limit for refund. If the total refund amount in a refund request is less than the minimum refund amount, the system creates a write up adjustment. However, if the total refund amount in a refund request is equal to or greater than the minimum refund amount, the system creates a refund adjustment.</p> <p>Note: This field appears only when the Action field is set to Refund.</p>	Yes
Write Up Adjustment Type	<p>Used to indicate the adjustment type using which the write up adjustment must be created when the total refund amount is less than the minimum refund amount.</p> <p>Note:</p> <p>This field appears only when the Action field is set to Refund.</p> <p>You can create write up adjustments only using those adjustment types where A/P request type is not defined.</p>	Yes
Approval Required	<p>Used to indicate whether approval is required while creating the refund or write off adjustments using the refund or write off request type.</p>	No
Approval Profile	<p>Used to indicate the approval profile which must be used to define approval hierarchy for the refund or write off request type.</p> <p>Note: This field appears only when the Approval Required check box is selected.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when the Approval Required check box is selected.</p>

Field Name	Field Description	Mandatory (Yes or No)
Hierarchical Approval	Used to indicate whether multi-level or single-level approval is required while creating the refund or write off adjustments using the refund or write off request type. Note: This field appears only when the Approval Required check box is selected.	No
Refund Adjustment Type	Used to indicate the adjustment type using which the refund adjustments must be created. This default adjustment type appears when you select the payments or credit bill line items for refund. You can then change the adjustment type, if required, while editing a refund request. Note: This field appears only when the Action field is set to Refund . The list includes only those adjustment types where A/P request type is defined.	Yes
Write Off Adjustment Type	Used to indicate the adjustment type using which the write off adjustments must be created. This default adjustment type appears when you select the debit bill line items for write off. You can then change the adjustment type, if required, while editing a write off request. Note: This field appears only when the Action field is set to Write Off . You can create write off adjustments only using those adjustment types where A/P request type is not defined.	Yes

Tip: Alternatively, you can click the **Duplicate** button in the **Refund/Write Off Request Type** zone to create a copy of the refund or write off request type.

5. Enter the required details in the **Main** section.

Note: You can search for an adjustment type by clicking the **Search** (🔍) icon corresponding to the respective field.

6. Define, edit, or remove characteristics from the refund or write off request type, if required.
7. Click **Save**.

The new refund or write off request type is defined.

Related Topics

For more information on...	See...
Refund/Write Off Request Type screen	Refund/Write Off Request Type on page 1151
Refund/Write Off Request Type List zone	Refund/Write Off Request Type List on page 1155
Refund/Write Off Request Type zone	Refund/Write Off Request Type on page 1156
How to define characteristics for a refund or write off request type	Defining Characteristics for a Refund or Write Off Request Type on page 1161

Viewing the Refund or Write Off Request Type Details

Procedure

To view the details of a refund or write off request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **R** and then click **Refund/Write Off Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Refund/Write Off Request Type** sub-menu.
The **Refund/Write Off Request Type** screen appears.
4. In the **Refund/Write Off Request Type List** zone, click the **Broadcast** (📡) icon corresponding to the refund or write off request type whose details you want to view.
The **Refund/Write Off Request Type** zone appears.
5. View the details of the refund or write off request type in the **Refund/Write Off Request Type** zone.

Related Topics

For more information on...	See...
Refund/Write Off Request Type screen	Refund/Write Off Request Type on page 1151
Refund/Write Off Request Type List zone	Refund/Write Off Request Type List on page 1155
Refund/Write Off Request Type zone	Refund/Write Off Request Type on page 1156

Refund/Write Off Request

The **Refund/Write Off Request** screen allows you to search for a refund and write off request using various search criteria. It also allows you to create a refund and write off requests. Through this screen, you can navigate to the following screens:

- [Refund Request](#) on page 1176
- [Write Off Request](#) on page 1208

This screen consists of the following zones:

- [Search Refund/Write Off Request](#) on page 1171

Search Refund/Write Off Request

The **Search Refund/Write Off Request** zone allows you to search for refund and write off requests using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	<p>Used to indicate whether you want to search for a refund or write off request using request, payment, or bill details. The valid values are:</p> <ul style="list-style-type: none"> • Request Details — Used when you want to search for refund and/or write off requests. • Payment Details — Used when you want to search for refund requests. • Bill Details — Used when you want to search for refund and/or write off requests. <p>Note: By default, the Request Details option is selected.</p>	Yes
Action	<p>Used to indicate whether you want to search for refund or write off requests. The valid values are:</p> <ul style="list-style-type: none"> • Refund • Write Off <p>Note: This field appears only when you select the Request Details or Bill Details option from the Search By list.</p>	No
Refund/Write Off Request Type	<p>Used to search refund or write off requests which are created using a particular refund or write off request type.</p> <p>Note:</p> <p>This field appears only when you select the Request Details option from the Search By list.</p> <p>The refund or write off request types are listed only when you set the Action field to either Refund or Write Off.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Status	<p>Used to search refund or write off requests with a particular status. The valid values are:</p> <ul style="list-style-type: none"> • Approval In Progress • Cancelled • Draft • Processed • Rejected • Voided <p>Note: This field appears only when you select the Request Details option from the Search By list. The Voided status is applicable while searching for refund requests and the Cancelled status is applicable while searching for write off requests.</p>	No
User ID	<p>Used to search refund or write off requests which are created by a particular user.</p> <p>Note: This field appears only when you select the Request Details option from the Search By list.</p>	No
Created From	<p>Used to search refund or write off requests which are created from a particular date onwards.</p> <p>Note: This field appears only when you select the Request Details option from the Search By list.</p>	No
To	<p>Used to search refund or write off requests which are created till a particular date.</p> <p>Note: By default, the current date appears in this field. This field appears only when you select the Request Details option from the Search By list.</p>	No
Refund/Write Off Request ID	<p>Used to search a particular refund or write off request.</p> <p>Note: This field appears only when you select the Request Details option from the Search By list.</p>	No
Payment Event ID	<p>Used to search refund requests which includes a particular payment event for refund.</p> <p>Note: This field appears only when you select the Payment Details option from the Search By list.</p>	No
Payor Account ID	<p>Used to search refund requests which are created for a particular payor account.</p> <p>Note: This field appears only when you select the Payment Details option from the Search By list.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Payor Name	Used to search refund requests which are created for a particular payor. Note: This field appears only when you select the Payment Details option from the Search By list.	No
Payment Date	Used to search refund requests which includes payments made on a particular date. Note: This field appears only when you select the Payment Details option from the Search By list.	No
MICR ID	Used to search refund requests which includes payments made with a particular MICR code. Note: This field appears only when you select the Payment Details option from the Search By list.	No
Check Number	Used to search refund request which includes payment made through a particular check. Note: This field appears only when you select the Payment Details option from the Search By list.	No
Bill ID	Used to search refund or write off requests which includes bill segments or adjustments of a particular bill. Note: This field appears only when you select the Bill Details option from the Search By list.	No
Bill Date From	Used to search refund or write off requests which includes bill segments or adjustments of bills which are created from a particular date onwards. Note: This field appears only when you select the Bill Details option from the Search By list.	No
To	Used to search refund or write off requests which includes bill segments or adjustments of bills which are created till a particular date. Note: By default, the current date appears in this field. This field appears only when you select the Bill Details option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a refund or write off request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Create Date/Time	Displays the date and time when the refund or write off request is created.

Column Name	Column Description
Refund/Write Off Request Information	Displays information about the refund or write off request. Note: It has a link. On clicking the link, the Refund Request or Write Off Request screen appears depending on whether the request is for refund or write off.
Status	Indicates the status of the refund or write off request.
Action	Indicates whether the request is created for refund or write off. The valid values are: <ul style="list-style-type: none"> • Refund • Write Off Note: This column appears only when you select the Request Details or Bill Details option from the Search By list.
Refund/Write Off Amount	Displays the total refund or write off amount. Note: This column appears only when you select the Request Details or Bill Details option from the Search By list.
Refund Amount	Displays the total refund amount. Note: This column appears only when you select the Payment Details option from the Search By list.
Account Information	Displays additional information about the account for which the refund or write off request is created. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Created By	Indicates the user who has created the refund or write off request.

Related Topics

For more information on...	See...
How to search for a refund or write off request	Searching for a Refund or Write Off Request on page 1174
How to view the details of a refund request	Viewing the Refund Request Details on page 1175
How to view the details of a write off request	Viewing the Write Off Request Details on page 1176
How to create a refund request	Creating a Refund Request on page 1186
How to create a write off request	Creating a Write Off Request on page 1215

Searching for a Refund or Write Off Request

Prerequisites

To search for a refund or write off request, you should have:

- Refund or Write Off request types defined in the application

Procedure

To search for a refund or write off request:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

- From the **Main** menu, select **Financial** and then click **Refund/Write Off Request**.

A sub-menu appears.

- Click the **Search** option from the **Refund/Write Off Request** sub-menu.

The **Refund/Write Off Request** screen appears.

- Enter the search criteria in the **Search Refund/Write Off Request** zone depending on whether you want to search for a refund or write off request.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- Click **Search**.

A list of refund or write off requests that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Refund/Write Off Request screen	Refund/Write Off Request on page 1170
Search Refund/Write Off Request zone	Search Refund/Write Off Request on page 1171

Viewing the Refund Request Details

Procedure

To view the details of a refund request:

- Search for the refund request in the **Refund/Write Off Request** screen.
- In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request whose details you want to view.

The **Refund Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the refund request. It contains the following zones:
 - **Refund Request** – Displays the details of the refund request.
 - **Refund Details** – Lists the entities, such as payment events, payments, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be refunded.
 - **Payments** — Used to search payment events or individual payments that you want to refund. This tab appears only when the refund request is in the **Draft** status.
 - **Bills** — Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to refund. This tab appears only when the refund request is in the **Draft** status.
 - **Log** – Lists the complete trail of actions performed on the refund request.
- View the details of the refund request in the **Refund Request** zone.
 - View the entities (such as payment events, payments, or credit bill line items) which must be refunded in the **Refund Details** zone.

Related Topics

For more information on...	See...
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177
Refund Details zone	Refund Details on page 1179
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174

Viewing the Write Off Request Details

Procedure

To view the details of a write off request:

1. Search for the write off request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request whose details you want to view.

The **Write Off Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the write off request. It contains the following zones:
 - **Write Off Request** – Displays the details of the write off request.
 - **Write Off Details** – Lists the debit bill line items, such as debit bill segments and adjustments, of the account which must be written off.
 - **Bills** — Used to search bills with debit line items, such as debit bill segments and adjustments, that you want to write off. This tab appears only when the write off request is in the **Draft** status.
 - **Log** – Lists the complete trail of actions performed on the write off request.
3. View the details of the write off request in the **Write Off Request** zone.
 4. View the entities (such as debit bill segments and adjustments) which must be written off in the **Write Off Details** zone.

Related Topics

For more information on...	See...
Write Off Request screen	Write Off Request on page 1208
Write Off Request zone	Write Off Request on page 1209
Write Off Details zone	Write Off Details on page 1210
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174

Refund Request

Once you create a refund request, the **Refund Request** screen allows you to:

- Edit and delete a refund request
- View the details of a refund request
- Submit a refund request for approval

- Approve or reject a refund request
- View the log of a refund request
- Add a log entry for a refund request
- Void a refund request

This screen consists of the following tabs:

- **Main** – Displays information about the refund request. It contains the following zones:
 - **Refund Request** – Displays the details of the refund request.
 - **Refund Details** – Lists the entities, such as payment events, payments, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be refunded.
 - **Bill Line Items** — Displays the details of the bill which must be refunded.

Note:

This zone appears when you click the Broadcast () icon corresponding to the entity type as **Bill** in the **Refund Details** zone.

- **Bills** — Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to refund. It contains the following zones:
 - **Search Bills** — Lists completed bills of the account which are either with credit balance or have one or more credit line items, such as bill segments and adjustments. You can filter the bills using various search criteria.
 - **Bill Line Items** — Lists the debit and credit bill segments and adjustments of the bill.

This tab appears only when the refund request is in the **Draft** status.

- **Payments** — Used to search payment events or individual payments that you want to refund. It contains the following zones:
 - **Search Payment Event** — Lists the payment events which are created for the account. You can filter the payment events using various search criteria.
 - **Payments** — Lists all payments created through the payment event.

This tab appears only when the refund request is in the **Draft** status.

- **Log** – Lists the complete trail of actions performed on the refund request.

Refund Request - Main

The **Main** tab displays information about the refund request. It contains the following zones:

- [Refund Request](#) on page 1177
- [Refund Details](#) on page 1179
- [Bill Line Items](#) on page 1180

Refund Request

The **Refund Request** zone displays the details of the refund request. This zone contains the following sections:

- **Main** — This section provides basic information about the refund request. It contains the following fields:

Field Name	Field Description
Refund Request Information	Displays information about the refund request.

Field Name	Field Description
Refund Request Type	Indicates the refund request type using which the refund request is created. Note: It has a link. On clicking the link, the Refund/Write Off Request Type screen appears where you can view the details of the refund request type.
Status	Indicates the status of the refund request. The valid values are: <ul style="list-style-type: none"> • Draft • Approval In Progress • Rejected • Processed • Voided
Status Reason	Indicates the reason why the refund request is rejected or voided. Note: This field appears only when the refund request is in the Rejected or Voided status. It has a link. On clicking the link, the Status Reason screen appears where you can view the details of the rejected or voided reason.
Account Information	Indicates the account for which the refund request is created. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Person Name	Indicates the person for whom the refund request is created.
Override Address	Indicates whether the account's mailing address is overridden.
Address 1	Displays the house number and apartment name.
Address 2	Displays the street name.
Address 3	Indicates the landmark, if available.
Address 4	Displays the village, town, or city name.
City	Displays the city name.
State	Displays the state name.
Country	Displays the country name.
Postal	Displays the postal or zip code.
Comments	Displays additional information about the refund request.
Total Refund Amount	Displays the total refund amount.

- **Characteristics** — Lists the characteristics defined for the refund request. It contains the following fields:

Field Name	Field Description
Effective Date	Indicates the date from when the characteristic is effective for the refund request.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the refund request. Note: The Edit button appears only when the refund request is in the Draft status.
Delete	Used to delete the refund request. Note: The Delete button appears only when the refund request is in the Draft status.
Submit	Used to submit the refund request for approval. Note: The Submit button appears only when the refund request is in the Draft status.
Approve	Used to approve the refund request. Note: The Approve button appears only when: <ul style="list-style-type: none"> • The refund request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the refund request.
Reject	Used to reject the refund request. Note: The Reject button appears only when: <ul style="list-style-type: none"> • The refund request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the refund request.
Void	Used to void the refund request. Note: The Void button appears only when the refund request is in the Processed status.

- **Record Information** — This section contains the following fields:


Field Name	Field Description
Business Object	Indicates the business object using which the refund request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Status Date/Time	Displays the date and time when the refund request status is updated
Create Date/Time	Displays the date and time when the refund request is created.

Refund Details

The **Refund Details** zone lists the payment events, payments, and credit bill line items (such as bill segments and adjustments) that you have added to the refund request. This zone contains the following columns:

Column Name	Column Description
Entity ID	Displays the entity ID.

Column Name	Column Description
Entity Type	Indicates whether the entity is a payment event, payment, bill, bill segment, or an adjustment.
Currency	Indicates the currency in which the entity was created.
Entity Amount	Displays the entity amount.
Refund Amount	Displays the amount that must be refunded. Note: By default, the amount which is eligible for refund appears in this column. You can edit the amount, if required. However, you cannot specify the amount greater than the eligible amount.
Contract Information	Displays additional information about the contract against which the bill segment or adjustment is created or against which the payment is matched. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Adjustment Type	Indicates the adjustment type using which the refund adjustment must be created. Note: By default, the adjustment type specified in the refund request type appears in this column. You can change the adjustment type, if required, by editing the refund request.
Adjustment Information	Displays information about the refund adjustment. Note: It has a link. On clicking the link, the Adjustment screen appears with the details of the respective adjustment. The data appears in this column only when the status of the refund request is Processed . The information string appears only when an algorithm of the C1-ADI-INFO algorithm type is attached to the Adjustment Information system event in the Algorithms tab of the Installation Options — Framework screen.

Note: On clicking the Broadcast () icon corresponding to the entity type as **Bill**, the **Bill Line Items** zone appears with the details of the respective bill.

In addition to above columns, this screen contains following buttons:


Button Name	Button Description
Edit	Used to edit the details of bill line items.
Delete	Used to delete the bill line items.

Bill Line Items

The **Bill Line Items** zone lists the debit and credit bill segments and adjustments of the bill. This zone contains the following columns:

Column Name	Column Description
Bill ID	Displays the bill ID.

Column Name	Column Description
Entity ID	Displays the bill segment or adjustment ID.
Entity Type	Indicates whether the entity is a bill, bill segment or an adjustment.
Currency	Displays the currency in which the entity was created.
Entity Amount	Displays the bill segment or adjustment amount.
Request Amount	Displays the bill segment or adjustment amount which is eligible for refund. In other words, it means entity amount minus amount refunded. Note: If the bill segment or adjustment has debit balance, the eligible amount for refund would be zero.
Contract Information	Displays additional information about the contract against which the bill segment or adjustment is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Adjustment Type	Indicates the adjustment type using which the refund adjustment must be created. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.
Adjustment Information	Displays information about the refund adjustment.

By default, the **Bill Line Items** zone does not appear in the **Main** tab. It appears only when you click the **Broadcast**  icon corresponding to the bill in the **Refund Details** zone.

Related Topics

For more information on...	See...
How to add a credit bill line item to the refund request	Adding a Credit Bill Line Item to the Refund Request on page 1192

Refund Request - Bills

The **Bills** tab allows you to search bills with credit line items, such as credit bill segments and adjustments, that you want to refund. It contains the following zones:

- [Search Bills](#) on page 1181
- [Bill Line Items](#) on page 1183

Search Bills

The **Search Bills** zone lists completed bills of the account which are either with credit balance or have one or more credit line items, such as bill segments and adjustments. You can filter the bills using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a bill using bill or bill and price item details. The valid values are: <ul style="list-style-type: none"> • Bill Details • Bill and Price Item Details Note: By default, the Bill Details option is selected.	Yes
Bill ID	Used to search a particular bill.	No
Bill Date From	Used to search bills which are created from a particular date onwards.	No
To	Used to search bills which are created till a particular date.	No
Price Item	Used to search bills which are created for a particular price item. Note: This field appears only when you select Bill and Price Item Details option from the Search By list. You can search for a price item by clicking the search (🔍) icon corresponding to the field.	No

- **Search Results** — On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill ID	Displays the bill ID.
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Amount	Displays the total bill amount.

If you want to refund a bill with credit balance and all credit line items, you need to select the check box corresponding to the bill and then click the **Add** button in the **Search Results** section. All credit bill segments and adjustments of the bill are added in the **Refund Details** zone on the **Main** tab. However, if you select a bill (with credit balance) which contains one or more debit line items or if you select a bill (with debit balance) which contains one or more credit line items, the system will not allow you to add the credit line items by directly adding the bill. In such case, you need to individually select the credit bill segments and adjustments of the bill and then add them to the refund request.

Note: If a refund request is currently in progress for a credit bill segment or adjustment of a bill, those bills of the account are not listed in the **Search Bills** zone. In addition, a bill with all debit line items are not listed in the **Search Bills** zone.

Related Topics


For more information on...	See...
How to add a credit bill line item to the refund request	Adding a Credit Bill Line Item to the Refund Request on page 1192

Bill Line Items

The **Bill Line Items** zone lists the debit and credit bill segments and adjustments of the bill. This zone contains the following columns:

Column Name	Column Description
Entity ID	Displays the bill segment or adjustment ID.
Entity Type	Indicates whether the entity is a bill segment or an adjustment.
Entity Information	Displays additional information about the bill segment or adjustment. If the entity is a bill segment, the context menu appears in the column which helps in navigating to other screens in the application. Note: It has a link. If the entity is a bill segment, the Bill Segment screen appears with the details of the respective bill segment on clicking the link. However, if the entity is an adjustment, the Adjustment screen appears with the details of the respective adjustment on clicking the link.
Entity Amount	Displays the bill segment or adjustment amount.
Eligible Amount	Displays the bill segment or adjustment amount which is eligible for refund. In other words, it means entity amount minus amount refunded. Note: If the bill segment or adjustment has debit balance, the eligible amount for refund would be zero.
Amount Refunded	Displays the amount which is already refunded to the account.
Contract Information	Displays additional information about the contract against which the bill segment or adjustment is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.

You can select one or more credit bill segments or adjustments and click the **Add** button in this zone to add selected credit bill segments or adjustments to the refund request.

By default, the **Bill Line Items** zone does not appear in the **Bills** tab. It appears only when you click the **Broadcast**  icon corresponding to the bill in the **Search Bills** zone.

Related Topics

For more information on...	See...
How to add a credit bill line item to the refund request	Adding a Credit Bill Line Item to the Refund Request on page 1192

Refund Request - Payments

The **Payments** tab allows you to search payment events or individual payments that you want to refund. It contains the following zones:

- [Search Payment Event](#) on page 1184

- [Payments](#) on page 1185

Search Payment Event

The **Search Payment Event** zone lists the payment events which are created for the account. You can filter the payment events using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate that you want to search for a payment event using the payment details. The valid values are: <ul style="list-style-type: none"> • Payment Details Note: By default, the Payment Details option is selected.	Yes
Payment Event ID	Used to search a particular payment event.	No
Suspense/Excess Credit Contract	Used to search payment events which include payments made against a particular suspense or excess credit contract. Note: The suspense and excess credit contracts are listed only when these contracts are associated with the account	No
Check Number	Used to search a payment event which includes payment made through a particular check.	No
Payment Date	Used to search payment events which include payments created from a particular date onwards.	No
To	Used to search payment events which include payments created till a particular date.	No
MICR ID	Used to search payment events which include payments made with a particular MICR code.	No

- **Search Results** — On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Payment Event Information	Displays additional information about the payment event. Note: It has a link. On clicking the link, the Payment Event screen appears where you can view the details of the respective payment event.
Payment Date	Displays the date when the payments were created.
Tender Amount	Displays the tender amount.
Payment Event ID	Displays the payment event ID.

If you want to refund all payments of a payment event, you need to select the check box corresponding to the payment event and then click the **Add** button in the **Search Results** section. If all payments in the payment event are matched against the same suspense or excess credit contract, the payment event is added in the **Refund Details** zone on the **Main** tab. However, if the payments in the payment event are matched against different suspense or excess credit contracts, the payments of the payment event are added in the **Refund Details** zone.

Note: If a refund request is currently in progress for a payment event or for any payment of a payment event, those payments events of the account are not listed in the **Search Payment Event** zone.

Related Topics


For more information on...	See...
How to add a payment event to the refund request	Adding a Payment Event to the Refund Request on page 1189

Payments

The **Payments** zone lists only those payments which are created through the payment event and are currently in the **Frozen** status. This zone contains the following columns:

Column Name	Column Description
Payment ID	Displays the payment ID. Note: It has a link. On clicking the link, the Payment screen appears where you can view the details of the respective payment.
Payee Account Information	Displays additional information about the account for which the payment was made. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Payment Amount	Displays the payment amount.
Payment Currency	Indicates the currency in which the payment was made.
Payment Status	Indicates the status of the payment.
Match Type	Indicates the match type using which the payment was matched.
Match Value	Indicates the entity (such as bill, contract, and so on) against which the payment was matched.
Amount Refunded	Displays the amount which is already refunded to the payor account.

You can select one or more payments and click the **Add** button in this zone to add selected payments to the refund request.

By default, the **Payments** zone does not appear in the **Payments** tab. It appears only when you click the **Broadcast** () icon corresponding to the payment event in the **Search Payment Event** zone.

Related Topics

For more information on...	See...
How to add a payment to the refund request	Adding a Payment to the Refund Request on page 1190

Refund Request - Log

The **Log** tab contains the following zone:

- [Refund Request Log](#) on page 1185

Refund Request Log

The **Refund Request Log** zone lists the complete trail of actions performed on the refund request. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the refund request.
Details	Displays the details about the action performed on the refund request.
User	Indicates the user who has performed the action on the refund request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the refund request.
Status Reason	Displays the status reason of action performed on the refund request.

Note: You can manually add a log entry for the refund request by clicking the **Add Log Entry** link in the upper right corner of the **Refund Request Log** zone.

The **Add Request Log** window appears. Enter **Log Details** and click **Save**. The refund request log is added.

Related Topics

For more information on...	See...
How to view the log of a refund request	Viewing the Log of a Refund Request on page 1205

Creating a Refund Request

Prerequisites

To create a refund request, you should have:

- Refund request types defined in the application

Procedure

To create a refund request:

1. Do either of the following:

If you want to...	Then...
Define a refund request from the Account Receivable Central screen	<ol style="list-style-type: none"> 1. Click the Main link in the Application toolbar. A list appears. 2. From the Main menu, select Financial and then click Account Receivable Central. 3. Search for the bill in the Account Receivable Central screen. 4. In the Search Results section, select the required bill and then click Refund. <p>Note: Only one bill at a time is allowed to select for Refund Request from the Account Receivable Central screen.</p>
Define a refund request from the Refund Request screen	<ol style="list-style-type: none"> 1. Click the Main link in the Application toolbar. A list appears.

If you want to...	Then...
	<p>2. From the Main menu, select Financial and then click Refund/Write Off Request.</p> <p>A sub-menu appears.</p> <p>3. Click the Add option from the Refund/Write Off Request sub-menu.</p>

The **Select Request Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Action	<p>Displays the type of request (refund or write off) to be created.</p> <p>Note:</p> <p>This field is pre-populated if the refund request is created from the Account Receivable Central screen.</p> <p>This field is editable if the refund request is created from the Refund/Write Off Request screen.</p>	Not applicable
Refund/Write Off Request Type	<p>Used to indicate the request type using which you want to create the refund or write off request.</p> <p>Note: The refund request types are listed when you set the Action field to Refund and the write off request types are listed when you set the Action field to Write Off.</p>	Yes
Account	<p>Used to indicate the account for which you want to create the refund or write off request.</p> <p>Note:</p> <p>This field is pre-populated if the refund request is created from the Account Receivable Central screen.</p> <p>This field is editable if the refund request is created from the Refund/Write Off Request screen.</p> <p>You can search for an account by clicking the Search (🔍) icon corresponding to the respective field.</p>	Yes

Tip:

Alternatively, you can access the **Select Request Type** screen:

- By clicking the **Add** button in the **Page Title** area of **Refund/Write Off Request** screen.

- By selecting the payment which you want to refund in the **Payment Event Summary** screen and then clicking the **Refund** button. Note that the system will allow you to refund only those payments which are in the **Frozen** status and matched against the suspense or excess credit contract.
2. Select the required refund request type from the respective field.
 3. Click **Save**.

The refund request is defined and the status of the refund request is set to **Draft**. The **Refund Request** screen appears with the details of the refund request. It contains the following tabs:

Note: The refund request can be created only for bill with outstanding amount lesser than zero.

- **Main** – Displays information about the refund request. It contains the following zones:
 - **Refund Request** – Displays the details of the refund request.
 - **Refund Details** – Lists the entities, such as payment events, payments, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be refunded.
 - **Payments** — Used to search payment events or individual payments that you want to refund. This tab appears only when the refund request is in the **Draft** status.
 - **Bills** — Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to refund. This tab appears only when the refund request is in the **Draft** status.
 - **Log** – Lists the complete trail of actions performed on the refund request.
4. Add payment events, payments, or credit bill line items that you want to refund.
 5. Edit the refund amount of each entity, if required.
 6. Define characteristics for the refund request, if required.
 7. Override the address if you want to sent the refund to an address other than the account’s main customer address.

Related Topics

For more information on...	See...
Refund Request screen	Refund Request on page 1176
Account Receivable Central screen	Account Receivable Central on page 1034
How to add a payment event to the refund request	Adding a Payment Event to the Refund Request on page 1189
How to add a payment to the refund request	Adding a Payment to the Refund Request on page 1190
How to add a credit bill line item to the refund request	Adding a Credit Bill Line Item to the Refund Request on page 1192
How to edit a refund request	Editing a Refund Request on page 1194
How to define characteristics for a refund request	Defining Characteristics for a Refund Request on page 1188

Defining Characteristics for a Refund Request

Prerequisites

To define characteristics for a refund request, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Refund Write Off Request**)

Procedure

To define characteristics for a refund request:

1. Search for the refund request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request whose details you want to edit.

The **Refund Request** screen appears.

3. Click the **Edit** button in the **Refund Request** zone.

The **Edit Refund Request** screen appears.

Note: The **Edit** button appears only when the refund request is in the **Draft** status.

4. Ensure that the **Characteristics** section is expanded when you are editing the refund request.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the refund request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the refund request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Refund Write Off Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the refund request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the refund request.

5. Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

6. If you want to define more than one characteristic for the refund request, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to remove a characteristic from the refund request, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174
How to create a refund request	Creating a Refund Request on page 1186

Adding a Payment Event to the Refund Request

Prerequisites

To add a payment event to the refund request, you should have:

- Payments made by the account for which you need to create the refund request

Procedure

To add a payment event to the refund request:

1. Click the **Payments** tab in the **Refund Request** screen.

The **Payments** tab appears.

2. Filter the payment events, if required, in the **Search Payment Event** zone.

Note: You can only refund payments, which are matched against suspense or excess credit contracts, to the payor account. Therefore, you can only view payment events which includes payments matched against suspense or excess credit contracts. If a refund request is currently in progress for a payment event or for any payment of a payment event, those payments events of the account are not listed in the **Search Payment Event** zone.

3. Select the check box corresponding to the payment event, whose payments you want to refund, in the **Search Results** section.

Note: You can add more than one payment event to the refund request at the same time.

4. Click **Add**.

A message appears indicating that the selected payment events are added to the refund request.

5. Click **OK**.

Note that the entity is added in the **Refund Details** zone on the **Main** tab.

Note:

You can only refund payments which are in the **Frozen** status.

If all payments in the payment event are matched against the same suspense or excess credit contract, the payment event is added in the **Refund Details** zone. However, if the payments in the payment event are matched against different suspense or excess credit contracts, the payments of the payment event are added in the **Refund Details** zone.

Related Topics

For more information on...	See...
How to create a refund request	Creating a Refund Request on page 1186

Adding a Payment to the Refund Request

Prerequisites

To add a payment to the refund request, you should have:

- Payments made by the account for which you need to create the refund request

Procedure

To add a payment to the refund request:

1. Click the **Payments** tab in the **Refund Request** screen.

The **Payments** tab appears.

2. Filter the payment events, if required, in the **Search Payment Event** zone.

Note: You can only refund payments, which are matched against suspense or excess credit contracts, to the payor account. Therefore, you can only view payment events which includes payments matched against suspense or

excess credit contracts. If a refund request is currently in progress for a payment event or for any payment of a payment event, those payments events of the account are not listed in the **Search Payment Event** zone.

3. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the payment event whose payments you want to view.

The **Payments** zone appears.

4. Select the check box corresponding to the payment that you want to refund.

Note: You can add more than one payment to the refund request at the same time.

5. Click **Add**.

A message appears indicating that the selected payments are added to the refund request.

6. Click **OK**.

Note that the payments are added in the **Refund Details** zone on the **Main** tab.

Note: You can only refund payments which are in the **Frozen** status.

Related Topics

For more information on...	See...
How to create a refund request	Creating a Refund Request on page 1186

Adding a Credit Bill to the Refund Request

You can refund the credit bills to the account.

Prerequisites

To add a credit bill to the refund request, you should have:

- Completed bills for the account with one or more credit line items

Procedure

To add a credit bill to the refund request:

1. Click the **Bills** tab in the **Refund Request** screen.

The **Bills** tab appears.

2. Filter the bills, if required, in the **Search Bills** zone.

Note: If a refund request is currently in progress for a credit bill segment or adjustment of a bill, those bills of the account are not listed in the **Search Bills** zone. In addition, a bill with all debit line items are not listed in the **Search Bills** zone.

3. Do either of the following:

If...	Then...
A bill has all credit line items and you want to add the credit bill to the refund request	<ol style="list-style-type: none"> 1. In the Search Bills zone, select the bills that you want to refund. 2. Click the Add button available at the upper left corner of the Search Bills zone. <p>Note: Default adjustment type selected in the write off request type should be non A/P.</p>

If...	Then...
A bill has credit balance and one or more debit line items and you want to add the credit bill to the refund request	<ol style="list-style-type: none"> <li data-bbox="846 226 1401 289">1. In the Search Bills zone, select the bills that you want to refund. <li data-bbox="846 317 1401 380">2. Click the Add button available at the upper left corner of the Search Bills zone. <p data-bbox="818 407 1401 470">Note: Default adjustment type selected in the write off request type should be non A/P.</p>

4. Click Add.

A message appears indicating that the selected bills are added to the refund request.

Note: If you select a bill (with credit balance) which contains one or more debit line items or if you select a bill (with debit balance) which contains one or more credit line items, the system will not allow you to add the credit line items by directly adding the bill. In such case, you need to individually select the credit bill segments and adjustments of the bill and then add them to the refund request.

5. Click OK.

Note that all the credit bill segments or adjustments of the bills are added in the **Refund Details** zone on the **Main** tab.

Note:

Irrespective of whether you select a credit bill, or credit bill segments or adjustments, the credit bill segments or adjustments are added in the **Refund Details** zone. The credit bill is not added to the **Refund Details** zone.

The system will not allow you to add a debit line item to the **Refund Details** zone.

Related Topics

For more information on...	See...
How to create a refund request	Creating a Refund Request on page 1186

Adding a Credit Bill Line Item to the Refund Request

You can refund the credit bill line items, such as bill segments and adjustments, to the account. While adding a credit bill line item to the refund request, you can either:

- Directly add all credit line items of a bill to the refund request by adding the bill which has all bill segments and adjustments in credit
- Individually add a credit bill segment or adjustment of a bill (with one or more credit line items) to the refund request

Prerequisites

To add a credit bill line item to the refund request, you should have:

- Completed bills for the account with one or more credit line items

Procedure

To add a credit bill line item to the refund request:




1. Click the **Bills** tab in the **Refund Request** screen.

The **Bills** tab appears.

- Filter the bills, if required, in the **Search Bills** zone.

Note: If a refund request is currently in progress for a credit bill segment or adjustment of a bill, those bills of the account are not listed in the **Search Bills** zone. In addition, a bill with all debit line items are not listed in the **Search Bills** zone.

- Do either of the following:

If...	Then...
A bill has all credit line items and you want to add a particular credit bill line item to the refund request	<ol style="list-style-type: none"> In the Search Bills zone, click the Broadcast  icon corresponding to the bill whose line items you want to view. The Bill Line Items zone appears. Select the check box corresponding to the credit bill segment or adjustment that you want to refund.
A bill has credit balance and one or more debit line items	<ol style="list-style-type: none"> In the Search Bills zone, click the Broadcast  icon corresponding to the bill whose line items you want to view. The Bill Line Items zone appears. Select the check box corresponding to the credit bill segment or adjustment that you want to refund.
A bill has debit balance and one or more credit line items	<ol style="list-style-type: none"> In the Search Bills zone, click the Broadcast  icon corresponding to the bill whose line items you want to view. The Bill Line Items zone appears. Select the check box corresponding to the credit bill segment or adjustment that you want to refund.

- Click **Add**.

A message appears indicating that the selected bill segments or adjustments are added to the refund request.

Note: If you select a bill (with credit balance) which contains one or more debit line items or if you select a bill (with debit balance) which contains one or more credit line items, the system will not allow you to add the credit line items by directly adding the bill. In such case, you need to individually select the credit bill segments and adjustments of the bill and then add them to the refund request.

- Click **OK**.

Note that the credit bill segments or adjustments are added in the **Refund Details** zone on the **Main** tab.

Note:

Irrespective of whether you select a credit bill, or credit bill segments or adjustments, the credit bill segments or adjustments are added in the **Refund Details** zone. The credit bill is not added to the **Refund Details** zone.

The system will not allow you to add a debit line item to the **Refund Details** zone.

Related Topics

For more information on...	See...
How to create a refund request	Creating a Refund Request on page 1186

Editing a Refund Request**Prerequisites**

To edit a refund request, you should have:

- Adjustment types with A/P request type defined in the application

Procedure

To edit a refund request:

1. Search for the refund request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request whose details you want to edit.

The **Refund Request** screen appears.

3. Click the **Edit** button in the **Refund Request** zone.

The **Edit Refund Request** screen appears. It contains the following section:

Field Name	Field Description	Mandatory (Yes or No)
Refund Request Information	Displays information about the refund request.	Not applicable
Account Information	Indicates the account for which the refund request is created.	Not applicable
Person Name	Used to indicate the person for whom the refund request is created.	No
Override Address	Used to indicate whether the account's mailing address must be overridden. Note: By default, the account's main customer's address appears in the following fields — Address 1, Address 2, Address 3, Address 4, City, Country, State, and Postal. You can override the address in these fields, if required.	No
Address 1	Used to specify the house number and apartment name.	No
Address 2	Used to specify the street name.	No
Address 3	Used to specify any landmark, if available.	No
Address 4	Used to specify the village, town, or city name.	No
City	Used to specify the city name.	No
Country	Used to specify the country name.	No

Field Name	Field Description	Mandatory (Yes or No)
State	Used to specify the state name.	No
Postal	Used to specify the postal or zip code.	No
Comments	Used to specify additional information about the refund request.	No

In addition, this screen contains the following two sections:

- **Characteristics** — Used to define characteristics for the refund request. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the refund request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the refund request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Refund Write Off Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the refund request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the refund request.

4. Modify the details of the refund request, if required.
5. Define, edit, or remove characteristics from the refund request, if required.
6. Click **Save**.

The changes made to the refund request are saved.

Related Topics

For more information on...	See...
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177
How to define characteristics for a refund request	Defining Characteristics for a Refund Request on page 1188

Editing the Refund Details

Prerequisites

To edit the refund details, you should have:


- Adjustment types with A/P request type defined in the application

Procedure

To edit the refund details:


1. Search for the refund request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request whose bill line item details you want to edit.

The **Refund Request** screen appears. You can edit the bill line items by either of the following ways:

If...	Then...
Select the bill whose details you want to edit in the Refund Details zone and click the Edit button available in the upper left corner of this zone.	The Edit Request Details screen appears.
In the Refund Details zone, click the Broadcast () icon corresponding to the bill whose line items details you want to edit.	<p>The Bill Line Items zone appears.</p> <p>Note: This zone appears only when the Entity Type is Bill.</p> <ol style="list-style-type: none"> 1. Select the bill line item whose details you want to edit in the Bill Line Items zone and click the Edit button available in the upper left corner of this zone. <p>The Edit Request Details screen appears.</p>

Note: A bill line item from the refund request can be edited only when the refund request is in the **Draft** status.

The **Edit Request Details** screen contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Request ID	Displays the refund request ID.	Not applicable
Account Information	Displays additional information about the account.	Not applicable
Adjustment Type	<p>Indicates the adjustment type of the refund request type.</p> <p>You can search for an adjustment type by clicking the search() icon corresponding to the field.</p>	No

In addition to these fields, this screen contains following columns:

Column Name	Column Description
Entity Type	Indicates the entity type. The valid values are <ul style="list-style-type: none"> • Adjustments • Bill • Bill Segment • Payment Event • Payment
Entity ID	Displays the entity ID.
Entity Amount	Displays the entity amount.
Currency	Displays the currency in which the entity was created.
Request Amount	Displays the amount that must be refunded.
Adjustment Type	Indicates the adjustment type using which the refund adjustment must be created. Note: You can search for an account by clicking the search (🔍) icon corresponding to the field.
Bill ID	Displays the bill ID.

In addition to the above columns, the screen has following button:

Button Name	Button Description
Override	Used to override an adjustment type of the refund request.

Note:

In the **Bill Line Items** zone, click the **Broadcast** (📡) icon corresponding to the bill line item which you want to delete

Pagination is used to display limited number of records in the **Search Results** section. By default, 10 records are displayed in the **Search Results** section. You can change the number of records displayed per page, if required.

You can use the navigation buttons, such as **First** (◀◀), **Previous** (◀), **Next** (▶), and **Last** (▶▶) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

The values appear in the **Page Limit** list only when you define values for the **PAGE_NUMBER** lookup field.

3. Modify the details of the bill line items.
4. Click **Save**.

The changes made to the refund bill line items are saved.

Related Topics

For more information on...	See...
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174

Deleting a Refund Request

Procedure

To delete a refund request:

1. Search for the refund request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request that you want to delete.

The **Refund Request** screen appears.

3. Click the **Delete** button in the **Refund Request** zone.

A message appears confirming whether you want to delete the refund request.

Note: The **Delete** button appears only when the refund request is in the **Draft** status.

4. Click **OK**.

The refund request is deleted.

Related Topics

For more information on...	See...
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177

Deleting a Bill from the Refund Request

Procedure

To delete a bill from the refund request:

1. Search for the refund request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request whose bill you want to delete.

The **Refund Request** screen appears.

3. In the **Refund Details** zone, select the bills and click the **Delete** button available in the upper left corner of this zone.

A message appears confirming whether you want to delete the bill from the refund request.

Note:

You can delete bill from the refund request only when the request is in the **Draft** status.

4. Click **OK**.

The selected bill gets deleted from the refund request.

Related Topics

For more information on...	See...
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174

Deleting a Bill Line Item from the Refund Request

Procedure

To delete a bill line item from the refund request:

1. Search for the refund request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request whose bill line items you want to delete.

The **Refund Request** screen appears.

3. In the **Refund Details** zone, click the **Broadcast** (📡) icon corresponding to the bill whose line items details you want to delete.

The **Bill Line Items** zone appears.

4. In the **Bill Line Items** zone, select the bill line items which you want to delete and click the **Delete** button available in the upper left corner of this zone.

A message appears confirming whether you want to delete the bill line items from the refund request.

Note:

You can delete a bill line item from the refund request only when the request is in the **Draft** status.

5. Click **OK**.

The selected bill line items gets deleted from the refund request.

Related Topics

For more information on...	See...
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174

Submitting a Refund Request

Prerequisites

To submit a refund request, you should have:

- Payment events, payments, or credit bill line items added in the refund request

Procedure

To submit a refund request:

1. Search for the refund request in the **Refund/Write Off Request** screen.

- In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request that you want to submit.

The **Refund Request** screen appears.

- Click the **Submit** button in the **Refund Request** zone.

The system behaves in the following manner:

If...	Then...
The Approval Required and Hierarchical Approval check boxes are selected in the refund request type using which the refund request is created	A To Do of the C1-REFRQ To Do type is created and sent to the approver at the first level in the approval hierarchy, and the status of the refund request is changed to Approval In Progress .
The Approval Required check box is selected, but the Hierarchical Approval check box is not selected in the refund request type using which the refund request is created	A To Do of the C1-REFRQ To Do type is created and sent to the approver at the hierarchy level where the total refund amount falls within the threshold limit. In addition, the status of the refund request is changed to Approval In Progress .
The Approval Required check box is not selected in the refund request type using which the refund request is created	The refund adjustments are created using the specified adjustment types and the status of the refund request is changed to Processed . Note: The refund adjustments are created in the Frozen status. If a match event is present for the credit bill line items (such as bill segments and adjustments) and for the payments which are matched against the excess credit contract, the existing match event is stamped on the refund adjustments and on the corresponding financial transactions. However, when a match event is not present for the payments which are matched against the suspense contract or if the match events does not exist, a new match event is created and stamped on the refund adjustments and on the corresponding financial transactions. If you are doing a partial refund for any entity, the corresponding match event status is set to Open . However, if you are refunding the entire eligible amount, the corresponding match event status is set to Balanced .

If...	Then...
The total refund amount is less than minimum refund amount	<p>The write up adjustment is created using the write up adjustment type specified in the refund request type. In addition, the status of the refund request is changed to Processed.</p> <p>Note: The write up adjustment is created in the Frozen status. If a match event is present for the credit bill line items (such as bill segments and adjustments) and for the payments which are matched against the excess credit contract, the existing match event is stamped on the write up adjustment and on the corresponding financial transaction. However, when a match event is not present for the payments which are matched against the suspense contract or if the match events does not exist, a new match event is created and stamped on the write up adjustment and on the corresponding financial transaction. If you are doing a partial refund for any entity, the corresponding match event status is set to Open. However, if you are refunding the entire eligible amount, the corresponding match event status is set to Balanced.</p>
The total refund amount is less than the minimum threshold amount	<p>The refund request is automatically approved by the system and refund adjustments are created using the specified adjustment types. In addition, the status of the refund request is changed to Processed.</p> <p>Note: The refund adjustments are created in the Frozen status. If a match event is present for the credit bill line items (such as bill segments and adjustments) and for the payments which are matched against the excess credit contract, the existing match event is stamped on the refund adjustments and on the corresponding financial transactions. However, when a match event is not present for the payments which are matched against the suspense contract or if the match events does not exist, a new match event is created and stamped on the refund adjustments and on the corresponding financial transactions. If you are doing a partial refund for any entity, the corresponding match event status is set to Open. However, if you are refunding the entire eligible amount, the corresponding match event status is set to Balanced.</p>

Note: The **Submit** button appears only when the refund request is in the **Draft** status.

Related Topics

For more information on...	See...
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177

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Approving a Refund Request

You can view the number of refund requests which are pending for approval in the **Refund/Write Off Request** screen. The approver can review, and accordingly approve or reject the refund request based on the observations.

Note: The system will not allow you to approve or reject a refund request submitted by you.

Procedure

To approve a refund request:

1. Do either of the following:

If you want to...	Then...
Approve a refund request through the Refund/Write Off Request screen	<ol style="list-style-type: none"> 1. Search for the refund request in the Refund/Write Off Request screen. 2. In the Search Results section, click the link in the Refund/Write Off Request Information column corresponding to the refund request which you want to review.
Approve a refund request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-REFRQ in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the refund request that you want to review.

The **Refund Request** screen appears.

2. Review the refund request details.
3. Click the **Approve** button in the **Refund Request** zone.

The system behaves in the following manner:

If...	Then...
The Hierarchical Approval check box is selected in the refund request type using which the refund request is created and the total refund amount is greater than the threshold amount specified at the next level in the approval hierarchy	A To Do of the C1-REFRQ To Do type is created and sent to the approver at the next level in the approval hierarchy, and the status of the refund request remains as Approval In Progress .
The Hierarchical Approval check box is selected in the refund request type using which the refund request is created and the total refund amount is less than the threshold amount specified at the next level in the approval hierarchy	<p>The refund adjustments are created using the specified adjustment types and the status of the refund request is changed to Processed.</p> <p>Note: The refund adjustments are created in the Frozen status. If a match event is present for the credit bill line items (such as bill segments and adjustments) and for the payments which are matched against the excess credit contract, the existing match event is stamped on the refund adjustments and on the corresponding financial transactions. However, when a match event is not present for the payments which are matched against the suspense contract or if the match events does not exist, a new match event is created and stamped on the refund adjustments and on the corresponding financial transactions. If you are doing a partial refund for any entity, the corresponding match event status is set to Open. However, if you are refunding the entire eligible amount, the corresponding match event status is set to Balanced.</p>
The Hierarchical Approval check box is not selected in the refund request type using which the refund request is created	<p>The refund adjustments are created using the specified adjustment types and the status of the refund request is changed to Processed.</p> <p>Note: The refund adjustments are created in the Frozen status. If a match event is present for the credit bill line items (such as bill segments and adjustments) and for the payments which are matched against the excess credit contract, the existing match event is stamped on the refund adjustments and on the corresponding financial transactions. However, when a match event is not present for the payments which are matched against the suspense contract or if the match events does not exist, a new match event is created and stamped on the refund adjustments and on the corresponding financial transactions. If you are doing a partial refund for any entity, the corresponding match event status is set to Open. However, if you are refunding the entire eligible amount, the corresponding match event status is set to Balanced.</p>

Note: The **Approve** button appears only when:

- The refund request is in the **Approval In Progress** status.
- A user with the approval To Do role is reviewing the refund request.

Related Topics

For more information on...	See...
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177

Rejecting a Refund Request**Prerequisites**

To reject a refund request, you should have:

- Rejection reasons defined in the application

Note:

While rejecting a refund request, you need to specify the reason why you want to reject the refund request. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-RefundReq** business object in the **Status Reason** screen.

The system will not allow you to approve or reject a refund request submitted by you.

Procedure

To reject a refund request:

1. Do either of the following:

If you want to...	Then...
Reject a refund request through the Refund/Write Off Request screen	<ol style="list-style-type: none"> 1. Search for the refund request in the Refund/Write Off Request screen. 2. In the Search Results section, click the link in the Refund/Write Off Request Information column corresponding to the refund request which you want to review.
Reject a refund request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-REFRQ in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos.

If you want to...	Then...
	6. Click the link in the Message column corresponding to the To Do of the refund request that you want to review.

The **Refund Request** screen appears.

- Review the refund request details.
- Click the **Reject** button in the **Refund Request** zone.

The **Reject Refund Request** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the refund request.	Yes
Comments	Used to specify additional information while rejecting the refund request.	No

Note: The **Reject** button appears only when:

- The refund request is in the **Approval In Progress** status.
 - A user with the approval To Do role is reviewing the refund request.
- Select the rejection reason from the **Status Reason** list.
 - Click **Save**.

The status of the refund request is changed to **Rejected**.

Related Topics

For more information on...	See...
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177

Viewing the Log of a Refund Request

Procedure

To view the log of a refund request:

- Search for the refund request in the **Refund/Write Off Request** screen.
- In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request whose log you want to view.

The **Refund Request** screen appears. It consists of the following tabs:

- Main** – Displays information about the refund request. It contains the following zones:
 - Refund Request** – Displays the details of the refund request.

- **Refund Details** – Lists the entities, such as payment events, payments, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be refunded.
- **Bill Line Items** — Displays the details of the bill which must be refunded.

Note:

This zone appears when you click the Broadcast () icon corresponding to the entity type as **Bill** in the **Refund Details** zone.

- **Payments** — Used to search payment events or individual payments that you want to refund. This tab appears only when the refund request is in the **Draft** status.
- **Bills** — Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to refund. This tab appears only when the refund request is in the **Draft** status.
- **Log** – Lists the complete trail of actions performed on the refund request.

3. Click the **Log** tab.

4. View the log of the refund request in the **Refund Request Log** zone.

Note: You can manually add a log entry for the refund request by clicking the **Add Log Entry** link in the upper right corner of the **Refund Request Log** zone.

Related Topics

For more information on...	See...
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174
How to add a log entry for a refund request	Adding a Log Entry for a Refund Request on page 1206
Refund Request Log zone	Refund Request Log on page 1185

Adding a Log Entry for a Refund Request**Procedure**

To add a log entry for a refund request:

1. Search for the refund request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request whose log you want to edit.

The **Refund Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the refund request. It contains the following zones:
 - **Refund Request** – Displays the details of the refund request.
 - **Refund Details** – Lists the entities, such as payment events, payments, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be refunded.
- **Payments** — Used to search payment events or individual payments that you want to refund. This tab appears only when the refund request is in the **Draft** status.
- **Bills** — Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to refund. This tab appears only when the refund request is in the **Draft** status.
- **Log** – Lists the complete trail of actions performed on the refund request.

3. Click the **Log** tab.

The **Log** tab appears.

- Click the **Add Log Entry** link in the upper right corner of the **Refund Request Log** zone.

The **Add Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Request Information	Displays information about the refund request.	Not applicable
Log Details	Used to specify additional comments on the refund request.	Yes

- Enter the comments in the **Log Details** field.
- Click **Save**.

The log entry is added in the **Refund Request Log** zone.

Related Topics

For more information on...	See...
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174

Voiding a Refund Request

There might be situations when incorrect refund request is processed in the system. In such case, the system provides you with an ability to void or cancel the refund request. However, note that you can void a refund request only when the refund request is in the **Processed** status.

Prerequisites

To void a refund request, you should have:

- Void reasons defined in the application

Note: While voiding a refund request, you need to specify the reason why you want to void the refund request. You can select the appropriate void reason only when you have defined the reasons for the **Voided** status of the **C1-RefundReq** business object in the **Status Reason** screen.

Procedure

To void a refund request:

- Search for the refund request in the **Refund/Write Off Request** screen.
- In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the refund request that you want to void.

The **Refund Request** screen appears.

- Click the **Void** button in the **Refund Request** zone.

The **Void Reason** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to void the refund request.	Yes
Comments	Used to specify additional information while voiding the refund request.	No

Note: The **Void** button appears only when the refund request is in the **Processed** status.

4. Select the void reason from the **Status Reason** list.
5. Click **Save**.

The status of the refund request is changed to **Voided**.

Note: The **C1-REFVOID** algorithm cancels all the frozen adjustments created for the refund request which is in the **Processed** state.

Related Topics

For more information on...	See...
How to search for a refund request	Searching for a Refund or Write Off Request on page 1174
Refund Request screen	Refund Request on page 1176
Refund Request zone	Refund Request on page 1177

Write Off Request

Once you create a write off request, the **Write Off Request** screen allows you to:

- Edit and delete a write off request
- View the details of a write off request
- Submit a write off request for approval
- Approve or reject a write off request
- View the log of a write off request
- Add a log entry for a write off request
- Cancel a write off request

This screen consists of the following tabs:

- **Main** – Displays information about the write off request. It contains the following zones:
 - **Write Off Request** – Displays the details of the write off request.
 - **Write Off Details** – Lists the debit bill line items (such as debit bill segments and adjustments) of the account which must be written off.
 - **Bill Line Items** — Displays the details of the bill which must be written off.

Note:

This zone appears when you click the Broadcast () icon corresponding to the entity type as **Bill** in the **Write Off Details** zone.

- **Bills** — Used to search bills with debit line items, such as debit bill segments and adjustments, that you want to write off. It contains the following zones:
 - **Search Bills** — Lists completed bills of the account which are either with debit balance or have one or more debit line items, such as bill segments and adjustments. You can filter the bills using various search criteria.
 - **Bill Line Items** — Lists the debit and credit bill segments and adjustments of the bill.

This tab appears only when the write off request is in the **Draft** status.

- **Log** – Lists the complete trail of actions performed on the write off request.

Write Off Request - Main

The **Main** tab displays information about the write off request. It contains the following zones:

- [Write Off Request](#) on page 1209
- [Write Off Details](#) on page 1210
- [Bill Line Items](#) on page 1211

Write Off Request

The **Write Off Request** zone displays the details of the write off request. This zone contains the following sections:

- **Main** — This section provides basic information about the write off request. It contains the following fields:

Field Name	Field Description
Write Off Request Information	Displays information about the write off request.
Write Off Request Type	Indicates the write off request type using which the write off request is created. Note: It has a link. On clicking the link, the Refund/Write Off Request Type screen appears where you can view the details of the write off request type.
Status	Indicates the status of the write off request. The valid values are: <ul style="list-style-type: none"> • Draft • Approval In Progress • Rejected • Processed • Cancelled
Status Reason	Indicates the reason why the write off request is rejected or cancelled. Note: This field appears only when the write off request is in the Rejected or Cancelled status. It has a link. On clicking the link, the Status Reason screen appears where you can view the details of the rejected or cancelled reason.
Account Information	Indicates the account for which the write off request is created. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Comments	Displays additional information about the write off request.
Total Write Off Amount	Displays the total write off amount.

- **Characteristics** — Lists the characteristics defined for the write off request. It contains the following fields:

Field Name	Field Description
Effective Date	Indicates the date from when the characteristic is effective for the write off request.

Field Name	Field Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the write off request. Note: The Edit button appears only when the write off request is in the Draft status.
Delete	Used to delete the write off request. Note: The Delete button appears only when the write off request is in the Draft status.
Submit	Used to submit the write off request for approval. Note: The Submit button appears only when the write off request is in the Draft status.
Approve	Used to approve the write off request. Note: The Approve button appears only when: <ul style="list-style-type: none"> • The write off request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the write off request.
Reject	Used to reject the write off request. Note: The Reject button appears only when: <ul style="list-style-type: none"> • The write off request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the write off request.
Cancel	Used to cancel the write off request. Note: The Cancel button appears only when the write off request is in the Processed status.

- **Record Information** — This section contains the following fields:


Field Name	Field Description
Business Object	Indicates the business object using which the write off request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Status Date/Time	Displays the date and time when the write off request status is updated
Create Date/Time	Displays the date and time when the write off request is created.

Write Off Details

The **Write Off Details** zone lists the debit bill line items (such as bill segments and adjustments) that you have added to the write off request. This zone contains the following columns:

Column Name	Column Description
Entity ID	Displays the entity ID.
Entity Type	Indicates whether the entity is a bill, bill segment or an adjustment.
Currency	Indicates the currency in which the entity was created.
Entity Amount	Displays the entity amount.
Write Off Amount	Displays the amount that must be written off. Note: By default, the amount which is eligible for write off appears in this column. You can edit the amount, if required. However, you cannot specify the amount greater than the eligible amount.
Contract Information	Displays additional information about the contract against which the bill segment or adjustment is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Adjustment Type	Indicates the adjustment type using which the write off adjustment must be created. Note: By default, the adjustment type specified in the write off request type appears in this column. You can change the adjustment type, if required, by editing the write off request.
Adjustment Information	Displays information about the write off adjustment. Note: It has a link. On clicking the link, the Adjustment screen appears with the details of the respective adjustment. The data appears in this column only when the status of the write off request is Processed . The information string appears only when an algorithm of the C1-ADI-INFO algorithm type is attached to the Adjustment Information system event in the Algorithms tab of the Installation Options — Framework screen.

Note:

On clicking the Broadcast () icon corresponding to the entity type as **Bill**, the **Bill Line Items** zone appears with the details of the respective bill.


In addition to above columns, this screen contains following buttons:

Button Name	Button Description
Edit	Used to edit the details of bill line items.
Delete	Used to delete the bill line items.

Bill Line Items

The **Bill Line Items** zone lists the debit and credit bill segments and adjustments of the bill. This zone contains the following columns:

Column Name	Column Description
Bill ID	Displays the bill ID.
Entity ID	Displays the bill segment or adjustment ID.
Entity Type	Indicates whether the entity is a bill, bill segment or an adjustment.
Currency	Displays the currency in which the entity was created.
Entity Amount	Displays the bill segment or adjustment amount.
Request Amount	Displays the bill segment or adjustment amount which is eligible for refund. In other words, it means entity amount minus amount refunded. Note: If the bill segment or adjustment has debit balance, the eligible amount for refund would be zero.
Contract Information	Displays additional information about the contract against which the bill segment or adjustment is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Adjustment Type	Indicates the adjustment type using which the refund adjustment must be created. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.
Adjustment Information	Displays information about the refund adjustment.

By default, the **Bill Line Items** zone does not appear in the **Main** tab. It appears only when you click the **Broadcast**  icon corresponding to the bill in the **WriteOff Details** zone.

Related Topics

For more information on...	See...
How to add a debit bill line item to the write off request	Adding a Debit Bill Line Item to the Write Off Request on page 1220

Write Off Request - Bills

The **Bills** tab allows you to search bills with debit line items, such as debit bill segments and adjustments, that you want to write off. It contains the following zones:

- [Search Bill](#)
- [Bill Line Items](#) on page 1214

Search Bills

The **Search Bills** zone lists completed bills of the account which are either with debit balance or have one or more debit line items, such as bill segments and adjustments. You can filter the bills using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate that you want to search for a bill using the bill details. The valid values are: <ul style="list-style-type: none"> • Bill Details • Bill and Price Item Details Note: By default, the Bill Details option is selected.	Yes
Bill ID	Used to search a particular bill.	No
Bill Date From	Used to search bills which are created from a particular date onwards.	No
To	Used to search bills which are created till a particular date.	No
Price Item	Used to search bills which are created for a particular price item. Note: This field appears only when you select Bill and Price Item Details option from the Search By list. You can search for a price item by clicking the search (🔍) icon corresponding to the field.	No

- **Search Results** — On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill ID	Displays the bill ID.
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Amount	Displays the total bill amount.

If you want to write off a bill with debit balance and all debit line items, you need to select the check box corresponding to the bill and then click the **Add** button in the **Search Results** section. All debit bill segments and adjustments of the bill are added in the **Write Off Details** zone on the **Main** tab. However, if you select a bill (with debit balance) which contains one or more credit line items or if you select a bill (with credit balance) which contains one or more debit line items, the system will not allow you to add the debit line items by directly adding the bill. In such case, you need to individually select the debit bill segments and adjustments of the bill and then add them to the write off request.

Note: If a write off request is currently in progress for a debit bill segment or adjustment of a bill, those bills of the account are not listed in the **Search Bills** zone. In addition, a bill with all credit line items are not listed in the **Search Bills** zone.

Related Topics


For more information on...	See...
How to add a debit bill line item to the write off request	Adding a Debit Bill Line Item to the Write Off Request on page 1220

Bill Line Items

The **Bill Line Items** zone lists the debit and credit bill segments and adjustments of the bill. This zone contains the following columns:

Column Name	Column Description
Entity ID	Displays the bill segment or adjustment ID.
Entity Type	Indicates whether the entity is a bill segment or an adjustment.
Entity Information	Displays additional information about the bill segment or adjustment. If the entity is a bill segment, the context menu appears in the column which helps in navigating to other screens in the application. Note: It has a link. If the entity is a bill segment, the Bill Segment screen appears with the details of the respective bill segment on clicking the link. However, if the entity is an adjustment, the Adjustment screen appears with the details of the respective adjustment on clicking the link.
Entity Amount	Displays the bill segment or adjustment amount.
Eligible Amount	Displays the bill segment or adjustment amount which is eligible for write off. In other words, it means entity amount minus amount written off. Note: If the bill segment or adjustment has credit balance, the eligible amount for write off would be zero.
Amount Written Off	Displays the amount which is already written off to the account.
Contract Information	Displays additional information about the contract against which the bill segment or adjustment is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.

You can select one or more debit bill segments or adjustments and click the **Add** button in this zone to add selected debit bill segments or adjustments to the write off request.

By default, the **Bill Line Items** zone does not appear in the **Bills** tab. It appears only when you click the **Broadcast**  icon corresponding to the bill in the **Search Bills** zone.

Related Topics

For more information on...	See...
How to add a debit bill line item to the write off request	Adding a Debit Bill Line Item to the Write Off Request on page 1220

Write Off Request - Log

The **Log** tab contains the following zone:

- [Write Off Request Log](#) on page 1215

Write Off Request Log

The **Write Off Request Log** zone lists the complete trail of actions performed on the write off request. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the write off request.
Details	Displays the details about the action performed on the write off request.
User	Indicates the user who has performed the action on the write off request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the write off request.
Status Reason	Displays the status reason of action performed on the write off request.

Note: You can manually add a log entry for the write off request by clicking the **Add Log Entry** link in the upper right corner of the **Write Off Request Log** zone.

The **Add Request Log** window appears. Enter **Log Details** and click **Save**. The write off request log is added.

Related Topics

For more information on...	See...
How to view the log of a write off request	Viewing the Log of a Write Off Request on page 1231

Creating a Write Off Request

Prerequisites

To create a write off request, you should have:

- Write off request types defined in the application

Procedure

To create a write off request:

1. Do either of the following:

If you want to...	Then...
Define a write off request from the Account Receivable Central screen	<ol style="list-style-type: none"> 1. Click the Main link in the Application toolbar. A list appears. 2. From the Main menu, select Financial and then click Account Receivable Central. 3. Search for the bill in the Account Receivable Central screen. 4. In the Search Results section, select the required bill and then click Write Off. <p>Note:</p>

If you want to...	Then...
	Only one bill at a time is allowed to select for Write Off Request from the Account Receivable Central screen.
Define a write off request from the Write Off Request screen	<ol style="list-style-type: none"> 1. Click the Main link in the Application toolbar. A list appears. 2. From the Main menu, select Financial and then click Refund/Write Off Request. A sub-menu appears. 3. Click the Add option from the Refund/Write Off Request sub-menu.

The **Select Request Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Action	<p>Displays the type of request (refund or write off) to be created.</p> <p>Note: This field is pre-populated if the write off request is created from the Account Receivable Central screen. This field is editable if the write off request is created from the Refund/Write Off Request screen.</p>	Yes
Refund/Write Off Request Type	<p>Used to indicate the request type using which you want to create the refund or write off request.</p> <p>Note: The refund request types are listed when you set the Action field to Refund and the write off request types are listed when you set the Action field to Write Off.</p>	Yes
Account	<p>Used to indicate the account for which you want to create the refund or write off request.</p> <p>Note: This field is pre-populated if the write off request is created from the Account Receivable Central screen. This field is editable if the write off request is created from the Refund/Write Off Request screen. You can search for an account by clicking the Search (🔍) icon corresponding to the respective field.</p>	Yes

Tip: Alternatively, you can access the **Select Request Type** screen by clicking the **Add** button in the **Page Title** area of the **Refund/Write Off Request** screen.

2. Select the required write off request type and account from the respective fields.
3. Click **Save**.

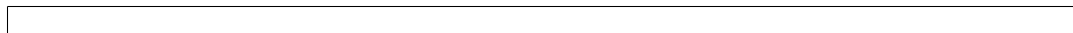
The write off request is defined and the status of the write off request is set to **Draft**. The **Write Off Request** screen appears with the details of the write off request. It contains the following tabs:

Note: The write off request can be created only for bill with outstanding amount greater than zero.

- **Main** – Displays information about the write off request. It contains the following zones:
 - **Write Off Request** – Displays the details of the write off request.
 - **Write Off Details** – Lists the debit bill line items (such as debit bill segments and adjustments) of the account which must be written off.
 - **Bills** — Used to search bills with debit line items, such as debit bill segments and adjustments, that you want to write off. This tab appears only when the write off request is in the **Draft** status.
 - **Log** – Lists the complete trail of actions performed on the write off request.
4. Add debit bill line items that you want to write off.
 5. Edit the write off amount of each entity, if required.
 6. Define characteristics for the write off request, if required.

Related Topics

For more information on...	See...
Write Off Request screen	Write Off Request on page 1208
Account Receivable Central screen	Account Receivable Central on page 1034
How to add a debit bill line item to the write off request	Adding a Debit Bill Line Item to the Write Off Request on page 1220
How to edit a write off request	Editing a Write Off Request on page 1221
How to define characteristics for a write off request	Defining Characteristics for a Write Off Request on page 1217



Defining Characteristics for a Write Off Request

Prerequisites

To define characteristics for a write off request, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Refund Write Off Request**)

Procedure

To define characteristics for a write off request:

1. Search for the write off request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request whose details you want to edit.

The **Write Off Request** screen appears.

3. Click the **Edit** button in the **Write Off Request** zone.

The **Edit Write Off Request** screen appears.

Note: The **Edit** button appears only when the write off request is in the **Draft** status.

4. Ensure that the **Characteristics** section is expanded when you are editing the write off request.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the write off request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the write off request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Refund Write Off Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the write off request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the write off request.

5. Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

6. If you want to define more than one characteristic for the write off request, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to remove a characteristic from the write off request, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174
How to create a write off request	Creating a Write Off Request on page 1215

Adding a Debit Bill to the Write Off Request

Prerequisites

To add a debit bill to the write off request, you should have:

- Completed bills for the account with one or more debit line items

Procedure

To add a debit bill to the write off request:

1. Click the **Bills** tab in the **Write Off Request** screen.

The **Bills** tab appears.

2. Filter the bills, if required, in the **Search Bills** zone.

Note: If a write off request is currently in progress for a debit bill segment or adjustment of a bill, those bills of the account are not listed in the **Search Bills** zone. In addition, a bill with all credit line items are not listed in the **Search Bills** zone.

3. Do either of the following:

If...	Then...
A bill has all debit line items and you want to add the debit bill to the write off request	<ol style="list-style-type: none"> 1. In the Search Bills zone, select the bills that you want to write off. 2. Click the Add button available at the upper left corner of the Search Bills zone. <p>Note: Default adjustment type selected in the write off request type should be non A/P.</p>
A bill has debit balance and one or more credit line items and you want to add the debit bill to the write off request	<ol style="list-style-type: none"> 1. In the Search Bills zone, select the bills that you want to write off. 2. Click the Add button available at the upper left corner of the Search Bills zone. <p>Note: Default adjustment type selected in the write off request type should be non A/P.</p>

4. Click **Add**.

A message appears indicating that the selected bills are added to the write off request.

Note: If you select a bill (with credit balance) which contains one or more debit line items or if you select a bill (with debit balance) which contains one or more credit line items, the system will not allow you to add the debit line items by directly adding the bill. In such case, you need to individually select the debit bill segments and adjustments of the bill and then add them to the write off request.

5. Click **OK**.

Note that the debit bill segments or adjustments are added in the **Write Off Details** zone on the **Main** tab.

Note:

Irrespective of whether you select a debit bill, or debit bill segments or adjustments, the debit bill segments or adjustments are added in the **Write Off Details** zone. The debit bill is not added to the **Write Off Details** zone.

The system will not allow you to add a credit line item to the **Write Off Details** zone.

Related Topics

For more information on...	See...
How to create a write off request	Creating a Write Off Request on page 1215

Adding a Debit Bill Line Item to the Write Off Request

You can write off the debit bill line items, such as bill segments and adjustments, of the account. While adding a debit bill line item to the write off request, you can either:

- Directly add all debit line items of a bill to the write off request by adding the bill which has all bill segments and adjustments in debit
- Individually add a debit bill segment or adjustment of a bill (with one or more debit line items) to the write off request

Prerequisites

To add a debit bill line item to the write off request, you should have:

- Completed bills for the account with one or more debit line items

Procedure

To add a debit bill line item to the write off request:




1. Click the **Bills** tab in the **Write Off Request** screen.

The **Bills** tab appears.

2. Filter the bills, if required, in the **Search Bills** zone.

Note: If a write off request is currently in progress for a debit bill segment or adjustment of a bill, those bills of the account are not listed in the **Search Bills** zone. In addition, a bill with all credit line items are not listed in the **Search Bills** zone.

3. Do any of the following:

If...	Then...
A bill has all debit line items and you want to add a particular debit bill line item to the write off request	<ol style="list-style-type: none"> 1. In the Search Bills zone, click the Broadcast  icon corresponding to the bill whose line items you want to view. The Bill Line Items zone appears. 2. Select the check box corresponding to the debit bill segment or adjustment that you want to write off.
A bill has debit balance and one or more credit line items	<ol style="list-style-type: none"> 1. In the Search Bills zone, click the Broadcast  icon corresponding to the bill whose line items you want to view. The Bill Line Items zone appears. 2. Select the check box corresponding to the debit bill segment or adjustment that you want to write off.
A bill has credit balance and one or more debit line items	<ol style="list-style-type: none"> 1. In the Search Bills zone, click the Broadcast  icon corresponding to the bill whose line items you want to view. The Bill Line Items zone appears.

If...	Then...
	2. Select the check box corresponding to the debit bill segment or adjustment that you want to write off.

4. Click Add.

A message appears indicating that the selected bill segments or adjustments are added to the write off request.

Note: If you select a bill (with credit balance) which contains one or more debit line items or if you select a bill (with debit balance) which contains one or more credit line items, the system will not allow you to add the debit line items by directly adding the bill. In such case, you need to individually select the debit bill segments and adjustments of the bill and then add them to the write off request.

5. Click OK.

Note that the debit bill segments or adjustments are added in the **Write Off Details** zone on the **Main** tab.

Note:

Irrespective of whether you select a debit bill, or debit bill segments or adjustments, the debit bill segments or adjustments are added in the **Write Off Details** zone. The debit bill is not added to the **Write Off Details** zone.

The system will not allow you to add a credit line item to the **Write Off Details** zone.

Related Topics

For more information on...	See...
How to create a write off request	Creating a Write Off Request on page 1215

Editing a Write Off Request

Prerequisites

To edit a write off request, you should have:

- Adjustment types without A/P request type defined in the application

Procedure

To edit a write off request:

1. Search for the write off request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request whose details you want to edit.

The **Write Off Request** screen appears.

3. Click the **Edit** button in the **Write Off Request** zone.

The **Edit Write Off Request** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Write Off Request Information	Displays information about the write off request.	Not applicable
Account Information	Indicates the account for which the write off request is created.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Comments	Used to specify additional information about the write off request.	No

In addition, this screen contains the following two sections:

- **Characteristics** — Used to define characteristics for the write off request. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the write off request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the write off request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Refund Write Off Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the write off request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the write off request.

4. Modify the details of the write off request, if required.
5. Define, edit, or remove characteristics from the write off request, if required.
6. Click **Save**.

The changes made to the write off request are saved.

Related Topics

For more information on...	See...
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174
Write Off Request screen	Write Off Request on page 1208
Write Off Request zone	Write Off Request on page 1209
How to define characteristics for a write off request	Defining Characteristics for a Write Off Request on page 1217

Editing the Write Off Details

Prerequisites

To edit the write off details, you should have:


- Adjustment types with A/P request type defined in the application

Procedure

To edit the write off details:


1. Search for the write off request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request whose bill line item details you want to edit.

The **Write Off Request** screen appears. You can edit the bill line items of the write off request by using either of the following ways:

If...	Then...
Select the bill whose details you want to edit in the Write Off Details zone and click the Edit button available in the upper left corner of this zone.	The Edit Request Details screen appears.
In the Write Off Details zone, click the Broadcast () icon corresponding to the bill whose line items details you want to edit.	<p>The Bill Line Items zone appears.</p> <p>Note: This zone appears only when the Entity Type is Bill.</p> <ol style="list-style-type: none"> 1. Select the bill line item whose details you want to edit in the Bill Line Items zone and click the Edit button available in the upper left corner of this zone. <p>The Edit Request Details screen appears.</p>

Note: A bill line item from the write off request can be edited only when the write off request is in the **Draft** status.

The **Edit Request Details** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Request ID	Displays the write off request ID.	Not applicable
Account Information	Displays additional information about the account.	Not applicable
Adjustment Type	<p>Indicates the adjustment type of the write off request type.</p> <p>You can search for an adjustment type by clicking the search() icon corresponding to the field.</p>	No

In addition to these fields, this screen contains following columns:

Column Name	Column Description
Entity Type	Indicates the entity type. The valid values are <ul style="list-style-type: none"> • Adjustments • Bill • Bill Segment • Payment Event • Payment
Entity ID	Displays the entity ID.
Entity Amount	Displays the entity amount.
Currency	Displays the currency in which the entity was created.
Request Amount	Displays the amount that must be write off.
Adjustment Type	Indicates the adjustment type using which the write off adjustment must be created. Note: You can search for an account by clicking the search (🔍) icon corresponding to the field.
Bill ID	Displays the bill ID.

In addition to the above columns, the screen has following button:

Button Name	Button Description
Override	Used to override an adjustment type of the write off request.

Note:

Pagination is used to display limited number of records in the **Search Results** section. By default, 10 records are displayed in the **Search Results** section. You can change the number of records displayed per page, if required.

You can use the navigation buttons, such as **First** (◀◀), **Previous** (◀), **Next** (▶), and **Last** (▶▶) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

The values appear in the **Page Limit** list only when you define values for the **PAGE_NUMBER** lookup field.

3. Modify the details of the bill line items.
4. Click **Save**.

The changes made to the write off bill line items are saved.

Related Topics

For more information on...	See...
Write Off Request screen	Write Off Request on page 1208
Write Off Request zone	Write Off Request on page 1209
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174

Deleting a Write Off Request

Procedure

To delete a write off request:

1. Search for the write off request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request that you want to delete.

The **Write Off Request** screen appears.

3. Click the **Delete** button in the **Write Off Request** zone.

A message appears confirming whether you want to delete the write off request.

Note: The **Delete** button appears only when the write off request is in the **Draft** status.

4. Click **OK**.

The write off request is deleted.

Related Topics

For more information on...	See...
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174
Write Off Request screen	Write Off Request on page 1208
Write Off Request zone	Write Off Request on page 1209

Deleting a Bill from the Write Off Request

Procedure

To delete a bill from the write off request:

1. Search for the write off request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request whose bill you want to delete.

The **Write Off Request** screen appears.

3. In the **Write Off Details** zone, select the bills and click the **Delete** button available in the upper left corner of this zone.

A message appears confirming whether you want to delete the bill from the write off request.

Note:

You can delete bill from the write off request only when the request is in the **Draft** status.

4. Click **OK**.

The selected bill gets deleted from the write off request.

Related Topics

For more information on...	See...
Write Off Request screen	Write Off Request on page 1208

For more information on...	See...
Write Off Request zone	Write Off Request on page 1209
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174

Deleting a Bill Line Item from the Write Off Request

Procedure

To delete a bill line item from the write off request:

1. Search for the write off request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request whose bill line items you want to delete.

The **Write Off Request** screen appears.

3. In the **Write Off Details** zone, click the **Broadcast** (📡) icon corresponding to the bill whose line items details you want to delete.

The **Bill Line Items** zone appears.

4. In the **Bill Line Items** zone, select the bill line items which you want to delete and click the **Delete** button available in the upper left corner of this zone.

A message appears confirming whether you want to delete the bill line items from the write off request.

Note:

You can delete a bill line items from the write off request only when the request is in the **Draft** status.

5. Click **OK**.

The selected bill line items gets deleted from the write off request.

Related Topics

For more information on...	See...
Write Off Request screen	Write Off Request on page 1208
Write Off Request zone	Write Off Request on page 1209
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174

Submitting a Write Off Request

Prerequisites

To submit a write off request, you should have:

- Debit bill line items added in the write off request

Procedure

To submit a write off request:

1. Search for the write off request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request that you want to submit.

The **Write Off Request** screen appears.

- Click the **Submit** button in the **Write Off Request** zone.

The system behaves in the following manner:

If...	Then
The Approval Required and Hierarchical Approval check boxes are selected in the write off request type using which the write off request is created	A To Do of the C1-WOREQ To Do type is created and sent to the approver at the first level in the approval hierarchy, and the status of the write off request is changed to Approval In Progress .
The Approval Required check box is selected, but the Hierarchical Approval check box is not selected in the write off request type using which the write off request is created	A To Do of the C1-WOREQ To Do type is created and sent to the approver at the hierarchy level where the total write off amount falls within the threshold limit. In addition, the status of the write off request is changed to Approval In Progress .
The Approval Required check box is not selected in the write off request type using which the write off request is created	The write off adjustments are created using the specified adjustment types and the status of the write off request is changed to Processed . Note: The write off adjustments are created in the Frozen status. If a match event is present for the debit bill line items (such as bill segments and adjustments), the existing match event is stamped on the write off adjustments and on the corresponding financial transactions. However, if the match events does not exist, a new match event is created and stamped on the write off adjustments and on the corresponding financial transactions. If you are doing a partial write off for any entity, the corresponding match event status is set to Open . However, if the entire eligible amount is written off, the corresponding match event status is set to Balanced .
The total write off amount is less than the minimum threshold amount	The write off request is automatically approved by the system and write off adjustments are created using the specified adjustment types. In addition, the status of the write off request is changed to Processed . Note: The write off adjustments are created in the Frozen status. If a match event is present for the debit bill line items (such as bill segments and adjustments), the existing match event is stamped on the write off adjustments and on the corresponding financial transactions. However, if the match events does not exist, a new match event is created and stamped on the write off adjustments and on the corresponding financial transactions. If you are doing a partial write off for any entity, the corresponding match event status is set to Open . However, if the entire eligible amount is written off, the corresponding match event status is set to Balanced .

Note: The **Submit** button appears only when the write off request is in the **Draft** status.

Related Topics

For more information on...	See...
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174
Write Off Request screen	Write Off Request on page 1208
Write Off Request zone	Write Off Request on page 1209

Approving a Write Off Request

You can view the number of write off requests which are pending for approval in the **Refund/Write Off Request** screen. The approver can review, and accordingly approve or reject the write off request based on the observations.

Note: The system will not allow you to approve or reject a write off request submitted by you.

Procedure

To approve a write off request:

1. Do either of the following:

If you want to...	Then...
Approve a write off request through the Refund/Write Off Request screen	<ol style="list-style-type: none"> 1. Search for the write off request in the Refund/Write Off Request screen. 2. In the Search Results section, click the link in the Refund/Write Off Request Information column corresponding to the write off request which you want to review.
Approve a write off request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-WOREQ in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the write off request that you want to review.

The **Write Off Request** screen appears.

2. Review the write off request details.

3. Click the **Approve** button in the **Write Off Request** zone.

The system behaves in the following manner:

If...	Then...
The Hierarchical Approval check box is selected in the write off request type using which the write off request is created and the total write off amount is greater than the threshold amount specified at the next level in the approval hierarchy	A To Do of the C1-WOREQ To Do type is created and sent to the approver at the next level in the approval hierarchy, and the status of the write off request remains as Approval In Progress .
The Hierarchical Approval check box is selected in the write off request type using which the write off request is created and the total write off amount is less than the threshold amount specified at the next level in the approval hierarchy	The write off adjustments are created using the specified adjustment types and the status of the write off request is changed to Processed . Note: The write off adjustments are created in the Frozen status. If a match event is present for the debit bill line items (such as bill segments and adjustments), the existing match event is stamped on the write off adjustments and on the corresponding financial transactions. However, if the match events does not exist, a new match event is created and stamped on the write off adjustments and on the corresponding financial transactions. If you are doing a partial write off for any entity, the corresponding match event status is set to Open . However, if the entire eligible amount is written off, the corresponding match event status is set to Balanced .
The Hierarchical Approval check box is not selected in the write off request type using which the write off request is created	The write off adjustments are created using the specified adjustment types and the status of the write off request is changed to Processed . Note: The write off adjustments are created in the Frozen status. If a match event is present for the debit bill line items (such as bill segments and adjustments), the existing match event is stamped on the write off adjustments and on the corresponding financial transactions. However, if the match events does not exist, a new match event is created and stamped on the write off adjustments and on the corresponding financial transactions. If you are doing a partial write off for any entity, the corresponding match event status is set to Open . However, if the entire eligible amount is written off, the corresponding match event status is set to Balanced .

Note: The **Approve** button appears only when:

- The write off request is in the **Approval In Progress** status.
- A user with the approval To Do role is reviewing the write off request.

Related Topics

For more information on...	See...
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174

For more information on...	See...
Write Off Request screen	Write Off Request on page 1208
Write Off Request zone	Write Off Request on page 1209

Rejecting a Write Off Request

Prerequisites

To reject a write off request, you should have:

- Rejection reasons defined in the application

Note:

While rejecting a write off request, you need to specify the reason why you want to reject the write off request. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-WORequest** business object in the **Status Reason** screen.

The system will not allow you to approve or reject a write off request submitted by you.

Procedure

To reject a write off request:

1. Do either of the following:

If you want to...	Then...
Reject a write off request through the Refund/Write Off Request screen	<ol style="list-style-type: none"> 1. Search for the write off request in the Refund/Write Off Request screen. 2. In the Search Results section, click the link in the Refund/Write Off Request Information column corresponding to the write off request which you want to review.
Reject a write off request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-WOREQ in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos.

If you want to...	Then...
	6. Click the link in the Message column corresponding to the To Do of the write off request that you want to review.

The **Write Off Request** screen appears.

- Review the write off request details.
- Click the **Reject** button in the **Write Off Request** zone.

The **Reject Write Off Request** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the write off request.	Yes
Comments	Used to specify additional information while rejecting the write off request.	No

Note: The **Reject** button appears only when:

- The write off request is in the **Approval In Progress** status.
 - A user with the approval To Do role is reviewing the write off request.
- Select the rejection reason from the **Status Reason** list.
 - Click **Save**.

The status of the write off request is changed to **Rejected**.

Related Topics

For more information on...	See...
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174
Write Off Request screen	Write Off Request on page 1208
Write Off Request zone	Write Off Request on page 1209

Viewing the Log of a Write Off Request

Procedure

To view the log of a write off request:

- Search for the write off request in the **Refund/Write Off Request** screen.
- In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request whose log you want to view.

The **Write Off Request** screen appears. It consists of the following tabs:

- Main** – Displays information about the write off request. It contains the following zones:
 - Write Off Request** – Displays the details of the write off request.

- **Write Off Details** – Lists the debit bill line items (such as debit bill segments and adjustments) of the account which must be written off.
- **Bill Line Items** — Displays the details of the bill which must be written off.

Note:

This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Write Off Details** zone.

- **Bills** — Used to search bills with debit line items, such as debit bill segments and adjustments, that you want to write off. This tab appears only when the write off request is in the **Draft** status.
- **Log** – Lists the complete trail of actions performed on the write off request.

3. Click the **Log** tab

4. View the log of the write off request in the **Write Off Request Log** zone.

Note: You can manually add a log entry for the write off request by clicking the **Add Log Entry** link in the upper right corner of the **Write Off Request Log** zone.

Related Topics

For more information on...	See...
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174
How to add a log entry for a write off request	Adding a Log Entry for a Write Off Request on page 1232
Write Off Request Log zone	Write Off Request Log on page 1215

Adding a Log Entry for a Write Off Request**Procedure**

To add a log entry for a write off request:

1. Search for the write off request in the **Refund/Write Off Request** screen.
2. In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request whose log you want to edit.

The **Write Off Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the write off request. It contains the following zones:
 - **Write Off Request** – Displays the details of the write off request.
 - **Write Off Details** – Lists the debit bill line items (such as debit bill segments and adjustments) of the account which must be written off.
- **Bills** — Used to search bills with debit line items, such as debit bill segments and adjustments, that you want to write off. This tab appears only when the write off request is in the **Draft** status.
- **Log** – Lists the complete trail of actions performed on the write off request.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Write Off Request Log** zone.

The **Add Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Request Information	Displays information about the write off request.	Not applicable
Log Details	Used to specify additional comments on the write off request.	Yes

- Enter the comments in the **Log Details** field.
- Click **Save**.

The log entry is added in the **Write Off Request Log** zone.

Related Topics

For more information on...	See...
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174

Canceling a Write Off Request

There might be situations when incorrect write off request is processed in the system. In such case, the system provides you with an ability to cancel the write off request. However, note that you can cancel a write off request only when the write off request is in the **Processed** status.

Prerequisites

To cancel a write off request, you should have:

- Cancel reasons defined in the application

Note: While cancelling a write off request, you need to specify the reason why you want to cancel the write off request. You can select the appropriate cancel reason only when you have defined the reasons for the **Cancelled** status of the **C1-WORequest** business object in the **Status Reason** screen.

Procedure

To cancel a write off request:

- Search for the write off request in the **Refund/Write Off Request** screen.
- In the **Search Results** section, click the link in the **Refund/Write Off Request Information** column corresponding to the write off request that you want to cancel.

The **Write Off Request** screen appears.

- Click the **Cancel** button in the **Write Off Request** zone.

The **Cancel Reason** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to cancel the write off request.	Yes
Comments	Used to specify additional information while cancelling the write off request.	No

Note: The **Cancel** button appears only when the write off request is in the **Processed** status.

- Select the cancel reason from the **Status Reason** list.
- Click **Save**.

The status of the write off request is changed to **Cancelled**.

Note: The **C1-WOCANCEL** algorithm cancels all the frozen adjustments created for the write off request which is in the **Processed** state.

Related Topics

For more information on...	See...
How to search for a write off request	Searching for a Refund or Write Off Request on page 1174
Write Off Request screen	Write Off Request on page 1208
Write Off Request zone	Write Off Request on page 1209

Chapter 25

Hold Request

Topics:

- [Hold Request \(Without Approval Workflow\) Status Transition](#)
- [Hold Request \(With Approval Workflow\) Status Transition](#)
- [Algorithms Used in C1-HoldRequest](#)
- [Prerequisites](#)
- [Hold Request Type](#)
- [Hold Request](#)
- [Hold Request](#)

Oracle Revenue Management and Billing allows you to hold the amount for Person, Account or Bills. Hold is a way to prevent certain types of activities from taking place for a customer over a given period of time. The activities that need to be on Hold vary according to the reason for hold, such as due to a climate disaster the collection activity remains on Hold until disaster period is over.

Hold Request is a object which contains list of processes to be kept on hold for certain entities such as account, person, and bill for certain period of time. The hold period is defined as the duration between Hold Request Start Date and End Date. Each Hold Request contains an entity and processes on hold. There could exists multiple hold requests for an entity for different hold reasons and processes.

Following are the hold request entities:

- **Person:** If the person is on hold then all entities linked to that person where the person is financially responsible, such as accounts and its bills will be on hold.
- **Account:** If the account is on hold then all the bills of that account will be on hold.
- **Bill:** A bill will be on complete or partial hold.

In Hold Request, following mentioned processes can be on hold:

- **Auto Pay** — If the auto payment process is on hold then, then auto pay for the bills of the account added in hold request will be on hold till the request is released. However, you can do the manual payments. On activation of the hold request, **Defer Auto Pay Date** field (in Account screen) is populated with some future date. If billing process is on hold then auto payment process would also go on hold.
- **Bill Generation** — If the bill generation process is on hold then, then new bills will not be created for the account added in hold request till request is released. On activation of the hold request, **Bill After** date field (in Account screen) is populated with either hold request end date or some future date until that date billing is kept on hold. Whenever hold request is released for billing process then **Bill After** date field will be populated as system date.

Note:

During the tenure of a hold request if customer does not require pending bills to be used for bill generation, bill in pending for accounts under hold are identified during activation of hold request which can be deleted by execution of the **C1-DELBI** batch . For more information about the batch, refer to *Oracle Revenue Management and Billing Batch Guide*

- **Overdue** — If the overdue process is on hold then bills associated with accounts in the hold request will be on hold for overdue process. It means existing overdue will be cancelled. New overdue process will get created once hold request is released. On activation of the hold request, **Postpone Credit Review** field (in Account screen) is populated with either hold request end date or some future date. When hold request is released, **Postpone Credit Review** field would be set as system date. If the overdue process is on hold then request for policy termination due to non payment will be on hold.
- **Funding** — A list of bills identified for a full bill amount or a partial bill amount will be kept on hold for a funding process.

Note:

For Funding process, Person, Bill, and Account entities can be put on hold. However, for processes like Auto pay, Bill Generation, and Overdue, only Account entity can be put on hold.

Processes and Entities start dates and end dates are expected to be within the limit of Hold Request Start Date and End Date.

You need to specify the hold request type while creating a hold request. Hold request type helps the system to determine:

- Whether to allow the partial hold for bill or not
- Whether hold request must be approved by the approver before keeping entities and processes on hold

It is possible for a given entity, such as a person or account, to be affected by hold request with differing periods or at differing levels. For example, if there is a hold request added for a person manually and another hold request is there due to some other reason for an account belongs to the person who is already on hold. The system assumes that both hold requests are in effect for the account and that the period of accounts starts from the start of the earlier hold request record (for the account) until the later of the two release dates.

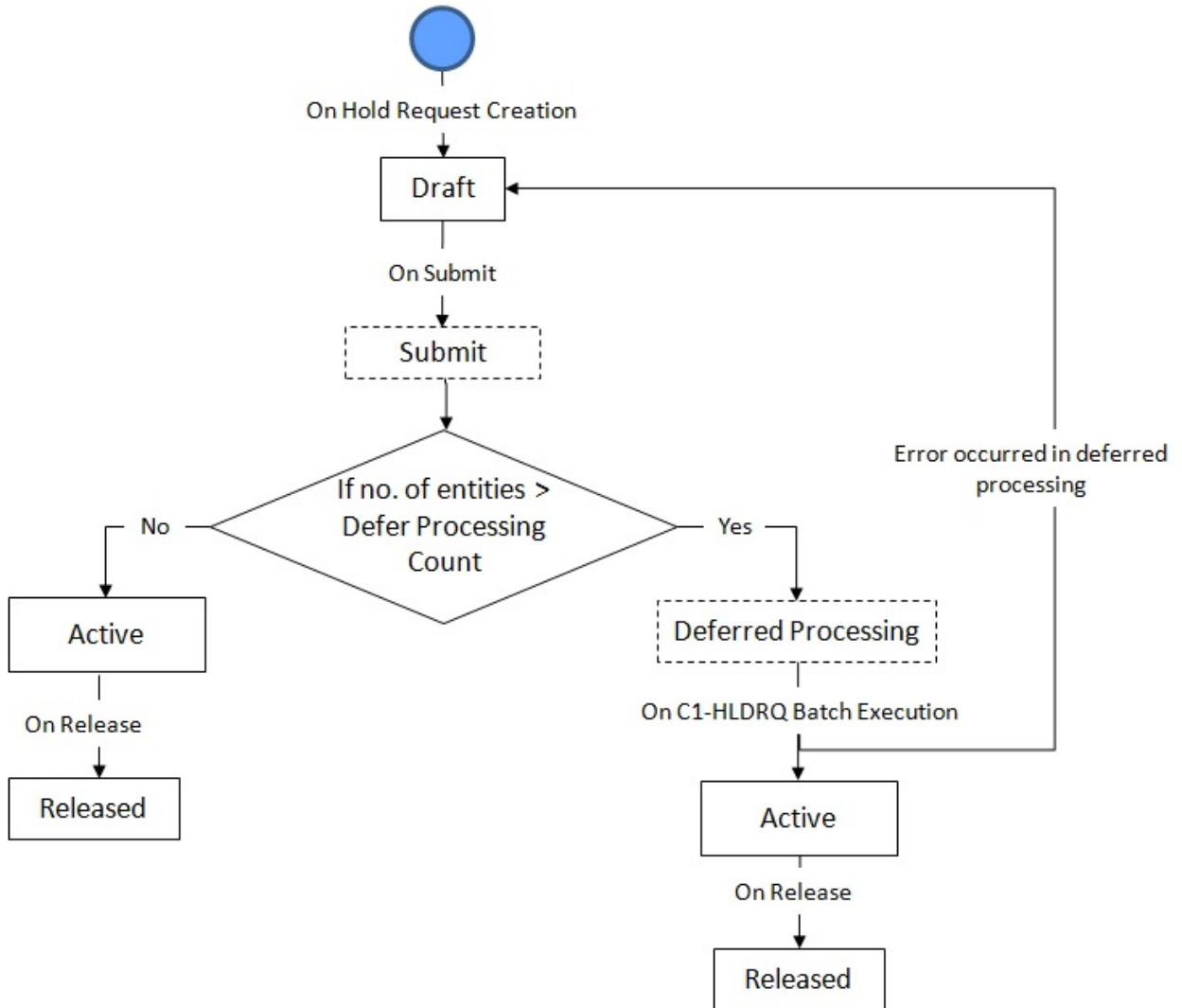
During the hold request process, a hold request goes through various statuses in its lifecycle. For more information about the hold request statuses, see [Hold Request \(Without Approval Workflow\) Status Transition](#) on page 1237 and [Hold Request \(With Approval Workflow\) Status Transition](#) on page 1237

Note that the lifecycle of a hold request is driven by the business object using which the hold request is created. A hold request business object named **C1-HoldRequest** is shipped with the product. The hold request feature explained in this document is articulated based on the lifecycle and logic defined in the **C1-HoldRequest** business object. In addition, you can configure the search feature by setting **Fkref** feature configuration for each entity, such as person, account and bill.

For more information on how to setup the hold request processes, see [Prerequisites](#) on page 1244.

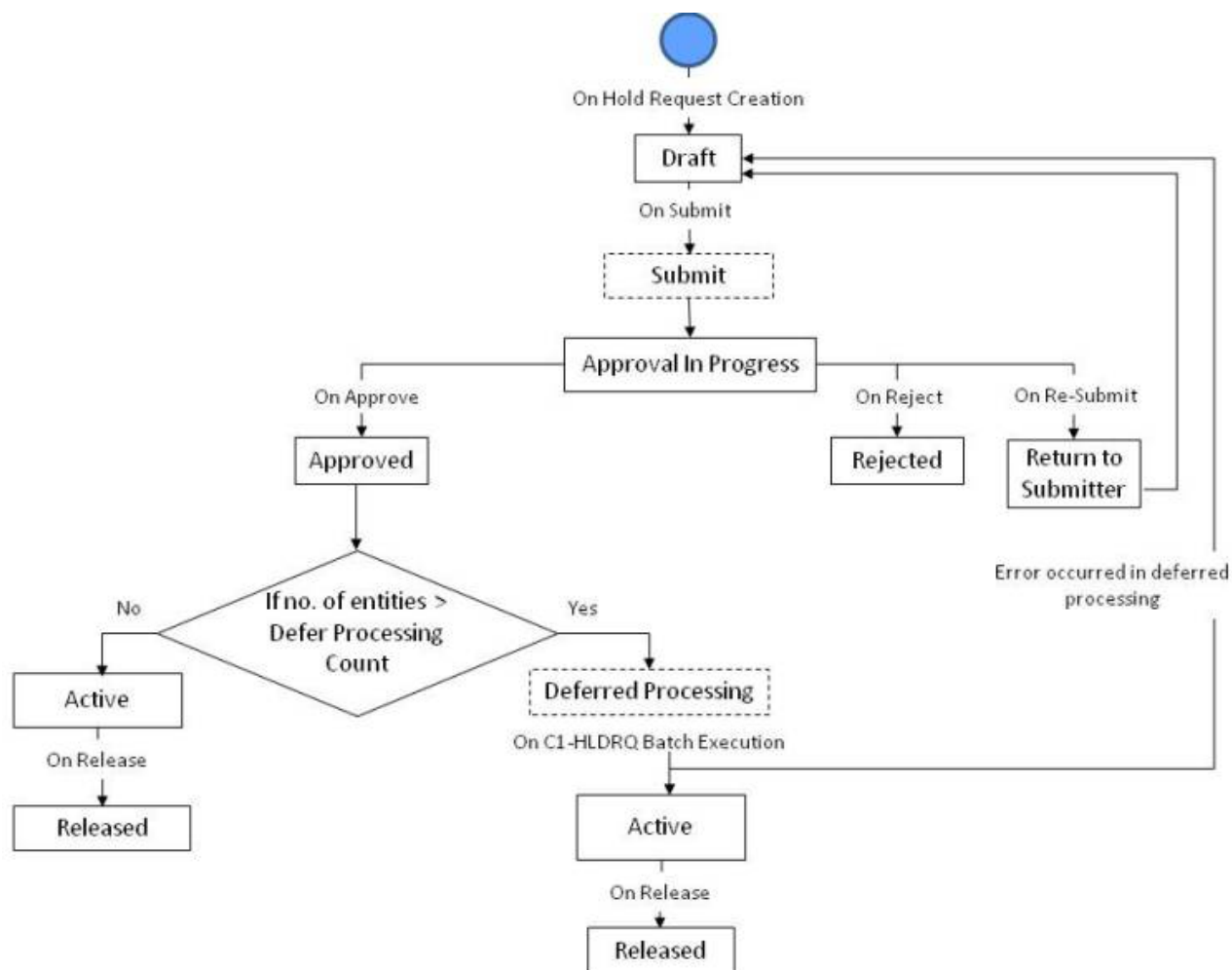
Hold Request (Without Approval Workflow) Status Transition

The following figure graphically indicates how a hold request moves from one status to another when approval workflow is off:



Hold Request (With Approval Workflow) Status Transition

The following figure graphically indicates how a hold request moves from one status to another when approval workflow is on:



Algorithms Used in C1-HoldRequest

The following table lists the algorithms which are attached to the **C1-HoldRequest** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-HOLD-INF	C1-HOLD-INF	<p>This algorithm generates hold request information string which appears throughout the application. This algorithm concatenates the following fields:</p> <ul style="list-style-type: none"> • Hold Request Type • Status • Entity • Hold Request ID

System Event	Algorithm	Algorithm Type	Description
Validation	C1-HLDVALDN	C1-HLDVALDN	<p>This algorithm validates following during different statuses:</p> <p>For Draft status, it checks the following:</p> <ul style="list-style-type: none"> • At least one Process is present in the request. Entity selection is optional • No duplicate entity and process is allowed in a single request. • Same entity cannot be placed on hold with the same Hold Reason in multiple Hold Requests. • Request start date is earlier than or equal to process and entity start date. • Request End Date is later than or equal to process and entity end date. • At least one process start date is earlier than or equal to any entity start date. • At least one process end date is later than or equal to any entity end date. • For Bill and Person entity, Bill Generation, Overdue, and Auto Pay processes cannot be selected as the hold processes in a hold request. • For Bill entity, it checks if hold amount is less than or equal to bill outstanding amount • For Bill entity, to add a new bill to the request, the selected bill should be with a non-zero outstanding amount. • Each Entities start date should lie within at least one process start date and end date in a request. <p>For Active state following are some additional validations:</p> <ul style="list-style-type: none"> • Hold Process or Entities cannot be deleted. • Hold Request or Entity or Process Start Date cannot be modified. • Hold Reason cannot be modified • Hold Request or Process or Entity End Date can be updated as either equal or greater than system date. • Process can be added with start date as system date. • Entity cannot be added in hold request. • If entity or process end date is in past then it cannot be updated.

The following table lists the algorithms which are used in the lifecycle of the **C1-HoldRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-HLDARCTRN	C1-HLDARCTRN	This algorithm transitions the request to active status when the request is created from Account Receivable Central and Delinquency Control .
Draft	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for primary key of the current business object, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Submit	Enter	C1-HOLDSUBMT	C1-HOLDSUBMT	This algorithm checks the following: <ul style="list-style-type: none"> • Whether the approval is required for the hold request. If the approval is required for a hold request, the status of the hold request is changed to Approval In Progress. However, if the approval is not required for a hold request, the status of the hold request is changed to Active or Deferred Processing depending on the Defer Processing Count specified in the hold request type.

Status	System Event	Algorithm	Algorithm Type	Description
Active	Enter	C1-HOLDACTV	C1-HOLDACTV	<p>This algorithm is invoked on Active button and validates following:</p> <ul style="list-style-type: none"> • Entities Start Date is on or after Hold Request Start Date • Entities End Date is on or before Hold Request End Date • For an Entity Bill, Hold Amount is not more than bill outstanding amount or Bill outstanding amount is not equal to zero. • Updates and processes entities start date to system date. • It updates following mentioned date to minimum of Entity End Date or Process End Date: <ul style="list-style-type: none"> • Bill After Date - For Bill Generation Process. • Postpone Credit review Date Until- For Overdue Process. • Defer Auto Pay Date - For Auto pay process. • Parameter-Alert Type-Using this Alert Type alerts are shown in the dashboard. A alert will have hyperlink which will enable user to navigate to Alerts tab on account. • Start Dates and End Dates of Alert types are maintained based on the Hold Requests associated with the account. <p>Note: If entity end date is empty, process end date will be considered. If process end date and entity is empty, Hold Request End Date will be considered.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Deferred Processing	Monitor	F1-AT-RQJ	F1-AT-RQJ	This algorithm type transitions business object current state to the input Next Status or to the status related to the input Next Transition Condition. Only one of the soft parameters may be specified. If both soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.
Approval In Progress	Enter	C1-HOLDAPP	C1-HOLDAPP	This algorithm creates To Do based on 'Approval To Do Type configured in Hold Request Type.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Approved	Enter	C1-HOLDAPRVD	C1-HOLDAPRVD	This algorithm is triggered when the approver clicks the Approve button. It checks whether the approval is required from users at the next level in the approval profile hierarchy. If the approval is required from the next level in the approval hierarchy, the status of the hold request is changed to Approval In Progress . If further approval is not required, the status of the hold request is changed to Active or Deferred Processing depending on the Defer Processing Count specified in the hold request type.

Status	System Event	Algorithm	Algorithm Type	Description
Return to Submitter	Enter	C1-HLDRESUBM	C1-HLDRESUBM	This algorithm is triggered when the approver clicks the Re Submit button. A To Do is created and sent to the submitter. It transitions the status of the hold request from Approval In Progress to Draft . The submitter can make required changes to the request details and submit it again. The To Do Type and To Do Role for submitter is specified in hold request type.
Rejected	-	-	-	-
Released	Enter	C1-RELENTITY	C1-RELENTITY	This algorithm is invoked on Release button and updates following date to system date for all entities in the Hold Request: <ul style="list-style-type: none"> • Bill After Date - For Bill Generation Process • Postpone Credit review Date Until- For Overdue Process • Defer Auto Pay Date - For Auto pay process • Parameter-Alert Type-Using this Alert Type alerts are shown in the dashboard. A alert will have hyperlink which will enable user to navigate to Alerts tab on account • Start Dates and End Dates of Alert types are maintained based on the Hold Requests associated with the account.
Released	Enter	C1-RLSHOLD	C1-RLSHOLD	This algorithm is invoked on click of Release button in hold request and updates the following: <ul style="list-style-type: none"> • Hold Request End Date is updated to System Date • Processes End Date is updated to System Date • Entities End Date is updated to System Date • Hold request status is changed to Released after Hold Release Reason is accepted.

Prerequisites

To setup the hold request process, you need to do the following:

- Define the release status reasons for the **C1-HoldRequest** business object
- Define the required hold reasons in the system
- Define rejected status reasons for the **C1-HoldRequest** business object
- Assign the **C1-HLDAP** To Do type to a To Do role whose users must receive To Do generated while submitting a hold request for approval
- Assign the **C1-HOLSB** To Do type to a To Do role whose users must receive To Do generated while resubmitting a hold request
- Define the required hold request types in the system
- Define the required characteristic types where the characteristic entity is set to **Hold Request**
- Define the required characteristic types where the characteristic entity is set to **Hold Request Type**
- Set the batch control type of the **Hold Request Periodic Monitor (C1-HLDRQ)** and **Hold Request Monitor (C1-HLMON)** batches to Timed and define the following attributes:
 - Time Interval
 - Timer Active
 - User ID
 - Batch Language
 - Email Address

Note: For more information about the batch, refer to *Oracle Revenue Management and Billing Batch Guide*

Hold Request Type

Oracle Revenue Management and Billing allows you to define a hold request type using which you can create a hold request.

The **Hold Request Type** screen allows you to define, edit, copy, and delete a hold request type. This screen consists of the following zones:

- [Hold Request Type List](#) on page 1244
- [Hold Request Type](#) on page 1245

Hold Request Type List

The **Hold Request Type List** zone lists hold request types that are already defined in the system. It contains the following columns:

Column Name	Column Description
Hold Request Type	Displays the hold request type.
Description	Displays the description of the hold request type.
Edit	On clicking the Edit (✎) icon, the Hold Request Type screen appears where you can edit the details of the hold request type.

Column Name	Column Description
Duplicate	On clicking the Duplicate (📄) icon, the Hold Request Type screen appears where you can define a hold request type using an existing hold request type.
Delete	On clicking the Delete (🗑️) icon, you can delete the hold request type. Note: You can delete a hold request type only when you have not created a hold request using the hold request type.

On clicking the **Broadcast** (📡) icon corresponding to the hold request type, the **Hold Request Type** zone appears with the details of the respective hold request type.

Related Topics

For more information on...	See...
How to define a hold request type	Defining a Hold Request Type on page 1247
How to edit a hold request type	Editing a Hold Request Type on page 1250
How to copy a hold request type	Copying a Hold Request Type on page 1253
How to delete a hold request type	Deleting a Hold Request Type on page 1253
How to view the details of a hold request type	Viewing the Hold Request Type Details on page 1256

Hold Request Type

The **Hold Request Type** zone displays the details of the hold request type. This zone consists of the following sections:

- **Main** — This section provides basic information about the hold request type. It contains the following fields:

Field Name	Field Description
Hold Request Type	Displays the hold request type.
Description	Displays the description of the hold request type.
Hold Request Business Object	Indicates the business object that will be used to create the hold request. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Detailed Description	Displays additional information about the hold request type.
Status	Indicates the status of the hold request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive
Allow Partial Hold for Bill	Indicates whether the partial hold amount is allowed for a bill.
Defer Processing Count	Displays the number of entities to determine if the hold request will be processed in deferred mode. Note: If the number of entities is less than the Defer Processing Count , the hold request will be processed in real time (i.e. immediately).

Field Name	Field Description
Approval Required	Indicates whether approval is required while creating the hold request using hold request type.
Approval To Do Type	Indicates that To Do of the specified To Do type must be created when you submit the hold request for approval. Note: This field appears only when the Approval Required check box is selected. It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do type.
Approval To Do Role	Indicates that users with the specified To Do role can only approve the hold request submitted for approval. Note: This field appears only when the Approval Required check box is selected. It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do role.
Submitter To Do Type	Indicates the To Do type of the submitter. Note: It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do type.
Submitter To Do Role	Indicates the To Do role of the submitter. Note: It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do role.

- **Hold Processes** — This section displays the list of processes to be kept on hold for the hold request type.
- **Characteristics** — This section lists the characteristics defined for the hold request type. It contains the following columns:


Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the hold request type.
Delete	Used to delete the hold request type. Note: You can delete a hold request type only when you have not created a hold request using the hold request type.
Duplicate	Used to create a new hold request type using an existing hold request type.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the hold request type is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

By default, the **Hold Request Type** zone does not appear in the **Hold Request Type** screen. It appears only when you click the **Broadcast**  icon corresponding to the hold request type in the **Hold Request Type List** zone.

Related Topics

For more information on...	See...
How to define a hold request type	Defining a Hold Request Type on page 1247
How to edit a hold request type	Editing a Hold Request Type on page 1250
How to copy a hold request type	Copying a Hold Request Type on page 1253
How to delete a hold request type	Deleting a Hold Request Type on page 1253
How to view the details of a hold request type	Viewing the Hold Request Type Details on page 1256

Defining a Hold Request Type

Prerequisites

To define a hold request type, you should have:

- Hold request business objects defined in the application

Procedure

To define a hold request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **H** and then click **Hold Request Type**.
A sub-menu appears.
3. Click the **Add** option from the **Hold Request Type** sub-menu.

The **Select Business Object** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Request Type Business Object	Used to indicate the business object that you want to use to create the hold request type.	Yes

Tip: Alternatively, you can access the **Select Business Object** screen by clicking the **Add** button in the **Page Title** area of the **Hold Request Type** screen.

Note: The **Select Business Object** screen appears only when there are multiple hold request type business objects defined in the application. If there is only one hold request type business object defined in the application, the **Hold Request Type** screen appears.

4. Select the required hold request type business object from the respective field.
5. Click **OK**.

The **Hold Request Type** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the hold request type.
- **Hold Processes** — Used to define the processes to hold for the hold request type.
- **Characteristics** — Used to define characteristics for the hold request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Request Type	Used to specify the hold request type.	Yes
Business Object	Indicates the hold request type business object used while defining the hold request type.	Not applicable
Description	Used to specify the description for the hold request type.	Yes
Hold Request Business Object	Used to indicate the business object that you want to use while creating the hold request.	Yes
Detailed Description	Used to specify additional information about the hold request type.	No
Status	Used to indicate the status of the hold request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive <p>Note: You cannot change the status of a hold request type to Inactive if there are hold requests which are created using the hold request type and are currently in the Draft or Approval In Progress status.</p>	Yes
Allow Partial Hold for Bill	Used to indicate whether the partial hold amount will be accepted for a bill.	Yes
Defer Processing Count	Used to indicate the number of entities to determine if the hold request will be processed in deferred mode. <p>Note:</p> <p>If the number of entities is less than the Defer Processing Count, the hold request will be processed in real time (i.e. immediately).</p> <p>Defer processing count should be a numerical value without decimal points.</p>	No
Approval Required	Used to indicate whether approval is required while creating the hold request using hold request type.	No

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Type	Used to indicate that To Do of the specified To Do type must be created when you submit the hold request for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the hold request submitted for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected
Submitter To Do Type	Used to indicate the To Do type for the submitter.	No
Submitter To Do Role	Used to indicate the To Do role for the submitter.	No

Note:

Deferred mode means in the background when the **Hold Request Periodic Monitor (C1-HLDRQ)** batch is invoked. You can configure the **Hold Request Periodic Monitor (C1-HLDRQ)** batch such that it is executed at regular intervals. When the **Hold Request Periodic Monitor (C1-HLDRQ)** batch is invoked, the system checks whether there are any hold requests in the **Deferred** status. If there is an hold request in the **Deferred** status, then its status is changed to **Active**.

- Enter the required details.

Note: You can search for **To Do Type** by clicking the **Search** (🔍) icon corresponding to the respective field.

- Define processes to hold for the hold request type.

Note:

At least one hold process needs to be selected for defining a hold request type.

- Define characteristics for the hold request type, if required.
- Click **Save**.

The hold request type is defined.

Related Topics

For more information on...	See...
Hold Request Type screen	Hold Request Type on page 1244
Hold Request Type List zone	Hold Request Type List on page 1244
How to define characteristics for a hold request type	Defining Characteristics for a Hold Request Type on page 1250

Defining Characteristics for a Hold Request Type

Prerequisites

To define characteristics for a hold request type, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Hold Request Type**)

Procedure

To define characteristics for a hold request type:

1. Ensure that the **Characteristics** section is expanded when you are defining, editing, or copying a hold request type.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Hold Request Type .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the hold request type.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the hold request type.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the hold request type, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the hold request type, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define a hold request type	Defining a Hold Request Type on page 1247
How to edit a hold request type	Editing a Hold Request Type on page 1250
How to copy a hold request type	Copying a Hold Request Type on page 1253

Editing a Hold Request Type

Prerequisites

To edit a hold request type, you should have:

- Hold request business objects defined in the application

Procedure

To edit a hold request type:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **H** and then click **Hold Request Type**.

A sub-menu appears.

3. Click the **Search** option from the **Hold Request Type** sub-menu.

The **Hold Request Type** screen appears.

4. In the **Hold Request Type List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the hold request type whose details you want to edit.

The **Hold Request Type** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the hold request type.
- **Hold Processes** — Used to define the processes to hold for the hold request type.
- **Characteristics** — Used to define characteristics for the hold request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Request Type	Displays the hold request type.	Not applicable
Business Object	Indicates the hold request type business object used while defining the hold request type.	Not applicable
Description	Used to specify the description for the hold request type.	Yes
Hold Request Business Object	Used to indicate the business object that you want to use while creating the hold request.	Yes
Detailed Description	Used to specify additional information about the hold request type.	No
Status	Used to indicate the status of the hold request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive Note: You cannot change the status of a hold request type to Inactive if there are hold requests which are created using the hold request type and are currently in the Draft or Approval In Progress status.	Yes
Allow Partial Hold for Bill	Used to indicate whether the partial hold amount will be accepted for a bill.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Defer Processing Count	Used to indicate the number of entities to determine if the hold request will be processed in deferred mode. Note: If the number of entities is less than the Defer Processing Count , the hold request will be processed in real time (i.e. immediately). Defer processing count should be a numerical value without decimal points.	No
Approval Required	Used to indicate whether approval is required while creating the hold request using hold request type.	No
Approval To Do Type	Used to indicate that To Do of the specified To Do type must be created when you submit the hold request for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the hold request submitted for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected
Submitter To Do Type	Used to indicate the To Do type for the submitter.	No
Submitter To Do Role	Used to indicate the To Do role for the submitter.	No

Note:

Deferred mode means in the background when the **Hold Request Periodic Monitor (C1-HLDRQ)** batch is invoked. You can configure the **Hold Request Periodic Monitor (C1-HLDRQ)** batch such that it is executed at regular intervals. When the **Hold Request Periodic Monitor (C1-HLDRQ)** batch is invoked, the system checks whether there are any hold requests in the **Deferred** status. If there is an hold request in the **Deferred** status, then its status is changed to **Active**.

Tip: Alternatively, you can click the **Edit** button in the **Hold Request Type** zone to edit the details of the hold request type.

5. Modify the details, if required.
6. Define, edit, or remove characteristics from the hold request type, if required.
7. Click **Save**.

The changes made to the hold request type are saved.

Related Topics

For more information on...	See...
Hold Request Type screen	Hold Request Type on page 1244
Hold Request Type List zone	Hold Request Type List on page 1244
Hold Request Type zone	Hold Request Type on page 1245
How to define characteristics for a hold request type	Defining Characteristics for a Hold Request Type on page 1250

Deleting a Hold Request Type

Procedure

To delete a hold request type:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **H** and then click **Hold Request Type**.

A sub-menu appears.

3. Click the **Search** option from the **Hold Request Type** sub-menu.

The **Hold Request Type** screen appears.

4. In the **Hold Request Type List** zone, click the **Delete** (🗑) icon in the **Delete** column corresponding to the hold request type that you want to delete.

A message appears confirming whether you want to delete the hold request type.

Note: You can delete a hold request type only when you have not defined a hold request using the hold request type.

Tip: Alternatively, you can click the **Delete** button in the **Hold Request Type** zone to delete the hold request type.

5. Click **OK**.

The hold request type is deleted.

Related Topics

For more information on...	See...
Hold Request Type screen	Hold Request Type on page 1244
Hold Request Type List zone	Hold Request Type List on page 1244
Hold Request Type zone	Hold Request Type on page 1245

Copying a Hold Request Type

Instead of creating a hold request type from scratch, you can create a new hold request type using an existing hold request type. This is possible through copying a hold request type. On copying a hold request type, the details including the characteristics are copied to the new hold request type. You can then edit the details, if required.


Prerequisites

To copy a hold request type, you should have:

- Hold request type (whose copy you want to create) defined in the application
- Hold request business objects defined in the application

Procedure

To copy a hold request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **H** and then click **Hold Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Hold Request Type** sub-menu.
The **Hold Request Type** screen appears.
4. In the **Hold Request Type List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the hold request type whose copy you want to create.

The **Hold Request Type** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the hold request type.
- **Hold Processes** — Used to define the processes to hold for the hold request type.
- **Characteristics** — Used to define characteristics for the hold request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Request Type	Used to specify the hold request type.	Yes
Business Object	Indicates the hold request type business object used while defining the hold request type.	Not applicable
Description	Used to specify the description for the hold request type.	Yes
Hold Request Business Object	Used to indicate the business object that you want to use while creating the hold request.	Yes
Detailed Description	Used to specify additional information about the hold request type.	No
Status	Used to indicate the status of the hold request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive Note: You cannot change the status of a hold request type to Inactive if there are hold requests which are created using the hold request type and are currently in the Draft or Approval In Progress status.	Yes
Allow Partial Hold for Bill	Used to indicate whether the partial hold amount will be accepted for a bill.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Defer Processing Count	<p>used to indicate the number of bills to determine if the hold request will be processed in deferred mode.</p> <p>Note:</p> <p>Deferred mode means in the background when the Hold Request Periodic Monitor (C1-HLDRQ) batch is invoked. You can configure the Hold Request Periodic Monitor (C1-HLDRQ) batch such that it is executed at regular intervals. When the Hold Request Periodic Monitor (C1-HLDRQ) batch is invoked, the system checks whether there are any hold requests in the Deferred status. If there is an hold request in the Deferred status, then its status is changed to Active.</p> <p>If the number of bills is less than the Defer Processing Count, the hold request will be processed in real time (i.e. immediately).</p> <p>Defer processing count should be a numerical value without decimal points.</p>	No
Approval Required	Used to indicate whether approval is required while creating the hold request using hold request type.	No
Approval To Do Type	<p>Used to indicate that To Do of the specified To Do type must be created when you submit the hold request for approval.</p> <p>Note: This field appears only when the Approval Required check box is selected.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when the Approval Required check box is selected</p>
Approval To Do Role	<p>Used to indicate that users with the specified To Do role can only approve the hold request submitted for approval.</p> <p>Note: This field appears only when the Approval Required check box is selected.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when the Approval Required check box is selected</p>
Submitter To Do Type	Used to indicate the To Do type for the submitter.	No
Submitter To Do Role	Used to indicate the To Do role for the submitter.	No

Tip: Alternatively, you can click the **Duplicate** button in the **Hold Request Type** zone to create a copy of the hold request type.

5. Enter the required details.
6. Define, edit or remove processes from the hold request type, if required.
7. Define, edit, or remove characteristics from the hold request type, if required.
8. Click **Save**.

The new hold request type is defined.


Related Topics

For more information on...	See...
Hold Request Type screen	Hold Request Type on page 1244
Hold Request Type List zone	Hold Request Type List on page 1244
Hold Request Type zone	Hold Request Type on page 1245
How to define characteristics for a hold request type	Defining Characteristics for a Hold Request Type on page 1250

Viewing the Hold Request Type Details

Procedure

To view the details of a hold request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **H** and then click **Hold Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Hold Request Type** sub-menu.
The **Hold Request Type** screen appears.
4. In the **Hold Request Type List** zone, click the **Broadcast** () icon corresponding to the hold request type whose details you want to view.
The **Hold Request Type** zone appears.
5. View the details of the hold request type in the **Hold Request Type** zone.

Related Topics

For more information on...	See...
Hold Request Type screen	Hold Request Type on page 1244
Hold Request Type List zone	Hold Request Type List on page 1244
Hold Request Type zone	Hold Request Type on page 1245

Hold Request

The **Hold Request** screen allows you to search for a hold request using various search criteria. It also allows you to create a hold request. Through this screen, you can navigate to the following screen:

- [Hold Request](#) on page 1266

This screen consists of the following zone:



- [Search Hold Request](#) on page 1257

Search Hold Request

The **Search Hold Request** zone allows you to search for hold requests using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a hold request using request or bill details. The valid values are: <ul style="list-style-type: none"> • Request Details • Bill Details Note: By default, the Request Details option is selected.	Yes
Hold Request Type	Used to search hold requests which are created using a particular hold request type. Note: This field appears only when you select the Request Details option from the Search By list.	No
Hold Process	Used to search hold requests which are created using a particular hold process. Note: This field appears only when you select the Request Details option from the Search By list.	No
Status	Used to search hold requests with a particular status. The valid values are: <ul style="list-style-type: none"> • Active • Draft • Released • Approval In Progress • Deferred Processing • Rejected Note: This field appears only when you select the Request Details option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Account ID	Used to search hold requests which are created for a particular account. Note: This field appears only when you select the Request Details option from the Search By list. You can search for an account by clicking the search () icon corresponding to the field.	No
Entity	Used to search hold request with a particular entity. The valid values are: <ul style="list-style-type: none"> • Account • Person • Bill Note: This field appears only when you select the Request Details option from the Search By list.	No
User ID	Used to search hold requests which are created by a particular user. Note: This field appears only when you select the Request Details option from the Search By list.	
Start Date	Used to search hold requests which are created from a particular date onwards. Note: This field appears only when you select the Request Details option from the Search By list.	No
End Date	Used to search hold requests which are created till a particular date. Note: This field appears only when you select the Request Details option from the Search By list.	No
Hold Request ID	Used to search a particular hold request. Note: This field appears only when you select the Request Details option from the Search By list.	No
Person ID	Used to search hold requests which are created for a particular person. Note: This field appears only when you select the Request Details option from the Search By list. You can search for a person by clicking the search () icon corresponding to the field.	No

Field Name	Field Description	Mandatory (Yes or No)
Bill ID	Used to search hold requests which includes bill segments or adjustments of a particular bill. Note: This field appears only when you select the Bill Details option from the Search By list. You can search for a bill by clicking the search (🔍) icon corresponding to the field.	No
Bill Date From	Used to search hold requests which includes bill segments or adjustments of bills which are created from a particular date onwards. Note: This field appears only when you select the Bill Details option from the Search By list.	No
To	Used to search hold requests which includes bill segments or adjustments of bills which are created till a particular date. Note: This field appears only when you select the Bill Details option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a hold request.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Create Date/Time	Displays the date and time when the hold request is created.
Hold Request Information	Displays information about the hold request. Note: It has a link. On clicking the link, the Hold Request screen appears with the details of the respective hold request.
Status	Indicates the status of the hold request. The valid values are: <ul style="list-style-type: none"> • Active • Draft • Released
Start Date	Displays the date when the hold request is created.
End Date	Displays the date when the hold request is released.
Hold Processes	Displays the hold processes using which hold request is created.
Hold Reason	Displays the hold reason for the hold request.
Created By	Indicates the user who has created the hold request.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260

For more information on...	See...
How to view the details of a hold request	Viewing the Hold Request Details on page 1260
How to create a hold request	Creating a Hold Request on page 1261

Searching for a Hold Request

Prerequisites

To search for a hold request, you should have:

- Hold request types defined in the application

Procedure

To search for a hold request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Hold Request**.
A sub-menu appears.
3. Click the **Search** option from the **Hold Request** sub-menu.
The **Hold Request** screen appears.

4. Enter the search criteria in the **Search Hold Request** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of hold requests that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Hold Request screen	Hold Request on page 1256
Search Hold Request zone	Search Hold Request on page 1257

Viewing the Hold Request Details

Procedure

To view the details of a hold request:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to view.

The **Hold Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the hold request. It contains the following zones:

- **Hold Request** – Displays the details of the hold request.
 - **Hold Entities** – Lists the entities, such as person, accounts, or bills that are on hold request.
 - **Search Account** — Searches the accounts to be put on hold.
Note: This zone appears only when hold request is for **Account** and its status is **Draft**.
 - **Search Bill** — Searches the bills to be put on hold.
Note: This zone appears only when hold request is for **Bill** and its status is **Draft**.
 - **Search Person** — Searches the persons to be put on hold.
Note: This zone appears only when hold request is for **Person** and its status is **Draft**.
 - **Log** – Lists the complete trail of actions performed on the hold request.
3. View the details of the hold request in the **Hold Request** zone.
 4. View the hold request entities (such as person, accounts, or bills) in the **Hold Entities** zone.

Related Topics

For more information on...	See...
Hold Request screen	Hold Request on page 1256
Hold Request zone	Hold Request on page 1267
How to search for a hold request	Searching for a Hold Request on page 1260

Creating a Hold Request

Prerequisites

To create a hold request, you should have:

- Hold request types defined in the application.

Procedure

To create a hold request:

1. Do either of the following:

If you want to...	Then...
Define a hold request from the Account Receivable Central screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select Financial and then click Account Receivable Central. The Account Receivable Central screen appears. 3. Search for the bill in the Account Receivable Central screen. 4. In the Search Results section, select the required bill and then click Hold.

If you want to...	Then...
	<p>Note:</p> <p>Bills are selected to be on hold from Account Receivable Central.</p> <p>Only one bill at a time is allowed to select for Hold Request from Account Receivable Central</p>
<p>Define a hold request from the Delinquency Central screen</p>	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select Credit & Collection and then click Delinquency Central. The Delinquency Central screen appears. 3. Search for the overdue process in the Delinquency Central screen. 4. In the Search Results section, select the required overdue process and then click Create Hold Request. <p>Note:</p> <p>Accounts are selected to be on hold from Delinquency Central screen</p> <p>Only one account at a time is allowed to select for Hold Request from Delinquency Central screen.</p>
<p>Define a hold request from the Hold Request screen</p>	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select Financial and then click Hold Request. A sub-menu appears. 3. Click the Add option from the Hold Request sub-menu.

The **Add Hold Request** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Request Type	Used to indicate the request type using which you want to create the hold request.	Yes

Tip: Alternatively, you can access the **Add Hold Request** screen by clicking the **Add** button in the **Page Title** area of the **Hold Request** screen.

2. Select the required hold request type from the respective fields.
3. Click **OK**.

The hold request is defined and the status of the hold request is set to **Draft**. The **Hold Request** screen appears with the details of the hold request. It contains the following sections:

- **Main** – Used to specify basic details about the hold request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Request Type	Indicates the hold request type using which you want to create the hold request.	Not applicable
Start Date	Used to specify the date from when the hold request is effective. Note: The hold request start date cannot be later than the hold request end date. By default, system date appears in this field.	Yes
End Date	Used to specify the date till when the hold request is effective. Note: The hold request end date cannot be earlier than the hold request start date.	Yes
Hold Reason	Used to indicate the reason why you want to hold the entity. Note: The hold reason must exist in the HOLD_REASON_FLG lookup field and its status must be Active .	Yes
Entity	Used to indicate the type of the entity for which you want to create the hold request. The valid values are: <ul style="list-style-type: none"> • Account • Bill • Person Note: If bill is kept on hold using Account Receivable Central screen, then this field will display Bill as an entity and Hold Entities section will display information about this bill.	Yes
Comments	Used to specify the additional information about hold request.	No

- **Hold Entities** — Used to specify details of the selected hold entity. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Entity ID	<p>Used to specify the hold entity ID.</p> <p>Note:</p> <p>You can search for an entity ID by clicking the search (🔍) icon corresponding to the field</p> <p>If the hold entity is account, you must specify the account ID in this field. If the hold entity is person, you must specify the person ID in this field. And, if the hold entity is bill, you must specify the bill ID in this field.</p>	Yes
Start Date	<p>Used to specify the date from when you want to hold the entity.</p> <p>Note:</p> <p>By default, system date appears in this field</p> <p>The hold entity start date must be between the hold request start and end dates and between at least one process's start and end dates.</p> <p>The hold entity start date cannot be later than the hold entity end date.</p>	Yes
End Date	<p>Used to specify the date till when you want to hold the entity.</p> <p>Note:</p> <p>The hold entity end date must be between hold request start and end dates and between the process's start and end dates.</p> <p>The hold entity end date cannot be earlier than the hold entity start date.</p>	No
Hold Amount	<p>Displays the amount which is kept on hold.</p> <p>Note: This column appears only when the hold entity is Bill.</p>	Not applicable

- **Hold Processes** — Used to indicate the processes to be on hold for the hold request. By default, processes are defined on the hold request type. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Process	Used to indicate the process that needs to be kept on hold.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Start Date	Used to specify the date from when process is to be on hold for the hold request. Note: By default, system date appears in this field The hold process start date must be between the hold request start and end dates.	Yes
End Date	Used to specify the date till when the process is to be on hold.	No

- **Characteristics** — Used to define the characteristics for the hold request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the hold request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the hold request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Hold Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the hold request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the hold request.

4. Enter the required details

Note:

Processes and Entities start dates and end dates are expected to be within the limit of Hold Request Start Date and End date.

You can search for a hold entity by clicking the **search** (🔍) icon corresponding to the respective field.

5. Add entities and processes for the hold request.
6. Define characteristics for the hold request, if required.
7. Click **Save**.

The hold request is created and the status of the hold request is set to **Draft**. The **Hold Request** screen appears with the details of hold request.

Note: It is recommended that user should set the **C1-HLMON** batch every time the hold request is generated. Otherwise, alert would be shown in the dashboard which may not give the proper representation of active hold requests.

Related Topics

For more information on...	See...
Hold Request screen	Hold Request on page 1256
How to edit a hold request	Editing a Hold Request on page 1281
How to define characteristics for a hold request	Defining Characteristics for a Hold Request on page 1280

Hold Request

Once you create a hold request, the **Hold Request** screen allows you to:

- Add entities in a hold request
- Add processes in a hold request
- Edit the details of a hold request
- Edit the hold amount against each entity. This is valid for only bill.
- Delete a hold request
- View the details of a hold request
- Submit a hold request for approval
- Approve or reject a hold request
- Resubmit a hold request for approval
- Activate and Release a hold request
- View the log of a hold request
- Add a log entry for a hold request

This screen consists of the following tabs:

- **Main** – Displays information about the hold request. It contains the following zones:
 - **Hold Request** – Displays the details of the hold request.
 - **Hold Entities** – Lists the entities, such as person, accounts, or bills that are on hold request.
 - **Search Account** — Searches the accounts to be put on hold.

Note: This zone appears only when hold request is for **Account** and its status is **Draft**.
 - **Search Bill** — Searches the bills to be put on hold.

Note: This zone appears only when hold request is for **Bill** and its status is **Draft**.
 - **Search Person** — Searches the persons to be put on hold.

Note: This zone appears only when hold request is for **Person** and its status is **Draft**.
- **Log** — Lists complete trail of actions performed on the hold request. This tab contains the following zone:
 - **Hold Request Log** — Displays the actions performed on the hold request.

Hold Request — Main

The **Main** tab on the **Hold Request** contains the following zones:

[Hold Request](#) on page 1267

[Hold Entities](#) on page 1269

[Search Account](#) on page 1270

Note: This zone appears only when hold request is for **Account** and its status is **Draft** .

[Search Bill](#) on page 1273

Note: This zone appears only when hold request is for **Bill** and its status is **Draft** .

[Search Person](#) on page 1274

Note: This zone appears only when hold request is for **Person** and its status is **Draft** .

Hold Request

The **Hold Request** zone displays the details of the hold request. This zone contains the following sections:

- **Main** — This section provides basic information about the hold request. It contains the following fields:

Field Name	Field Description
Hold Request Information	Displays information about the hold request.
Hold Request Type	Indicates the hold request type using which the hold request is created. Note: It has a link. On clicking the link, the Hold Request Type screen appears where you can view the details of the hold request type.
Status	Indicates the status of the hold request.
Status Reason	Indicates the reason why the hold request is released. Note: This field appears only when the hold request is in the Released status. It has a link. On clicking the link, the Status Reason screen appears where you can view the details of the released reason.
Start Date	Displays the date when the hold request is created.
End Date	Displays the date when the hold request is released.
Hold Reason	Displays the reason of hold request.
Entity	Displays the hold request entity.
Comments	Displays the additional information for a hold request.

- **Hold Processes** — Lists the processes that are on hold in the hold request. It contains the following columns:

Column Name	Column Description
Hold Process	Lists the processes that are on hold.
Start Date	Displays the date from when the process is to be on hold for hold request.
End Date	Displays the date till when the process is to be on hold for hold request.

- **Characteristics** — Lists the characteristics defined for the hold request. It contains the following fields:

Field Name	Field Description
Effective Date	Displays the date from when hold request is effective.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the hold request. Note: The Edit button appears only when the hold request is in the Draft or Active status.
Delete	Used to delete the hold request. Note: The Delete button appears only when the hold request is in the Draft status.
Submit	Used to activate the hold request. Note: The Submit button appears only when the hold request is in the Draft status.
Re Submit	Used to re-submit the hold request. Note: The Re Submit button appears only when the hold request is in the Approval In Progress status.
Approve	Used to approve the hold request. Note: The Approve button appears only when the hold request is in the Approval In Progress status.
Reject	Used to reject the hold request. Note: The Reject button appears only when the hold request is in the Approval In Progress status.
Release	Used to release the hold request. Note: The Release button appears only when the hold request is in the Active status.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the hold request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Status Date/Time	Displays the date and time when the hold request status is updated.
Create Date/Time	Displays the date and time when the hold request is created.

Hold Entities

The **Hold Entities** zone on the **Hold Request** screen lists the entities that are on hold request. This zone contains the following columns:

Column Name	Column Description
Person Information	Displays information about the person. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears with details of the respective person.
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with details of the respective account.
Bill Information	Displays information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with details of the respective bill.
Start Date	Displays the date from when the entity is on hold.
End Date	Displays the date till when the entity is on hold. Note: When hold request for entity is released, then its end date gets updated to the release date only when its end date lies between the hold request start date and end date .
Hold Amount	Displays the amount on hold. Note: This column appears only when the entity bill is on hold.
Bill After Date	Displays the date after which bills can be generated. Note: This column appears only when the entity account is on hold.
Postpone Credit Review Until	Displays the date till when overdue process is to be on hold. Note: This column appears only when the entity account is on hold.
Defer Auto Pay Date	Displays the date from when auto pay process is to be put on deferred mode. Note: This column appears only when the entity account is on hold.

Note:

You can directly edit the start and end date of the hold entities by selecting the corresponding column and then click the **Edit** button available on the upper left corner of the **Hold Entities** zone.

You can directly delete the hold entities by selecting the corresponding column and then click the **Delete** button available on the upper left corner of the **Hold Entities** zone.

Related Topics


For more information on...	See...
How to view the log of an hold request	Viewing the Log of a Hold Request on page 1291
Search Account	Search Account on page 1270


For more information on...	See...
Search Bill	Search Bill on page 1273
Search Person	Search Person on page 1274

Search Account

The **Search Account** zone searches for accounts to add in a hold request. This zone contains the following sections:

- **Search Criteria** — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for accounts using account or policy details. The valid values are: <ul style="list-style-type: none"> • Account Details • Policy Details Note: By default, the Account Details option is selected.	Yes
Account ID	Used to search for a particular account. Note: This field appears only when you select the Account Details option from the Search By list. You can search for an account by clicking the search () icon corresponding to the field.	No
Address Source	Used to indicate the source of address. The valid values are: <ul style="list-style-type: none"> • Account Override • Mailing Location on Account • Person Note: This field appears only when you select the Account Details option from the Search By list.	No
Division	Used to search for accounts which belong to a particular division. Note: This field appears only when you select the Account Details option from the Search By list.	No
Customer Class	Used to indicate the customer class to which the account belongs. Note: This field appears only when you select the Account Details option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Bill Cycle	Used to indicate the bill cycle of the account. Note: This field appears only when you select the Account Details option from the Search By list.	No
Price Item	Used to search a particular price item. Note: This field appears only when you select the Policy Details option from the Search By list. You can search for a price item by clicking the search () icon corresponding to the field.	No
Policy Plan Number	Used to indicate the plan number of the policy. Note: This field appears only when you select the Policy Details option from the Search By list.	No
Policy Type	Used to indicate the type of policy. Note: This field appears only when you select the Policy Details option from the Search By list.	No
Source System	Used to indicate the name of the external system from where the policy originated. Note: This field appears only when you select the Policy Details option from the Search By list.	No
Policy Number	Used to indicate the policy number. Note: This field appears only when you select the Policy Details option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	Used to indicate the status of the policy. The valid values are: <ul style="list-style-type: none"> • Pending • In Force/ Active • Pending Cancellation • Pending Resinstatement • Pending Termination • Reinstate • Terminated • Cancelled Note: This field appears only when you select the Policy Details option from the Search By list.	No
Policy Start Date	Used to indicate the date from when the policy is effective. Note: This field appears only when you select the Policy Details option from the Search By list.	No
Policy End Date	Used to indicate the date till when the policy is effective. Note: This field appears only when you select the Policy Details option from the Search By list.	No
Characteristic Type/Value	Used to indicate the characteristic Type/ Value associated with the policy. Note: This field appears only when you select the Policy Details option from the Search By list.	No
State	Used to indicate the state name.	No
County	Used to indicate the county name.	No
Postal	Used to indicate the postal or zip code.	No

Note:

You must specify at least one search criterion while searching for accounts.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria.

The **Search Results** section contains the following columns:

Column Name	Column Description
Account Information	Displays the account information.
Country	Displays the country name.
State	Displays the state name.
County	Displays the county name.
Postal	Displays the postal or zip code.
Customer Class	Displays the customer class of the account.
Division	Displays the division to which the account belongs.
Entity ID	Displays the entity ID.

Related Topics

For more information on...	See...
How to search Accounts	Searching Accounts on page 1277
How to view the log of a hold request	Viewing the Log of a Hold Request on page 1291

Search Bill

The **Search Bill** zone searches for bills to add in a hold request. This zone contains the following sections:

- **Search Criteria** — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Displays the value as Bill Details.	Not applicable
Bill ID	Used to search a particular bill. Note: You can search for a bill by clicking the search (🔍) icon corresponding to the field.	No
Alternate Bill ID	Used to search a particular bill using the alternate bill ID.	No
Show All Bills	Used to search all the bills having non-zero as well as zero amount. Note: If this field is not selected then, only non-zero amount bills are displayed in search results.	No
Bill Date From	Used to search bills which are created from a particular date onwards. Note: By default, the current system date appears in this field.	No

Field Name	Field Description	Mandatory (Yes or No)
To	Used to search bills which are created till a particular date. Note: By default, the current system date appears in this field.	No
Address Source	Used to indicate the source of address. The valid values are: <ul style="list-style-type: none"> Account Override Mailing Location on Account Person 	No
State	Used to indicate the state name.	No
County	Used to indicate the county name.	No
Postal	Used to indicate the postal or zip code.	No

Note:

You must specify at least one search criterion while searching for bills.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria.

The **Search Results** section contains the following columns:

Column Name	Column Description
Bill Information	Displays the bill information.
Account Information	Displays the account information.
Country	Displays the country name.
State	Displays the state name.
County	Displays the county name.
Postal	Displays the postal or zip code.
Entity ID	Displays the entity ID.

Related Topics

For more information on...	See...
How to search Bills	Searching Bills on page 1277
How to view the log of a hold request	Viewing the Log of a Hold Request on page 1291

Search Person

The **Search Person** zone searches for persons to add in a hold request. This zone contains the following sections:

- **Search Criteria** — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Displays the value as Person Details.	Not applicable
Person ID	Used to search a particular person. Note: You can search for a person by clicking the search (🔍) icon corresponding to the field.	No
State	Used to indicate the state name.	No
County	Used to indicate the county name.	No
Postal	Used to indicate the postal or zip code.	No

Note:

You must specify at least one search criterion while searching for persons.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria.

The **Search Results** section contains the following columns:

Column Name	Column Description
Person Information	Displays the person information.
Person Identifier Type	Displays the identifier type of the person linked to the account.
Person Identifier	Displays the ID of the person linked to the account.
Country	Displays the country name.
State	Displays the state name.
County	Displays the county name.
Postal	Displays the postal or zip code.
Entity ID	Displays the entity ID.

Related Topics

For more information on...	See...
How to search Persons	Searching Persons on page 1276
How to view the log of a hold request	Viewing the Log of a Hold Request on page 1291

Hold Request — Log

The **Log** tab on the **Hold Request** screen contains the following zone:

[Hold Request Log](#) on page 1276

Hold Request Log

The **Hold Request Log** zone on the **Hold Request** screen lists the complete trail of actions performed on the hold request. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the hold request.
Details	Displays the details about the action performed on the hold request.
User	Indicates the user who has performed the action on the hold request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the hold request.
Status Reason	Displays the status reason of action performed on the hold request.

Note: You can manually add a log entry for the hold request by clicking the **Add Log Entry** link in the upper right corner of the **Hold Request Log** zone.

The **Add Hold Request Log** window appears. Enter **Log Details** and click **Save**. The hold request log is added.

Related Topics

For more information on...	See...
How to view the log of a hold request	Viewing the Log of a Hold Request on page 1291

Searching Persons

Prerequisites

To search persons, you should have:

- Persons created in the application

Procedure

To search for persons:

1. Search the hold requests for **Persons** that are having **Draft** status.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to search.

The **Hold Request** screen appears.

3. Enter the search criteria in the **Search Person** zone.
4. Click **Search**.

A list of persons that meet the search criteria appears in the **Search Results** section

Related Topics

For more information on...	See...
Hold Request Screen	Hold Request on page 1266
Hold Request Zone	Hold Request on page 1267
Adding Persons in a Hold Request	Adding Persons in a Hold Request on page 1278

Searching Accounts

Prerequisites

To search accounts, you should have:

- Accounts created in the application

Procedure

To search for accounts:

1. Search the hold requests for **Account** that are having **Draft** status.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to search.

The **Hold Request** screen appears.

3. Enter the search criteria in the **Search Account** zone.
4. Click **Search**.

A list of accounts that meet the search criteria appears in the **Search Results** section

Related Topics

For more information on...	See...
Hold Request Screen	Hold Request on page 1266
Hold Request Zone	Hold Request on page 1267
Adding Accounts in a Hold Request	Adding Accounts in a Hold Request on page 1278

Searching Bills

Prerequisites

To search bills, you should have:

- Bills generated in the application

Procedure

To search for bills:

1. Search the hold requests for **Bill** that are having **Draft** status.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to search.

The **Hold Request** screen appears.

3. Enter the search criteria in the **Search Bill** zone.
4. Click **Search**.

A list of bills that meet the search criteria appears in the **Search Results** section

Related Topics

For more information on...	See...
Hold Request Screen	Hold Request on page 1266

For more information on...	See...
Hold Request Zone	Hold Request on page 1267
Adding Bills in a Hold Request	Adding Bills in a Hold Request on page 1279

Adding Persons in a Hold Request

Procedure

To add persons in a hold request:

1. Search for the hold request in the **Hold Request** screen which are having **Person** as a hold entity and **Draft** as status.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to view.

The **Hold Request** screen appears.

3. Ensure the **Search Person** zone is expanded.
4. Enter the search criteria in the **Search Person** zone.

In the **Search Results** section, list of persons meeting the search criteria are displayed.

5. Select the persons which you want to add in the hold request and then click the **Add** button available in the upper left corner.

Selected persons are added in the hold request.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
How to create a hold request	Creating a Hold Request on page 1261
Search Person zone	Search Person on page 1274
How to search for persons in a Hold Request Screen	Searching Persons on page 1276

Adding Accounts in a Hold Request

Procedure

To add accounts in a hold request:

1. Search for the hold request in the **Hold Request** screen which are having **Account** as a hold entity and **Draft** as status.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to view.

The **Hold Request** screen appears.

3. Ensure the **Search Account** zone is expanded.
4. Enter the search criteria in the **Search Account** zone.

In the **Search Results** section, list of accounts meeting the search criteria are displayed.

5. Select the accounts which you want to add in the hold request and then click the **Add** button available in the upper left corner.

Selected accounts are added in the hold request.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
How to create a hold request	Creating a Hold Request on page 1261
Search Account Zone	Search Account on page 1270
How to search for accounts in a hold request	Searching Accounts on page 1277

Adding Bills in a Hold Request

Procedure

To add bills in a hold request:

1. Search for the hold request in the **Hold Request** screen which are having **Bill** as a hold entity and **Draft** as status.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to view.

The **Hold Request** screen appears.

3. Ensure the **Search Bill** zone is expanded.
4. Enter the search criteria in the **Search Bill** zone.

In the **Search Results** section, list of bills meeting the search criteria are displayed.

5. Select the bills which you want to add in the hold request and then click the **Add** button available in the upper left corner.

Selected bills are added in the hold request.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
How to create a hold request	Creating a Hold Request on page 1261
Search Bill Zone	Search Bill on page 1273
How to search for bills in a hold request	Searching Bills on page 1277

Adding Processes in a Hold Request

Prerequisites

To add processes in a hold request, you should have:

- Hold processes defined in the application.

Procedure

To add processes in a hold request:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to edit.

The **Hold Request** screen appears.


3. Click the **Edit** button in the **Hold Request** zone.

The **Hold Request** screen appears.

Note: The **Edit** button appears only when the hold request is in the **Draft** or **Active** status.

4. Ensure that the **Hold Processes** section is expanded when you are editing the hold request.
5. Select the required hold processes from the **Hold Process** field.
6. If you want to define more than one hold process for the hold request, click the **Add (+)** icon and then repeat step 5.

Note:

However, if you want to remove a hold process from the hold request, click the **Delete**  icon corresponding to the hold process.

Once we create active hold request for accounts on Overdue process, all existing active overdue processes will be inactive for those account.

7. Enter the required details.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
How to create a hold request	Creating a Hold Request on page 1261

Defining Characteristics for a Hold Request

Prerequisites

To define characteristics for a hold request, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Hold Request**)

Procedure

To define characteristics for a hold request:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to edit.

The **Hold Request** screen appears.

3. Click the **Edit** button in the **Hold Request** zone.

The **Hold Request** screen appears.

Note: The **Edit** button appears only when the Hold request is in the **Draft** or **Active** status.

4. Ensure that the **Characteristics** section is expanded when you are editing the hold request.

- Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

- If you want to define more than one characteristic for the hold request, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to remove a characteristic from the hold request, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
How to create a hold request	Creating a Hold Request on page 1261

Editing a Hold Request

Procedure

To edit a hold request:

- Search for the hold request in the **Hold Request** screen.
- In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to edit.

The **Hold Request** screen appears.

- Click the **Edit** button in the **Hold Request** zone.

Note: The **Edit** button appears only when the hold request is in the **Draft** or **Active** status.

The **Hold Request** screen appears. It contains the following sections:

- Main** — Used to specify basic details about the hold request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Request Information	Displays information about the hold request	Not applicable
Hold Request Type	Displays the hold request type using which the hold request is created.	Not applicable
Start Date	Used to specify the date till when you want to hold the entity. Note: The hold entity end date must be between hold request start and end dates and between the process's start and end dates. The hold entity end date cannot be earlier than the hold entity start date.	Yes
End Date	Used to specify the date till when the hold request is effective. Note: The hold request end date cannot be earlier than the hold request start date.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Hold Reason	Used to indicate the reason why you want to hold the entity. Note: The hold reason must exist in the HOLD_REASON_FLG lookup field and its status must be Active .	Yes Note: This field cannot be edited if hold request is in Active status.
Entity	Displays the hold entity.	Not applicable
Comments	Used to specify the additional information about hold request.	No

- **Hold Processes** — Used to specify the processes on hold in the hold request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Process	Used to indicate the process that needs to be kept on hold.	Yes
Start Date	Used to specify the date from when process is to be on hold for the hold request. Note: This field is not editable when hold request is in Active status. The hold process start date must be between the hold request start and end dates.	Yes
End Date	Used to specify the date till when the hold process is to be on hold.	No

- **Characteristics** — Used to define characteristics for the hold request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the hold request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the hold request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Hold Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the hold request.

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the hold request.

- Modify the details of the hold request, if required.

Note:

If you want to specify more than one hold processes, click the **Add** (+) icon corresponding to the process and then specify the details.

However, if you want to remove a hold process from the hold request, click the **Delete** (X) icon corresponding to the process.

- Define, edit, or remove characteristics from the hold request, if required.
- Click **Save**.

The changes made to the hold request are saved.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
Hold Request screen	Hold Request on page 1256
Hold Request zone	Hold Request on page 1267
How to define characteristics for a hold request	Defining Characteristics for a Hold Request on page 1280

Editing Hold Request Entities

Procedure

To edit a hold request entities:

- Search for the hold request in the **Hold Request** screen.
- In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to edit.

The **Hold Request** screen appears.

- Select the entities that you want to edit in the **Hold Entities** zone and click the **Edit** button available in the upper left corner.

Note: The **Edit** button appears only when the hold request is in the **Draft** or **Active** status.

The **Edit Hold Request Entities** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Request Information	Displays information about hold request.	Not Applicable

Field Name	Field Description	Mandatory (Yes or No)
Start Date	Displays the start date of hold request.	Not Applicable
End Date	Displays the end date of hold request.	Not Applicable

It also contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Entity ID	Displays the entity ID.	Not Applicable
Entity Information	Displays the information about the entity.	Not Applicable
Start Date	Used to indicate the date from when the entity is on hold. Note: This field is not editable when hold request is in Active status.	Yes
End Date	Used to indicate the date till when the entity is on hold.	No
Hold Amount	Used to indicate the hold amount for bill. Note: This field appears only hold request is for bill.	Yes

4. Modify the details of the hold entities, if required.
5. Click **Save**.

The changes made to the hold entities are saved.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
Hold Request screen	Hold Request on page 1256
Hold Request zone	Hold Request on page 1267
How to define characteristics for a hold request	Defining Characteristics for a Hold Request on page 1280

Deleting Hold Request Entities

Procedure

To delete hold request entities:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to delete.

The **Hold Request** screen appears.

3. Select the entities to delete in the **Hold Entities** zone and click the **Delete** button available in the upper left corner.

A message appears confirming whether you want to delete the hold entity.

Note:

The **Delete** button appears only when the hold request is in the **Draft** or **Active** status.

4. Click **OK**.

The hold entities are deleted.

Note: No deletion is allowed on entities of hold requests which are in active status and are added from **Account Receivable Central** or **Delinquency Central**.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
Hold Request screen	Hold Request on page 1256
Hold Request zone	Hold Request on page 1267
How to define characteristics for a hold request	Defining Characteristics for a Hold Request on page 1280

Deleting a Hold Request

Procedure

To delete a hold request:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request that you want to delete.

The **Hold Request** screen appears.

3. Click the **Delete** button in the **Hold Request** zone.

A message appears confirming whether you want to delete the hold request.

Note: The **Delete** button appears only when the hold request is in the **Draft** status.

4. Click **OK**.

The hold request is deleted.

Note:

You can delete a hold request only when its status is **Draft**.

Bills added from ARC cannot be deleted from the **Hold Request** screen.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
Hold Request screen	Hold Request on page 1256
Hold Request zone	Hold Request on page 1267

Submitting a Hold Request

Prerequisites

To submit a hold request, you should have:

- Hold Request Types, Hold Processes and Hold Entities defined in the request.

Procedure

To submit a hold request:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request that you want to submit.

The **Hold Request** screen appears.

3. Click the **Submit** button in the **Hold Request** zone.

The system behaves in the following manner:

If...	Then...
The Approval Required check box is selected in the hold request type using which the hold request is created.	A To Do of the C1-HLDAP To Do type is created and sent to the approver and the status of the hold request is changed to Approval In Progress .
The Approval Required check box is not selected in the hold request type using which the hold request is created.	The hold request is created using the specified hold request types and the status of the hold request is changed to Active or Deferred Processing as specified in the hold request type.

Note:

The **Submit** button appears only when the hold request is in the **Draft** status.

Once the request is activated, the **Release** button appears in the **Record Actions** section.

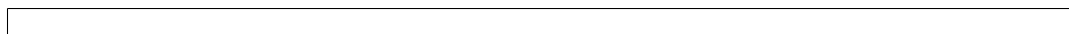
If hold request start date is in past and its status is draft then, on activation of the hold request, the start date is changed to the system date.

For Active hold request, **C1-DELBI** batch will delete all pending bill segments and bills under account for bill generation process.

For more information about the **Delete Pending Bill segments and Bills (C1-DELBI) batch**, refer to Oracle Revenue Management and Billing Batch Guide.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
Hold Request screen	Hold Request on page 1256
Hold Request zone	Hold Request on page 1267



Approving a Hold Request

You can view the number of hold requests which are pending for approval in the **Hold Request** screen. The approver can review, and accordingly approve, reject or resubmit the hold request based on the observations.

Note: The system will not allow you to approve, reject or resubmit a hold request submitted by you.

Procedure

To approve a hold request:

1. Do either of the following:

If you want to...	Then...
Approve a hold request through the Hold Request screen	<ol style="list-style-type: none"> 1. Search for the hold request in the Hold Request screen. 2. In the Search Results section, click the link in the Hold Request Information column corresponding to the hold request which you want to review.
Approve a hold request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-HLDAP in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the hold request that you want to review.

The **Hold Request** screen appears.

2. Review the hold request details.
3. Click the **Approve** button in the **Hold Request** zone.

The system behaves in the following manner:

If you are...	Then...
Approving a Hold request	The status of the hold request is changed to Active or Deferred Processing as specified in the hold request type.

Note:

The **Approve** button appears only when the hold request is in the **Approval In Progress** status.

You can also resubmit the hold request if any changes are required in the hold request. Upon clicking the **Resubmit** button, provide the comments to make the required changes for the hold request.

Related Topics

For more information on...	See...
Hold Request screen	Hold Request on page 1256
Hold Request zone	Hold Request on page 1267
How to search for a hold request	Searching for a Hold Request on page 1260

Releasing a Hold Request**Procedure**

To release a hold request:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose details you want to edit.

The **Hold Request** screen appears.

3. Click the **Release** button in the **Hold Request** zone.

The **Release Reason** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Release Reason	Used to indicate the reason for releasing the hold request.	Yes
Comments	Used to specify the additional comments on the release reason	No

4. Ensure the required release reason.
5. click **Save**.

The hold request is released.

Note:

The **Release** button appears only when the hold request is in the **Active** status.

Once the hold request is in **Released** status, the **End Date** of processes and entities gets updated.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
How to create a hold request	Creating a Hold Request on page 1261

Rejecting a Hold Request**Prerequisites**

To reject a hold request, you should have:

- Rejection reasons defined in the application

Note:

While rejecting a hold request, you need to specify the reason why you want to reject the hold request. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-HoldRequest** business object in the **Status Reason** screen.

The system will not allow you to approve, reject or resubmit a hold request submitted by you.

Procedure

To reject a hold request:

1. Do either of the following:

If you want to...	Then...
Reject a hold request through the Hold Request screen	<ol style="list-style-type: none"> 1. Search for the hold request in the Hold Request screen. 2. In the Search Results section, click the link in the Hold Request Information column corresponding to the hold request which you want to review.
Reject a hold request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-HLDAP in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the hold request that you want to review.

The **Hold Request** screen appears.

2. Review the hold request details.
3. Click the **Reject** button in the **Hold Request** zone.

The **Reject Hold Request** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the hold request.	Yes
Comments	Used to specify additional information while rejecting the hold request.	No

Note: The **Reject** button appears only when:

- The hold request is in the **Approval In Progress** status.
 - A user with the approval To Do role is reviewing the hold request.
4. Select the rejection reason from the **Status Reason** list.
 5. Click **Save**.

The status of the hold request is changed to **Rejected**.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
Hold Request screen	Hold Request on page 1256
Hold Request zone	Hold Request on page 1267

Resubmitting a Hold Request

Prerequisites

To resubmit a hold request, you should have:

- Entities added in the hold request which is submitted for approval.

While resubmitting, To Do will be sent to the submitter of the request using the submitter To Do Role mapped on the hold request type and the request will be moved to Draft status. The submitter can do necessary changes and re submit the request. Log will be maintained when the approver sends the request back to submitter.

Procedure

To resubmit a hold request:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request that you want to resubmit.

The **Hold Request** screen appears.

3. Click the **Re Submit** button in the **Hold Request** zone.

The **Resubmit Hold Request** screen appears.

Note: The **Re Submit** button appears only when the hold request is in the **Approval In Progress** status.

A To Do of the **C1-HOLSB** To Do type is created and sent to the request submitter using the submitter TO DO Role and the status of the hold request is changed to **Draft**.

4. Enter the comments in the respective field and click **Save**.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
Hold Request screen	Hold Request on page 1256
Hold Request zone	Hold Request on page 1267

For more information on...	See...
How to submit a hold request	Submitting a Hold Request on page 1286

Viewing the Log of a Hold Request

Procedure

To view the log of a hold request:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose log you want to view.

The **Hold Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the hold request. It contains the following zones:
 - **Hold Request** – Displays the details of the hold request.
 - **Hold Entities** – Lists the hold entities records of the hold request.
 - **Search Account** — Searches the accounts to be put on hold.
Note: This zone appears only when hold request is for **Account** and its status is **Draft**.
 - **Search Bill**
— Searches the bills to be put on hold.
Note: This zone appears only when hold request is for **Bill** and its status is **Draft**.
 - **Search Person** — Searches the persons to be put on hold.
Note: This zone appears only when hold request is for **Person** and its status is **Draft**.
- **Log** – Lists the complete trail of actions performed on the hold request. This tab contains the following zone:
 - **Hold Request Log** – Displays the trail of actions performed on the particular hold request.

3. Click the **Log** tab.

The **Hold Request Log** zone in the **Log** tab contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the hold request.
Details	Displays the details about the action performed on the hold request.
User	Indicates the user who has performed the action on the hold request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the hold request.
Status Reason	Indicates the reason why the hold request was rejected or voided.

Note: You can manually add a log entry for the hold request by clicking the **Add Log Entry** link in the upper right corner of the **Hold Request Log** zone.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260
How to add a log entry for a hold request	Adding a Log Entry for a Hold Request on page 1292

Adding a Log Entry for a Hold Request

Procedure

To add a log entry for a hold request:

1. Search for the hold request in the **Hold Request** screen.
2. In the **Search Results** section, click the link in the **Hold Request Information** column corresponding to the hold request whose log you want to edit.

The **Hold Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the hold request. It contains the following zones:
 - **Hold Request** – Displays the details of the hold request.
 - **Hold Entities** – Lists the hold entities records of the hold request.
 - **Search Account** — Searches the accounts to be put on hold.
Note: This zone appears only when hold request is for **Account** and its status is **Draft**.
 - **Search Bill**
— Searches the bills to be put on hold.
Note: This zone appears only when hold request is for **Bill** and its status is **Draft**.
 - **Search Person** — Searches the persons to be put on hold.
Note: This zone appears only when hold request is for **Person** and its status is **Draft**.
- **Log** – Lists the complete trail of actions performed on the hold request. This tab contains the following zone:
 - **Hold Request Log** – Displays the trail of actions performed on the particular hold request.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Hold Request Log** zone.

The **Add Hold Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hold Request Information	Displays information about the hold request.	Not applicable
Log Details	Used to specify additional comments on the hold request.	Yes

5. Enter the comments in the **Log Details** field.

6. Click **Save**.

The log entry is added in the **Hold Request Log** zone.

Related Topics

For more information on...	See...
How to search for a hold request	Searching for a Hold Request on page 1260

Chapter 26

Delinquency Central

Topics:

- [Prerequisites](#)
- [Delinquency Central](#)
- [Search Overdue Process](#)
- [Overdue Events](#)
- [Searching for an Overdue Process](#)
- [Viewing Events of an Overdue Process](#)
- [Viewing the Overdue Process Details](#)
- [Overdue Process Information for Account: {Account ID}](#)

Oracle Revenue Management and Billing provides a complete overview of the overdue bills belonging to the delinquent accounts of a particular person using the **Delinquency Central**. User can review the overdue bills and perform following actions from the delinquency central:

- Initiate customer contact
- Initiate hold on overdue process
- Create payment arrangement for an account
- Create promise to pay for person's account

The Delinquency Central assists you in identifying all the overdue processes, overdue bills & delinquent accounts using an overdue monitoring process.

For more information on how to setup the delinquency central, see [Prerequisites](#) on page 1296.

Prerequisites

To setup delinquency central, you need to do the following:

- Define the required characteristic types where the characteristic entity is set to overdue event.
- Define the overdue event type and overdue process template in the system.
- Promise To Pay type defined in the application.
- Customer contact type defined in the application.
- Hold request type defined in the application.

Delinquency Central

The **Delinquency Central** screen allows you to:

- Search for an overdue process
- View the details of an overdue event
- View the details of an overdue process
- Create customer contact
- Create a hold request for an overdue process
- Create a payment arrangement for an account
- Create a promise to pay for a person's account

This screen consists of the following tab:

- **Main** – This tab contains the following two zones:
 - **Search Overdue Process** – Searches overdue processes using search criteria.
 - **Overdue Events** – Lists the overdue events with its details.

Search Overdue Process

The **Search Overdue Process** zone allows you to search for overdue processes using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for overdue processes using person, account, bill or overdue process. The valid values are: <ul style="list-style-type: none"> • Person • Account • Bill • Overdue Process Note: By default, the Person option is selected.	No

Field Name	Field Description	Mandatory (Yes or No)
Person ID	Used to search for overdue processes which belong to a particular person. Note: This field appears only when you select the Person option from the Search By list.	No
Person Identifier Type	Used to search for overdue processes with a particular person identifier type. Note: This field appears only when you select the Person option from the Search By list.	Yes (Conditional) Note: If you enter the person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to search for overdue processes with a specific value of the person identifier type. Note: This field appears only when you select the Person option from the Search By list.	Yes
Account ID	Used to search for overdue processes created for a particular account. Note: This field appears only when you select the Account option from the Search By list.	No
Account Identifier Type	Used to search for overdue processes with a particular account identifier type. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you enter the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to search for overdue processes with a particular account identifier. Note: This field appears only when you select the Account option from the Search By list.	Yes
Bill ID	Used to search for overdue processes with a particular bill. Note: This field appears only when you select the Bill option from the Search By list.	No
Alternate Bill ID	Used to search for overdue processes using an alternate bill ID. Note: This field appears only when you select the Bill option from the Search By list.	No
Characteristic Type / Value	Used to search for overdue processes with a particular characteristic type and its value. Note: This field appears only when you select the Bill option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Overdue Process Template	Used to search for overdue processes with a particular overdue process template. Note: This field appears only when you select the Overdue Process option from the Search By list.	No
Start Date	Used to search for overdue processes with a particular start date. Note: This field appears only when you select the Overdue Process option from the Search By list.	Yes
End Date	Used to search overdue process with a particular end date. Note: This field appears only when you select the Overdue Process option from the Search By list.	Yes
Status	Used to search for overdue processes with a particular status. The valid values are: <ul style="list-style-type: none"> Active Inactive Note: This field appears only when you select the Overdue Process option from the Search By list.	No
On Hold	Used to search for overdue processes that are on hold. Note: This field appears only when you select the Overdue Process option from the Search By list.	No
Overdue Amount From	Used to search for overdue processes with a particular lower limit of the overdue amount. Note: This field appears only when you select the Overdue Process option from the Search By list.	No
To	Used to search for overdue processes with a particular higher limit of the overdue amount. Note: This field appears only when you select the Overdue Process option from the Search By list.	No
Characteristic Type / Value	Used to search for overdue processes with a particular characteristic type and value. Note: This field appears only when you select the Overdue Process option from the Search By list.	No

- In addition to above search parameters, the screen consists of following fields in the **Person Details** or **Account Details** section:

Column Name	Column Description
Main Customer	Displays the name of the main customer to whom the account belongs. Note: This field appears only when you select the Account option from the Search By list.

Column Name	Column Description
Person Name	Displays the name of the person to whom the account belongs. Note: This field appears only when you select the Person option from the Search By list.
Person Identifier Type	Displays the person identifier type. Note: This field appears only when you select the Person or Account option from the Search By list.
Person Identifier	Displays the value of the person identifier type. Note: This field appears only when you select the Person or Account option from the Search By list.
Account Identifier Type	Displays the account identifier type. Note: This field appears only when you select the Account option from the Search By list.
Account Identifier	Displays the value of the account identifier type. Note: This field appears only when you select the Account option from the Search By list.
Overdue	Displays whether the person account(s)/bill(s) are overdue. The valid values are: <ul style="list-style-type: none"> • Yes • No Note: This field appears only when you select the Person or Account option from the Search By list.
Number of Active Overdue processes	Displays the number of overdue processes linked to the person's account that are in active status. Note: This field appears only when you select the Person or Account option from the Search By list.
Number of Hold(s) on Account(s)	Displays the number of hold requests on the particular account.
Number of Overdue Bills	Displays the total number of bills that are overdue. Note: This field appears only when you select the Person or Account option from the Search By list.
Total Overdue Amount	Displays the total overdue amount for an account.
Last Payment Date	Displays date of the last payment made by the person. Note: This field appears only when you select the Person or Account option from the Search By list.
Last Payment Amount	Displays the amount last paid by the person. Note: This field appears only when you select the Person or Account option from the Search By list.

Column Name	Column Description
Number Of Payment Arrangements	Displays the number of payment arrangements for the person's account. Note: This field appears only when you select the Person or Account option from the Search By list.
Total Number of Overdue Process on Hold	Displays the total number of overdue process that are on hold. Note: This field appears only when you select the Person or Account option from the Search By list.
Number of Promise To Pay	Displays the number of promise to pay belonging to the person. Note: This field appears only when you select the Person or Account option from the Search By list.
Number of Broken Promise To Pay	Displays the total number of promise to pay that are broken. Note: This field appears only when you select the Person or Account option from the Search By list.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Overdue Process	Display additional information about the overdue process. Note: It has a link. On clicking the link, the Overdue Process screen appears with the details of the overdue process.
Overdue Process Template	Displays the template that was used to create overdue process's events.
Account Information	Display additional information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the account.
Person Information	Display additional information about the person. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears with the details of the person.
Overdue Amount	Displays the overdue amount under that overdue process.
On Hold	Displays whether the overdue process is on hold.
Overdue Process Details	On clicking the View (🔍) icon, the Overdue Process Details screen appears where you can view details of the overdue process.

On clicking the **Broadcast** (📡) icon corresponding to the overdue process, the **Overdue Events** zone appears with the details of the respective overdue process.

Related Topics

For more information on...	See...
Overdue Events screen	Overdue Events on page 1301

For more information on...	See...
How to search for an account	Searching for an Account on page 40
How to search for a bill	Searching for a Bill on page 1306
How to view events of an overdue process	Viewing Events of an Overdue Process on page 1302
How to view details of an overdue process	Viewing the Overdue Process Details on page 1302

Overdue Events

The **Overdue Events** zone displays the details of the events of the overdue process on the **Delinquency Central** screen.

Column Name	Column Description
Event	Displays information about the event of the overdue process.
Event Status	Displays the status of the event.
Dependency on Other Events	Displays whether the event is dependent on other events. The valid values are: <ul style="list-style-type: none"> • No • Yes
Trigger Date	Displays the trigger date of the event.

Related Topics

For more information on...	See...
Delinquency Central screen	Delinquency Central on page 1296
How to view events of an overdue process	Viewing Events of an Overdue Process on page 1302

Searching for an Overdue Process

Prerequisites

To search for an overdue process, you should have:

- Overdue process defined in the application.

Procedure

To search for an overdue process:

1. Click the **Menu** link in the **Application** toolbar
2. From the **Main** menu, select **Credits & Collection** and then click **Delinquency Central**.

The **Delinquency Central** screen appears.

3. Enter the search criteria in the **Search Overdue Process** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of overdue processes that meet the search criteria appears.

Related Topics

For more information on...	See...
Delinquency Central screen	Delinquency Central on page 1296
Search Overdue Process zone	Search Overdue Process on page 1296

Viewing Events of an Overdue Process

Procedure

To view events of an overdue process:

1. Search for the overdue process in the **Delinquency Central** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the overdue process whose event details you want to view.

The **Overdue Events** zone appears.

3. View the event details of the overdue process in the **Overdue Events** zone.

Related Topics

For more information on...	See...
Delinquency Central screen	Delinquency Central on page 1296
Overdue Events screen	Overdue Events on page 1301
How to search for an overdue process	Searching for an Overdue Process on page 1301

Viewing the Overdue Process Details

Procedure

To view the details of an overdue process:

1. Search for the overdue process in the **Delinquency Central** screen.
2. In the **Search Results** section, click the link in the **Overdue Process** column corresponding to the overdue process whose details you want to view.

The **Overdue Process** screen appears. It consists of the following tabs:

- **Main** – Displays the basic overdue process information.
- **Events** – Displays the events details of the overdue process.
- **Log** – This tab lists the complete trail of actions performed on the overdue process.

3. View the event details of the overdue process in the **Overdue Process** screen.

Related Topics

For more information on...	See...
Delinquency Central screen	Delinquency Central on page 1296
How to search for an overdue process	Searching for an Overdue Process on page 1301

Overdue Process Information for Account: {Account ID}

The **Overdue Process Information for Account: {Account ID}** screen allows you to view detail information of the account which is linked to the overdue process.

This screen consists of the following zones:

- [Person Information](#) on page 1303
- [Account Information](#) on page 1303
- [Customer Contact Details](#) on page 1304
- [Hold Details](#) on page 1304
- [Promise To Pay](#) on page 1304
- [Overdue Bills](#) on page 1305
- [Payment Arrangement](#) on page 1305

Person Information

The **Person Information** zone displays details of the person whose account is linked to the overdue process. This zone contains following columns:

Column Name	Column Description
Person Name	Displays the name of the person whose account is linked to the overdue process.
Phone Number	Displays the phone number of the person.
Address	Displays the address of the person.

Account Information

The **Account Information** zone displays details of account which is linked with the overdue process. This zone contains following columns:

Column Name	Column Description
Account ID	Displays the account ID.
Account Identifier Type	Displays the account identifier type.
Account Identifier	Displays the value of the account identifier type.
Last Payment Date	Displays the date of the last payment made from the account linked to the overdue process.
Last Payment Amount	Displays the amount last paid from the account.

Customer Contact Details

The **Customer Contact Details** zone displays contact details of the customer whose account is linked to the overdue process. This zone contains following columns:

Column Name	Column Description
Customer Contact Information	Displays additional information about the customer contact. Note: It has a link. On clicking the link, the Customer Contact screen appears where you can view the details of the respective customer contact.
Contact Date/Time	Displays the date and time when the customer was contacted.

Promise To Pay

The **Promise To Pay** zone displays promise to pay created for an account which is linked to the overdue process. This zone contains following columns:

Column Name	Column Description
Promise To Pay Information	Displays additional information about the promise to pay. Note: It has a link. On clicking the link, the Promise To Pay screen appears where you can view the details of the promise to pay.
Scheduled Amount	Displays the amount to be paid on the Scheduled Date .
Scheduled Date	Displays the date when the payment is expected as per promise to pay.
Status	Displays the status of promise to pay.
Created By	Displays the user ID who has created the promise to pay.

Hold Details

The **Hold Details** zone displays details of the person whose account is linked to the overdue process. This zone contains following columns:

Column Name	Column Description
Hold Request Information	Displays additional information about the hold request. Note: It has a link. On clicking the link, the Hold Request screen appears where you can view the details of the hold request.
Status	Displays the status of the hold request.
Entity	Displays the hold request entity.
Entity Information	Displays the information about the entity on hold. Note: It has a link. On clicking the link, the Account, Bill or Person screen appears, where you can view details of the respective account, bill or person.
Start Date	Displays the date when the hold request is created.
End Date	Displays the end date of the hold request.

Overdue Bills

The **Overdue Bills** zone displays details of the overdue bills. This zone contains following columns:

Column Name	Column Description
Bill Information	Displays additional information about the bill. Note: It has a link. On clicking the link, the Bill screen appears where you can view the details of the respective bill.
Original Bill Amount	Displays the bill amount when the bill was generated.
Due Date	Displays the due date of the bill.
Overdue Amount	Displays the amount that is overdue in the bill.
Days Past Due	Displays the number of days past the after the bill date.

Payment Arrangement

The **Payment Arrangement** zone displays details of the payment arrangement created for an account which is linked to the overdue process. This zone contains following columns:

Column Name	Column Description
Contract Information	Displays information about the payment arrangement's contract. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears where you can view the details of the respective contract.
Payoff Balance	Displays the total amount to be paid against the payment arrangement's contract.
Arrange Amount	Displays the amount to be paid in installments as per the payment arrangement.
Number of Installments	Displays the number of installments which is used to calculate the Arrange Amount .

Search Bill

The **Search Bill** zone allows you to search for a bill. This zone contains the following fields:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Person Name	Used to specify the name of the person for whom the bill is generated.	No
Person ID	Used to specify the person ID.	No
Bills of Persons in Hierarchy	Used to indicate whether you want to search for a bills generated against a person's hierarchy.	No
Bill Cycle	Used to indicate bills where a particular bill cycle is defined.	No
Bill Currency	Used to indicate the bill currency.	No

Field Name	Field Description	Mandatory (Yes or No)
Billing Method	Used to indicate the billing method. The valid values are: <ul style="list-style-type: none"> Ad-Hoc Billing Regular Billing 	No
Bill ID	Used to specify the bill ID.	No
Alternate Bill ID	Used to search a particular bill using the alternate bill ID.	No
Account ID	Used to indicate the account against which the bill is generated.	No
On or After Bill Date	Used to specify the date when the bill was completed.	No
Account Identifier Type	Used to search for bills where the account against which it is generated, a particular account identifier type is defined.	No
Account Identifier	Used to search for a bill generated against an account with a particular account identifier.	No

Note: You must specify at least one search criterion while searching for the bill.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Person Name	Displays the name of the person against whom the bill is generated.
Bill ID	Displays the bill ID.
Bill Status	Displays the status of the bill. The valid values are: <ul style="list-style-type: none"> Pending Complete
Bill Date	Displays the date when the bill was completed.
Due Date	Displays the due date of the bill.
Current Charges	Displays the bill amount.
Bill Information	Displays additional information about the bill.

Searching for a Bill

Procedure

To search for a bill:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Credits & Collections** and then click **Delinquency Central**.
The **Delinquency Central** screen appears.
3. Select the **Bill** option from the **Search By** list.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of bills that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Delinquency Central screen	Delinquency Central on page 1296
Search Bill zone	Search Bill on page 1305

Adding the Customer Contact Details

Procedure

To add customer contact details:

1. Search for the overdue process in the **Delinquency Central** screen.
2. In the **Search Results** section, select the check box corresponding to the overdue process linked to the account for which you want to add the customer contact.

3. Click **Contact Customer**.

The **Customer Contact** screen appears.

4. Enter the required details.

The fields **Person ID**, **Contact Date/Time** and **User ID** are auto-populated.

5. Click **Save**.

The customer is contacted based on the value set for **Preferred Contact Method** field on the **Customer Contact** screen.

Related Topics

For more information on...	See...
Delinquency Central screen	Delinquency Central on page 1296

Creating a Hold Request for an Overdue Process

Procedure

To create a hold request for an overdue process:

1. Search for the overdue process in the **Delinquency Central** screen.
2. In the **Search Results** section, select the check box corresponding to the overdue process whose bill/account you want to put on hold.
3. Click **Create Hold Request**.

The **Add Hold Request** screen appears.

4. Select the required hold request type from the respective field.
5. Click **OK**.

The **Hold Request** screen appears.

6. Enter the required details and then click **Save**.

The hold request is defined and the status of the hold request is set to **Draft**. The **Hold Request** screen appears with the details of the hold request.

Related Topics

For more information on...	See...
Delinquency Central screen	Delinquency Central on page 1296
Hold Request screen	Hold Request on page 1256
How to search for an overdue process	Searching for an Overdue Process on page 1301

Creating a Payment Arrangement for an Overdue Process

Procedure

To create a payment arrangement for an overdue process:

1. Search for the overdue process in the **Delinquency Central** screen.
2. In the **Search Results** section, select the check box corresponding to the overdue process for whose bill you want to create payment arrangement.
3. Click **Create Payment Arrangement**.

The **Payment Arrangement** screen appears with the payment arrangement details.

4. Enter the required details and then click **Save**.

The payment arrangement is created with the respective payment arrangement contract. The **Payment Arrangement** screen appears with the details of payment arrangement.

Related Topics

For more information on...	See...
Delinquency Central screen	Delinquency Central on page 1296
How to search for an overdue process	Searching for an Overdue Process on page 1301

Defining a Promise To Pay for an Overdue Process

Procedure

To create a promise to pay for an overdue process:

1. Search for the overdue process in the **Delinquency Central** screen.
2. In the **Search Results** section, select the check box corresponding to the overdue process for whose account you want to create a promise to pay.

3. Click Create Promise To Pay.

The **Promise To Pay** screen appears with the promise to pay details.

4. Enter the required details and then click Save.

The promise to pay is created with its scheduled payment details.

Related Topics

For more information on...	See...
Delinquency Central screen	<i>Delinquency Central</i> on page 1296
Promise To Pay screen	<i>Promise To Pay</i>
How to search for an overdue process	<i>Searching for an Overdue Process</i> on page 1301

Chapter 27

Upload Request

Topics:

- [Upload Request \(Without Approval Workflow\) Status Transition](#)
- [Upload Request \(With Approval Workflow\) Status Transition](#)
- [Prerequisites](#)
- [Algorithms Used in C1-BillCycleUpdateUplReq](#)
- [Algorithms Used in C1-ContractRiderUpdateUplReq](#)
- [Algorithms Used in C1-HoldUploadRequest](#)
- [Algorithms Used in C1-RefundUploadRequest](#)
- [Algorithms Used in C1-WriteOffUploadRequest](#)
- [Algorithms Used in C1-BillableChargeUploadRequest](#)
- [Algorithms Used in C1-ReinstatementUploadRequest](#)
- [CSV File Format for Account Bill Cycle Upload Request](#)
- [CSV File Format for Contract Rider Upload Request](#)
- [CSV File Format for Billable Charge Upload](#)
- [CSV File Format for Hold Upload Request](#)
- [CSV File Format for Refund Request Upload](#)
- [CSV File Format for Write Off Request Upload](#)

Oracle Revenue Management and Billing provides a generic upload feature which enables you to upload various types of data. The system enables you to upload data for the following using the **Upload Request** feature:

- Billable Charge (Adhoc and Regular)
- Hold Request
- Refund Request
- Write Off Request
- Policy Reinstatement

It also enables you to update the following information:

- Contract rider of a contract
- Bill cycle of an account

While uploading data for the above supported entities, you need to specify the upload request type using which you want to upload the file. It is the upload request type which helps the system to determine:

- Whether the file must be approved by the approver before creating or updating the entities
- Which business object must be used for creating the upload request
- Which business object must be used for creating or updating entities through an upload request
- Which foreign key reference must be used for generating information string for the entity
- A set of fields using which you can search records uploaded through an upload request

Note: You can use the business object **Upload Request Type (C1-UplRequestType)** to create an upload request type for uploading the billable charge, hold request, refund request, write off request, bill cycle, and contract rider data.

You can upload a data file in the CSV format. You cannot upload data for more than one entity type through the same CSV file. For example, you cannot upload data for billable charges and hold requests using a single CSV file. An upload request of the specified upload request type is created when the file is successfully uploaded in the system. You can track a file through an upload request.

Once an upload request is created, the status of the upload request is set to **Draft**. The status of each record uploaded through an upload request is set to **Pending**. However, if the mandatory data is not available or data required for deriving

- [CSV File Format for Reinstatement Upload Request](#)
- [Upload Request Type](#)
- [Upload Request](#)
- [Upload Request](#)

mandatory data is incorrect in the record, the status of record is set to **Invalid**. You can then edit, delete, or validate the upload request. During the validation process, the system and custom validations (if any) are executed. The status of each record is changed to **Valid** or **Invalid** depending on whether the record was validated successfully or not.

Once the upload request is validated, you can either cancel or submit the upload request for further processing. On submitting an upload request, the system checks whether the number of valid records in the uploaded file exceed the online record process limit defined in the Defer Upload Request algorithm. If the number of valid records in the uploaded file does not exceed the online record process limit, the system creates or updates the entities in the real time (i.e. immediately). However, if the number of valid records in the uploaded file exceeds the online record process limit, the system creates or updates the entities in the deferred mode (i.e. when the **Upload Request Periodic Monitor (C1-UPLRQ)** batch is invoked).

You can optionally configure the system to use the approval workflow process for an upload request. If the **Approval Required** flag is set to **Yes** in an upload request type, then on submitting the respective upload request, the approval workflow process creates a To Do for the approver to review the upload request. Once the approver approves the upload request, the system checks whether the number of valid records in the uploaded file exceed the online record process limit defined in the Defer Upload Request algorithm. If the number of valid records in the uploaded file does not exceed the online record process limit, the system creates or updates the entities in the real time (i.e. immediately). However, if the number of valid records in the uploaded file exceeds the online record process limit, the system creates or updates the entities in the deferred mode (i.e. when the **Upload Request Periodic Monitor (C1-UPLRQ)** batch is invoked. However, if the approver rejects the upload request, the status of the upload request is set to **Rejected**.

During the upload process, an upload request goes through various statuses in its lifecycle. Note that the lifecycle of an upload request is driven by the business object using which the upload request is created. In this release, we have shipped the following upload request business objects:

- Update Bill Cycle Upload Request (C1-BillCycleUpdateUplReq)
- Billable Charge Upload Request (C1-BillableChargeUploadRequest)
- Update Contract Rider Upload Request (C1-ContractRiderUpdateUplReq)
- Hold Request Upload Request (C1-HoldUploadRequest)
- Refund Request Upload Request (C1-RefundUploadRequest)
- Write Off Request Upload Request (C1-WriteOffUploadRequest)
- Reinstatement Upload Request (C1-ReinstatementUploadRequest)

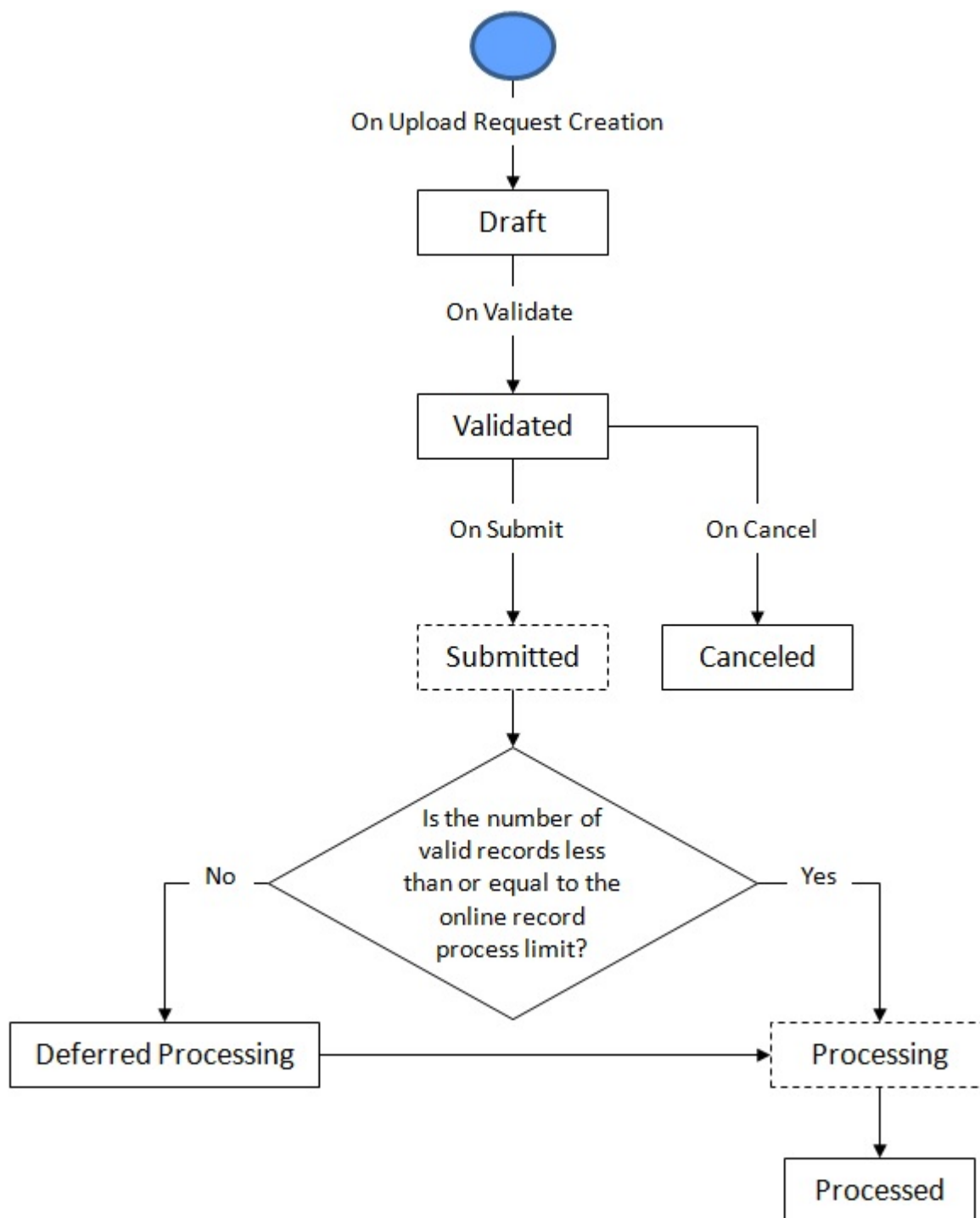
During the upload request process, an upload request creation goes through various statuses in its lifecycle. For more information about the upload request statuses, see [Upload Request \(Without Approval Workflow\) Status Transition](#) on page 1314 and [Upload Request \(With Approval Workflow\) Status Transition](#) on page 1315.

Note: The lifecycle of an upload request creation is driven by the respective business object using which the request is created. The upload request feature explained in this document is articulated based on the lifecycle and logic defined in the business objects.

For more information on how to setup the upload request process, see [Prerequisites](#) on page 1316.

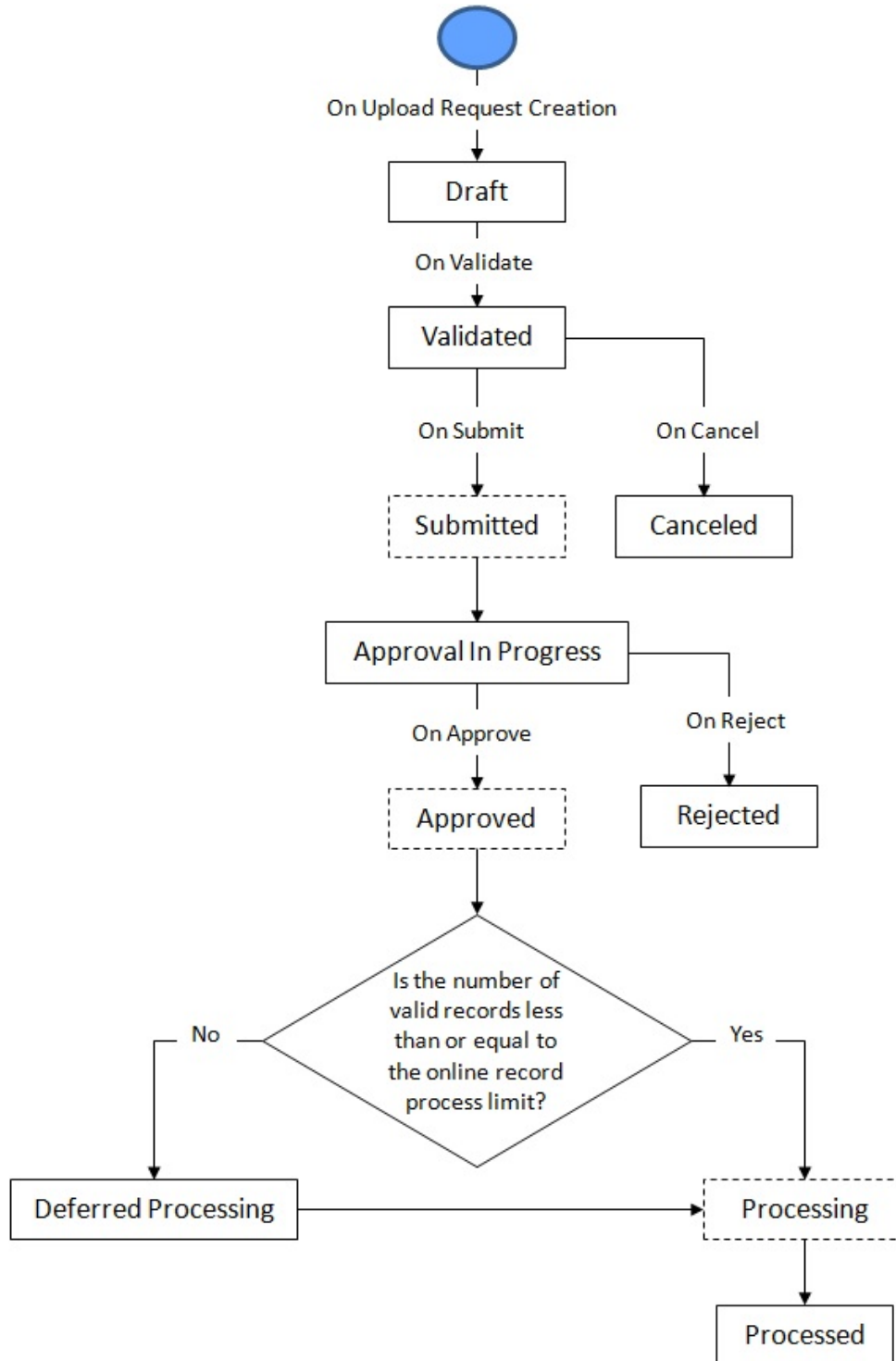
Upload Request (Without Approval Workflow) Status Transition

The following figure graphically indicates how an upload request moves from one status to another when the approval workflow is off:



Upload Request (With Approval Workflow) Status Transition

The following figure graphically indicates how an upload request moves from one status to another when the approval workflow is on:



Prerequisites

To setup the upload request process, you need to do the following:

- Define the required upload request types in the system.
- Define the required characteristic types where the characteristic entity is set to **Upload Request Type**.
- Define the required characteristic types where the characteristic entity is set to **Upload Request**.
- Define the values for the following parameters in the **C1-REN-VALID** algorithm:
 - Policy Status after Processing Reinstatement Upload Request
 - Policy Reinstatement Status for Reason Verification
- Define the value for the **Online Record Process Limit** parameter in the **C1-DEFERUPLD** algorithm.
- Define the value for the **Policy Status after Processing Reinstatement Upload Request** parameter in the **C1-REN-PROC** algorithm.
- Assign the **C1-BCUUR** To Do type to a To Do role whose users must receive the To Do for approving a bill cycle update upload request.
- Assign the **C1-CRUUR** To Do type to a To Do role whose users must receive the To Do for approving a contract rider update upload request.
- Assign the **C1-HLDUR** To Do type to a To Do role whose users must receive the To Do for approving a hold upload request.
- Assign the **C1-REFUR** To Do type to a To Do role whose users must receive the To Do for approving a refund upload request.
- Assign the **C1-WOUR** To Do type to a To Do role whose users must receive the To Do for approving a write off upload request.
- Assign the **C1-BCUR** To Do type to a To Do role whose users must receive the To Do for approving a billable charge upload request.
- Assign the **C1-RPUR** To Do type to a To Do role whose users must receive the To Do for approving a reinstatement upload request.
- Set the batch control type of the **Upload Request Periodic Monitor (C1-UPLRQ)** batch to **Timed** and define the following attributes:
 - Time Interval
 - Timer Active
 - User ID
 - Batch Language
 - Email Address

Algorithms Used in C1-BillCycleUpdateUpIReq

The following table lists the algorithms which are used in the lifecycle of the **C1-BillCycleUpdateUpIReq** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-BCU-DERIV	C1-BCU-DERIV	<p>This algorithm reads the data in the BO_DATA_AREA column of the C1_UPL_REQUEST table and accordingly inserts the records in the C1_UPLOAD_REQ_DTLS table. In addition, the status of each record in the C1_UPLOAD_REQ_DTLS table is set to Pending.</p> <p>It derives the account ID using the account identifier type and account identifier combination whenever the account ID is not specified in the record. Once the account ID is derived, the corresponding record is updated in the C1_UPLOAD_REQ_DTLS table. If the system could not derive the account ID using the account identifier type and account identifier combination, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Invalid.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Validated	Enter	C1-BCU-VALID	C1-BCU-VALID	<p>This algorithm is invoked when the user clicks the Validate button. It validates the records which are in the Pending status. It checks whether the account ID and bill cycle specified in the record are valid. If the account ID and bill cycle are valid and if the bill cycle is associated with the division to which the account belongs, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Valid.</p> <p>If the account ID is invalid, it derives the account ID using the account identifier type and account identifier combination and updates the record accordingly. In addition, it changes the status of the record in the C1_UPLOAD_REQ_DTLS table to Valid. However, if the system could not derive the account ID using the account identifier type and account identifier combination, or if the bill cycle is invalid, or if the bill cycle is not associated with the division to which the account belongs, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Invalid.</p> <p>It also checks whether there are two or more records with the same account ID. If so, it validates and changes the status of one record to Valid and the status of the remaining records is changed to Invalid.</p>
Submitted	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Submitted	Enter	C1-UPLSUBENT	C1-UPLSUBENT	This algorithm is invoked when the user clicks the Submit button. It checks whether the approval is required for the upload request. If the approval is required for an upload request, the status of the upload request is changed to Approval In Progress . However, if the approval is not required for an upload request, the status of the upload request remains in the Submitted status.
Submitted	Enter	C1-DEFERUPLD	C1-DEFERUPLD	This algorithm is invoked when the status of the upload request is changed to Submitted or Approved . It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing . However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing . It contains the following parameter: <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).
Approval In Progress	Enter	C1-UPLAPPENT	C1-UPLAPPENT	This algorithm creates a To Do using the To Do type specified in the upload request type. The To Do is sent to the appropriate users with the To Do role which is specified in the upload request type. In addition, a log entry is added when a To Do is created using the To Do type.
Approval In Progress	Exit	C1-UPLAPPEXT	C1-UPLAPPEXT	This algorithm checks whether the approver is associated with the approval To Do role specified in the upload request type. If not, it does not allow the approver to approve or reject the upload request. In addition, it does not allow the submitter to approve or reject the upload request.

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm completes To Do entries that are created for the business object when the business object exits the given status. It finds and completes all open To Do entries where the business object's primary key is defined as a drill key. However, if the Exclude To Do Entries From Auto Completion characteristic is defined for the business object, then the system does not automatically complete the respective To Do entry.
Approved	Enter	C1-DEFERUPLD	C1-DEFERUPLD	This algorithm is invoked when the status of the upload request is changed to Submitted or Approved . It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing . However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing . It contains the following parameter: <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).
Approved	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters: <ul style="list-style-type: none"> • Next Status • Next Transition Condition At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.

Status	System Event	Algorithm	Algorithm Type	Description
Deferred Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Processing	Enter	C1-BCU-PROC	C1-BCU-PROC	<p>This algorithm fetches a list of records which are in the Valid status. For each valid record, the system reads the account ID and bill cycle, and updates the bill cycle information of the account using the entity business object defined in the upload request type. If the record is successfully processed, the status of the record is changed to Processed. However, if the record could not be processed successfully due to any reason, the status of the record is changed to Error. Finally, the status of the upload request is changed to Processed.</p>
Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Algorithms Used in C1-ContractRiderUpdateUplReq

The following table lists the algorithms which are used in the lifecycle of the **C1-ContractRiderUpdateUplReq** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-CR-DERIV	C1-CR-DERIV	<p>This algorithm reads the data in the BO_DATA_AREA column of the C1_UPL_REQUEST table and accordingly inserts the records in the C1_UPLOAD_REQ_DTLS table. In addition, the status of each record in the C1_UPLOAD_REQ_DTLS table is set to Pending.</p> <p>It derives the account ID using the account identifier type and account identifier combination whenever the account ID is not specified in the record. Once the account ID is derived, the corresponding record is updated in the C1_UPLOAD_REQ_DTLS table. If the system could not derive the account ID using the account identifier type and account identifier combination, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Invalid.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Validated	Enter	C1-CR-VALID	C1-CR-VALID	<p>This algorithm is invoked when the user clicks the Validate button. It validates the records which are in the Pending status. It checks whether the account ID, contract ID, contract type, and bill factor specified in the record are valid. If the account ID, contract ID, contract type, and bill factor are valid, if the specified contract belongs to the account, and if the Contract Rider Applicability flag on the bill factor is set to Y, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Valid.</p> <p>If the account ID is invalid, it derives the account ID using the account identifier type and account identifier combination and updates the record accordingly. In addition, it changes the status of the record in the C1_UPLOAD_REQ_DTLS table to Valid. However, if the system could not derive the account ID using the account identifier type and account identifier combination, or if the bill factor is invalid, or if the specified contract does not belong to the account, or if the Contract Rider Applicability flag on the bill factor is set to N, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Invalid.</p> <p>It also checks whether there are two or more records with the same account ID and contract type combination. If so, it validates and changes the status of one record to Valid and the status of the remaining records is changed to Invalid.</p>
Submitted	Enter	C1-UPLSUBENT	C1-UPLSUBENT	<p>This algorithm is invoked when the user clicks the Submit button. It checks whether the approval is required for the upload request. If the approval is required for an upload request, the status of the upload request is changed to Approval In Progress. However, if the approval is not required for an upload request, the status of the upload request remains in the Submitted status.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Submitted	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).
Submitted	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Approval In Progress	Enter	C1-UPLAPPENT	C1-UPLAPPENT	<p>This algorithm creates a To Do using the To Do type specified in the upload request type. The To Do is sent to the appropriate users with the To Do role which is specified in the upload request type. In addition, a log entry is added when a To Do is created using the To Do type.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Exit	C1-UPLAPPEXT	C1-UPLAPPEXT	This algorithm checks whether the approver is associated with the approval To Do role specified in the upload request type. If not, it does not allow the approver to approve or reject the upload request. In addition, it does not allow the submitter to approve or reject the upload request.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm completes To Do entries that are created for the business object when the business object exits the given status. It finds and completes all open To Do entries where the business object's primary key is defined as a drill key. However, if the Exclude To Do Entries From Auto Completion characteristic is defined for the business object, then the system does not automatically complete the respective To Do entry.
Approved	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).

Status	System Event	Algorithm	Algorithm Type	Description
Approved	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Deferred Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Processing	Enter	C1-CR-PROC	C1-CR-PROC	This algorithm fetches a list of records which are in the Valid status. For each valid record, the system reads the account ID and contract ID, and updates the contract rider information of the contract using the entity business object defined in the upload request type. If the contract ID is not specified in the record, then the system derives the active contract of the specified contract type on the account, and then updates the contract rider information of the contract. If the record is successfully processed, the status of the record is changed to Processed . However, if the record could not be processed successfully due to any reason, the status of the record is changed to Error . Finally, the status of the upload request is changed to Processed .
Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters: <ul style="list-style-type: none"> • Next Status • Next Transition Condition At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.

Algorithms Used in C1-HoldUploadRequest

The following table lists the algorithms which are used in the lifecycle of the **C1-HoldUploadRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-HLD-DERIV	C1-HLD-DERIV	<p>This algorithm reads the data in the BO_DATA_AREA column of the C1_UPL_REQUEST table and accordingly inserts the records in the C1_UPLOAD_REQ_DTLS table. In addition, the status of each record in the C1_UPLOAD_REQ_DTLS table is set to Pending.</p> <p>If the hold entity is ACCT and the entity ID is not specified in the record, it derives the account ID using the account identifier type and account identifier combination. Similarly, if the hold entity is PERS and the entity ID is not specified in the record, it derives the person ID using the person identifier type and person identifier combination. Once the account ID or person ID is derived, the corresponding record is updated in the C1_UPLOAD_REQ_DTLS table. If the system could not derive the account ID using the account identifier type and account identifier combination or if the system could not derive the person ID using the person identifier type and person identifier combination, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Invalid.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Validated	Enter	C1-HLD-VALID	C1-HLD-VALID	<p>This algorithm is invoked when the user clicks the Validate button. It validates the records which are in the Pending status. It checks whether the data provided for creating a hold request is valid. If the entity ID and hold data are valid, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Valid.</p> <p>If the hold entity is ACCT and the entity ID is invalid, it derives the account ID using the account identifier type and account identifier combination and updates the record accordingly. Similarly, if the hold entity is PERS and the entity ID is invalid, it derives the person ID using the person identifier type and person identifier combination and updates the record accordingly. In addition, it changes the status of the record in the C1_UPLOAD_REQ_DTLS table to Valid. However, if the system could not derive the account ID using the account identifier type and account identifier combination, or if the system could not derive the person ID using the person identifier type and person identifier combination, or if the hold data is invalid, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Invalid.</p>
Submitted	Enter	C1-UPLSUBENT	C1-UPLSUBENT	<p>This algorithm is invoked when the user clicks the Submit button. It checks whether the approval is required for the upload request. If the approval is required for an upload request, the status of the upload request is changed to Approval In Progress. However, if the approval is not required for an upload request, the status of the upload request remains in the Submitted status.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Submitted	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).
Submitted	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Approval In Progress	Enter	C1-UPLAPPENT	C1-UPLAPPENT	<p>This algorithm creates a To Do using the To Do type specified in the upload request type. The To Do is sent to the appropriate users with the To Do role which is specified in the upload request type. In addition, a log entry is added when a To Do is created using the To Do type.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Exit	C1-UPLAPPEXT	C1-UPLAPPEXT	This algorithm checks whether the approver is associated with the approval To Do role specified in the upload request type. If not, it does not allow the approver to approve or reject the upload request. In addition, it does not allow the submitter to approve or reject the upload request.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm completes To Do entries that are created for the business object when the business object exits the given status. It finds and completes all open To Do entries where the business object's primary key is defined as a drill key. However, if the Exclude To Do Entries From Auto Completion characteristic is defined for the business object, then the system does not automatically complete the respective To Do entry.
Approved	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).

Status	System Event	Algorithm	Algorithm Type	Description
Approved	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Deferred Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Processing	Enter	C1-HLD-PROC	C1-HLD-PROC	<p>This algorithm fetches a list of records which are in the Valid status. For each valid record with a unique combination of the hold request type, start date, end date, hold reason, hold entity, hold entity start date, hold entity end date, comments, hold process details, and hold characteristic details, it creates one hold request using the entity business object defined in the upload request type. However, if there are multiple entity IDs with the same combination, all are added in the same hold request. The hold request is created in the Draft status and then transitioned to Submit.</p> <p>From the Submit status, the status of the hold request is either changed to Approval In Progress or Active depending on whether the Approval Required flag is set to Yes. If the number of bills of the entities which are kept on hold through the hold request does not exceed the defer processing count (defined in the hold request type), the status of the hold request is changed to Active. However, if the number of bills of the entities which are kept on hold through the hold request exceeds the defer processing count, the status of the hold request is changed to Deferred Processing. If the record is successfully processed, the status of the record is changed to Processed. However, if the record could not be processed successfully due to any reason, the status of the record is changed to Error. Finally, the status of the upload request is changed to Processed.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Algorithms Used in C1-RefundUploadRequest

The following table lists the algorithms which are used in the lifecycle of the **C1-RefundUploadRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Validated	Enter	C1-RF-VALID	C1-RF-VALID	This algorithm validates the data uploaded in an upload request for creating refund requests before the request is submitted for processing.
Draft	Enter	C1-RF-DERIV	C1-RF-DERIV	This algorithm reads the BO_DATA_AREA in the request's primary table, derives additional data that is required for creating refund requests and inserts the records in C1_UPLOAD_REQ_DTLS table.
Submitted	Enter	C1-UPLSUBENT	C1-UPLSUBENT	This algorithm is invoked when the user clicks the Submit button. It checks whether the approval is required for the upload request. If the approval is required for an upload request, the status of the upload request is changed to Approval In Progress . However, if the approval is not required for an upload request, the status of the upload request remains in the Submitted status.

Status	System Event	Algorithm	Algorithm Type	Description
Submitted	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).
Submitted	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Approval In Progress	Enter	C1-UPLAPPENT	C1-UPLAPPENT	<p>This algorithm creates a To Do using the To Do type specified in the upload request type. The To Do is sent to the appropriate users with the To Do role which is specified in the upload request type. In addition, a log entry is added when a To Do is created using the To Do type.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Exit	C1-UPLAPPEXT	C1-UPLAPPEXT	This algorithm checks whether the approver is associated with the approval To Do role specified in the upload request type. If not, it does not allow the approver to approve or reject the upload request. In addition, it does not allow the submitter to approve or reject the upload request.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm completes To Do entries that are created for the business object when the business object exits the given status. It finds and completes all open To Do entries where the business object's primary key is defined as a drill key. However, if the Exclude To Do Entries From Auto Completion characteristic is defined for the business object, then the system does not automatically complete the respective To Do entry.
Approved	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).

Status	System Event	Algorithm	Algorithm Type	Description
Approved	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Deferred Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Processing	Enter	C1-RF-PROC	C1-RF-PROC	<p>This algorithm fetches the list of records that are in Valid status for a given request ID and invokes the entity business object for creating the refund requests. If successfully processed, then the record status will be updated to Processed, otherwise the record status will be updated to Error and error details will be logged in the exception table.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Algorithms Used in C1-WriteOffUploadRequest

The following table lists the algorithms which are used in the lifecycle of the **C1-WriteOffUploadRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-WO-DERIV	C1-WO-DERIV	This algorithm reads the BO_DATA_AREA in the request's primary table, derives additional data that is required for creating write off requests and inserts the records in C1_UPLOAD_REQ_DTLS table.
Submitted	Enter	C1-UPLSUBENT	C1-UPLSUBENT	This algorithm is invoked when the user clicks the Submit button. It checks whether the approval is required for the upload request. If the approval is required for an upload request, the status of the upload request is changed to Approval In Progress . However, if the approval is not required for an upload request, the status of the upload request remains in the Submitted status.

Status	System Event	Algorithm	Algorithm Type	Description
Submitted	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).
Submitted	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Approval In Progress	Enter	C1-UPLAPPENT	C1-UPLAPPENT	<p>This algorithm creates a To Do using the To Do type specified in the upload request type. The To Do is sent to the appropriate users with the To Do role which is specified in the upload request type. In addition, a log entry is added when a To Do is created using the To Do type.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Exit	C1-UPLAPPEXT	C1-UPLAPPEXT	This algorithm checks whether the approver is associated with the approval To Do role specified in the upload request type. If not, it does not allow the approver to approve or reject the upload request. In addition, it does not allow the submitter to approve or reject the upload request.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm completes To Do entries that are created for the business object when the business object exits the given status. It finds and completes all open To Do entries where the business object's primary key is defined as a drill key. However, if the Exclude To Do Entries From Auto Completion characteristic is defined for the business object, then the system does not automatically complete the respective To Do entry.
Approved	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).

Status	System Event	Algorithm	Algorithm Type	Description
Approved	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Deferred Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Processing	Enter	C1-WO-PROC	C1-WO-PROC	<p>This algorithm fetches the list of records that are in Valid status for a given request ID and invokes the entity business object for creating the write off requests. If successfully processed, then the record status will be updated to Processed, otherwise the record status will be updated to Error and error details will be logged in the exception table.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Algorithms Used in C1-BillableChargeUploadRequest

The following table lists the algorithms which are used in the lifecycle of the **C1-BillableChargeUploadRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-CRTUPLDTL	C1-CRTUPLDTL	<p>This algorithm reads the data in the BO_DATA_AREA column of the C1_UPL_REQUEST table and accordingly inserts the records in the C1_UPLOAD_REQ_DTLS table. In addition, the status of each record in the C1_UPLOAD_REQ_DTLS table is set to Pending.</p>
Draft	Enter	C1-BC-DERIV	C1-BC-DERIV	<p>This algorithm reads the BO_DATA_AREA in the request's primary table, derives additional data that is required for creating billable charges and inserts the records in C1_UPLOAD_REQ_DTLS table.</p>
Validated	Enter	C1-BC-VALID	C1-BC-VALID	<p>This algorithm validates the data upload in an upload request for creating billable charges before the request is submitted for processing.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Submitted	Enter	C1-UPLSUBENT	C1-UPLSUBENT	This algorithm is invoked when the user clicks the Submit button. It checks whether the approval is required for the upload request. If the approval is required for an upload request, the status of the upload request is changed to Approval In Progress . However, if the approval is not required for an upload request, the status of the upload request remains in the Submitted status.
Submitted	Enter	C1-DEFERUPLD	C1-DEFERUPLD	This algorithm is invoked when the status of the upload request is changed to Submitted or Approved . It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing . However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing . It contains the following parameter: <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).
Submitted	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters: <ul style="list-style-type: none"> • Next Status • Next Transition Condition At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Enter	C1-UPLAPPENT	C1-UPLAPPENT	This algorithm creates a To Do using the To Do type specified in the upload request type. The To Do is sent to the appropriate users with the To Do role which is specified in the upload request type. In addition, a log entry is added when a To Do is created using the To Do type.
Approval In Progress	Exit	C1-UPLAPPEXT	C1-UPLAPPEXT	This algorithm checks whether the approver is associated with the approval To Do role specified in the upload request type. If not, it does not allow the approver to approve or reject the upload request. In addition, it does not allow the submitter to approve or reject the upload request.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm completes To Do entries that are created for the business object when the business object exits the given status. It finds and completes all open To Do entries where the business object's primary key is defined as a drill key. However, if the Exclude To Do Entries From Auto Completion characteristic is defined for the business object, then the system does not automatically complete the respective To Do entry.

Status	System Event	Algorithm	Algorithm Type	Description
Approved	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit <ul style="list-style-type: none"> – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).
Approved	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Deferred Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Processing	Enter	C1-BC-PROC	C1-BC-PROC	<p>This algorithm fetches the list of records that are in Valid status for a given request ID and invokes the entity business object for creating billable charge on the contract. If successfully created, then the record status will be updated to Processed, otherwise the record status will be updated to Error and error details will be logged in the exception table.</p>
Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Algorithms Used in C1-ReinstatementUploadRequest

The following table lists the algorithms which are used in the lifecycle of the **C1-ReinstatementUploadRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Enter	C1-CRTUPLDTL	C1-CRTUPLDTL	This algorithm reads the data in the BO_DATA_AREA column of the C1_UPL_REQUEST table and accordingly inserts the records in the C1_UPLOAD_REQ_DTLS table. In addition, the status of each record in the C1_UPLOAD_REQ_DTLS table is set to Pending .
Draft	Enter	C1-REN-DERIV	C1-REN-DERIV	This algorithm reads the data in the BO_DATA_AREA column of the C1_UPLOAD_REQ_DTLS table and then derives the policy ID using the source system and policy number combination whenever the policy ID is not specified in the record. Once the policy ID is derived, the corresponding record is updated in the C1_UPLOAD_REQ_DTLS table. If the system could not derive the policy ID using the source system and policy number combination, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Invalid .

Status	System Event	Algorithm	Algorithm Type	Description
Validated	Enter	C1-REN-VALID	C1-REN-VALID	<p>This algorithm is invoked when the user clicks the Validate button. It validates the records which are in the Pending status. It checks whether the policy ID and reinstatement reason specified in the record is valid. If the policy ID and reinstatement reason are valid, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Valid.</p> <p>If the policy ID is invalid, it derives the policy ID using the source system and policy number combination and updates the record accordingly. In addition, it changes the status of the record in the C1_UPLOAD_REQ_DTLS table to Valid. However, if the system could not derive the policy ID using the source system and policy number combination, or if the reinstatement reason is invalid, the status of the record in the C1_UPLOAD_REQ_DTLS table is changed to Invalid.</p> <p>It also checks whether there are two or more policies with the same policy ID. If so, it validates and changes the status of one record to Valid and the status of the remaining records is changed to Invalid. It contains the following parameters:</p> <ul style="list-style-type: none"> • Policy Status after Processing Reinstatement Upload Request – Used to specify the status to which you want to transition the policy when the reinstatement upload request is processed. • Policy Reinstatement Status for Reason Verification – Used to validate the reinstatement reason. The reason should be a valid reason for the specified status.

Status	System Event	Algorithm	Algorithm Type	Description
Submitted	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Submitted	Enter	C1-UPLSUBENT	C1-UPLSUBENT	<p>This algorithm is invoked when the user clicks the Submit button. It checks whether the approval is required for the upload request. If the approval is required for an upload request, the status of the upload request is changed to Approval In Progress. However, if the approval is not required for an upload request, the status of the upload request remains in the Submitted status.</p>
Submitted	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).
Approval In Progress	Enter	C1-UPLAPPENT	C1-UPLAPPENT	<p>This algorithm creates a To Do using the To Do type specified in the upload request type. The To Do is sent to the appropriate users with the To Do role which is specified in the upload request type. In addition, a log entry is added when a To Do is created using the To Do type.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Approval In Progress	Exit	C1-UPLAPPEXT	C1-UPLAPPEXT	This algorithm checks whether the approver is associated with the approval To Do role specified in the upload request type. If not, it does not allow the approver to approve or reject the upload request. In addition, it does not allow the submitter to approve or reject the upload request.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm completes To Do entries that are created for the business object when the business object exits the given status. It finds and completes all open To Do entries where the business object's primary key is defined as a drill key. However, if the Exclude To Do Entries From Auto Completion characteristic is defined for the business object, then the system does not automatically complete the respective To Do entry.
Approved	Enter	C1-DEFERUPLD	C1-DEFERUPLD	<p>This algorithm is invoked when the status of the upload request is changed to Submitted or Approved. It checks whether the upload request must be processed in the real time (i.e. immediately) or in the deferred mode (i.e. in the background). If the number of valid records in the upload request does not exceed the online record process limit, the system changes the status of the upload request to Processing. However, if the number of valid records in the upload request exceeds the online record process limit, the system changes the status of the upload request to Deferred Processing.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Online Record Process Limit – Used to indicate the maximum number of valid records you can process in the real time (i.e. immediately).

Status	System Event	Algorithm	Algorithm Type	Description
Approved	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Deferred Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>
Processing	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	<p>This algorithm transitions the current status to the specified status. You can specify the status to which you want the business object to transition in the following parameters:</p> <ul style="list-style-type: none"> • Next Status • Next Transition Condition <p>At a time, you can specify value for either the Next Status or Next Transition Condition parameter. If you don't specify any value for these parameters, the system will transition the business object to the default next status specified in its lifecycle.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Processing	Enter	C1-REN-PROC	C1-REN-PROC	<p>This algorithm fetches a list of records which are in the Valid status. For each valid record, the system reads the policy ID and reinstatement reason, and reinstates the policy using the entity business object defined in the upload request type. On reinstating the policy, the status of the policy is changed as mentioned in this algorithm. If the record is successfully processed, the status of the record is changed to Processed. However, if the record could not be processed successfully due to any reason, the status of the record is changed to Error. Finally, the status of the upload request is changed to Processed.</p> <p>It contains the following parameter:</p> <ul style="list-style-type: none"> • Policy Status after Processing Reinstatement Upload Request - Used to specify the status to which you want to transition the policy when the reinstatement upload request is processed.

CSV File Format for Account Bill Cycle Upload Request

Before uploading the account bill cycle file, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: This data is required when the account ID is not specified.
Account Identifier	Used to specify the identifier of the account whose bill cycle you want to update.	Yes (Conditional) Note: This data is required when the account ID is not specified.
Account ID	Used to indicate the account whose bill cycle you want to update. Note: If you do not specify the account ID, the system derives the account ID using the account identifier type and account identifier combination.	No
Bill Cycle	Used to specify the bill cycle. Note: You must specify a valid bill cycle which is associated with the division to which the account belongs.	Yes

CSV File Format for Contract Rider Upload Request

Before uploading a contract rider file, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: This data is required when the account ID and contract ID are not specified.
Account Identifier	Used to specify the identifier of the account whose contract you want to update.	Yes (Conditional) Note: This data is required when the account ID and contract ID are not specified.
Account ID	Used to indicate the account whose contract you want to update.	Yes (Conditional) Note: This data is required when the account identifier type, account identifier, and contract ID are not specified.
Contract Type	Used to indicate the type of the contract whose details you want to update. Note: You must specify a contract type which already exists in the system.	Yes (Conditional) Note: This data is required when the contract ID is not specified.
Contract ID	Used to indicate the contract whose contract rider information you want to update. Note: If you do not specify the contract ID, the system derives the active contract using the account ID and contract type combination.	No
Start Date	Used to specify the date from when the bill factor is effective for the contract. Note: The start date cannot be later than the end date.	Yes
End Date	Used to specify the date till when the bill factor is effective for the contract. Note: The end date cannot be earlier than the start date.	No
Bill Factor	Used to specify the bill factor. Note: You must specify a valid bill factor where the Contract Rider Applicability flag is set to Y .	Yes

CSV File Format for Billable Charge Upload

Before uploading a billable charge file, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: This data is required when the Account ID is not specified.
Account Identifier	Used to specify the account identifier of the account for which you want to create the billable charge.	Yes (Conditional) Note: This data is required when the Account ID is not specified.
Account ID	Used to specify the account for which you want to create the billable charge.	Yes (Conditional) Note: This data is required when the Account Identifier Type and Account Identifier is not specified.
Contract ID	Used to specify the contract against which you want to create the billable charge.	Yes (Conditional) Note: This data is required when you want to create the billable charge against a specific contract on the account. If this data is not specified then billable charge is created against a contract with highest priority.
Start Date	Used to specify the start date of billable charge.	Yes
End Date	Used to specify the end date of billable charge.	Yes
Charge Type	Used to specify the charge type for which you want to create a billable charge.	No
Description On Bill	Used to specify description for a billable charge.	Yes
Recurring Flag	Used to indicate whether recurring bill segments must be created at the intervals defined in the bill period or at the set policy invoice frequency. The valid values are: <ul style="list-style-type: none"> • BP • FR 	Yes (Conditional) Note: This data is required if Frequency or Bill Period is specified.
Frequency	Used to specify the invoice frequency at which the recurring bill segments must be created.	Yes (Conditional) Note: This data is required if Recurring Flag is FR.

Column Name	Description	Mandatory (Yes or No)
Bill Period	Used to specify the bill period that you want to use for specifying the intervals at which the recurring bill segments must be created.	Yes (Conditional) Note: This data is required if Recurring Flag is BP.
Bill After	Used to specify the date after which the bill must be generated for the billable charge.	No
Adhoc Bill	Used to indicate whether the billable charge should be considered during adhoc or regular billing.	No
Description on Bill1, Description on Bill2,, Description on Bill5	Used to specify description for the billable charge lines.	Yes (Conditional) Note: This data is required when the charge amount is specified.
Currency1, Currency2,, Currency5	Used to specify the currency in which the amount is charged. Note: If you specify a currency other than the account's invoice currency, the system will do the currency conversion if the appropriate exchange rate is available in the system.	Yes (Conditional) Note: This data is required when the charge amount is specified.
Amount1, Amount2,, Amount5	Used to specify the charge amount.	Yes (Conditional) Note: This data is required when the description on bill or currency is specified.
Show On Bill1, Show on Bill2,, Show On Bill5	Used to indicate whether the charge should appear on the person's printed bill or not. The valid values are: <ul style="list-style-type: none"> • true • false Note: By default, the value will be set to true if the column does not contain any value.	No
Summary1, Summary2,, Summary5	Used to indicate whether the charge should be included in the summary line or not. The valid value are: <ul style="list-style-type: none"> • true • false Note: By default, the value will be set to true if the column does not contain any value.	No
Memo Only1, Memo Only2,, Memo Only5	Used to indicate whether the charge should be included in the bill amount or not. The valid values are: <ul style="list-style-type: none"> • true • false Note: By default, the value will be set to false if the column does not contain any value.	No

Column Name	Description	Mandatory (Yes or No)
GL Distribution Code1, GL Distribution Code2,, GL distribution Code5	Used to specify the distribution code which indicates the GL account associated with the charge.	Yes (Conditional) Note: This data is required when false is specified in the Memo Only column corresponding to the bill line description.
Price Item	Used to specify the price item code.	Yes (Conditional) Note: This data is required when Variance Parameter or, Price Item Parameter and Price Item Parameter Value is specified.
Variance Parameter	Used to indicate the variance that must be used along with the price item for determining the price item pricing.	Yes (Conditional) Note: This data is required when Price Item is specified and Price Item Parameter and Price Item Parameter Value are not specified.
Price Item Parameter1, Price Item Parameter2,, Price Item Parameter15	Used to indicate the price item parameter that must be used along with the price item for determining the price item pricing. Note: If the data in these columns will be used for price item parameter mapping, you must not use the equal to (=) and tilde (~) symbols in these columns.	Yes (Conditional) Note: This data is required when Price Item is specified and Variance Parameter is not specified.
Price Item Parameter Value1, Price Item Parameter Value2,, Price Item Parameter Value15	Used to specify the parameter value. Note: If the data in these columns will be used for price item parameter mapping, you must not use the equal to (=) and tilde (~) symbols in these columns.	Yes (Conditional) Note: This data is required when Price Item is specified and Variance Parameter is not specified.
SQI1, SQI2,, SQI5	Used to indicate the service quantity identifier that must be used for calculating the price item charges.	Yes (Conditional) Note: This data is required when the service quantity is specified.
SQI Value1, SQI Value2,, SQI Value5	Used to specify the number of units of the service quantity.	Yes (Conditional) Note: This data is required when the SQI is specified.
Effective Date1, Effective Date2,, Effective Date20	Used to indicate the effective date of the characteristics.	Yes (Conditional) Note: This data is required when Char Type or Char Val is specified.

Column Name	Description	Mandatory (Yes or No)
Char Type1, Char Type2,, Char Type20	Used to indicate the characteristic that must be defined for the billable charge.	Yes (Conditional) Note: This data is required when Effective Date or Char Val is specified.
Char Value1, Char Value2,, Char Value20	Used to specify the value of the characteristic type.	Yes (Conditional) Note: This data is required when Effective Date or Char Type is specified.

CSV File Format for Hold Upload Request

Before uploading a hold request file, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
Hold Request Type	Used to specify the hold request type. Note: You must specify a valid hold request type which is in the Active status.	Yes
Start Date	Used to specify the date from when the hold request is effective. Note: The hold request start date cannot be later than the hold request end date.	Yes
End Date	Used to specify the date till when the hold request is effective. Note: The hold request end date cannot be earlier than the hold request start date.	Yes
Hold Reason	Used to indicate the reason why you want to hold the entity. Note: The hold reason must exist in the HOLD_REASON_FLG lookup field and its status must be Active .	Yes
Hold Entity	Used to indicate the type of the entity for which you want to create the hold request. The valid values are: <ul style="list-style-type: none"> • ACCT • BILL • PERS 	Yes
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: This data is required when the hold entity is ACCT and the entity ID is not specified.

Column Name	Description	Mandatory (Yes or No)
Account Identifier	Used to specify the identifier of the account for which you want to create the hold request.	Yes (Conditional) Note: This data is required when the hold entity is ACCT and the entity ID is not specified.
Person Identifier Type	Used to specify the person identifier type.	Yes (Conditional) Note: This data is required when the hold entity is PERS and the entity ID is not specified.
Person Identifier	Used to specify the identifier of the person for which you want to create the hold request.	Yes (Conditional) Note: This data is required when the hold entity is PERS and the entity ID is not specified.
Hold Entity ID	Used to specify the entity ID. Note: If the hold entity is ACCT , you must specify the account ID in this field. If the hold entity is PERS , you must specify the person ID in this field. And, if the hold entity is BILL , you must specify the bill ID in this field. If you do not specify the account ID, the system derives the account ID using the account identifier type and account identifier combination. Similarly, if you do not specify the person ID, the system derives the person ID using the person identifier type and person identifier combination.	Yes (Conditional) Note: This data is required when the hold entity is BILL .
Comments	Used to specify additional information about the hold request.	No
Hold Entity Start Date	Used to specify the date from when you want to hold the entity. Note: The hold entity start date must be between the hold request start and end dates and between at least one process's start and end dates. The hold entity start date cannot be later than the hold entity end date.	Yes
Hold Entity End Date	Used to specify the date till when you want to hold the entity. Note: The hold entity end date must be between hold request start and end dates and between the process's start and end dates. The hold entity end date cannot be earlier than the hold entity start date.	No

Column Name	Description	Mandatory (Yes or No)
Hold Funding	Used to indicate whether you want to hold the funding process for the entity. The valid values are: <ul style="list-style-type: none"> • Y • N Note: You can hold the funding process only when the hold entity is PERS or BILL .	No
Hold Funding Start Date	Used to specify the date from when you want to hold the funding process. Note: The hold funding start date must be between the hold request start and end dates. The hold funding start date cannot be later than the hold funding end date.	Yes (Conditional) Note: This data is required when the funding process must be kept on hold.
Hold Funding End Date	Used to specify the date till when you want to hold the funding process. Note: The hold funding end date must be between the hold request start and end dates. The hold funding end date cannot be earlier than the hold funding start date.	No
Hold Overdue	Used to indicate whether you want to hold the overdue process for the entity. The valid values are: <ul style="list-style-type: none"> • Y • N 	No
Hold Overdue Start Date	Used to specify the date from when you want to hold the overdue process. Note: The hold overdue start date must be between the hold request start and end dates. The hold overdue start date cannot be later than the hold overdue end date.	Yes (Conditional) Note: This data is required when the overdue process must be kept on hold.
Hold Overdue End Date	Used to specify the date till when you want to hold the overdue process. Note: The hold overdue end date must be between the hold request start and end dates. The hold overdue end date cannot be earlier than the hold overdue start date.	No

Column Name	Description	Mandatory (Yes or No)
Hold Bill Generation	Used to indicate whether you want to hold the bill generation process for the entity. The valid values are: <ul style="list-style-type: none"> • Y • N 	No
Hold Bill Generation Start Date	Used to specify the date from when you want to hold the bill generation process. Note: The hold bill generation start date must be between the hold request start and end dates. The hold bill generation start date cannot be later than the hold bill generation end date.	Yes (Conditional) Note: This data is required when the bill generation process must be kept on hold.
Hold Bill Generation End Date	Used to specify the date till when you want to hold the bill generation process. Note: The hold bill generation end date must be between the hold request start and end dates. The hold bill generation end date cannot be earlier than the hold bill generation start date.	No
Hold Auto Pay	Used to indicate whether you want to hold the automatic payment process for the entity. The valid values are: <ul style="list-style-type: none"> • Y • N 	No
Hold Autopay Start Date	Used to specify the date from when you want to hold the automatic payment process. Note: The hold autopay start date must be between the hold request start and end dates. The hold autopay start date cannot be later than the hold autopay end date.	Yes (Conditional) Note: This data is required when the automatic payment process must be kept on hold.
Hold Autopay End Date	Used to specify the date till when you want to hold the automatic payment process. Note: The hold autopay end date must be between the hold request start and end dates. The hold autopay end date cannot be earlier than the hold autopay start date.	No

Column Name	Description	Mandatory (Yes or No)
Effective Date1, Effective Date2,, Effective Date5	Used to specify the date from when the characteristic is effective for the hold request.	Yes (Conditional) Note: This data is required when the characteristic type or characteristic value is specified.
Char Type1, Char Type2,, Char Type5	Used to indicate the characteristic that must be defined for the hold request. Note: You must specify a characteristic type where the characteristic entity is set to Hold Request .	Yes (Conditional) Note: This data is required when the effective date or characteristic value is specified.
Char Val1, Char Val2,, Char Val5	Used to specify the value for the characteristic type.	Yes (Conditional) Note: This data is required when the effective date or characteristic type is specified.

CSV File Format for Refund Request Upload

Before uploading a refund request file, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
Refund Request Type	Used to specify the refund request type.	Yes
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: This data is required when the Account ID is not specified.
Account Identifier	Used to specify the account identifier of the account for which you want to create the refund request.	Yes (Conditional) Note: This data is required when the Account ID is not specified.
Account ID	Used to specify the account for which you want to create the refund request.	Yes (Conditional) Note: This data is required when the Account Identifier Type and Account Identifier are not specified.
Entity Type	Used to specify the entity type.	Yes
Entity ID	Used to specify the entity ID.	Yes
Adjustment Type	Used to specify the adjustment type using which the refund adjustments are created.	No
Refund Amount	Used to specify the amount that you want to refund.	Yes

Column Name	Description	Mandatory (Yes or No)
Comments	Used to specify the comments which are added on the refund request.	No
Effective Date1, Effective Date2,, Effective Date5	Used to indicate the effective date of the characteristics.	Yes (Conditional) Note: This data is required when Char Type or Char Val is specified.
Char Type1, Char Type2,, Char Type5	Used to indicate the characteristic that must be defined for the refund request.	Yes (Conditional) Note: This data is required when Effective Date or Char Val is specified.
Char Val1, Char Val2,, Char Val5	Used to specify the value of the characteristic type.	Yes (Conditional) Note: This data is required when Effective Date or Char Type is specified.

CSV File Format for Write Off Request Upload

Before uploading a write off request file, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
Write Off Request Type	Used to specify the write off request type.	Yes
Account Identifier Type	Used to specify the account identifier type.	Yes (Conditional) Note: This data is required when the Account ID is not specified.
Account Identifier	Used to specify the account identifier of the account for which you want to create the write off request.	Yes (Conditional) Note: This data is required when the Account ID is not specified.
Account ID	Used to specify the account for which you want to create the write off request.	Yes (Conditional) Note: This data is required when the Account Identifier Type and Account Identifier are not specified.
Entity Type	Used to specify the entity type.	Yes
Entity ID	Used to specify the entity ID.	Yes
Adjustment Type	Used to specify the adjustment type using which the write off adjustments are created.	No
Write Off Amount	Used to specify the amount that you want to write off.	Yes

Column Name	Description	Mandatory (Yes or No)
Comments	Used to specify the comments which are added on the write off request.	No
Effective Date1, Effective Date2,, Effective Date5	Used to indicate the effective date of the characteristics.	Yes (Conditional) Note: This data is required when Char Type or Char Val is specified.
Char Type1, Char Type2,, Char Type5	Used to indicate the characteristic that must be defined for the write off request.	Yes (Conditional) Note: This data is required when Effective Date or Char Val is specified.
Char Val1, Char Val2,, Char Val5	Used to specify the value of the characteristic type.	Yes (Conditional) Note: This data is required when Effective Date or Char Type is specified.

CSV File Format for Reinstatement Upload Request

Before uploading a policy reinstatement file, you need to ensure that the CSV file contains the following columns:

Column Name	Description	Mandatory (Yes or No)
Policy ID	Used to indicate the policy which you want to reinstate. Note: If you do not specify the policy ID, the system derives the policy ID using the source system and policy number combination.	No
Source System	Used to indicate the external system from where the policy is originated.	Yes (Conditional) Note: This data is required when the policy ID is not specified.
Policy Number	Used to indicate the policy number.	Yes (Conditional) Note: This data is required when the policy ID is not specified.
Reinstatement Reason	Used to indicate the reason why you want to reinstate the policy. Note: You must specify a reason which is defined for the status specified in the Policy Reinstatement Status for Reason Verification parameter of the C1-REN-VALID algorithm.	Yes

Upload Request Type

Oracle Revenue Management and Billing allows you to define an upload request type using which you can upload a file. An upload request of the specified upload request type is created on uploading the file. It is the upload request type which helps the system to understand how to process the file. If you upload a file which exceeds the maximum file size, the system will not allow you to upload the file.

The **Adjustment Upload Request Type (C1-AdjRequestType)** business object is used for the maintenance of upload request types for uploading CSV data. Configurations like upload file size, approval workflow can be configured using this object. If you are going to upload adjustment data files using an upload request type, you need to specify the match types (using which the adjustments must be created) in the upload request type. At present, the following two match types are shipped with the product:

- Contract
- Contract Type

You can also define custom match types, if required. You must use the **ADJ_MATCH_TYPE** lookup field to add a new match type. You need to attach an algorithm to each match type to determine the contract against which the adjustment must be created. At present, the following algorithm types and sample algorithms are shipped with the product:

Match Type	Algorithm Type	Sample Algorithm	Algorithm Description
Contract	C1-MTCIALG	C1-MTCIALG	This algorithm fetches contract ID for each adjustment record where the match type is set to Contract (CONT) .
Contract Type	C1-MTCTALG	C1-MTCTALG	This algorithm fetches contract ID based on the contract type and account ID for each adjustment record where the match type is set to Contract Type (CNTY) . If there are multiple active contracts of the specified contract type on the account, the contract ID with the latest start date will be fetched.

The **Upload Request Type (C1-UplRequestType)** business object will be used for the maintenance of upload request types for uploading CSV data. Configurations like upload file size, approval workflow can be configured using this object. The system enables you to upload data for the following using the **Upload Request** feature:

- Billable Charge (Adhoc and Regular)
- Hold Request
- Refund Request
- Write Off Request
- Policy Reinstatement

It also enables you to update the following information:

- Contract rider of a contract
- Bill cycle of an account

It is the upload request type which helps the system to determine:

- Whether the file must be approved by the approver before creating or updating the entities
- Which business object must be used for creating the upload request
- Which business object must be used for creating or updating entities through an upload request
- Which foreign key reference must be used for generating information string for the entity

- A set of fields using which you can search records uploaded through an upload request

You can also define custom algorithm types and algorithms, if required. The **Upload Request Type** screen allows you to define, edit, copy, and delete an upload request type. This screen consists of the following zones:

- [Upload Request Type List](#) on page 1365
- [Upload Request Type](#) on page 1365

Upload Request Type List

The **Upload Request Type List** zone lists upload request types that are already defined in the system. It contains the following columns:

Column Name	Column Description
Upload Request Type	Displays the upload request type.
Description	Displays the description of the upload request type.
Edit	On clicking the Edit (✎) icon, the Upload Request Type screen appears where you can edit the details of the upload request type.
Duplicate	On clicking the Duplicate (📄) icon, the Upload Request Type screen appears where you can define an upload request type using an existing upload request type.
Delete	On clicking the Delete (🗑) icon, you can delete the upload request type. Note: You can delete an upload request type only when you have not uploaded a file (i.e. created an upload request) using the upload request type.
Mapping	On clicking the Mapping (🗃) icon, the mapping screen appears where you can map the columns of CSV file with the upload request type.

On clicking the **Broadcast** (📡) icon corresponding to an upload request type, the **Upload Request Type** zone appears with the details of the respective upload request type.

Related Topics

For more information on...	See...
How to define an upload request type	Defining an Upload Request Type on page 1368
How to define characteristics for an upload request type	Defining Characteristics for an Upload Request Type on page 1373
How to edit an upload request type	Editing an Upload Request Type on page 1374
How to copy an upload request type	Copying an Upload Request Type on page 1378
How to delete an upload request type	Deleting an Upload Request Type on page 1378
How to map an upload request type	Mapping an Upload Request Type on page 1382
How to view the details of an upload request type	Viewing the Upload Request Type Details on page 1383

Upload Request Type

The **Upload Request Type** zone displays the details of the upload request type. This zone contains the following sections:

- **Main** – This section provides basic information about the upload request type. It contains the following fields:

Field Name	Field Description
Upload Request Type	Displays the upload request type.
Upload Request Business Object	<p>Indicates the business object that will be used to create the upload request. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application.</p> <p>Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.</p>
Description	Displays the description of the upload request type.
Detailed Description	Displays additional information about the upload request type.
Status	<p>Indicates the status of the upload request type. The valid values are:</p> <ul style="list-style-type: none"> • Active • Inactive
File Size (KB)	<p>Displays the maximum size of file (in kilobytes) that you can upload using the upload request type. If you upload a file which exceeds the maximum file size, the system will not allow you to upload the file.</p> <p>Note: This field appears only when you create upload request type using Adjustment Upload Request Type business object.</p>
Defer Algorithm	<p>Indicates the algorithm that will be triggered when you create entities (for example, adjustments) or approve the uploaded file (for example, adjustment data file). This algorithm checks whether the number of records in the uploaded file exceeds the online record process limit. If the number of records in the uploaded file does not exceed the online record process limit, the system creates the entities in the real time (i.e. immediately). However, if the number of records in the uploaded file exceeds the online record process limit, the system creates the entities (for example, adjustments) in the real time (i.e. immediately). However, if the number of records in the uploaded file exceeds the online record process limit, the system creates the entities (for example, adjustments) in the deferred mode.</p> <p>Note:</p> <p>This field appears only when you create upload request type using Adjustment Upload Request Type business object.</p> <p>It has a link. On clicking the link, the Algorithm screen appears with the details of the respective algorithm.</p> <p>In Upload Request Type, online and deferred mode is used for processing the file if approval is not required. The defer algorithm is invoked if the number of records to be processed on the respective business object is more than the count specified on the algorithm then the status for number of records is changed from Validated to Deferred Processing else the status is changed to Processed.</p>
Approval Required	Indicates whether approval is required for a file which is uploaded using the upload request type.

Field Name	Field Description
Approval To Do Type	<p>Indicates that the To Do entry of the specified To Do type must be created when you submit the upload request for approval.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do type.</p>
Approval To Do Role	<p>Indicates that users with the specified To Do role can only approve or reject the upload request submitted for approval.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>On selecting the To Do Type, the To Do Roles configured on the To Do Type is populated.</p> <p>It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do role.</p>
FK Reference	<p>Indicates the foreign key reference which specifies the created upload request type.</p> <p>Note:</p> <p>This field appears only when you create upload request type using Upload Request Type business object.</p> <p>It has a link. On clicking the link, the Foreign Key Reference screen appears with the details of the respective foreign key.</p>

In addition, this section has the following columns:

Column Name	Column Description
Match Type	<p>Indicates the match type using which the adjustments must be created when you upload a file using the upload request type. The valid values are:</p> <ul style="list-style-type: none"> • Contract • Contract Type <p>Note: The Match Type column is displayed for Adjustment Upload Request Business Object.</p>
Algorithm	<p>Indicates the algorithm that will be triggered when you upload an adjustment data file. This algorithm determines the contract against which the adjustment must be created.</p> <p>Note: It has a link. On clicking the link, the Algorithm screen appears with the details of the respective algorithm. The Algorithm column is displayed for Adjustment Upload Request Business Object.</p>

- **Characteristics** – This section lists the characteristics defined for the upload request type. It contains the following columns:

Column Name	Column Description
Characteristic Type	Indicates the characteristic type.

Column Name	Column Description
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** – This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the upload request type.
Delete	Used to delete the upload request type. Note: You can delete an upload request type only when you have not uploaded a file (i.e. created an upload request) using the upload request type.
Duplicate	Used to create a new upload request type using an existing upload request type.

- **Record Information** – This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the upload request type is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

By default, the **Upload Request Type** zone does not appear in the **Upload Request Type** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to an upload request type in the **Upload Request Type List** zone.

Related Topics

For more information on...	See...
How to define an upload request type	Defining an Upload Request Type on page 1368
How to define characteristics for an upload request type	Defining Characteristics for an Upload Request Type on page 1373
How to edit an upload request type	Editing an Upload Request Type on page 1374
How to copy an upload request type	Copying an Upload Request Type on page 1378
How to delete an upload request type	Deleting an Upload Request Type on page 1378
How to map an upload request type	Mapping an Upload Request Type on page 1382
How to view the details of an upload request type	Viewing the Upload Request Type Details on page 1383

Defining an Upload Request Type

Prerequisites

To define an upload request type, you should have:

- Upload request business objects defined in the application
- Defer algorithm for adjustment is defined using the **C1-UPLDEFEVL** algorithm type
- Defer algorithm for upload is defined using the **C1-DEFERUPLD** algorithm type
- Algorithm defined using the **C1-MTCIALG** algorithm type when you want to create adjustment using the Contract match type

- **C1-ADJUP** To Do type assigned to a To Do role whose users must receive To Do entries generated while submitting an adjustment upload request for approval
- **C1-UPLAPPENT** To Do type assigned to a To Do role whose users must receive To Do generated while submitting an upload request for approval

Procedure

To define an upload request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **U** and then click **Upload Request Type**.
A sub-menu appears.
3. Click the **Add** option from the **Upload Request Type** sub-menu.

The **Select Business Object** screen appears. It contains the following field:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type Business Object	Used to indicate the business object that you want to use to create the upload request type.	Yes

Tip: Alternatively, you can access the **Select Business Object** screen by clicking the **Add** button in the **Page Title** area of the **Upload Request Type** screen.

Note: The **Select Business Object** screen appears only when there are multiple upload request type business objects defined in the application. If there is only one upload request type business object defined in the application, the **Upload Request Type** screen appears.

4. Select the required upload request type business object from the respective field.
5. Click **OK**.

The **Upload Request Type** screen appears. It contains the following sections:

- **Main** – Used to specify basic details about the upload request type.
- **Characteristics** – Used to define characteristics for the upload request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Used to specify the upload request type.	Yes
Upload Request Type Business Object	Indicates the upload request type business object used while defining the upload request type.	Not applicable
Upload Request Business Object	Used to indicate the business object that you want to use while creating the upload request.	Yes
Description	Used to specify the description for the upload request type.	Yes
Detailed Description	Used to specify additional information about the upload request type.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	Used to indicate the status of the upload request type. The valid values are: <ul style="list-style-type: none">• Active• Inactive	Yes
File Size (KB)	Used to specify the maximum size of file (in kilobytes) that you can upload using the upload request type. If you upload a file which exceeds the maximum file size, the system will not allow you to upload the file. Note: This field appears when Adjustment Upload Request Type business object is selected.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Defer Algorithm	<p>Used to attach an algorithm that will be triggered when you create entities (for example, adjustments) or approve the uploaded file (for example, adjustment data file). This algorithm checks whether the number of records in the uploaded file exceeds the online record process limit (defined in the Defer algorithm). If the number of records in the uploaded file does not exceed the online record process limit, the system creates the entities (for example, adjustments) in the real time (i.e. immediately). However, if the number of records in the uploaded file exceeds the online record process limit, the system creates the entities (for example, adjustments) in the deferred mode.</p> <p>Note:</p> <p>Deferred mode means in the background when the Upload Request Periodic Monitor (C1-UPLRQ) batch is invoked. You can configure the Upload Request Periodic Monitor (C1-UPLRQ) batch such that it is executed at regular intervals. When the Upload Request Periodic Monitor (C1-UPLRQ) batch is invoked, the system checks whether there are any upload requests in the Deferred status. If there is an upload request in the Deferred status, the system creates the entities (for example, adjustments).</p> <p>This field appears when Adjustment Upload Request Type business object is selected.</p> <p>In Upload Request Type, online and deferred mode is used for processing the file if approval is not required. The defer algorithm is invoked if the number of records to be processed on the respective business object is more than the count specified on the algorithm then the status for number of records is changed from Validated to Deferred Processing else the status is changed to Processed.</p> <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.</p>	Yes

Field Name	Field Description	Mandatory (Yes or No)
Entity Business Object	Used to indicate for creating Business Object of the entity using the upload request type. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Business Object Search window appears. This field appears when Upload Request Type business object is selected.	No
Approval Required	Used to indicate whether approval is required for a file which is uploaded using the upload request type.	No
Approval To Do Type	Used to indicate that To Do entry of the specified To Do type must be created when you submit the upload request for approval. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the upload request submitted for approval.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
FK Reference	Used to indicate the FK Reference code to display the entity information. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Foreign Key Search window appears. This field appears when Upload Request Type business object is selected.	No

In addition, this section contains the following fields in the grid:

Note: This field appears when **Adjustment Upload Request Type** business object is selected.

Field Name	Field Description	Mandatory (Yes or No)
Match Type	Used to indicate the match type using which you want to create adjustments when you upload a file using the upload request type. The valid values are: <ul style="list-style-type: none"> Contract Contract Type 	Yes (Conditional) Note: This field is required when you select the Adjustment Upload Request option from the Upload Request Business Object list.

Field Name	Field Description	Mandatory (Yes or No)
Algorithm	Used to attach an algorithm that will be triggered when you upload an adjustment data file. This algorithm determines the contract against which the adjustment must be created. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	Yes (Conditional) Note: This field is required when you select the match type from the respective field.

- Enter the required details.

Note:

You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to associate more than one match type with the upload request type, click the **Add** (+) icon and then specify the details. However, if you want to remove a match type from the upload request type, click the **Delete** (🗑️) icon corresponding to the match type.

- Define characteristics for the upload request type, if required.
- Click **Save**.

The upload request type is defined.

Related Topics

For more information on...	See...
Upload Request Type screen	Upload Request Type on page 1364
Upload Request Type List zone	Upload Request Type List on page 1365
How to define characteristics for an upload request type	Defining Characteristics for an Upload Request Type on page 1373

Defining Characteristics for an Upload Request Type

Prerequisites

To define characteristics for an upload request type, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Upload Request Type)

Procedure

To define characteristics for an upload request type:

- Ensure that the **Characteristics** section is expanded when you are defining, editing, or copying an upload request type.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Upload Request Type.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the upload request type.

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the upload request type.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the upload request type, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the upload request type, click the **Delete** (🗑) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define an upload request type	Defining an Upload Request Type on page 1368
How to edit an upload request type	Editing an Upload Request Type on page 1374
How to copy an upload request type	Copying an Upload Request Type on page 1378

Editing an Upload Request Type

Prerequisites

To edit an upload request type, you should have:

- Upload request business objects defined in the application
- Defer algorithm for adjustment is defined using the **C1-UPLDEFEVL** algorithm type
- Defer algorithm for upload is defined using the **C1-DEFERUPLD** algorithm type
- Algorithm defined using the **C1-MTCIALG** algorithm type when you want to create adjustment using the Contract match type
- Algorithm defined using the **C1-MTCTALG** algorithm type when you want to create adjustment using the Contract Type match type
- **C1-ADJUP** To Do type assigned to a To Do role whose users must receive To Do entries generated while submitting an adjustment upload request for approval
- **C1-UPLAPPENT** To Do type assigned to a To Do role whose users must receive To Do generated while submitting an upload request for approval

Procedure

To edit an upload request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **U** and then click **Upload Request Type**.

A sub-menu appears.

- In the **Upload Request Type List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the upload request type whose details you want to edit.

The **Upload Request Type** screen appears. It contains the following sections:

- **Main** – Used to specify basic details about the upload request type.
- **Characteristics** – Used to define characteristics for the upload request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Displays the upload request type.	Not applicable
Upload Request Type Business Object	Indicates the upload request type business object used while defining the upload request type.	Not applicable
Upload Request Business Object	Used to specify the business object that you want to use while creating the upload request.	Yes
Description	Used to specify the description for the upload request type.	Yes
Detailed Description	Used to specify additional information about the upload request type.	No
Status	Used to indicate the status of the upload request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	Yes
File Size (KB)	Used to specify the maximum size of file (in kilobytes) that you can upload using the upload request type. If you upload a file which exceeds the maximum file size, the system will not allow you to upload the file. Note: This field appears when the business object is Adjustment Upload Request Type .	Yes

Field Name	Field Description	Mandatory (Yes or No)
Defer Algorithm	<p>Used to attach an algorithm that will be triggered when you create entities (for example, adjustments) or approve the uploaded file (for example, adjustment data file). This algorithm checks whether the number of records in the uploaded file exceeds the online record process limit (defined in the Defer algorithm). If the number of records in the uploaded file does not exceed the online record process limit, the system creates the entities (for example, adjustments) in the real time (i.e. immediately). However, if the number of records in the uploaded file exceeds the online record process limit, the system creates the entities (for example, adjustments) in the deferred mode.</p> <p>Note:</p> <p>Deferred mode means in the background when the Upload Request Periodic Monitor (C1-UPLRQ) batch is invoked. You can configure the Upload Request Periodic Monitor (C1-UPLRQ) batch such that it is executed at regular intervals. When the Upload Request Periodic Monitor (C1-UPLRQ) batch is invoked, the system checks whether there are any upload requests in the Deferred status. If there is an upload request in the Deferred status, the system creates the entities (for example, adjustments).</p> <p>This field appears when the business object is Adjustment Upload Request Type.</p>	Yes
Entity Business Object	<p>Used to indicate for creating Business Object of the entity using the upload request type.</p> <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Business Object Search window appears.</p>	No
Approval Required	<p>Used to indicate whether approval is required for a file which is uploaded using the upload request type.</p>	No
Approval To Do Type	<p>Used to indicate that To Do entry of the specified To Do type must be created when you submit the upload request for approval.</p> <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.</p>	<p>Yes (Conditional)</p> <p>Note: This field is required when the Approval Required check box is selected.</p>

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the upload request submitted for approval.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
FK Reference	Used to indicate the FK Reference code to display the entity information. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Foreign Key Search window appears. This field appears when the business object is Upload Request Type .	No

In addition, this section contains the following fields in the grid:

Note: The below section appears when the business object is **Adjustment Upload Request Type**.

Field Name	Field Description	Mandatory (Yes or No)
Match Type	Used to indicate the match type using which you want to create adjustments when you upload a file using the upload request type. The valid values are: <ul style="list-style-type: none"> Contract Contract Type 	Yes (Conditional) Note: This field is required when you select the Adjustment Upload Request option from the Upload Request Business Object list.
Algorithm	Used to attach an algorithm that will be triggered when you upload an adjustment data file. This algorithm determines the contract against which the adjustment must be created.	Yes (Conditional) Note: This field is required when you select the match type from the respective field.

Tip: Alternatively, you can click the **Edit** button in the **Upload Request Type** zone to edit the details of the upload request type.

4. Modify the required details.

Note:

You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to associate more than one match type with the upload request type, click the **Add** (+) icon and then specify the details. However, if you want to remove a match type from the upload request type, click the **Delete** (🗑) icon corresponding to the match type.

5. Define, edit, or remove characteristics from the upload request type, if required.

6. Click **Save**.

The changes made to the upload request type are saved.

Related Topics

For more information on...	See...
Upload Request Type screen	Upload Request Type on page 1364
Upload Request Type List zone	Upload Request Type List on page 1365
Upload Request Type zone	Upload Request Type on page 1365
How to define characteristics for an upload request type	Defining Characteristics for an Upload Request Type on page 1373

Deleting an Upload Request Type

Procedure

To delete an upload request type:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **U** and then click **Upload Request Type**.

A sub-menu appears.

3. In the **Upload Request Type List** zone, click the **Delete** (🗑) icon in the **Delete** column corresponding to the upload request type that you want to delete.

A message appears confirming whether you want to delete the upload request type.

Note: You can delete an upload request type only when you have not uploaded a file (i.e. created an upload request) using the upload request type.

Tip: Alternatively, you can click the **Delete** button in the **Upload Request Type** zone to delete the upload request type.

4. Click **OK**.

The upload request type is deleted.

Related Topics

For more information on...	See...
Upload Request Type screen	Upload Request Type on page 1364
Upload Request Type List zone	Upload Request Type List on page 1365
Upload Request Type zone	Upload Request Type on page 1365

Copying an Upload Request Type

Instead of creating an upload request type from scratch, you can create a new upload request type using an existing upload request type. This is possible through copying an upload request type. On copying an upload request type, the details including the match types (only for adjustments) and characteristics are copied to the new upload request type. You can then edit the details, if required.

Prerequisites


To copy an upload request type, you should have:

- Upload request type (whose copy you want to create) defined in the application
- Upload request business objects defined in the application

- Defer algorithm defined using the **C1-UPLDEFEVL** algorithm type
- Defer algorithm for upload is defined using the **C1-DEFERUPLD** algorithm type
- Algorithm defined using the **C1-MTCIALG** algorithm type when you want to create adjustment using the Contract match type
- Algorithm defined using the **C1-MTCTALG** algorithm type when you want to create adjustment using the Contract Type match type
- **C1-ADJUP** To Do type assigned to a To Do role whose users must receive To Do entries generated while submitting an upload request for approval
- **C1-UPLAPPENT** To Do type assigned to a To Do role whose users must receive To Do generated while submitting an upload request for approval

Procedure

To copy an upload request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **U** and then click **Upload Request Type**.
A sub-menu appears.
3. In the **Upload Request Type List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the upload request type whose copy you want to create.

The **Upload Request Type** screen appears. It contains the following sections:

- **Main** – Used to specify basic details about the upload request type.
- **Characteristics** – Used to define characteristics for the upload request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Used to specify the upload request type.	Yes
Upload Request Type Business Object	Indicates the upload request type business object used while defining the upload request type (whose copy you want to create).	Not applicable
Upload Request Business Object	Used to specify the business object that you want to use while creating the upload request.	Yes
Description	Used to specify the description for the upload request type.	Yes
Detailed Description	Used to specify additional information about the upload request type.	No
Status	Used to indicate the status of the upload request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive 	Yes

Field Name	Field Description	Mandatory (Yes or No)
File Size (KB)	<p>Used to specify the maximum size of file (in kilobytes) that you can upload using the upload request type. If you upload a file which exceeds the maximum file size, the system will not allow you to upload the file.</p> <p>Note: This field appears when the business object is Adjustment Upload Request Type.</p>	Yes
Defer Algorithm	<p>Used to attach an algorithm that will be triggered when you create entities (for example, adjustments) or approve the uploaded file (for example, adjustment data file). This algorithm checks whether the number of records in the uploaded file exceeds the online record process limit (defined in the Defer algorithm). If the number of records in the uploaded file does not exceed the online record process limit, the system creates the entities (for example, adjustments) in the real time (i.e. immediately). However, if the number of records in the uploaded file exceeds the online record process limit, the system creates the entities (for example, adjustments) in the deferred mode.</p> <p>Note:</p> <p>Deferred mode means in the background when the Upload Request Periodic Monitor (C1-UPLRQ) batch is invoked. You can configure the Upload Request Periodic Monitor (C1-UPLRQ) batch such that it is executed at regular intervals. When the Upload Request Periodic Monitor (C1-UPLRQ) batch is invoked, the system checks whether there are any upload requests in the Deferred status. If there is an upload request in the Deferred status, the system creates the entities (for example, adjustments).</p> <p>This field appears when the business object is Adjustment Upload Request Type.</p>	Yes
Entity Business Object	<p>Used to indicate to create the copy of Business Object of the entity using the upload request type.</p> <p>Note:</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Business Object Search window appears.</p> <p>This field appears when the business object is Upload Request Type.</p>	No
Approval Required	<p>Used to indicate whether approval is required for a file which is uploaded using the upload request type.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Type	Used to indicate that To Do entry of the specified To Do type must be created when you submit the upload request for approval. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the upload request submitted for approval.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
FK Reference	Used to indicate the FK Reference code to display the entity information. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Foreign Key Search window appears. This field appears when the business object is Upload Request Type .	No

In addition, this section contains the following fields in the grid:

Note: The below section appears when the business object is **Adjustment Upload Request Type**.

Field Name	Field Description	Mandatory (Yes or No)
Match Type	Used to indicate the match type using which you want to create adjustments when you upload a file using the upload request type. The valid values are: <ul style="list-style-type: none"> Contract Contract Type 	Yes (Conditional) Note: This field is required when you select the Adjustment Upload Request option from the Upload Request Business Object list.
Algorithm	Used to attach an algorithm that will be triggered when you upload an adjustment data file. This algorithm determines the contract against which the adjustment must be created.	Yes (Conditional) Note: This field is required when you select the match type from the respective field.

Tip: Alternatively, you can click the **Duplicate** button in the **Upload Request Type** zone to create a copy of the upload request type.

4. Enter the required details.

Note:

You can search for an algorithm by clicking the **Search** (🔍) icon corresponding to the respective field.

If you want to associate more than one match type with the upload request type, click the **Add** (+) icon and then specify the details. However, if you want to remove a match type from the upload request type, click the **Delete** (🗑) icon corresponding to the match type.

5. Define, edit, or remove characteristics from the upload request type, if required.
6. Click **Save**.

The new upload request type is defined.

Related Topics

For more information on...	See...
Upload Request Type screen	Upload Request Type on page 1364
Upload Request Type List zone	Upload Request Type List on page 1365
Upload Request Type zone	Upload Request Type on page 1365
How to define characteristics for an upload request type	Defining Characteristics for an Upload Request Type on page 1373

Mapping an Upload Request Type

Prerequisites

To map an upload request type, you should have:

- Upload request type (whose columns you want to map with the CSV file) defined in the application
- Upload request business objects defined in the application

Note: Once an upload request type is used for creating an upload request, then mapping for the same cannot be edited. Duplicating the upload request type will not duplicate the mapping data. You have to add the mapping details manually after duplicating an upload request type.

Procedure

To map an upload request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **U** and then click **Upload Request Type**.
A sub-menu appears.
3. In the **Upload Request Type List** zone, click the **Mapping** (🔗) icon in the **Mapping** column corresponding to the upload request type whose columns you want to map with the CSV file.

The **Upload Request Type Mapping** screen appears. It contains the following field:

Note: The **Mapping** icon is applicable only for upload request type created using **Upload Request Type (C1-UplRequestType)** business object, and it is not applicable for upload request type created using **Adjustment Upload Request Type (C1-AdjRequestType)** business object.

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Indicates the upload request type.	Not applicable

The **Upload Request Type Mapping** screen also contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
CSV Column Header	Used to specify the rows correspond to the columns in CSV file.	Yes (Conditional) Note: This column is required when you search the Data Records zone in the Upload Request screen.
Use for Searching	Used to indicate whether the defined CSV Column Header is searchable or not. Note: Upto 10 rows can be selected as searchable rows.	Yes (Conditional) Note: This column is required to be selected to be shown in the Data Records zone in the Upload Request screen
Sequence Number	Used to specify the sequence of the searchable fields. Note: Searchable rows should have sequence less than or equal to 10.	Yes (Conditional) Note: This column is required to be selected to be shown sequentially in the Data Records zone in the Upload Request screen

- Enter the required details.

Note: If you want to add more than one column names mapped to the upload request type, click the **Add (+)** icon and then specify the details. However, if you want to remove a column name mapped to the upload request type, click the **Delete (X)** icon corresponding to the column header.

- Click **Save**.

The columns are mapped to the CSV files for upload request type.

Related Topics

For more information on...	See...
Upload Request Type screen	Upload Request Type on page 1364
Upload Request Type List zone	Upload Request Type List on page 1365
Upload Request Type zone	Upload Request Type on page 1365

Viewing the Upload Request Type Details

Procedure

To view the details of an upload request type:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **U** and then click **Upload Request Type**.
A sub-menu appears.
- Click the **Search** option from the **Upload Request Type** sub-menu.
The **Upload Request Type** screen appears.
- In the **Upload Request Type List** zone, click the **Broadcast (S)** icon corresponding to the upload request type whose details you want to view.

The **Upload Request Type** zone appears.

- View the details of the upload request type in the **Upload Request Type** zone.

Related Topics

For more information on...	See...
Upload Request Type screen	Upload Request Type on page 1364
Upload Request Type List zone	Upload Request Type List on page 1365
Upload Request Type zone	Upload Request Type on page 1365

Upload Request

The **Upload Request** screen allows you to upload, validate and process the transaction data. Through this screen, you can navigate to the following screen:

- [Upload Request](#) on page 1389

This screen consists of the following zone:

- [Search Upload Request](#) on page 1384

Search Upload Request

The **Search Upload Request** zone allows you to search for a upload request using various search criteria. This zone contains the following two sections:

- Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for an upload request using Request Details .	Yes
Upload Date From	Used to search upload requests which are created from a particular date.	No
To	Used to search upload requests which are created till a particular date.	No
Status	Used to search upload requests with a particular status. The valid values are: <ul style="list-style-type: none"> Approval In Progress Canceled Deferred Processing Draft Processed Rejected Validated 	No
Upload Request Type	Used to search upload requests which are created using a particular upload request type.	No

Field Name	Field Description	Mandatory (Yes or No)
User ID	Used to search upload requests which are created by a particular user.	No
Upload Request ID	Used to search a particular upload request.	No
File Name	Used to search a particular file name.	No

Note: You must specify at least one search criterion while searching for an upload request.

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Upload Date	Displays the date and time when the upload request was created in the system.
Payment Request Information	Displays information about the upload request. Note: It has a link. On clicking the link, the Upload Request screen appears with the details of the respective upload request.
Status	Indicates the status of the upload request. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Canceled • Deferred Processing • Draft • Processed • Rejected • Validated
Upload Request Type	Displays the upload request type using which the upload request is created.
Entity Business Object	Displays the business object code of the entity.
File Name	Displays the uploaded file name.
Total Records	Displays the total number of records in the uploaded csv file.
Created By	Indicates the user who has created the upload request.

Related Topics

For more information on...	See...
How to search for an upload request	Searching for an Upload Request on page 1385
How to view the details of an upload request	Viewing the Upload Request Details on page 1386
How to create an upload request	Creating an Upload Request on page 1387
How to define characteristics for an upload request	Defining Characteristics for an Upload Request on page 1388

Searching for an Upload Request

Prerequisites

To search for an upload request, you should have:

- Upload request types defined in the application

Procedure

To search for an upload request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Tools** and then click **Upload Request**.
A sub-menu appears.
3. Click the **Search** option from the **Upload Request** sub-menu.
The **Upload Request** screen appears.
4. Enter the search criteria in the **Search Upload Request** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of upload requests that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Upload Request screen	Upload Request on page 1384
Search Upload Request zone	Search Upload Request on page 1384

Viewing the Upload Request Details

Procedure

To view the details of an upload request:

1. Search for the upload request in the **Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the upload request whose details you want to view.

The **Upload Request** screen appears. It consists of the following tabs:

- **Main** – This tab contains the following two zones:
 - **Upload Request** – Displays the details of the upload request.
 - **Data Records** – Lists the details of data records uploaded in the csv file.
 - **Log** – This tab lists the complete trail of actions performed on the upload request.
3. View the details of the upload request in the **Upload Request** zone.
 4. View the data records in the csv file of the upload request in the **Data Records** zone.

Related Topics

For more information on...	See...
How to search for an upload request	Searching for an Upload Request on page 1385
Upload Request screen	Upload Request on page 1389
Upload Request zone	Upload Request on page 1390
Data Records zone	Data Records on page 1392

Creating an Upload Request

Prerequisites

To define an upload request type, you should have:

- Upload request types defined in the application

Procedure

To create an upload request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Tools** and then click **Upload Request**.
A sub-menu appears.
3. Click the **Add** option from the **Upload Request** sub-menu.

The **Select Upload Request Type** screen appears. It contains the following field:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Used to indicate the upload request type that you want to use to create the upload request.	Yes

Tip: Alternatively, you can access the **Select Upload Request Type** screen by clicking the **Upload** button in the **Page Title** area of the **Upload Request** screen.

Note: The **Select Upload Request Type** screen appears only when there are multiple upload request types defined in the application. If there is only one upload request type defined in the application, then **Upload Request** screen appears for that particular upload request type.

4. Select the required upload request type from the respective field.
5. Click **OK**.

The **Upload Request** screen appears for the selected upload request type. It contains the following sections:

- **Main** – Used to specify basic details about the upload request.
- **Characteristics** – Used to define characteristics for the upload request.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Indicates the upload request type.	No
File Name	Used to choose the csv file to be uploaded.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Replace Existing File	Used to specify whether existing file with same name has to be replaced.	No
Comments	Used to specify additional information about the upload request.	No

6. Enter the required details.
7. Define characteristics for the upload request, if required.
8. Click **Save**.

The upload request is created.

Related Topics

For more information on...	See...
Upload Request screen	Upload Request on page 1384
Search Upload Request zone	Search Upload Request on page 1384
How to define characteristics for an upload request	Defining Characteristics for an Upload Request on page 1388

Defining Characteristics for an Upload Request

Prerequisites

To define characteristics for an upload request:

- Characteristic types defined in the application (where the characteristic entity is set to **Upload Request**)

Procedure

To define characteristics for an upload request:

1. Ensure that the **Characteristics** section is expanded when you are defining, editing, validating, cancelling, submitting, approving or rejecting an upload request.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to indicate the date from when the characteristic is effective for the upload request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the upload request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Upload Request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the upload request.

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the upload request.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the upload request, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the upload request, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to create an upload request	Creating an Upload Request on page 1387
How to edit an upload request	Editing an Upload Request on page 1394

Upload Request

Once you create an upload request, the **Upload Request** screen allows you to:

- Edit the details of an upload request
- Delete an upload request
- View the details of an upload request
- Validate an upload request
- Cancel an upload request
- Submit an upload request
- Approve or reject an upload request
- View the data uploaded to a request
- View the log of an upload request
- Add a log entry for an upload request

This screen consists of the following tabs:

- **Main** – This tab contains the following two zones:
 - **Upload Request** – Displays the details of the upload request.
 - **Data Records** – Lists the data records of the upload request.
- **Log** – This tab lists the complete trail of actions performed on the upload request.

Upload Request - Main

The **Main** tab contains the following zones:

- [Upload Request](#) on page 1390
- [Data Records](#) on page 1392

Upload Request

The **Upload Request** zone displays the details of the upload request. This zone contains the following sections:

- **Main** – This section provides basic information about the upload request. It contains the following fields:

Field Name	Field Description
Upload Request Information	Displays information about the upload request.
Upload Request Type	Indicates the upload request type using which the upload request is created. Note: It has a link. On clicking the link, the Upload Request Type screen appears where you can view the details of the upload request type.
Status	Indicates the status of the payment request. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Approved • Cancelled • Deferred Processing • Draft • Processed • Rejected • Submitted • Validated
File Name	Displays name of the uploaded file.

- **Statistics** – This section lists the statistics of records in the upload request. It contains the following fields:

Field Name	Field Description
Total Records	Displays total number of records in CSV file.
Valid Records	Displays the count of valid data records.
Error Records	Displays the count of data records in error status.
Pending Records	Displays the count of data records pending after successful derivation.
Invalid Records	Displays the count of data records after unsuccessful derivation.
Processed Records	Displays the count of data records after processing.

- **Characteristics** – This section lists the characteristics defined for the upload request. It contains the following columns:

Column Name	Column Description
Effective Date	Indicates the date from when the characteristic is effective for the upload request.

Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** – This section contains the following buttons:

Column Name	Column Description
Edit	Used to edit the details of the upload request. Note: The Edit button appears when the upload request is in the Draft or Validated status.
Delete	Used to delete the upload request. Note: The Delete button appears only when the upload request is in the Draft status.
Validate	Used to validate the upload request. Note: The Validate button appears only when the upload request is in the Draft status.
Cancel	Used to cancel the upload request. Note: The Cancel button appears only when the upload request is in the Validated status.
Submit	Used to submit the upload request for approval. Note: The Submit button appears only when: <ul style="list-style-type: none"> • The upload request is in the Validated status. • The Approval Required check box is selected in the upload request type using which the upload request is created.
Approve	Used to approve the upload request. Note: The Approve button appears only when: <ul style="list-style-type: none"> • The upload request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the upload request.
Reject	Used to reject the upload request. Note: The Reject button appears only when: <ul style="list-style-type: none"> • The upload request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the upload request.

- **Record Information** – This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the upload request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

Field Name	Field Description
Status Date/Time	Displays the date and time when the upload request status is updated
Create Date/Time	Displays the date and time when the upload request is created.

Data Records

The **Data Records** zone lists the data records of the upload request. This zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search Criteria 1, Search Criteria 2,, Search Criteria 10 Note: We have used generic field labels here. However, these labels will change depending on the mapping defined in the respective upload request type.	Used to search for data from the CSV file with respect to the field.	No
Record Status	Used to indicate whether you want to search data records for an upload request. The valid values are: <ul style="list-style-type: none"> • Error • Invalid • Pending • Processed • Valid 	No

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
View	On clicking the View (🔍) icon, the Data Record Details window appears where you can view the details of the data records.
Search Result 1, Search Result 2,, Search Result 10 Note: We have used generic field labels here. However, these labels will change depending on the mapping defined in the respective upload request type.	Displays data from the CSV file.

Column Name	Column Description
Record Status	Indicates the status of the data record. The valid values are: <ul style="list-style-type: none"> • Error • Invalid • Pending • Processed • Valid
Message(s)	Displays message for the data record respective to it's status.
Entity ID	Displays entity ID of the upload request. Note: The entity ID is displayed only for data records with Processed status.
Entity Information	Displays entity information for the FK Reference selected in Upload Request Type screen. Note: The entity information is displayed only for data records with Processed status.

Note: By default the **Search Results** section displays data records for all the statuses though data is not added or selected to any of the fields and are searched through the **Search Criteria** section.

Related Topics

For more information on...	See...
How to view details against each data record.	Viewing the Data Record Details on page 1405

Upload Request - Log

The **Log** tab contains the following zone:

- [Upload Request Log](#) on page 1393

Upload Request Log

The **Upload Request Log** zone on the **Upload Request** screen lists the complete trail of actions performed on the upload request. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the upload request.
Details	Displays the details about the action performed on the upload request.
User	Indicates the user who has performed the action on the upload request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the upload request.
Status Reason	Displays the status reason of action performed on the upload request.

Note: You can manually add a log entry for the upload request by clicking the **Add Log Entry** link in the upper right corner of the **Upload Request Log** zone.

The **Add Upload Request Log** window appears. Enter **Log Details** and click **Save**. The upload request log is added.

Related Topics

For more information on...	See...
How to view the log of an upload request	Viewing the Log of an Upload Request on page 1406
How to add the log for an upload request	Adding a Log Entry for an Upload Request on page 1406

Editing an Upload Request**Procedure**

To edit an upload request:

1. Search for the upload request in the **Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the upload request whose details you want to edit.

The **Upload Request** screen appears.

3. Click the **Edit** button in the **Upload Request** zone.

Note: The **Edit** button appears only when the upload request is in the **Draft** or **Validated** status.

The entity **Upload Request** screen appears. It contains the following sections:

- **Main** – Used to specify basic details about the upload request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Type	Displays the upload request type using which the upload request is created.	Not applicable
File Name	Displays name of the uploaded CSV file.	Not applicable
Comments	Used to indicate the comments for upload request.	No

- **Characteristics** – Used to define characteristics for the upload request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the upload request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the upload request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Upload Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the Upload request.

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the Upload request.

4. Modify the details of the upload request, if required.
5. Define, edit, or remove characteristics from the upload request, if required.
6. Click **Save**.

The changes made to the upload request are saved.

Related Topics

For more information on...	See...
How to search for an upload request	Searching for an Upload Request on page 1385
Upload Request screen	Upload Request on page 1389
Upload Request zone	Upload Request on page 1390
How to define characteristics for an upload request	Defining Characteristics for an Upload Request on page 1388

Deleting an Upload Request

Procedure

To delete an upload request:

1. Search for the upload request in the **Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the upload request that you want to delete.

The **Upload Request** screen appears.

3. Click the **Delete** button in the **Upload Request** zone.

A message appears confirming whether you want to delete the upload request.

Note: The **Delete** button appears only when the upload request is in the **Draft** status.

4. Click **OK**.

The upload request is deleted.

Related Topics

For more information on...	See...
How to search for an upload request	Searching for an Upload Request on page 1385
Upload Request screen	Upload Request on page 1389
Upload Request zone	Upload Request on page 1390

Validating an Upload Request

Prerequisites

To validate an upload request, you should have:

- Upload Request Types defined in the request.

Procedure

To validate an upload request:

1. Search for the upload request in the **Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the upload request that you want to validate.

The **Upload Request** screen appears.

3. Click the **Validate** button in the **Upload Request** zone.

Note: The **Validate** button appears only when the upload request is in the **Draft** status.

For more information about the **Upload Request Periodic Monitor (C1-UPLRQ)** batch, refer to Oracle Revenue Management and Billing Batch Guide.

The status of the upload request is changed to **Validated**.

Related Topics

For more information on...	See...
How to search for an upload request	Searching for an Upload Request on page 1385
Upload Request screen	Upload Request on page 1389
Upload Request zone	Upload Request on page 1390

Canceling an Upload Request

Prerequisites

To cancel an upload request, you should have:

- Cancellation reasons defined in the application

Note: While cancelling an upload request, you need to specify the reason why you want to cancel the upload request. You can select the appropriate cancellation reason only when you have defined the reasons for the **Canceled** status of the **C1-UplRequestType** business object in the **Status Reason** screen.

Procedure

To cancel an upload request:

1. Search for the upload request in the **Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the upload request that you want to cancel.

The **Upload Request** screen appears.

3. Click the **Cancel** button in the **Upload Request** zone.

The **Cancel Reason** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Cancel Reason	Used to indicate the reason why you want to cancel the upload request.	Yes
Comments	Used to specify additional information while cancelling the upload request.	No

Note: The **Cancel** button appears only when the upload request is in the **Validated** status.

4. Select the cancellation reason from the **Cancel Reason** list.
5. Click **Save**.

The status of the upload request is changed to **Canceled**.

Related Topics

For more information on...	See...
How to search for an upload request	Searching for an Upload Request on page 1385
Upload Request screen	Upload Request on page 1389
Upload Request zone	Upload Request on page 1390

Submitting an Upload Request

Procedure

To submit an upload request:

1. Search for the upload request in the **Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the upload request that you want to submit.

The **Upload Request** screen appears.

3. Click the **Submit** button in the **Upload Request** zone.

The system behaves in the following manner:

If...	Then...																
<p>The Approval Required check box is selected in the upload request type using which the upload request is created</p>	<p>A To Do of the specified To Do type is created and sent to the approver for approval. The following table lists the To Do type using which the To Do is created for the different upload requests:</p> <table border="1" data-bbox="889 359 1463 762"> <thead> <tr> <th data-bbox="898 369 1175 411">Upload Request</th> <th data-bbox="1180 369 1455 411">To Do Type</th> </tr> </thead> <tbody> <tr> <td data-bbox="898 417 1175 459">Bill Cycle Update</td> <td data-bbox="1180 417 1455 459">C1-BCUUR</td> </tr> <tr> <td data-bbox="898 466 1175 508">Billable Charge</td> <td data-bbox="1180 466 1455 508">C1-BCUR</td> </tr> <tr> <td data-bbox="898 514 1175 556">Contract Rider Update</td> <td data-bbox="1180 514 1455 556">C1-CRUUR</td> </tr> <tr> <td data-bbox="898 562 1175 604">Hold Request</td> <td data-bbox="1180 562 1455 604">C1-HLDUR</td> </tr> <tr> <td data-bbox="898 611 1175 653">Refund Request</td> <td data-bbox="1180 611 1455 653">C1-REFUR</td> </tr> <tr> <td data-bbox="898 659 1175 701">Write Off Request</td> <td data-bbox="1180 659 1455 701">C1-WOUR</td> </tr> <tr> <td data-bbox="898 707 1175 749">Policy Reinstatement</td> <td data-bbox="1180 707 1455 749">C1-RPUR</td> </tr> </tbody> </table> <p>In addition, the status of the upload request is changed to Approval In Progress.</p>	Upload Request	To Do Type	Bill Cycle Update	C1-BCUUR	Billable Charge	C1-BCUR	Contract Rider Update	C1-CRUUR	Hold Request	C1-HLDUR	Refund Request	C1-REFUR	Write Off Request	C1-WOUR	Policy Reinstatement	C1-RPUR
Upload Request	To Do Type																
Bill Cycle Update	C1-BCUUR																
Billable Charge	C1-BCUR																
Contract Rider Update	C1-CRUUR																
Hold Request	C1-HLDUR																
Refund Request	C1-REFUR																
Write Off Request	C1-WOUR																
Policy Reinstatement	C1-RPUR																

If...	Then...																
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Note:

The **Submit** button appears only when the upload request is in the **Validated** status.

Related Topics

For more information on...	See...
How to search for an upload request	Searching for an Upload Request on page 1385
Upload Request screen	Upload Request on page 1389
Upload Request zone	Upload Request on page 1390

Approving an Upload Request

You can view the number of upload requests which are pending for approval in the **Upload Request** screen. The approver can review, and accordingly approve or reject the upload request based on the observations.

Note: The system will not allow you to approve or reject an upload request submitted by you.

Procedure

To approve an upload request:

1. Do either of the following:

If you want to...	Then...
Approve a upload request through the Upload Request screen	<ol style="list-style-type: none"> 1. Search for the upload request in the Upload Request screen. 2. In the Search Results section, click the link in the Upload Request Information column corresponding to the upload request which you want to review.
Approve a upload request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter the required To Do type in the respective field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the upload request that you want to review.

The **Upload Request** screen appears.

2. Review the upload request details.
3. Click the **Approve** button in the **Upload Request** zone.

The system behaves in the following manner:

If...	Then...																
<p>The number of valid records in the upload request does not exceed the online record process limit defined in the C1-DEFERUPLD algorithm</p>	<p>The following table lists the behavior for the different upload requests:</p> <table border="1" data-bbox="889 296 1464 1171"> <thead> <tr> <th data-bbox="898 300 1133 348">Upload Request</th> <th data-bbox="1141 300 1464 348">Behavior</th> </tr> </thead> <tbody> <tr> <td data-bbox="898 352 1133 428">Bill Cycle Update</td> <td data-bbox="1141 352 1464 428">The bill cycle information is updated for the accounts.</td> </tr> <tr> <td data-bbox="898 432 1133 508">Billable Charge</td> <td data-bbox="1141 432 1464 508">The billable charges are created.</td> </tr> <tr> <td data-bbox="898 512 1133 621">Contract Rider Update</td> <td data-bbox="1141 512 1464 621">The contract rider information is updated for the contracts.</td> </tr> <tr> <td data-bbox="898 625 1133 701">Hold Request</td> <td data-bbox="1141 625 1464 701">The hold requests are created.</td> </tr> <tr> <td data-bbox="898 705 1133 781">Refund Request</td> <td data-bbox="1141 705 1464 781">The refund requests are created.</td> </tr> <tr> <td data-bbox="898 785 1133 861">Write Off Request</td> <td data-bbox="1141 785 1464 861">The write off requests are created.</td> </tr> <tr> <td data-bbox="898 865 1133 1167">Policy Reinstatement</td> <td data-bbox="1141 865 1464 1167">The policies are reinstated and the status of the policies is changed to the one defined in the Policy Status after Processing Reinstatement Upload Request parameter of the C1-REN-VALID algorithm.</td> </tr> </tbody> </table> <p>In addition, the status of the upload request is changed to Processed.</p>	Upload Request	Behavior	Bill Cycle Update	The bill cycle information is updated for the accounts.	Billable Charge	The billable charges are created.	Contract Rider Update	The contract rider information is updated for the contracts.	Hold Request	The hold requests are created.	Refund Request	The refund requests are created.	Write Off Request	The write off requests are created.	Policy Reinstatement	The policies are reinstated and the status of the policies is changed to the one defined in the Policy Status after Processing Reinstatement Upload Request parameter of the C1-REN-VALID algorithm.
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Note: The **Approve** button appears only when:

- The upload request is in the **Approval In Progress** status.
- A user with the approval To Do role is reviewing the upload request.

Related Topics

For more information on...	See...
Upload Request screen	Upload Request on page 1389
Upload Request zone	Upload Request on page 1390
How to search for an upload request	Searching for an Upload Request on page 1385

Rejecting an Upload Request

Prerequisites

To reject an upload request, you should have:

- Rejection reasons defined in the application

Note:

While rejecting an upload request, you need to specify the reason why you want to reject the upload request. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-UplRequestType** business object in the **Status Reason** screen.

The system will not allow you to approve or reject an upload request submitted by you.

Procedure

To reject an upload request:

1. Do either of the following:

If you want to	Then
Reject an upload request through the Upload Request screen	<ol style="list-style-type: none"> 1. Search for the upload request in the Upload Request screen. 2. In the Search Results section, click the link in the Upload Request Information column corresponding to the upload request which you want to review.
Reject an upload request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter the required To Do type in the respective field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the upload request that you want to review.

The **Upload Request** screen appears.

2. Review the upload request details.

- Click the **Reject** button in the **Upload Request** zone.

The **Reject Upload Request** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the upload request.	Yes
Comments	Used to specify additional information while rejecting the upload request.	No

Note: The **Reject** button appears only when:

- The upload request is in the **Approval In Progress** status.
 - A user with the approval To Do role is reviewing the upload request.
- Select the rejection reason from the **Status Reason** list.
 - Click **Save**.

The status of the upload request is changed to **Rejected**.

Related Topics

For more information on...	See...
How to search for an upload request	Searching for an Upload Request on page 1385
Upload Request screen	Upload Request on page 1389
Upload Request zone	Upload Request on page 1390

Viewing the Data Record Details

Procedure

To view the details of a data record:

- Search for the data record in the **Data Records** zone in the **Upload Request** screen.
- In the **Search Results** section, click the **View** (🔍) icon in the **View** column corresponding to the data record whose details you want to view.

The **Data Record Details** window appears. It contains the following fields:

Field Name	Field Description
Sr. No.	Displays the sequential number of data.
CSV Column Header	Displays name of the column in uploaded CSV file.
CSV Column Value	Displays value in the column in uploaded CSV file.

- View the details of the data record in the **Data Record Details** window.

Related Topics

For more information on...	See...
Data Record zone	Data Records on page 1392

Viewing the Log of an Upload Request

Procedure

To view the log of an upload request:

1. Search for the upload request in the **Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the Upload request whose log you want to view.

The **Upload Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the upload request. It contains the following zones:
 - **Upload Request** – Displays the details of the upload request.
 - **Data Records** – Lists the data records of the upload request.
- **Log** – Lists the complete trail of actions performed on the upload request. This tab contains the following zone:
 - **Upload Request Log** – Displays the trail of actions performed on the particular upload request.

3. Click the **Log** tab.

The **Upload Request Log** zone in the **Log** tab contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the upload request.
Details	Displays the details about the action performed on the upload request.
User	Indicates the user who has performed the action on the upload request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the upload request.
Status Reason	Indicates the reason why the upload request was rejected.

Note: You can manually add a log entry for the upload request by clicking the **Add Log Entry** link in the upper right corner of the **Upload Request Log** zone.

Related Topics

For more information on...	See...
How to search for an Upload request	Searching for an Upload Request on page 1385
How to add a log entry for an Upload request	Adding a Log Entry for an Upload Request on page 1406

Adding a Log Entry for an Upload Request

Procedure

To add a log entry for an upload request:

1. Search for the upload request in the **Upload Request** screen.
2. In the **Search Results** section, click the link in the **Upload Request Information** column corresponding to the upload request whose log you want to edit.

The **Upload Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the upload request. It contains the following zones:
 - **Upload Request** – Displays the details of the upload request.
 - **Data Records** – Lists the data records of the upload request.
- **Log** – Lists the complete trail of actions performed on the upload request. This tab contains the following zone:
 - **Upload Request Log** – Displays the trail of actions performed on the particular upload request.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Upload Request Log** zone.

The **Add Upload Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Upload Request Information	Displays information about the upload request.	Not applicable
Log Details	Used to specify additional comments on the upload request.	Yes

5. Enter the comments in the **Log Details** field.
6. Click **Save**.

The log entry is added in the **Upload Request Log** zone.

Related Topics

For more information on...	See...
How to search for an upload request	Searching for an Upload Request on page 1385

Chapter 28

General Ledger (GL) Accounting Template

Topics:

- [GL Accounting Template \(Without Approval Workflow\) Status Transition](#)
- [GL Accounting Template \(With Approval Workflow\) Status Transition](#)
- [Algorithms Used in C1- GLAT](#)
- [Prerequisites](#)
- [GL Accounting Template](#)
- [GL Accounting Template](#)

Oracle Revenue Management and Billing until now created FT GL entries while generating the financial transactions for adjustments, payments, and bill segments. The FT GL entries were created using the distribution codes from the adjustment type, rate component, billable charge pass through line, or contract type depending on the type of financial transaction. Now, the system enables you to override the distribution code used for creating FT GL entries using the GL Accounting Template feature.

The system allows you to define a GL Accounting template for each process and sub processes combination for a date range. Based on the parameters defined in the **FT Generation** algorithms, the system either uses the standard process or GL Accounting Template for FT GL creation. The GL Accounting template for the specified process and sub processes combination which is effective on the accounting date is used for FT GL creation.

There should be at least one debit and credit lines in the GL Accounting template. You can define maximum 10 lines in the GL Accounting template. Each line should contain the following information:

- Whether the line should be used to create a debit FT GL entry or credit FT GL entry
- Conditional algorithm (created using the **C1-GLATLC** algorithm type) to indicate whether the line should be used to create the FT GL entry or not
- Distribution code to indicate the GL Account against which the FT GL entry should be created
- User defined amount, such as Amount 01, Amount 02, or Amount 03

The line with the Amount 01 user defined amount is used to create balancing FT GL entry against the contract type. The line with the Amount 02, Amount 03, ..., and Amount 10 user defined amount is used to create FT GL entries for bill segment calculation lines, non-calculated adjustments, adjustment calculation lines, or payments. In case of bill segments and calculated adjustments, the lines with the Amount 02, Amount 03, ..., Amount 10 user defined amount are mapped to calculation line amounts based on the rate component sequence.

You can optionally configure the system to use the approval workflow process while activating or deactivating the GL Accounting templates. If you want to enable the approval workflow process, you need to define algorithms using the following algorithm types:

- C1-GLATAPPEN
- C1-GLATSUB

If the **Approval Required (Y or N)** parameter in an algorithm created using the **C1-GLATSUB** algorithm type is set to **Y**, then on submitting or deactivating the GL Accounting template, the approval workflow process creates a To Do

for the approver to review the GL Accounting template. Once the approver approves a GL Accounting template, the status of the GL Accounting template is set to **Active** or **Inactive**.

We are supporting the following process and sub processes combinations while creating the GL Accounting template:

Process	BS	AD	PS
Sub Process 1	Contract Type	Adjustment Type	Bank Account
Sub Process 2	Division	Contract Type	Contract Type
Sub Process 3	Rate Schedule	Division	Division
Sub Process 4	-	-	-
Sub Process 5	-	-	-

For example, you can define the following the GL Accounting templates using the above supported process and sub processes combinations:

GL Accounting Template	Process	Sub Process 1	Sub Process 2	Sub Process 3
GLAT1	BS	CT1	D1	RS1
GLAT2	BS	CT2	D1	RS1
GLAT3	BS	CT3	D2	RS2
GLAT4	PS	BA1	CT1	D1
GLAT5	PS	BA2	CT2	D2
GLAT6	AD	AT1	CT1	D1
GLAT7	AD	AT1	CT2	D2

While creating the GL Accounting template for BS and AD processes, you need to ensure that the line with the Amount 1 user defined amount is a debit line. However, while creating the GL Accounting template for PS process, you need to ensure that the line with the Amount 1 user defined amount is a credit line.

Based on the customer requirements, you can define GL Accounting template for various custom process and sub processes combinations.

The **Create Additional FT GL Entries** parameter is added in the **Assign GL Account to Financial Transaction (C1-GLASN)** and **Assign GL Account to Financial Transaction (GLASSGN2)** batches. If you set this parameter to **Y**, the **C1-GLCE** algorithm is invoked. Based on the parameters defined in the algorithm, the system checks whether there is a GL Accounting template which is effective on the accounting date for the specified process and sub processes combination. If the effective GL Accounting template is available, the system creates additional FT GL entries for the financial transactions. If the financial transaction's currency is different from the division's base currency, the algorithm will create FT GL extension for the respective financial transaction.

Two new parameters are added in the **ADJT-NM**, **ADJT-AC**, **ADJT-TA**, **ADJT-TC**, **ADJT-AD**, **ADJT-GL**, **PSEG-NM**, **PSEG-AC**, **PSEG-CA**, **BSBF-BA**, **BSBF-LO** algorithm types:

- **Use GL Accounting Template (Y or N)** - Indicates whether the FT GL entries should be created using the lines in the GL Accounting template. The valid values are **Y** and **N**.
- **Show the GL Accounting Template Error When Header Record Not Found (Y or N)** - Indicates whether you want to show error message when the effective GL Accounting template is not available for the process and sub processes combination. If you set the value of this parameter to **N**, the algorithm uses the standard process for FT GL creation when the effective GL Accounting template is not available.

The following table explains how the algorithms created using the following algorithm types create FT GL entries:

Algorithm Type	Use GL Accounting Template (Y or N)	Calculated Adjustment Distribution Code Source (AT - Adjustment Type, CL - Calc Lines)	Algorithm Behaviour
ADJT-NM, ADJT-AC, ADJT-TA, ADJT-TC, ADJT-AD, and ADJT-GL	N	CL	Creates FT GL for the adjustment calculation line using the distribution code on the respective rate component and the balancing FT GL using the distribution code on contract type.
ADJT-NM, ADJT-AC, ADJT-TA, ADJT-TC, ADJT-AD, and ADJT-GL	Y	CL	Creates debit and credit FT GL entries using the lines in the GL Accounting template.
ADJT-NM, ADJT-AC, ADJT-TA, ADJT-TC, ADJT-AD, and ADJT-GL	N	AT	Creates FT GL for the adjustment using the distribution code on the respective adjustment type and the balancing FT GL using the distribution code on contract type.
ADJT-NM, ADJT-AC, ADJT-TA, ADJT-TC, ADJT-AD, and ADJT-GL	Y	AT	Creates debit and credit FT GL entries using the lines in the GL Accounting template.

If the **Use GL Accounting Template (Y or N)** parameter is set to **N** in the algorithms created using the **PSEG-NM**, **PSEG-AC**, and **PSEG-CA** algorithm types, the system creates FT GL for the payment segment using the distribution code on the respective payment segment type and the balancing FT GL using the distribution code on contract type. However, if the **Use GL Accounting Template (Y or N)** parameter is set to **Y**, the system creates debit and credit FT GL entries using the lines in the GL Accounting template.

If the **Use GL Accounting Template (Y or N)** parameter is set to **N** in the algorithms created using the **BSBF-BA** and **BSBF-LO** algorithm types, the system behaves in the following manner:

If the bill segment is...	Then, the system...
Created from a billable charge with SQI and/or price item details	Creates FT GL for the bill segment calculation line using the distribution code on the respective rate component and the balancing FT GL using the distribution code on contract type.
Created from a pass through billable charge	Creates FT GL for the pass through line using the distribution code on the respective pass through line and the balancing FT GL using the distribution code on contract type.
Created from a billable charge with pass through charges, SQI, and price item details	Creates... <ul style="list-style-type: none"> • FT GL for the bill segment calculation line using the distribution code on the respective rate component • FT GL for the pass through line using the distribution code on the respective pass through line • Balancing FT GL using the distribution code on contract type
A post processing bill segment	Creates FT GL for the post processing FT using the distribution code on the respective rate component and the balancing FT GL using the distribution code on contract type.

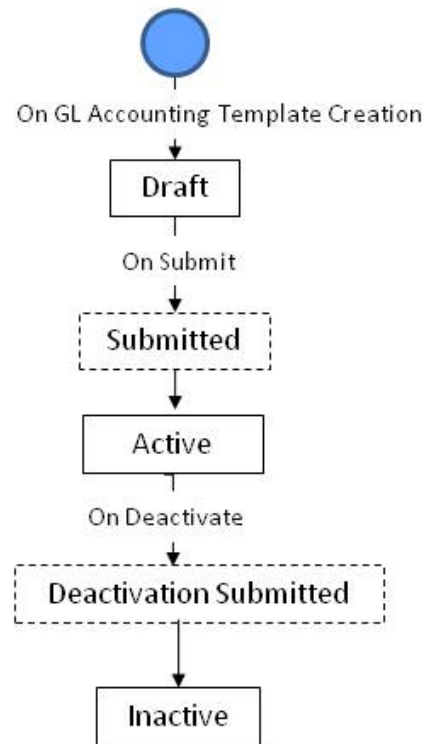
However, if the **Use GL Accounting Template (Y or N)** parameter is set to **Y** in the algorithms created using the **BSBF-BA** and **BSBF-LO** algorithm types, the system behaves in the following manner:

If the bill segment is...	Then, the system...
Created from a billable charge with SQI and/or price item details	Creates debit and credit FT GL entries using the lines in the GL Accounting template.
Created from a pass through billable charge	Does not use the GL Accounting template. It creates FT GL for the pass through line using the distribution code on the respective pass through line and the balancing FT GL using the distribution code on contract type.

If the bill segment is...	Then, the system...
Created from a billable charge with pass through charges, SQI, and price item details	Creates... <ul style="list-style-type: none"> • FT GL for bill segment calculation line using the lines in the GL Accounting template. • FT GL for the pass through line using the distribution code on the respective pass through line. • Balancing FT GL using the line in the GL Accounting template.
A post processing bill segment	Creates debit and credit FT GL entries using the lines in the GL Accounting template.

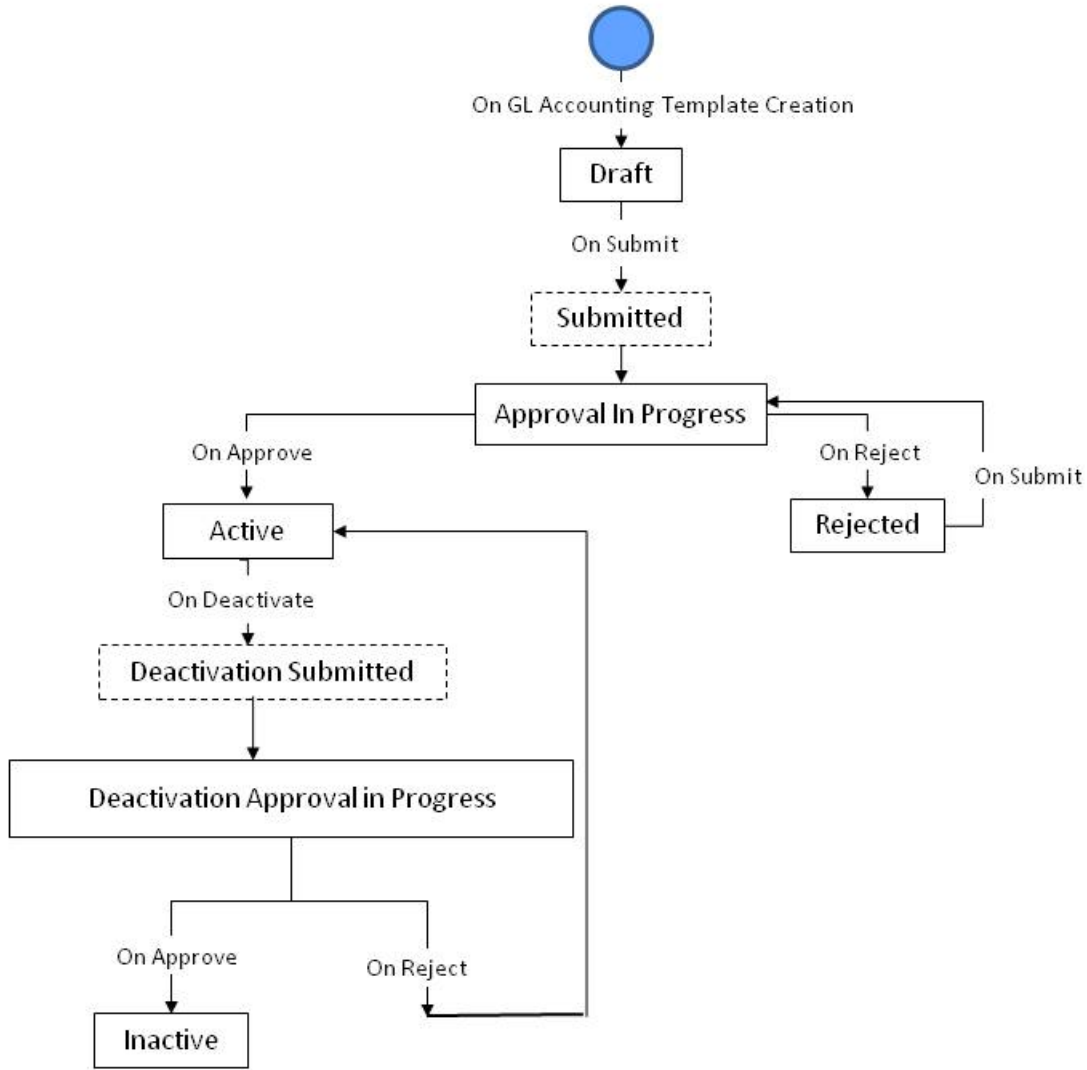
GL Accounting Template (Without Approval Workflow) Status Transition

The following figure graphically indicates how a GL Accounting Template moves from one status to another when approval workflow is off:



GL Accounting Template (With Approval Workflow) Status Transition

The following figure graphically indicates how a GL Accounting Template moves from one status to another when approval workflow is on:



Algorithms Used in C1- GLAT

The following table lists the algorithms which are attached to the **C1-GLAT** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-GLAT-INF	C1-GLAT-INF	This algorithm generates the GLAT information string which appears throughout the application. This algorithm concatenates the following fields: <ul style="list-style-type: none"> GLAT Description GLAT Status Description GLAT ID

The following table lists the algorithms which are used in the lifecycle of the **C1-GLAT** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Draft	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Submitted	Enter	C1-GLATSUB	C1-GLATSUB	This algorithm checks the following: <ul style="list-style-type: none"> If soft parameter value is set to Y then approval workflow will be triggered.
Approval in Progress	Enter	C1-GLATAPPEN	C1-GLATAPPEN	This algorithm creates the To Do based on the Approval To Do Type configured in algorithm.
Approval in Progress	Exit	C1-GLATAPPEX	C1-GLATAPPEX	This algorithm checks whether an approver is associated with the approval To Do Role specified in the C1-GLATAAPEN Algorithm. It does not allow the submitter to approve or reject the GLAT request.
Approval in Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Active	-	-	-	-
Deactivation Submitted	Enter	C1-GLATSUB	C1-GLATSUB	This algorithm checks the following: <ul style="list-style-type: none"> If soft parameter value is set to Y then approval workflow will be triggered.
Deactivation Approval In Progress	Enter	C1-GLATAPPEN	C1-GLATAPPEN	This algorithm creates the To Do based on the Approval To Do Type configured in algorithm.

Status	System Event	Algorithm	Algorithm Type	Description
Deactivation Approval In Progress	Exit	C1-GLATAPPEX	C1-GLATAPPEX	This algorithm checks whether an approver is associated with the approval To Do Role specified in the C1-GLATAAPEN Algorithm. It does not allow the submitter to approve or reject the GLAT request.
Deactivation Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Rejected	Exit	F1-TODOCOMPL	F1-TODOCOMPL	This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.
Inactive	-	-	-	-

Prerequisites

To setup the GL Accounting Template, you need to do the following:

- Define rejected status reasons for the **C1-GLAT** business object
- Define deactivated status reasons for the **C1-GLAT** business object
- Assign the **C1-GLAT** To Do type to a To Do role whose users must receive To Do generated while submitting a template for approval
- Define the required algorithms, for approval and To Do type role and configurations

GL Accounting Template

The **GL Accounting Template** screen allows you to search for a template using various search criteria. It also allows you to create template. Through this screen, you can navigate to the following screen:

- [GL Accounting Template](#) on page 1423

This screen consists of the following zones:

- [Search GL Accounting Template](#) on page 1418
- [GL Accounting Template Lines](#) on page 1419

Search GL Accounting Template

The **Search GL Accounting Template** zone allows you to search for GL accounting templates using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Template ID	Used to search a particular template.	No
Description	Used to specify the description of a template.	No
Status	Used to indicate the status of the template. The valid values are: <ul style="list-style-type: none"> • Draft • Approval In Progress • Deactivation Approval In Progress • Active • Inactive • Rejected 	No
Process	Used to search a particular process.	No
Sub Process 1	Used to search a particular Sub Process 1.	No
Sub Process 2	Used to search a particular Sub Process 2.	No
Sub Process 3	Used to search a particular Sub Process 3.	No
Sub Process 4	Used to search a particular Sub Process 4.	No
Sub Process 5	Used to search a particular Sub Process 5.	No
Effective Start Date	Used to search templates which are effective from a particular date.	No
Effective End Date	Used to search templates which are effective till a particular date.	No

Note: You must specify at least one search criterion while searching for a template.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Process	Displays the process.
GL Accounting Template Request Information	Displays information about the template. Note: It has a link. On clicking the link, the GL Accounting Template screen appears with the details of the respective template.
Description	Displays the description of process.
Sub Process 1	Displays the Sub Process 1.

Column Name	Column Description
Sub Process 2	Displays the Sub Process 2.
Sub Process 3	Displays the Sub Process 3.
Sub Process 4	Displays the Sub Process 4.
Sub Process 5	Displays the Sub Process 5.
Effective Start Date	Displays the date from when the template is effective.
Effective End Date	Displays the date till when the template is effective.
Status	Displays the status of template.


Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
How to view the details of a GL Accounting Template	Viewing the GL Accounting Template Details on page 1420
How to create a GL Accounting Template	Creating a GL Accounting Template on page 1421
GL Accounting Template Lines zone	GL Accounting Template Lines on page 1419

GL Accounting Template Lines

The **GL Accounting Template Lines** zone displays the details of the template lines. This zone contains the following columns:

Column Name	Column Description
Credit/Debit	Displays whether the template lines are of credit or debit.
Conditional Algorithm	Displays the algorithm that specified that template line is valid or not.
Distribution Code	Displays the distribution code which indicates the template associated with the charge.
User Defined Amount Field	Displays the amount to be used in a template line.

Note: By default, the **GL Accounting Template Lines** zone does not appear in the **GL Accounting Template** screen. It appears only when you click the **Broadcast** () icon corresponding to the template in the **Search Results** section.

Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
How to view the details of a GL Accounting Template	Viewing the GL Accounting Template Details on page 1420
How to create a GL Accounting Template	Creating a GL Accounting Template on page 1421
Search GL Accounting Template zone	Search GL Accounting Template on page 1418

Searching for a GL Accounting Template

Procedure

To search for a GL Accounting template:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **G** and then click **GL Accounting Template**.

The **GL Accounting Template** screen appears.

3. Enter the search criteria in the **Search GL Accounting Template** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of templates that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
GL Accounting Template screen	GL Accounting Template on page 1417
Search GL Accounting Template zone	Search GL Accounting Template on page 1418

Viewing the GL Accounting Template Details

Procedure

To view the details of a GL Accounting Template:

1. Search for the template in the **GL Accounting Template** screen.
2. In the **Search Results** section, click the link in the **GL Accounting Template Information** column corresponding to the template whose details you want to view.

The **GL Accounting Template** screen appears. It consists of the following tabs:

- **Main** – Displays information about the template. It contains the following zone:
 - **GL Accounting Template** – Displays the details of the template.
- **Log** – Lists the complete trail of actions performed on the template. This tab contains the following zone:
 - **GL Accounting Template Log** – Displays the trail of actions performed on the particular template.

3. View the details of the template in the **GL Accounting Template** zone.

Related Topics


For more information on...	See...
GL Accounting Template screen	GL Accounting Template on page 1417

For more information on...	See...
GL Accounting Template zone	GL Accounting Template on page 1423
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
How to view a GL Accounting Template Lines	Viewing the GL Accounting Template Lines Details on page 1421

Viewing the GL Accounting Template Lines Details

Procedure

To view the details of a GL Accounting Template Lines:

1. Search for the template in the **GL Accounting Template** screen.
2. In the **Search Results** section, click the **Broadcast** () icon corresponding to the template in the **Search Results** section.

The **GL Accounting Template Lines** zone appears in the **GL Accounting Template** screen.

3. View the details of the template lines in the **GL Accounting Template Lines** zone.

Related Topics

For more information on...	See...
GL Accounting Template screen	GL Accounting Template on page 1417
GL Accounting Template zone	GL Accounting Template on page 1423
GL Accounting Template Lines zone	GL Accounting Template Lines on page 1419

Creating a GL Accounting Template

Prerequisites

To create a GL Accounting template, you should have:

- Conditional Algorithms and Distribution codes defined in the application.

Procedure

To create a GL Accounting template:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **G** and then click **GL Accounting Template**.
The **GL Accounting Template** screen appears.
3. Click the **Add** button in the **Page Title** area of the **GL Accounting Template** screen.

The **GL Accounting Template** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the template. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Process	Used to specify a particular process.	Yes
Description	Used to indicate the description of a process.	Yes
Sub Process 1	Used to specify a Sub Process 1.	Yes (Conditional) Note: This field is required if Process is Bill Segment or Payment Segment or Adjustments
Sub Process 2	Used to specify a Sub Process 2.	Yes (Conditional) Note: This field is required if Process is Bill Segment or Payment Segment or Adjustments
Sub Process 3	Used to specify a Sub Process 3.	Yes (Conditional) Note: This field is required if Process is Bill Segment or Payment Segment or Adjustments.
Sub Process 4	Used to specify a Sub Process 4.	No
Sub Process 5	Used to specify a Sub Process 5.	No
Effective Start Date	Used to specify date for a template which is effective from a particular date.	Yes
Effective End Date	Used to specify date for a template which is effective till a particular date.	No

- **GL Accounting Template Lines** —Used to specify the template lines in a GL accounting template. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence No	Used to specify the sequence number.	Yes
Credit/Debit	Used to indicate whether template lines are of credit or debit.	Yes
Conditional Algorithm	Used to specify the algorithm which specifies that template line is valid or not.	No
Distribution Code	Used to indicate the distribution code which indicates the template associated with the charge.	Yes
User Defined Amount Field	Used to indicate the amount to be used in a template line.	Yes

4. Enter the required details

Note:

You can search for a conditional algorithm and distribution code by clicking the **search** (🔍) icon corresponding to the respective field.

At least one credit and one debit line is required while defining a template.

System will not allow to add a template having same set of process, sub processes and effective date. If there is a template already created and its status is Inactive, then only template can be created with same set of process, sub processes and effective date.

Each conditional line must have unique User Defined Amount Field value.

5. Add template lines for a template defined.
6. Click **Save**.

The GL Accounting template is created and the status of the template is set to **Draft**. The **GL Accounting Template** screen appears with the details of template.

Related Topics

For more information on...	See...
GL Accounting Template screen	GL Accounting Template on page 1417
How to edit a GL Accounting Template	Editing a GL Accounting Template on page 1426

GL Accounting Template

Once you create a template, the **GL Accounting Template** screen allows you to:

- View the details of a template
- Edit the details of a template
- Delete a template
- Submit a template for approval
- Approve or reject a template
- Deactivate a template

This screen consists of the following tabs:

- **Main** – Displays information about the template. It contains the following zone:
 - **GL Accounting Template** – Displays the details of the template.
- **Log** — Lists the complete trail of actions performed on the template. This tab contains the following zone:
 - **GL Accounting Template Log** – Displays the trail of actions performed on the particular template.

GL Accounting Template — Main

The **Main** tab on the **GL Accounting Template** contains the following zone:

[GL Accounting Template](#) on page 1423

GL Accounting Template

The **GL Accounting Template** zone displays the details of the template. This zone contains the following sections:

- **Main** — This section provides basic information about the GL Accounting template. It contains the following fields:

Field Name	Field Description
GL Accounting Template Information	Displays information about the template
Status	Indicates the status of the template.
Process	Displays the process.
Description	Displays the description of the process.
Sub Process 1	Displays the Sub Process 1.
Sub Process 2	Displays the Sub Process 2.
Sub Process 3	Displays the Sub Process 3.
Sub Process 4	Displays the Sub Process 4.
Sub Process 5	Displays the Sub Process 5.
Effective Start Date	Displays the date from when the template is effective.
Effective End Date	Displays the date till when the template is effective.

- **GL Accounting Template Lines** — Lists the GL Accounting template lines. It contains the following columns:

Column Name	Column Description
Sequence No	Displays the sequence number.
Credit/Debit	Displays whether the template lines are of credit or debit.
Conditional Algorithm	Displays the algorithm that specified that template line is valid or not.
Distribution Code	Displays the distribution code which indicates the template associated with the charge.
User Defined Amount Field	Displays the amount to be used in a template line.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the template. Note: The Edit button appears only when the template is in the Draft or Rejected status.
Delete	Used to delete the template. Note: The Delete button appears only when the template is in the Draft or Rejected status.
Submit	Used to activate the template. Note: The Submit button appears only when the template is in the Draft or Rejected status.
Approve	Used to approve the template. Note: The Approve button appears only when the template is in the Approval In Progress or Deactivation Approval In Progress status.

Button Name	Button Description
Reject	Used to reject the template. Note: The Reject button appears only when the template is in the Approval In Progress or Deactivation Approval In Progress status.
Deactivate	Used to deactivate the active template. Note: The Deactivate button appears only when the template is in the Active status.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the template is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

GL Accounting Template — Log

The **Log** tab on the **GL Accounting Template** screen contains the following zone:

[GL Accounting Template Log](#) on page 1425

GL Accounting Template Log

The **GL Accounting Template Log** zone on the **GL Accounting Template** screen lists the complete trail of actions performed on the GL Accounting template. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the template.
Details	Displays the details about the action performed on the template.
User	Indicates the user who has performed the action on the template.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the template.
Status Reason	Displays the status reason of action performed on the template.

Note: You can manually add a log entry for the template by clicking the **Add Log Entry** link in the upper right corner of the **GL Accounting Template Log** zone.

The **Add GL Accounting Template Log** window appears. Enter **Log Details** and click **Save**. The GL Accounting Template log is added.

Related Topics

For more information on...	See...
How to view the log of a GL Accounting Template	Viewing the Log of a GL Accounting Template on page 1432

Editing a GL Accounting Template

Procedure

To edit a GL Accounting Template:

1. Search for the template in the **GL Accounting Template** screen.
2. In the **Search Results** section, click the link in the **GL Accounting Template Information** column corresponding to the template whose details you want to edit.

The **GL Accounting Template** screen for editing appears.

3. Click the **Edit** button in the **GL Accounting Template** zone.

Note: The **Edit** button appears only when the template is in the **Draft** or **Rejected** status.

The **GL Accounting Template** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the template. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Process	Used to specify a particular process.	Yes
Description	Used to indicate the description of a process.	Yes
Sub Process 1	Used to specify a Sub Process 1.	Yes (Conditional) Note: This field is required if Process is Bill Segment or Payment Segment or Adjustments
Sub Process 2	Used to specify a Sub Process 2.	Yes (Conditional) Note: This field is required if Process is Bill Segment or Payment Segment or Adjustments
Sub Process 3	Used to specify a Sub Process 3.	Yes (Conditional) Note: This field is required if Process is Bill Segment or Payment Segment or Adjustments.
Sub Process 4	Used to specify a Sub Process 4.	No
Sub Process 5	Used to specify a Sub Process 5.	No
Effective Start Date	Used to specify date for a template which is effective from a particular date.	Yes
Effective End Date	Used to specify date for a template which is effective till a particular date.	No

- **GL Accounting Template Lines** — Used to specify the template lines in a GL accounting template. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence No	Used to specify the sequence number.	Yes
Credit/Debit	Used to indicate whether template lines are of credit or debit.	Yes
Conditional Algorithm	Used to specify the algorithm which specifies that template line is valid or not.	No
Distribution Code	Used to indicate the distribution code which indicates the template associated with the charge.	Yes
User Defined Amount Field	Used to indicate the amount to be used in a template line.	Yes

Note:

If you want to specify more than one template lines, click the **Add (+)** icon corresponding to the sequence No and then specify the details.

However, if you want to remove a template line from the template, click the **Delete (X)** icon corresponding to the sequence No.

You can search for a conditional algorithm and distribution code by clicking the **search (Q)** icon corresponding to the respective field.

At least one credit and one debit line is required while defining a template.

4. Modify the details of the template, if required.
5. Click **Save**.

The changes made to the GL Accounting template are saved.

Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
GL Accounting Template screen	GL Accounting Template on page 1417
GL Accounting Template zone	GL Accounting Template on page 1423

Deleting a GL Accounting Template**Procedure**

To delete a GL Accounting Template:

1. Search for the template in the **GL Accounting Template** screen.
2. In the **Search Results** section, click the link in the **GL Accounting Template Information** column corresponding to the template that you want to delete.

The **GL Accounting Template** screen appears.

3. Click the **Delete** button in the **GL Accounting Template** zone.

A message appears confirming whether you want to delete the template.

Note: The **Delete** button appears only when the template is in the **Draft** or **Rejected** status.

4. Click **OK**.

The GL Accounting template is deleted.

Note:

You can delete a template only when its status is **Draft**.

Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
GL Accounting Template screen	GL Accounting Template on page 1417
GL Accounting Template zone	GL Accounting Template on page 1423

Submitting a GL Accounting Template

Prerequisites

To submit a GL Accounting Template, you should have:

- Process and GL Accounting template lines defined in the template.

Procedure

To submit a GL Accounting Template:

1. Search for the template in the **GL Accounting Template** screen.
2. In the **Search Results** section, click the link in the **GL Accounting Template Information** column corresponding to the template that you want to submit.

The **GL Accounting Template** screen appears.

3. Click the **Submit** button in the **GL Accounting Template** zone.

The system behaves in the following manner:

If...	Then...
Approval Required Flag is set to Yes in the C1-GLATSUB algorithm.	A To Do of the C1-GLAT To Do type is created and sent to the approver and the status of the template is changed to Approval In Progress .
Approval Required Flag is set to No in the C1-GLATSUB algorithm.	The template is created using the specified process and the status of the template is changed to Active .

Note:

The **Submit** button appears only when the template is in the **Draft** or **Rejected** status.

Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
GL Accounting Template screen	GL Accounting Template on page 1417
GL Accounting Template zone	GL Accounting Template on page 1423

For more information on...	See...
How to edit a GL Accounting Template	Editing a GL Accounting Template on page 1426
How to delete a GL Accounting Template	Deleting a GL Accounting Template on page 1427

Approving a GL Accounting Template

You can view the number of GL Accounting templates which are pending for approval in the **GL Accounting Template** screen. The approver can review, and accordingly approve or reject the template based on the observations.

Note: The system will not allow you to approve or reject a template submitted by you.

Procedure

To approve a template:

1. Do either of the following:

If you want to...	Then...
Approve a GL Accounting Template through the GL Accounting template screen	<ol style="list-style-type: none"> 1. Search for the template in the GL Accounting template screen. 2. In the Search Results section, click the link in the GL Accounting Template Information column corresponding to the template which you want to review.
Approve a GL Accounting Template from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-GLAT in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the GL Accounting template that you want to review.

The **GL Accounting Template** screen appears.

2. Review the template details.
3. Click the **Approve** button in the **GL Accounting Template** zone.

The system behaves in the following manner:

If you are...	Then...
Approving a GL Accounting template	The status of the template is changed to Active as specified in the GL Accounting template.

Note: The **Approve** button appears only when the template is in the **Approval In Progress** or **Deactivation Approval In Progress** status.

Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
GL Accounting Template screen	GL Accounting Template on page 1417
GL Accounting Template zone	GL Accounting Template on page 1423

Rejecting a GL Accounting Template

Prerequisites

To reject a GL Accounting template, you should have:

- Rejection reasons defined in the application

Note:

While rejecting a GL Accounting template, you need to specify the reason why you want to reject the template. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-GLAT** business object in the **Status Reason** screen.

The system will not allow you to approve or reject a template submitted by you.

Procedure

To reject a GL Accounting template

1. Do either of the following:

If you want to	Then
Reject a GL Accounting template through the GL Accounting Template screen	<ol style="list-style-type: none"> 1. Search for the template in the GL Accounting Template screen. 2. In the Search Results section, click the link in the GL Accounting Template Information column corresponding to the template which you want to review.
Reject a GL Accounting template from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List.

If you want to	Then
	<p>The To Do Type for User Search window appears.</p> <ol style="list-style-type: none"> 3. Enter C1-GLAT in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. <p>The To Do List screen appears.</p> <ol style="list-style-type: none"> 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the template that you want to review.

The **GL Accounting Template** screen appears.

2. Review the template details.
3. Click the **Reject** button in the **GL Accounting Template** zone.

The **Reject GLAT Request** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the template	Yes
Comments	Used to specify additional information while rejecting the template.	No

Note: The **Reject** button appears only when:

- The template is in the **Approval In Progress** or **Deactivation Approval In Progress** status.
 - A user with the approval To Do role is reviewing the template.
4. Select the rejection reason from the **Status Reason** list.
 5. Click **Save**.

The status of the template is changed to **Rejected**.

Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
GL Accounting Template screen	GL Accounting Template on page 1417
GL Accounting Template zone	GL Accounting Template on page 1423
How to approve a GL Accounting Template	Approving a GL Accounting Template on page 1429

Deactivating a GL Accounting Template

Prerequisites

To deactivate a GL Accounting template, you should have:

- Deactivation reasons defined in the application.

Note:

While deactivating a GL Accounting template, you need to specify the reason why you want to deactivate the template. You can select the appropriate deactivation reason only when you have defined the reasons for the deactivation status of the **C1-GLAT** business object in the **Status Reason** screen.

Procedure

To deactivate a GL Accounting template:

1. Search for the template in the **GL Accounting Template** screen.
2. In the **Search Results** section, click the link in the **GL Accounting Template Information** column corresponding to the template that you want to deactivate.

The **GL Accounting Template** screen appears.

3. Click the **Deactivate** button in the **GL Accounting Template** zone.

Note: The **Deactivate** button appears only when the template is in the **Active** status.

The **Deactivate GLAT Request** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason for deactivating a template	Yes
Comments	Used to specify the additional comments on the deactivation of template.	No

4. Click **OK**.

The GL Accounting template status is changed to **Deactivation Approval In Progress**.

Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
GL Accounting Template screen	GL Accounting Template on page 1417
GL Accounting Template zone	GL Accounting Template on page 1423

Viewing the Log of a GL Accounting Template

Procedure

To view the log of a GL Accounting template:

1. Search for the template in the **GL Accounting template** screen.

- In the **Search Results** section, click the link in the **GL Accounting Template Information** column corresponding to the template whose log you want to view.

The **GL Accounting Template** screen appears. It consists of the following tabs:

- Main** – Displays information about the template. It contains the following zone:
 - GL Accounting Template** – Displays the details of the template.
- Log** – Lists the complete trail of actions performed on the template. This tab contains the following zone:
 - GL Accounting Template Log** – Displays the trail of actions performed on the particular template.

- Click the **Log** tab.

The **GL Accounting Template Log** zone in the **Log** tab contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the template.
Details	Displays the details about the action performed on the template.
User	Indicates the user who has performed the action on the template.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the template.
Status Reason	Indicates the reason why the template was rejected or voided.

Note: You can manually add a log entry for the template by clicking the **Add Log Entry** link in the upper right corner of the **GL Accounting Template Log** zone.

Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420
How to add a log entry for a GL Accounting Template	Adding a Log Entry for a GL Accounting Template on page 1433

Adding a Log Entry for a GL Accounting Template

Procedure

To add a log entry for a GL Accounting Template:

- Search for the template in the **GL Accounting Template** screen.
- In the **Search Results** section, click the link in the **GL Accounting Template Information** column corresponding to the template whose log you want to edit.

The **GL Accounting Template** screen appears. It consists of the following tabs:

- Main** – Displays information about the template. It contains the following zone:
 - GL Accounting Template** – Displays the details of the template.
- Log** – Lists the complete trail of actions performed on the template. This tab contains the following zone:
 - GL Accounting Template Log** – Displays the trail of actions performed on the particular template.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **GL Accounting Template Log** zone.

The **Add GL Accounting Template Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
GL Accounting Template Information	Displays information about the template.	Not applicable
Log Details	Used to specify additional comments on the template.	Yes

5. Enter the comments in the **Log Details** field.

6. Click **Save**.

The log entry is added in the **GL Accounting Template Log** zone.

Related Topics

For more information on...	See...
How to search for a GL Accounting Template	Searching for a GL Accounting Template on page 1420

Chapter 29

Customer 360-Degree View

Topics:

- [Customer 360-Degree View](#)
- [Customer 360-Degree Information](#)
- [Bill Information](#)

Oracle Revenue Management and Billing provides you with the ability to quickly view in-depth information about the person by aggregating data from the application and presenting the same on a screen named **Customer 360-Degree View**. This data can then be easily used for analysis. You can use the person or account details to view the 360-degree information of the person, such as:

- Basic details, characteristics, linked accounts, hierarchy, and the customer contacts of a person
- Basic details, characteristics, account persons list, automatic payment options, billing history, payment history, dispute details, hold details, and overdue processes details of the person's account
- Basic details of the bill, adjustments which are swept onto the bill, activities (such as, payment, offset, refund, or write off) through which the bill is settled, high level summary and details of the bill segments included the bill, active hold requests due to which the bill is kept on hold, offset requests through which the bill is offset against another bill, and refund and write off requests through which the bill or its bill segment is either refunded or written off.

In other words, this feature allows you to drill down to see or act on all current and historical revenue management and billing details. This allows you to professionally and efficiently handle customer inquiries and complaints at the first point of contact, raising your customer service from previously unattainable levels and reducing the associated time and cost.

Customer 360-Degree View

The **Customer 360-Degree View** screen allows you to search for a person and account using various search criteria. You can then view 360-degree information of the person and the person's account, and vice-versa. By default, whenever you login to the application, the **Customer 360-Degree View** screen appears. This screen consists of the following zone:

- [360-Degree Search](#) on page 1436


360-Degree Search

The **360-Degree Search** zone allows you to search a person and account using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a person or account. The valid values are: <ul style="list-style-type: none"> • Account • Person Note: By default, the Person option is selected.	Yes
Division	Used to search persons or accounts which belong to a particular division. Note: This field appears only when you select the Person or Account option from the Search By list.	Yes (Conditional) Note: If you specify the address, city and/or prospect as a search criteria, you have to enter the division.
Customer Class	Used to search accounts which belongs to a particular customer class. Note: This field appears only when you select the Account option from the Search By list.	No
Person Name	Used to search a particular person. If you specify the person name while searching for an account, the system searches all accounts where the person is the main customer. Note: If you are searching for an account, this field appears only when you click the Advanced Search link available in the right side of the 360-Degree Search zone.	No
Person ID	Used to search a particular person. Note: This field appears only when you select the Person option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Person Identifier Type	Used to indicate the person identifier type based on which you want to search for a person. Note: If you search for a person information using the Account option from the Search By then, this field appears only when you click the Advanced Search link available in the right side of the 360-Degree Search zone.	Yes (Conditional) Note: If you specify the person identifier as a search criteria, you have to select the person identifier type.
Person Identifier	Used to search a person with a particular identifier. Note: If you search for a person information using the Account option from the Search By then, this field appears only when you click the Advanced Search link available in the right side of the 360-Degree Search zone.	Yes (Conditional) Note: If you specify the person identifier type as a search criteria, you have to enter the person identifier.
Person Type	Used to search persons of a particular type. Note: This field appears only when you select the Person option from the Search By list and click the Advanced Search link available in the right side of the 360-Degree Search zone.	No
Segment	Used to search a person with a particular segment. Note: This field appears only when you select the Person option from the Search By list and click the Advanced Search link available in the right side of the 360-Degree Search zone.	No
Prospect	Used to indicates whether the person is a prospective customer or not. The valid values are: <ul style="list-style-type: none"> • Yes • No Note: This field appears only when you select the Person option from the Search By list and click the Advanced Search link available in the right side of the 360-Degree Search zone.	No
Address	Used to search persons with a particular address or accounts' whose main customer has a particular address. Note: This field appears only when you select the Person or Account option from the Search By list and click the Advanced Search link available in the right side of the 360-Degree Search zone.	No

Field Name	Field Description	Mandatory (Yes or No)
City	Used to search persons who belong to a particular city or accounts' whose main customer belong to a particular city. Note: This field appears only when you select the Person or Account option from the Search By list and click the Advanced Search link available in the right side of the 360-Degree Search zone.	No
Phone Number	Used to search a person with a particular phone number or accounts' whose main customer has a particular phone number. Note: This field appears only when you select the Person or Account option from the Search By list and click the Advanced Search link available in the right side of the 360-Degree Search zone.	No
Account ID	Used to search a particular account. Note: This field appears only when you select the Account option from the Search By list.	No
Account Identifier Type	Used to indicate the account identifier type based on which you want to search for an account. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you specify the account identifier as a search criteria, you have to select the account identifier type.
Account Identifier	Used to search an account with a particular identifier. Note: This field appears only when you select the Account option from the Search By list.	Yes (Conditional) Note: If you specify the account identifier type as a search criteria, you have to enter the account identifier.
Account Category	Used to search accounts which belongs to a particular category. The valid values are: <ul style="list-style-type: none"> • Invoice Account • Settlement Account • Usage Account 	No
Product	Used to search a particular product. Note: This field appears only when you select the Account option from the Search By list The Search () icon appears corresponding to this field. On clicking the Search icon, the Product Search window appears.	No

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to search persons, accounts or policies with a particular type of characteristic. Note: This field appears only when you click the Advanced Search link available in the right side of the 360-Degree Search zone.	No
Characteristic Value	Used to search persons, accounts or policies with a particular characteristic. Note: This field appears only when you click the Advanced Search link available in the right side of the 360-Degree Search zone. On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: If you specify the characteristic type as a search criteria, you have to enter the characteristics value.

Note:


You must specify at least one search criterion while searching for a person or account. One more search criterion is required when you are searching for a person or account using the division and/or customer class.

If you have specified any other search criterion along with the person ID or account ID, the system ignores the additional search criterion and searches using the person ID or account ID respectively.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Person Information	Displays information about the person. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person. This column appears only when you select the Person option from the Search By list.
Person Name	Displays the name of the person. Note: This column appears only when you select the Person option from the Search By list.
Primary Person Identifier Type	Indicates the primary identifier type associated with the person. Note: This column appears only when you select the Person option from the Search By list.
Primary Person Identifier	Displays the primary person identifier. Note: This column appears only when you select the Person option from the Search By list.

Column Name	Column Description
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account. This column appears only when you select the Account option from the Search By list.
Division	Indicates the division to which the account belongs.
Customer Class	Indicates the customer class to which the account belongs. Note: This column appears only when you select the Account option from the Search By list.
Primary Account Identifier Type	Indicates the primary identifier type associated with the account. Note: This column appears only when you select the Account option from the Search By list.
Account Identifier	Displays the primary account identifier. Note: This column appears only when you select the Account option from the Search By list.
Main Customer	Displays the name of the customer to which the account belongs. Note: This column appears only when you select the Account option from the Search By list.

Note: You can view the 360-degree information of the person or account by clicking the **View** () icon corresponding to the record in the **Search Results** section.

Related Topics

For more information on...	See...
How to search for a person	Searching for a Person on page 1440
How to search for an account	Searching for an Account on page 1441
How to view the 360-degree information of a person	Viewing the 360-Degree Information of a Person
How to view the 360-degree information of an account	Viewing the 360-Degree Information of an Account

Searching for a Person

Prerequisites

To search for a person, you should have:

- Divisions, customer classes, person types, and person identifier types defined in the application
- Characteristic types defined in the application (where the characteristic entity is set to **Person**)

Procedure

To search for a person:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, click **Customer 360-Degree View**.
The **Customer 360-Degree View** screen appears.
3. Select the **Person** option from the **Search By** list to indicate that you want to search for a person.
4. Enter the required search criteria in the **360-Degree Search** zone.

Note:

You must specify at least one search criterion while searching for a person. One more search criterion is required when you are searching for a person using the division .

You must specify the division when you are searching for a person using city.

If you have specified any other search criterion along with the person ID, the system ignores the additional search criterion and searches for the person using the person ID.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. In this screen, you can only use the ‘%’ wildcard character in the **Person Name** and **Address** fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

The **Advanced Search** link appears in the right side of the **360-Degree Search** zone. On clicking the **Advanced Search** link, additional fields appear in the zone which help you to refine the search.

If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

5. Click **Search**.

A list of persons that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Customer 360-Degree View screen	Customer 360-Degree View on page 1436
360-Degree Search zone	360-Degree Search on page 1436

Searching for an Account

Prerequisites

To search for an account, you should have:

- Divisions, customer classes, and account identifier types defined in the application
- Characteristic types defined in the application (where the characteristic entity is set to **Account**)

Procedure

To search for an account:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, click **Customer 360-Degree View**.

The **Customer 360-Degree View** screen appears.

3. Select the **Account** option from the **Search By** list to indicate that you want to search for an account.
4. Enter the required search criteria in the **360-Degree Search** zone.

Note:

You must specify at least one search criterion while searching for an account. One more search criterion is required when you are searching for an account using the division and/or customer class.

If you have specified any other search criterion along with the account ID, the system ignores the additional search criterion and searches for the account using the account ID.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. In this screen, you can only use the '%' wildcard character in the **Person Name** and **Address** fields. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

The **Advanced Search** link appears in the right side of the **360-Degree Search** zone. On clicking the **Advanced Search** link, additional fields appear in the zone which help you to refine the search.

If you select a predefined characteristic type, the **Search** () icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

5. Click **Search**.

A list of accounts that meet the search criteria appears in the **Search Results** section.


Related Topics

For more information on...	See...
Customer 360-Degree View screen	Customer 360-Degree View on page 1436
360-Degree Search zone	360-Degree Search on page 1436

Viewing the 360-Degree Information of a Person

Procedure

To view the 360-degree information of a person:

1. Search for the person in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **View** () icon corresponding to the person whose details you want to view.
The **Person** tab in the **Customer 360-Degree Information** screen appears.
3. View the required information of the person in the **Person** tab.
4. If required, you can view the details of the account where the person is the main customer in the **Account** tab.

Related Topics


For more information on...	See...
How to search for a person	Searching for a Person on page 1440
Customer 360-Degree Information screen	Customer 360-Degree Information on page 1443
Person tab	Customer 360-Degree Information - Person on page 1443

For more information on...	See...
Account tab	Customer 360-Degree Information - Account on page 1447

Viewing the 360-Degree Information of an Account

Procedure

To view the 360-degree information of an account:

1. Search for the account in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the **View** () icon corresponding to the account whose details you want to view.
The **Account** tab in the **Customer 360-Degree Information** screen appears.
3. View the required information of the account in the **Account** tab.
4. If required, you can view the details of the main customer of the account in the **Person** tab.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 1441
Customer 360-Degree Information screen	Customer 360-Degree Information on page 1443
Account tab	Customer 360-Degree Information - Account on page 1447
Person tab	Customer 360-Degree Information - Person on page 1443

Customer 360-Degree Information

The **Customer 360-Degree Information** screen allows you to view:

- Basic details, characteristics, hierarchy, linked accounts, and the customer contacts of a person
- Basic details, characteristics, linked persons details, auto pay details, billing history, payment history, dispute details, hold details, and overdue process details of the person's account

This screen consists of the following tabs:

- [Customer 360-Degree Information - Person](#) on page 1443
- [Customer 360-Degree Information - Account](#) on page 1447

Note: If a person does not have an account, no data appears in the **Account** tab.

Customer 360-Degree Information - Person

The **Person** tab displays the basic details, characteristics, linked accounts, person hierarchy, and the customer contacts of a person. It consists of the following zones:

- [Person Information](#) on page 1444
- [Person Characteristics](#) on page 1445
- [Linked Accounts](#) on page 1446

- [Person Legal Hierarchy](#) on page 1446
- [Customer Contacts](#) on page 1446

Related Topics

For more information on...	See...
How to view the 360-degree information of a person	Viewing the 360-Degree Information of a Person on page 1442

Person Information

The **Person Information** zone displays information about the person. It contains the following sections:

- **Main** — Displays the basic details of the person. It contains the following fields:

Field Name	Field Description
Person Information	Displays information about the person. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears where you can view the details of the person.
Person Type	Indicates the type of the person.
Date of Birth	Displays the date when the person was born. Note: This field appears only when the respective data is available for the person.

- **Person Identifiers** — Lists various types of identification associated with the person. It contains the following columns:

Column Name	Column Description
Person Identifier Type	Indicates the person identifier type.
Person Identifier	Displays the value of the person identifier type.

- **Contact Information** — Displays the contact details of the person. It contains the following fields:

Field Name	Field Description
Country	Indicates the country where the person is located.
Address 1	Displays the first line of the person's address. It may contain details, such as house number and apartment name.
Address 2	Displays the second line of the person's address. It may contain details, such as street name.
Address 3	Displays the third line of the person's address. It may contain the landmark details.
Address 4	Displays the fourth line of the person's address.
House Type	Indicates the type of the house.
Number 1	Displays the numeric information, if any, related to the address.
Number 2	Displays the numeric information, if any, related to the address.

Field Name	Field Description
In City Limit	Indicates whether the person resides within the city limit or not. The valid values are: <ul style="list-style-type: none"> • Yes • No
City	Displays the city where the person is located.
Geographic Code	Displays the geographic code of the address.
County	Displays the county where the person is located.
State	Indicates the state where the city or county is located.
Postal	Displays the postal or zip code of the address.
Email ID	Displays the e-mail ID of the person.

Note: The above mentioned fields appear in the **Contact Information** section only when the respective data is available for the person.

- **Deal Information** — Displays the deal details of the person received from the external system. It contains the following columns:

Column Name	Column Description
Deal ID	Displays the deal ID. This is an identifier generated in the Deal Management system (such as, Oracle Revenue Management and Billing Analytics (ORMBA)).
Relationship Manager	Indicates the professional who is working to improve the relationship with the person with respect to the deal.
Prospect	Indicates whether the person is a prospective customer or not. The valid values are Yes or No .
Segment	Displays the segment to which the person belongs.


- **Phone Details** — Lists the phone details of the person. It contains the following columns:

Column Name	Column Description
Phone Type	Indicates the type of the phone number.
Phone Number	Displays the phone number of the person.

Person Characteristics

The **Person Characteristics** zone lists the characteristics defined for the person. It contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the characteristic is effective for the person.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.
Description	Displays the description of the characteristic value. Note: The data appears in this column only when the type of characteristic value is set to Predefined Value or Foreign Key Value .


You can filter the list using the **Characteristic Type** field available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

Note: This zone lists the person characteristics in the descending order of the effective date.

Linked Accounts

The **Linked Accounts** zone displays all the accounts of a person. It contains the following columns:

Column Name	Column Description
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account
Primary Account Identifier	Displays the primary account identifier type of the account.
Division	Displays the division to which the account belongs.

Note: You can view the 360-degree information of an account by clicking the **View** () icon corresponding to the record.

Person Legal Hierarchy

The **Person Legal Hierarchy** zone lists the following in a tree view:

- Information string of accounts where the person is the main customer
- Information string of the parent persons
- Information strings of the child persons

Displays information about the person, account, child person, and parent person in a tree view. Each node in the tree has a link. The following table indicates the information string that appears in various scenarios:

If...	Then...
The person is the main customer of an account	The account information string appears. It has a link. On clicking the link, the information of an account appears in the Account screen.
The person has a child	The child person information string appears. It has a link. On clicking the link, the information of the child person appears in the Person screen. Note: The child person information string does not appear only if the end date of the child person is earlier than the system date.
The person has a parent person	The person information string appears. It has a link. On clicking the link, the information of the person appears in the Person screen.

You will see the **Get More...** button in the bottom of the zone only when the person hierarchy list exceeds the 25 records.

Customer Contacts

The **Customer Contacts** zone displays information about how and when the person was contacted. It contains the following columns:

Column Name	Column Description
Customer Contact Information	Displays information about the customer contact. Note: It has a link. On clicking the link, the Customer Contact screen appears with the details of the respective customer contact.
Contact Date	Displays the date when the person was contacted.
Contact Type	Indicates how the person was contacted.
Comments	Displays additional information about the customer contact.

You can filter the list using various search criteria (such as, **On or Before Contact Date**, **Contact Class**, **Contact Type**, and so on) available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** (🔍) icon in the upper right corner of this zone.

Customer 360-Degree Information - Account

The **Account** tab displays the basic details, characteristics, automatic payment options, billing history, payment history, dispute, hold, and overdue process details of an account. It consists of the following zones:

- [Account Information](#) on page 1447
- [Account Persons](#) on page 1450
- [Account Characteristics](#) on page 1450
- [Auto Pay Details](#) on page 1450
- [Timeline](#) on page 1451
- [Billing History](#) on page 1454
- [Payment History](#) on page 1454
- [Dispute Details](#) on page 1455
- [Hold Details](#) on page 1455
- [Overdue Process Details](#) on page 1456

Related Topics

For more information on...	See...
How to view the 360-degree information of an account	Viewing the 360-Degree Information of an Account on page 1443

Account Information

The **Account Information** zone displays the details of the account. It contains the following sections:

- **Main** — Displays the basic information about the account. It contains the following fields:

Field Name	Field Description
Account Information	Displays information about the account. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears where you can view the details of the account.
Division	Displays the division to which the account belongs.

- **Accounting Information** — Displays various accounting related information. It contains the following columns:

Field Name	Field Description
Eligible for Accrual	Displays whether an account is eligible for accrual or not. The valid values are Yes or No .
Account on Dispute	Displays whether an account is on dispute or not. The valid values are Yes or No .
Overdue Process for Account	Displays whether an account is having overdue process or not. The valid values are Yes or No .
ECR Offset Eligibility	Displays the ECR offset eligibility.
ECR Expiration Cycle	Displays the ECR expiration cycle.
Accrual Cycle	Displays the description of an accrual cycle which is set for an account.
Account on Hold	Displays whether an account is in hold or not. The valid values are Yes or No .
ECR Eligibility	Displays whether an account is eligible for ECR offset or not. The valid values are Yes or No .
ECR Offset Distribution Type	Displays the ECR offset distribution type.
ECR Account Distribution Priority	Displays the ECR account distribution priority.

- **Contact Information** — Displays the contact details of the account's main customer. It contains the following fields:

Field Name	Field Description
Address Source	Indicates which address should be used to route the account's bills and/or quotes via the postal service.
Country	Indicates the country where the main customer is located.
Address 1	Displays the first line of the main customer's address. It may contain details, such as house number and apartment name.
Address 2	Displays the second line of the main customer's address. It may contain details, such as street name.
Address 3	Displays the third line of the main customer's address. It may contain the landmark details.
Address 4	Displays the fourth line of the main customer's address.
House Type	Indicates the type of the house.
Number 1	Displays the numeric information, if any, related to the address.
Number 2	Displays the numeric information, if any, related to the address.
In City Limit	Indicates whether the main customer resides within the city limit or not. The valid values are: <ul style="list-style-type: none"> • Yes • No
City	Displays the city where the main customer is located.
Geographic Code	Displays the geographic code of the address.

Field Name	Field Description
County	Displays the county where the main customer is located.
State	Indicates the state where the city or county is located.
Postal	Displays the postal or zip code of the address.

Note: Only **Address Source** field appears in the **Contact Information** section when the address source of the main customer is set to **Account Override**.

- **Account Identifiers** — Lists various types of identification associated with the account. It contains the following columns:

Column Name	Column Description
Account Identifier Type	Indicates the account identifier type.
Account Identifier	Displays the value of the account identifier type.

- **Billing Information** — Lists various types of identification associated with the account. It contains the following columns:

Column Name	Column Description
Bill Cycle	Displays the bill cycle of the account.
Last Bill	Displays the bill information string for the last bill of an account. It has a link. On clicking the link, the information of bill appears in the Bill screen. Note: This field appears only when last bill information exists for the account.
Previous Bill	Displays the bill information string for the bill prior to the last bill of an account. It has a link. On clicking the link, the information of bill appears in the Bill screen. Note: This field appears only when previous bill information exists for the account.
Auto Pay	Displays whether auto pay exists on an account or not. The valid values are Yes or No .
Next Bill Date	Displays the next date on which bill is scheduled to be generated for an account. Note: This field appears only when next payment date exists for the account.
Pending Bill	Displays the bill information string for the pending bill of an account. It has a link. On clicking the link, the information of bill appears in the Bill screen. Note: This field appears only when pending bill information exists for the account.

- **Financial Details** — Lists various types of identification associated with the account. It contains the following columns:


Column Name	Column Description
Current Balance	Displays the current balance of the account.
Payoff Balance	Displays the payoff balance for the account.

Column Name	Column Description
Overdue Amount	Displays the overdue amount of the account.
Dispute Amount	Displays the dispute amount of the account.
Last Payment Information	Displays the information string for the last payment on the account. It has a link. On clicking the link, the information of payment event appears in the Payment Event screen. Note: This field appears only when last payment exists for the account.

Account Characteristics

The **Account Characteristics** zone lists the characteristics defined for the account. It contains the following columns:


Column Name	Column Description
Effective Date	Displays the date from when the characteristic is effective for the account.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.
Description	Displays the description of the characteristic value. Note: The data appears in this column only when the type of characteristic value is set to Predefined Value or Foreign Key Value .

You can filter the list using the **Characteristic Type** field available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

Account Persons

The **Account Persons** zone lists all the linked person information of the account. It contains the following columns:

Column Name	Column Description
Person Information	Displays information about the person. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears where you can view the details of the person.
Relationship Type	Indicates how the person is related to the account.
Main Customer	Displays whether the person is main customer or not. The valid values are Yes or No .
Financially Responsible	Displays whether the person is financially responsible or not. The valid values are Yes or No .

Note: You can view the 360-degree information of the person by clicking the **View** () icon corresponding to the record.

Auto Pay Details

The **Auto Pay Details** zone lists the automatic payment options available for the account. It contains the following columns:

Column Name	Column Description
Start Date	Displays the date from when the automatic payment option is effective.
End Date	Displays the date till when the automatic payment option is effective.
Auto Pay Source Code	Indicates the source of funds used to make the automatic payment. For example, debit card or credit card.
Last Four Digits of Card	Displays the last four digits of the debit or credit card. Note: The data appears in this column only when the external type of the auto pay source code's tender type is set to Credit Card Withdrawal
Percentage	Indicates the percentage of automatic payment that must be made through the automatic payment option.
Priority	Indicates the order in which the automatic payment option should be considered for the effective date range.

Timeline

The **Timeline** zone displays the following information in a graphical presentation:

- Number of regular bills created for the account in a particular month
- Number of adhoc bills created for the account in a particular month
- Number of payments created for the account in a particular month
- Number of dispute requests created for the account in a particular month
- Number of active hold requests created for the account in a particular month

It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Month	Used to indicate the month till when you want to display the above stated information. Note: By default, the current month appears in this field.	Yes
Year	Used to indicate the year till when you want to display the above stated information. Note: By default, the current year appears in this field.	Yes

Depending on the month and year specified in the above fields, the data for the respective month and previous 11 months is presented in the grid. For example, if the Month and Year is set to April 2017, then the data for the May 2016, Jun 2016, Jul 2016, Aug 2016, Sep 2016, Oct 2016, Nov 2016, Dec 2016, Jan 2017, Feb 2017, Mar 2017, and Apr 2017 appears in the grid. To view the data for a different period, you must accordingly change the month and year and then click **Search** (🔍) icon.

You can use the **Previous Year** (⏪), **Previous Month** (⏪), **Next Month** (⏩), and **Next Year** (⏩) icons to change the values specified in the above mentioned fields.

The following table indicates the data and the manner in which the data is presented in the grid:

Row Name	Row Description						
Regular Bills	<p>A small icon appears for each regular bill created for the account in the respective month. For example, if three regular bills are created for the account in the month of Jan 2017, two bills are created in the month of Feb 2017, and one bill is created in the month of Apr 2017, then three icons appear in the Jan 2017 column, two icons appear in the Feb 2017 column, and one icon appears in the Apr 2017 column. A text indicating the day of the month on which the bill was due appears on the icon. You can either display the day of the due date or bill date on the icon depending on the requirement. The following table indicates the color in which the icon appears depending on the condition which is satisfied:</p> <table border="1" data-bbox="467 485 1464 638"> <thead> <tr> <th data-bbox="467 485 964 537">If the bill is...</th> <th data-bbox="972 485 1464 537">Then the icon appears in...</th> </tr> </thead> <tbody> <tr> <td data-bbox="467 537 964 590">Fully Matched</td> <td data-bbox="972 537 1464 590">Green</td> </tr> <tr> <td data-bbox="467 590 964 638">Unmatched</td> <td data-bbox="972 590 1464 638">Red</td> </tr> </tbody> </table> <p>On clicking the icon, the corresponding bill information appears at the bottom of the zone. It has a link. On clicking the link, the Bill screen appears where you can view the details of the bill.</p> <p>Note:</p> <p>If you want to display the day of the due date on the icon, you must set the Date To Use (D-Due Date, B-Bill Date) parameter in the C1-TL-OI-EVT algorithm to D. However, if you want to display the day of the bill date on the icon, you must set the Date To Use (D-Due Date, B-Bill Date) parameter in the C1-TL-OI-EVT algorithm to B.</p> <p>You can change the color in which the text appears on the icon and the color in which the icon appears when the above stated conditions are met through the C1-TL-OI-EVT algorithm.</p>	If the bill is...	Then the icon appears in...	Fully Matched	Green	Unmatched	Red
If the bill is...	Then the icon appears in...						
Fully Matched	Green						
Unmatched	Red						
Adhoc Bills	<p>A small icon appears for each adhoc bill created for the account in the respective month. For example, if three adhoc bills are created for the account in the month of Jan 2017, two bills are created in the month of Feb 2017, and one bill is created in the month of Apr 2017, then three icons appear in the Jan 2017 column, two icons appear in the Feb 2017 column, and one icon appears in the Apr 2017 column. A text indicating the day of the month on which the bill was due appears on the icon. You can either display the day of the due date or bill date on the icon depending on the requirement. The following table indicates the color in which the icon appears depending on the condition which is satisfied:</p> <table border="1" data-bbox="467 1293 1464 1446"> <thead> <tr> <th data-bbox="467 1293 964 1346">If the bill is...</th> <th data-bbox="972 1293 1464 1346">Then the icon appears in...</th> </tr> </thead> <tbody> <tr> <td data-bbox="467 1346 964 1398">Fully Matched</td> <td data-bbox="972 1346 1464 1398">Green</td> </tr> <tr> <td data-bbox="467 1398 964 1446">Unmatched</td> <td data-bbox="972 1398 1464 1446">Red</td> </tr> </tbody> </table> <p>On clicking the icon, the corresponding bill information appears at the bottom of the zone. It has a link. On clicking the link, the Bill screen appears where you can view the details of the bill.</p> <p>Note:</p> <p>If you want to display the day of the due date on the icon, you must set the Date To Use (D-Due Date, B-Bill Date) parameter in the C1-TL-OI-EVT algorithm to D. However, if you want to display the day of the bill date on the icon, you must set the Date To Use (D-Due Date, B-Bill Date) parameter in the C1-TL-OI-EVT algorithm to B.</p> <p>You can change the color in which the text appears on the icon and the color in which the icon appears when the above stated conditions are met through the C1-TL-OI-EVT algorithm.</p>	If the bill is...	Then the icon appears in...	Fully Matched	Green	Unmatched	Red
If the bill is...	Then the icon appears in...						
Fully Matched	Green						
Unmatched	Red						


Row Name	Row Description												
Payments	<p>A small icon appears for each payment created for the account in the respective month. For example, if one payment is created for the account in the month of Aug 2016, three payments are created in the month of Dec 2016, and four payments are created in the month of Mar 2017, then one icon appears in the Aug 2016 column, three icons appear in the Dec 2016 column, and four icons appear in the Mar 2017 column. A text indicating the day of the month on which the payment was created appears on the icon. The following table indicates the color in which the icon appears depending on the status of the payment:</p> <table border="1" data-bbox="467 453 1463 758"> <thead> <tr> <th data-bbox="467 453 964 506">Status</th> <th data-bbox="964 453 1463 506">Color</th> </tr> </thead> <tbody> <tr> <td data-bbox="467 506 964 558">Frozen</td> <td data-bbox="964 506 1463 558">Green</td> </tr> <tr> <td data-bbox="467 558 964 611">Canceled</td> <td data-bbox="964 558 1463 611">Red</td> </tr> <tr> <td data-bbox="467 611 964 663">Freezable</td> <td data-bbox="964 611 1463 663">Blue</td> </tr> <tr> <td data-bbox="467 663 964 716">Error</td> <td data-bbox="964 663 1463 716">Red</td> </tr> <tr> <td data-bbox="467 716 964 758">Incomplete</td> <td data-bbox="964 716 1463 758">Yellow</td> </tr> </tbody> </table> <p>On clicking the icon, the corresponding payment information appears at the bottom of the zone. It has a link. On clicking the link, the Payment screen appears where you can view the details of the payment.</p> <p>Note: You can change the color in which the text appears on the icon and the color in which the icon appears in the different status through the C1-TL-PY-EVT algorithm.</p>	Status	Color	Frozen	Green	Canceled	Red	Freezable	Blue	Error	Red	Incomplete	Yellow
Status	Color												
Frozen	Green												
Canceled	Red												
Freezable	Blue												
Error	Red												
Incomplete	Yellow												
Dispute Requests	<p>A small icon appears for each dispute request created for the account in the respective month. For example, if one dispute request is created for the account in the month of Aug 2016, three dispute requests are created in the month of Dec 2016, and four dispute request are created in the month of Mar 2017, then one icon appears in the Aug 2016 column, three icons appear in the Dec 2016 column, and four icons appear in the Mar 2017 column. A text indicating the day of the month on which the dispute request was created appears on the icon. The following table indicates the color in which the icon appears depending on the status of the dispute request:</p> <table border="1" data-bbox="467 1224 1463 1528"> <thead> <tr> <th data-bbox="467 1224 964 1276">Status</th> <th data-bbox="964 1224 1463 1276">Color</th> </tr> </thead> <tbody> <tr> <td data-bbox="467 1276 964 1329">Active</td> <td data-bbox="964 1276 1463 1329">Green</td> </tr> <tr> <td data-bbox="467 1329 964 1381">Approved</td> <td data-bbox="964 1329 1463 1381">Green</td> </tr> <tr> <td data-bbox="467 1381 964 1434">Rejected</td> <td data-bbox="964 1381 1463 1434">Red</td> </tr> <tr> <td data-bbox="467 1434 964 1486">Approval In Progress</td> <td data-bbox="964 1434 1463 1486">Orange</td> </tr> <tr> <td data-bbox="467 1486 964 1528">Draft</td> <td data-bbox="964 1486 1463 1528">Orange</td> </tr> </tbody> </table> <p>On clicking the icon, the corresponding dispute information appears at the bottom of the zone. It has a link. On clicking the link, the Dispute Request screen appears where you can view the details of the dispute.</p> <p>Note: You can change the color in which the text appears on the icon and the color in which the icon appears in the different status through the C1-TL-DP-EVT algorithm.</p>	Status	Color	Active	Green	Approved	Green	Rejected	Red	Approval In Progress	Orange	Draft	Orange
Status	Color												
Active	Green												
Approved	Green												
Rejected	Red												
Approval In Progress	Orange												
Draft	Orange												


Row Name	Row Description				
Processes on Hold	<p>A small icon appears for each active hold request for the account in the respective month depending upon the number of processes on hold. For example, if there is one active hold request having two processes on hold for the account in the month of Aug 2016 and two active hold requests as H1 and H2, having one process on hold for H1 hold request and four processes on hold for H2 hold request for the month of Dec 2016, then two icon appears in the Aug 2016 column and five icons appear in the Dec 2016 column. A text indicating the day of the month on which an entity was kept on hold appears on the icon. The following table indicates the color in which the icon appears depending on the status of the hold request:</p> <table border="1"> <thead> <tr> <th>Status</th> <th>Color</th> </tr> </thead> <tbody> <tr> <td>Active</td> <td>Green</td> </tr> </tbody> </table> <p>On clicking the icon, the corresponding hold information appears at the bottom of the zone. It has a link. On clicking the link, the Hold Request screen appears where you can view the details of the dispute.</p> <p>Note: You can change the color in which the text appears on the icon and the color in which the icon appears in the different status through the C1-TL-HR-EVT algorithm.</p>	Status	Color	Active	Green
Status	Color				
Active	Green				

Billing History

The **Billing History** zone lists all the bill information of the account. It contains the following columns:

Column Name	Column Description
Bill Information	<p>Displays information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application.</p> <p>Note: It has a link. On clicking the link, the Bill Information screen appears where you can view the details of the bill.</p>
Bill Amount	Displays the bill amount.
Unpaid Amount	Displays the unpaid amount of the bill.
Days Past Due	Displays the number of days past after the due date.
Billing Method	Displays the method used for generating bill.

You can filter the list using the **On or before Bill Date** field available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

Note: You can view additional information about the bill by clicking the **View** () icon corresponding to the bill in the **Billing History** zone.

Related Topics

For more information on...	See...
How to view the details of a bill	Viewing the Bill Information on page 1456

Payment History

The **Payment History** zone lists all the payment information of the account. It contains the following columns:

Column Name	Column Description
Payment Event Information	Displays information about the payment event. Note: It has a link. On clicking the link, the Payment Event screen appears where you can view the details of the payment.
Payment Date	Displays the date when the payment was made.
Payment Amount	Displays the amount paid through the tender.
Payment Status	Displays the current status of payment. The valid values are: <ul style="list-style-type: none"> • Canceled • Error • Freezable • Frozen • Incomplete
Tender Source	Displays the tender source through which the payment was remitted.

Dispute Details

The **Dispute Details** zone lists the dispute requests for the account. It contains the following columns:

Column Name	Column Description
Dispute Request Information	Displays information about the dispute request. Note: It has a link. On clicking the link, the Dispute Request screen appears where you can view the details of the dispute request.
Dispute Amount	Displays the dispute amount.
Status	Indicates the status of the dispute request.

Hold Details

The **Hold Details** zone lists the active hold requests due to which the account is kept on hold. It contains the following columns:

Column Name	Column Description
Hold Request Information	Displays information about the hold request. Note: It has a link. On clicking the link, the Hold Request screen appears where you can view the details of the hold request.
Status	Indicates the status of the hold request.
Entity	Indicates the type of the entity. The valid values are: <ul style="list-style-type: none"> • Person • Account • Bill
Hold Reason	Displays the hold reason.
Hold Process	Indicates the process that is kept on hold for the entity.

Column Name	Column Description
Start Date	Displays the date from when the entity is kept on hold for the process.
End Date	Displays the date till when the entity is kept on hold for the process.

Overdue Process Details

The **Overdue Process Details** zone lists the overdue processes of the account. It contains the following columns:


Column Name	Column Description
Overdue Process Information	Displays information about the overdue process. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Overdue Process screen appears where you can view the details of the overdue process.
Overdue Amount	Displays the overdue amount for the account.
Number of Overdue Bills	Displays the total number of bills that are overdue.

Viewing the Bill Information

Procedure


To view the bill information:

1. Search for the account, whose bill details you want to view, in the **Customer 360-Degree View** screen.
2. In the **Search Results** section, click the

View () icon corresponding to the account whose details you want to view.

The **Account** tab in the **Customer 360-Degree Information** screen appears.

3. In the **Billing History** zone, click the

View () icon corresponding to the bill whose details you want to view.

The **Bill Information** screen appears. It consists of the following zones:

- [Bill Information](#) on page 1457
 - [Settlement Activities](#) on page 1458
 - [Hold Details](#) on page 1458
 - [Offset Details](#) on page 1459
 - [Bill Line Items](#) on page 1459
 - [Garnishment Details](#) on page 1460
 - [Refund and Write Off Details](#) on page 1460
 - [Dispute Details](#)
4. View the basic details about the bill in the **Bill Information** zone.
 5. View the settlement activities of the bill in the **Settlement Activities** zone.
 6. View the active hold requests due to which the bill is kept on hold in the **Hold Details** zone.
 7. View the offset requests through which the bill is offset against another bill in the **Offset Details** zone.
 8. View the selected bill's bill line item in the **Bill Line Items** zone.

9. View the garnishment adjustments of the bill in the **Garnishment Details** zone.
10. View the refund and write off requests through which the bill or its bill segment is either refunded or written off in the **Refund and Write Off Details** zone.
11. View the dispute requests that are created against the bill in the **Dispute Details** zone.

Related Topics

For more information on...	See...
How to search for an account	Searching for an Account on page 1441
Customer 360-Degree Information screen	Customer 360-Degree Information on page 1443
Account tab	Customer 360-Degree Information - Account on page 1447
Billing History zone	Billing History on page 1454
Bill Information screen	Bill Information on page 1457

Bill Information

The **Bill Information** screen allows you to view:

- Basic details about the bill
- Settlement activities, such as payment, offset, refund, or write off through which the bill is settled
- Active hold requests due to which the bill is kept on hold
- Offset requests through which the bill is offset against another bill
- Bill line items of the bill
- Garnishment adjustments of the bill
- Refund and write off requests through which the bill or its bill segment is either refunded or written off
- Dispute requests due to which bill is kept on hold

It consists of the following zones:

- [Bill Information](#) on page 1457
- [Settlement Activities](#) on page 1458
- [Hold Details](#) on page 1458
- [Offset Details](#) on page 1459
- [Bill Line Items](#) on page 1459
- [Garnishment Details](#) on page 1460
- [Refund and Write Off Details](#) on page 1460
- [Dispute Details](#)

Bill Information

The **Bill Information** zone displays the details of the bill. It contains the following section:

- **Main** — Displays the basic information about the bill. It contains the following fields:

Field Name	Field Description
Bill Information	<p>Displays information about the bill. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application.</p> <p>Note: It has a link. On clicking the link, the Bill screen appears where you can view the details of the bill.</p>
Account Information	<p>Indicates the account for which the bill is generated. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application.</p> <p>Note: It has a link. On clicking the link, the Account screen appears where you can view the details of the account.</p>

Settlement Activities

You may settle a bill by making a payment, offsetting a bill, refunding a bill, or by writing off a bill. The **Settlement Activities** zone lists the activities related to the bill settlement. It contains the following columns:

Column Name	Column Description
Activity Date	Displays the date when the settlement activity occurred.
Activity Type	<p>Indicates the type of the activity. The valid values are:</p> <ul style="list-style-type: none"> • Payment • Offset • Refund • Write Off
Amount	Indicates the amount settled through the activity.
Related Object Information	Displays additional information about the activity.
Related Object ID	<p>Displays the payment, offset request, refund request, or write off request ID depending on the type of the activity.</p> <p>Note: It has a link. On clicking the link, the Payment, Offset Request, Refund Request, or Write Off Request screen appears where you can view the details of the respective activity.</p>

Hold Details

The **Hold Details** zone lists the active hold requests due to which the bill is kept on hold. It contains the following columns:

Column Name	Column Description
Hold Request Information	<p>Displays information about the hold request.</p> <p>Note: It has a link. On clicking the link, the Hold Request screen appears where you can view the details of the hold request.</p>
Status	Indicates the status of the hold request.

Column Name	Column Description
Entity	Indicates the type of the entity. The valid values are: <ul style="list-style-type: none"> • Person • Account • Bill
Entity Information	Indicates the entity for which the hold request is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person , Account , or Bill screen appears where you can view the details of the respective entity.
Start Date	Displays the date from when the entity is kept on hold.
End Date	Displays the date till when the entity is kept on hold.

Offset Details

The **Offset Details** zone lists the offset requests through which the bill is offset against another bill. It contains the following columns:


Column Name	Column Description
Offset Request Information	Displays information about the offset request. Note: It has a link. On clicking the link, the Offset Request screen appears where you can view the details of the offset request.
Offset Amount	Indicates the amount of the bill which is offset.
Creation Mode	Indicates the mode in which the offset request is created. The valid values are: <ul style="list-style-type: none"> • Automatic • Manual

Bill Line Items

The **Bill Line Items** zone lists the information about the selected bill's bill line item. It contains the following columns:

Column Name	Column Description
Bill Line Item	Displays the bill line item of the selected bills. The valid value are: <ul style="list-style-type: none"> • Bill Segment • Adjustment
Bill Line Item Information	Displays information about the bill line item. Note: It has a link. On clicking the link, the Bill Segment or Adjustmentss screen appears with the details of respective bill line item or adjustments
Amount	Displays the amount of the bill line item.

Column Name	Column Description
Contract Information	Displays additional information about the contract against which the bill segment or adjustment is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears where you can view the details of the respective contract.

You can filter the list using the **Bill Segment Date From** and **To** fields available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

Garnishment Details


The **Garnishment Details** zone lists the garnishment adjustments that are created against the bill. It contains the following columns:

Column Name	Column Description
Garnishment Contract ID	Displays the garnishment contract ID. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears where you can view the details of the contract.
Garnishment Amount	Displays the garnishment amount.

Refund and Write Off Details

The **Refund and Write Off Details** zone lists the refund and write off requests through which the bill or its bill segment is either refunded or written off. It contains the following columns:

Column Name	Column Description
Create Date/Time	Displays the date and time when the refund or write off request is created.
Refund/Write Off Request Information	Displays information about the refund or write off request. Note: It has a link. On clicking the link, the Refund Request or Write Off Request screen appears depending on whether the request is for refund or write off.
Refund/Write Off Amount	Displays the total refund or write off amount.
Status	Indicates the status of the refund or write off request.
Action	Indicates whether the request is created for refund or write off. The valid values are: <ul style="list-style-type: none"> Refund Write Off
Account Information	Displays additional information about the account for which the refund or write off request is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears where you can view the details of the account.
Created By	Indicates the user who has created the refund or write off request.

You can filter the list using the **Action** field available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

Dispute Details

The **Dispute Details** zone lists the dispute requests for the account. It contains the following columns:

Column Name	Column Description
Dispute Request Information	Displays information about the dispute request. Note: It has a link. On clicking the link, the Dispute Request screen appears where you can view the details of the dispute request.
Dispute Amount	Displays the dispute amount.
Status	Indicates the status of the dispute request.

Chapter

30

Accrual

Topics:

- [Accrual Created through UI \(Without Approval Workflow\) Status Transition](#)
- [Accrual Created through UI \(With Approval Workflow\) Status Transition](#)
- [Accrual Created through Batch \(Without Approval Workflow\) Status Transition](#)
- [Accrual Created through Batch \(With Approval Workflow\) Status Transition](#)
- [Accrual Processes](#)
- [Accrual Cycle](#)
- [Accrual Cycle](#)
- [Accrual Type](#)
- [Accrual Type](#)
- [Accrual](#)
- [Accrual](#)

Oracle Revenue Management and Billing enables you to calculate and create accrual for accounts. An accrual allows an entity to record expenses and revenues for which it expects to expend cash or receive cash, respectively, in a future reporting period.

The accrual is an adjustment which is created for the following:

- Revenues that have been earned but are not yet recorded in the books of accounts.
- Expenses that have been incurred but are not yet recorded in the book of accounts.

The system also enables you to reverse the accrual for accounts. You need to define whether the accounts belonging to a division are eligible for accrual or not. If a division is eligible for accrual, by default, all accounts belonging to the division are eligible for accrual. However, you can exclude an account from accrual, if required. To enable the accruals feature, you need to define the following:

- **Accrual Cycle** — You must specify the following information in the accrual cycle:
 - Dates when accrual should be calculated and created for the accounts where the accrual cycle is defined.
 - Accrual reversal period for each accrual date.

If a division is eligible for accrual, you need to specify the accrual cycle for the division. By default, all accounts belonging to a division will inherit the accrual cycle of the division. However, you can override the accrual cycle of an account

- **Accrual Type** — You must specify the following information in the accrual type:
 - Type of the accrual object that you want to create for posting the accrual amount. At present, the product enables you to create adjustments to record accruals for accounts in the system.
 - Whether you want to calculate the accrual based on the historical or actual data. If you want to calculate the accrual based on the historical data, you need to specify the number of historical bills that you want to consider for accrual calculation. The system will only consider the completed historical bills during accrual calculation. Besides specifying the historical bill count, you also need to specify the type of day (i.e. Business Day or Calendar Day) which is used to calculate the accrual amount. However, if you want to calculate the accrual based on the actual data, you need to specify whether trial bill or unbilled pass through billable charges

created through the Transaction Feed Management process should be considered to calculate the accrual amount.

- Whether you want to calculate accrual at the bill or bill segment level.
- Cancel reason that you want to use while reversing the accrual
- Algorithms that you want to use during the accrual calculation, creation, and reversal
- Whether any objects, such as adjustments created using a particular adjustment type, bill segments created for a particular price item, or adjustments' or bill segments' financial transactions where a particular distribution code is used, must be excluded during the accrual calculation.
- Divisions to which you want to associate the accrual type.

The accrual process includes the following sub-processes:

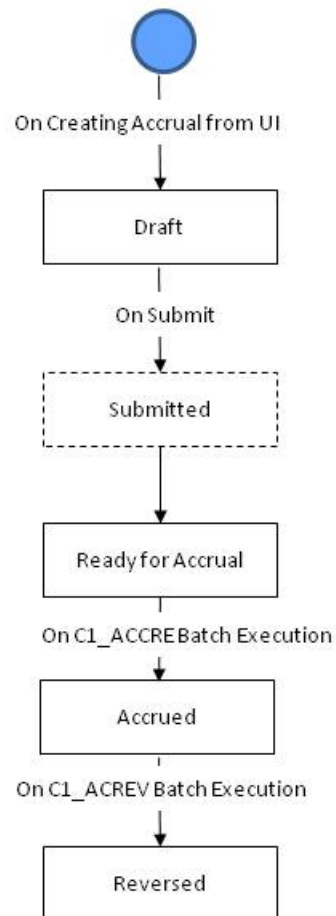
- **Accrual Calculation** — In this process, accounts that are eligible for accrual will have its accrual amount calculated on the basis of the accrual type configuration.
- **Accrual Creation** — In this process, on the basis of the calculated accrual amount and information configured on the accrual type, the accrual adjustment will be created.
- **Accrual Reversal** — In this process, reversal of accrual adjustments will be done to prevent double posting of revenue, once billing is done. On the basis of the accrual reversal schedule, an account with accrual adjustments will be selected for accrual reversal processing. For every frozen adjustment, a cancellation is done in order to reverse journal entries.

During the accrual process, an accrual goes through various statuses in its lifecycle. You can execute accrual process either using user interface (UI), or batch. For more information about the accrual statuses, see, [Accrual Created through UI \(Without Approval Workflow\) Status Transition](#) on page 1465, [Accrual Created through UI \(With Approval Workflow\) Status Transition](#) on page 1465, [Accrual Created through Batch \(Without Approval Workflow\) Status Transition](#) on page 1466 and [Accrual Created through Batch \(With Approval Workflow\) Status Transition](#) on page 1467

Note that the lifecycle of an accrual is driven by the business object using which the accrual is created. An accrual business object named **C1_ACCRUALS** is shipped with the product. The accrual feature explained in this document is articulated based on the lifecycle and logic defined in the **C1_ACCRUALS** business object.

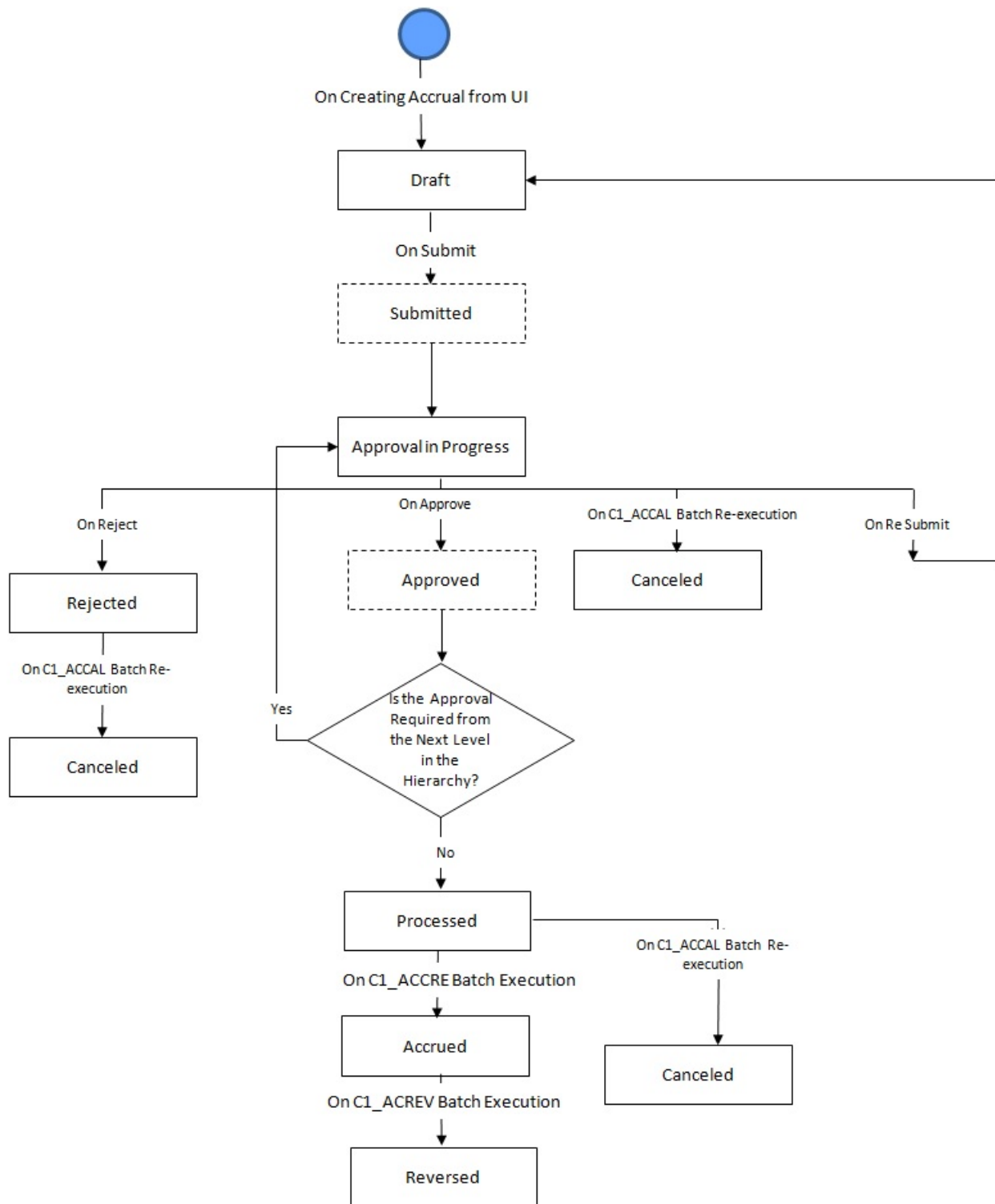
Accrual Created through UI (Without Approval Workflow) Status Transition

The following figure graphically indicates how an accrual created from the user interface moves from one status to another when approval workflow is off:



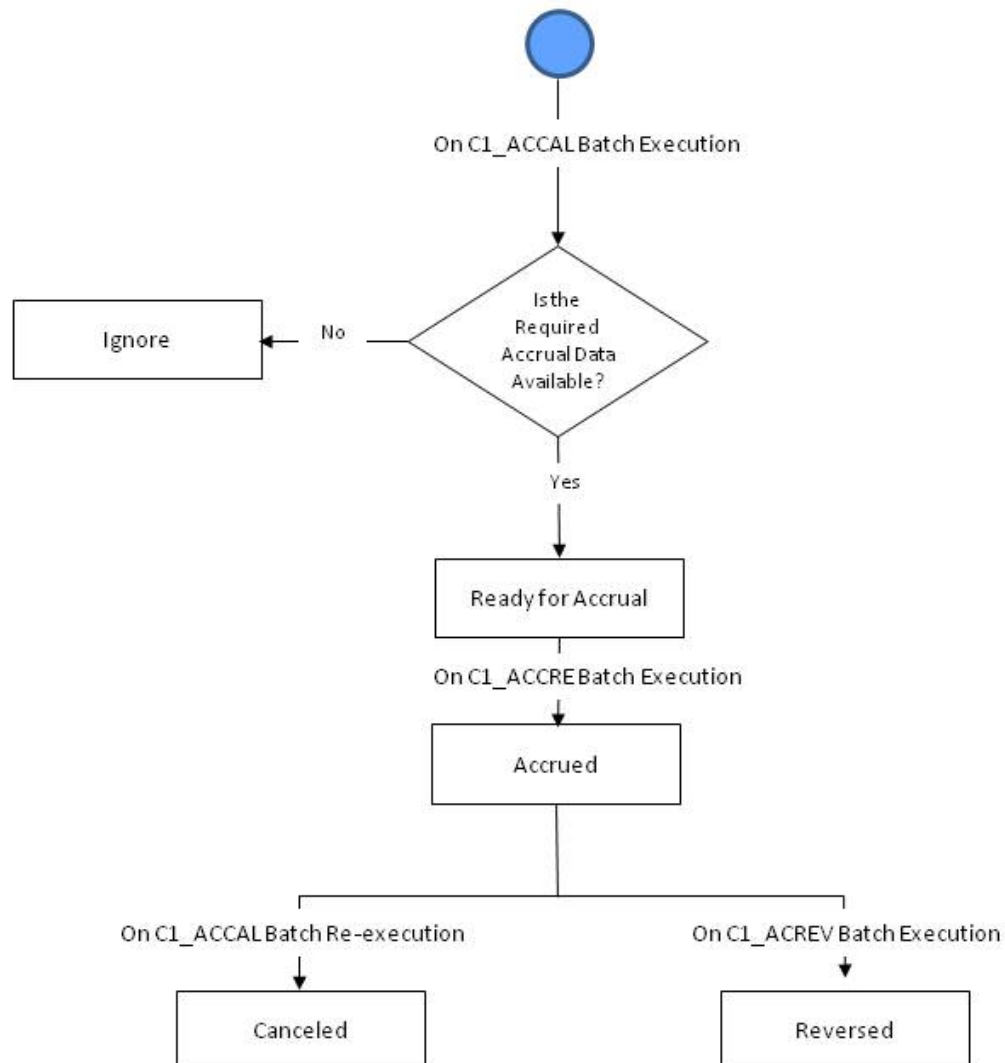
Accrual Created through UI (With Approval Workflow) Status Transition

The following figure graphically indicates how an accrual created from the user interface moves from one status to another when the approval workflow is on:



Accrual Created through Batch (Without Approval Workflow) Status Transition

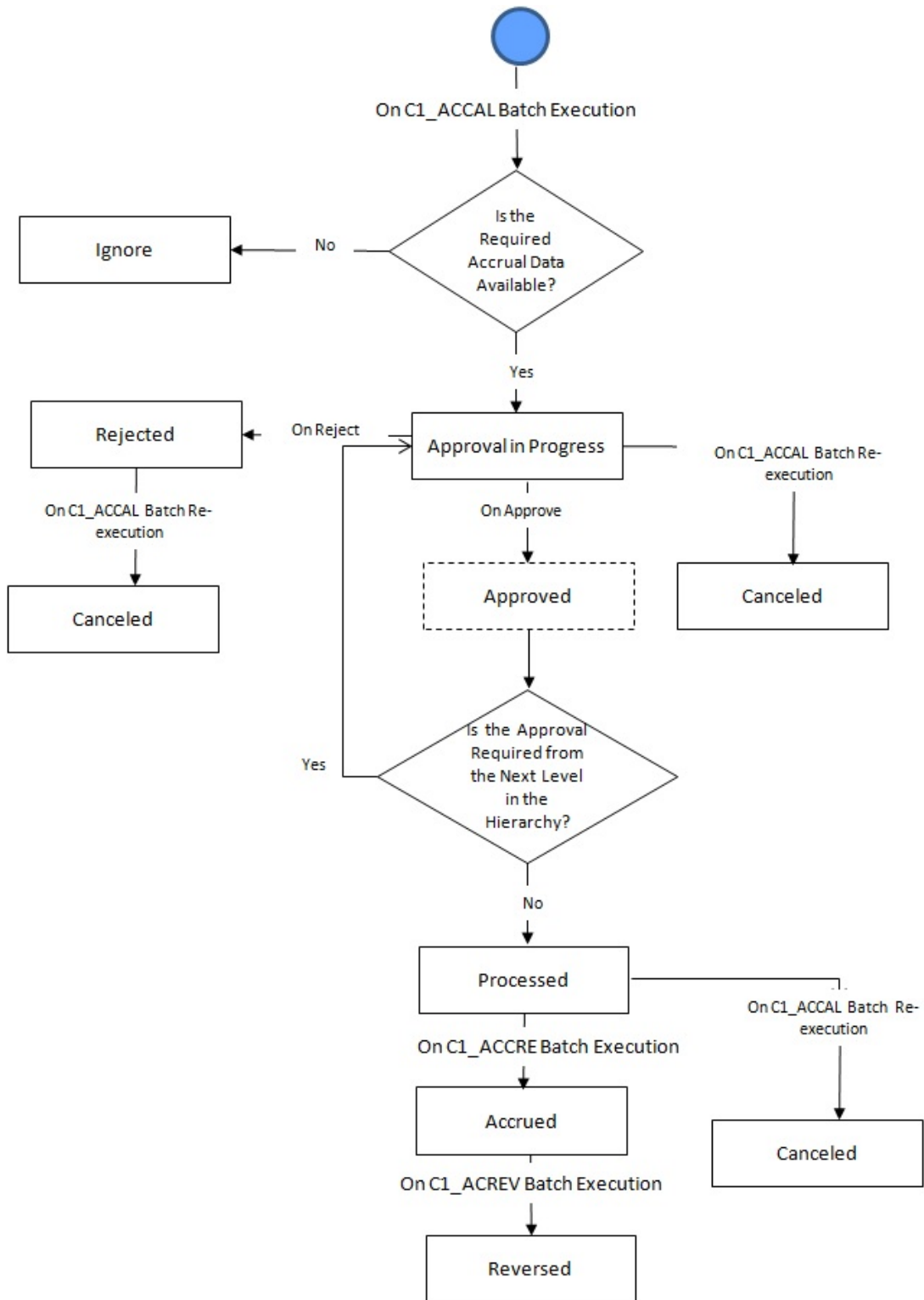
The following figure graphically indicates how an accrual created through the batch moves from one status to another when the approval workflow is off:



Note: For more information about the batches, refer *Oracle Revenue Management and Billing Batch Guide*.

Accrual Created through Batch (With Approval Workflow) Status Transition

The following figure graphically indicates how an accrual created through the batch moves from one status to another when the approval workflow is on:



Note: For more information about the batches, refer *Oracle Revenue Management and Billing Batch Guide*.

Accrual Processes

An accrual allows an entity to record expenses and revenues for which it expects to expend cash or receive cash, respectively, in a future reporting period. Following are the accrual processes to implement accrual in the application:

- [Account's Eligibility Check for Accrual](#) on page 1469
- [Accrual Calculation](#) on page 1469
- [Accrual Creation](#) on page 1470
- [Accrual Reversal](#) on page 1471

Account's Eligibility Check for Accrual

In this process, number of account attributes will be checked in order to be eligible for accrual. The following lists the accrual eligibility criteria:

- The following table lists the internal process for identifying if an account is eligible for accrual. There will be a switch in the division and account levels which will capture the information as given below:

Division Accrual (Yes/No)	Account Accrual (Yes/No)	Eligibility for Accrual (Yes/No)	Description
Yes	No	No	Account has the higher priority.
Yes	Blank	Yes	Division has the priority in the absence of an account override.
Yes	Yes	Yes	Account has the higher priority.
No	Yes	No	If the division is set to no, ignore account level switch.
No	No	No	If the division is set to no, ignore account level switch.
No	Blank	No	If the division is set to no, ignore account level switch.

- Only Invoicing Group's master account is eligible for accrual.
- Invoice construct usage account is not eligible for accrual.

Note: Only accounts which are eligible for accrual will be further processed for calculation.

Accrual Calculation

In this process, accounts that are eligible for accrual will have its accrual amount calculated on the basis of the accrual type configuration. The accrual amount is calculated based on the following:

- [Calculate Accrual at the Bill Level Based on Historical Data](#) on page 1470
- [Calculate Accrual at the Bill Segment Level Based on Historical Data](#) on page 1470
- [Calculate Accrual at the Bill Level Based on Actual Data](#) on page 1470
- [Calculate Accrual at the Bill Segment Level Based on Actual Data](#) on page 1470

Note: By default, all adjustments (for bill level and bill segment level) are included in the calculation. However, some adjustments of calculation lines have to be excluded, which can be done through look up references provided in the application.

Calculate Accrual at the Bill Level Based on Historical Data

In this process, accounts that are eligible for accrual will have its accrual amount calculated at the bill level based on the historical data. The number of historical bills to be considered is based on the value configured in the accrual type of the account.

For example, if the number of historical bills are two, then the system considers the last two completed bills for the accrual calculation. The accrual amount is the average of bill segments and frozen adjustments on the last two bills. If the Type of Day is set to Business Day, the system does not consider the weekends and holidays during the accrual calculation. However, if the Type of Day is set to Calendar Day, the system considers the weekends and holidays during the accrual calculation.

Calculate Accrual at the Bill Segment Level Based on Historical Data

In this process, accounts that are eligible for accrual will have its accrual amount calculated at the bill segment level based on the historical data. The number of historical bills to be considered is based on the value configured in the accrual type of the account.

For example, if the number of historical bills are two, then the system considers the last two completed bills for the accrual calculation. The accrual amount is the average of bill segments on the last two bills. If the Type of Day is set to Business Day, the system does not consider the weekends and holidays during the accrual calculation. However, if the Type of Day is set to Calendar Day, the system considers the weekends and holidays during the accrual calculation.

Calculate Accrual at the Bill Level Based on Actual Data

In this process, accounts that are eligible for accrual will have its accrual amount calculated at the bill level based on the actual data. Actual data can be sourced from a trial bill or from a rated TFM transaction. The accrual source to be considered is based on the value configured in the accrual type of the account.

Following scenarios indicate how the accrual amount is calculated:

- If the accrual source is transaction feed and accrual amount is calculated at bill level, then the accrual amount is the sum of unbilled pass through billable charges created for the account either manually or automatically through the Transaction Feed Management process and frozen adjustments of the account.
- If the accrual source is transaction feed and accrual amount is calculated at bill segment level, then the accrual amount is the sum of unbilled pass through billable charges created for the account automatically through the Transaction Feed Management process.

Calculate Accrual at the Bill Segment Level Based on Actual Data

In this process, accounts that are eligible for accrual will have its accrual amount calculated at the bill segment level based on the actual data. Actual data can be sourced from trial bills trial bill segment or from a rated Transaction Feed Management transaction. The accrual source to be considered is based on the value configured in the accrual type of the account.

Following scenarios indicate how the accrual amount is calculated:

- If the accrual source is trial bill and accrual amount is calculated at bill level, then the accrual amount is the sum of bill segments and frozen adjustments on the latest trial bill.
- If the accrual source is trial bill and accrual amount is calculated at bill segment level, then the accrual amount is the sum of bill segments on the latest trial bill.

Accrual Creation

In this process, on the basis of the calculated accrual amount and information configured on the accrual type, the accrual adjustment will be created. You can create the adjustments for accruals through the **C1_ACCRE** batch process. The accruals which are either in the **Ready for Accrual** or **Processed** status are considered in this batch process. Based on the adjustment type defined in the accrual type, the system accordingly creates the accrual adjustment for the account. The status of the accrual is changed to **Accrued**.

Note:

For more information about the batch, refer to *Oracle Revenue Management and Billing Batch Guide*.

The system also enables you to manually create the accrual for an account. You can optionally configure the approval workflow process for accruals. The approval process is configured through the approval profile. The approval profile allows you to define the approval hierarchy. The debit approval hierarchy is used for approving the accrual. You can define an approval hierarchy where users with different To Do role at each level can approve or reject the accrual. This process continues till the approval is received from all levels in the hierarchy. Once users at all levels approve the accrual, the status of the accrual is changed to **Processed**. However, if an approver at any level in the hierarchy rejects the accrual, the status of the accrual is changed to **Rejected**.

Accrual Reversal

In this process, reversal of accrual adjustments will be done to prevent double posting of revenue, once billing is done. On the basis of the accrual reversal schedule, an account with accrual adjustments will be selected for accrual reversal processing. For every frozen adjustment, a cancellation is done in order to reverse journal entries.

You can reverse the accrual through the **C1_ACREV** batch process. On reversing the accrual, the accrual adjustments are cancelled and the status of the accrual is changed to **Reversed**.

Note: For more information about the batch, refer to *Oracle Revenue Management and Billing Batch Guide*.

Accrual Cycle

The **Accrual Cycle** screen allows you to search for an accrual cycle using various search criteria. This screen consists of the following zone:

- [Search Accrual Cycle](#) on page 1471

Search Accrual Cycle

The **Search Accrual Cycle** zone allows you to search an accrual cycle using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Accrual Cycle	Used to search a particular accrual cycle.	No
Description	Used to search an accrual cycle with a particular description.	No

Note: You should specify at least one search criterion while searching for an accrual cycle.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Accrual Cycle	Displays the name of accrual cycle.
Accrual Information Cycle	Displays information about the accrual cycle. Note: It has a link. On clicking the link, the Accrual Cycle screen appears with the details of the respective accrual cycle.

Related Topics

For more information on...	See...
How to search for an accrual cycle	Searching for an Accrual Cycle on page 1472

For more information on...	See...
How to view the accrual cycle information	Viewing the Accrual Cycle Details on page 1472
How to define an accrual cycle	Defining an Accrual Cycle on page 1473

Searching for an Accrual Cycle

Procedure

To search for an accrual cycle:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Accrual Cycle**.
The **Accrual Cycle** screen appears.
3. Enter the search criteria in the **Search Accrual Cycle** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of accrual cycles that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Accrual Cycle screen	Accrual Cycle on page 1474
Accrual Cycle zone	Accrual Cycle on page 1474

Viewing the Accrual Cycle Details

Procedure

To view the accrual cycle details:

1. Search for the accrual cycle in the **Accrual Cycle** screen.
2. In the **Search Results** section, click the link in the **Accrual Cycle Information** column corresponding to the accrual cycle whose details you want to view.

The **Accrual Cycle** screen appears. It consists of the following tab:

- **Main** – Displays information about the accrual cycle. It consists of the following zone:
 - **Accrual Cycle** – Displays the details of the accrual cycle.

3. View the details of the accrual cycle in the **Accrual Cycle** zone.

Related Topics

For more information on...	See...
How to search for an accrual cycle	Searching for an Accrual Cycle on page 1472

For more information on...	See...
Accrual Cycle screen	Accrual Cycle on page 1474

Defining an Accrual Cycle

Procedure

To define an accrual cycle:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Accrual Cycle**.
The **Accrual Cycle** screen appears.
3. Click the **Add** button in the **Page Title** area of the **Accrual Cycle** screen.

The **Accrual Cycle** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the accrual cycle. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Accrual Cycle	Used to specify the name for accrual cycle.	Yes
Description	Used to specify the description about an accrual cycle.	Yes

- **Schedule Periods** —Used to specify the schedule period for an accrual cycle. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Accrual Date	Used to specify the date on which the accrual creation process for an applicable account will be initiated.	Yes
Reversal Start Date	Used to specify the date on which the accrual reversal process will be initiated.	Yes
Reversal End Date	Used to specify the date on which the accrual reversal process will be ended.	Yes

Note:

You must specify the reversal end date which must be later than the reversal start date.

You must specify the accrual date which lies earlier than the reversal start date.

Related Topics

For more information on...	See...
Accrual Cycle screen	Accrual Cycle on page 1474
How to search for an accrual cycle	Searching for an Accrual Cycle on page 1472

Accrual Cycle

Once you create an accrual cycle, the **Accrual Cycle** screen allows you to:

- View the details of an accrual cycle
- Edit an accrual cycle
- Delete an accrual cycle

This screen contains the following zone:

- [Accrual Cycle](#) on page 1474

Accrual Cycle

The **Accrual Cycle** zone displays the basic details of an accrual cycle. This zone contains the following sections:

- **Main** — This section provides the basic details of an accrual cycle. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Accrual Cycle	Used to search a particular accrual cycle.	No
Description	Used to search an accrual cycle with a particular description.	No

- **Schedule Periods** — This section contains the following columns:

Column Name	Column Description
Accrual Date	Used to specify the date on which the accrual creation process for an applicable account will be initiated.
Reversal Start Date	Used to specify the date on which the accrual reversal process will be initiated.
Reversal End Date	Used to specify the date on which the accrual reversal process will be ended.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of an accrual cycle.
Delete	Used to delete an accrual cycle.

- **Record Information** — This section contains the following field:

Field Name	Field Description
Business Object	Indicates the business object using which an accrual cycle is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

Related Topics

For more information on...	See...
How to search for an accrual cycle	Searching for an Accrual Cycle on page 1472

For more information on...	See...
How to view the accrual cycle information	Viewing the Accrual Cycle Details on page 1472
How to define an accrual cycle	Adding an Accrual on page 1495

Editing an Accrual Cycle

Procedure

To edit an accrual cycle:

1. Search for the accrual cycle in the **Accrual Cycle** screen.
2. In the **Search Results** section, click the link in the **Accrual Cycle Information** column corresponding to the accrual cycle whose details you want to edit.

The **Accrual Cycle** screen appears.

3. Click the **Edit** button in the **Accrual Cycle** zone.

The **Accrual Cycle** screen appears. It contains the following section:

- **Main** — Used to specify basic details about the accrual cycle. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Accrual Cycle	Used to specify the name for accrual cycle.	Yes
Description	Used to specify the description about an accrual cycle.	Yes

- **Schedule Periods** —Used to specify the schedule period for the accrual cycle. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Accrual Date	Used to specify the date on which the accrual creation process for an applicable account will be initiated.	Yes
Reversal Start Date	Used to specify the date on which the accrual reversal process will be initiated.	Yes
Reversal End Date	Used to specify the date on which the accrual reversal process will be ended.	Yes

Note:

You must specify the reversal end date which must be later than the reversal start date.

You must specify the accrual date which lies earlier than the reversal start date.

4. Modify the details of the accrual cycle.
5. Click **Save**.

The changes made to the accrual cycle are saved.

Related Topics

For more information on...	See...
How to search for an accrual cycle	Searching for an Accrual Cycle on page 1472

For more information on...	See...
Accrual Cycle screen	Accrual Cycle on page 1474
Accrual Cycle zone	Accrual Cycle on page 1474

Deleting an Accrual Cycle

Procedure

To delete an accrual cycle:

1. Search for the accrual cycle in the **Accrual Cycle** screen.
2. In the **Search Results** section, click the link in the **Accrual Cycle Information** column corresponding to the accrual cycle that you want to delete.

The **Accrual Cycle** screen appears.

3. Click the **Delete** button in the **Accrual Cycle** zone.

A message appears confirming whether you want to delete the accrual cycle.

4. Click **OK**.

The accrual cycle is deleted.

Related Topics

For more information on...	See...
How to search for an accrual cycle	Searching for an Accrual Cycle on page 1472
Accrual Cycle screen	Accrual Cycle on page 1474
Accrual Cycle zone	Accrual Cycle on page 1474

Accrual Type

The **Accrual Type** screen allows you to search for an accrual type using various search criteria. This screen consists of the following zone:

- [Search Accrual Type](#) on page 1476

Search Accrual Type

The **Search Accrual Type** zone allows you to search an accrual type using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Accrual Type	Used to search a particular accrual type.	No
Description	Used to search an accrual type with a particular description.	No

Field Name	Field Description	Mandatory (Yes or No)
Accrual Criteria	Used to indicate the accrual criteria on the basis of which accrual will be calculated. The valid values are: <ul style="list-style-type: none"> Actual Historical 	No
Posting Method	Used to indicate the posting method on the basis of which accrual will be calculated. The valid values are: <ul style="list-style-type: none"> Bill Level Bill Segment Level 	No

Note: You must provide at least one search criterion while searching for an accrual type.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Accrual Type	Displays the name of accrual type.
Accrual Type Information	Displays information about the accrual type. Note: It has a link. On clicking the link, the Accrual Type screen appears with the details of the respective accrual type.
Accrual Criteria	Indicates the accrual criteria used for the accrual calculation.
Posting Method	Indicates the posting method used for the accrual calculation.
Type of Day	Indicates the type of day which is used as reference when calculating accrual based on the historical data.

Related Topics

For more information on...	See...
How to search for an accrual type	Searching for an Accrual Type on page 1477
How to view an accrual type information	Viewing the Accrual Type Details on page 1478
How to define an accrual type	Defining an Accrual Type on page 1478

Searching for an Accrual Type

Procedure

To search for an accrual type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Accrual Type**.
The **Accrual Type** screen appears.
3. Enter the search criteria in the **Search Accrual Type** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

4. Click **Search**.

A list of accrual types that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Accrual Type screen	Accrual Type on page 1485
Accrual Type zone	Accrual Type on page 1486

Viewing the Accrual Type Details

Procedure

To view the accrual type details:

1. Search for the accrual type in the **Accrual Type** screen.
2. In the **Search Results** section, click the link in the **Accrual Type Information** column corresponding to the accrual type whose details you want to view.

The **Accrual Type** screen appears. It consists of the following tab:

- **Main** – Displays information about the accrual type. It consists of the following zone:
 - **Accrual Type** – Displays the details of the accrual type.

3. View the details of the accrual type in the **Accrual Type** zone.

Related Topics

For more information on...	See...
How to search for an accrual type	Searching for an Accrual Type on page 1477
Accrual Type screen	Accrual Type on page 1485

Defining an Accrual Type

Prerequisites

To define an accrual type, you should have:

- Adjustment types defined in the application.

Procedure

To define an accrual type:


1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **A** and then click **Accrual Type**.



The **Accrual Type** screen appears.


3. Click the **Add** button in the **Page Title** area of the **Accrual Type** screen.

The **Accrual Type** screen appears. It contains the following sections:


- **Main** — Used to specify basic details about the accrual type. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Accrual Type	Used to specify the name for accrual type.	Yes
Description	Used to specify the description about an accrual type.	Yes
Accrual Object	Used to indicate the accrual object that you want to create for posting the accrual amount. Note: You can only create adjustment object to record accruals for accounts in the application.	Yes
Adjustment Type	Used to indicate the adjustment type using which the adjustment must be created. Note: This field appears only when you select the Adjustment option from the Accrual Object list. The Search  icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears. You must specify an adjustment type where the Print by Default and Impact Next Bill Balance check boxes are not selected.	Yes
Accrual Criteria	Used to indicate the accrual criteria that you want to use for the accrual calculation. The valid values are: <ul style="list-style-type: none"> • Actual • Historical 	Yes
Accrual Source	Used to indicate the source of data that you want to use while calculating accruals based on actual data. The valid values are: <ul style="list-style-type: none"> • Trial Bill • Transaction Feed Note: This field appears only when you select the Actual option from the Accrual Criteria list.	Yes (Conditional)

Field Name	Field Description	Mandatory (Yes or No)
Historical Bill Count	Used to specify the number of historical bills that you want to consider for accrual calculation. Note: This field appears only when you select the Historical option from the Accrual Criteria list.	Yes (Conditional) Note: This field is required if you select the Historical option from the Accrual Criteria list.
Accrual Request Business Object	Used to indicate the business object that you want to use while creating the accrual request. Note: The Search  icon appears corresponding to this field. On clicking the Search icon, the Business Object Search window appears.	Yes
Approval Required	Used to indicate whether approval is required while creating accrual requests which are created using the accrual type.	Yes
Approval Profile	Indicates the approval profile which must be used to define approval hierarchy for the accrual type. Note: This field appears only when Approval Required check box is selected.	Yes Note: This field is required when the Approval Required check box is selected
Hierarchical Approval	Used to indicate whether multi-level or single-level approval is required while creating the accrual adjustments using the accrual type. Note: This field appears only when Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected
Submitter To Do Type	Indicates the To Do type for the submitter when the accrual type is resubmitted by the approver. Note: This field appears only when Approval Required check box is selected. The Search  icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected

Field Name	Field Description	Mandatory (Yes or No)
Submitter To Do Role	Indicates the To Do role for the submitter when the accrual type is resubmitted by the approver. Note: This field appears only when Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected
Type of Day	Used to indicate the type of day that you want to use to calculate the accrual amount.	Yes
Posting Method	Used to indicate the posting method that you want to use for calculating the accrual amount. The valid values are: <ul style="list-style-type: none"> • Bill Level • Bill Segment Level 	Yes
Cancel Reason	Used to specify the cancel reason that you want to use while reversing the accrual.	Yes (Conditional) Note: This field is required when the accrual object is set to Adjustment .
Contract Type	Used to indicate the contract type that you want to use for accrual calculation. Note: The Search  icon appears corresponding to this field. On clicking the Search icon, the Contract Type Search window appears.	Yes

- **Algorithms** — Used to specify the algorithms that you want to use for accrual type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
System Event	Used to indicate the system event for an algorithm.	Yes
Sequence	Used to specify the sequence number.	Yes
Algorithm	Used to associate an algorithm to the system event that you have selected. Note: The Search  icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	Yes

Note: You must associate algorithms, such as **Accrual Calculation**, **Accrual Creation**, and **Accrual Reversal** to the system events in the accrual type.

- **Objects to Exclude** — Used to specify the objects that you want to exclude from accrual type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Entity Type	Used to indicate the entity type.	No
Sequence	Used to specify the sequence number.	No
Entity	Used to indicate the valid value for the entity type that you have selected.	Yes (Conditional) Note: This field is required if you select the value for Entity Type .

- **Divisions** —Used to specify division to which you want to associate the accrual type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the division associated to the accrual type is effective.	No
Division	Used to specify the division to which you want to associate the accrual type.	Yes (Conditional) Note: This field is required if you specify the Effective date .

- **Characteristics** —Used to specify the characteristics for the accrual type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective.	Yes (Conditional) Note: This field is required when you are defining a characteristic for an accrual type.
Characteristic Type	Used to specify the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Accrual Type .	Yes (Conditional) Note: This field is required when you are defining a characteristic for an accrual type.
Characteristic Value	Used to specify the value of characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for an accrual type.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

4. Enter the required details.
5. Add algorithms, objects to exclude, and divisions for the accrual type.
6. Define characteristics for the accrual type, if required.
7. Click **Save**.

The accrual type is created and the **Accrual Type** screen appears with the details of the accrual type.

Related Topics

For more information on...	See...
Accrual Type screen	Accrual Type on page 1485
How to search for an accrual type	Searching for an Accrual Type on page 1477

Defining Characteristics for an Accrual Type

Procedure

To define characteristics for an accrual type:

1. Search for the accrual type in the **Accrual Type** screen.
2. In the **Search Results** section, click the link in the **Accrual Type Information** column corresponding to the accrual type whose details you want to edit.

The **Accrual Type** screen appears.

3. Click the **Edit** button in the **Accrual Type** zone.

The **Accrual Type** screen appears.

4. Ensure that the **Characteristics** section is expanded when you are editing the accrual type.
5. Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

6. If you want to define more than one characteristic for the accrual type, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to remove a characteristic from the accrual type, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to search for an accrual type	Searching for an Accrual Type on page 1477
How to define an accrual type	Defining an Accrual Type on page 1478

Associating Algorithms with an Accrual Type

Prerequisites

To associate algorithms with an accrual type, you should have:

- Algorithms defined in the application.

Procedure

To associate algorithms with an accrual type:

1. Search for the accrual type in the **Accrual Type** screen.
2. In the **Search Results** section, click the link in the **Accrual Type Information** column corresponding to the accrual type whose details you want to edit.

The **Accrual Type** screen appears.

3. Click the **Edit** button in the **Accrual Type** zone.

The **Accrual Type** screen appears.

4. Ensure that the **Algorithms** section is expanded when you are editing the accrual type.
5. Enter the required details in the **Algorithms** section.

Note:

On clicking the **Search** (🔍) icon corresponding to the **Algorithm** column, you can search for a predefined algorithm.

You must associate algorithms, such as Accrual Calculation, Accrual Creation, and Accrual Reversal to the system events in the accrual type.

6. If you want to associate more than one algorithm to the accrual type, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to disassociate an algorithm from the accrual type, click the **Delete** (🗑️) icon corresponding to the algorithm.

Related Topics

For more information on...	See...
How to search for an accrual type	Searching for an Accrual Type on page 1477
How to define an accrual type	Defining an Accrual Type on page 1478

Excluding Objects in an Accrual Type

Procedure

To exclude objects in an accrual type:

1. Search for the accrual type in the **Accrual Type** screen.
2. In the **Search Results** section, click the link in the **Accrual Type Information** column corresponding to the accrual type whose details you want to edit.

The **Accrual Type** screen appears.

3. Click the **Edit** button in the **Accrual Type** zone.

The **Accrual Type** screen appears.

4. Ensure that the **Objects To Exclude** section is expanded when you are editing the accrual type.
5. Enter the required details in the **Objects To Exclude** section.

Note: If you select a predefined entity type, the **Search** (🔍) icon appears corresponding to the **Entity** field. On clicking the **Search** icon, you can search for a predefined entity value.

- If you want to exclude more than one object in the accrual type, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to remove an excluded object from the accrual type, click the **Delete** (🗑️) icon corresponding to the entity.

Related Topics

For more information on...	See...
How to search for an accrual type	Searching for an Accrual Type on page 1477
How to define an accrual type	Defining an Accrual Type on page 1478

Associating an Accrual Type with a Division

Prerequisites

To associate an accrual type with a division, you should have:

- Divisions defined in the application.

Procedure

To associate an accrual type with a division:

- Search for the accrual type in the **Accrual Type** screen.
- In the **Search Results** section, click the link in the **Accrual Type Information** column corresponding to the accrual type whose details you want to edit.

The **Accrual Type** screen appears.

- Click the **Edit** button in the **Accrual Type** zone.

The **Accrual Type** screen appears.

- Ensure that the **Divisions** section is expanded when you are editing the accrual type.
- Enter the required details in the **Divisions** section.

- If you want to associate more than one division to the accrual type, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to disassociate a division from the accrual type, click the **Delete** (🗑️) icon corresponding to the division.

Related Topics

For more information on...	See...
How to search for an accrual type	Searching for an Accrual Type on page 1477
How to define an accrual type	Defining an Accrual Type on page 1478

Accrual Type

Once you create an accrual type, the **Accrual Type** screen allows you to:

- View the details of an accrual type

- Edit an accrual type
- Delete an accrual type

This screen contains the following zone:

- [Search Accrual Type](#) on page 1476


Accrual Type

The **Accrual Type** zone displays the basic details of an accrual type. This zone contains the following sections:

- **Main** — This section provides the basic details of an accrual type. It contains the following fields:

Field Name	Field Description
Accrual Type	Displays the name of accrual type.
Description	Displays the description of an accrual type.
Accrual Object	Displays the accrual object .
Adjustment Type	Displays the adjustment type using which the adjustment is created.
Accrual Criteria	Displays the accrual criteria used for calculation.
Accrual Source	Displays the source of data that you want to use while calculating accruals based on actual data. Note: This field appears only when Actual option was selected from the Accrual Criteria list while creating an accrual type.
Historical Bill Count	Displays the number of historical bills which were considered for accrual calculation. Note: This field appears only when Historical option was selected from the Accrual Criteria list while creating an accrual type.
Type of Day	Displays the type of day that was used to calculate the accrual amount.
Posting Method	Displays the posting method that was used to calculate the accrual amount.
Cancel Reason	Displays the cancel reason.
Contract Type	Displays the contract type.

- **Algorithms** — List the algorithms added in the accrual type. This section contains the following columns:

Column Name	Column Description
System Event	Indicates the system event.
Sequence	Displays the sequence number.
Algorithm	Displays an algorithm that needs to be attached to the selected. Note: You can click the Search () icon corresponding to the field to attach an algorithm to the system event selected by you.

- **Objects to Exclude** — Lists the objects excluded from the accrual type. This section contains the following columns:

Column Name	Column Description
Entity Type	Indicates the entity type.

Column Name	Column Description
Sequence	Displays the sequence number.
Entity	Displays the value for the entity type.

- **Divisions** — Lists the divisions associated to the accrual type. This section contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the division is effective for the accrual type.
Division	Displays the division associated to the accrual type.

- **Characteristics** — Lists the characteristics for the accrual type. This section contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the characteristic is effective.
Characteristic Type	Displays the characteristic type.
Characteristic Value	Displays the value of characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of an accrual type.
Delete	Used to delete an accrual type.

- **Record Information** — This section contains the following field:

Field Name	Field Description
Business Object	Indicates the business object using which an accrual cycle is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

Related Topics

For more information on...	See...
How to search for an accrual type	Searching for an Accrual Type on page 1477
How to view the accrual type information	Viewing the Accrual Type Details on page 1478
How to define an accrual type	Defining an Accrual Type on page 1478

Editing an Accrual Type

Procedure

To edit an accrual type:


1. Search for the accrual type in the **Accrual Type** screen.
2. In the **Search Results** section, click the link in the **Accrual Type Information** column corresponding to the accrual type whose details you want to edit.



The **Accrual Type** screen appears.


- Click the **Edit** button in the **Accrual Type** zone.

The **Accrual Type** screen appears. It contains the following section:


- Main** — Used to specify basic details about the accrual type. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Accrual Type	Used to specify the name for accrual type.	Yes
Description	Used to specify the description about an accrual type.	Yes
Accrual Object	Used to indicate the accrual object that you want to create for posting the accrual amount. Note: You can only create adjustment object to record accruals for accounts in the application.	Yes
Adjustment Type	Used to indicate the adjustment type using which the adjustment must be created. Note: This field appears only when you select the Adjustment option from the Accrual Object list. The Search  icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears. You must specify an adjustment type where the Print by Default and Impact Next Bill Balance check boxes are not selected.	Yes
Accrual Criteria	Used to indicate the accrual criteria that you want to use for the accrual calculation. The valid values are: <ul style="list-style-type: none"> Actual Historical 	Yes
Accrual Source	Used to indicate the source of data that you want to use while calculating accruals based on actual data. The valid values are: <ul style="list-style-type: none"> Trial Bill Transaction Feed Note: This field appears only when you select the Actual option from the Accrual Criteria list.	Yes (Conditional) Note: This field is required if you select the Actual option from the Accrual Criteria list.

Field Name	Field Description	Mandatory (Yes or No)
Historical Bill Count	Used to specify the number of historical bills that you want to consider for accrual calculation. Note: This field appears only when you select the Historical option from the Accrual Criteria list.	Yes (Conditional) Note: This field is required if you select the Historical option from the Accrual Criteria list.
Accrual Request Business Object	Used to indicate the business object that you want to use while creating the accrual request. Note: The Search  icon appears corresponding to this field. On clicking the Search icon, the Business Object Search window appears.	Yes
Approval Required	Used to indicate whether approval is required while creating accrual requests which are created using the accrual type.	Yes
Approval Profile	Indicates the approval profile which must be used to define approval hierarchy for the accrual type. Note: This field appears only when Approval Required check box is selected.	Yes Note: This field is required when the Approval Required check box is selected
Hierarchical Approval	Used to indicate whether multi-level or single-level approval is required while creating the accrual adjustments using the accrual type. Note: This field appears only when Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected
Submitter To Do Type	Indicates the To Do type for the submitter when the accrual type is resubmitted by the approver. Note: This field appears only when Approval Required check box is selected. The Search  icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected

Field Name	Field Description	Mandatory (Yes or No)
Submitter To Do Role	Indicates the To Do role for the submitter when the accrual type is resubmitted by the approver. Note: This field appears only when Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected
Type of Day	Used to indicate the type of day that you want to use to calculate the accrual amount.	Yes
Posting Method	Used to indicate the posting method that you want to use for calculating the accrual amount. The valid values are: <ul style="list-style-type: none"> • Bill Level • Bill Segment Level 	Yes
Cancel Reason	Used to specify the cancel reason that you want to use while reversing the accrual.	Yes (Conditional) Note: This field is required when the accrual object is set to Adjustment .
Contract Type	Used to indicate the contract type that you want to use for accrual calculation. Note: The Search  icon appears corresponding to this field. On clicking the Search icon, the Contract Type Search window appears.	Yes

- **Algorithms** — Used to specify the algorithms that you want to use for accrual type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
System Event	Used to indicate the system event for an algorithm.	Yes
Sequence	Used to specify the sequence number.	Yes
Algorithm	Used to associate an algorithm to the system event that you have selected. Note: The Search  icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	Yes

Note: You must associate algorithms, such as **Accrual Calculation**, **Accrual Creation**, and **Accrual Reversal** to the system events in the accrual type.

- **Objects to Exclude** — Used to specify the objects that you want to exclude from accrual type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Entity Type	Used to indicate the entity type.	No
Sequence	Used to specify the sequence number.	No
Entity	Used to indicate the valid value for the entity type that you have selected.	Yes (Conditional) Note: This field is required if you select the value for Entity Type .

- **Divisions** —Used to specify division to which you want to associate the accrual type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the division associated to the accrual type is effective.	No
Division	Used to specify the division to which you want to associate the accrual type.	Yes (Conditional) Note: This field is required if you specify the Effective date .

- **Characteristics** —Used to specify the characteristics for the accrual type. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective.	Yes (Conditional) Note: This field is required when you are defining a characteristic for an accrual type.
Characteristic Type	Used to specify the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Accrual Type .	Yes (Conditional) Note: This field is required when you are defining a characteristic for an accrual type.
Characteristic Value	Used to specify the value of characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for an accrual type.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

4. Modify the details of the accrual type.
5. Add algorithms, objects to exclude, and divisions for the accrual type, if required.
6. Define characteristics for the accrual type, if required.
7. Click **Save**.

The changes made to an accrual type are saved.

Related Topics

For more information on...	See...
How to search for an accrual type	Searching for an Accrual Type on page 1477
Accrual Type screen	Accrual Type on page 1485
Accrual Type zone	Accrual Type on page 1486

Deleting an Accrual Type

Procedure

To delete an accrual type:

1. Search for the accrual type in the **Accrual Type** screen.
2. In the **Search Results** section, click the link in the **Accrual Type Information** column corresponding to the accrual type that you want to delete.

The **Accrual Type** screen appears.

3. Click the **Delete** button in the **Accrual Type** zone.

A message appears confirming whether you want to delete an accrual type.

4. Click **OK**.

An accrual type is deleted.

Related Topics

For more information on...	See...
How to search for an accrual type	Searching for an Accrual Type on page 1477
Accrual Type screen	Accrual Type on page 1485
Accrual Type zone	Accrual Type on page 1486

Accrual

The **Accrual** screen allows you to search for an accrual details using various search criteria. This screen consists of the following zone:

- [Search Accrual](#) on page 1493

Search Accrual

The **Search Accrual** zone allows you to search accrual details using various search criteria. This zone contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Indicates whether you want to search for an accrual using Accrual Details .	Not applicable
Account ID	Used to search accruals which belongs to a particular account. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No
Division	Used to search accruals which belongs to a particular division.	No
Status	Used to search accruals with a particular status.	No
Posting Method	Used to search accruals which uses a particular posting method for calculating the accrual amount. The valid values are: <ul style="list-style-type: none"> • Bill Level • Bill Segment Level 	No
Accrual Cycle	Used to search accruals which are created using a particular accrual cycle.	No
Accrual Type	Used to search accruals which are created using a particular accrual type.	No
Accrual Creation Mode	Used to search accruals which are created using a particular creation mode. The valid values are: <ul style="list-style-type: none"> • Batch • Manual 	No
Creation Date	Used to search accruals which are created from a particular date onwards.	No
To	Used to search accruals which are created till a particular date.	No

Note: You must specify at least one search criterion while searching for an accrual.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Accrual Information	Displays information about the accrual. Note: It has a link. On clicking the link, the Accrual screen appears with the details of the respective accrual.
Division	Indicates the division to which the accrual account belongs.
Accrual Type	Indicates the accrual type of the accrual.
Posting Method	Indicates the posting method used for accrual.
Accrual Creation Mode	Indicates the creation method of the accrual.
Status	Displays the status of the accrual.
Create Date/Time	Displays the date and time when the accrual is created.

Related Topics

For more information on...	See...
How to search for an accrual	Searching for an Accrual on page 1494
How to view the accrual details	Viewing the Accrual Details on page 1495
How to define an accrual	Adding an Accrual on page 1495

Searching for an Accrual

Procedure

To search for an accrual :

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Accrual**.
A sub-menu appears.
3. Click the **Search** option from the **Accrual** sub-menu.
The **Accrual** screen appears.
4. Enter the search criteria in the **Search Accrual** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of accruals that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Accrual screen	Accrual on page 1496
Accrual zone	Accrual on page 1497

Viewing the Accrual Details

Procedure

To view an accrual details:

1. Search for the accrual in the **Accrual** screen.
2. In the **Search Results** section, click the link in the **Accrual Information** column corresponding to the accrual whose details you want to view.

The **Accrual** screen appears. It consists of the following tabs:

- **Main** – Displays information about the accrual. It consists of the following zone:
 - **Accrual** – Displays the details of the accrual.
 - **Log** – Lists the complete trail of actions performed on the accrual.
- 3. View the details of the accrual in the **Accrual** zone.

Related Topics

For more information on...	See...
How to search for an accrual	Searching for an Accrual on page 1494
Accrual screen	Accrual on page 1496

Adding an Accrual


Procedure

To add an accrual:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Accrual**.
A sub-menu appears.
3. Click the **Add** option from the **Accrual** sub menu.

The **Accrual** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the accrual. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account ID	Used to search a particular account. Note: The Search  icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	Yes
Contract	Displays the accrual contract of the account.	Not Applicable.
Accrual Cycle	Displays the accrual cycle for the account.	Not Applicable.

Field Name	Field Description	Mandatory (Yes or No)
Posting Method	Displays the posting method used for accrual.	Not Applicable.
Accrual Type	Indicates the accrual type of the accrual.	Not Applicable.
Accrual Creation Mode	Indicates the creation method of the accrual.	Not Applicable.
Currency	Displays the accrual currency.	Not Applicable.

- **Accrual Details** — Used to specify the schedule period for an accrual cycle. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Displays the sequence number of the parameter.	
Price Item	Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Price Item Search window appears.	
Amount	Displays the accrual amount.	Yes
Override Reason	Displays the override reason.	Yes

Tip: Alternatively, you can access the **Accrual** screen by clicking the **Add** button in the **Page Title** area of the **Accrual** screen.

Note:

You must specify the reversal end date which must be later than the reversal start date.

You must specify the accrual date which lies earlier than the reversal start date.

Related Topics

For more information on...	See...
Accrual Screen	Accrual on page 1496

Accrual

Once you create an accrual, the **Accrual** screen allows you to:

- View the details of an accrual
- Edit an accrual
- Delete an accrual

This screen contains the following zone:

- [Accrual](#) on page 1497

Accrual – Main

The **Main** tab displays the basic details of the accrual. It consists of the following zone:

- [Accrual](#) on page 1497

Accrual

The **Accrual** zone displays the basic details of an accrual. This zone contains the following sections:

- **Main** — This section provides the basic details of an accrual. It contains the following fields:

Field Name	Field Description
Accrual Information	Displays information about the accrual.
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account
Contract Information	Displays information about the contract. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Division	Displays the division associated with the accrual.
Status	Displays the status of accrual.
Accrual Cycle	Displays the accrual cycle of the accrual.
Accrual Date	Displays the accrual date.
Reversal Start Date	Displays the start date for accrual reversal.
Reversal End Date	Displays the end date for accrual reversal.
Accrual Type	Displays the accrual type of accrual.
Accrual Creation Mode	Displays the creation mode of accrual.
Accrual Amount	Displays the accrual amount.
Currency	Displays the currency.

- **Accrual Details** — List the algorithms added in the accrual type. This section contains the following columns:

Column Name	Column Description
Sequence	Displays the sequence of the accrual.
Price Item	Displays the price item defined at the bill segment level for accrual calculation.
Amount	Displays the accrual amount.
Override Reason	Displays the override reason.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of an accrual.

Button Name	Button Description
Delete	Used to delete an accrual.

- **Record Information** — This section contains the following field:

Field Name	Field Description
Business Object	Indicates the business object using which an accrual is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Create Date/Time	Displays the date and time when the accrual is created.

Related Topics

For more information on...	See...
How to search for an accrual	Searching for an Accrual on page 1494
How to view the accrual information	Viewing the Accrual Details on page 1495
How to add an accrual	Adding an Accrual on page 1495

Accrual – Log

The **Log** tab lists complete trail of actions performed on the accrual. It consists of the following zone:

- [Accrual Log](#) on page 1498

Accrual Log

The **Accrual Log** zone lists the complete trail of actions performed on the accrual. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the accrual.
Details	Displays the details about the action performed on the accrual.
User	Indicates the user who has performed the action on the accrual.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the accrual.

Note: You can manually add a log entry for the accrual by clicking the **Add Log Entry** link in the upper right corner of the **Accrual Log** zone.

The **Add Accrual Log** window appears. Enter **Log Details** and click **Save**. The accrual log is added.

Related Topics

For more information on...	See...
How to view the log of the accrual	Viewing the Log of an Accrual on page 1500

Editing an Accrual

Procedure

To edit an accrual:


1. Search for the accrual in the **Accrual** screen.
2. In the **Search Results** section, click the link in the **Accrual Information** column corresponding to the accrual whose details you want to edit.

The **Accrual** screen appears.


3. Click the **Edit** button in the **Accrual** zone

The **Accrual** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the accrual. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Account ID	Used to search a particular account. Note: The Search  icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	Yes
Contract	Displays the accrual contract of the account.	Not Applicable.
Accrual Cycle	Displays the accrual cycle for the account.	Not Applicable.
Posting Method	Displays the posting method used for accrual.	Not Applicable.
Accrual Type	Indicates the accrual type of the accrual.	Not Applicable.
Accrual Creation Mode	Indicates the creation method of the accrual.	Not Applicable.
Currency	Displays the accrual currency.	Not Applicable.

- **Accrual Details** — Used to specify the schedule period for an accrual cycle. This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Displays the sequence number of the parameter.	
Price Item	Note: The Search  icon appears corresponding to this field. On clicking the Search icon, the Price Item Search window appears.	
Amount	Displays the accrual amount.	Yes
Override Reason	Displays the override reason.	Yes

Tip: Alternatively, you can access the **Accrual** screen by clicking the **Add** button in the **Page Title** area of **Accrual** screen.

Note:

You must specify the reversal end date which must be later than the reversal start date.

You must specify the accrual date which lies earlier than the reversal start date.

4. Modify the details of the accrual.
5. Click **Save**.

The changes made to the accrual are saved.

Related Topics

For more information on...	See...
Accrual screen	Accrual on page 1496
Accrual zone	Accrual on page 1497
How to view an accrual details	Viewing the Accrual Details on page 1495
How to add an accrual	Adding an Accrual on page 1495

Deleting an Accrual

Procedure

To delete an accrual:

1. Search for the accrual in the **Accrual** screen.
2. In the **Search Results** section, click the link in the **Accrual Information** column corresponding to the accrual that you want to delete.

The **Accrual** screen appears.

3. Click the **Delete** button in the **Accrual** zone.

A message appears confirming whether you want to delete the accrual.

4. Click **OK**.

The accrual is deleted.

Related Topics

For more information on...	See...
How to search for an accrual	Searching for an Accrual on page 1494
Accrual screen	Accrual on page 1496
Accrual zone	Accrual on page 1497

Viewing the Log of an Accrual

Procedure

To view the log of an accrual:

1. Search for the accrual in the **Accrual** screen.

2. In the **Search Results** section, click the link in the **Accrual Information** column corresponding to the accrual whose log you want to view.

The **Accrual** screen appears. It consists of the following tabs:

- **Main** – Displays information about the accrual. It contains the following zone:
 - **Accrual** – Displays the details of the accrual.
- **Log** – Lists the complete trail of actions performed on the accrual. This tab contains the following zone:
 - **Accrual Log** – Displays the trail of actions performed on the particular accrual.

3. Click the **Log** tab.

The **Accrual Log** zone in the **Log** tab contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the accrual.
Details	Displays the details about the action performed on the accrual.
User	Indicates the user who has performed the action on the accrual.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the accrual.

Note: You can manually add a log entry for the accrual by clicking the **Add Log Entry** link in the upper right corner of the **Accrual Log** zone.

Related Topics

For more information on...	See...
How to search for an accrual	Searching for an Accrual on page 1494
How to add a log entry for an accrual	Adding a Log Entry for an Accrual on page 1501

Adding a Log Entry for an Accrual

Procedure

To add a log entry for an accrual:

1. Search for the accrual in the **Accrual** screen.
2. In the **Search Results** section, click the link in the **Accrual Information** column corresponding to the accrual whose log you want to edit.

The **Accrual** screen appears. It consists of the following tabs:

- **Main** – Displays information about the accrual. It contains the following zone:
 - **Accrual** – Displays the details of the accrual.
- **Log** – Lists the complete trail of actions performed on the accrual. This tab contains the following zone:
 - **Accrual Log** – Displays the trail of actions performed on the particular accrual.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Accrual Log** zone.

The **Add Accrual Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Accrual Information	Displays information about the accrual.	Not applicable
Log Details	Used to specify additional comments on the accrual.	Yes

5. Enter the comments in the **Log Details** field.
6. Click **Save**.

The log entry is added in the **Accrual Log** zone.

Related Topics

For more information on...	See...
How to search for an accrual	Searching for an Accrual on page 1494

Chapter 31

Payment Agreement Request

Topics:

- [Payment Agreement Request \(Without Approval Workflow\) Status Transition](#)
- [Payment Agreement Request \(With Approval Workflow\) Status Transition](#)
- [Prerequisites](#)
- [Algorithms Used in C1-PaymentAgreementRequest](#)
- [Payment Agreement Request Type](#)
- [Payment Agreement Request](#)
- [Payment Agreement Request](#)

Oracle Revenue Management and Billing provides the ability to schedule payments in instalments for a set of unpaid bills of an account through a payment agreement request. Let us understand this with the help of an example. The following bills of the account A1 are unpaid:

- B1 (Bill Amount – 100\$, Unpaid Amount - 75\$)
- B2 (Bill Amount – 250\$, Unpaid Amount – 125\$)
- B3 (Bill Amount – 150\$, Unpaid Amount – 150\$)

Through a payment agreement request, you can schedule payments for these three bills in various instalments. For example, you can schedule the following payments for the account A1:

Schedule Date	Schedule Amount
01-Jan-2017	100
15-Jan-2017	100
01-Feb-2017	100
15-Feb-2017	50

While creating a payment agreement request, you need to specify the payment agreement request type using which you want to create the payment agreement request. It is the payment agreement request type which helps the system to determine:

- The business object using which the payment agreement request should be created
- Whether the approval is required for the payment agreement request

You can only add completed bills of the account which are unpaid in a payment agreement request. Once a payment agreement request is created for an account, the status of the payment agreement request is set to **Draft**. You can then edit or delete the payment agreement request, if required. Once you add the unpaid bills of the account, you can submit the payment agreement request. On submitting a payment agreement request, the status of the payment agreement request is set to **Active**.

You can optionally configure the system to use the approval workflow process for a payment agreement request. If the **Approval Required** flag is set to **Yes** in a payment agreement request type, then on submitting the respective payment agreement request, the approval workflow process creates a To Do for the approver to review the payment agreement request. Once the approver approves the payment agreement request, the status of the payment agreement request is set to **Active**. The approver can approve, reject, or resubmit the payment

agreement request. When the payment agreement request is resubmitted to the submitter, the status of the payment agreement request is set to **Draft**.

Even if the approval workflow is configured for a payment agreement request type, you can skip the approval workflow for a payment agreement request. The system enables you to skip the approval workflow for a payment agreement request until you exceed the maximum limit defined in the **C1-PASUBMIT** algorithm. You can define the following parameters in the **C1-PA-SUBMIT** algorithm:

- Number of days to consider in past to check whether any payment agreement request with a particular status exist in the specified duration (for example, 365)
- Maximum number of payment agreement requests which can be activated without approval (for example, 1)
- Status in which payment agreement request should exist in the specified duration (for example, Broken Promise)

In the above example, on clicking the **Submit** button, the system will check how many payment agreement requests for the account in the last 365 days exist in the **Broken Promise** status. If the system finds one or more than one payment agreement requests in the **Broken Promise** status in the last 365 days, the approval workflow process creates a To Do for the approver to review the payment agreement request. However, if the system does not find any payment agreement request in the **Broken Promise** status in the last 365 days, the payment agreement request is not sent for approval and the status of the payment agreement request is directly changed to **Active**.

When the **Payment Agreement Request Periodic Monitor (C1-PAREQ)** batch is invoked, the system checks whether there are any payment agreement requests in the **Active** status. If there is a payment agreement request in the **Active** status, the system checks whether the total unpaid amount of the bills is equal to zero and whether each bill is fully matched. If so, the status of the payment agreement request is changed to **Kept Promise**. However, if the total unpaid amount of the bills is not equal to zero, the system checks whether the current date is later than the schedule date and does not fall within the grace period. If so, the system checks whether total unpaid amount is greater than the total future schedule amount. If so, the status of the payment agreement request is changed to **Broken Promise**. However, if the current date is earlier than the schedule date or falls within the grace period, or the total unpaid amount is less than the total future schedule amount, the status of payment agreement request remains in **Active**. The system enables you to edit a payment agreement request which is in the **Active** status.

While defining a payment agreement request, you need to specify the payment method through which the payment will be done and whether the payment will be done through the payor or third party payor account. If the **Auto Pay** flag is set to **Yes** for a payment method, you need to also specify the automatic payment option using which the automatic payment should be created on the schedule date. One more batch named **Generate Auto Pay for Payment Agreement (C1-APPAB)** is introduced in this release. When the **Generate Auto Pay for Payment Agreement (C1-APPAB)** batch is invoked, the system checks whether there are any payment agreement requests in the **Active** status. If so, whether the account for which the payment agreement request is created is eligible for automatic payment and the defer auto pay date (if any) defined for the account is earlier than the batch business date. If so, the system checks whether the extract date of the unpaid bill (with the earliest due date) is earlier than the schedule date.

If so, the system creates the automatic payment for the unpaid bill on the schedule date. However, if the account is not eligible for automatic payment, or the defer auto pay date is equal to or later than batch business date, or the extract date is equal to or later than the schedule date, the automatic payment is not generated for the account.

During the payment agreement request process, a payment agreement request creation goes through various statuses in its lifecycle. For more information about the payment agreement request statuses, see [Payment Agreement Request \(Without Approval Workflow\) Status Transition](#) on page 1506 and [Payment Agreement Request \(With Approval Workflow\) Status Transition](#) on page 1506. If the payment agreement request type is without approval then payment agreement status will automatically move from draft to active. The approval configuration algorithm **C1-PA-APPEXT** decides whether the request will be sent for approval or not. If the payment agreement request type is with approval then payment agreement will be sent for approval depending on:

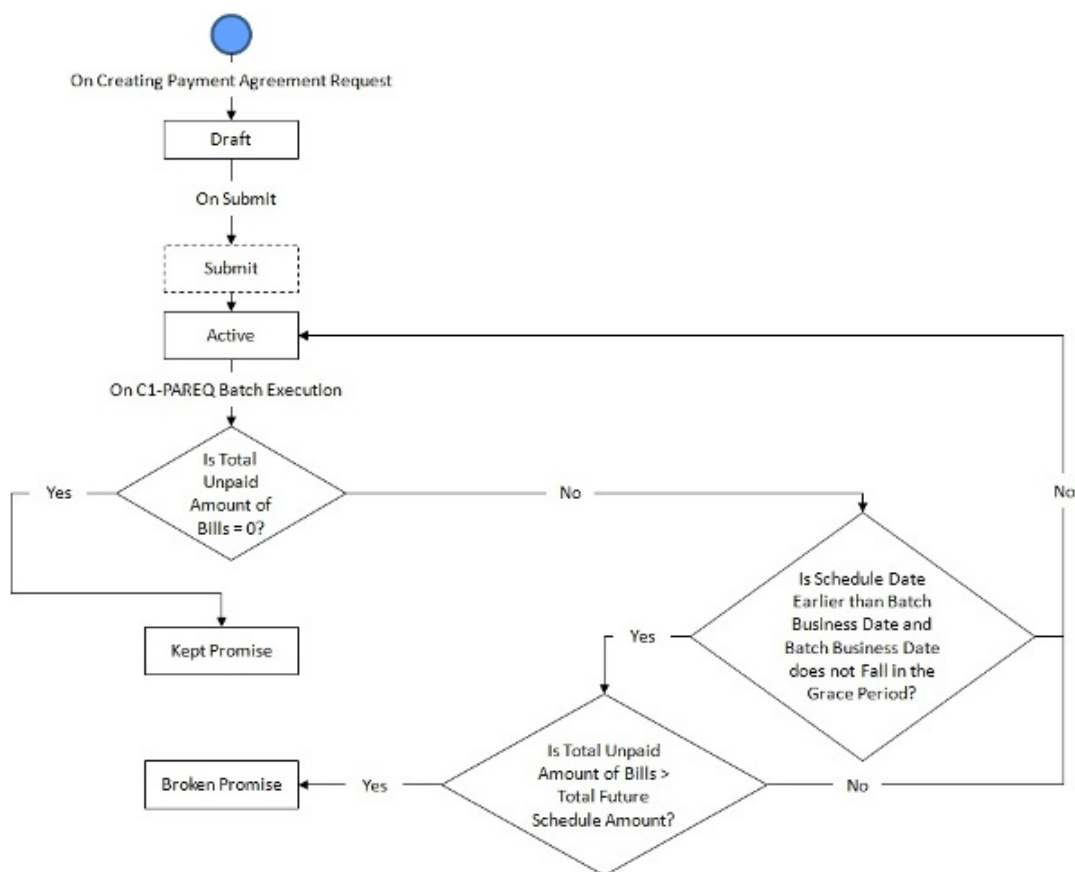
- The number of days checked for approval workflow
- Payment agreement statuses (active, broken, kept) to be considered
- The maximum number of payment agreements allowed

Note: The lifecycle of a payment agreement request creation is driven by the respective business object using which the request is created. The payment agreement request feature explained in this document is articulated based on the lifecycle and logic defined in the business objects.

For more information on how to setup the payment agreement request process, see [Prerequisites](#) on page 1507.

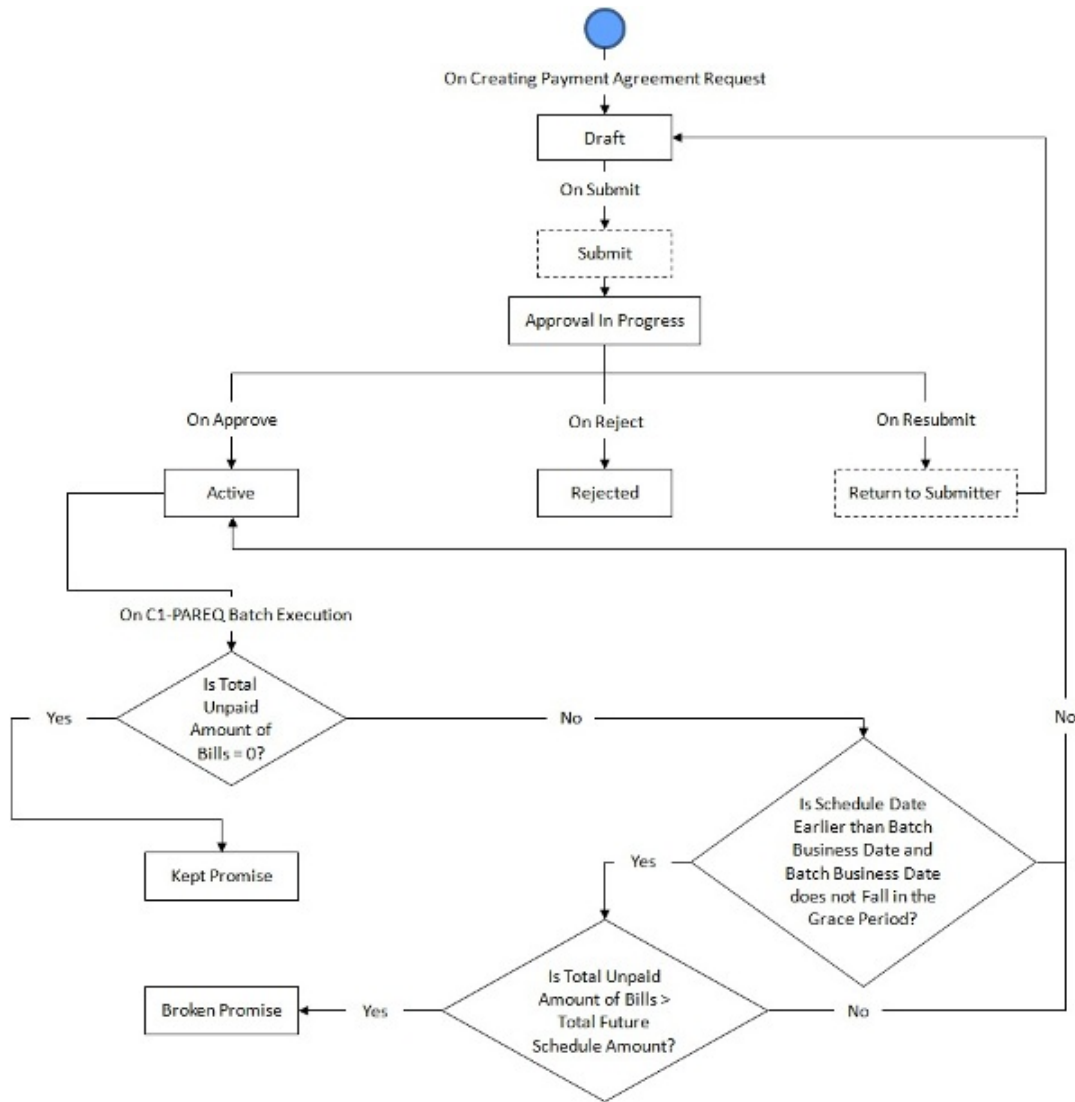
Payment Agreement Request (Without Approval Workflow) Status Transition

The following figure graphically indicates how a payment agreement request moves from one status to another when approval workflow is off:



Payment Agreement Request (With Approval Workflow) Status Transition

The following figure graphically indicates how a payment agreement request moves from one status to another when approval workflow is on:



Prerequisites

To setup the payment agreement request process, you need to do the following:

- Define the required payment agreement request types in the system
- Define the required characteristic types where the characteristic entity is set to **Payment Agreement Request**
- Define the required characteristic types where the characteristic entity is set to **Payment Agreement Request Type**
- Define the required pay methods for **Payment Agreement Request**
- Define the required third party payors for **Payment Agreement Request**
- Create an algorithm using the **C1-PA-INFO** algorithm type if you want to create Payment Agreement Requests using the payment agreement request information.
- Define the kept promise status reason for the **C1-PaymentAgreementRequest** business object
- Define the broken promise status reason for the **C1-PaymentAgreementRequest** business object

- Defined rejected status reason for the **C1-PaymentAgreementRequest** business object
- Assign the **C1-PAREQ** To Do type to a To Do role whose users must receive To Do generated while submitting or resubmitting a payment agreement request for approval
- The **Payment Agreement Request Periodic Monitor (C1-PAREQ)** batch process to monitor the payment agreement request and move the request to next stage

Algorithms Used in C1-PaymentAgreementRequest

The following table lists the algorithms which are attached to the **C1-PaymentAgreementRequest** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-PA-INFO	C1-PA-INFO	This algorithm generates the payment agreement request information string which appears throughout the application. This algorithm concatenates the following fields: <ul style="list-style-type: none"> • Payment Agreement Request Type Description • Payment Agreement Request Status Description • Payment Agreement Request ID
Pre-Processing	C1-PA-PRE	C1-PA-PRE	This Algorithm is used to avoid the concurrency issue for payment agreement.
Validation	C1-PA-VAL	C1-PA-VAL	This Algorithm is used to validate payment agreement request.

The following table lists the algorithms which are used in the lifecycle of the **C1-PaymentAgreementRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Submit	Enter	C1-PA-SUBMIT	C1-PA-SUBMIT	This Algorithm is used to validate payment agreement request.
Approval In Progress	Enter	C1-PA-APPENT	C1-PA-APPENT	This algorithm creates To Do based on the Approval To Do Type configured in Payment Agreement Request Type.
Approval In Progress	Exit	C1-PA-APPEXT	C1-PA-APPEXT	This algorithm checks whether an approver is associated with the approval To Do Role specified in the Payment Agreement Request Type . It does not allow the submitter to approve or reject the payment agreement request.

Status	System Event	Algorithm	Algorithm Type	Description
Return to Submitter	Enter	C1-PA-RESUB	C1-PA-RESUB	This algorithm is invoked on Re-Submit button. It moves the status of Payment Agreement Request into Draft . A 'To Do' will be generated for the user as submitter whose To Do Type and To Do Role are fetched from Payment Agreement Request Type.
Active	Monitor	C1-PA-MONTR	C1-PA-MONTR	This algorithm is invoked from the Payment Agreement Request Periodic Monitor (C1-PAREQ) batch. It changes the status of the payment request from Active to KP (Kept Promise) or BP (Broken Promise) based on payment received.
Active	Enter	C1-PA-ACTENT	C1-PA-ACTENT	This algorithm will validate Payment Agreement Request before activation.

Payment Agreement Request Type

Oracle Revenue Management and Billing allows you to define, edit, copy and delete a payment agreement request type using which you can pay current unpaid debt bills in multiple installments whose payment amount is greater than zero. A payment agreement provide flexibility in payment of installment amount and schedule of payment.



The **C1-PaymentAgreementRequest** business object is created for payment agreement maintenance.

The **Payment Agreement Request Type** screen consists of the following zones:

- [Payment Agreement Request Type List](#) on page 1509
- [Payment Agreement Request Type](#) on page 1510

Payment Agreement Request Type List

The **Payment Agreement Request Type List** zone lists payment agreement request types that are already defined in the system. It contains the following columns:

Column Name	Column Description
Payment Agreement Request Type	Displays the payment agreement request type.
Description	Displays the description of the payment agreement request type.
Edit	On clicking the Edit () icon, the Payment Agreement Request Type screen appears where you can edit the details of the payment agreement request type.
Duplicate	On clicking the Duplicate () icon, the Payment Agreement Request Type screen appears where you can define a payment agreement request type using an existing payment agreement request type.

Column Name	Column Description
Delete	On clicking the Delete (🗑️) icon, you can delete the payment agreement request type. Note: You can delete a payment agreement request type only when you have not created a payment agreement request using the payment agreement request type.

On clicking the **Broadcast** (📢) icon corresponding to a payment agreement request type, the **Payment Agreement Request Type** zone appears with the details of the respective payment agreement request type.

Related Topics

For more information on...	See...
How to define a payment agreement request type	Defining a Payment Agreement Request Type on page 1512
How to define characteristics for a payment agreement request type	Defining Characteristics for a Payment Agreement Request Type on page 1514
How to edit a payment agreement request type	Editing a Payment Agreement Request Type on page 1515
How to copy a payment agreement request type	Copying a Payment Agreement Request Type on page 1518
How to delete a payment agreement request type	Deleting a Payment Agreement Request Type on page 1517
How to view the details of a payment agreement request type	Viewing the Payment Agreement Request Type Details on page 1520

Payment Agreement Request Type

The **Payment Agreement Request Type** zone displays the details of the payment agreement request type. This zone contains the following sections:

- **Main** – This section provides basic information about the payment agreement request type. It contains the following fields:

Field Name	Field Description
Payment Agreement Request Type	Displays the payment agreement request type.
Description	Displays the description of the payment agreement request type.
Payment Agreement Request Business Object	Indicates the business object that will be used to create the payment agreement request. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Detailed Description	Displays additional information about the payment agreement request type.
Status	Indicates the status of the payment agreement request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive
Approval Required	Indicates whether approval is required while creating payment agreement request using the payment agreement request type.

Field Name	Field Description
Approval To Do Type	<p>Indicates that the To Do entry of the specified To Do type must be created when you submit the payment agreement request for approval.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do type.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.</p>
Approval To Do Role	<p>Indicates that users with the specified To Do role can only approve or reject the payment agreement request submitted for approval.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do role.</p>
Submitter To Do Type	<p>Indicates the To Do type for the submitter when the payment agreement request type is resubmitted by the approver.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do type.</p> <p>The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.</p>
Submitter To Do Role	<p>Indicates the To Do role of the submitter when the payment agreement request type is resubmitted by the approver.</p> <p>Note:</p> <p>This field appears only when the Approval Required check box is selected.</p> <p>It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do role.</p>

- **Characteristics** – This section lists the characteristics defined for the payment agreement request type. It contains the following columns:

Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** – This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the payment agreement request type.

Button Name	Button Description
Delete	Used to delete the payment agreement request type. Note: You can delete a payment agreement request type only when you have not created a payment agreement request using the payment agreement request type.
Duplicate	Used to create a new payment agreement request type using an existing payment agreement request type.

- **Record Information** – This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the payment agreement request type is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

By default, the **Payment Agreement Request Type** zone does not appear in the **Payment Agreement Request Type** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to a payment agreement request type in the **Payment Agreement Request Type List** zone.

Related Topics

For more information on...	See...
How to define a payment agreement request type	Defining a Payment Agreement Request Type on page 1512
How to define characteristics for a payment agreement request type	Defining Characteristics for a Payment Agreement Request Type on page 1514
How to edit a payment agreement request type	Editing a Payment Agreement Request Type on page 1515
How to copy a payment agreement request type	Copying a Payment Agreement Request Type on page 1518
How to delete a payment agreement request type	Deleting a Payment Agreement Request Type on page 1517
How to view the details of a payment agreement request type	Viewing the Payment Agreement Request Type Details on page 1520

Defining a Payment Agreement Request Type

Prerequisites

To define a payment agreement request type, you should have:

- Payment agreement request business objects defined in the application
- The Payment Agreement Request Information algorithm is defined using the **C1-PA-INFO** algorithm type
- **C1-PAREQ** To Do Type assigned to a To Do role whose users must receive To Do generated while submitting a payment agreement request for approval.

Procedure

To define a payment agreement request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Payment Agreement Request Type**.

A sub-menu appears.

- Click the **Add** option from the **Payment Agreement Request Type** sub-menu.

The **Select Business Object** screen appears. It contains the following field:

Field Name	Field Description	Mandatory (Yes or No)
Payment Agreement Request Type Business Object	Used to indicate the business object that you want to use to create the payment agreement request type.	Yes

Tip: Alternatively, you can access the **Select Business Object** screen by clicking the **Add** button in the **Page Title** area of the **Payment Agreement Request Type** screen.

Note: The **Select Business Object** screen appears only when there are multiple payment agreement request type business objects defined in the application. If there is only one payment agreement request type business object defined in the application, the **Payment Agreement Request Type** screen appears.

- Select the required payment agreement request type business object from the respective field.
- Click **OK**.

The **Payment Agreement Request Type** screen appears. It contains the following sections:

- Main** – Used to specify basic details about the payment agreement request type.
- Characteristics** – Used to define characteristics for the payment agreement request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Agreement Request Type	Used to specify the payment agreement request type.	Yes
Business Object	Indicates the payment agreement request type business object used while defining the payment agreement request type.	Not applicable
Description	Used to specify the description for the payment agreement request type.	Yes
Payment Agreement Request Business Object	Used to indicate the business object that you want to use while creating the payment agreement request.	Yes
Detailed Description	Used to specify additional information about the payment agreement request type.	No
Status	Used to indicate the status of the payment agreement request type. The valid values are: <ul style="list-style-type: none"> Active Inactive 	Yes
Approval Required	Used to indicate whether approval is required for creating payment agreement request using the payment agreement request type.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Approval To Do Type	Used to indicate that To Do of the specified To Do type must be created when you submit the payment agreement request for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the payment agreement request submitted for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Type	Used to indicate the To Do type for the submitter when the payment agreement request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Role	Used to indicate the To Do role for the submitter when the payment agreement request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

6. Enter the required details.
7. Define characteristics for the payment agreement request type, if required.
8. Click **Save**.

The payment agreement request type is defined.

Related Topics

For more information on...	See...
Payment Agreement Request Type screen	Payment Agreement Request Type on page 1509
Payment Agreement Request Type List zone	Payment Agreement Request Type List on page 1509
How to define characteristics for a payment agreement request type	Defining Characteristics for a Payment Agreement Request Type on page 1514

Defining Characteristics for a Payment Agreement Request Type

Prerequisites

To define characteristics for a payment agreement request type, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to Payment Agreement Request Type)

Procedure

To define characteristics for a payment agreement request type:

1. Ensure that the **Characteristics** section is expanded when you are defining, editing, or copying a payment agreement request type.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Payment Agreement Request Type.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment agreement request type.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment agreement request type.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the payment agreement request type, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the payment agreement request type, click the **Delete** (🗑) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define a payment agreement request type	Defining a Payment Agreement Request Type on page 1512
How to edit a payment agreement request type	Editing a Payment Agreement Request Type on page 1515
How to copy a payment agreement request type	Copying a Payment Agreement Request Type on page 1518

Editing a Payment Agreement Request Type

Prerequisites

To edit a payment agreement request type, you should have:

- Payment agreement request business objects defined in the application
- The Payment Agreement Request Information algorithm is defined using the **C1-PA-INFO** algorithm type
- **C1-PAREQ** To Do Type assigned to a To Do role whose users must receive To Do generated while submitting a payment agreement request for approval.

Procedure

To edit a payment agreement request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Payment Agreement Request Type**.

A sub-menu appears.

- Click the **Search** option from the **Payment Agreement Request Type** sub-menu.

The **Payment Agreement Request Type** screen appears.

- In the **Payment Agreement Request Type List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the payment agreement request type whose details you want to edit.

The **Payment Agreement Request Type** screen appears. It contains the following sections:

- Main** – Used to specify basic details about the payment agreement request type.
- Characteristics** – Used to define characteristics for the payment agreement request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Agreement Request Type	Displays the payment agreement request type.	Not applicable
Business Object	Indicates the payment agreement request type business object used while defining the payment agreement request type.	Not applicable
Description	Used to specify the description for the payment agreement request type.	Yes
Upload Request Business Object	Used to specify the business object that you want to use while creating the payment agreement request.	Yes
Detailed Description	Used to specify additional information about the payment agreement request type.	No
Status	Used to indicate the status of the payment request type. The valid values are: <ul style="list-style-type: none"> Active Inactive 	Yes
Approval Required	Used to indicate whether approval is required for editing payment agreement request using the payment agreement request type.	Yes
Approval To Do Type	Used to indicate that To Do of the specified To Do type must be created when you submit the payment agreement request for approval. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the upload request submitted for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Field Name	Field Description	Mandatory (Yes or No)
Submitter To Do Type	Used to indicate the To Do type for the submitter when the payment agreement request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Role	Used to indicate the To Do role for the submitter when the payment agreement request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Tip: Alternatively, you can click the **Edit** button in the **Payment Agreement Request Type** zone to edit the details of the payment agreement request type.

5. Modify the required details.

Note: You can search for a **Approval To Do Type** and **Submitter To Do Type** by clicking the **Search** (🔍) icon corresponding to the respective field.

6. Define, edit, or remove characteristics from the payment agreement request type, if required.
7. Click **Save**.

The changes made to the payment agreement request type are saved.

Related Topics


For more information on...	See...
Payment Agreement Request Type screen	Payment Agreement Request Type on page 1509
Payment Agreement Request Type List zone	Payment Agreement Request Type List on page 1509
Payment Agreement Request Type zone	Payment Agreement Request Type on page 1510
How to define characteristics for a payment agreement request type	Defining Characteristics for a Payment Agreement Request Type on page 1514

Deleting a Payment Agreement Request Type

Procedure

To delete a payment agreement request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **P** and then click **Payment Agreement Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Payment Agreement Request Type** sub-menu.
The **Payment Agreement Request Type** screen appears.

- In the **Payment Agreement Request Type List** zone, click the **Delete** () icon in the **Delete** column corresponding to the payment agreement request type that you want to delete.

A message appears confirming whether you want to delete the payment agreement request type.

Note: You can delete a payment agreement request type only when you have not created a payment agreement request using the payment agreement request type.

Tip: Alternatively, you can click the **Delete** button in the **Payment Agreement Request Type** zone to delete the payment agreement request type.

- Click **OK**.

The payment agreement request type is deleted.

Related Topics

For more information on...	See...
Payment Agreement Request Type screen	Payment Agreement Request Type on page 1509
Payment Agreement Request Type List zone	Payment Agreement Request Type List on page 1509
Payment Agreement Request Type zone	Payment Agreement Request Type on page 1510

Copying a Payment Agreement Request Type

Instead of creating a payment agreement request type from scratch, you can create a new payment agreement request type using an existing payment agreement request type. This is possible through copying a payment agreement request type. On copying a payment agreement request type, the details including the characteristics are copied to the new payment agreement request type. You can then edit the details, if required.


Prerequisites

To copy a payment agreement request type, you should have:

- Payment agreement request type (whose copy you want to create) defined in the application
- Payment agreement request business objects defined in the application
- The Payment Agreement Request Information algorithm is defined using the **C1-PA-INFO** algorithm type
- **C1-PAREQ** To Do Type assigned to a To Do role whose users must receive To Do generated while submitting a payment agreement request for approval

Procedure

To copy a payment agreement request type:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **P** and then click **Payment Agreement Request Type**.
A sub-menu appears.
- Click the **Search** option from the **Payment Agreement Request Type** sub-menu.
The **Payment Agreement Request Type** screen appears.
- In the **Payment Agreement Request Type List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the payment agreement request type whose copy you want to create.
The **Payment Agreement Request Type** screen appears. It contains the following sections:
 - **Main** – Used to specify basic details about the payment agreement request type.
 - **Characteristics** – Used to define characteristics for the payment agreement request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Agreement Request Type	Used to specify the payment agreement request type.	Yes
Business Object	Indicates the payment agreement request type business object used while defining the payment agreement request type (whose copy you want to create).	Not applicable
Description	Used to specify the description for the payment agreement request type.	Yes
Payment Agreement Request Business Object	Used to specify the business object that you want to use while creating the payment agreement request.	Yes
Detailed Description	Used to specify additional information about the payment agreement request type.	No
Status	Used to indicate the status of the payment agreement request type. The valid values are: <ul style="list-style-type: none"> Active Inactive 	Yes
Approval Required	Used to indicate whether approval is required while creating payment agreement request using the payment agreement request type.	Yes
Approval To Do Type	Used to indicate that To Do of the specified To Do type must be created when you submit the payment agreement request for approval. Note: This field appears only when the Approval Required check box is selected. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Approval To Do Role	Used to indicate that users with the specified To Do role can only approve the payment agreement request submitted for approval. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Type	Used to indicate the To Do type for the submitter when the payment agreement request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Field Name	Field Description	Mandatory (Yes or No)
Submitter To Do Role	Used to indicate the To Do role for the submitter when the payment agreement request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Tip: Alternatively, you can click the **Duplicate** button in the **Payment Agreement Request Type** zone to create a copy of the payment agreement request type.

- Enter the required details.
- Define, edit, or remove characteristics from the payment agreement request type, if required.
- Click **Save**.

The new payment agreement request type is defined.

Related Topics

For more information on...	See...
Payment Agreement Request Type screen	Payment Agreement Request Type on page 1509
Payment Agreement Request Type List zone	Payment Agreement Request Type List on page 1509
Payment Agreement Request Type zone	Payment Agreement Request Type on page 1510
How to define characteristics for a payment agreement request type	Defining Characteristics for a Payment Agreement Request Type on page 1514

Viewing the Payment Agreement Request Type Details

Procedure

To view the details of a payment agreement request type:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **P** and then click **Payment Agreement Request Type**.
A sub-menu appears.
- Click the **Search** option from the **Payment Agreement Request Type** sub-menu.
The **Payment Agreement Request Type** screen appears.
- In the **Payment Agreement Request Type List** zone, click the **Broadcast** (📡) icon corresponding to the payment agreement request type whose details you want to view.
The **Payment Agreement Request Type** zone appears.
- View the details of the payment agreement request type in the **Payment Agreement Request Type** zone.

Related Topics

For more information on...	See...
Payment Agreement Request Type screen	Payment Agreement Request Type on page 1509
Payment Agreement Request Type List zone	Payment Agreement Request Type List on page 1509

For more information on...	See...
Payment Agreement Request Type zone	<i>Payment Agreement Request Type</i> on page 1510

Payment Agreement Request

The **Payment Agreement Request** screen allows you to search for a payment agreements for unpaid bills by searching through Bill ID or through Payment Agreement Request ID. Through this screen, you can navigate to the following screens:

- *Payment Agreement Request* on page 1529

This screen consists of the following zones:

- *Search Payment Agreement Request* on page 1521
- *Bill Details* on page 1524

Search Payment Agreement Request

The **Search Payment Agreement Request** zone allows you to search for a payment agreement request using various search criteria. This zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a payment agreement request using request or bill details. The valid values are: <ul style="list-style-type: none"> • Request Details • Bill Details Note: By default, the Request Details option is selected.	Yes
Payment Agreement Request ID	Used to search a particular payment agreement request. Note: This field appears only when you select the Request Details option from the Search By list.	No
Created From	Used to search payment agreement requests which are created from a particular date onwards. Note: This field appears only when you select the Request Details option from the Search By list.	No
To	Used to search payment agreement requests which are created till a particular date. Note: This field appears only when you select the Request Details option from the Search By list.	No
Payment Agreement Request Type	Used to search payment agreement requests which are created using a particular payment agreement request type. Note: This field appears only when you select the Request Details option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	<p>Used to search payment agreement requests with a particular status. The valid values are:</p> <ul style="list-style-type: none"> • Active • Approval In Progress • Broken Promise • Draft • Kept Promise • Rejected • Return to Submitter <p>Note: This field appears only when you select the Request Details option from the Search By list.</p>	No
Account ID	<p>Used to search for unpaid bills of a particular account.</p> <p>Note:</p> <p>This field appears only when you select the Request Details option from the Search By list.</p> <p>You can search for a account ID by clicking the Search (🔍) icon corresponding to the field.</p>	No
Person ID	<p>Used to search the person ID based on which you want to search for bills of a person.</p> <p>Note:</p> <p>This field appears only when you select the Request Details option from the Search By list.</p> <p>You can search for a person ID by clicking the Search (🔍) icon corresponding to the field.</p>	No
Bill ID	<p>Used to search a particular bill.</p> <p>Note:</p> <p>This field appears only when you select the Bill Details option from the Search By list.</p> <p>You can search for a bill by clicking the Search (🔍) icon corresponding to the field.</p>	No
Bill Date From	<p>Used to search bills which are created from a particular date onwards.</p> <p>Note: This field appears only when you select the Bill Details option from the Search By list.</p>	No
To	<p>Used to search bills which are created till a particular date.</p> <p>Note: This field appears only when you select the Bill Details option from the Search By list.</p>	No

Field Name	Field Description	Mandatory (Yes or No)
Alternate Bill ID	Used to search a particular bill using the alternate bill ID. Note: This field appears only when you select the Bill Details option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a payment agreement request.

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Create Date/Time	Displays the date and time when the payment agreement request was created in the system.
Payment Agreement Request Information	Displays information about the payment agreement request. Note: It has a link. On clicking the link, the Payment Agreement Request screen appears with the details of the respective payment agreement request.
Schedule Amount	Displays the amount that the customer has agreed to pay on the scheduled date.
Status	Indicates the status of the payment agreement request. The valid values are: <ul style="list-style-type: none"> • Active • Approval In Progress • Broken Promise • Draft • Kept Promise • Rejected • Return to Submitter
Last Updated Date/Time	Displays the most recent updated date and time of the payment agreement request.
Total Unpaid Amount	Displays the total unpaid amount for debit bills. Note: Total Unpaid Amount should be equal to total Schedule Amount .
Person Information	Displays information about the person. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Person screen appears with the details of the respective person.
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.

Note: Pagination is used to display limited number of records in the **Search Results** section. By default, 20 records are displayed in the **Search Results** section. You can change the number of records displayed per page, if required.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
How to create a payment agreement request	Creating a Payment Agreement Request on page 1526
How to view the details of a payment agreement request	Viewing the Payment Agreement Request Details on page 1525

Bill Details

The **Bill Details** zone lists unpaid debt bill details. You will not find any records in this zone if the payment agreement request list does not have any unpaid bills assigned to it. This zone contains the following columns:

Column Name	Column Description
Bill Information	Indicates the bill against which the payment agreement request is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Original Bill Amount	Displays the bill amount when the bill was generated.
Current Bill Balance	Displays the outstanding amount.
Due Date	Displays the due date of the bill.

By default, the **Bill Details** zone does not appear in the **Payment Agreement Request** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the payment agreement request in the **Search Payment Agreement Request** zone.

You can change the layout of this zone. For more information on how to change the layout, see [Changing the Layout](#) on page 1710.

Related Topics

For more information on...	See...
How to view bills added in the payment agreement request	Viewing the Bills Added in the Payment Agreement Request on page 1525

Searching for a Payment Agreement Request

Prerequisites

To search for a payment agreement request, you should have:

- Payment agreement request types defined in the application

Procedure

To search for a payment agreement request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Credit & Collection** and then click **Payment Agreement Request**.
A sub-menu appears.
3. Click the **Search** option from the **Payment Agreement Request** sub-menu.
The **Payment Agreement Request** screen appears.

4. Enter the search criteria in the **Search Payment Agreement Request** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of payment agreement requests that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Payment Agreement Request screen	Payment Agreement Request on page 1521
Search Payment Agreement Request zone	Search Payment Agreement Request on page 1521

Viewing the Bills Added in the Payment Agreement Request

Procedure

To view the bills added in the payment agreement request:

1. Search for the payment agreement request in the **Payment Agreement Request** screen.
2. In the **Search Results** section, click the **Broadcast** (📡) icon corresponding to the payment agreement request whose bill details you want to view.

The **Bill Details** zone appears.

Note: Bill are added in **Search Bills** zone on the **Bills** tab.

Related Topics

For more information on...	See...
How to create a payment agreement request	Creating a Payment Agreement Request on page 1526

Viewing the Payment Agreement Request Details

Procedure

To view the details of a payment agreement request:

1. Search for the payment agreement request in the **Payment Agreement Request** screen.
2. In the **Search Results** section, click the link in the **Payment Agreement Request Information** column corresponding to the payment agreement request whose details you want to view.

The **Payment Agreement Request** screen appears. It consists of the following tabs:

- **Main** – This tab contains the following three zones:
 - **Payment Agreement Request** – Displays the details of the payment agreement request.
 - **Bill Details** – Lists the unpaid bill details of the payment agreement request.
 - **Payment Schedule** – Lists the payment scheduled for unpaid bill amount of the payment agreement request.
 - **Log** – This tab lists the complete trail of actions performed on the payment request.
3. View the details of the payment agreement request in the **Payment Agreement Request** zone.

4. View the bill details of the unpaid amount bills of payment agreement request in the **Bill Details** zone.
5. View the payment schedule details of payment agreement request in the **Payment Schedule** zone.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
Payment Agreement Request screen	Payment Agreement Request on page 1529
Payment Agreement Request zone	Payment Agreement Request on page 1530
Bill Details zone	Bill Details on page 1532
Payment Schedule zone	Payment Schedule on page 1532

Creating a Payment Agreement Request

Prerequisites

To create a payment agreement request, you should have:

- Payment agreement request types defined in the application

Procedure

To create a payment agreement request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Credit & Collection** and then click **Payment Agreement Request**.
A sub-menu appears.
3. Click the **Add** option from the **Payment Agreement Request** sub-menu.

The **Add Payment Agreement Request** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Agreement Request Type	Used to indicate the payment agreement request type using which you want to create the payment agreement request.	Yes
Account ID	Used to search for unpaid bills of a particular account. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	Yes

Tip: Alternatively, you can access the **Add Payment Agreement Request** screen by clicking the **Add** button in the **Page Title** area of the **Payment Agreement Request** screen.

4. Select the required payment agreement request type and account ID from the respective fields.
5. Click **OK**.

The **Payment Request** screen appears.

Related Topics

For more information on...	See...
Search Payment Agreement Request zone	Search Payment Agreement Request on page 1521
Payment Agreement Request screen	Payment Agreement Request on page 1521

Defining Characteristics for a Payment Agreement Request

Prerequisites

To define characteristics for a payment agreement request:

- Characteristic types defined in the application (where the characteristic entity is set to **Payment Agreement Request**)

Procedure

To define characteristics for a Payment Agreement Request:

1. Ensure that the **Characteristics** section is expanded when you are editing, submitting, approving, rejecting or resubmitting a payment agreement.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to indicate the date from when the characteristic is effective for the payment agreement request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment agreement request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Payment Agreement Request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment agreement request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment agreement request.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the payment agreement request, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the payment agreement request, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to create a payment agreement request	Creating a Payment Agreement Request on page 1526
How to edit a payment agreement request	Editing a Payment Agreement Request on page 1534

Defining Payment Schedule for a Payment Agreement Request

Prerequisites

To define payment schedule for a payment agreement request:

- Scheduled date, sum of installments for overdue or unpaid bills defined in the application for which the payment is scheduled is set to **Payment Agreement Request**

Procedure

To define payment schedule for a Payment Agreement Request:

1. Ensure that the **Payment Schedule** section is expanded when you are editing, submitting, approving, rejecting or resubmitting a payment agreement.

The **Payment Schedule** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Schedule Date	Used to indicate the date schedule for the payment.	Yes (Conditional) Note: This field is required when you are defining a payment schedule for the payment agreement request.
Schedule Amount	Used to indicate the amount scheduled for overdue or unpaid bills to be paid in installments. Note: This field appears only when you select a Schedule Date for the payment schedule.	Yes (Conditional) Note: This field is required only when you select a Schedule Date for the payment schedule.
Auto Pay ID	Used to indicate the auto pay id of the payor. Note: This field appears only when you select auto pay method option for Pay Method . The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Auto Pay ID Search window appears.	No

2. Enter the required details.

Note: If you select a auto pay method option for **Pay Method**, the **Search** (🔍) icon appears corresponding to the **Auto Pay ID** field. On clicking the **Search** icon, you can search for a **Payor Account ID**.

3. If you want to define more than one payment schedule for the payment agreement request, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a payment schedule from the payment agreement request, click the **Delete** (🗑️) icon corresponding to the payment schedule.

Related Topics

For more information on...	See...
How to create a payment agreement request	Creating a Payment Agreement Request on page 1526
How to edit a payment agreement request	Editing a Payment Agreement Request on page 1534

Payment Agreement Request

Once you create a payment agreement request type, the **Payment Agreement Request** screen allows you to:

- Edit the details of a payment agreement request along with bill details and payment schedule
- Delete a payment agreement request
- View the details of a payment agreement request
- View the bills added in a payment agreement request
- Define a payment schedule in a payment agreement request
- Submit a payment agreement request for approval
- Approve or reject a payment agreement request
- Resubmit a payment agreement request
- Filter an overdue bills of an account
- Add an overdue bill in a payment agreement request
- View the log of a payment agreement request
- Add a log entry for a payment agreement request

This screen consists of the following tabs:

- **Main** – This tab contains the following three zones:
 - **Payment Agreement Request** – Displays the details of the payment agreement request.
 - **Bill Details** – Lists the bill details of the payment agreement request.
 - **Payment Schedule** – Lists the payment schedule details of the bills for the payment agreement request.
- **Bills** – This tab lists the unpaid bill amount details for the same account.
Note: This tab will be displayed only when the payment agreement is in **Draft** status.
- **Log** – This tab lists the complete trail of actions performed on the payment agreement request.

Payment Agreement Request - Main

The **Main** tab on the **Payment Agreement Request** contains the following zones:

- [Payment Agreement Request](#) on page 1530
- [Bill Details](#) on page 1532
- [Payment Schedule](#) on page 1532

Payment Agreement Request

The **Payment Agreement Request** zone displays the details of the payment agreement request. This zone contains the following sections:

- **Main** – This section provides basic information about the payment agreement request. It contains the following fields:

Field Name	Field Description
Payment Agreement Request Information	Displays information about the payment agreement request.
Payment Agreement Request Type	Indicates the payment agreement request type using which the payment agreement request is created. Note: It has a link. On clicking the link, the Payment Agreement Request Type screen appears where you can view the details of the payment agreement request type.
Account Information	Displays information about the account for which the payment agreement request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Status	Indicates the status of the payment agreement request. The valid values are: <ul style="list-style-type: none"> • Active • Draft • Approval In Progress • Broken Promise • Kept Promise • Rejected
Payor Account ID	Displays the payment agreement requests which are created for a particular payor account. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Pay Method	Displays the method of payment of amount.
Total Unpaid Amount	Displays the unpaid amount for selected bills.
Total Future Schedule Amount	Displays the total schedule amount.

- **Characteristics** – This section lists the characteristics defined for the payment of selected bills. It contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the characteristic is effective for the payment agreement request.
Characteristic Type	Indicates the characteristic type.

Column Name	Column Description
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** – This section contains the following buttons:

Column Name	Column Description
Edit	Used to edit the details of the payment agreement request. Note: The Edit button appears only when the payment agreement request is in the Active or Draft status.
Delete	Used to delete the payment agreement request. Note: The Delete button appears only when the payment agreement request is in the Draft status.
Submit	Used to submit the payment agreement request for approval. Note: The Submit button appears only when the payment agreement request is in the Draft status.
Approve	Used to approve the payment agreement request. Note: The Approve button appears only when: <ul style="list-style-type: none"> • The payment agreement request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the payment agreement request.
Reject	Used to reject the payment agreement request. Note: The Reject button appears only when: <ul style="list-style-type: none"> • The payment agreement request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the payment agreement request.
Resubmit	Used to change the status of the payment agreement request to Draft . Note: The Resubmit button appears only when: <ul style="list-style-type: none"> • The payment agreement request is in the Approval In Progress status. • A user with the approval To Do role is reviewing the payment agreement request.

- **Record Information** – This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the payment agreement request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Status Date/Time	Displays the date and time when the payment agreement request status is updated.
Create Date/Time	Displays the date and time when the payment agreement request is created.

Bill Details

The **Bill Details** zone displays the bill details of the payment agreement request. This zone contains the following columns:

Column Name	Column Description
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Bill Amount	Displays the bill amount when the bill was generated.
Due Date	Displays the due date of the bill.
Unpaid Amount	Displays the amount which is eligible for payment against the bill.
Overdue Process Information	Displays the overdue process information about the bill. Note: It has a link. On clicking the link, the Overdue Process screen appears with details of the overdue process of the bill.

This zone contains the **Delete** button. This button appears when the payment agreement request is in the **Draft** status. It is used to delete bills of payment agreement request.

Note: One payment agreement request will have complete status debit bills of only one account. All bills under one payment agreement will be of same currency. Once payment agreement request is active, bills added under the request cannot be deleted.

Payment Schedule

The **Payment Schedule** zone displays the payments scheduled for the bills of the payment agreement request. This zone contains the following columns:

Column Name	Column Description
Schedule Date	Displays the schedule date for payment of bills amount in installments.
Schedule Amount	Displays the scheduled amount for bills payment in installments.
Auto Pay ID	Displays the automatic payment ID.

Payment Agreement Request - Bills

The **Bills** tab on the **Payment Agreement Request** contains the following zone:

- [Search Bills](#) on page 1532

Note: This tab is appears when the payment agreement request is in the **Draft** status.

Search Bills

The **Search Bills** zone allows you to search for all overdue bills for the account of a payment agreement request using various search criteria. This zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a payment agreement request using bill details. Note: By default, the Bill Details option is selected.	Yes
Bill ID	Used to search for a particular bill. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Bill Search window appears.	No
Bill Date From	Used to search bills which are created from a particular date onwards.	No
To	Used to search bills which are created till a particular date.	No

Note: You must specify at least one search criterion while searching for the bill details.

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill ID	Displays the bill ID.
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Unpaid Amount	Displays the amount which is eligible for payment agreement request against the bill.
Overdue Process Information	Displays the overdue process information for the bill.

Note: Pagination is used to display limited number of records in the **Search Results** section. By default, 20 records are displayed in the **Search Results** section. You can change the number of records displayed per page, if required.

This zone contains the **Add** button. It is used to add bill details of payment agreement request.

Note: One payment agreement request will have complete status debit bills of only one account. All bills under one payment agreement will be of same currency. Bills which are part of another payment agreement request and which is not in completed status will not be available for selection.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
How to create a payment agreement request	Creating a Payment Agreement Request on page 1526
How to view the details of a payment agreement request	Viewing the Payment Agreement Request Details on page 1525

Payment Agreement Request - Log

The **Log** tab on the **Payment Agreement Request** screen contains the following zone:

- [Payment Agreement Request Log](#) on page 1534

Payment Agreement Request Log

The **Payment Agreement Request Log** zone on the **Payment Agreement Request** screen lists the complete trail of actions performed on the payment agreement request. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the payment agreement request.
Details	Displays the details about the action performed on the payment agreement request.
User	Indicates the user who has performed the action on the payment agreement request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the payment agreement request.
Status Reason	Displays the status reason of action performed on the payment agreement request.
Old Payment Schedule	Displays the details of old payment schedule.

Note: You can manually add a log entry for the payment agreement request by clicking the **Add Log Entry** link in the upper right corner of the **Payment Agreement Request Log** zone.

The **Add Payment Agreement Request Log** window appears. Enter **Log Details** and click **Save**. The payment agreement request log is added.

Related Topics

For more information on...	See...
How to view the log of a payment agreement request	Viewing the Log of a Payment Agreement Request on page 1544
How to add the log for a payment agreement request	Adding a Log Entry for a Payment Agreement Request on page 1545

Editing a Payment Agreement Request

Procedure

To edit a payment agreement request:

1. Search for the payment agreement request in the **Payment Agreement Request** screen.
2. In the **Search Results** section, click the link in the **Payment Agreement Request Information** column corresponding to the payment agreement request whose details you want to edit.

The **Payment Agreement Request** screen appears.

3. Click the **Edit** button in the **Payment Agreement Request** zone.

Note: The **Edit** button appears only when the payment agreement request is in the **Active** or **Draft** status.

The **Payment Agreement Request** screen appears. It contains the following sections:

- **Main** – Used to specify basic details about the payment agreement request. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Agreement Request Information	Displays information about the payment agreement request.	Not applicable
Payment Agreement Request Type	Indicates the payment agreement request type using which the payment agreement request is created.	Not applicable
Account Information	Used to indicate the account for which you want to create the payment agreement request.	Yes
Third Party Payor	Used to specify the third party payor. Note: The values appears for selection only if the third party payor check box is selected.	No
Payor Account ID	Displays the account ID of selected Third Party Payor .	Not applicable
Pay Method	Used to indicate the payment method. Note: The valid values differ with respect to the description added for respective pay method in the Pay Method screen.	Yes
Comments	Used to specify additional details about the payment agreement request.	No
Total Unpaid Amount	Displays the sum of unpaid amount of the bills.	Not applicable
Total Future Schedule Amount	Displays the sum of future schedule amount.	Not applicable

- **Bill Details** – Used to specify the bill details in the payment agreement request. This section contains the following column:

Column Name	Column Description	Mandatory (Yes or No)
Bill ID	Used to search a particular bill. Note: The Search (🔍) icon appears corresponding to the field. On clicking the Search icon, the Bill Search window appears. Bill details are displayed corresponding to the searched bill id.	Yes

If you want to define more than one bill details for the payment agreement request, click the **Add** (+) icon.

Note: However, if you want to remove a bill detail from the payment agreement request, click the **Delete** (🗑️) icon corresponding to the bill ID.

- **Payment Schedule** – Used to specify the payment schedule details in the payment agreement request. This screen contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Schedule Date	Used to specify the schedule date for payment of schedule amount in the form of installments.	Yes
Schedule Amount	Used to specify the schedule amount to be paid in terms of installments.	Yes
Auto Pay ID	Used to search for auto pay ID. Note: This field can be edited only when the Pay Method is selected for electronic payment of schedule amount. The Search (🔍) icon appears corresponding to the field. Auto pay details are displayed corresponding to the searched auto pay id.	Yes (Conditional) Note: This field is required when you are defining an electronic payment for Pay Method .

If you want to define more than one payment schedules for the payment agreement request, click the **Add** (+) icon.

Note: However, if you want to remove a payment schedule from the payment agreement request, click the **Delete** (🗑) icon corresponding to the schedule date.

- **Characteristics** – Used to define characteristics for the payment tender. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the payment agreement request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment agreement request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Payment Agreement Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment agreement request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the payment agreement request.

4. Add or modify the details of the payment agreement request, if required.
5. Define, edit, or remove characteristics from the payment agreement request, if required.
6. Click **Save**.

The changes made to the payment agreement request are saved.

Note: Approval is not required for modifications done on an active payment agreement request.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
Payment Agreement Request screen	Payment Agreement Request on page 1529
Payment Agreement Request zone	Payment Agreement Request on page 1530
How to define characteristics for a payment agreement request	Defining Characteristics for a Payment Agreement Request on page 1527

Deleting a Payment Agreement Request**Procedure**

To delete a payment agreement request:

1. Search for the payment agreement request in the **Payment Agreement Request** screen.
2. In the **Search Results** section, click the link in the **Payment Agreement Request Information** column corresponding to the payment request that you want to delete.

The **Payment Agreement Request** screen appears.

3. Click the **Delete** button in the **Payment Agreement Request** zone.

A message appears confirming whether you want to delete the payment agreement request.

Note: The **Delete** button appears only when the payment agreement request is in the **Draft** status.

4. Click **OK**.

The payment agreement request is deleted.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
Payment Agreement Request screen	Payment Agreement Request on page 1529
Payment Agreement Request zone	Payment Agreement Request on page 1530
Bill Details zone	Bill Details on page 1532
Payment Schedule zone	Payment Schedule on page 1532

Submitting a Payment Agreement Request**Prerequisites**

To submit a payment agreement request, you should have:

- Payment Agreement Request Types defined in the request.

Procedure

To submit a payment agreement request:

1. Search for the payment agreement request in the **Payment Agreement Request** screen.
2. In the **Search Results** section, click the link in the **Payment Agreement Request Information** column corresponding to the payment agreement request that you want to submit.

The **Payment Agreement Request** screen appears.

- Click the **Submit** button in the **Payment Agreement Request** zone.

The system behaves in the following manner:

If...	Then...
The Approval Required check box is selected in the payment agreement request type using which the payment agreement request is created.	A To Do of the To Do Type is created for the payment agreement request entity and sent to the approver. Status of the payment agreement request is changed to Approval In Progress . C1-PAREQ is the to do type for Payment Agreement Request.
The Approval Required check box is not selected in the payment agreement request type using which the payment agreement request is created.	The payment agreement request is created using the specified payment agreement request types and the status of the payment agreement request is changed to as specified in the payment agreement request type.

Note:

The **Submit** button appears only when the payment agreement request is in the **Draft** status.

For more information about the **Payment Agreement Request Periodic Monitor (C1-PAREQ)** batch, refer to Oracle Revenue Management and Billing Batch Guide.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
Payment Agreement Request screen	Payment Agreement Request on page 1529
Payment Agreement Request zone	Payment Agreement Request on page 1530

Removing an Overdue Bill from a Payment Agreement Request

Prerequisites

To remove an overdue bill from a payment agreement request, you should have:

- Bill details should be available to be removed from payment agreement request

Procedure

To delete a bill detail from payment agreement request:

- Search for the payment agreement request in the **Payment Agreement Request** screen which is in **Draft** status.
- In the **Search Results** section, click the link in the **Payment Agreement Request Information** column corresponding to the payment agreement request whose details you want to view.

By default, the **Main** tab of the **Payment Agreement Request** screen appears.

- List of bill details are displayed in the **Bill Details** zone.
- Select the check box corresponding to the bill which you want to delete from the payment agreement request.

You can delete more than one bill from the payment agreement request at the same time.

- Click **Delete**.

A message appears indicating that selected bills have been successfully deleted from the payment agreement request.

- Click **OK**.

Note that the bill is added in the **Search Bills** zone in the **Bills** tab.

Note: Bills in **Active** status cannot be deleted.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
How to create a payment agreement request	Creating a Payment Agreement Request on page 1526
Bill Details zone	Bill Details on page 1532
Search Bills zone	Search Bills on page 1532

Approving a Payment Agreement Request

You can view the number of payment agreement requests which are pending for approval in the **Payment Agreement Request** screen. The approver can review, and accordingly approve or reject the payment agreement request based on the observations.

Note: The system will not allow you to approve or reject a payment agreement request submitted by you.

Procedure

To approve a payment agreement request:

1. Do either of the following:

If you want to	Then
Approve a payment agreement request through the Payment Agreement Request screen	<ol style="list-style-type: none"> 1. Search for the payment agreement request in the Payment Agreement Request screen. 2. In the Search Results section, click the link in the Payment Agreement Request Information column corresponding to the payment agreement request which you want to review.
Approve a payment agreement request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter the to do type C1-PAREQ in the To Do Type field for the entity payment agreement request. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos.

If you want to	Then
	6. Click the link in the Message column corresponding to the To Do of the payment agreement request that you want to review.

The **Payment Agreement Request** screen appears.

- Review the payment agreement request details.
- Click the **Approve** button in the **Payment Agreement Request** zone.

The system behaves in the following manner:

If you are...	Then
Approving a payment agreement request	The status of the payment agreement request is changed to Approval In Progress as specified in the payment agreement request type.

Note: The **Approve** button appears only when:

- The payment agreement request is in the **Approval In Progress** status.
- A user with the approval To Do role is reviewing the payment agreement request.

Related Topics

For more information on...	See...
Payment Agreement Request screen	Payment Agreement Request on page 1529
Payment Agreement Request zone	Payment Agreement Request on page 1530
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524

Rejecting a Payment Agreement Request

Prerequisites

To reject a payment agreement request, you should have:

- Rejection reasons defined in the application

Note:

While rejecting a payment agreement request, you need to specify the reason why you want to reject the payment agreement request. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-PaymentAgreementRequest** business object in the **Status Reason** screen.

The system will not allow you to approve or reject a payment agreement request submitted by you.

Procedure

To reject a payment agreement request:

- Do either of the following:

If you want to	Then
Reject a payment agreement request through the Payment Agreement Request screen	1. Search for the payment agreement request in the Payment Agreement Request screen.

If you want to	Then
	<ol style="list-style-type: none"> In the Search Results section, click the link in the Payment Agreement Request Information column corresponding to the payment request which you want to review.
Reject a payment agreement request from the To Do List screen	<ol style="list-style-type: none"> Click the Menu link in the Application toolbar. A list appears. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. Enter the to do type C1-PAREQ in the To Do Type field for the entity payment agreement request. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. Select the Open option from the Filter by list to view all unassigned To Dos. Click the link in the Message column corresponding to the To Do of the payment agreement request that you want to review.

The **Payment Agreement Request** screen appears.

- Review the payment agreement request details.
- Click the **Reject** button in the **Payment Agreement Request** zone.

The **Reject Payment Request** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the payment agreement request.	Yes
Comments	Used to specify additional information while rejecting the payment agreement request.	No

Note: The **Reject** button appears only when:

- The payment agreement request is in the **Approval In Progress** status.
 - A user with the approval To Do role is reviewing the payment agreement request.
- Select the rejection reason from the **Status Reason** list.
 - Click **Save**.

The status of the payment agreement request is changed to **Rejected**.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
Payment Agreement Request screen	Payment Agreement Request on page 1529
Payment Agreement Request zone	Payment Agreement Request on page 1530

Resubmitting a Payment Agreement Request

Prerequisites

To resubmit a payment agreement request, you should have:

- Entities added in the payment agreement request which is submitted for approval.

Procedure

To resubmit a payment agreement request:

1. Search for the payment agreement request in the **Payment Agreement Request** screen.
2. In the **Search Results** section, click the link in the **Payment Agreement Request Information** column corresponding to the payment agreement request that you want to resubmit.

The **Payment Agreement Request** screen appears.

3. Click the **Resubmit** button in the **Payment Agreement Request** zone.

The **Resubmit Payment Agreement Request** screen appears.

Note: The **Resubmit** button appears only when the payment agreement request is in the **Approval In Progress** status.

A To Do of the **C1-PAREQ** To Do type is created and sent to the request submitter using the submitter TO DO Role and the status of the payment agreement request is changed to **Draft**.

4. Enter the comments in the respective field and click **Save**.

Note: While resubmitting, To Do will be sent to the submitter of the request using the submitter To Do Role mapped on the payment agreement request type and the request will be moved to Draft status. The submitter can do necessary changes and re submit the request. Log will be maintained when the approver sends the request back to submitter.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
Payment Agreement Request screen	Payment Agreement Request on page 1529
Payment Agreement Request zone	Payment Agreement Request on page 1530
How to submit a payment agreement request	Submitting a Payment Agreement Request on page 1537

Filtering Overdue Bills of an Account

The **Search Bills** zone lists bills that are overdue for an account. You will not find any records in this zone if the payment agreement request does not have overdue bills in the account. This zone contains the following fields as search criteria:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a payment agreement request using bill details. Note: By default, the Bill Details option is selected.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Bill ID	Used to search for a particular bill. Note: The Search (🔍) icon appears corresponding to the field. On clicking the Search icon, the Bill Search window appears.	No
Bill Date From	Used to search bills which are created from a particular date onwards.	No
To	Used to search bills which are created till a particular date.	No

By default, the **Search Bills** zone appears in the **Bills** tab of **Payment Agreement Request** screen. By default, the **Filter** area is visible. You can hide the **Filter** area by clicking the **Filters** (🔍) icon in the upper right corner of this zone.

By default, the search results section displays the following columns:

Column Name	Column Description
Bill ID	Displays the bill ID.
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Unpaid Amount	Displays the amount which is eligible for payment agreement request against the bill.
Overdue Process Information	Displays the overdue process information for the bill.

Related Topics

For more information on...	See...
Bills tab	Payment Agreement Request - Bills on page 1532
Bill Details zone	Bill Details on page 1532
How to add an overdue bill in a payment agreement request	Adding an Overdue Bill in a Payment Agreement Request on page 1543

Adding an Overdue Bill in a Payment Agreement Request

Prerequisites

To add an overdue bill in a payment agreement request, you should have:

- Overdue bills should be available for accounts to add in payment agreement request

Procedure

To add an overdue bill in a payment agreement request:

Note: A bill with outstanding amount greater than zero which is not part of an overdue process will be allowed to be added in a payment agreement request. While a bill with negative outstanding amount will not be allowed to be added in a payment agreement request.

1. Search for the payment agreement request in the **Payment Agreement Request** screen which is in **Draft** or **Active** status.

- In the **Search Results** section, click the link in the **Payment Agreement Request Information** column corresponding to the payment agreement request whose details you want to view.

The **Payment Agreement Request** screen appears.

- Click the **Bills** tab.

The **Bills** tab appears.

- Enter the search criteria in the **Search Bills** zone.

In the **Search Results** section, list of bills meeting the search criteria are displayed.

- Select the check box corresponding to the bill which you want to add to the payment agreement request from the **Search Results** section.

You can add more than one bill to the payment agreement request at the same time.

- Click **Add**.

A message appears indicating that selected bills have been successfully added to the payment agreement request.

- Click **OK**.

Note that the bill is added in the **Bill Details** zone in the **Main** tab.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
How to create a payment agreement request	Creating a Payment Agreement Request on page 1526
Search Bills zone	Search Bills on page 1532
Bill Details zone	Bill Details on page 1532

Viewing the Log of a Payment Agreement Request

Procedure

To view the log of a payment agreement request:

- Search for the payment agreement request in the **Payment Agreement Request** screen.
- In the **Search Results** section, click the link in the **Payment Agreement Request Information** column corresponding to the payment agreement request whose log you want to view.

The **Payment Agreement Request** screen appears. It consists of the following tabs:

- Main** – This tab contains the following three zones:
 - Payment Agreement Request** – Displays the details of the payment agreement request.
 - Bill Details** – Lists the bill details of the payment agreement request.
 - Payment Schedule** – Lists the payment schedule details of the bills for the payment agreement request.
 - Bills** – This tab lists the unpaid bill amount details for the same account.
- Note:** This tab will be displayed only when the payment agreement is in **Draft** status.
- Log** – This tab lists the complete trail of actions performed on the payment agreement request.

- Click the **Log** tab.

The **Payment Agreement Request Log** zone in the **Log** tab contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the payment agreement request.
Details	Displays the details about the action performed on the payment agreement request.
User	Indicates the user who has performed the action on the payment agreement request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the payment agreement request.
Status Reason	Indicates the reason why the payment agreement request was rejected.
Old Payment Schedule	Displays the details of old payment schedule.

Note: You can manually add a log entry for the payment agreement request by clicking the **Add Log Entry** link in the upper right corner of the **Payment Agreement Request Log** zone.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524
How to add a log entry for a payment agreement request	Adding a Log Entry for a Payment Agreement Request on page 1545

Adding a Log Entry for a Payment Agreement Request

Procedure

To add a log entry for a payment agreement request:

1. Search for the payment agreement request in the **Payment Agreement Request** screen.
2. In the **Search Results** section, click the link in the **Payment Agreement Request Information** column corresponding to the payment agreement request whose log you want to edit.

The **Payment Agreement Request** screen appears. It consists of the following tabs:

- **Main** – This tab contains the following three zones:
 - **Payment Agreement Request** – Displays the details of the payment agreement request.
 - **Bill Details** – Lists the bill details of the payment agreement request.
 - **Payment Schedule** – Lists the payment schedule details of the bills for the payment agreement request.
- **Bills** – This tab lists the unpaid bill amount details for the same account.

Note: This tab will be displayed only when the payment agreement is in **Draft** status.
- **Log** – This tab lists the complete trail of actions performed on the payment agreement request.

3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Payment Agreement Request Log** zone.

The **Add Payment Agreement Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Payment Agreement Request Information	Displays information about the payment agreement request.	Not applicable
Log Details	Used to specify additional comments on the payment agreement request.	Yes

5. Enter the comments in the **Log Details** field.
6. Click **Save**.

The log entry is added in the **Payment Agreement Request Log** zone.

Related Topics

For more information on...	See...
How to search for a payment agreement request	Searching for a Payment Agreement Request on page 1524

Chapter 32

Dispute Request

Topics:

- [Dispute Request \(Without Approval Workflow\) Status Transition](#)
- [Dispute Request \(With Approval Workflow\) Status Transition](#)
- [Prerequisites](#)
- [Algorithms Used in C1-DisputeRequest](#)
- [Dispute Request Type](#)
- [Dispute Request](#)
- [Dispute Request](#)

Oracle Revenue Management and Billing allows you to create a dispute request for an account. Through a dispute request, the dispute against a particular bill, bill segment, and/or adjustment is tracked and closed. While creating a dispute request, you need to specify the dispute request type using which you want to create the dispute request. It is the dispute request type which helps the system to determine:

- The business object using which the dispute request should be created
- Whether the dispute request must be approved before creating adjustments to settle a dispute against a bill, bill segment, or adjustment
- Approval profile using which the dispute request must be approved
- Whether multi-level or single-level approval is required for a dispute request
- Whether debit or credit hierarchy must be used for approval when the dispute request amount is zero
- Default adjustment type using which adjustments must be created

You can add completed bills, its bill segments, and adjustments in the dispute request. In other words, at present, the system enables you to resolve the dispute against a bill, bill segment, and adjustment. If the dispute is against a bill, the system, by default, sets the dispute amount and does not allow you to change the dispute amount. The dispute amount is set to the original bill amount because the original bill amount and dispute amount must be equal. However, if the original bill amount is positive, then the dispute amount is set to negative, and vice versa. If the dispute is against a bill segment or adjustment, you can change the dispute amount, if required.

Once a dispute request is created, the status of the dispute request is set to Draft. You can then edit or delete the dispute request, if required. Once you add the bills, bill segments, or adjustments in a dispute request, you can submit the dispute request. On submitting a dispute request, the system behaves in the following manner:

Dispute Against	Type of Bill	Stop Auto Pay (Yes or No)	Behavior
Bill	Fully Paid	Not applicable	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Creates the adjustment using the specified adjustment type for the bill. 2. Swaps the adjustment onto the next bill.
Bill	Unpaid	Yes	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Stops the automatic payment created for the current bill. 2. A characteristic is defined on the current bill indicating the date till when the bill should not be considered by the Overdue Monitor (C1-ADMOV) batch. <p>Note: The above step (2) occurs only when the approval is required for the dispute request.</p> <ol style="list-style-type: none"> 3. Reopens the current bill of the account. 4. Creates the adjustment using the specified adjustment type for the bill and swaps the adjustment onto the current bill. 5. Completes and freeze the current bill.
Bill	Unpaid	No	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Creates the adjustment using the specified adjustment type for the bill. 2. Swaps the adjustment onto the current or next bill depending on the value defined for the Adjustment on Next Bill parameter in an algorithm created using the C1- ENTERADJ algorithm type.

Dispute Against	Type of Bill	Stop Auto Pay (Yes or No)	Behavior
Bill	Partially Paid	Not applicable	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Creates two adjustments using the specified adjustment type for the bill. 2. Swaps one adjustment onto the current bill and another adjustment onto the next bill. <p>Example: A dispute is raised against a bill (Bill Amount – 100, Dispute Amount – 100, and Unpaid Amount - 50), then one adjustment (with the adjustment amount 50) is swap on the current bill and another adjustment (with the adjustment amount 50) is swap on the next bill.</p>
Bill Segment	Fully Paid	Not applicable	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Creates the adjustment using the specified adjustment type for the bill segment. 2. Swaps the adjustment onto the next bill.
Bill Segment	Unpaid	Yes	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Stops the automatic payment created for the current bill. 2. A characteristic is defined on the current bill indicating the date till when the bill should not be considered by the Overdue Monitor (C1-ADMOV) batch. <p>Note: The above step (2) occurs only when the approval is required for the dispute request.</p> <ol style="list-style-type: none"> 3. Reopens the current bill of the account. 4. Creates the adjustment using the specified adjustment type for the bill segment and swaps the adjustment onto the current bill. 5. Completes and freeze the current bill.

Dispute Against	Type of Bill	Stop Auto Pay (Yes or No)	Behavior
Bill Segment	Unpaid	No	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Creates the adjustment using the specified adjustment type for the bill segment. 2. Swaps the adjustment onto the current or next bill depending on the value defined for the Adjustment on Next Bill parameter in an algorithm created using the C1- ENTERADJ algorithm type.
Bill Segment	Partially Paid	Not applicable	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Creates two adjustments using the specified adjustment type for the bill segment. 2. Swaps one adjustment onto the current bill and another adjustment onto the next bill. <p>Example: A dispute is raised against a bill segment (Bill Segment Amount – 100, Dispute Amount – 100, and Unpaid Bill Segment Amount - 50), then one adjustment (with the adjustment amount 50) is swap on the current bill and another adjustment (with the adjustment amount 50) is swap on the next bill.</p>
Adjustment	Fully Paid	Not applicable	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Creates the adjustment using the specified adjustment type for the adjustment (against which you have raised a dispute). 2. Swaps the adjustment onto the next bill.

Dispute Against	Type of Bill	Stop Auto Pay (Yes or No)	Behavior
Adjustment	Unpaid	Yes	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Stops the automatic payment created for the current bill. 2. A characteristic is defined on the current bill indicating the date till when the bill should not be considered by the Overdue Monitor (C1-ADMOV) batch. <p>Note: The above step (2) occurs only when the approval is required for the dispute request.</p> <ol style="list-style-type: none"> 3. Reopens the current bill of the account. 4. Creates the adjustment using the specified adjustment type for the adjustment (against which you have raised a dispute) and swaps the adjustment onto the current bill. 5. Completes and freeze the current bill.
Adjustment	Unpaid	No	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Creates the adjustment using the specified adjustment type for the adjustment (against which you have raised a dispute). 2. Swaps the adjustment onto the current or next bill depending on the value defined for the Adjustment on Next Bill parameter in an algorithm created using the C1- ENTERADJ algorithm type.
Adjustment	Partially Paid	Not applicable	<p>The system does the following:</p> <ol style="list-style-type: none"> 1. Creates two adjustments using the specified adjustment type for the adjustment (against which you have raised a dispute). 2. Swaps one adjustment onto the current bill and another adjustment onto the next bill. <p>Example: A dispute is raised against an adjustment (Adjustment Amount – 100, Dispute Amount – 100, and Unpaid Adjustment Amount - 50), then one adjustment (with the adjustment amount 50) is swap on the current bill and another adjustment (with the adjustment amount 50) is swap on the next bill.</p>

Finally, the status of the dispute request is changed to **Processed**. You can optionally configure the system to use the approval workflow process for a dispute request. If the **Approval Required** flag is set to **Yes** in a dispute request type, then on submitting the respective dispute request, the approval workflow process creates a To Do for the approver to review the dispute request. Once the approver approves the dispute request, the system behaves as mentioned in the above table. The approver can approve, reject, or resubmit the dispute request. When the dispute request is resubmitted to the submitter, the submitter can edit, cancel, or submit the dispute request.

The approval process is configured through the approval profile. The approval profile allows you to define the debit and credit hierarchy. If the dispute request amount is negative, the credit hierarchy in the approval profile is used for approval. However, if the dispute request amount is positive, the debit hierarchy in the approval profile is used for approval. You can either opt to use single-level or multi-level approval for the dispute requests.

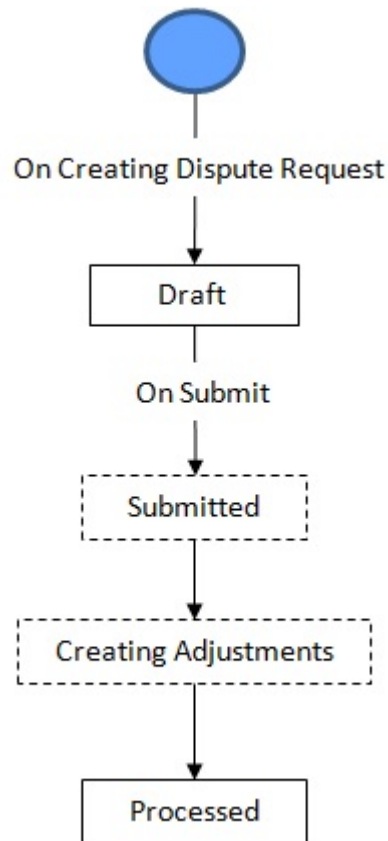
During the dispute request process, a dispute request creation goes through various statuses in its lifecycle. For more information about the dispute request statuses, see [Dispute Request \(Without Approval Workflow\) Status Transition](#) on page 1553 and [Dispute Request \(With Approval Workflow\) Status Transition](#) on page 1553.

Note: The lifecycle of a dispute request creation is driven by the respective business object using which the request is created. The dispute request feature explained in this document is articulated based on the lifecycle and logic defined in the business objects.

For more information on how to setup the dispute request process, see [Prerequisites](#) on page 1554.

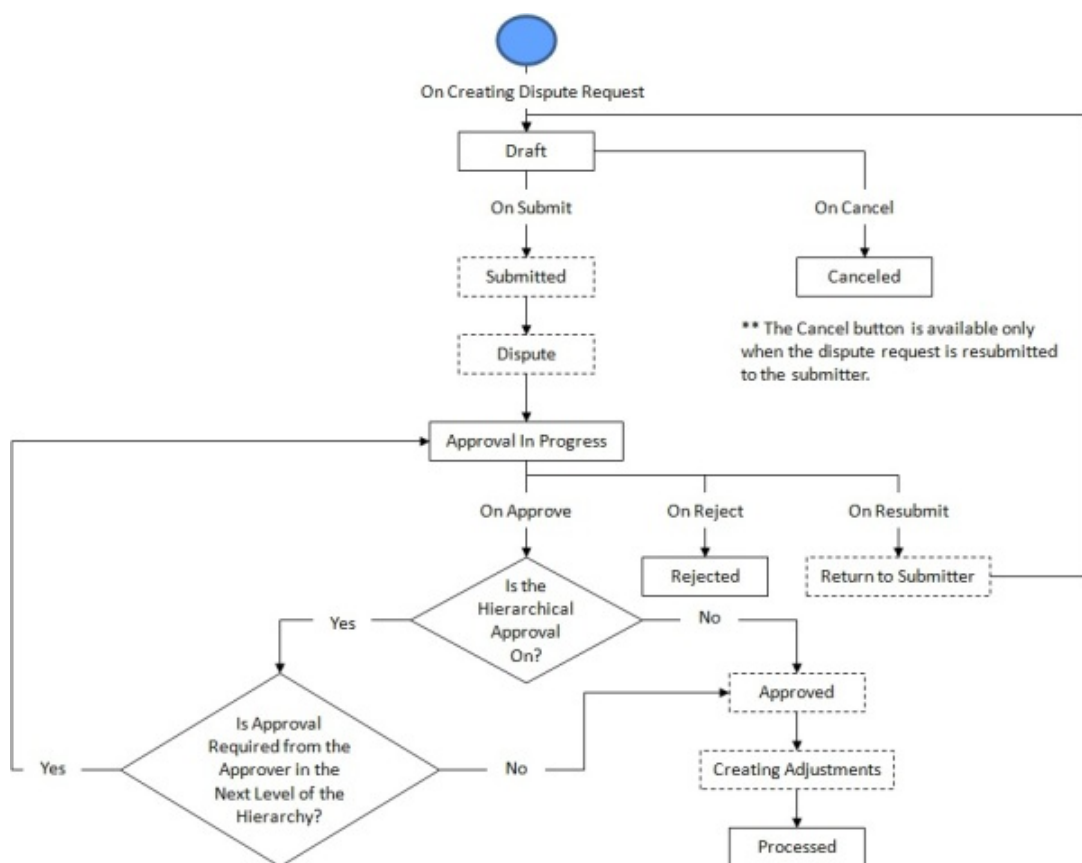
Dispute Request (Without Approval Workflow) Status Transition

The following figure graphically indicates how a dispute request moves from one status to another when approval workflow is off:



Dispute Request (With Approval Workflow) Status Transition

The following figure graphically indicates how a dispute request moves from one status to another when approval workflow is on:



Prerequisites

To setup the dispute request process, you need to do the following:

- Define the required refund request types in the system
- Define the required adjustment types (for creating dispute adjustments) where A/P request type is defined
- Define the required characteristic types where the characteristic entity is set to **Dispute Request Type**
- Define the required characteristic types where the characteristic entity is set to **Dispute Request**
- Define rejected status reasons for the **C1-DisputeRequest** business object
- Assign the **C1-DSPSB** To Do type to a To Do role whose users must receive To Do generated while submitting a dispute request for approval
- Define the required approval profiles with the credit/debit hierarchy and **C1_DISAP** To Do type
- Create an algorithm using the **C1-DSPTRQINF** algorithm type if you want to create Dispute Requests using the dispute request information.
- Define an algorithm of the **C1-ADI-INFO** algorithm type and attach to the **Adjustment Information** system event in the **Algorithms** tab of the **Installation Options – Framework** screen

Algorithms Used in C1-DisputeRequest

The following table lists the algorithms which are attached to the **C1-DisputeRequest** business object:

System Event	Algorithm	Algorithm Type	Description
Information	C1-DSPTRQINF	C1-DSPTRQINF	This algorithm generates the dispute request information string which appears throughout the application. It concatenates the following fields: <ul style="list-style-type: none"> Dispute Request Type Description Dispute Request Status Description Dispute Request ID
Validation	C1-DSPTVADN	C1-DSPTVADN	This algorithm validates following: Draft status validations: <ul style="list-style-type: none"> At-least one entity should be selected to submit a dispute. Dispute Request with at-least one Bill or Bill Line Item should be added for submission Dispute amount cannot be zero or null If a bill is already present in dispute request and request is not in final status then user should not be allowed to add same bill in another dispute request Disputed Amount should be equal to bill outstanding amount if bill Line item contain multiple contracts

The following table lists the algorithms which are used in the lifecycle of the **C1-DisputeRequest** business object:

Status	System Event	Algorithm	Algorithm Type	Description
Submitted	Enter	C1-DISPUTSUB	C1-DISPUTSUB	This algorithm checks the following: <ul style="list-style-type: none"> Whether the approval is required for the dispute request. If the approval is required for a dispute request, the status of the dispute request is changed to Approval In Progress. However, if the approval is not required for a dispute request, the status of the dispute request is changed to Creating Adjustment. At least one entity, such as payment event, payment, or credit bill line item (such as credit bill segment or adjustment) is selected in the dispute request. Whether the approval profile attached to the Dispute Request Type has the credit hierarchy and To Do Type defined.

Status	System Event	Algorithm	Algorithm Type	Description
Submitted	Enter	C1-DPTSTAUPY	C1-DPTSTAUPY	This algorithm is used to stop auto pay on bill. Parameter – Characteristic Type Characteristic Type is used to add the characteristic which is stamped on the bill to postpone overdue process
Dispute	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm type transitions business object current state to the input Next Status or to the status related to the input Next Transition Condition . Either one but not both soft parameters may be specified. If both soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.
Dispute	Enter	C1-DPTSTAUPY	C1-DPTSTAUPY	This algorithm is used to stop auto pay on bill. Parameter – Characteristic Type Characteristic Type is used to add the characteristic which is stamped on the bill to postpone overdue process
Creating Adjustments	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm type transitions business object current state to the input Next Status or to the status related to the input Next Transition Condition . Either one but not both soft parameters may be specified. If both soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.

Status	System Event	Algorithm	Algorithm Type	Description
Creating Adjustments	Enter	C1-ENTERADJS	C1-ENTERADJ	<p>This algorithm is executed on submit or on approve of an dispute request. It creates the adjustments which will be swapped on the current or next bill.</p> <p>Adjustment are created with below logic</p> <p>Unpaid Bill logic</p> <ul style="list-style-type: none"> • If stop auto pay switch is No and auto pay exist then create adjustment on next bill • If stop auto pay switch is Yes then perform below step <ul style="list-style-type: none"> • If bill cannot be reopen or adjustment need to be created on next bill then create adjustment on next bill • If approval is configured then create to do for manual creation of auto pay (Auto Pay is stopped while submitting the request) • Else <ul style="list-style-type: none"> • create adjustment on current bill <ul style="list-style-type: none"> • if approval is configured then <ul style="list-style-type: none"> • Bill reopen and complete (Auto Pay is stopped while submitting the request) • Delete overdue char from bill

Status	System Event	Algorithm	Algorithm Type	Description
				<ul style="list-style-type: none"> • Else <ul style="list-style-type: none"> • Stop auto pay • Reopen and complete <p>Paid Bill logic</p> <ul style="list-style-type: none"> • Adjustment will be created on next bill <p>Partial Bill Logic</p> <ul style="list-style-type: none"> • Adjustment will be created to balance current bill and another adjustment will be created for remaining amount and it will be stamped on next bill. • If dispute adjustment will increase the debit or credit balance then adjustment will be stamped on next bill. <p>There are four parameters for this algorithm.</p> <p>Parameter 1 – Adjustment on Next Bill (Required)</p> <ul style="list-style-type: none"> • Adjustments should be swapped on the current or next bill. It is used only for unpaid bill. <p>Parameter 2 – Match Type Entity Flag (Required)</p> <ul style="list-style-type: none"> • Valid values for this parameter are BILL, BSEG and SA. This parameter defines the open item at which the match events are to be created. For bills which are not paid yet, new match events will be created based on the value of this parameter. • Based on the flag defined Match Events are created as follows, <ul style="list-style-type: none"> • If the Match Type Flag is BILL, then all FTs on a bill have the same Match Event. • If the Match Type Flag is BSEG, then each line item (bill segment or adjustment) on the bill will have a unique match event. • If the Match Type Flag is SA, then line items belonging to the same contract within a bill will have the same match event. <p>Parameter 3 – To Do Type</p> <ul style="list-style-type: none"> • To Do will be sent to the user if bill can't be reopen and auto pay has been stopped.

Status	System Event	Algorithm	Algorithm Type	Description
				<p>Parameter 4 – Characteristic Type</p> <ul style="list-style-type: none"> Characteristic Type is used to remove the characteristic which is stamped on the bill to postpone overdue process
Approval In Progress	Enter	C1-DSPTAPP	C1-DSPTAPP	<p>This algorithm creates the following:</p> <ul style="list-style-type: none"> A To Do using the To Do type specified in the approval profile which is attached to the dispute request type. The To Do is sent to the appropriate users in the approval hierarchy depending on whether hierarchical approval is required or not. A log entry is added when a To Do is created using the To Do type.
Approval In Progress	Exit	F1-TODOCOMPL	F1-TODOCOMPL	<p>This algorithm type completes To Do entries that are linked to an object when the object exits a given state. The system finds all open To Do entries with drill keys for the current business object's primary key, and completes them, unless the To Do entry's type has been configured with an Exclude To Do Type Characteristic Type indicating that it should not be automatically completed.</p>
Approved	Enter	C1-DSPAPPRVD	C1-DSPAPPRVD	<p>This algorithm is triggered when the approver clicks the Approve button. It checks whether the approval is required from users at the next level in the approval hierarchy. If the approval is required from the next level in the approval hierarchy, the status of the dispute request is changed to Approval In Progress and the algorithm attached to the Approval In Progress status is invoked. If further approval is not required, the status of the dispute request is changed to Creating Adjustment.</p>
Return to Submitter	Enter	C1-DSPPTRESUB	C1-DSPPTRESUB	<p>This algorithm is invoked on Re-Submit button. It moves the status of Dispute Request into Draft. A To Do will be generated for the user as submitter whose To Do Type and To Do Role are fetched from Dispute Request Type.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Rejected	Enter	C1- DSPTREJT	C1- DSPTREJT	This algorithm is executed when on reject. Parameter 1 – To Do Type <ul style="list-style-type: none"> To Do will be sent to the user if bill can't be reopen and auto pay has been stopped. Parameter 2 – Characteristic Type <ul style="list-style-type: none"> Characteristic Type is used to remove the characteristic which is stamped on the bill to postpone overdue process
Canceled	Enter	C1- DSPTREJT	C1- DSPTREJT	This algorithm is executed when on reject. Parameter 1 – To Do Type <ul style="list-style-type: none"> To Do will be sent to the user if bill can't be reopen and auto pay has been stopped. Parameter 2 – Characteristic Type <ul style="list-style-type: none"> Characteristic Type is used to remove the characteristic which is stamped on the bill to postpone overdue process

Dispute Request Type

Oracle Revenue Management and Billing allows you to define:

- **Dispute Request Type** – It is used to create a dispute request. You can define multiple dispute request types in the system. A dispute request type helps the system to determine:
 - Whether the dispute request must be approved before creating dispute adjustments in the system
 - Approval profile using which the dispute request must be approved
 - Whether multi-level or single-level approval is required while creating dispute adjustments in the system
 - Adjustment type using which the dispute adjustment must be created when the total dispute amount is less than the minimum dispute amount
 - Default adjustment type using which dispute adjustments must be created

While defining a dispute request type where approval workflow is required, you need to select the **Approval Required** check box. If the **Approval Required** check box is selected, the dispute request (which is created using the dispute request type) is sent for approval before creating the dispute adjustments. However, if the **Approval Required** check box is not selected, the dispute adjustments are created immediately on submitting a dispute request. The approval process is configured through the approval profile. The approval profile allows you to define the approval hierarchy. You can define a debit and credit hierarchy in the approval profile using the threshold amount. The debit approval hierarchy and credit approval hierarchy is used for approving dispute request. Therefore, while defining an approval profile for dispute, you need to define credit and debit hierarchy and set the To Do Type to **C1-DISAP**.

You can define an approval hierarchy where users with different To Do role at each level can approve or reject the dispute request. For example, you can define an approval profile called A1 with two levels of approval. At the first level, a user with the *Manager* To Do role will approve or reject the dispute request, and at the second level, a user with the *Senior Manager* To Do role will approve or reject the dispute request. On submitting a dispute request where approval is required, a notification in the form of To Do is sent to all users with the To Do role defined at the first level in the hierarchy. Once the request is approved at the first level, a notification is sent to all users with the To Do role defined at the next level in the hierarchy. This process continues till the approval is received from all levels in

the hierarchy. Once users at all levels approve the dispute request, the dispute adjustments are created. However, if an approver at any level in the hierarchy rejects the request, the dispute adjustments are not created.

The approval hierarchy is controlled by the threshold amount. For example, you define an approval profile called A1 with two levels of approval – First Level (Threshold Amount: 300, To Do Role: Manager) and Second Level (Threshold Amount: 500, To Do Role: Senior Manager). Now, if the total dispute amount is equal to 300 or less than 500, then the approval is required only from the first level in the hierarchy and not from the second level in the hierarchy. However, if the total dispute amount is equal to or greater than 500, then the approval is required from the first level and then from the second level in the hierarchy. But, if the total dispute amount is less than 300, then the approval is not required from any levels in the hierarchy. The system will automatically approve the dispute request and create the dispute adjustments.

The system supports both single-level and multi-level approval process while approving dispute request. If the **Hierarchical Approval** check box is selected while defining a dispute request type, the approval hierarchy defined in the approval profile is followed based on the threshold limit. However, if the **Hierarchical Approval** check box is not selected while defining a dispute request type, the approval is required only from the approval level where the total dispute amount falls within the threshold limit. Let us understand this with the help of some examples.

Dispute Request Type	Approval Profile	Approval Hierarchy	Hierarchical Approval								
D1	Dispute Analyst	<p>Credit Hierarchy</p> <table border="1"> <thead> <tr> <th>Threshold Amount</th> <th>To Do Role</th> </tr> </thead> <tbody> <tr> <td>\$500</td> <td>Senior Analyst</td> </tr> <tr> <td>\$750</td> <td>Manager</td> </tr> <tr> <td>\$1500</td> <td>Senior Manager</td> </tr> </tbody> </table>	Threshold Amount	To Do Role	\$500	Senior Analyst	\$750	Manager	\$1500	Senior Manager	Yes
Threshold Amount	To Do Role										
\$500	Senior Analyst										
\$750	Manager										
\$1500	Senior Manager										
D2	Dispute Analyst	<p>Credit Hierarchy</p> <table border="1"> <thead> <tr> <th>Threshold Amount</th> <th>To Do Role</th> </tr> </thead> <tbody> <tr> <td>\$500</td> <td>Senior Analyst</td> </tr> <tr> <td>\$750</td> <td>Manager</td> </tr> <tr> <td>\$1500</td> <td>Senior Manager</td> </tr> </tbody> </table>	Threshold Amount	To Do Role	\$500	Senior Analyst	\$750	Manager	\$1500	Senior Manager	No
Threshold Amount	To Do Role										
\$500	Senior Analyst										
\$750	Manager										
\$1500	Senior Manager										
D3	Dispute Analyst	<p>Debit Hierarchy</p> <table border="1"> <thead> <tr> <th>Threshold Amount</th> <th>To Do Role</th> </tr> </thead> <tbody> <tr> <td>\$100</td> <td>Senior Analyst</td> </tr> <tr> <td>\$200</td> <td>Manager</td> </tr> <tr> <td>\$300</td> <td>Senior Manager</td> </tr> </tbody> </table>	Threshold Amount	To Do Role	\$100	Senior Analyst	\$200	Manager	\$300	Senior Manager	Yes
Threshold Amount	To Do Role										
\$100	Senior Analyst										
\$200	Manager										
\$300	Senior Manager										
D4	Dispute Analyst	<p>Debit Hierarchy</p> <table border="1"> <thead> <tr> <th>Threshold Amount</th> <th>To Do Role</th> </tr> </thead> <tbody> <tr> <td>\$100</td> <td>Senior Analyst</td> </tr> <tr> <td>\$200</td> <td>Manager</td> </tr> <tr> <td>\$300</td> <td>Senior Manager</td> </tr> </tbody> </table>	Threshold Amount	To Do Role	\$100	Senior Analyst	\$200	Manager	\$300	Senior Manager	No
Threshold Amount	To Do Role										
\$100	Senior Analyst										
\$200	Manager										
\$300	Senior Manager										

The following table indicates how the system will behave in different dispute scenarios:

Dispute Request	Dispute Request Type	Total Refund Amount (\$)	Comments
DR1	D1	200	This dispute request is automatically approved by the system because the total dispute amount is less than \$500.
DR2	D1	750	<p>The To Do is sent for approval to the following users in the specified order:</p> <ol style="list-style-type: none"> 1. Users with the Senior Analyst To Do role 2. Users with the Manager To Do role <p>This is because the total dispute amount is either equal to \$750 or less than \$1500 and hierarchical approval is required.</p>
DR3	D1	2000	<p>The To Do is sent for approval to the following users in the specified order:</p> <ol style="list-style-type: none"> 1. Users with the Senior Analyst To Do role 2. Users with the Manager To Do role 3. Users with the Senior Manager To Do role <p>This is because the total dispute amount is greater than \$1500 and hierarchical approval is required.</p>
DR4	D2	200	This dispute request is automatically approved by the system because the total dispute amount is less than \$500.
DR5	D2	750	The To Do is sent for approval to users with the Manager To Do role. This is because the total dispute amount is either equal to \$750 or less than \$1500 and hierarchical approval is not required.
DR6	D2	2000	The To Do is sent for approval to users with the Senior Manager To Do role. This is because the total dispute amount is greater than \$1500 and hierarchical approval is not required.
DR7	D3	90	This dispute request is automatically approved by the system because the total dispute amount is less than \$100.
DR8	D3	250	<p>The To Do is sent for approval to the following users in the specified order:</p> <ol style="list-style-type: none"> 1. Users with the Senior Analyst To Do role 2. Users with the Manager To Do role <p>This is because the total dispute amount is either equal to \$200 or less than \$300 and hierarchical approval is required.</p>




Dispute Request	Dispute Request Type	Total Refund Amount (\$)	Comments
DR9	D3	500	The To Do is sent for approval to the following users in the specified order: <ol style="list-style-type: none"> 1. Users with the Senior Analyst To Do role 2. Users with the Manager To Do role 3. Users with the Senior Manager To Do role This is because the total dispute amount is greater than \$300 and hierarchical approval is required.
DR10	D4	90	This dispute request is automatically approved by the system because the total dispute amount is less than \$100.
DR11	D4	250	The To Do is sent for approval to users with the Manager To Do role. This is because the total dispute amount is either equal to \$200 or less than \$300 and hierarchical approval is not required.
DR12	D4	500	The To Do is sent for approval to users with the Senior Manager To Do role. This is because the total dispute amount is greater than \$300 and hierarchical approval is not required.


The **Dispute Request Type** screen allows you to define, edit, delete, and copy a dispute request type. This screen consists of the following zones:

- [Dispute Request Type List](#) on page 1563
- [Dispute Request Type](#) on page 1564

Dispute Request Type List

The **Dispute Request Type List** zone lists dispute request types that are already defined in the system. It contains the following columns:

Column Name	Column Description
Dispute Request Type	Displays the dispute request type.
Description	Displays the description of the dispute request type.
Edit	On clicking the Edit () icon, the Dispute Request Type screen appears where you can edit the details of the dispute request type.
Duplicate	On clicking the Duplicate () icon, the Dispute Request Type screen appears where you can define a dispute request type using an existing dispute request type.
Delete	On clicking the Delete () icon, you can delete the dispute request type. Note: You can delete a dispute request type only when you have not created a dispute request using the dispute request type.

On clicking the **Broadcast** () icon corresponding to dispute request type, the **Dispute Request Type** zone appears with the details of the respective dispute request type.

Related Topics

For more information on...	See...
How to define a dispute request type	Defining a Dispute Request Type on page 1566
How to edit a dispute request type	Editing a Dispute Request Type on page 1570
How to copy a dispute request type	Copying a Dispute Request Type on page 1573
How to delete a dispute request type	Deleting a Dispute Request Type on page 1572
How to view the details of a dispute request type	Viewing the Dispute Request Type Details on page 1576

Dispute Request Type

The **Dispute Request Type** zone displays the details of the dispute request type. This zone consists of the following sections:

- **Main** – This section provides basic information about the dispute request type. It contains the following fields:

Field Name	Field Description
Dispute Request Type	Displays the dispute request type.
Description	Displays the description of the dispute request type.
Dispute Request Business Object	Indicates the business object that will be used to create the dispute request. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Detailed Description	Displays additional information about the dispute request type.
Status	Indicates the status of the dispute request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive
Default Adjustment Type	Indicates the adjustment type using which the dispute adjustment must be created. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.
Approval Required	Indicates whether approval is required while creating the dispute adjustments using the dispute request type.
Approval Profile	Indicates the approval profile which must be used to define approval hierarchy for the dispute request type. Note: This field appears only when the Approval Required check box is selected. It has a link. On clicking the link, the Approval Profile screen appears with the details of the respective approval profile.

Field Name	Field Description
Hierarchical Approval	Indicates whether multi-level or single approval is required while creating the dispute adjustments using the dispute request type. Note: This field appears only when the Approval Required check box is selected.
Zero Threshold Amount Hierarchy	Indicates that based on the approval profile hierarchy, To Do Type from the hierarchy (credit/debit) will be picked up.
Submitter To Do Type	Indicates the To Do type for the submitter when the dispute request type is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected. It has a link. On clicking the link, the To Do Type screen appears with the details of the respective To Do type.
Submitter To Do Role	Indicates the To Do role for the submitter when the dispute request type is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected. It has a link. On clicking the link, the To Do Role screen appears with the details of the respective To Do role.

- **Characteristics** – This section lists the characteristics defined for the dispute request type. It contains the following columns:

Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** – This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the dispute request type.
Delete	Used to delete the dispute request type. Note: You can delete a dispute request type only when you have not created a dispute request using the dispute request type.
Duplicate	Used to create a new dispute request type using an existing dispute request type.

- **Record Information** – This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the dispute request type is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

By default, the **Dispute Request Type** zone does not appear in the **Dispute Request Type** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the dispute request type in the **Dispute Request Type List** zone.

Related Topics

For more information on...	See...
How to define a dispute request type	Defining a Dispute Request Type on page 1566
How to edit a dispute request type	Editing a Dispute Request Type on page 1570
How to copy a dispute request type	Copying a Dispute Request Type on page 1573
How to delete a dispute request type	Deleting a Dispute Request Type on page 1572
How to view the details of a dispute request type	Viewing the Dispute Request Type Details on page 1576

Defining a Dispute Request Type

Prerequisites

To define a dispute request type, you should have:

- Dispute request business objects defined in the application
- Approval profiles defined in the application
- Adjustment types with and without A/P request type defined in the application

Procedure

To define a dispute request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **D** and then click **Dispute Request Type**.
A sub-menu appears.
3. Click the **Add** option from the **Dispute Request Type** sub-menu.

The **Select Business Object** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Dispute Request Type Business Object	Used to indicate the business object that you want to use to create the dispute request type.	Yes

Tip: Alternatively, you can access the **Select Business Object** screen by clicking the **Add** button in the **Page Title** area of the **Dispute Request Type** screen.

Note: The **Select Business Object** screen appears only when there are multiple dispute request type business objects defined in the application. If there is only one dispute request type business object defined in the application, the **Dispute Request Type** screen appears.

4. Select the required dispute request type business object from the respective field.
5. Click **OK**.

The **Dispute Request Type** screen appears. It contains the following sections:

- **Main** – Used to specify basic details about the dispute request type.
- **Characteristics** – Used to define characteristics for the dispute request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Dispute Request Type	Used to specify the dispute request type.	Yes
Business Object	Indicates the dispute request type business object used while defining the dispute request type.	Not applicable
Description	Used to specify the description for the dispute request type.	Yes
Dispute Request Business Object	Used to indicate the business object that you want to use while creating the dispute request.	Yes
Detailed Description	Used to specify additional information about the dispute request type.	No
Status	Used to indicate the status of the dispute request type. The valid values are: <ul style="list-style-type: none"> • Active • Inactive <p>Note: You cannot change the status of a dispute request type to Inactive if there are dispute requests which are created using the dispute request type and are currently in the Draft or Approval In Progress status.</p>	Yes
Default Adjustment Type	Used to indicate the adjustment type using which the dispute adjustment must be created. <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes
Approval Required	Used to indicate whether approval is required while creating the dispute adjustments using the dispute request type.	No

Field Name	Field Description	Mandatory (Yes or No)
Approval Profile	Used to indicate the approval profile which must be used to define approval hierarchy for the dispute request type. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Hierarchical Approval	Used to indicate whether multi-level or single-level approval is required while creating the dispute adjustments using the dispute request type. Note: This field appears only when the Approval Required check box is selected.	No
Zero Threshold Amount Hierarchy	Used to indicate that based on the approval profile hierarchy, To Do Type from the hierarchy will be selected. The valid values are: <ul style="list-style-type: none">• Credit• Debit	No
Submitter To Do Type	Used to indicate the To Do type for the submitter when the dispute request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Role	Used to indicate the To Do role for the submitter when the dispute request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Note:

When the threshold amount is equal to zero for the request then based on the value in **Zero Threshold Amount Hierarchy**, the to do type will be picked from the **Approval Profile** hierarchy to send notification.

Only when the **Approval Required** checkbox is selected, you will be able to select **Hierarchical Approval** and **Approval Profile** to be used. If hierarchical approval is not selected, the request has to be approved by a single approver (highest level approver determined by the dispute amount and approval profile).

6. Enter the required details depending on whether you want to define dispute request type.

7. Define characteristics for the dispute request type, if required.
8. Click **Save**.

The dispute request type is defined.

Related Topics

For more information on...	See...
Dispute Request Type screen	Dispute Request Type on page 1560
Dispute Request Type List zone	Dispute Request Type List on page 1563
How to define characteristics for a dispute request type	Defining Characteristics for a Dispute Request Type on page 1569

Defining Characteristics for a Dispute Request Type

Prerequisites

To define characteristics for a dispute request type, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Dispute Request Type**)

Procedure

To define characteristics for a dispute request type:

1. Ensure that the **Characteristics** section is expanded when you are defining, editing, or copying a dispute request type.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Dispute Request Type .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the dispute request type.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the dispute request type.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the dispute request type, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the dispute request type, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define a dispute request type	Defining a Dispute Request Type on page 1566
How to edit a dispute request type	Editing a Dispute Request Type on page 1570
How to copy a dispute request type	Copying a Dispute Request Type on page 1573

Editing a Dispute Request Type

Prerequisites

To edit a dispute request type, you should have:

- Dispute request business objects defined in the application
- Approval profiles defined in the application
- Adjustment types with and without A/P request type defined in the application

Procedure

To edit a dispute request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **D** and then click **Dispute Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Dispute Request Type** sub-menu.
The **Dispute Request Type** screen appears.
4. In the **Dispute Request Type List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the dispute request type whose details you want to edit.

The **Dispute Request Type** screen appears. It contains the following sections:

- **Main** – Used to specify basic details about the dispute request type.
- **Characteristics** – Used to define characteristics for the dispute request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Dispute Request Type	Displays the dispute request type.	Not applicable
Business Object	Indicates the dispute request type business object used while defining the dispute request type.	Not applicable
Description	Used to specify the description for the dispute request type.	Yes
Dispute Request Business Object	Used to indicate the business object that you want to use while creating the dispute request.	Yes
Detailed Description	Used to specify additional information about the dispute request type.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	Used to indicate the status of the dispute request type. The valid values are: <ul style="list-style-type: none"> Active Inactive Note: You cannot change the status of a dispute request type to Inactive if there are dispute requests which are created using the dispute request type and are currently in the Draft or Approval In Progress status.	Yes
Default Adjustment Type	Used to indicate the adjustment type using which the dispute adjustment is created. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes
Approval Required	Used to indicate whether approval is required while creating the dispute adjustments using the dispute request type.	No
Approval Profile	Used to indicate the approval profile which must be used to define approval hierarchy for the dispute request type. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Hierarchical Approval	Used to indicate whether multi-level or single-level approval is required while creating the dispute adjustments using the dispute request type. Note: This field appears only when the Approval Required check box is selected.	No
Zero Threshold Amount Hierarchy	Used to indicate that based on the approval profile hierarchy, To Do Type from the hierarchy is selected. The valid values are: <ul style="list-style-type: none"> Credit Debit 	No

Field Name	Field Description	Mandatory (Yes or No)
Submitter To Do Type	Used to indicate the To Do type for the submitter when the dispute request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Role	Used to indicate the To Do role for the submitter when the dispute request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Tip: Alternatively, you can click the **Edit** button in the **Dispute Request Type** zone to edit the details of the dispute request type.

5. Modify the details, if required.
6. Define, edit, or remove characteristics from the dispute request type, if required.
7. Click **Save**.

The changes made to the dispute request type are saved.

Related Topics

For more information on...	See...
Dispute Request Type screen	Dispute Request Type on page 1560
Dispute Request Type List zone	Dispute Request Type List on page 1563
Dispute Request Type zone	Dispute Request Type on page 1564
How to define characteristics for a dispute request type	Defining Characteristics for a Dispute Request Type on page 1569

Deleting a Dispute Request Type

Procedure

To delete a dispute request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **D** and then click **Dispute Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Dispute Request Type** sub-menu.

The **Dispute Request Type** screen appears.

4. In the **Dispute Request Type List** zone, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the dispute request type that you want to delete.

A message appears confirming whether you want to delete the dispute request type.

Note: You can delete a dispute request type only when you have not defined a dispute request using the dispute request type.

Tip: Alternatively, you can click the **Delete** button in the **Dispute Request Type** zone to delete the dispute request type.

5. Click **OK**.

The dispute request type is deleted.

Related Topics

For more information on...	See...
Dispute Request Type screen	Dispute Request Type on page 1560
Dispute Request Type List zone	Dispute Request Type List on page 1563
Dispute Request Type zone	Dispute Request Type on page 1564

Copying a Dispute Request Type

Instead of creating a dispute request type from scratch, you can create a new dispute request type using an existing dispute request type. This is possible through copying a dispute request type. On copying a dispute request type, the details including the characteristics are copied to the new dispute request type. You can then edit the details, if required.

Prerequisites

To copy a dispute request type, you should have:

- Dispute request type (whose copy you want to create) defined in the application
- Dispute request business objects defined in the application
- Approval profiles defined in the application
- Adjustment types with and without A/P request type defined in the application

Procedure

To copy a dispute request type:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

2. From the **Admin** menu, select **D** and then click **Dispute Request Type**.

A sub-menu appears.

3. Click the **Search** option from the **Dispute Request Type** sub-menu.

The **Dispute Request Type** screen appears.

4. In the **Dispute Request Type List** zone, click the **Duplicate** (📄) icon in the **Duplicate** column corresponding to the dispute request type whose copy you want to create.

The **Dispute Request Type** screen appears. It contains the following sections:

- **Main** – Used to specify basic details about the dispute request type.
- **Characteristics** – Used to define characteristics for the dispute request type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Dispute Request Type	Used to specify the dispute request type.	Yes
Business Object	Indicates the dispute request type business object used while defining the dispute request type.	Not applicable
Description	Used to specify the description for the dispute request type.	Yes
Dispute Request Business Object	Used to indicate the business object that you want to use while creating the dispute request.	Yes
Detailed Description	Used to specify additional information about the dispute request type.	No
Status	Used to indicate the status of the dispute request type. The valid values are: <ul style="list-style-type: none"> Active Inactive <p>Note: You cannot change the status of a dispute request type to Inactive if there are dispute requests which are created using the dispute request type and are currently in the Draft or Approval In Progress status.</p>	Yes
Default Adjustment Type	Used to indicate the adjustment type using which the dispute adjustment must be created. <p>Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.</p>	Yes
Approval Required	Used to indicate whether approval is required while creating the dispute adjustments using the dispute request type.	No
Approval Profile	Used to indicate the approval profile which must be used to define approval hierarchy for the dispute request type. <p>Note: This field appears only when the Approval Required check box is selected.</p>	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Field Name	Field Description	Mandatory (Yes or No)
Hierarchical Approval	Used to indicate whether multi-level or single-level approval is required while creating the dispute adjustments using the dispute request type. Note: This field appears only when the Approval Required check box is selected.	No
Zero Threshold Amount Hierarchy	Used to indicate that based on the approval profile hierarchy, To Do Type from the hierarchy will be selected. The valid values are: <ul style="list-style-type: none"> • Credit • Debit 	No
Submitter To Do Type	Used to indicate the To Do type for the submitter when the dispute request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the To Do Type Search window appears.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.
Submitter To Do Role	Used to indicate the To Do role for the submitter when the dispute request is resubmitted by the approver. Note: This field appears only when the Approval Required check box is selected.	Yes (Conditional) Note: This field is required when the Approval Required check box is selected.

Tip: Alternatively, you can click the **Duplicate** button in the **Dispute Request Type** zone to create a copy of the dispute request type.

5. Enter the required details.
6. Define, edit, or remove characteristics from the dispute request type, if required.
7. Click **Save**.

The new dispute request type is defined.

Related Topics


For more information on...	See...
Dispute Request Type screen	Dispute Request Type on page 1560
Dispute Request Type List zone	Dispute Request Type List on page 1563
Dispute Request Type zone	Dispute Request Type on page 1564

For more information on...	See...
How to define characteristics for a dispute request type	Defining Characteristics for a Dispute Request Type on page 1569

Viewing the Dispute Request Type Details

Procedure

To view the details of a dispute request type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **D** and then click **Dispute Request Type**.
A sub-menu appears.
3. Click the **Search** option from the **Dispute Request Type** sub-menu.
The **Dispute Request Type** screen appears.
4. In the **Dispute Request Type List** zone, click the **Broadcast** () icon corresponding to the dispute request type whose details you want to view.
The **Dispute Request Type** zone appears.
5. View the details of the dispute request type in the **Dispute Request Type** zone.

Related Topics

For more information on...	See...
Dispute Request Type screen	Dispute Request Type on page 1560
Dispute Request Type List zone	Dispute Request Type List on page 1563
Dispute Request Type zone	Dispute Request Type on page 1564

Dispute Request

The **Dispute Request** screen allows you to search for a dispute request using various search criteria. It also allows you to create a dispute request. Through this screen, you can navigate to the following screen:

- [Dispute Request](#) on page 1584

This screen consists of the following zone:

- [Search Dispute Request](#) on page 1576

Search Dispute Request

The **Search Dispute Request** zone allows you to search for dispute requests using various search criteria. This zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate whether you want to search for a dispute request using request, person, account or bill details. The valid values are: <ul style="list-style-type: none"> • Request Details – Used when you want to search for dispute requests. • Person, Account, or Bill Details – Used when you want to search for person, account, or bill requests. Note: By default, the Request Details option is selected.	Yes
Dispute Request Type	Used to search dispute requests which are created using a particular dispute request type. Note: This field appears only when you select the Request Details option from the Search By list.	No
Status	Used to search dispute requests with a particular status. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Cancelled • Draft • Processed • Rejected Note: This field appears only when you select the Request Details option from the Search By list.	No
User ID	Used to search dispute requests which are created by a particular user. Note: This field appears only when you select the Request Details option from the Search By list.	No
Created From	Used to search dispute requests which are created from a particular date onwards. Note: This field appears only when you select the Request Details option from the Search By list.	No
To	Used to search dispute requests which are created till a particular date. Note: This field appears only when you select the Request Details option from the Search By list.	No
Dispute Request ID	Used to search a particular dispute request. Note: This field appears only when you select the Request Details option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
Account ID	Used to search dispute requests which are created for a particular account. Note: The Search (🔍) icon appears corresponding to the field. On clicking the Search icon, the Account Search window appears.	No
Dispute Reason	Used to search dispute requests which are created using a particular dispute reason for the bill. Note: This field appears only when you select the Request Details option from the Search By list.	No
Person ID	Used to search dispute requests which are created for a particular person. Note: This field appears only when you select the Person, Account, or Bill Details option from the Search By list. The Search (🔍) icon appears corresponding to the field. On clicking the Search icon, the Person Search window appears.	No
Bill ID	Used to search dispute requests which includes bill segments or adjustments of a particular bill. Note: This field appears only when you select the Person, Account, or Bill Details option from the Search By list. The Search (🔍) icon appears corresponding to the field. On clicking the Search icon, the Bill Search window appears.	No
Alternate Bill ID	Used to search dispute requests which are created for a particular bill using the alternate bill ID. Note: This field appears only when you select the Person, Account, or Bill Details option from the Search By list.	No
Bill Date From	Used to search dispute requests which includes bill segments or adjustments of bills which are created from a particular date onwards. Note: This field appears only when you select the Person, Account, or Bill Details option from the Search By list.	No

Field Name	Field Description	Mandatory (Yes or No)
To	Used to search dispute requests which includes bill segments or adjustments of bills which are created till a particular date. Note: This field appears only when you select the Person, Account, or Bill Details option from the Search By list.	No

Note: You must specify at least one search criterion while searching for a dispute request.

- **Search Results** – On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Create Date Time	Displays the date and time when the dispute request is created.
Dispute Request Information	Displays information about the dispute request. Note: It has a link. On clicking the link, the Dispute Request screen appears depending on whether the request is for dispute.
Status	Indicates the status of the dispute request.
Account Information	Displays additional information about the account for which the dispute request is created. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Created By	Indicates the user who has created the dispute request.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
How to view the details of a dispute request	Viewing the Dispute Request Details on page 1580
How to create a dispute request	Creating a Dispute Request on page 1581

Searching for a Dispute Request

Prerequisites

To search for a dispute request, you should have:

- Dispute request types defined in the application

Procedure

To search for a dispute request:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Dispute Request**.
A sub-menu appears.
3. Click the **Search** option from the **Dispute Request** sub-menu.

The **Dispute Request** screen appears.

4. Enter the search criteria in the **Search Dispute Request** zone.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. You can use the ‘%’ wildcard character in all input fields except the date and ID fields. The ‘%’ wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

5. Click **Search**.

A list of dispute requests that meet the search criteria appears in the **Search Results** section.

Related Topics

For more information on...	See...
Dispute Request screen	Dispute Request on page 1584
Search Dispute Request zone	Search Dispute Request on page 1576

Viewing the Dispute Request Details

Procedure

To view the details of a dispute request:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request whose details you want to view.

The **Dispute Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the dispute request. It contains the following zones:
 - **Dispute Request** – Displays the details of the dispute request.
 - **Dispute Details** – Lists the entities, such as auto payment events, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be disputed.
 - **Dispute Adjustments** – Displays the adjustment details of dispute request.
- **Previous Dispute Requests** – Displays the details of the bill which must be disputed.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone and only when the status is **Processed**.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone.

- **Bills** – Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to dispute.
 - **Log** – Lists the complete trail of actions performed on the dispute request.
3. View the details of the dispute request in the **Dispute Request** zone.
 4. View the entities such as auto payment events, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be disputed in the **Dispute Details** zone.
 5. View the adjustment details of dispute request in the **Dispute Adjustments** zone.
 6. View the details of the bill which must be disputed in the **Previous Dispute Requests** zone.

Related Topics

For more information on...	See...
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585
Dispute Details zone	Dispute Details on page 1586
Dispute Adjustments zone	Dispute Adjustments on page 1587
Previous Dispute Requests zone	Previous Dispute Requests on page 1588
How to search for a dispute request	Searching for a Dispute Request on page 1579

Creating a Dispute Request

Prerequisites

To create a dispute request, you should have:

- Dispute request types defined in the application

Procedure

To create a dispute request:

1. Do either of the following:

If you want to	Then
Define a dispute request from the Account Receivable Central screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select Financial and then click Account Receivable Central. The Account Receivable Central screen appears. 3. Search for the bill in the Account Receivable Central screen. 4. In the Search Results section, select the required bill and then click Dispute. <p>Note: Only one bill at a time is allowed to select for Dispute Request from the Account Receivable Central screen.</p>
Define a dispute request from the Dispute Request screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select Financial and then click Dispute Request. A sub-menu appears. 3. Click the Add option from the Dispute Request sub-menu.

The **Select Dispute Request Type** screen appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Dispute Request Type	Used to indicate the request type using which you want to create the dispute request.	Yes
Account ID	Used to search dispute requests which are created for a particular account. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	Yes
Dispute Reason	Used to indicate the dispute requests which are created using a particular dispute reason for the bill.	Yes

Tip: Alternatively, you can access the **Select Dispute Request Type** screen by clicking the **Add** button in the **Page Title** area of the **Dispute Request** screen.

2. Select the required dispute request type from the respective field.
3. Click **Save**.

The dispute request is defined and the status of the dispute request is set to **Draft**. The **Dispute Request** screen appears with the details of the dispute request. It contains the following tabs:

Note: The dispute request can be created only for bill with zero outstanding amount.

- **Main** – Displays information about the dispute request. It contains the following zones:
 - **Dispute Request** – Displays the details of the dispute request.
 - **Dispute Details** – Lists the entities, such as auto payment events, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be disputed.
 - **Dispute Adjustments** – Displays the adjustment details of dispute request.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone and only when the status is **Processed**.
 - **Previous Dispute Requests** – Displays the details of the bill which must be disputed.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone.
- **Bills** – Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to dispute.
- **Log** – Lists the complete trail of actions performed on the dispute request.

4. Add auto payment events, or credit bill line items that you want to dispute.
5. Edit the dispute amount of each entity, if required.
6. Define characteristics for the dispute request, if required.

Related Topics

For more information on...	See...
Dispute Request screen	Dispute Request on page 1584
Account Receivable Central screen	Account Receivable Central on page 1034

For more information on...	See...
How to add a bill line item to the dispute request	Adding a Bill Line Item to the Dispute Request on page 1603
How to edit a dispute request	Editing a Dispute Request on page 1592
How to define characteristics for a dispute request	Defining Characteristics for a Dispute Request on page 1583

Defining Characteristics for a Dispute Request

Prerequisites

To define characteristics for a dispute request, you should have:

- Characteristic types defined in the application (where the characteristic entity is set to **Dispute Request**)

Procedure

To define characteristics for a dispute request:

- Search for the dispute request in the **Dispute Request** screen.
- In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request whose details you want to edit.

The **Dispute Request** screen appears.

- Click the **Edit** button in the **Dispute Request** zone.

The **Dispute Request** screen appears.

Note: The **Edit** button appears only when the dispute request is in the **Draft** status.

- Ensure that the **Characteristics** section is expanded when you are editing the dispute request.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the dispute request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the dispute request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Dispute Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the dispute request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the dispute request.

- Enter the required details in the **Characteristics** section.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

6. If you want to define more than one characteristic for the dispute request, click the **Add** (+) icon and then repeat step 5.

Note: However, if you want to remove a characteristic from the dispute request, click the **Delete** (🗑) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
How to create a dispute request	Creating a Dispute Request on page 1581

Dispute Request

Once you create a dispute request, the **Dispute Request** screen allows you to:

- Edit and delete a dispute request
- View the details of a dispute request
- Submit a dispute request for approval
- Approve or reject a dispute request
- View the log of a dispute request
- Add a log entry for a dispute request

This screen consists of the following tabs:

- **Main** – Displays information about the dispute request. It contains the following zones:
 - **Dispute Request** – Displays the details of the dispute request.
 - **Dispute Details** – Lists the entities, such as auto payment events, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be disputed.
 - **Dispute Adjustments** – Displays the adjustment details of dispute request.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone and only when the status is **Processed**.
 - **Previous Dispute Requests** – Displays the details of the bill which must be disputed.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone.
- **Bills** – Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to dispute. It contains the following zones:
 - **Search Bills** – Lists completed bills of the account which are either with credit balance or have one or more credit line items, such as bill segments and adjustments. You can filter the bills using various search criteria.
 - **Bill Line Items** – Lists the debit and credit bill segments and adjustments of the bill.

This tab appears only when the dispute request is in the **Draft** status.

- **Log** – Lists the complete trail of actions performed on the dispute request.

Dispute Request - Main

The **Main** tab displays information about the dispute request. It contains the following zones:

- [Dispute Request](#) on page 1585
- [Dispute Details](#) on page 1586
- [Dispute Adjustments](#) on page 1587
- [Previous Dispute Requests](#) on page 1588

Dispute Request

The **Dispute Request** zone displays the details of the dispute request. This zone contains the following sections:

- **Main** – This section provides basic information about the dispute request. It contains the following fields:

Field Name	Field Description
Dispute Request Information	Displays information about the dispute request.
Dispute Request Type	Indicates the dispute request type using which the dispute request is created. Note: It has a link. On clicking the link, the Dispute Request Type screen appears where you can view the details of the dispute request type.
Status	Indicates the status of the refund request. The valid values are: <ul style="list-style-type: none"> • Draft • Approval In Progress • Cancelled • Rejected • Processed
Dispute Reason	Indicates the reason why the dispute request is rejected.
Account Information	Indicates the account for which the dispute request is created. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Comments	Displays additional information about the dispute request.

- **Characteristics** – Lists the characteristics defined for the dispute request. It contains the following fields:

Field Name	Field Description
Effective Date	Indicates the date from when the characteristic is effective for the dispute request.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** – This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the dispute request. Note: The Edit button appears only when the dispute request is in the Draft status.
Delete	Used to delete the dispute request. Note: The Delete button appears only when the dispute request is in the Draft status.
Submit	Used to submit the dispute request for approval. Note: The Submit button appears only when the dispute request is in the Draft status.
Cancel	Used to cancel the dispute request resubmitted for approval. Note: The Cancel button appears only when the dispute request is in the Draft status.
Approve	Used to approve the dispute request. Note: The Approve button appears only when: <ul style="list-style-type: none"> The dispute request is in the Approval In Progress status. A user with the approval To Do role is reviewing the dispute request.
Reject	Used to reject the dispute request. Note: The Reject button appears only when: <ul style="list-style-type: none"> The dispute request is in the Approval In Progress status. A user with the approval To Do role is reviewing the dispute request.
Re Submit	Used to resubmit the dispute request to the submitter. Note: The Re-Submit button appears only when the dispute request is in the Approval In Progress status.

- **Record Information** – This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the dispute request is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Status Date/Time	Displays the date and time when the dispute request status is updated
Create Date/Time	Displays the date and time when the dispute request is created.

Dispute Details

The **Dispute Details** zone lists the credit/debit bill line items (such as bill segments and adjustments) that you have added to the dispute request. This zone contains the following columns:

Column Name	Column Description
Entity Type	Indicates whether the entity is a bill, bill segment, or an adjustment.
Entity ID	Displays the entity ID.
Currency	Indicates the currency in which the entity was created.
Dispute Amount	Displays the entity amount.
Adjustment Type	Indicates the adjustment type using which the dispute adjustment must be created. Note: By default, the adjustment type specified in the dispute request type appears in this column. You can change the adjustment type, if required, by editing the dispute request. It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment.
Stop Auto Pay	Displays whether to stop auto payment or not. The valid values are: <ul style="list-style-type: none"> • Yes • No
Entity Information	Displays information about the entity. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the respective entity screen appears with the details of the respective entity.

Note:

On clicking the Broadcast (📡) icon corresponding to the entity type as **Bill**, the **Dispute Adjustments** and **Previous Dispute Requests** zones appears with the details of the respective bill.

Pagination is used to display limited number of records in the zone. By default, 10 records are displayed in the zone. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** (◀◀), **Previous** (◀), **Next** (▶), and **Last** (▶▶) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

The values appear in the **Page Limit** list only when you define values for the **PAGE_NUMBER** lookup field.

The **Dispute Details** zone appears only when the status is **Processed**.

Dispute Amount currency will be same as bill or invoice currency. It cannot be zero or null. It will be less than or equal to the original, outstanding bill amount, or bill line item amount if the bill line item contains multiple contract.

In addition to above columns, this screen contains following buttons:


Button Name	Button Description
Edit	Used to edit the details of bill line items.
Delete	Used to delete the bill line items.





Dispute Adjustments

The **Dispute Adjustments** zone lists the adjustment details of dispute request. This zone contains the following columns:

Column Name	Column Description
Adjustment Information	Displays information about the adjustments in dispute request. Note: It has a link. On clicking the link, the respective Adjustment screen appears with the details of adjustment for respective entity.
Adjustment Amount	Displays the adjustment amount.

Note:

On clicking the Broadcast () icon corresponding to the entity type as **Bill**, the **Dispute Adjustments** zone appears with the details of the respective bill.

Pagination is used to display limited number of records in the zone. By default, 10 records are displayed in the zone. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** () , **Previous** () , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

The values appear in the **Page Limit** list only when you define values for the **PAGE_NUMBER** lookup field.

The **Dispute Adjustments** zone appears only when the status is **Processed**.

Dispute **Adjustment Amount** cannot be zero or null, it should be delta amount.

Related Topics

For more information on...	See...
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585
Dispute Details zone	Dispute Details on page 1586
Previous Dispute Requests zone	Previous Dispute Requests on page 1588
How to search for a dispute request	Searching for a Dispute Request on page 1579


Previous Dispute Requests





The **Previous Dispute Requests** zone lists the details of bills that must be disputed. It displays the disputed amount for the bill or bill line items in previous requests. This zone contains the following columns:

Column Name	Column Description
Create Date Time	Displays the date and time dispute was created.
Dispute Request Information	Displays the dispute request ID. Note: It has a link. On clicking the link, the respective Dispute Request screen appears.
Entity Type	Indicates whether the entity is a bill, bill segment or an adjustment.
Entity ID	Displays the entity ID.
Dispute Amount	Displays the amount that must be disputed.

Column Name	Column Description
Status	Indicates the status of the dispute request. The valid values are: <ul style="list-style-type: none"> • Approval In Progress • Canceled • Draft • Processed • Rejected
Account Information	Displays information about the account. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with details of the respective account.
Created By	Indicates the user who has created the dispute request.

Note:

On clicking the Broadcast () icon corresponding to the entity type as **Bill**, the **Previous Dispute Requests** zone appears with the details of the respective bill.

Pagination is used to display limited number of records in the zone. By default, 10 records are displayed in the zone. You can change the number of records displayed per page, if required. You can use the navigation buttons, such as **First** () , **Previous** () , **Next** () , and **Last** () to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

The values appear in the **Page Limit** list only when you define values for the **PAGE_NUMBER** lookup field.

Related Topics

For more information on...	See...
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585
Dispute Details zone	Dispute Details on page 1586
Dispute Adjustments zone	Dispute Adjustments on page 1587
How to search for a dispute request	Searching for a Dispute Request on page 1579

Dispute Request - Bills

The **Bills** tab allows you to search bills with credit/debit line items, such as credit/debit bill segments and adjustments, that you want to dispute. It contains the following zones:

- [Search Bills](#) on page 1589
- [Bill Line Items](#) on page 1591

Search Bills

The **Search Bills** zone lists completed bills of the account which are either with credit/debit balance or have one or more credit/debit line items, such as bill segments and adjustments. You can filter the bills using various search criteria. This zone contains the following two sections:

- **Search Criteria** – The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Search By	Used to indicate that you want to search for a bill using the bill details. The valid values are: <ul style="list-style-type: none"> Bill Details Bill and Price Item Details Note: By default, the Bill Details option is selected.	Yes
Bill ID	Used to search a particular bill. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Bill Search window appears.	No
Price Item	Used to search bills which are created for a particular price item. Note: This field appears only when you select Bill and Price Item Details option from the Search By list. You can search for a price item by clicking the Search (🔍) icon corresponding to the field. On clicking the Search icon, the Price Item Search window appears.	No
Bill Date From	Used to search bills which are created from a particular date onwards.	No
To	Used to search bills which are created till a particular date.	No

- **Search Results** – On clicking the **Search** button, the search results are filtered based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Bill ID	Displays the bill ID.
Bill Information	Displays additional information about the bill. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill screen appears with the details of the respective bill.
Bill Amount	Displays the total bill amount.

If you want to dispute a bill with credit/debit balance and all credit/debit line items, you need to select the check box corresponding to the bill and then click the **Add** button in the **Search Results** section. All credit/debit bill segments and adjustments of the bill are added in the **Dispute Details** zone on the **Main** tab. However, if you select a bill (with credit/debit balance) which contains one or more credit/debit line items or if you select a bill (with credit/debit balance) which contains one or more credit/debit line items, the system will not allow you to add the credit/debit line items by directly adding the bill. In such case, you need to individually select the credit/debit bill segments and adjustments of the bill and then add them to the dispute request.

Note:

If a dispute request is currently in progress for a credit/debit bill segment or adjustment of a bill, those bills of the account are not listed in the **Search Bills** zone. In addition, a bill with all credit line items are not listed in the **Search Bills** zone.

Multiple bill of same account can be added to the dispute request. Multiple bill line items of any bill can also be added to the dispute request.

Related Topics

For more information on...	See...
How to add a bill line item to the dispute request	Adding a Bill Line Item to the Dispute Request on page 1603

Bill Line Items

The **Bill Line Items** zone lists the debit and credit bill segments and adjustments of the bill. This zone contains the following columns:

Column Name	Column Description
Entity ID	Displays the bill segment or adjustment ID.
Entity Type	Indicates whether the entity is a bill segment or an adjustment.
Entity Information	Displays additional information about the bill segment or adjustment. If the entity is a bill segment, the context menu appears in the column which helps in navigating to other screens in the application. Note: It has a link. If the entity is a bill segment then on clicking the link, the Bill Segment screen appears with the details of the respective bill segment. However, if the entity is an adjustment then on clicking the link, the Adjustment screen appears with the details of the respective adjustment.
Entity Amount	Displays the bill segment or adjustment amount.
Currency	Displays the currency in which the amount is billed.
Contract Information	Displays additional information about the contract against which the bill segment or adjustment is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.

You can select one or more credit/debit bill segments or adjustments and click the **Add** button in this zone to add selected credit/debit bill segments or adjustments to the dispute request.

By default, the **Bill Line Items** zone does not appear in the **Bills** tab. It appears only when you click the **Broadcast**  icon corresponding to the bill in the **Search Bills** zone.

Related Topics

For more information on...	See...
How to add a bill line item to the dispute request	Adding a Bill Line Item to the Dispute Request on page 1603

Dispute Request - Log

The **Log** tab contains the following zone:

- [Dispute Request Log](#) on page 1592

Dispute Request Log

The **Dispute Request Log** zone lists the complete trail of actions performed on the dispute request. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the dispute request.
Details	Displays the details about the action performed on the dispute request.
User	Indicates the user who has performed the action on the dispute request.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the dispute request.
Status Reason	Displays the status reason of action performed on the dispute request.

Note: You can manually add a log entry for the dispute request by clicking the **Add Log Entry** link in the upper right corner of the **Dispute Request Log** zone.

The **Add Request Log** window appears. Enter **Log Details** and click **Save**. The dispute request log is added.

Related Topics

For more information on...	See...
How to view the log of a dispute request	Viewing the Log of a Dispute Request on page 1605

Editing a Dispute Request

Prerequisites

To edit a dispute request, you should have:

- Adjustment types with A/P request type defined in the application

Procedure

To edit a dispute request:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request whose details you want to edit.

The **Dispute Request** screen appears.

3. Click the **Edit** button in the **Dispute Request** zone.

The **Dispute Request** screen appears. It contains the following section:

Field Name	Field Description	Mandatory (Yes or No)
Dispute Request Type	Displays information about the dispute request.	Not applicable
Dispute Reason	Used to indicate the dispute requests which are created using a particular dispute reason for the bill.	Yes
Account Information	Indicates the account for which the dispute request is created.	Not applicable

Field Name	Field Description	Mandatory (Yes or No)
Comments	Used to specify additional information about the dispute request.	No

In addition, this screen contains the following two sections:

- **Characteristics** – Used to define characteristics for the dispute request. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Effective Date	Used to specify the date from when the characteristic is effective for the dispute request.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the dispute request.
Characteristic Type	Used to indicate the characteristic type. Note: The list includes only those characteristic types where the characteristic entity is set to Dispute Request .	Yes (Conditional) Note: This field is required when you are defining a characteristic for the dispute request.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the dispute request.

4. Modify the details of the dispute request, if required.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

5. Define, edit, or remove characteristics from the dispute request, if required.
6. Click **Save**.

The changes made to the dispute request are saved.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585
How to define characteristics for a dispute request	Defining Characteristics for a Dispute Request on page 1583

Deleting a Dispute Request

Procedure

To delete a dispute request:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request that you want to delete.

The **Dispute Request** screen appears.

3. Click the **Delete** button in the **Dispute Request** zone.

A message appears confirming whether you want to delete the dispute request.

Note: The **Delete** button appears only when the dispute request is in the **Draft** status.

4. Click **OK**.

The dispute request is deleted.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585

Submitting a Dispute Request

Prerequisites

To submit a dispute request, you should have:

- Credit/debit bill line items added in the dispute request

Procedure

To submit a dispute request:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request that you want to submit.

The **Dispute Request** screen appears.

3. Click the **Submit** button in the **Dispute Request** zone.

The system behaves in the following manner:

If...	Then...
<p>The Approval Required and Hierarchical Approval check boxes are selected in the dispute request type using which the dispute request is created</p>	<p>A To Do of the C1-DSPSB To Do type is created and sent to the approver at the first level in the approval hierarchy, and the status of the dispute request is changed to Approval In Progress.</p> <p>For unpaid bills,</p> <ol style="list-style-type: none"> 1. If stop auto pay switch is No and auto pay exist then adjustments are created on next bill. <p>Note: Adjustment on Next Bill (Required) parameter should be swapped on the current or next bill.</p> 2. Else if stop auto pay switch is Yes and, <ol style="list-style-type: none"> 1. If bill cannot be reopen or adjustment needs to be created on next bill then create adjustment on next bill. <p>Note: Adjustment on Next Bill (Required) parameter should be swapped on the current or next bill.</p> 2. Else if approval is configured then create to do for manual creation of auto pay (Auto Pay is stopped while submitting the request) <p>Note: To Do Type parameter will be sent to the user if bill can't be reopen and auto pay has been stopped.</p> 3. Else create adjustment on current bill and if approval is configured then, bill reopens and complete (Auto Pay is stopped while submitting the request). Delete overdue character from the bill 3. Else stop auto pay, reopen bill and complete <p>For paid bills adjustment is created on next bill</p> <p>For partially paid bills,</p> <ul style="list-style-type: none"> • First adjustment is created to balance current bill, rest of the adjustments are created to balance the remaining amount, and if dispute adjustment increases the debit or credit balance then adjustment will be stamped on next bill.
<p>The Approval Required check box is selected, but the Hierarchical Approval check box is not selected in the dispute request type using which the dispute request is created</p>	<p>A To Do of the C1-DSPSB To Do type is created and sent to the approver at the hierarchy level where the total dispute amount falls within the threshold limit. In addition, the status of the dispute request is changed to Approval In Progress.</p>

If...	Then...
The Approval Required check box is not selected in the dispute request type using which the dispute request is created	The dispute adjustments are created using the specified adjustment types and the status of the dispute request is changed to Processed .

Note:

The **Submit** button appears only when the dispute request is in the **Draft** status.

Dispute request with atleast one bill or bill line item has to be added for submission.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585

Approving a Dispute Request

You can view the number of dispute requests which are pending for approval in the **Dispute Request** screen. The approver can review, and accordingly approve or reject the dispute request based on the observations.

Note: The system will not allow you to approve or reject a dispute request submitted by you.

Procedure

To approve a dispute request:

1. Do either of the following:

If you want to...	Then...
Approve a dispute request through the Dispute Request screen	<ol style="list-style-type: none"> 1. Search for the dispute request in the Dispute Request screen. 2. In the Search Results section, click the link in the Dispute Request Information column corresponding to the dispute request which you want to review.
Approve a dispute request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1_DISAP in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears.

If you want to...	Then...
	<ol style="list-style-type: none"> 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the dispute request that you want to review.

The **Dispute Request** screen appears.

2. Review the dispute request details.
3. Click the **Approve** button in the **Dispute Request** zone.

The system behaves in the following manner:

If...	Then...
The Hierarchical Approval check box is not selected in the dispute request type using which the dispute request is created	The refund adjustments are created using the specified adjustment types and the status of the refund request is changed to Processed .

Note: The **Approve** button appears only when:

- The dispute request is in the **Approval In Progress** status.
- A user with the approval To Do role is reviewing the dispute request.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585

Rejecting a Dispute Request

Prerequisites

To reject a dispute request, you should have:

- Rejection reasons defined in the application

Note:

While rejecting a dispute request, you need to specify the reason why you want to reject the dispute request. You can select the appropriate rejection reason only when you have defined the reasons for the **Rejected** status of the **C1-DisputeRequest** business object in the **Status Reason** screen.

The system will not allow you to approve or reject a dispute request submitted by you.

Procedure

To reject a dispute request:

1. Do either of the following:

If you want to	Then
Reject a dispute request through the Dispute Request screen	<ol style="list-style-type: none"> 1. Search for the dispute request in the Dispute Request screen. 2. In the Search Results section, click the link in the Dispute Request Information column corresponding to the dispute request which you want to review.
Reject a dispute request from the To Do List screen	<ol style="list-style-type: none"> 1. Click the Menu link in the Application toolbar. A list appears. 2. From the Main menu, select To Do and then click To Do List. The To Do Type for User Search window appears. 3. Enter C1-DISAP in the To Do Type field. 4. Click the Search button corresponding to the To Do Type field. The To Do List screen appears. 5. Select the Open option from the Filter by list to view all unassigned To Dos. 6. Click the link in the Message column corresponding to the To Do of the dispute request that you want to review.

The **Dispute Request** screen appears.

2. Review the dispute request details.
3. Click the **Reject** button in the **Dispute Request** zone.

The **Reject Dispute Request** window appears. It contains following fields:

Field Name	Field Description	Mandatory (Yes or No)
Status Reason	Used to indicate the reason why you want to reject the dispute request.	Yes
Comments	Used to specify additional information while rejecting the dispute request.	No

Note: The **Reject** button appears only when:

- The dispute request is in the **Approval In Progress** status.
 - A user with the approval To Do role is reviewing the dispute request.
4. Select the rejection reason from the **Status Reason** list.
 5. Click **Save**.

The status of the dispute request is changed to **Rejected**.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585

Resubmitting a Dispute Request**Prerequisites**

To resubmit a dispute request, you should have:

- Entities added in the dispute request which is submitted for approval.

Procedure

To resubmit a dispute request:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request that you want to resubmit.

The **Dispute Request** screen appears.

3. Click the **Re Submit** button in the **Dispute Request** zone.

The **Resubmit Dispute Request** screen appears.

Note: The **Resubmit** button appears only when the dispute request is in the **Approval In Progress** status.

A To Do of the **C1-DSPSB** To Do type is created and sent to the request submitter using the submitter TO DO Role and the status of the dispute request is changed to **Draft**.

4. Enter the comments in the respective field and click **Save**.

Note: While resubmitting, To Do will be sent to the submitter of the request using the submitter To Do Role mapped on the dispute request type and the request will be moved to Draft status. The submitter can do necessary changes and re-submit the request. Log will be maintained when the approver sends the request back to submitter.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585
How to submit a dispute request	Submitting a Dispute Request on page 1594

Editing the Dispute Details**Prerequisites**

To edit the dispute details, you should have:

- Adjustment types with A/P request type defined in the application

Procedure

To edit the dispute details:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request whose bill line item details you want to edit.

The **Dispute Request** screen appears.

3. Select the bill whose details you want to edit in the **Dispute Details** zone and click the **Edit** button available in the upper left corner of this zone.

The **Edit Dispute Details** screen appears.

Note: A bill line item from the dispute request can be edited only when the dispute request is in the **Draft** status.

The **Edit Dispute Details** screen contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Dispute Request ID	Displays the dispute request ID.	Not applicable
Account Information	Displays additional information about the account.	Not applicable

In addition to these fields, this screen contains following columns:

Column Name	Column Description
Entity Type	Indicates the entity type. The valid values are <ul style="list-style-type: none"> • Adjustments • Bill • Bill Segment
Entity ID	Displays the entity ID.
Entity Information	Displays the entity information.
Dispute Amount	Indicates the amount that must be disputed.
Currency	Displays the currency in which the entity was created.
Adjustment Type	Displays the adjustment type using which the dispute adjustment must be created.
Stop Auto Pay	Displays whether auto pay needs to be stopped for the entity of the dispute request.

Note:

Pagination is used to display limited number of records in the **Search Results** section. By default, 10 records are displayed in the **Search Results** section. You can change the number of records displayed per page, if required.

You can use the navigation buttons, such as **First** (<<), **Previous** (<), **Next** (>), and **Last** (>>) to navigate between pages. You can also select the page to which you want to navigate from the **Go To** list.

The values appear in the **Page Limit** list only when you define values for the **PAGE_NUMBER** lookup field.

4. Modify the details of the bill line items.
5. Click **Save**.

The changes made to the dispute bill line items are saved.

Related Topics

For more information on...	See...
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585
How to search for a dispute request	Searching for a Dispute Request on page 1579

Deleting a Bill from the Dispute Request

Procedure

To delete a bill from the dispute request:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request whose bill you want to delete.

The **Dispute Request** screen appears.

3. In the **Dispute Details** zone, select the bills and click the **Delete** button available in the upper left corner of this zone.

A message appears confirming whether you want to delete the bill from the dispute request.

Note: You can delete bill from the dispute request only when the request is in the **Draft** status.

4. Click **OK**.

The selected bill gets deleted from the dispute request.

Related Topics

For more information on...	See...
Dispute Request screen	Dispute Request on page 1584
Dispute Request zone	Dispute Request on page 1585
How to search for a dispute request	Searching for a Dispute Request on page 1579

Viewing the Bill Line Items


Procedure

To view the bill line items of a dispute request:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request whose log you want to view.

The **Dispute Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the dispute request. It contains the following zones:
 - **Dispute Request** – Displays the details of the dispute request.
 - **Dispute Details** – Lists the entities, such as auto payment events, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be disputed.
 - **Dispute Adjustments** – Displays the adjustment details of dispute request.

Note: This zone appears when you click the Broadcast () icon corresponding to the entity type as **Bill** in the **Dispute Details** zone and only when the status is **Processed**.

- **Previous Dispute Requests** – Displays the details of the bill which must be disputed.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone.

- **Bills** – Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to dispute. It contains the following zones:

- **Search Bills** – Lists completed bills of the account which are either with credit balance or have one or more credit line items, such as bill segments and adjustments. You can filter the bills using various search criteria.

Note: Filter the bills, if required, in the **Search Bills** zone.

- **Bill Line Items** – Lists the debit and credit bill segments and adjustments of the bill.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Search Bills** zone.

This tab appears only when the dispute request is in the **Draft** status.

- **Log** – Lists the complete trail of actions performed on the dispute request.

3. View the details of the bill line items in the **Bill Line Items** zone.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
Dispute Request screen	Dispute Request on page 1584
Search Bills zone	Search Bills on page 1589
How to add a bill line item to a dispute request	Adding a Bill Line Item to the Dispute Request on page 1603
Bill Line Items zone	Bill Line Items on page 1591

Adding a Bill to the Dispute Request

You can dispute the credit/debit bills to the account.

Prerequisites

To add a credit/debit bill to the dispute request, you should have:

- Completed bills for the account with one or more credit/debit line items

Procedure

To add a credit/debit bill to the dispute request:

1. Click the **Bills** tab in the **Dispute Request** screen.

The **Bills** tab appears.

2. Filter the bills, if required, in the **Search Bills** zone.

Note: If a dispute request is currently in progress for a credit/debit bill segment or adjustment of a bill, those bills of the account are not listed in the **Search Bills** zone.

3. Do either of the following:

If...	Then...
A bill has all credit/debit line items and you want to add the credit/debit bill to the dispute request	<ol style="list-style-type: none"> <li data-bbox="849 226 1399 289">1. In the Search Bills zone, select the bills that you want to dispute. <li data-bbox="849 317 1399 380">2. Click the Add button available at the upper left corner of the Search Bills zone.
A bill has credit balance and one or more debit line items and you want to add the credit bill to the dispute request	<ol style="list-style-type: none"> <li data-bbox="849 436 1399 499">1. In the Search Bills zone, select the bills that you want to dispute. <li data-bbox="849 527 1399 590">2. Click the Add button available at the upper left corner of the Search Bills zone.

4. Click Add.

A message appears indicating that the selected bills are added to the dispute request.

Note: If you select a bill (with credit balance) which contains one or more debit line items or if you select a bill (with debit balance) which contains one or more credit line items, the system will not allow you to add the credit line items by directly adding the bill. In such case, you need to individually select the credit bill segments and adjustments of the bill and then add them to the dispute request.

5. Click OK.

Note that all the credit/debit bill segments or adjustments of the bills are added in the **Dispute Details** zone on the **Main** tab.

Note: Irrespective of whether you select a credit/debit bill, or credit/debit bill segments or adjustments, the credit/debit bill segments or adjustments are added in the **Dispute Details** zone. The credit/debit bill is not added to the **Dispute Details** zone.

Related Topics

For more information on...	See...
How to create a dispute request	Creating a Dispute Request on page 1581

Adding a Bill Line Item to the Dispute Request

You can dispute the credit/debit bill line items, such as bill segments and adjustments, to the account. While adding a credit/debit bill line item to the dispute request, you can either:

- Directly add all credit/debit line items of a bill to the dispute request by adding the bill which has all bill segments and adjustments in credit
- Individually add a credit bill segment or adjustment of a bill (with one or more credit/debit line items) to the dispute request

Prerequisites

To add a credit/debit bill line item to the dispute request, you should have:

- Completed bills for the account with one or more credit/debit line items

Procedure

To add a credit/debit bill line item to the dispute request:




1. Click the **Bills** tab in the **Dispute Request** screen.

The **Bills** tab appears.

- Filter the bills, if required, in the **Search Bills** zone.

Note: If a dispute request is currently in progress for a credit/debit bill segment or adjustment of a bill, those bills of the account are not listed in the **Search Bills** zone. In addition, a bill with all debit line items are not listed in the **Search Bills** zone.

- Do either of the following:

If...	Then...
A bill has all credit line items and you want to add a particular credit bill line item to the dispute request	<ol style="list-style-type: none"> In the Search Bills zone, click the Broadcast  icon corresponding to the bill whose line items you want to view. The Bill Line Items zone appears. Select the check box corresponding to the credit bill segment or adjustment that you want to dispute.
A bill has credit balance and one or more debit line items	<ol style="list-style-type: none"> In the Search Bills zone, click the Broadcast  icon corresponding to the bill whose line items you want to view. The Bill Line Items zone appears. Select the check box corresponding to the credit bill segment or adjustment that you want to dispute.
A bill has debit balance and one or more credit line items	<ol style="list-style-type: none"> In the Search Bills zone, click the Broadcast  icon corresponding to the bill whose line items you want to view. The Bill Line Items zone appears. Select the check box corresponding to the credit bill segment or adjustment that you want to dispute.

- Click **Add**.

A message appears indicating that the selected bill segments or adjustments are added to the dispute request.

Note: If you select a bill (with credit balance) which contains one or more debit line items or if you select a bill (with debit balance) which contains one or more credit line items, the system will not allow you to add the credit line items by directly adding the bill. In such case, you need to individually select the credit bill segments and adjustments of the bill and then add them to the dispute request.

- Click **OK**.

Note that the credit bill segments or adjustments are added in the **Dispute Details** zone on the **Main** tab.

Note:

Irrespective of whether you select a credit/debit bill, or credit/debit bill segments or adjustments, the credit/debit bill segments or adjustments are added in the **Dispute Details** zone. The credit bill is not added to the **Dispute Details** zone.

The system will not allow you to add a debit line item to the **Dispute Details** zone.

Related Topics

For more information on...	See...
How to create a dispute request	Creating a Dispute Request on page 1581

Viewing the Log of a Dispute Request**Procedure**

To view the log of a dispute request:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request whose log you want to view.

The **Dispute Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the dispute request. It contains the following zones:
 - **Dispute Request** – Displays the details of the dispute request.
 - **Dispute Details** – Lists the entities, such as auto payment events, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be disputed.
 - **Dispute Adjustments** – Displays the adjustment details of dispute request.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone and only when the status is **Processed**.
 - **Previous Dispute Requests** – Displays the details of the bill which must be disputed.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone.
- **Bills** – Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to dispute. It contains the following zones:
 - **Search Bills** – Lists completed bills of the account which are either with credit balance or have one or more credit line items, such as bill segments and adjustments. You can filter the bills using various search criteria.
 - **Bill Line Items** – Lists the debit and credit bill segments and adjustments of the bill.

This tab appears only when the dispute request is in the **Draft** status.

- **Log** – Lists the complete trail of actions performed on the dispute request.
3. Click the **Log** tab.
 4. View the log of the dispute request in the **Dispute Request Log** zone.

Note: You can manually add a log entry for the dispute request by clicking the **Add Log Entry** link in the upper right corner of the **Dispute Request Log** zone.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579
How to add a log entry for a dispute request	Adding a Log Entry for a Dispute Request on page 1606
Dispute Request Log zone	Dispute Request Log on page 1592

Adding a Log Entry for a Dispute Request

Procedure

To add a log entry for a dispute request:

1. Search for the dispute request in the **Dispute Request** screen.
2. In the **Search Results** section, click the link in the **Dispute Request Information** column corresponding to the dispute request whose log you want to edit.

The **Dispute Request** screen appears. It consists of the following tabs:

- **Main** – Displays information about the dispute request. It contains the following zones:
 - **Dispute Request** – Displays the details of the dispute request.
 - **Dispute Details** – Lists the entities, such as auto payment events, and/or credit bill line items (such as credit bill segments and adjustments), of the account which must be disputed.
 - **Dispute Adjustments** – Displays the adjustment details of dispute request.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone and only when the status is **Processed**.

- **Previous Dispute Requests** – Displays the details of the bill which must be disputed.

Note: This zone appears when you click the Broadcast (📡) icon corresponding to the entity type as **Bill** in the **Dispute Details** zone.
- **Bills** – Used to search bills with credit line items, such as credit bill segments and adjustments, that you want to dispute. It contains the following zones:
 - **Search Bills** – Lists completed bills of the account which are either with credit balance or have one or more credit line items, such as bill segments and adjustments. You can filter the bills using various search criteria.
 - **Bill Line Items** – Lists the debit and credit bill segments and adjustments of the bill.

This tab appears only when the dispute request is in the **Draft** status.

- **Log** – Lists the complete trail of actions performed on the dispute request.
3. Click the **Log** tab.

The **Log** tab appears.

4. Click the **Add Log Entry** link in the upper right corner of the **Dispute Request Log** zone.

The **Add Request Log** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Request Information	Displays information about the dispute request.	Not applicable
Log Details	Used to specify additional comments on the dispute request.	Yes

5. Enter the comments in the **Log Details** field.
6. Click **Save**.

The log entry is added in the **Dispute Request Log** zone.

Related Topics

For more information on...	See...
How to search for a dispute request	Searching for a Dispute Request on page 1579

Chapter 33

Earnings Credit Rate

Topics:

- [Prerequisites](#)
- [Financial Transaction Distribution Object Status Transition](#)
- [Algorithms Used in C1-FTDIST](#)
- [Earnings Credit Rate Eligibility](#)
- [Financial Transaction Distribution Type](#)
- [Financial Transaction Distribution Rule](#)
- [Expiration Cycle Extendable Lookup](#)
- [Extendable Lookup \(Expiration Cycle\)](#)
- [Distribution Hierarchy Extendable Lookup](#)
- [Extendable Lookup \(Distribution Hierarchy\)](#)
- [Financial Transaction Distribution Object Extendable Lookup](#)
- [Extendable Lookup \(Financial Transaction Distribution Object\)](#)
- [Financial Transaction Distribution](#)
- [Financial Transaction Distribution](#)

Oracle Revenue Management and Billing enables you to generate the earnings credit rate (ECR) when the account is eligible for earnings credit rate and is associated with a contract of a contract type where the **Financial Transaction Distribution Object** characteristic is defined. In other words, the system enables you to create the financial transaction distribution (ECR) object when the adjustment and/or bill segment financial transaction created against an ECR contract is frozen. The status of the financial transaction distribution object is set to **Pending**.

To enable the Earnings Credit Rate (ECR) feature, you need to setup the following:

- **Financial Transaction Distribution Type** — A financial transaction distribution type is an object which controls the distribution of a credit and debit bill segment or adjustment financial transaction. It is associated to a contract type through a financial transaction distribution object. It helps the system to determine:
 - Whether it is defined for adjustment or bill segment financial transactions whose credit or debit amount should be distributed.
 - The type of adjustment (such as transfer adjustment) should be created when the credit or debit amount on the financial transaction distribution object is distributed.
 - The financial transaction distribution rule using which the credit or debit amount on the financial transaction distribution object should be distributed.
 - Whether the credit or debit amount on the financial transaction distribution object should be used to offset an adjustment or bill segment of the same account (where ECR is earned), another account of the customer (for whom ECR is earned), or the account identified as per the distribution hierarchy.
 - Whether the credit or debit amount on the financial transaction distribution object should be written off when it is equal to or less than the write off threshold amount.
 - The type of adjustment that should be created when the credit or debit amount on the financial transaction distribution object is written off.
 - The type of adjustment that should be created when the credit or debit amount on the financial transaction distribution object is expired.

- The type of adjustment that should be created when the excess credit amount on the financial transaction distribution object is refunded at the end of the year.
- The business object using which the financial transaction distribution object should be created.
- **Financial Transaction Distribution Rule** — A financial transaction distribution rule is associated with one or more financial transaction distribution types. It helps the system to determine:
 - The method using which the credit or debit amount on the financial transaction distribution object should be distributed. If the distribution method is set to **Fee Based**, the system will distribute the credit or debit amount on the financial transaction distribution object to offset fees starting from the highest to lowest amount. If the distribution method is set to **Priority Based**, the system will distribute the credit or debit amount on the financial transaction distribution object to the accounts in the order of their account distribution priority. If the distribution method is set to **Weighted Average**, the system will distribute the credit or debit amount on the financial transaction distribution object to the accounts in the weighted average ratio.
 - The distribution hierarchy using which the accounts, to which the credit or debit amount on the financial transaction distribution object should be distributed, should be derived.
 - The priority in which the objects, such as adjustments of a particular adjustment type or bill segments created for a particular price item, should be offset using the credit or debit amount on the financial transaction distribution object.
 - The objects, such as adjustments of a particular adjustment type or bill segments created for a particular price item, should be excluded from offsetting.
 - Algorithms that should be used to select the accounts, interpret the order of distribution, and then distribute the credit or debit amount.
- **Expiration Cycle** — An expiration cycle is an extendable lookup reference object which indicates the frequency at which the financial transaction distribution object created for the account should be expired (i.e. after two months or 45 days from the date of creation). You can associate an expiration cycle with one or more accounts.
- **Distribution Hierarchy** — A distribution hierarchy is an extendable lookup reference object which indicates the list of hierarchies that should be considered while deriving accounts for offsetting the credit or debit amount on the financial transaction distribution object. The valid hierarchy lists are:
 - **IGA Member Accounts Same Division** – If this option is selected, the system will first offset the credit or debit amount on the financial transaction distribution object against the source account, other accounts of the source customer, and then against other member accounts of an invoicing group in which the source account is also a member account.
 - **Person Relationship (Child) Same Division** — If this option is selected, the system will first offset the credit or debit amount on the

financial transaction distribution object against the source account, other accounts of the source customer, and then against the child persons' accounts who are related to the parent person (i.e. source customer) using a particular relationship type and belongs to the same division.

- **Person Relationship (Child) Other Division** - If this option is selected, the system will first offset the credit or debit amount on the financial transaction distribution object against the source account, other accounts of the source customer, and then against the child persons' accounts who are related to the parent person (i.e. source customer) using a particular relationship type and belongs to a different division.
- **Person Relationship (Parent) Same Division** - If this option is selected, the system will first offset the credit or debit amount on the financial transaction distribution object against the source account, other accounts of the source customer, and then against the parent persons' accounts who are related to the child person (i.e. source customer) using a particular relationship type and belongs to the same division.
- **Person Relationship (Parent) Other Division** - If this option is selected, the system will first offset the credit or debit amount on the financial transaction distribution object against the source account, other accounts of the source customer, and then against the parent persons' accounts who are related to the child person (i.e. source customer) using a particular relationship type and belongs to a different division.

You can associate a distribution hierarchy with one or more financial transaction distribution rules.

- **Financial Transaction Distribution Object** – A financial transaction distribution type is associated to a contract type through a financial transaction distribution object. You can include multiple financial transaction distribution types in a financial transaction distribution object. You can associate a financial transaction distribution object to one or more contract types.
- **Earnings Credit Rate Eligibility** – You can define earnings credit rate eligibility for each account in the system. It helps the system to determine:
 - Whether the account is eligible for generating earnings credit rate (i.e. financial transaction distribution object).
 - Whether the credit or debit amount on the financial transaction distribution object can be offset against the source account, other accounts of the source customer, or against the accounts identified in the distribution hierarchy.
 - The priority in which the account should be considered while distributing the credit or debit amount on the financial transaction distribution object.
 - The expiration cycle for the account.

The following two batches are introduced in this release:

- **Financial Transaction Distribution Monitor (C1-FTDPR)** – It is used to monitor or check whether there are any financial transaction distribution objects in the Pending status. If there is a financial transaction

distribution object in the Pending status, the system validates the financial transaction distribution object and changes the status of the financial transaction distribution object to Validated. From the Validated status, the status of the financial transaction distribution object is changed to either of the following:

- **Refund** (when there is excess credit amount on the financial transaction distribution object at the end of the year and the source account belongs to a particular customer class where refund is allowed).
- **Write Off** (when the credit or debit amount on the financial transaction distribution object is equal to or less than the write off threshold amount)
- **Expire** (when the credit or debit amount on the financial transaction distribution object is expired)

Accordingly, the refund, write off, and expire adjustments are created. However, if none of the above conditions are met, the status of the financial transaction distribution object remains as **Validated**.

- **FT Distribution Single Threaded Transition Batch (C1-FTDTS)** - It is used to monitor or check whether there are any financial transaction distribution objects in the Validated status. If there is a financial transaction distribution object in the Validated status, the system changes the status of the financial transaction distribution object to **Apply Rule** and executes the algorithm attached to the **Apply Rule** system event on the financial transaction distribution rule version which is effective on the batch business date. Once the credit or debit distribution array of accounts is created, the status of the financial transaction distribution object is changed to **Distributed** and then the algorithm attached to the Distribute system event on the financial transaction distribution rule version which is effective on the batch business date is executed. On the credit or debit amount distribution, two adjustments are created – one against the source contract and another against the bill segment or adjustment's contract to which the amount is distributed. Once the credit or debit amount on the financial transaction distribution object is fully distributed, the status of the financial transaction distribution object is changed to **Complete**. However, if the credit or debit amount on the financial transaction distribution object is not yet fully distributed, the status of the financial transaction distribution object is changed to **Validated**.

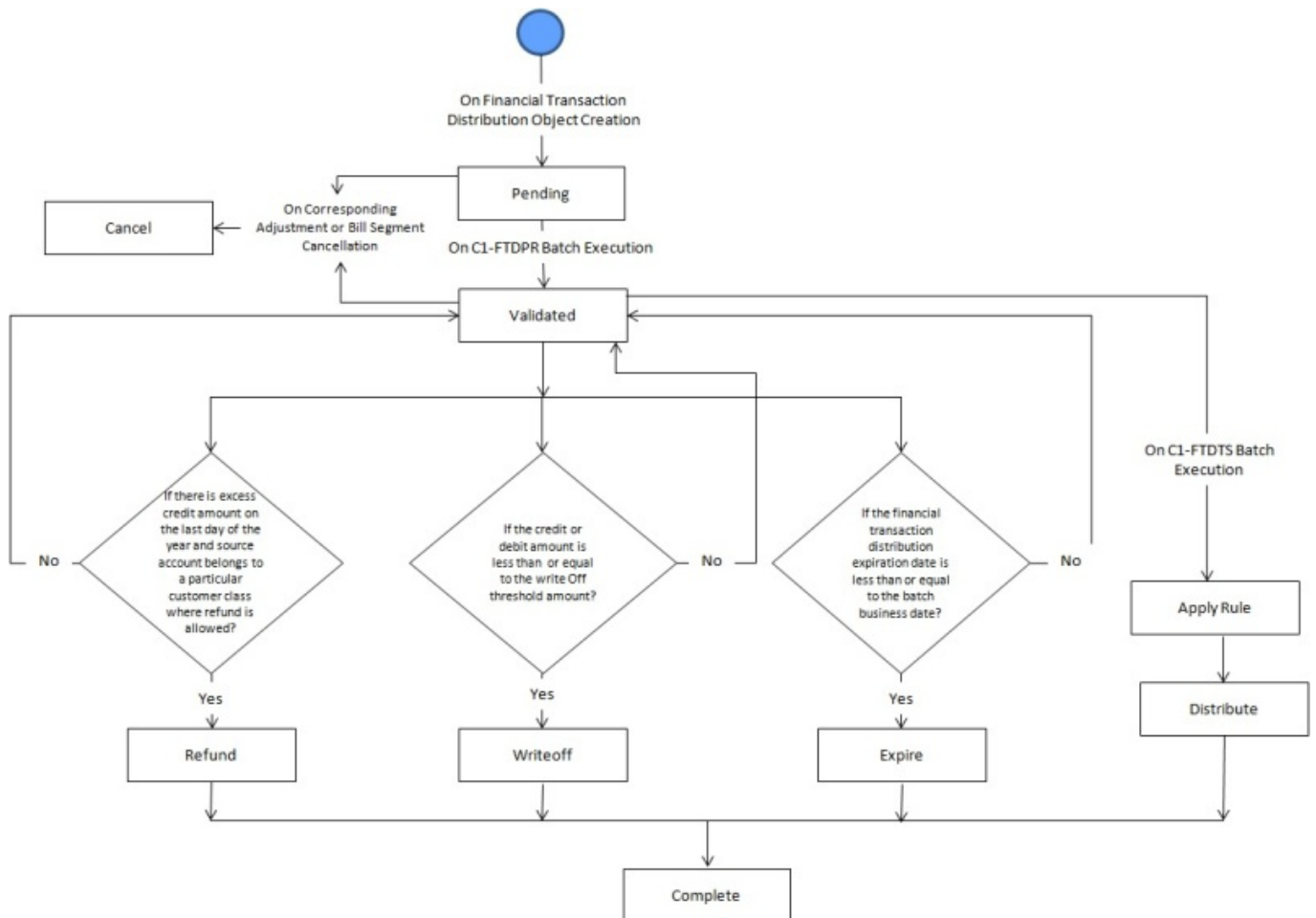
Prerequisites

To setup the earnings credit rate process, you need to do the following:

- Add the earnings credit rate to the eligible accounts.
- Define the required financial transaction distribution types in the system.
- Define the required financial transaction distribution rules in the system.
- Define the following extendable lookup reference objects in the system:
 - Expiration Cycle
 - Distribution Hierarchy
 - Financial transaction distribution object

Financial Transaction Distribution Object Status Transition

The following figure graphically indicates how an financial transaction distribution object is created in the system:



Note: For more information about the batches, refer *Oracle Revenue Management and Billing Batch Guide*.

Algorithms Used in C1-FTDIST

The following table lists the algorithms which are attached to the **C1-FTDIST** business object:

System Event	Algorithm	Algorithm Type	Description																																
Information	C1-FTDISTINF	C1-FTDISTINF	<p>This algorithm formats the FT Distribution that appears throughout the system. It concatenates the fields and separator specified as algorithm parameters. Possible fields are:</p> <table border="1"> <thead> <tr> <th>Field</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>ACCT_ID</td> <td>Account ID</td> </tr> <tr> <td>ADJ_ID</td> <td>Adjustment ID</td> </tr> <tr> <td>BO_STATUS_CD</td> <td>Status</td> </tr> <tr> <td>BO_STATUS_REASON_CD</td> <td>Status Reason</td> </tr> <tr> <td>BSEG_ID</td> <td>Bill Segment ID</td> </tr> <tr> <td>BUS_OBJ_CD</td> <td>Business Object</td> </tr> <tr> <td>CRE_DTTM</td> <td>Creation Date/Time</td> </tr> <tr> <td>EXPIRATION_DT</td> <td>Expiration Date</td> </tr> <tr> <td>FT_DISTRIBUTION_ID</td> <td>FT Distribution</td> </tr> <tr> <td>FT_DIST_TYPE_CD</td> <td>FT Distribution Type</td> </tr> <tr> <td>FT_ID</td> <td>FT ID</td> </tr> <tr> <td>ILM_DT</td> <td>ILM Date</td> </tr> <tr> <td>SA_ID</td> <td>SA ID</td> </tr> <tr> <td>STATUS_UPD_DTTM</td> <td>Status Update Date/Time</td> </tr> <tr> <td>TOT_AMT</td> <td>Payoff Amount</td> </tr> </tbody> </table>	Field	Description	ACCT_ID	Account ID	ADJ_ID	Adjustment ID	BO_STATUS_CD	Status	BO_STATUS_REASON_CD	Status Reason	BSEG_ID	Bill Segment ID	BUS_OBJ_CD	Business Object	CRE_DTTM	Creation Date/Time	EXPIRATION_DT	Expiration Date	FT_DISTRIBUTION_ID	FT Distribution	FT_DIST_TYPE_CD	FT Distribution Type	FT_ID	FT ID	ILM_DT	ILM Date	SA_ID	SA ID	STATUS_UPD_DTTM	Status Update Date/Time	TOT_AMT	Payoff Amount
Field	Description																																		
ACCT_ID	Account ID																																		
ADJ_ID	Adjustment ID																																		
BO_STATUS_CD	Status																																		
BO_STATUS_REASON_CD	Status Reason																																		
BSEG_ID	Bill Segment ID																																		
BUS_OBJ_CD	Business Object																																		
CRE_DTTM	Creation Date/Time																																		
EXPIRATION_DT	Expiration Date																																		
FT_DISTRIBUTION_ID	FT Distribution																																		
FT_DIST_TYPE_CD	FT Distribution Type																																		
FT_ID	FT ID																																		
ILM_DT	ILM Date																																		
SA_ID	SA ID																																		
STATUS_UPD_DTTM	Status Update Date/Time																																		
TOT_AMT	Payoff Amount																																		
Validation	C1-VALFTDIST	C1-VALFTDIST	<p>This algorithm validates the Business Object - Financial Transaction Distribution, which includes:</p> <ul style="list-style-type: none"> Adjustment ID or Bill Segment ID must be supplied. 																																

The following table lists the algorithms which are used in the lifecycle of the **C1-FTDIST** business object:

Status	System Event	Algorithm	Algorithm Type	Description
In Progress	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm type transitions business object current state to the input Next Status or to the status related to the input Next Transition Condition. Either one but not both soft parameters may be specified. If both soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.

Status	System Event	Algorithm	Algorithm Type	Description
Validate	Monitor	C1-FTDVALIDT	C1-FTDVALIDT	<p>This algorithm transitions the FT Distribution record from validate to any of the following statuses based on certain conditions:</p> <ul style="list-style-type: none"> • It transitions to Expire status (based on Parameter Expire Status Transition Condition) when the credit is not fully distributed and process date is before or on the same day as the Expiration Date defined in the record. • It transitions to Write Off status (based on Parameter Write Off Status Transition Condition) when the Total Amount is less than or equal to the Write Off Threshold defined in the FT Distribution Type linked to the record. It also uses Parameter Handle Negative or Positive for Write Off. If the Parameter is Negative and the Payoff Amount of the record is negative or the Parameter is Positive and the Payoff Amount of the record is positive, then proceed with Write Off. • It transitions to Refund status (based on Parameter Refund Status Transition Condition) when the Parameter Refund at End of Year is Y and the record's source account's customer class is equal to Parameter Applicable Customer Class for Refund. If none of the conditions are met, the record remains at Validate status. <p>If none of the conditions are met, the record remains at Validate status.</p>

Status	System Event	Algorithm	Algorithm Type	Description
Apply Rule	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm type transitions business object current state to the input Next Status or to the status related to the input Next Transition Condition. Either of the one soft parameters may be specified. If both the soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.
Apply Rule	Enter	C1-FTDAPRL	C1-FTDAPRL	This algorithm will call the pre-processing and apply rule algorithms that are configured in the effective rule version of the FT Distribution Rule of the Financial Transaction Distribution record's FT Distribution Type.
Distributed	Enter	C1-FTDDIST	C1-FTDDIST	This algorithm will trigger the distribute algorithms configured in the effective rule version of the FT Distribution Rule linked to the FT Distribution Type of the Financial Transaction Distribution record. After invoking the algorithms, the FT Distribution amount is compared to the sum of the distribution amounts with frozen transfer adjustments in the list. If the amounts are equal, the FT Distribution record is transitioned to Complete (based on the Parameter Complete Status Transition Condition). Otherwise, it is transitioned back to Validate (based on the Validate Status Transition Condition).
Expire	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm type transitions business object current state to the input Next Status or to the status related to the input Next Transition Condition. Either one but not both soft parameters may be specified. If both soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.

Status	System Event	Algorithm	Algorithm Type	Description
Expire	Enter	C1-FTDEXP	C1-FTDEXP	This algorithm expires credit amount by creating an expiration adjustment defined in the FT Distribution Type. The Expiration Adjustment created will have a characteristic of type Parameter Financial Transaction Distribution Characteristic Type and value equal to the FT Distribution ID. The FT Distribution record will have a characteristic of type Write off Adjustment with value equal to the Expiration Adjustment ID.
Refund	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm type transitions business object current state to the input Next Status or to the status related to the input Next Transition Condition. Either of the one soft parameters may be specified. If both the soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.
Refund	Enter	C1-FTDREFUND	C1-FTDREFUND	This algorithm refunds the credit amount by creating a refund adjustment defined in the FT Distribution Type. The Refund Adjustment will be linked to the Refund Contract (with type equal to Parameter Refund Contract Type) attached to the source Account of the FT Distribution. The Refund Adjustment will be linked to the FT Distribution via a characteristic with type Parameter Financial Transaction Distribution Characteristic Type. Also, the FT Distribution record will have a characteristic of type Refund Adjustment with value equal to the Refund Adjustment ID.

Status	System Event	Algorithm	Algorithm Type	Description
Write Off	Monitor	F1-AT-RQJ	F1-GEN-BOMNJ	This algorithm type transitions business object current state to the input Next Status or to the status related to the input Next Transition Condition. Either one but not both soft parameters may be specified. If both soft parameters are not specified, the business object will be transitioned to the default next status specified on lifecycle. Algorithms of this algorithm type may be defined for any business object status as its monitor algorithm.
Write Off	Enter	C1-FTDWRTOFF	C1-FTDWRTOFF	This algorithm writes off the credit amount by creating a write off adjustment defined in the FT Distribution Type. The Write off Adjustment created will have a characteristic of type Parameter Financial Transaction Distribution Characteristic Type and value equal to the FT Distribution ID. The FT Distribution record will have a characteristic of type Write Off Adjustment with value equal to the Write Off Adjustment ID.
Cancel	Enter	C1-FTDCANCEL	C1-FTDCANCEL	This algorithm will cancel all the transfer adjustments listed in the Financial Transaction Distribution record's Distribution List. The cancel reason code will be copied or taken from the original Distribution Object's cancel reason. If it is not provided, it will use the parameter Default Cancel Reason.
Complete	Enter	C1-FTDCOMP	C1-FTDCOMP	This algorithm will trigger the post-processing algorithms configured in the effective rule version of the FT Distribution Rule linked to the FT Distribution Type of the Financial Transaction Distribution record.

Earnings Credit Rate Eligibility

This screen allows you to add earnings credit rate eligibility for each account in the system and helps you to determine the following:

- Whether the account is eligible for generating earnings credit rate (i.e. financial transaction distribution object).
- Whether the credit or debit amount on the financial transaction distribution object can be offset against the source account, other accounts of the source customer, or against the accounts identified in the distribution hierarchy.

- The priority in which the account should be considered while distributing the credit or debit amount on the financial transaction distribution object.
- The expiration cycle for the account.

This screen contains the following zone:

- [Earnings Credit Rate Eligibility](#) on page 1620

Earnings Credit Rate Eligibility

The **Earnings Credit Rate Eligibility** zone allows you to add earnings credit rate eligibility for each account in the system.

This zone contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Earnings Credit Rate ID	Displays the earnings credit rate ID.	Not applicable
Account ID	Used to search for a particular account. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	Yes
Earnings Credit Rate Eligible	Used to define whether an earned credit rate can be calculated and created for the account or not.	No
Offset Eligibility	Used to define whether the credit or debit amount on the financial transaction distribution object can be offset against the source account, other accounts of the source customer, or against the accounts identified in the distribution hierarchy.	No
Offset Distribution Type	Used to search the financial transaction distribution type which would be used to offset the credit or debit amount from another account. If this field is left blank, then the financial transaction distribution type for the earning credit rate source account will be used. Note: This field is enabled only when the Offset Eligibility check box is selected. This field is enabled only when the Offset Eligibility check box is selected. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Offset Distribution Type FK Search window appears.	No
Account Distribution Priority	Used to indicate the priority in which the account should be considered while distributing the credit or debit amount on the financial transaction distribution object.	No
Expiration Cycle	Used to indicate the expiration cycle for the account.	Yes

Related Topics

For more information on...	See...
How to define earnings credit rate eligibility for an account	Defining Earnings Credit Rate Eligibility for an Account on page 1621

Defining Earnings Credit Rate Eligibility for an Account

Prerequisites

To define an earnings credit rate eligibility for an account, you should have:

- Accounts defined in the application.
- Expiration cycle defined in the application.
- Financial transaction distribution type defined in the application.

Procedure

To define earnings credit rate eligibility for an account:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Person Information** and then click **Earnings Credit Rate Eligibility**.

The **Earnings Credit Rate Eligibility** screen appears. It contains the following section:

- **Main** — Used to add the basic details about the earnings credit rate eligibility for an account. This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Earnings Credit Rate ID	Displays the earnings credit rate ID.	Not applicable
Account ID	Used to search for a particular account. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Account Search window appears.	Yes
Earnings Credit Rate Eligible	Used to define whether an earned credit rate can be calculated and created for the account or not.	No
Offset Eligibility	Used to define whether the credit or debit amount on the financial transaction distribution object can be offset against the source account, other accounts of the source customer, or against the accounts identified in the distribution hierarchy.	No

Field Name	Field Description	Mandatory (Yes or No)
Offset Distribution Type	Used to search the financial transaction distribution type which would be used to offset the credit or debit amount from another account. If this field is left blank, then the financial transaction distribution type for the earning credit rate source account will be used. Note: This field is enabled only when the Offset Eligibility check box is selected. This field is enabled only when the Offset Eligibility check box is selected. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Offset Distribution Type FK Search window appears.	No
Account Distribution Priority	Used to indicate the priority in which the account should be considered while distributing the credit or debit amount on the financial transaction distribution object.	No
Expiration Cycle	Used to indicate the expiration cycle for the account.	Yes

3. Enter the required details.
4. Click **Save**.

The earnings credit rate eligibility is defined for the account.

Related Topics

For more information on...	See...
Earnings Credit Rate Eligibility screen	Earnings Credit Rate Eligibility on page 1619

Financial Transaction Distribution Type

The **Financial Transaction Distribution Type** screen allows you to define, edit, copy, and delete a financial transaction distribution object type.




This screen contains the following zones:


- [Financial Transaction Distribution Type List](#) on page 1622
- [Financial Transaction Distribution Type](#) on page 1624


Financial Transaction Distribution Type List

The **Financial Transaction Distribution Type List** zone allows you to view the list of financial transaction distribution types that are already defined in the system.

This zone contains the following columns:

Column Name	Column Description
FT Distribution Type	Displays the financial transaction distribution type.
Description	Displays the description of the financial transaction distribution type. Note: It has a link. On clicking the link, the Financial Transaction Distribution Type zone appears with the details of the respective financial transaction distribution type.
Related Transaction BO	Displays the corresponding transaction business object. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
FT Adjustment Type	Displays the adjustment type used in the financial transaction adjustment.
Distribution Object Type	Displays the financial transaction object type used in distributing the credit.
Edit	On clicking the Edit () icon, the FT Distribution Type screen appears where you can edit the details of the financial transaction distribution type.
Duplicate	On clicking the Duplicate () icon, the FT Distribution Type screen appears where you can define a financial transaction distribution type using an existing financial transaction distribution type.
Delete	On clicking the Delete () icon, you can delete the financial transaction distribution type.

On clicking the **Broadcast** () icon corresponding to the financial transaction distribution type, the **Financial Transaction Distribution Type** zone appears with the details of the respective financial transaction distribution type.

You can filter the list using the **Financial Transaction Distribution Type**, **Description**, or **Financial Transaction Object Type** fields available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

Related Topics

For more information on...	See...
Financial Transaction Distribution Type zone	Financial Transaction Distribution Type on page 1624
How to define a financial transaction distribution type	Defining a Financial Transaction Distribution Type on page 1626
How to edit a financial transaction distribution type	Editing a Financial Transaction Distribution Type on page 1630
How to copy a financial transaction distribution type	Copying a Financial Transaction Distribution Type on page 1633
How to delete a financial transaction distribution type	Deleting a Financial Transaction Distribution Type on page 1632
How to view the details of a financial transaction distribution type	Viewing the Financial Transaction Distribution Type Details on page 1636

Financial Transaction Distribution Type

The **Financial Transaction Distribution Type** zone displays the details of the financial transaction distribution types that are already defined in the system. This zone contains the following sections:

- **Main** — This section provides basic information about the financial transaction distribution type. It contains the following fields:

Field Name	Field Description
FT Distribution Type	Displays the financial transaction distribution type.
Description	Displays the description of the financial transaction distribution type.
FT Object Type	Indicates the business object that will be used to create the financial transaction distribution type. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
FT Adjustment Type	Displays the adjustment type used in the financial transaction adjustment.
Distribution Object Type	Displays the financial transaction object type used in distributing the credit.
Distribution Adjustment Type	Displays the adjustment type which is used for distribution if the Transfer Adjustment option is selected from the Distribution Object Type list. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.
FT Distribution Rule	Displays the financial transaction distribution rule to be used for distributing the credit or debit in an account. Note: It has a link. On clicking the link, the Financial Transaction Distribution Rule screen appears with the details of the respective financial transaction distribution rule.
Write Off Threshold Amount	Displays the minimum credit amount for write off. Any amount specified in this field is assumed to be negative. For example, a value of “2” is treated as “-2”. Such that if the credit is only “-2”, then this will written off instead of distributing it to offset.
Write Off Adjustment Type	Displays the adjustment type used for write off. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.
Expiration Adjustment Type	Displays the adjustment type used for expiration. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.
Refund Adjustment Type	Displays the adjustment type used for refund. Note: It has a link. On clicking the link, the Adjustment Type screen appears with the details of the respective adjustment type.

Field Name	Field Description
Offset Indicator	Displays whether the financial transaction distribution type is applicable when an account in a hierarchy is using an excess credit from the account credit source to offset its own debt or not.
Related Transaction BO	Displays the object using which financial transaction object is created. In addition, this column has a context menu which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

- **Characteristics** — This section lists the characteristics defined for the financial transaction distribution type. It contains the following columns:


Column Name	Column Description
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the financial transaction distribution type.
Delete	Used to delete the financial transaction distribution type.
Duplicate	Used to create a new financial transaction distribution type using an existing financial transaction distribution type.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the financial transaction distribution type is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

By default, the **Financial Transaction Distribution Type** zone does not appear in the **Financial Transaction Distribution Type** screen. It appears only when you click the **Broadcast**  icon corresponding to the financial transaction distribution type in the **Financial Transaction Distribution Type List** zone.

Related Topics

For more information on...	See...
How to define a financial transaction distribution type	Defining a Financial Transaction Distribution Type on page 1626
How to edit a financial transaction distribution type	Editing a Financial Transaction Distribution Type on page 1630
How to copy a financial transaction distribution type	Copying a Financial Transaction Distribution Type on page 1633

For more information on...	See...
How to delete a financial transaction distribution type	Deleting a Financial Transaction Distribution Type on page 1632
How to view the details of a financial transaction distribution type	Viewing the Financial Transaction Distribution Type Details on page 1636

Defining a Financial Transaction Distribution Type

Prerequisites

To define a financial transaction distribution type, you should have:

- Financial transaction distribution objects defined in the application.
- Adjustment types defined in the application.
- Financial transaction distribution rule defined in the application.
- Required characteristics defined in the application.

Procedure

To define a financial transaction distribution type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Type**.
A sub-menu appears.
3. Click the **Add** option from the **Financial Transaction Distribution Type** sub-menu.

The **Financial Transaction Distribution Type** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the financial transaction distribution type.
- **Characteristics** — Used to define characteristics for the financial transaction distribution type.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Financial Transaction Distribution Type	Used to specify the financial transaction distribution type.	Yes
Description	Used to specify the description of the financial transaction distribution type.	Yes
FT Object Type	Used to indicate the business object that will be used to create the financial transaction distribution type. The valid values are: <ul style="list-style-type: none"> • Adjustment • Bill Segment 	Yes

Field Name	Field Description	Mandatory (Yes or No)
FT Adjustment Type	Used to indicate the adjustment type used in the financial transaction adjustment. Note: By default, this field is disabled. This field gets enabled when you select Adjustment option from the FT Object Type list.	Yes (Conditional) Note: This field is required when you are selecting the Adjustment option for the FT Object Type list.
Distribution Object Type	Used to indicate the financial transaction object type used in distribution.	Yes
Distribution Adjustment Type	Used to indicate the adjustment type which is used for distribution if the Transfer Adjustment option is selected from the Distribution Object Type list.	No
FT Distribution Rule	Used to indicate the financial transaction distribution rule to be used for distributing the credit or debit in an account. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Offset Distribution Type FK Search window appears.	No
Offset Indicator	Used to indicate whether the financial transaction distribution type is applicable when an account in a hierarchy is using an excess credit from the account credit source to offset its own debt or not.	No
Write Off Threshold Amount	Used to specify the minimum credit amount for write off.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.
Write Off Adjustment Type	Used to indicate the adjustment type used for write off. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.

Field Name	Field Description	Mandatory (Yes or No)
Expiration Adjustment Type	Used to indicate the adjustment type used for expiration. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.
Refund Adjustment Type	Used to indicate the adjustment type used for refund. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.
Related Transaction BO	Used to indicate the object using which financial transaction object is created. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Business Object Search window appears.	Yes

Characteristics — This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the financial transaction distribution type.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the financial transaction distribution type.

Tip: Alternatively, you can access the **Financial Transaction Distribution Type** screen by clicking the **Add** button in the **Page Title** area of the **Financial Transaction Distribution Type** screen.

4. Enter the required details.
5. Define characteristics for the financial transaction distribution type, if required.
6. Click **Save**.

The financial transaction distribution type is defined.

Related Topics

For more information on...	See...
Financial Transaction Distribution Type screen	Financial Transaction Distribution Type on page 1622
How to define characteristics for a financial transaction distribution type	Defining Characteristics for a Financial Transaction Distribution Type on page 1629

Defining Characteristics for a Financial Transaction Distribution Type**Procedure**

To define characteristics for a financial transaction distribution type:

1. Ensure that the **Characteristics** section is expanded when you are defining, editing, or copying a financial transaction distribution type.

The **Characteristics** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Characteristic Type	Used to indicate the characteristic type.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the financial transaction distribution type.
Characteristic Value	Used to specify the value for the characteristic type. Note: On specifying the value for a predefined characteristic type, the description of the characteristic value appears corresponding to the Characteristic Value field.	Yes (Conditional) Note: This field is required when you are defining a characteristic for the financial transaction distribution type.

2. Enter the required details.

Note: If you select a predefined characteristic type, the **Search** (🔍) icon appears corresponding to the **Characteristic Value** field. On clicking the **Search** icon, you can search for a predefined characteristic value.

3. If you want to define more than one characteristic for the financial transaction distribution type, click the **Add** (+) icon and then repeat step 2.

Note: However, if you want to remove a characteristic from the financial transaction distribution type, click the **Delete** (🗑️) icon corresponding to the characteristic.

Related Topics

For more information on...	See...
How to define a financial transaction distribution type	Defining a Financial Transaction Distribution Type on page 1626
How to edit a financial transaction distribution type	Editing a Financial Transaction Distribution Type on page 1630

For more information on...	See...
How to copy a financial transaction distribution type	Copying a Financial Transaction Distribution Type on page 1633

Editing a Financial Transaction Distribution Type

Procedure

To edit a financial transaction distribution type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Type**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Type** sub-menu.
The **Financial Transaction Distribution Type** screen appears.
4. In the **Financial Transaction Distribution Type List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the financial transaction distribution type whose details you want to edit.

The **FT Distribution Type** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the financial transaction distribution type.
- **Characteristics** — Used to define characteristics for the financial transaction distribution type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Financial Transaction Distribution Type	Used to specify the financial transaction distribution type.	Yes
Description	Used to specify the description of the financial transaction distribution type.	Yes
FT Object Type	Used to indicate the business object that will be used to create the financial transaction distribution type. The valid values are: <ul style="list-style-type: none"> • Adjustment • Bill Segment 	Yes
FT Adjustment Type	Used to indicate the adjustment type used in the financial transaction adjustment. Note: By default, this field is disabled. This field gets enabled when you select Adjustment option from the FT Object Type list.	Yes (Conditional) Note: This field is required when you are selecting the Adjustment option for the FT Object Type list.
Distribution Object Type	Used to indicate the financial transaction object type used in distribution.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Distribution Adjustment Type	Used to indicate the adjustment type which is used for distribution if the Transfer Adjustment option is selected from the Distribution Object Type list.	No
FT Distribution Rule	Used to indicate the financial transaction distribution rule to be used for distributing the credit or debit in an account. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Offset Distribution Type FK Search window appears.	No
Offset Indicator	Used to indicate whether the financial transaction distribution type is applicable when an account in a hierarchy is using an excess credit from the account credit source to offset its own debt or not.	No
Write Off Threshold Amount	Used to specify the minimum credit amount for write off.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.
Write Off Adjustment Type	Used to indicate the adjustment type used for write off. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.
Expiration Adjustment Type	Used to indicate the adjustment type used for expiration. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.

Field Name	Field Description	Mandatory (Yes or No)
Refund Adjustment Type	Used to indicate the adjustment type used for refund. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.
Related Transaction BO	Used to indicate the object using which financial transaction object is created. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Business Object Search window appears.	Yes

5. Modify the details of the financial transaction distribution type.
6. Define, edit, or remove characteristics from the financial transaction distribution type, if required.
7. Click **Save**.

The changes made to the financial transaction distribution type are saved.

Related Topics

For more information on...	See...
Financial Transaction Distribution Type screen	Financial Transaction Distribution Type on page 1622
How to define characteristics for a financial transaction distribution type	Defining Characteristics for a Financial Transaction Distribution Type on page 1629

Deleting a Financial Transaction Distribution Type

Procedure

To delete a financial transaction distribution type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Type**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Type** sub-menu.
The **Financial Transaction Distribution Type** screen appears.
4. In the **Financial Transaction Distribution Type List** zone, click the **Delete** (🗑️) icon in the **Delete** column corresponding to the financial transaction distribution type that you want to delete.
A message appears confirming whether you want to delete the financial transaction distribution type.

Tip: Alternatively, you can click the **Delete** button in the **Financial Transaction Distribution Type** zone to delete the financial transaction distribution type.

5. Click **OK**.

The financial transaction distribution type is deleted.

Related Topics

For more information on...	See...
Financial Transaction Distribution Type screen	Financial Transaction Distribution Type on page 1622
Financial Transaction Distribution Type List zone	Financial Transaction Distribution Type List on page 1622
Financial Transaction Distribution Type zone	Financial Transaction Distribution Type on page 1624

Copying a Financial Transaction Distribution Type

Instead of creating a financial transaction distribution type from scratch, you can create a new financial transaction distribution type using an existing financial transaction distribution type. This is possible through copying a financial transaction distribution type. On copying a financial transaction distribution type, the details including the characteristics are copied to the new financial transaction distribution type. You can then edit the details, if required.

Prerequisites

To copy a financial transaction distribution type, you should have:

- Financial transaction distribution type (whose copy you want to create) defined in the application
- Financial transaction distribution type business objects defined in the application

Procedure

To copy a financial transaction distribution type:

1. Click the **Admin** link in the **Application** toolbar.


A list appears.

2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Type**.

A sub-menu appears.

3. Click the **Search** option from the **Financial Transaction Distribution Type** sub-menu.

The **Financial Transaction Distribution Type** screen appears.

4. In the **Financial Transaction Distribution Type List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the financial transaction distribution type whose copy you want to create.

The **Financial Transaction Distribution Type** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the financial transaction distribution type.
- **Characteristics** — Used to define characteristics for the financial transaction distribution type.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Financial Transaction Distribution Type	Used to specify the financial transaction distribution type.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Description	Used to specify the description of the financial transaction distribution type.	Yes
FT Object Type	Used to indicate the business object that will be used to create the financial transaction distribution type. The valid values are: <ul style="list-style-type: none"> • Adjustment • Bill Segment 	Yes
FT Adjustment Type	Used to indicate the adjustment type used in the financial transaction adjustment. Note: By default, this field is disabled. This field gets enabled when you select Adjustment option from the FT Object Type list.	Yes (Conditional) Note: This field is required when you are selecting the Adjustment option for the FT Object Type list.
Distribution Object Type	Used to indicate the financial transaction object type used in distribution.	Yes
Distribution Adjustment Type	Used to indicate the adjustment type which is used for distribution if the Transfer Adjustment option is selected from the Distribution Object Type list.	No
FT Distribution Rule	Used to indicate the financial transaction distribution rule to be used for distributing the credit or debit in an account. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Offset Distribution Type FK Search window appears.	No
Offset Indicator	Used to indicate whether the financial transaction distribution type is applicable when an account in a hierarchy is using an excess credit from the account credit source to offset its own debt or not.	No
Write Off Threshold Amount	Used to specify the minimum credit amount for write off.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.

Field Name	Field Description	Mandatory (Yes or No)
Write Off Adjustment Type	Used to indicate the adjustment type used for write off. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.
Expiration Adjustment Type	Used to indicate the adjustment type used for expiration. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.
Refund Adjustment Type	Used to indicate the adjustment type used for refund. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	Yes (Conditional) Note: This field is required when you do not check the Offset Indicator check box.
Related Transaction BO	Used to indicate the object using which financial transaction object is created. Note: The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Business Object Search window appears.	Yes

Tip: Alternatively, you can click the **Duplicate** button in the **Financial Transaction Distribution Type** zone to create a copy of the financial transaction distribution type

5. Enter the required details.
6. Define, edit, or remove characteristics from the financial transaction distribution type, if required.
7. Click **Save**.

The new financial transaction distribution type is defined.

Related Topics


For more information on...	See...
Financial Transaction Distribution Type screen	Financial Transaction Distribution Type on page 1622

For more information on...	See...
Financial Transaction Distribution Type List zone	Financial Transaction Distribution Type List on page 1622
Financial Transaction Distribution Type zone	Financial Transaction Distribution Type on page 1624
How to define characteristics for a financial transaction distribution type	Defining Characteristics for a Financial Transaction Distribution Type on page 1629

Viewing the Financial Transaction Distribution Type Details

Procedure

To view the details of a financial transaction distribution type:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Type**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Type** sub-menu.
The **Financial Transaction Distribution Type** screen appears.
4. In the **Financial Transaction Distribution Type List** zone, click the **Broadcast** () icon corresponding to the financial transaction distribution type whose details you want to view.
The **Financial Transaction Distribution Type** zone appears.
5. View the details of the financial transaction distribution type in the **Financial Transaction Distribution Type** zone.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Financial Transaction Distribution Rule List zone	Financial Transaction Distribution Rule List on page 1637

Financial Transaction Distribution Rule

Once you create a financial transaction distribution rule, the **Financial Transaction Distribution Rule** screen allows you to:

- Edit the details of a financial transaction distribution rule
- Copy a financial transaction distribution rule
- Delete a financial transaction distribution rule
- View the details of a financial transaction distribution rule
- Add the financial transaction distribution rule version
- Edit the details of a financial transaction distribution rule version

- Copy a financial transaction distribution rule version
- Include or exclude objects from a financial transaction distribution rule version
- Associate or dissociate algorithms from a financial transaction distribution rule version
- Delete a financial transaction distribution rule version
- View the details of a financial transaction distribution rule version




This screen consists of following zones:


- [Financial Transaction Distribution Rule List](#) on page 1637
- [Financial Transaction Distribution Rule](#) on page 1638
- [Financial Transaction Distribution Rule Version List](#) on page 1639
- [Financial Transaction Distribution Rule Version](#) on page 1640


Financial Transaction Distribution Rule List

The **Financial Transaction Distribution Rule List** zone allows you to view the list of financial transaction distribution rules that are already defined in the system.

This zone contains the following columns:

Column Name	Column Description
FT Distribution Rule	Displays the financial transaction distribution rule.
Description	Displays the description of the financial transaction distribution rule.
Distribution Method	Indicates the principle for distributing credit for accounts other than the credit or debit source account. The valid values are: <ul style="list-style-type: none"> • Fee Based • Priority Based • Weighted Average
Distribution Hierarchy	Indicates the hierarchy of accounts in which the distribution needs to be made.
Edit	On clicking the Edit () icon, the Financial Transaction Distribution Rule screen appears where you can edit the details of the financial transaction distribution rule.
Duplicate	On clicking the Duplicate () icon, the Financial Transaction Distribution Rule screen appears where you can define a financial transaction distribution rule using an existing financial transaction distribution rule.
Delete	On clicking the Delete () icon, you can delete the financial transaction distribution rule.

On clicking the **Broadcast** () icon corresponding to the financial transaction distribution rule, the **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zones appear with the details of the respective financial transaction distribution rule and financial transaction distribution rule version.

You can filter the list using the **FT Distribution Rule**, **Description**, **Effective Date**, and **Distribution Method** fields available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.




Related Topics

For more information on...	See...
How to define a financial transaction distribution rule	Defining a Financial Transaction Distribution Rule on page 1642
How to edit a financial transaction distribution rule	Editing a Financial Transaction Distribution Rule on page 1643
How to copy a financial transaction distribution rule	Copying a Financial Transaction Distribution Rule on page 1645
How to delete a financial transaction distribution rule	Deleting a Financial Transaction Distribution Rule on page 1645
How to view the details of a financial transaction distribution rule	Viewing the Financial Transaction Distribution Rule Details on page 1646
How to view the list of a financial transaction distribution rule version	Viewing the Financial Transaction Distribution Rule Version List on page 1647

Financial Transaction Distribution Rule

The **Financial Transaction Distribution Rule** zone allows you to view the details of financial transaction distribution rule. This zone contains the following sections:

- **Main** — This section displays the details of the financial transaction distribution rule. It contains the following columns:


Column Name	Column Description
FT Distribution Rule	Displays the financial transaction distribution rule.
Description	Displays the description of the financial transaction distribution rule.
Detailed Description	Displays the additional information about the financial transaction distribution rule.
Distribution Method	Indicates the principle for distributing credit for the accounts other than the credit or debit source account. The valid values are: <ul style="list-style-type: none"> • Fee Based • Priority Based • Weighted Average
Distribution Hierarchy	Indicates the hierarchy of accounts in which the distribution needs to be made.
Edit	On clicking the Edit () icon, the Financial Transaction Distribution Rule screen appears where you can edit the details of the financial transaction distribution rule.
Duplicate	On clicking the Duplicate () icon, the Financial Transaction Distribution Rule screen appears where you can define a financial transaction distribution rule using an existing financial transaction distribution rule.
Delete	On clicking the Delete () icon, you can delete the financial transaction distribution rule.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the financial transaction distribution rule
Delete	Used to delete the financial transaction distribution rule.
Duplicate	Used to create a new financial transaction distribution rule using an existing financial transaction distribution rule.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	<p>Indicates the business object using which the financial transaction distribution rule is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application.</p> <p>Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.</p>

By default, the **Financial Transaction Distribution Rule** zone does not appear in the **Financial Transaction Distribution Rule** screen. It appears only when you click the **Broadcast**  icon corresponding to the financial transaction distribution rule of the **Financial Transaction Distribution Rule List** zone.

Related Topics




For more information on...	See...
How to define a financial transaction distribution rule	Defining a Financial Transaction Distribution Rule on page 1642
How to edit a financial transaction distribution rule	Editing a Financial Transaction Distribution Rule on page 1643
How to copy a financial transaction distribution rule	Copying a Financial Transaction Distribution Rule on page 1645
How to delete a financial transaction distribution rule	Deleting a Financial Transaction Distribution Rule on page 1645
How to view the details of a financial transaction distribution rule	Viewing the Financial Transaction Distribution Rule Details on page 1646


Financial Transaction Distribution Rule Version List


The **Financial Transaction Distribution Rule Version List** zone allows you to view the list of financial transaction distribution rule version that are already defined in the system and are used as the basis for credit distribution.

This zone contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the financial transaction distribution rule version is effective for the respective financial transaction distribution rule.
Description	Displays the description of the associated financial transaction distribution rule.

Column Name	Column Description
Edit	On clicking the Edit () icon, the Financial Transaction Distribution Rule Version screen appears where you can edit the details of the financial transaction distribution rule version.
Duplicate	On clicking the Duplicate () icon, the Financial Transaction Distribution Rule Version screen appears where you can define a financial transaction distribution rule version using an existing financial transaction distribution rule version.
Delete	On clicking the Delete () icon, you can delete the financial transaction distribution version.

By default, the **Financial Transaction Distribution Rule Version** zone does not appear in the **Financial Transaction Distribution Rule** screen. It appears only when you click the **Broadcast** () icon corresponding to the financial transaction distribution rule of the **Financial Transaction Distribution Rule List** zone.

You can filter the list using the **Description** or **Effective Date** fields available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule Version zone	Financial Transaction Distribution Rule Version on page 1640
How to define a financial transaction distribution rule version	Defining a Financial Transaction Distribution Rule Version on page 1648
How to edit a financial transaction distribution rule version	Editing a Financial Transaction Distribution Rule Version on page 1653
How to copy a financial transaction distribution rule version	Copying a Financial Transaction Distribution Rule Version on page 1656
How to delete a financial transaction distribution rule version	Deleting a Financial Transaction Distribution Rule Version on page 1656
How to view the details of a financial transaction distribution rule version	Viewing the Financial Transaction Distribution Rule Version Details on page 1660

Financial Transaction Distribution Rule Version

The **Financial Transaction Distribution Rule Version** zone allows you to view the details of the financial transaction distribution rule version. This zone contains the following sections:

- **Main** — This section displays the details of the financial transaction distribution rule version. It contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the financial transaction distribution rule version is effective for the respective financial transaction distribution rule.
Version Description	Displays the description of the financial transaction distribution rule version.

Column Name	Column Description
Detailed Description	Displays the additional information about the financial transaction distribution rule version.

- **Included Objects** — This section displays the list of object that are included for credit distribution. It contains the following columns:

Column Name	Column Description
Sequence	Displays the sequence in which the objects should be included in the financial transaction distribution rule version.
Priority	Displays the sequence of objects for the credit or debit distribution within an account.
Object Type	Displays the type of object.
Value	Displays the value of the object type. Note: It has a link. On clicking the link, respective object type screen appears with the details of the respective object type. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.
Bill Status	Displays the status of the bill.

- **Excluded Objects** — This section displays the list of object that are excluded from credit distribution. It contains the following columns:

Column Name	Column Description
Sequence	Displays the sequence in which the objects should be excluded from the financial transaction distribution rule version.
Object Type	Displays the type of object.
Value	Displays the value of the object type. Note: It has a link. On clicking the link, respective object type screen appears with the details of the respective object type. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Business Object Search window appears.

- **Algorithms** — This section displays the list of algorithms that are included. It contains the following columns:

Column Name	Column Description
System Event	Indicates the system event on which the algorithm must be executed.
Sequence	Displays the order in which the algorithms for each system event must be executed.

Column Name	Column Description
Algorithm	Displays the algorithm code. Note: It has a link. On clicking the link, Algorithm screen appears with the details of the respective algorithm.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the financial transaction distribution rule version.
Delete	Used to delete the financial transaction distribution rule version.
Duplicate	Used to create a new financial transaction distribution rule version using an existing financial transaction distribution rule version.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the financial transaction distribution rule version is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

By default, the **Financial Transaction Distribution Rule Version** zone does not appear in the **Financial Transaction Distribution Rule** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the financial transaction distribution rule version of the **Financial Transaction Distribution Rule Version List** zone.

Related Topics

For more information on...	See...
How to edit a financial transaction distribution rule version	Editing a Financial Transaction Distribution Rule Version on page 1653
How to copy a financial transaction distribution rule version	Copying a Financial Transaction Distribution Rule Version on page 1656
How to delete a financial transaction distribution rule version	Deleting a Financial Transaction Distribution Rule Version on page 1656

Defining a Financial Transaction Distribution Rule

Prerequisites

To define a financial transaction distribution rule, you should have:

- Distribution method and hierarchy defined in the application.

Procedure

To define a financial transaction distribution rule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.

A sub-menu appears.

- Click the **Add** option from the **Financial Transaction Distribution Rule** sub-menu.

The **Financial Transaction Distribution Rule** screen appears. It contains the following section:

- Main** — Used to specify basic details about the financial transaction distribution rule.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
FT Distribution Rule	Used to specify the financial transaction distribution rule.	Yes
Description	Used to specify the description of the financial transaction distribution rule.	Yes
Detailed Description	Used to specify the additional information about the financial transaction distribution rule.	No
Distribution Method	Used to indicate the principle for distributing credit for accounts other than the credit or debit source account. The valid values are: <ul style="list-style-type: none"> Fee Based Priority Based Weighted Average 	Yes
Distribution Hierarchy	Used to indicate the hierarchy of accounts in which the distribution needs to be made.	No

Tip: Alternatively, you can access the **Financial Transaction Distribution Rule** screen by clicking the **Add** button in the **Page Title** area of the **Financial Transaction Distribution Rule** screen.

- Enter the required details.
- Click **Save**.

The financial transaction distribution rule is defined.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Financial Transaction Distribution Rule zone	Financial Transaction Distribution Rule on page 1638

Editing a Financial Transaction Distribution Rule

Procedure

To edit a financial transaction distribution rule:

- Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.

A sub-menu appears.

- Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.

The **Financial Transaction Distribution Rule** screen appears.

- In the **Financial Transaction Distribution Rule List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the financial transaction distribution rule whose details you want to edit.

The **Financial Transaction Distribution Rule** screen appears. It contains the following section:

- Main** — Used to specify basic details about the financial transaction distribution rule.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
FT Distribution Rule	Used to specify the financial transaction distribution rule.	Yes
Description	Used to specify the description of the financial transaction distribution rule.	Yes
Detailed Description	Used to specify the additional information about the financial transaction distribution rule.	No
Distribution Method	Used to indicate the principle for distributing credit for accounts other than the credit or debit source account. The valid values are: <ul style="list-style-type: none"> • Fee Based • Priority Based • Weighted Average 	Yes
Distribution Hierarchy	Used to indicate the hierarchy of accounts in which the distribution needs to be made.	No

Tip: Alternatively, you can click the **Edit** button in the **Financial Transaction Distribution Rule** zone to edit the details of the financial transaction distribution rule.

- Modify the details of the financial transaction distribution rule.

- Click **Save**.

The changes made to the financial transaction distribution rule are saved.


Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Financial Transaction Distribution Rule List zone	Financial Transaction Distribution Rule List on page 1637

Deleting a Financial Transaction Distribution Rule

Procedure

To delete a financial transaction distribution rule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Delete**  icon in the **Delete** column corresponding to the financial transaction distribution rule that you want to delete.
A message appears confirming whether you want to delete the financial transaction distribution rule.
Tip: Alternatively, you can click the **Delete** button in the **Financial Transaction Distribution Rule** zone to delete the financial transaction distribution rule.
5. Click **OK**.
The financial transaction distribution rule is deleted.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Financial Transaction Distribution Rule List zone	Financial Transaction Distribution Rule List on page 1637

Copying a Financial Transaction Distribution Rule

Instead of creating a financial transaction distribution rule from scratch, you can create a new financial transaction distribution rule using an existing financial transaction distribution rule. This is possible through copying a financial transaction distribution rule. On copying a financial transaction distribution rule, the details are copied to the new financial transaction distribution rule. You can then edit the details, if required.

Prerequisites

To copy a financial transaction distribution rule, you should have:

- Financial transaction distribution rule (whose copy you want to create) defined in the application
- Financial transaction distribution rule business objects defined in the application


Procedure

To copy a financial transaction distribution rule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.

- Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.

The **Financial Transaction Distribution Rule** screen appears.

- In the **Financial Transaction Distribution Rule List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the financial transaction distribution rule whose copy you want to create.

The **Financial Transaction Distribution Rule** screen appears. It contains the following section:

- Main** — Used to specify basic details about the financial transaction distribution rule.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
FT Distribution Rule	Used to specify the financial transaction distribution rule.	Yes
Description	Used to specify the description of the financial transaction distribution rule.	Yes
Detailed Description	Used to specify the additional information about the financial transaction distribution rule.	No
Distribution Method	Used to indicate the principle for distributing credit for accounts other than the credit or debit source account. The valid values are: <ul style="list-style-type: none"> • Fee Based • Priority Based • Weighted Average 	Yes
Distribution Hierarchy	Used to indicate the hierarchy of accounts in which the distribution needs to be made.	No

Tip: Alternatively, you can click the **Duplicate** button in the **Financial Transaction Distribution Rule** zone to create a copy of the financial transaction distribution rule.

- Enter the required details.

- Click **Save**.

The new financial transaction distribution rule is defined.


Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Financial Transaction Distribution Rule List zone	Financial Transaction Distribution Rule List on page 1637

Viewing the Financial Transaction Distribution Rule Details

Procedure

To view the details of a financial transaction distribution rule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast**  icon corresponding to the financial transaction distribution rule whose details you want to view.
The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zones appear.
5. View the details of the financial transaction distribution rule in the **Financial Transaction Distribution Rule** zone.


Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Financial Transaction Distribution Rule List zone	Financial Transaction Distribution Rule List on page 1637

Viewing the Financial Transaction Distribution Rule Version List

Procedure

To view the list of a financial transaction distribution rule version list:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast**  icon corresponding to the financial transaction distribution rule whose details you want to view.
The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zones appear.
5. View the list of the financial transaction distribution rule version in the **Financial Transaction Distribution Rule Version List** zone.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636

For more information on...	See...
Financial Transaction Distribution Rule List zone	<i>Financial Transaction Distribution Rule List</i> on page 1637

Defining a Financial Transaction Distribution Rule Version

Prerequisites

To define a financial transaction distribution rule version, you should have:

- Financial transaction distribution rule defined in the application.
- Object types and algorithms defined in the application.

Procedure

To define a financial transaction distribution rule version:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast** (📡) icon corresponding to the financial transaction distribution rule whose details you want to edit.
The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zone appears.
5. Click the **Add** link in the upper right corner of the **Financial Transaction Distribution Rule Version List** zone.

The **Financial Transaction Distribution Rule Version** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the financial transaction distribution rule version.
- **Included Objects** — Used to include the objects in financial transaction distribution rule version.
- **Excluded Objects** — Used to exclude the objects in financial transaction distribution rule version.
- **Algorithms** — Used to define the algorithms that are added for financial transaction distribution rule version.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
FT Distribution Rule	Displays the financial transaction distribution rule.	Not Applicable
Effective Date	Used to specify the date from when the financial transaction distribution rule version is effective for the respective financial transaction distribution rule.	Yes
Business Object	Displays the business object using which financial transaction distribution rule version is created.	Not Applicable

Field Name	Field Description	Mandatory (Yes or No)
Version Description	Used to specify the description of the financial transaction distribution rule version.	Yes
Detailed Description	Used to specify the additional information about the financial transaction distribution rule version.	No

The **Included Objects** section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Used to specify the sequence in which the objects should be included in the financial transaction distribution rule version.	No
Priority	Used to specify the sequence of objects for the credit or debit distribution within an account.	No
Object Type	Used to indicate the type of object.	No
Value	Used to specify the value of the object type. Note: It has a link. On clicking the link, respective object type screen appears with the details of the respective object type. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	No
Bill Status	Used to indicate the status of the bill.	No

Note: If you include object, then all the fields are mandatory.

The **Excluded Objects** section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Used to specify the sequence in which the objects should be excluded from the financial transaction distribution rule version.	No
Object Type	Used to indicate the type of object.	No

Column Name	Column Description	Mandatory (Yes or No)
Value	Used to specify the value of the object type. Note: It has a link. On clicking the link, respective object type screen appears with the details of the respective object type. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	No

Note: If you exclude object, then all the fields are mandatory.

The **Algorithms** section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
System Event	Used to indicates the system event on which the algorithm must be executed.	No
Sequence	Used to specify the order in which the algorithms for each system event must be executed.	No
Algorithm	Used to specify the algorithm code. Note: It has a link. On clicking the link, Algorithm screen appears with the details of the respective algorithm. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No

Note: While defining a financial transaction distribution rule version, you can either include or exclude objects from it.

6. Enter the required details.
7. Include or exclude the object types, if required.
8. Add the algorithms, if required.
9. Click **Save**.

The financial transaction distribution rule version is defined.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Including objects in a financial transaction distribution rule version	Including Objects in a Financial Transaction Distribution Rule Version on page 1651

For more information on...	See...
Excluding objects from a financial transaction distribution rule version	Excluding Objects in a Financial Transaction Distribution Rule Version on page 1652
Associating algorithms with a financial transaction distribution rule version	Associating Algorithms with a Financial Transaction Distribution Rule Version on page 1652

Including Objects in a Financial Transaction Distribution Rule Version

Procedure

To include objects in a financial transaction distribution rule version:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast** (📡) icon corresponding to the financial transaction distribution rule whose details you want to edit.
The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zones appear.
5. In the **Financial Transaction Distribution Rule Version List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the financial transaction distribution rule version whose details you want to edit.
The **Financial Transaction Distribution Rule Version** screen appears.
6. Ensure that the **Included Objects** section is expanded when you are editing the financial transaction distribution rule version.
7. Enter the required details in the **Included Objects** section.
Note: If you select a predefined object type, the **Search** (🔍) icon appears corresponding to the **Value** field. On clicking the **Search** icon, you can search for a predefined object value.
8. If you want to include more than one object in the financial transaction distribution rule version, click the **Add** (+) icon and then repeat step 7.
Note: However, if you want to remove an included object from the financial transaction distribution rule version, click the **Delete** (🗑) icon corresponding to the object.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
How to define financial transaction distribution rule version	Defining a Financial Transaction Distribution Rule Version on page 1648
How to exclude objects from a financial transaction distribution rule version	Excluding Objects in a Financial Transaction Distribution Rule Version on page 1652

Excluding Objects in a Financial Transaction Distribution Rule Version

Procedure

To exclude objects from a financial transaction distribution rule version:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast** (📡) icon corresponding to the financial transaction distribution rule whose details you want to edit.
The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zones appear.
5. In the **Financial Transaction Distribution Rule Version List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the financial transaction distribution rule version whose details you want to edit.
The **Financial Transaction Distribution Rule Version** screen appears.
6. Ensure that the **Excluded Objects** section is expanded when you are editing the financial transaction distribution rule version.
7. Enter the required details in the **Excluded Objects** section.

Note: If you select a predefined object type, the **Search** (🔍) icon appears corresponding to the **Value** field. On clicking the **Search** icon, you can search for a predefined object value.
8. If you want to exclude more than one object in the financial transaction distribution rule version, click the **Add** (+) icon and then repeat step 7.

Note: However, if you want to remove an excluded object from the financial transaction distribution rule version, click the **Delete** (🗑️) icon corresponding to the object.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
How to include objects to a financial transaction distribution rule version	Including Objects in a Financial Transaction Distribution Rule Version on page 1651

Associating Algorithms with a Financial Transaction Distribution Rule Version

Prerequisites

To associate algorithms with a financial transaction distribution rule version, you should have:

- Algorithms defined in the application.

Procedure

To associate algorithms with a financial transaction distribution rule version:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast** (📡) icon corresponding to the financial transaction distribution rule whose details you want to edit.
The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zone appears.
5. In the **Financial Transaction Distribution Rule Version List** zone, click the **Edit** (✏️) icon in the **Edit** column corresponding to the financial transaction distribution rule version whose details you want to edit.
The **Financial Transaction Distribution Rule Version** screen appears.
6. Ensure that the **Algorithms** section is expanded when you are editing the financial transaction distribution rule version.
7. Enter the required details in the **Algorithms** section.
Note:
On clicking the **Search** (🔍) icon corresponding to the **Algorithm** column, you can search for a predefined algorithm.
8. If you want to associate more than one algorithm to the financial transaction distribution rule version, click the **Add** (+) icon and then repeat step 5.
Note: However, if you want to disassociate an algorithm from the financial transaction distribution rule version, click the **Delete** (🗑️) icon corresponding to the algorithm.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
How to edit a financial transaction distribution rule version	Editing a Financial Transaction Distribution Rule Version on page 1653

Editing a Financial Transaction Distribution Rule Version

Procedure

To edit a financial transaction distribution rule version:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.

The **Financial Transaction Distribution Rule** screen appears.

- In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast** (📡) icon corresponding to the financial transaction distribution rule whose details you want to edit.

The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zone appears.

- In the **Financial Transaction Distribution Rule Version List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the financial transaction distribution rule version whose details you want to edit.

The **Financial Transaction Distribution Rule Version** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the financial transaction distribution rule version.
- **Included Objects** — Used to include the objects in financial transaction distribution rule version.
- **Excluded Objects** — Used to exclude the objects in financial transaction distribution rule version.
- **Algorithms** — Used to define the algorithms in the financial transaction distribution rule version.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
FT Distribution Rule	Displays the financial transaction distribution rule.	Not Applicable
Effective Date	Used to specify the date from when the financial transaction distribution rule version is effective for the respective financial transaction distribution rule.	Yes
Business Object	Displays the business object using which financial transaction distribution rule version is created.	Not Applicable
Version Description	Used to specify the description of the financial transaction distribution rule version.	Yes
Detailed Description	Used to specify the additional information about the financial transaction distribution rule version.	No

The **Included Objects** section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Used to specify the sequence in which the objects should be included in the financial transaction distribution rule version.	No
Priority	Used to specify the sequence of objects for the credit or debit distribution within an account.	No
Object Type	Used to indicate the type of object.	No

Column Name	Column Description	Mandatory (Yes or No)
Value	Used to specify the value of the object type. Note: It has a link. On clicking the link, respective object type screen appears with the details of the respective object type.	No
Bill Status	Used to indicate the status of the bill.	No

Note: If you include object, then all the fields are mandatory.

The **Excluded Objects** section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Used to specify the sequence in which the objects should be excluded from the financial transaction distribution rule version.	No
Object Type	Used to indicate the type of object.	No
Value	Used to specify the value of the object type. Note: It has a link. On clicking the link, respective object type screen appears with the details of the respective object type.	No

Note: If you exclude object, then all the fields are mandatory.

The **Algorithms** section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
System Event	Used to indicates the system event on which the algorithm must be executed.	No
Sequence	Used to specify the order in which the algorithms for each system event must be executed.	No
Algorithm	Used to specify the algorithm code. Note: It has a link. On clicking the link, Algorithm screen appears with the details of the respective algorithm.	No

Note: While defining a financial transaction distribution rule version, you can either include or exclude objects from it.

6. Modify the details of the financial transaction distribution rule version.
7. Modify the included or excluded objects from the financial transaction distribution rule version, if required.
8. Edit the algorithms, if required
9. Click **Save**.



The changes made to the financial transaction distribution rule version are saved.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Financial Transaction Distribution Rule Version List zone	Financial Transaction Distribution Rule Version List on page 1639
Financial Transaction Distribution Rule Version zone	Financial Transaction Distribution Rule Version on page 1640

Deleting a Financial Transaction Distribution Rule Version**Procedure**

To delete a financial transaction distribution rule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast**  icon corresponding to the financial transaction distribution rule whose details you want to edit.
The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zone appears.
5. In the **Financial Transaction Distribution Rule Version List** zone, click the **Delete**  icon in the **Delete** column corresponding to the financial transaction distribution rule version that you want to delete.
A message appears confirming whether you want to delete the financial transaction distribution rule version.
6. Click **OK**.
The financial transaction distribution rule version is deleted.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Financial Transaction Distribution Rule Version List zone	Financial Transaction Distribution Rule Version List on page 1639
Financial Transaction Distribution Rule Version zone	Financial Transaction Distribution Rule Version on page 1640

Copying a Financial Transaction Distribution Rule Version

Instead of creating a financial transaction distribution rule version from scratch, you can create a new financial transaction distribution rule version using an existing financial transaction distribution rule version. This is possible

through copying a financial transaction distribution rule version. On copying a financial transaction distribution rule version, the details are copied to the new financial transaction distribution rule. You can then edit the details, if required.



Prerequisites

To copy a financial transaction distribution rule, you should have:

- Financial transaction distribution rule version (whose copy you want to create) defined in the application
- Financial transaction distribution rule version business objects defined in the application

Procedure

To copy a financial transaction distribution rule:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast** () icon corresponding to the financial transaction distribution rule whose details you want to edit.
The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zone appears.
5. In the **Financial Transaction Distribution Rule Version List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the financial transaction distribution rule version whose copy you want to create.
The **Financial Transaction Distribution Rule Version** screen appears. It contains the following sections:
 - **Main** — Used to specify basic details about the financial transaction distribution rule version.
 - **Included Objects** — Used to include the objects in financial transaction distribution rule version.
 - **Excluded Objects** — Used to exclude the objects in financial transaction distribution rule version.
 - **Algorithms** — Used to define the algorithms in the financial transaction distribution rule version.


Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
FT Distribution Rule	Displays the financial transaction distribution rule.	Not Applicable
Effective Date	Used to specify the date from when the financial transaction distribution rule version is effective for the respective financial transaction distribution rule.	Yes
Business Object	Displays the business object using which financial transaction distribution rule version is created.	Not Applicable
Version Description	Used to specify the description of the financial transaction distribution rule version.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Detailed Description	Used to specify the additional information about the financial transaction distribution rule version.	No

Note: If you include object, then all the fields are mandatory.

Included Objects — This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Used to specify the sequence in which the objects should be included in the financial transaction distribution rule version.	No
Priority	Used to specify the sequence of objects for the credit or debit distribution within an account.	No
Object Type	Used to indicate the type of object.	No
Value	Used to specify the value of the object type. Note: It has a link. On clicking the link, respective object type screen appears with the details of the respective object type. The Search  icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	No
Bill Status	Used to indicate the status of the bill.	No

Excluded Objects — This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Used to specify the sequence in which the objects should be excluded from the financial transaction distribution rule version.	No
Object Type	Used to indicate the type of object.	No

Column Name	Column Description	Mandatory (Yes or No)
Value	Used to specify the value of the object type. Note: It has a link. On clicking the link, respective object type screen appears with the details of the respective object type. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Adjustment Type Search window appears.	No

Note: If you exclude object, then all the fields are mandatory.

Algorithms — This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
System Event	Used to indicates the system event on which the algorithm must be executed.	No
Sequence	Used to specify the order in which the algorithms for each system event must be executed.	No
Algorithm	Used to specify the algorithm code. Note: It has a link. On clicking the link, Algorithm screen appears with the details of the respective algorithm. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Algorithm Search window appears.	No

Note: While defining a financial transaction distribution rule version, you can either include or exclude objects from it.

6. Enter the required details.
7. Define, edit, or remove objects from the financial transaction distribution rule version , if required.
8. Associate or dissociate the algorithms from the financial transaction distribution rule version, if required
9. Click **Save**.

The new financial transaction distribution rule version is defined.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636

For more information on...	See...
Financial Transaction Distribution Rule Version List zone	Financial Transaction Distribution Rule Version List on page 1639
Financial Transaction Distribution Rule Version zone	Financial Transaction Distribution Rule Version on page 1640

Viewing the Financial Transaction Distribution Rule Version Details

Procedure

To view the details of a financial transaction distribution rule version:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Financial Transaction Distribution Rule**.
A sub-menu appears.
3. Click the **Search** option from the **Financial Transaction Distribution Rule** sub-menu.
The **Financial Transaction Distribution Rule** screen appears.
4. In the **Financial Transaction Distribution Rule List** zone, click the **Broadcast** (📡) icon corresponding to the financial transaction distribution rule whose details you want to view.
The **Financial Transaction Distribution Rule** and **Financial Transaction Distribution Rule Version List** zone appears.
5. In the **Financial Transaction Distribution Rule Version List** zone, click the **Broadcast** (📡) icon corresponding to the financial transaction distribution rule version whose details you want to view.
The **Financial Transaction Distribution Rule Version** zone appears.
6. View the details of the financial transaction distribution rule version in the **Financial Transaction Distribution Rule Version** zone.

Related Topics

For more information on...	See...
Financial Transaction Distribution Rule screen	Financial Transaction Distribution Rule on page 1636
Financial Transaction Distribution Rule Version List zone	Financial Transaction Distribution Rule Version List on page 1639
Financial Transaction Distribution Rule Version zone	Financial Transaction Distribution Rule Version on page 1640

Expiration Cycle Extendable Lookup

The **Expiration Cycle Extendable Lookup** screen allows you to search for an expiration cycle. An expiration cycle is an extendable lookup reference object which indicates the frequency at which the financial transaction distribution object created for the account should be expired (i.e. after two months or 45 days from the date of creation). You can associate an expiration cycle with one or more accounts. This screen contains the following zone:

- [Extendable Lookup Search](#) on page 1661

Extendable Lookup Search

The **Extendable Lookup Search** zone allows you to search the details of expiration cycle business object. This zone contains the following two sections:

- **Search Criteria** — This section contains the following fields:

Field Name	Field Description
Business Object	Used to search the expiration cycle business object.
Description	Used to search the expiration cycle business object with a particular description.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Business Object	Displays the business objects.
Description	Displays description of the business object. Note: It has a link. On clicking the link, the Extendable Lookup screen for the business object appears with the details of the respective business object.

Note: You must specify at least one search criterion while searching for the expiration cycle business object.

Related Topics

For more information on...	See...
Extendable Lookup screen	Expiration Cycle Extendable Lookup on page 1660
How to search for an expiration cycle	Searching for an Expiration Cycle Extendable Lookup on page 1661

Searching for an Expiration Cycle Extendable Lookup

Prerequisites

To search for an expiration cycle extended lookup, you should have:

- Expiration cycle extended lookup defined in the application.

Procedure

To search for an expiration cycle extended lookup:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **E** and then click **Extendable Lookup**.
The **Extendable Lookup Query** screen appears.
3. Search for **C1-EXPCYCLE** business object.
4. In the **Search Results** section, click the **Description** link corresponding to the **C1-EXPCYCLE** business object.
The **Extended Lookup** screen appears.
5. View the list of expiration cycle extended lookup values in the **Extendable Lookup Value List** zone.

Note:

You must specify at least one search criterion while searching for an expiration cycle extended lookup.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

Related Topics

For more information on...	See...
Expiration Cycle Extendable Lookup screen	Expiration Cycle Extendable Lookup on page 1660
Extendable Lookup screen	Extendable Lookup (Expiration Cycle) on page 1662
Extendable Lookup Value List zone	Extendable Lookup Value List on page 1662

Extendable Lookup (Expiration Cycle)

Once you create an expiration cycle, the **Extendable Lookup** (Expiration Cycle) screen allows you to:

- Edit the details of an expiration cycle
- Copy an expiration cycle
- Delete an expiration cycle
- View the details of an expiration cycle



This screen contains the following zones:

- [Extendable Lookup Value List](#) on page 1662
- [Extendable Lookup Value](#) on page 1663

Extendable Lookup Value List

The **Extendable Lookup Value List** zone allows you to view the list of expiration cycle extended lookup values that are already defined in the system.

This zone contains the following columns:

Column Name	Column Description
Value	Displays the expiration cycle extended lookup value.
Description	Displays the description of the expiration cycle extended lookup value.
Detailed Description	Displays the additional information about the expiration cycle extended lookup value.
Owner	Displays the owner of the expiration cycle extended lookup value.
Edit	On clicking the Edit () icon, the Expiration Cycle screen appears where you can edit the details of the expiration cycle extended lookup value.
Duplicate	On clicking the Duplicate () icon, the Expiration Cycle screen appears where you can define a expiration cycle extended lookup value using an existing expiration cycle extended lookup value.

Column Name	Column Description
Delete	On clicking the Delete (🗑️) icon, you can delete the expiration cycle extended lookup value.

On clicking the **Broadcast** (📡) icon corresponding to the expiration cycle extended lookup value, the **Extendable Lookup Value** zone appear with the details of the respective expiration cycle extended lookup value.

You can filter the list using the **Value** or **Description** fields available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** (🔍) icon in the upper right corner of this zone.

Related Topics

For more information on...	See...
Extendable Lookup Value zone	Extendable Lookup Value on page 1663
How to edit an expiration cycle	Editing an Expiration Cycle on page 1665
How to copy an expiration cycle	Copying an Expiration Cycle on page 1667
How to delete an expiration cycle	Deleting an Expiration Cycle on page 1666
How to view the details of an expiration cycle	Viewing the Expiration Cycle Details on page 1668

Extendable Lookup Value

The **Extendable Lookup Value** zone allows you to view the details of the expiration cycle extended lookup value. This zone contains the following section:

- **Main** — This section allows you to view the details of the expiration cycle extended lookup value. It contains the following fields:

Field Name	Field Description
Expiration Cycle	Displays the expiration cycle extended lookup value.
Description	Displays the description of the expiration cycle extended lookup value.
Override Description	Displays the overridden description of the expiration cycle extended lookup value.
Detailed Description	Displays the additional information about the expiration cycle extended lookup value.
Status	Displays the status of expiration cycle extended lookup value.
Duration Unit	Displays the duration unit of the expiration cycle extended lookup value.
Duration Value	Displays the period till when the expiration cycle extended lookup value is active.
Consider Holiday	Displays whether to consider holidays or not while calculating the duration value.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the expiration cycle extended lookup value.

Button Name	Button Description
Delete	Used to delete the expiration cycle extended lookup value.
Duplicate	Used to create a new expiration cycle extended lookup value using an existing expiration cycle extended lookup value.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the expiration cycle extended lookup value is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Owner	Indicates the person or entity that created the expiration cycle business object.

By default, the **Extendable Lookup Value** zone does not appear in the **Extendable Lookup** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the extendable lookup value of the **Extendable Lookup Value List** zone.

Related Topics

For more information on...	See...
How to edit an expiration cycle	Editing an Expiration Cycle on page 1665
How to copy an expiration cycle	Copying an Expiration Cycle on page 1667
How to delete an expiration cycle	Deleting an Expiration Cycle on page 1666

Defining an Expiration Cycle

Procedure

To define an expiration cycle:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **E** and then click **Extended Lookup**.
The **Extended Lookup Query** screen appears.
3. Search for **C1-EXPCYCLE** business object.
4. In the **Search Results** section, click the **Description** link corresponding to the **C1-EXPCYCLE** business object.
The **Extended Lookup** screen appears.
5. Click the **Add** button in the **Page Title** area of the **Extended Lookup** screen.
The **Expiration Cycle** screen appears. It contains the following section:
 - **Main** — Used to specify basic details about the expiration cycle.**Main** — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Expiration Cycle	Used to specify the value of expiration cycle.	Yes
Description	Used to specify the description of the expiration cycle.	Yes
Override Description	Used to specify the override description of the expiration cycle.	No
Detailed Description	Used to specify the additional information about the expiration cycle.	No
Status	Used to indicate the status of the expiration cycle.	No
Duration Unit	Used to indicate the duration unit of the expiration cycle.	Yes
Duration Value	Used to indicate the period till when the expiration cycle is active.	Yes
Consider Holiday	Used to indicate whether to consider the holiday while calculating the duration value.	No

6. Enter the required details.

7. Click **Save**.

The expiration cycle is defined.

Related Topics

For more information on...	See...
Extended Lookup (expiration cycle) screen	Extendable Lookup (Expiration Cycle) on page 1662


Editing an Expiration Cycle

Procedure

To edit an expiration cycle:

1. Search for the **C1-EXPCYCLE** business object in the **Extended Lookup Query** screen.
2. In the **Search Results** section, click the **Description** link corresponding to the **C1-EXPCYCLE** business object.

The **Extended Lookup** screen appears.

3. In the **Extended Lookup Value List** zone, click the **Edit** () icon in the **Edit** column corresponding to the extended lookup value whose details you want to edit.

The **Expiration Cycle** screen appears. It contains the following section:

- **Main** — Used to specify basic details about the expiration cycle.

The **Main** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Expiration Cycle	Used to specify the value of expiration cycle.	Yes
Description	Used to specify the description of the expiration cycle.	Yes
Override Description	Used to specify the override description of the expiration cycle.	No
Detailed Description	Used to specify the additional information about the expiration cycle.	No
Status	Used to indicate the status of the expiration cycle.	No
Duration Unit	Used to indicate the duration unit of the expiration cycle.	Yes
Duration Value	Used to indicate the period till when the expiration cycle is active.	Yes
Consider Holiday	Used to indicate whether to consider the holiday while calculating the duration value.	No

Tip: Alternatively, you can click the **Edit** button in the **Extended Lookup Value** zone to edit the details of the expiration cycle.

4. Modify the details, if required.
5. Click **Save**.

The changes made to the expiration cycle are saved.

Related Topics

For more information on...	See...
Expiration Cycle Extended Lookup screen	Expiration Cycle Extendable Lookup on page 1660
Extended Lookup screen	Extendable Lookup (Expiration Cycle) on page 1662
Extended Lookup Value zone	Extendable Lookup Value on page 1663

Deleting an Expiration Cycle

Procedure

To delete an expiration cycle:

1. Search for the **C1-EXPCYCLE** business object in the **Extended Lookup Query** screen.
2. In the **Search Results** section, click the **Description** link corresponding to the **C1-EXPCYCLE** business object.
The **Extended Lookup** screen appears.
3. In the **Extended Lookup Value List** zone, click the , click the **Delete** (🗑) icon in the **Delete** column corresponding to the expiration cycle that you want to delete.

A message appears confirming whether you want to delete the expiration cycle.

Tip: Alternatively, you can click the **Delete** button in the **Extended Lookup Value** zone to delete the expiration cycle.

4. Click **OK**.

The expiration cycle is deleted.

Related Topics

For more information on...	See...
Expiration Cycle Extended Lookup screen	Expiration Cycle Extendable Lookup on page 1660
Extended Lookup screen	Extendable Lookup (Expiration Cycle) on page 1662
Extended Lookup Value zone	Extendable Lookup Value on page 1663

Copying an Expiration Cycle

Instead of creating an expiration cycle from scratch, you can create a new expiration cycle using an existing expiration cycle. This is possible through copying an expiration cycle. On copying an expiration cycle, the details are copied to the new expiration cycle. You can then edit the details, if required.

Prerequisites

To copy an expiration cycle, you should have:

- Expiration cycle (whose copy you want to create) defined in the application
- Expiration cycle business objects defined in the application

Procedure

To copy an expiration cycle:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.


2. From the **Admin** menu, select **E** and then click **Extended Lookup**.

The **Extended Lookup Query** screen appears.

3. Search for **C1-EXPCYCLE** business object.

4. In the **Search Results** section, click the **Description** link corresponding to the **C1-EXPCYCLE** business object.

The **Extended Lookup** screen appears.

5. In the **Extended Lookup Value List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the expiration cycle whose copy you want to create.

The **Expiration Cycle** screen appears. It contains the following section:

- **Main** — Used to specify basic details about the expiration cycle.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Expiration Cycle	Used to specify the value of expiration cycle.	Yes
Description	Used to specify the description of the expiration cycle.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Override Description	Used to specify the override description of the expiration cycle.	No
Detailed Description	Used to specify the additional information about the expiration cycle.	No
Status	Used to indicate the status of the expiration cycle.	No
Duration Unit	Used to indicate the duration unit of the expiration cycle.	Yes
Duration Value	Used to indicate the period till when the expiration cycle is active.	Yes
Consider Holiday	Used to indicate whether to consider the holiday while calculating the duration value.	No

Tip: Alternatively, you can click the **Duplicate** button in the **Extended Lookup Value** zone to create a copy of the expiration cycle.

- Enter the required details.
- Click **Save**.

The new expiration cycle is defined.


Related Topics

For more information on...	See...
Expiration Cycle Extended Lookup screen	Expiration Cycle Extendable Lookup on page 1660
Extended Lookup screen	Extendable Lookup (Expiration Cycle) on page 1662
Extended Lookup Value zone	Extendable Lookup Value on page 1663

Viewing the Expiration Cycle Details

Procedure

To view the details of a expiration cycle:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **E** and then click **Extended Lookup**.
The **Extended Lookup Query** screen appears.
- Search for **C1-EXPCYCLE** business object.
The **Extended Lookup** screen appears.
- In the **Extended Lookup Value List** zone, click the **Broadcast** () icon corresponding to the expiration cycle whose details you want to view.
The **Extended Lookup Value** zone appears.
- View the details of the expiration cycle extended lookup values in the **Extended Lookup Value** zone.

Related Topics

For more information on...	See...
Expiration Cycle Extended Lookup screen	Expiration Cycle Extendable Lookup on page 1660
Extended Lookup screen	Extendable Lookup (Expiration Cycle) on page 1662
Extended Lookup Value zone	Extendable Lookup Value on page 1663

Distribution Hierarchy Extendable Lookup

The **Distribution Hierarchy Extendable Lookup** screen allows you to search for a distribution hierarchy. A distribution hierarchy is an extendable lookup reference object which indicates the list of hierarchies that should be considered while deriving accounts for offsetting the credit or debit amount on the financial transaction distribution object. This screen contains the following zone:

- [Extendable Lookup Search](#) on page 1669

Extendable Lookup Search

The **Extendable Lookup Search** zone allows you to search the details of distribution hierarchy business object. This zone contains the following two sections:

- **Search Criteria** — This section contains the following fields:

Field Name	Field Description
Business Object	Used to search the distribution hierarchy business object.
Description	Used to search the distribution hierarchy business object with a particular description.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Business Object	Displays the business object.
Description	Displays information about the business object. Note: It has a link. On clicking the link, the Extendable Lookup screen for the business object appears with the details of the respective business object.

Note: You must specify at least one search criterion while searching for the distribution hierarchy business object.

Related Topics

For more information on...	See...
Extendable Lookup screen	Extendable Lookup (Distribution Hierarchy) on page 1670
How to search for a distribution hierarchy	Searching for a Distribution Hierarchy Extendable Lookup on page 1669

Searching for a Distribution Hierarchy Extendable Lookup

Prerequisites

To search for a distribution hierarchy extended lookup, you should have:

- Distribution hierarchy extended lookup defined in the application.

Procedure

To search for a distribution hierarchy extended lookup:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **E** and then click **Extendable Lookup**.
The **Extendable Lookup Query** screen appears.
3. Search for **C1-HIERARCHY** business object.
4. In the **Search Results** section, click the **Description** link corresponding to the **C1-HIERARCHY** business object.

The **Extended Lookup** screen appears.

5. View the list of distribution hierarchy extended lookup values in the **Extendable Lookup Value List** zone.

Note:

You must specify at least one search criterion while searching for a distribution hierarchy extended lookup.

ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required.

Related Topics

For more information on...	See...
Distribution Hierarchy Extendable Lookup screen	Distribution Hierarchy Extendable Lookup on page 1669
Extendable Lookup screen	Extendable Lookup (Distribution Hierarchy) on page 1670
Extendable Lookup Value List zone	Extendable Lookup Value List on page 1670

Extendable Lookup (Distribution Hierarchy)

The **Extendable Lookup** (Distribution Hierarchy) screen allows you to add, edit, copy, and delete a distribution hierarchy. This screen contains the following zones:

- [Extendable Lookup Value List](#) on page 1670
- [Extendable Lookup Value](#) on page 1671

Extendable Lookup Value List

The **Extendable Lookup Value List** zone allows you to view the list of distribution hierarchy extended lookup values that are already defined in the system.

This zone contains the following columns:

Column Name	Column Description
Value	Displays the distribution hierarchy extended lookup value.
Description	Displays the description of the distribution hierarchy extended lookup value.
Detailed Description	Displays the additional information about distribution hierarchy extended lookup value.

Column Name	Column Description
Owner	Displays the person or entity that created the distribution hierarchy extended lookup value.
Edit	On clicking the Edit (✎) icon, the Distribution Hierarchy screen appears where you can edit the details of the distribution hierarchy extended lookup value.
Duplicate	On clicking the Duplicate (📄📄) icon, the Hierarchy screen appears where you can define a distribution hierarchy extended lookup value using an existing distribution hierarchy extended lookup value.
Delete	On clicking the Delete (🗑) icon, you can delete the distribution hierarchy extended lookup value.

On clicking the **Broadcast** (📡) icon corresponding to the distribution hierarchy extended lookup value, the **Extendable Lookup Value** zone appear with the details of the respective distribution hierarchy extended lookup value.

You can filter the list using the **Value** or **Description** fields available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** (🔍) icon in the upper right corner of this zone.

Related Topics

For more information on...	See...
How to edit a distribution hierarchy	Editing a Distribution Hierarchy on page 1674
How to copy a distribution hierarchy	Copying a Distribution Hierarchy on page 1676
How to delete a distribution hierarchy	Deleting a Distribution Hierarchy on page 1675
How to view the details of a distribution hierarchy	Viewing the Distribution Hierarchy Details on page 1677

Extendable Lookup Value

The **Extendable Lookup Value** zone allows you to view the details of the distribution hierarchy extended lookup value. This zone consists of the following section:

- **Main** — This section lists the distribution hierarchy extended lookup values. It contains the following fields:

Field Name	Field Description
Hierarchy Code	Displays the unique hierarchy code.
Parent Person Relationship Type	Displays the person relationship type used for going in parent hierarchy.
Child Person Relationship Type	Displays the person relationship type used for going in child hierarchy.
Description	Displays the description of the distribution hierarchy extended lookup value.
Override Description	Displays the overridden description of the distribution hierarchy extended lookup value.
Detailed Description	Displays the additional information about the distribution hierarchy extended lookup value.

Field Name	Field Description
Status	Displays the status of the distribution hierarchy extended lookup value.

- **Hierarchy List** — This section lists the hierarchy of the distribution. It contains the following columns:


Column Name	Column Description
Sequence	Displays the order of priority according to which the distribution will be made in hierarchy.
Value	Displays the value of hierarchy.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the distribution hierarchy extended lookup value.
Delete	Used to delete the distribution hierarchy extended lookup value.
Duplicate	Used to create a new distribution hierarchy extended lookup value using an existing distribution hierarchy extended lookup value.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the distribution hierarchy extended lookup value is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Owner	Indicates the person or entity that created the distribution hierarchy business object.

By default, the **Extendable Lookup Value** zone does not appear in the **Extendable Lookup** screen. It appears only when you click the **Broadcast** () icon corresponding to the extendable lookup value of the **Extendable Lookup Value List** zone.

Related Topics

For more information on...	See...
How to edit a distribution hierarchy	Editing a Distribution Hierarchy on page 1674
How to copy a distribution hierarchy	Copying a Distribution Hierarchy on page 1676
How to delete a distribution hierarchy	Deleting a Distribution Hierarchy on page 1675
How to view the details of a distribution hierarchy	Viewing the Distribution Hierarchy Details on page 1677

Defining a Distribution Hierarchy

Procedure

To define a distribution hierarchy:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **E** and then click **Extended Lookup**.
The **Extended Lookup Query** screen appears.
- Search for **C1-HIERARCHY** business object.
- In the **Search Results** section, click the **Description** link corresponding to the **C1-HIERARCHY** business object.

The **Extended Lookup** screen appears.

- Click the **Add** button in the **Page Title** area of the **Extended Lookup** screen.

The **Hierarchy** screen appears. It contains the following sections:

- Main** — Used to specify basic details about the distribution hierarchy.
- Hierarchy List** — Used to specify the hierarchy of the distribution.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hierarchy Code	Displays the unique hierarchy code.	Yes
Parent Person Relationship Type	Displays the person relationship type used for going in parent hierarchy.	No
Child Person Relationship Type	Displays the person relationship type used for going in child hierarchy.	No
Description	Displays the description of the distribution hierarchy extended lookup value.	Yes
Override Description	Displays the overridden description of the distribution hierarchy extended lookup value.	No
Detailed Description	Displays the additional information about the distribution hierarchy extended lookup value.	No
Status	Displays the status of the distribution hierarchy extended lookup value.	No

Hierarchy List — This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Used to indicate the order of priority according to which the distribution will be made in hierarchy.	Yes
Value	Used to specify the value of hierarchy.	Yes

Note:

You must specify at least one hierarchy list while defining a distribution hierarchy.

If you want to specify more than one hierarchy within the hierarchy list, click the **Add** (+) icon in the **Hierarchy List** section and then specify the details. However, if you want to remove a hierarchy from the hierarchy list, click the **Delete** (🗑) icon corresponding to the hierarchy.

- Enter the required details.

7. Click **Save**.

The distribution hierarchy is defined.

Related Topics


For more information on...	See...
Extended Lookup screen	Extendable Lookup (Distribution Hierarchy) on page 1670

Editing a Distribution Hierarchy**Procedure**

To edit a distribution hierarchy:

1. Search for the **C1-HIERARCHY** business object in the **Extended Lookup Query** screen.
2. In the **Search Results** section, click the **Description** link corresponding to the **C1-HIERARCHY** business object.

The **Extended Lookup** screen appears.

3. In the **Extended Lookup Value List** zone, click the **Edit** () icon in the **Edit** column corresponding to the extended lookup value whose details you want to edit.

The **Hierarchy** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the distribution hierarchy.
- **Hierarchy List** — Used to specify the hierarchy of the distribution.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hierarchy Code	Displays the unique hierarchy code.	Yes
Parent Person Relationship Type	Displays the person relationship type used for going in parent hierarchy.	No
Child Person Relationship Type	Displays the person relationship type used for going in child hierarchy.	No
Description	Displays the description of the distribution hierarchy extended lookup value.	Yes
Override Description	Displays the overridden description of the distribution hierarchy extended lookup value.	No
Detailed Description	Displays the additional information about the distribution hierarchy extended lookup value.	No
Status	Displays the status of the distribution hierarchy extended lookup value.	No

Hierarchy List — This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Used to indicate the order of priority according to which the distribution will be made in hierarchy.	Yes
Value	Used to specify the value of hierarchy.	Yes

Note:

You must specify at least one hierarchy list while defining a distribution hierarchy.

If you want to specify more than one hierarchy within the hierarchy list, click the **Add** (+) icon in the **Hierarchy List** section and then specify the details. However, if you want to remove a hierarchy from the hierarchy list, click the **Delete** (🗑) icon corresponding to the hierarchy.

Tip: Alternatively, you can click the **Edit** button in the **Extended Lookup Value** zone to edit the details of the distribution hierarchy.

4. Modify the details, if required.
5. Add to the hierarchy list, if required.
6. Click **Save**.

The changes made to the distribution hierarchy are saved.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Distribution Hierarchy) on page 1670

Deleting a Distribution Hierarchy**Procedure**

To delete a distribution hierarchy:

1. Search for the **C1-HIERARCHY** business object in the **Extended Lookup Query** screen.
2. In the **Search Results** section, click the **Description** link corresponding to the **C1-HIERARCHY** business object.

The **Extended Lookup** screen appears.

3. In the **Extended Lookup Value List** zone, click the **Delete** (🗑) icon in the **Delete** column corresponding to the distribution hierarchy that you want to delete.

A message appears confirming whether you want to delete the distribution hierarchy.

Tip: Alternatively, you can click the **Delete** button in the **Extended Lookup Value** zone to delete the distribution hierarchy.

4. Click **OK**.

The distribution hierarchy is deleted.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Distribution Hierarchy) on page 1670

Copying a Distribution Hierarchy

Instead of creating a distribution hierarchy from scratch, you can create a new distribution hierarchy using an existing distribution hierarchy. This is possible through copying a distribution hierarchy. On copying a distribution hierarchy, the details are copied to the new distribution hierarchy. You can then edit the details, if required.

Prerequisites

To copy a distribution hierarchy, you should have:

- Distribution hierarchy (whose copy you want to create) defined in the application
- Distribution hierarchy business object defined in the application

Procedure

To copy a distribution hierarchy:

1. Click the **Admin** link in the **Application** toolbar.

A list appears.


2. From the **Admin** menu, select **E** and then click **Extended Lookup**.

The **Extended Lookup Query** screen appears.

3. Search for **C1-HIERARCHY** business object.

4. In the **Search Results** section, click the **Description** link corresponding to the **C1-HIERARCHY** business object.

The **Extended Lookup** screen appears.

5. In the **Extended Lookup Value List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the distribution hierarchy whose copy you want to create.

The **Hierarchy** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the distribution hierarchy.
- **Hierarchy List** — Used to specify the hierarchy list of distribution.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Hierarchy Code	Displays the unique hierarchy code.	Yes
Parent Person Relationship Type	Displays the person relationship type used for going in parent hierarchy.	No
Child Person Relationship Type	Displays the person relationship type used for going in child hierarchy.	No
Description	Displays the description of the distribution hierarchy extended lookup value.	Yes
Override Description	Displays the overridden description of the distribution hierarchy extended lookup value.	No
Detailed Description	Displays the additional information about the distribution hierarchy extended lookup value.	No

Field Name	Field Description	Mandatory (Yes or No)
Status	Displays the status of the distribution hierarchy extended lookup value.	No

Hierarchy List — This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Sequence	Used to indicate the order of priority according to which the distribution will be made in hierarchy.	Yes
Value	Used to specify the value of hierarchy.	Yes

Note:

You must specify at least one hierarchy list while defining a distribution hierarchy.

If you want to specify more than one hierarchy within the hierarchy list, click the **Add** (+) icon in the **Hierarchy List** section and then specify the details. However, if you want to remove a hierarchy from the hierarchy list, click the **Delete** (🗑) icon corresponding to the hierarchy.

Tip: Alternatively, you can click the **Duplicate** button in the **Extended Lookup Value** zone to create a copy of the distribution hierarchy.

6. Enter the required details.
7. Add to the hierarchy list, if required.
8. Click **Save**.

The new distribution hierarchy is defined.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Distribution Hierarchy) on page 1670

Viewing the Distribution Hierarchy Details

Procedure

To view the details of a distribution hierarchy:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **E** and then click **Extended Lookup**.
The **Extended Lookup Query** screen appears.
3. Search for **C1-HIERARCHY** business object.
4. In the **Search Results** section, click the **Description** link corresponding to the **C1-HIERARCHY** business object.
The **Extended Lookup** screen appears.
5. In the **Extended Lookup Value List** zone, click the **Broadcast** (📡) icon corresponding to the distribution hierarchy extended lookup value whose details you want to view.

The **Extended Lookup Value** zone appears.

- View the details of the distribution hierarchy in the **Extended Lookup Value** zone.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Distribution Hierarchy) on page 1670
Extended Lookup Value List zone	Extendable Lookup Value List on page 1670
Extended Lookup Value zone	Extendable Lookup Value on page 1671

Financial Transaction Distribution Object Extendable Lookup

The **Financial Transaction Distribution Object Extendable Lookup** screen allows you to search for a financial transaction distribution object. A financial transaction distribution object is an extendable lookup reference object which handles all the information related to the transactional data for a credit or debit that will be distributed or in the middle of distribution. It contains the financial transaction source information, expiration dates of the credit, and recipients. This screen contains the following zone:

- [Extendable Lookup Search](#) on page 1678

Extendable Lookup Search

The **Extendable Lookup Search** zone allows you to search the details of financial transaction distribution object business object. This zone contains the following two sections:

- Search Criteria** — This section contains the following fields:

Field Name	Field Description
Business Object	Used to search the financial transaction distribution object business object.
Description	Used to search the financial transaction distribution object business object with a particular description.

- Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Business Object	Displays the business object.
Description	Displays information about the business object. Note: It has a link. On clicking the link, the Extendable Lookup screen for the business object appears with the details of the respective business object.

Note: You must specify at least one search criterion while searching for the financial transaction distribution object business object.

Related Topics

For more information on...	See...
Extendable Lookup screen	Extendable Lookup (Financial Transaction Distribution Object) on page 1679

For more information on...	See...
How to search for a financial transaction distribution object	Searching for a Financial Transaction Distribution Object on page 1688

Extendable Lookup (Financial Transaction Distribution Object)




The **Extendable Lookup** (Financial Transaction Distribution Object) screen allows you to add, edit, copy, and delete a financial transaction distribution object. This screen contains the following zones:


- [Extendable Lookup Value List](#) on page 1679
- [Extendable Lookup Value](#) on page 1680


Extendable Lookup Value List

The **Extendable Lookup Value List** zone allows you to view the list of financial transaction distribution object extended lookup values that are already defined in the system..

This zone contains the following columns:

Column Name	Column Description
Value	Displays the financial transaction distribution object extended lookup value.
Description	Displays the description of the financial transaction distribution object extended lookup value.
Detailed Description	Displays the additional information about financial transaction distribution object extended lookup value.
Owner	Displays the person or entity that created the financial transaction distribution object extended lookup value.
Edit	On clicking the Edit () icon, the Financial Transaction Distribution Object screen appears where you can edit the details of the distribution financial transaction distribution object extended lookup value.
Duplicate	On clicking the Duplicate () icon, the Financial Transaction Distribution Object screen appears where you can define a financial transaction distribution object extended lookup value using an existing financial transaction distribution object extended lookup value.
Delete	On clicking the Delete () icon, you can delete the financial transaction distribution object extended lookup value.

On clicking the **Broadcast** () icon corresponding to the financial transaction distribution object extended lookup value, the **Extendable Lookup Value** zone appear with the details of the respective financial transaction distribution object extended lookup value.

You can filter the list using the **Value** or **Description** fields available in the **Filter** area. By default, the **Filter** area is hidden. You can view the **Filter** area by clicking the **Filters** () icon in the upper right corner of this zone.

Related Topics

For more information on...	See...
Extendable Lookup Value zone	Extendable Lookup Value on page 1680

For more information on...	See...
How to edit a financial transaction distribution object	Editing a Financial Transaction Distribution Object on page 1682
How to copy a financial transaction distribution object	Copying a Financial Transaction Distribution Object on page 1684
How to delete a financial transaction distribution object	Deleting a Financial Transaction Distribution Object on page 1684
How to view the details of a financial transaction distribution object	Viewing the Financial Transaction Distribution Object Details on page 1686

Extendable Lookup Value

The **Extendable Lookup Value** zone allows you to view the details of the financial transaction distribution object extended lookup value. This zone consists of the following sections:

- **Main** — This section lists the financial transaction distribution object extended lookup values. It contains the following fields:

Field Name	Field Description
Financial Transaction Distribution Object Code	Displays the financial transaction distribution object code.
Description	Displays the description of the financial transaction distribution object extended lookup value.
Override Description	Displays the overridden description of the financial transaction distribution object extended lookup value.
Detailed Description	Displays the additional information about the financial transaction distribution object extended lookup value.
Status	Displays the status of the financial transaction distribution object extended lookup value.

- **Financial Transaction Distribution Type List** — This section lists the financial transaction distribution types associated to a financial transaction distribution object. It contains the following column:

Column Name	Column Description
Financial Transaction Distribution Type	Lists the financial transaction distribution types to be associated to a financial transaction distribution object. Note: It has a link. On clicking the link, the Financial Transaction Distribution Type screen appears with the details of the respective business object.

- **Record Actions** — This section contains the following buttons:

Button Name	Button Description
Edit	Used to edit the details of the financial transaction distribution object extended lookup value.
Delete	Used to delete the financial transaction distribution object extended lookup value.

Button Name	Button Description
Duplicate	Used to create a new financial transaction distribution object extended lookup value using an existing financial transaction distribution object extended lookup value.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the financial transaction distribution object extended lookup value is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.
Owner	Indicates the person or entity that created the financial transaction distribution object.

By default, the **Extendable Lookup Value** zone does not appear in the **Extendable Lookup** screen. It appears only when you click the **Broadcast** (📡) icon corresponding to the extendable lookup value of the **Extendable Lookup Value List** zone.

Related Topics

For more information on...	See...
How to edit a financial transaction distribution object	Editing a Financial Transaction Distribution Object on page 1682
How to copy a financial transaction distribution object	Copying a Financial Transaction Distribution Object on page 1684
How to delete a financial transaction distribution object	Deleting a Financial Transaction Distribution Object on page 1684

Defining a Financial Transaction Distribution Object

Procedure

To define a financial transaction distribution object:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **E** and then click **Extended Lookup**.
The **Extended Lookup Query** screen appears.
3. Search for **C1-FTDISTOBJECT** business object.
4. In the **Search Results** section, click the **Description** link corresponding to the **C1-FTDISTOBJECT** business object.
The **Extended Lookup** screen appears.

5. Click the **Add** button in the **Page Title** area of the **Extended Lookup** screen.

The **Financial Transaction Distribution Object** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the distribution hierarchy.

- **Financial Transaction Distribution Type List** — Used to specify the financial transaction distribution types associated to a financial transaction distribution object.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Financial Transaction Distribution Object Code	Used to specify the financial transaction distribution object code.	Yes
Description	Used to specify the description of the financial transaction distribution object extended lookup value.	Yes
Override Description	Used to specify the override description of the financial transaction distribution object extended lookup value.	No
Detailed Description	Used to specify the additional information about the financial transaction distribution object extended lookup value.	No
Status	Used to indicate the status of the financial transaction distribution object extended lookup value.	No

Financial Transaction Distribution Type List — This section contains the following column:

Column Name	Column Description	Mandatory (Yes or No)
Financial Transaction Distribution Type	Used to indicate the financial transaction distribution type to be associated to a financial transaction distribution object.	Yes

Note:

You must specify at least one financial transaction distribution type while defining a financial transaction distribution object.

If you want to specify more than one financial transaction distribution type within the financial transaction distribution type list, click the **Add (+)** icon in the **Financial Transaction Distribution Type List** section and then specify the details. However, if you want to remove a financial transaction distribution type from the financial transaction distribution type list, click the **Delete (🗑)** icon corresponding to the financial transaction distribution type.

6. Enter the required details.
7. Click **Save**.

The financial transaction distribution object is defined.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Financial Transaction Distribution Object) on page 1679

Editing a Financial Transaction Distribution Object

Procedure

To edit a financial transaction distribution object:

1. Search for the **C1-FTDISTOBJECT** business object in the **Extended Lookup Query** screen.
2. In the **Search Results** section, click the **Description** link corresponding to the **C1-FTDISTOBJECT** business object.

The **Extended Lookup** screen appears.

3. In the **Extended Lookup Value List** zone, click the **Edit** (✎) icon in the **Edit** column corresponding to the extended lookup value whose details you want to edit.

The **Financial Transaction Distribution Object** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the financial transaction distribution object.
- **Financial Transaction Distribution Type List** — Used to specify the financial transaction distribution types associated to a financial transaction distribution object.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Financial Transaction Distribution Object Code	Used to specify the financial transaction distribution object code.	Yes
Description	Used to specify the description of the financial transaction distribution object extended lookup value.	Yes
Override Description	Used to specify the override description of the financial transaction distribution object extended lookup value.	No
Detailed Description	Used to specify the additional information about the financial transaction distribution object extended lookup value.	No
Status	Used to indicate the status of the financial transaction distribution object extended lookup value.	No

Financial Transaction Distribution Type List — This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Financial Transaction Distribution Type	Used to indicate the financial transaction distribution type to be associated to a financial transaction distribution object.	Yes

Note:

You must specify at least one financial transaction distribution type while defining a financial transaction distribution object.

If you want to specify more than one financial transaction distribution type within the financial transaction distribution type list, click the **Add** (+) icon in the **Financial Transaction Distribution Type List** section and then specify the details. However, if you want to remove a financial transaction distribution type from the financial transaction distribution type list, click the **Delete** (✖) icon corresponding to the financial transaction distribution type.

Tip: Alternatively, you can click the **Edit** button in the **Extended Lookup Value** zone to edit the details of the financial transaction distribution object.

4. Modify the details, if required.
5. Add financial transaction distribution type, if required.
6. Click **Save**.

The changes made to the financial transaction distribution object are saved.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Financial Transaction Distribution Object) on page 1679


Deleting a Financial Transaction Distribution Object

Procedure

To delete a financial transaction distribution object:

1. Search for the **C1-FTDISTOBJECT** business object in the **Extended Lookup Query** screen.
2. In the **Search Results** section, click the **Description** link corresponding to the **C1-FTDISTOBJECT** business object.

The **Extended Lookup** screen appears.

3. In the **Extended Lookup Value List** zone, click the **Delete**  icon in the **Delete** column corresponding to the financial transaction distribution object that you want to delete.

A message appears confirming whether you want to delete the financial transaction distribution object.

Tip: Alternatively, you can click the **Delete** button in the **Extended Lookup Value** zone to delete the financial transaction distribution object.

4. Click **OK**.

The financial transaction distribution object is deleted.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Financial Transaction Distribution Object) on page 1679

Copying a Financial Transaction Distribution Object

Instead of creating a financial transaction distribution object from scratch, you can create a new financial transaction distribution object using an existing financial transaction distribution object: This is possible through copying a financial transaction distribution object. On copying a distribution hierarchy, the details are copied to the new financial transaction distribution object. You can then edit the details, if required.

Prerequisites

To copy a financial transaction distribution object, you should have:


- Financial transaction distribution object (whose copy you want to create) defined in the application
- Financial transaction distribution object business object defined in the application

Procedure

To copy a financial transaction distribution object:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **E** and then click **Extended Lookup**.
The **Extended Lookup Query** screen appears.
3. Search for **C1-FTDISTOBJECT** business object.
4. In the **Search Results** section, click the **Description** link corresponding to the **C1-FTDISTOBJECT** business object.

The **Extended Lookup** screen appears.

5. In the **Extended Lookup Value List** zone, click the **Duplicate** () icon in the **Duplicate** column corresponding to the financial transaction distribution object whose copy you want to create.

The **Financial Transaction Distribution Object** screen appears. It contains the following sections:

- **Main** — Used to specify basic details about the financial transaction distribution object.
- **Financial Transaction Distribution Type List** — Used to specify the financial transaction distribution types associated to a financial transaction distribution object.

Main — This section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Financial Transaction Distribution Object Code	Used to specify the financial transaction distribution object code.	Yes
Description	Used to specify the description of the financial transaction distribution object extended lookup value.	Yes
Override Description	Used to specify the override description of the financial transaction distribution object extended lookup value.	No
Detailed Description	Used to specify the additional information about the financial transaction distribution object extended lookup value.	No
Status	Used to indicate the status of the financial transaction distribution object extended lookup value.	No

Financial Transaction Distribution Type List — This section contains the following columns:

Column Name	Column Description	Mandatory (Yes or No)
Financial Transaction Distribution Type	Used to indicate the financial transaction distribution type to be associated to a financial transaction distribution object.	Yes

Note:

You must specify at least one financial transaction distribution type while defining a financial transaction distribution object.

If you want to specify more than one financial transaction distribution type within the financial transaction distribution type list, click the **Add** (+) icon in the **Financial Transaction Distribution Type List** section and then specify the details. However, if you want to remove a financial transaction distribution type from the financial transaction distribution type list, click the **Delete** (🗑) icon corresponding to the financial transaction distribution type.

Tip: Alternatively, you can click the **Duplicate** button in the **Extended Lookup Value** zone to create a copy of the financial transaction distribution object.

6. Enter the required details.
7. Add financial transaction distribution type, if required.
8. Click **Save**.

The new financial transaction distribution object is defined.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Financial Transaction Distribution Object) on page 1679

Viewing the Financial Transaction Distribution Object Details

Procedure

To view the details of a financial transaction distribution object:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **E** and then click **Extended Lookup**.
The **Extended Lookup Query** screen appears.
3. Search for **C1-FTDISTOBJECT** business object.
4. In the **Search Results** section, click the **Description** link corresponding to the **C1-FTDISTOBJECT** business object.
The **Extended Lookup** screen appears.
5. In the **Extended Lookup Value List** zone, click the **Broadcast** (📡) icon corresponding to the financial transaction distribution object extended lookup value whose details you want to view.
The **Extended Lookup Value** zone appears.
6. View the details of the financial transaction distribution object in the **Extended Lookup Value** zone.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Financial Transaction Distribution Object) on page 1679
Extended Lookup Value List zone	Extendable Lookup Value List on page 1679
Extended Lookup Value zone	Extendable Lookup Value on page 1680

Financial Transaction Distribution

The **Financial Transaction Distribution** screen allows you to search a financial transaction distribution object using various search criteria. This screen contains the following zone:

- [Financial Transaction Distribution Search](#) on page 1687

Financial Transaction Distribution Search

The **Financial Transaction Distribution Search** zone allows you to search the details of the financial transaction distribution using various search criteria. This zone contains the following two sections:

- **Search Criteria** — This section contains the following fields:

Field Name	Field Description
Search By	Used to indicate whether you want to search for financial transaction distribution object using which of the following options: <ul style="list-style-type: none"> • FT Distribution Type/Status/Expiry Date • FT Distribution ID
FT Distribution ID	Used to specify the financial transaction distribution ID. Note: This field appears only when you select the FT Distribution ID option from the Search By list.
FT Distribution Type	Used to indicate the financial transaction distribution type against which the object is created. Note: This field appears only when you select the FT Distribution Type/Status/Expiry Date option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Distribution Type FK Search window appears.
FT Object Type	Used to indicate the business object that was used to create the financial transaction distribution type. Note: This field appears only when you select the FT Distribution Type/Status/Expiry Date option from the Search By list.
Contract	Used to specify the contract on which financial transaction distribution object is created. Note: This field appears only when you select the FT Distribution Type/Status/Expiry Date option from the Search By list. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Contract Search window appears.
Expiration Date	Used to specify the credit expiration date of the financial transaction distribution object. Note: This field appears only when you select the FT Distribution Type/Status/Expiry Date option from the Search By list.

Field Name	Field Description
Status	Used to indicate the status of the financial transaction distribution object. Note: This field appears only when you select the FT Distribution Type/Status/Expiry Date option from the Search By list.

- **Search Results** — On clicking the **Search** button, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:

Column Name	Column Description
Information	Indicates the information about the financial transaction distribution object. Note: It has a link. On clicking the link, the Financial Transaction Distribution screen appears with the details of the respective financial transaction distribution.
Status	Indicates the status of financial transaction distribution object.
Financial Transaction Distribution Type	Indicates the financial transaction distribution type information against which the object is created. Note: It has a link. On clicking the link, the Financial Transaction Distribution Type screen appears with the details of the respective financial transaction distribution type.
Contract	Indicates the contract information on which the financial transaction distribution object is created. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective contract.
Create Date Time	Displays the date and time when the financial transaction distribution object is created.
Expiration Date	Displays the expiration date of the financial transaction distribution object.

Related Topics

For more information on...	See...
Financial Transaction Distribution screen	Financial Transaction Distribution on page 1690
How to search for a financial transaction distribution	Searching for a Financial Transaction Distribution Object on page 1688

Searching for a Financial Transaction Distribution Object

Prerequisites

To search for a financial transaction distribution, you should have:

- Financial transaction distribution types defined in the application.

Procedure

To search for a financial transaction distribution:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Financial** and then click **Financial Transaction Distribution**.

The **Financial Transaction Distribution** screen appears.

3. Enter the search criteria in the **Financial Transaction Distribution Search** zone depending on whether you want to search for a financial transaction distribution.

Note: ORMB search engine supports wildcard search, where you can substitute the percentage (%) symbol as a stand in for any word or letter in a search criteria. The '%' wildcard character is suffixed automatically at the end of the partial search criteria. Therefore, you may or may not specify the wildcard character at the end of the partial search criteria. However, you have to prefix the wildcard character manually wherever required. In case of **Financial Transaction Distribution ID**, wild card search is not supported.

Related Topics

For more information on...	See...
Financial Transaction Distribution screen	Financial Transaction Distribution on page 1690
Financial Transaction Distribution Search zone	Financial Transaction Distribution Search on page 1687

Viewing the Financial Transaction Distribution Object Details

Procedure

To view the details of a financial transaction distribution object:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **E** and then click **Extended Lookup**.
The **Extended Lookup Query** screen appears.
3. Search for **C1-FTDISTOBJECT** business object.
4. In the **Search Results** section, click the **Description** link corresponding to the **C1-FTDISTOBJECT** business object.
The **Extended Lookup** screen appears.
5. In the **Extended Lookup Value List** zone, click the **Broadcast** (📡) icon corresponding to the financial transaction distribution object extended lookup value whose details you want to view.
The **Extended Lookup Value** zone appears.
6. View the details of the financial transaction distribution object in the **Extended Lookup Value** zone.

Related Topics

For more information on...	See...
Extended Lookup screen	Extendable Lookup (Financial Transaction Distribution Object) on page 1679
Extended Lookup Value List zone	Extendable Lookup Value List on page 1679
Extended Lookup Value zone	Extendable Lookup Value on page 1680

Financial Transaction Distribution

The **Financial Transaction Distribution** screen allows you to view the details of the financial transaction distribution. This screen consists of the following tabs:

- [Financial Transaction Distribution - Main](#) on page 1690
- [Financial Transaction Distribution - Log](#) on page 1692

Financial Transaction Distribution - Main

The **Main** tab on the **Financial Transaction Distribution** screen contains the following zone:

- [Financial Transaction Distribution](#) on page 1690

Financial Transaction Distribution

The **Financial Transaction Distribution** zone displays the details of the financial transaction distribution types that are already defined in the system. This zone consists of the following sections:

- **Main** — This section provides basic information about the financial transaction distribution type. It contains the following fields:

Field Name	Field Description
Information	Indicates the information about the financial transaction distribution object.
FT Distribution Type	Displays the financial transaction distribution type. Note: It has a link. On clicking the link, the Financial Transaction Distribution Type screen appears with the details of the respective financial transaction distribution type. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Financial Transaction Distribution Type FK Search window appears.
Account	Indicates the account on which the financial transaction distribution object is distributed. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Contract	Indicates the contract on which the financial transaction distribution object is distributed. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective account. The Search (🔍) icon appears corresponding to this field. On clicking the Search icon, the Contract Search window appears.
Status	Indicates the status of the financial transaction distribution object.
Financial Transaction ID	Displays the financial transaction ID.

Field Name	Field Description
Bill segment	Indicates the bill segment information on which the financial transaction distribution object is distributed. a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Bill Segment screen appears with the details of the respective bill segment.
Amount	Displays the distributed amount.
Expiration Date	Displays the expiration date of the financial transaction distribution object.

- **Distribution List** — This section displays the distribution list of the financial transaction distribution object. It contains the following columns:

Column Name	Column Description
Account	Indicates the account on which the financial transaction distribution object is distributed. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Account screen appears with the details of the respective account.
Contract	Indicates the contract on which the financial transaction distribution object is distributed. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Contract screen appears with the details of the respective account.
Transfer Adjustment	Indicates the transfer adjustments made on the financial transaction distribution object.
Distribution Amount	Displays the distributed amount.

- **Characteristics** — This section lists the characteristics defined for the financial transaction distribution type. It contains the following columns:

Column Name	Column Description
Effective Date	Displays the date from when the characteristic is effective for the financial transaction distribution object.
Characteristic Type	Indicates the characteristic type.
Characteristic Value	Displays the value of the characteristic type.

- **Record Information** — This section contains the following fields:

Field Name	Field Description
Business Object	Indicates the business object using which the financial transaction distribution object is created. In addition, a context menu appears corresponding to this field which helps in navigating to other screens in the application. Note: It has a link. On clicking the link, the Business Object screen appears with the details of the respective business object.

Field Name	Field Description
Status Date/Time	Displays the date and time when the financial transaction distribution object status is updated.
Create Date/Time	Displays the date and time when the financial transaction distribution object is created.

Related Topics

For more information on...	See...
How to search a financial transaction distribution	Searching for a Financial Transaction Distribution Object on page 1688
How to view the details of a financial transaction distribution	Viewing the Financial Transaction Distribution Details

Financial Transaction Distribution - Log

The **Log** tab contains the following zone:

- [Financial Transaction Distribution Log](#) on page 1692

Financial Transaction Distribution Log

The **Financial Transaction Distribution Log** zone on the **Financial Transaction Distribution** screen lists the complete trail of actions performed on the financial transaction distribution object. This zone contains the following columns:

Column Name	Column Description
Date/Time	Displays the date and time when the action was performed on the financial transaction distribution object.
Details	Displays the details about the action performed on the financial transaction distribution object.
User	Indicates the user who has performed the action on the financial transaction distribution object.
Log Type	Indicates the type of log.
Related Object	Indicates the object or entity which is generated when the action is performed on the financial transaction distribution object.
Status Reason	Displays the status reason of action performed on the financial transaction distribution object.

Note: You can manually add a log entry for the financial transaction distribution object by clicking the **Add Log Entry** link in the upper right corner of the **Financial Transaction Distribution** zone.

The **Add Log Entry** window appears. Enter **Log Details** and click **Save**. The financial transaction distribution object log is added.

Related Topics

For more information on...	See...
How to view the log of a financial transaction distribution	Viewing the Log of a Financial Transaction Distribution on page 1692

Viewing the Log of a Financial Transaction Distribution

Procedure

To view the log of a financial transaction distribution:

1. Search for the financial transaction distribution object in the **Financial Transaction Distribution** screen.
2. In the **Search Results** section, click the link in the **Information** column corresponding to the financial transaction distribution object whose log you want to view.

The **Financial Transaction Distribution** screen appears. It consists of the following tabs:

- **Main** – Displays information about the financial transaction distribution. It contains the following zone:
 - **Financial Transaction Distribution** – Displays information about the financial transaction distribution object.
 - **Log** – Lists the complete trail of actions performed on the financial transaction distribution object. This tab contains the following zone:
 - **Financial Transaction Distribution Log** – Displays the trail of actions performed on the particular financial transaction distribution object.
3. Click the **Log** tab.
 4. View the log of a financial transaction distribution in the **Financial Transaction Distribution Log** zone.

Related Topics

For more information on...	See...
Financial Transaction Distribution Log zone	Financial Transaction Distribution Log on page 1692
How to search for a financial transaction distribution	Searching for a Financial Transaction Distribution Object on page 1688
How to add a log entry for a financial transaction distribution	Adding a Log Entry for a Financial Transaction Distribution on page 1693

Adding a Log Entry for a Financial Transaction Distribution**Procedure**

To add a log entry for a financial transaction distribution:

1. Search for the financial transaction distribution object in the **Financial Transaction Distribution** screen.
2. In the **Search Results** section, click the link in the **Information** column corresponding to the financial transaction distribution whose log you want to edit.

The **Financial Transaction Distribution** screen appears. It consists of the following tabs:

- **Main** – Displays information about the financial transaction distribution. It contains the following zone:
 - **Financial Transaction Distribution** – Displays information about the financial transaction distribution object.
 - **Log** – Lists the complete trail of actions performed on the financial transaction distribution object. This tab contains the following zone:
 - **Financial Transaction Distribution Log** – Displays the trail of actions performed on the particular financial transaction distribution object.
3. Click the **Log** tab.
The **Log** tab appears.
 4. Click the **Add Log Entry** link in the upper right corner of the **Financial Transaction Distribution Log** zone.

The **Add Log Entry** window appears. It contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Financial Transaction Distribution	Displays information about the financial transaction distribution object.	Not applicable
Log Details	Used to specify additional comments on the financial transaction distribution object.	Yes

5. Enter the comments in the **Log Details** field.
6. Click **Save**.

The log entry is added in the **Financial Transaction Distribution Log** zone.

Related Topics

For more information on...	See...
How to search for a financial transaction distribution	Searching for a Financial Transaction Distribution Object on page 1688

Chapter

34

Reporting

Topics:

- [Report Search](#)
- [Report Submission](#)

Oracle Revenue Management and Billing (ORMB) can optionally be configured to use the reporting feature where Oracle Business Intelligence Publisher (BI Publisher) is used as a reporting tool. ORMB provides you with 10 sample reports that you can use for reporting or as a starting point for creating a new report. While generating the report, data is extracted from ORMB database and presented in the predefined format to the user. Oracle BI Publisher is used for creating the format in which the data in the report needs to be presented to the user.

You can generate reports from ORMB only if Oracle BI Publisher is integrated with ORMB. You can also schedule the reports that you want to execute at a predefined time and interval in Oracle BI Publisher. Once the reports are generated, you can view these reports in Oracle BI Publisher.

To use the reporting feature, you need to:

1. Install Oracle Business Intelligence Publisher.
2. Configure ORMB to use the reporting feature. For more information on how to install and configure reports in ORMB, refer to the *Oracle Revenue Management and Billing Reports Installation Guide*.
3. Import report specific metadata from the ORMB sample database and/or manually enter the metadata for reports. For more information on how to import the metadata, refer to the *Oracle Revenue Management and Billing Reports Installation Guide*.

Report Search

The **Report Search** window allows you to search for a report. This screen contains the following two sections:

- **Search Criteria** — The **Search Criteria** section contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Report Code	Used to specify the report code.	No
Description	Used to specify the description for the report.	No

- **Search Results** — On clicking the **Search** button corresponding to the respective field, the search results appear based on the specified search criteria. The **Search Results** section contains the following columns:


Column Name	Column Description
Report Code	Displays the report code.
Description	Displays the description of the report.
External Reference ID	Displays the code that uniquely identifies the report in Oracle BI Publisher.

Report Submission

Oracle Revenue Management and Billing provides you with the following reports that you can use for reporting or as a starting point for creating a new report:

- Open Cases by Type (CI_CSEOPN)
- Case Statistics for a Given Status (CI_CSESGS)
- Case Statistics by Case Type (CI_CSESTS)
- Customer Contact by Type (CI_CUSTCN)
- GL Accounting Summary (CI_GLACSM)
- Letter Print - Sample Welcome Letter (CI_LTRGN_ENG)
- Payments Balance (CI_PMTBAL)
- Receivables Aging (CI_RCVAGA)
- To Do Entries (CI_TDENTR)
- Tax Payables Analysis (CI_TXPYBL)

The **Report Submission** screen allows you to generate these reports. This screen is available only if the system is integrated with the third party reporting system. This screen contains the following fields:

Field Name	Field Description	Mandatory (Yes or No)
Report Code	Used to specify the report code. Note: The Search () icon appears corresponding to this field. On clicking the Search icon, the Report Search window appears.	Yes

Field Name	Field Description	Mandatory (Yes or No)
Report Description	Displays the description of the report.	Not applicable
Sequence	Displays the sequence number of the parameter.	Not applicable
Parameter	Displays the parameters defined for the report.	Not applicable
Parameter Value	Used to specify the value for the parameter. Note: For some of the parameters, the default value is displayed. These default values are defined for the parameters in the Report Definition screen.	Yes (Conditional) Note: If the parameter is set as required while defining a report, you have to specify the value for the parameter.

This screen contains the following buttons:

Button Name	Button Description
Submit	Used to generate the report.

Related Topics

For more information on...	See...
How to generate the CI_CSEOPN report	Generating the CI_CSEOPN Report on page 1697
How to generate the CI_CSESGS report	Generating the CI_CSESGS Report on page 1699
How to generate the CI_CSESTS report	Generating the CI_CSESTS Report on page 1700
How to generate the CI_CUSTCN report	Generating the CI_CUSTCN Report on page 1701
How to generate the CI_GLACSM report	Generating the CI_GLACSM Report on page 1702
How to generate the CI_LTRGN_ENG report	Generating the CI_LTRGN_ENG Report on page 1703
How to generate the CI_PMTBAL report	Generating the CI_PMTBAL Report on page 1704
How to generate the CI_RCVAGA report	Generating the CI_RCVAGA Report on page 1705
How to generate the CI_TDENTR report	Generating the CI_TDENTR Report on page 1706
How to generate the CI_TXPYBL report	Generating the CI_TXPYBL Report on page 1707

Generating the CI_CSEOPN Report

The **Open Cases by Type (CI_CSEOPN)** report allows you to view cases that are currently open. The data is grouped based on the case type. For each case type, the report shows:

- Number of open cases in various age buckets (the last three parameters control the size (in days) of each bucket)
- Percentage of open cases in various age buckets
- Details of the open cases

Procedure

To generate the CI_CSEOPN report:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Batch** and then click **Report Submission**.
The **Report Search** window appears.

3. Enter **CI_CSEOPN** in the **Report Code** field.
4. Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
Start Date (YYYY-MM-DD)	Used to search for cases that are created on or after the specified date and are still open. Note: If you do not specify the start date, the system sets the start date to the current date minus seven days.	No
End Date (YYYY-MM-DD)	Used to search for cases that are created on or before the specified date and are still open. Note: If you do not specify the end date, the system sets the current date as the end date.	No
Case Type	Used to specify the case type. Note: If you specify the case type, only open cases of that type are listed in the report.	No
Responsible User	Used to specify the user name. Note: If you specify the user name, only open cases that are handled by that user are listed in the report.	No
First Bucket High Limit	Used to group cases that are open for less than or equal to the specified number of days.	Yes
Second Bucket High Limit	Used to group cases that are open for less than or equal to the specified number of days, but greater than the number of days specified in the First Bucket High Limit field.	Yes
Third Bucket High Limit	Used to group cases that are open for less than or equal to the specified number of days, but greater than the number of days specified in the Second Bucket High Limit field.	Yes

5. Enter the parameters based on which you want to generate the report.
6. Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

7. Enter the BI publisher user name and password.
8. Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Generating the CI_CSESGS Report

The **Case Statistics for a Given Status (CI_CSESGS)** report allows you to view cases of a given case type that transitioned to a given status within a given date range. It also shows the number and percentage of cases grouped by the time it took to reach the status in the graphical format. These statistics are grouped into age buckets whose size (in days) is controlled by the following parameters:

- First Bucket High Limit
- Second Bucket High Limit
- Third Bucket High Limit

In addition, this report shows the minimum, maximum, average, and median time taken to reach the status.

Procedure

To generate the CI_CSESGS report:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Batch** and then click **Report Submission**.
The **Report Search** window appears.
3. Enter **CI_CSESGS** in the **Report Code** field.
4. Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
Start Date (YYYY-MM-DD)	Used to search for cases of a given case type that transitioned to a given status on or after the specified date. Note: If you do not specify the start date, the system sets the start date to the current date minus seven days.	No
End Date (YYYY-MM-DD)	Used to search for cases of a given case type that transitioned to a given status on or before the specified date. Note: If you do not specify the end date, the system sets the current date as the end date.	No
Case Type/Status	Used to specify the case type and status for which you want to generate the report. You must specify the criteria in the <code>Case Type Status</code> format.	Yes
Responsible User	Used to specify the user name. Note: If you specify the user name, only cases that are handled by that user are listed in the report.	No
First Bucket High Limit (in days)	Used to group cases that took less than or equal to the specified number of days to reach a given status.	No

Field Name	Field Description	Mandatory (Yes or No)
Second Bucket High Limit (in days)	Used to group cases that took less than or equal to the specified number of days, but greater than the number of days specified in the First Bucket High Limit field to reach a given status.	No
Third Bucket High Limit (in days)	Used to group cases that took less than or equal to the specified number of days, but greater than the number of days specified in the Second Bucket High Limit field to reach a given status.	No

5. Enter the parameters based on which you want to generate the report.

6. Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

7. Enter the BI publisher user name and password.

8. Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Generating the CI_CSESTS Report

The **Case Statistics by Case Type (CI_CSESTS)** report allows you to view the number and percentage of cases that are open and/or closed. The data is grouped based on the case type.

Procedure

To generate the CI_CSESTS report:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Batch** and then click **Report Submission**.

The **Report Search** window appears.

3. Enter **CI_CSESTS** in the **Report Code** field.

4. Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
Start Date (YYYY-MM-DD)	Used to search for the following: <ul style="list-style-type: none"> Cases that are created on or after the specified date and are currently open Cases that are closed on or after the specified date 	No

Field Name	Field Description	Mandatory (Yes or No)
End date (YYYY-MM-DD)	Used to search for the following: <ul style="list-style-type: none"> Cases that are created on or before the specified date and are currently open Cases that are closed on or before the specified date 	No
Case Condition	Used to indicate whether you want to generate the report for open or closed cases. <ul style="list-style-type: none"> OPEN CLSD If you want to generate the report for both open and closed cases, leave this field blank.	No

5. Enter the parameters based on which you want to generate the report.

6. Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

7. Enter the BI publisher user name and password.

8. Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Generating the CI_CUSTCN Report

The **Customer Contact by Type (CI_CUSTCN)** report allows you to view all customer contacts that are created for a given contact class and contact type within a given date range. It displays information both in textual and graphical formats.

Procedure

To generate the CI_CUSTCN report:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Batch** and then click **Report Submission**.

The **Report Search** window appears.

3. Enter **CI_CUSTCN** in the **Report Code** field.

4. Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
Start Date (YYYY-MM-DD)	Used to search for person's contacts that are created on or after the specified date.	No
End date (YYYY-MM-DD)	Used to search for person's contacts that are created on or before the specified date.	No
Customer Contact Class/Type	Used to specify the customer contact class and type for which you want to generate the report. If you want to generate the report for all contact types within a given contact class, just specify the customer contact class. However, if you want to generate the report for a given contact type within a given contact class, then specify both in the Customer Contact Class Type format.	No

5. Enter the parameters based on which you want to generate the report.

6. Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

7. Enter the BI publisher user name and password.

8. Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Generating the CI_GLACSM Report

The **GL Accounting Summary (CI_GLACSM)** report allows you to view the financial transactions created in ORMB for a given accounting period. The data is grouped based on the GL account types, divisions, and GL divisions.

Procedure

To generate the CI_GLACSM report:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Batch** and then click **Report Submission**.

The **Report Search** window appears.

3. Enter **CI_GLACSM** in the **Report Code** field.

4. Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
Accounting period	Used to specify the accounting period for which you want to generate the report. You must specify a valid fiscal year and accounting period for a valid accounting calendar in the following format: CALENDAR_ID FISCAL_YEAR ACCOUNTING_PERIOD	Yes
Characteristic Type - Account type	Used to specify the GL account type for which you want to generate the report.	Yes

5. Enter the parameters based on which you want to generate the report.

6. Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

7. Enter the BI publisher user name and password.

8. Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Generating the CI_LTRGN_ENG Report

The **Letter Print - Sample Welcome Letter (CI_LTRGN_ENG)** report allows you to produce a sample welcome letter for a new person. The letter contains the name and address of the company which is extracted from the installation options. The text for the letter is defined in the report layout. The report is printed according to the person's language definition, and not based on the user's language definition.

This report contains the following text:

“Welcome to <Company Name>. You have been filed with ID Number <Person ID>.

We hope to provide you with our best possible service. If you experience any problems or have any questions, please contact one of our customer service representatives at (800)1234567.”

Note: The <Company Name> is stored as a message in the installation options, and the <Person ID> is stored in the person contact.

Procedure

To generate the CI_LTRGN_ENG report:

1. Click the **Menu** link in the **Application** toolbar.

A list appears.

2. From the **Main** menu, select **Batch** and then click **Report Submission**.

The **Report Search** window appears.

3. Enter **CI_LTRGN_ENG** in the **Report Code** field.

- Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
Batch Switch	Used to indicate whether you want to access this report online or not. To access the report online, set the value to N .	Yes
Person Contact ID	Used to specify the ID of the person contact associated with the main customer for whom you want to generate the letter.	Yes

- Enter the parameters based on which you want to generate the report.
- Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

- Enter the BI publisher user name and password.
- Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Generating the CI_PMTBAL Report

The **Payments Balance (CI_PMTBAL)** report allows you to view all payments received and cancelled within a given date range. The data is grouped based on the tender source and type of payment. This report is used for financial control and audit purposes.

Procedure

To generate the CI_PMTBAL report:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Batch** and then click **Report Submission**.
The **Report Search** window appears.
- Enter **CI_PMTBAL** in the **Report Code** field.
- Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
Start Date	Used to search for payments received and cancelled on or after the specified date. Note: If you do not specify the start date, the system sets the start date to the current date minus seven days.	No
End Date	Used to search for payments received and cancelled on or before the specified date. Note: If you do not specify the end date, the system sets the current date as the end date.	No

- Enter the parameters based on which you want to generate the report.
- Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

- Enter the BI publisher user name and password.
- Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Generating the CI_RCVAGA Report

The **Receivables Aging (CI_RCVAGA)** report lists all accounts and their arrears information as of the input cutoff date using the balance forward accounting method. Outstanding debt is placed into the buckets provided as input using the age of the debt as of the cutoff date. For each account, charges that are not yet billed are displayed in the **Unbilled A/R (\$)** column.

Procedure

To generate the CI_RCVAGA report:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Batch** and then click **Report Submission**.
The **Report Search** window appears.
- Enter **CI_RCVAGA** in the **Report Code** field.
- Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
Cutoff Date	Used to specify the date from when the arrears should be calculated. Note: If you do not specify the cutoff date, the system sets the cutoff date to the current date minus seven days.	No
1 st Bucket High Limit	Used to group debts that are outstanding for less than or equal to the specified number of days.	Yes
2 nd Bucket High Limit	Used to group debts that are outstanding for less than or equal to the specified number of days, but greater than the number of days specified in the First Bucket High Limit field.	Yes
3 rd Bucket High Limit	Used to group debts that are outstanding for less than or equal to the specified number of days, but greater than the number of days specified in the Second Bucket High Limit field.	Yes

- Enter the parameters based on which you want to generate the report.
- Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

- Enter the BI publisher user name and password.
- Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Generating the CI_TDENTR Report

The **To Do Entries (CI_TDENTR)** report allows you to view the total number of To Do entries that are open or being worked on for each To Do type. It displays information both in textual and graphical formats.

Procedure

To generate the CI_TDENTR report:

- Click the **Menu** link in the **Application** toolbar.
A list appears.
- From the **Main** menu, select **Batch** and then click **Report Submission**.
The **Report Search** window appears.
- Enter **CI_TDENTR** in the **Report Code** field.
- Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
To Do Entry Status	Used to include To Do entries with the specified status in the report. Note: If you leave this field blank, the report shows To Do entries with all statuses.	No
To Do Type	Used to include To Do entries with the specified To Do type in the report. Note: If you leave this field blank, the report shows To Do entries with all To Do types.	No

5. Enter the parameters based on which you want to generate the report.
6. Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

7. Enter the BI publisher user name and password.
8. Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Generating the CI_TXPYBL Report

The **Tax Payables Analysis (CI_TXPYBL)** report allows you to view the tax amounts that were levied by the company to persons within a given date range. It also shows the tax exempted during that period.

This report considers tax amounts of only those financial transactions which satisfy the following criteria:

- The financial transaction is frozen.
- The accounting date of the financial transaction is within a given date range.
- The distribution code associated with the financial transaction has a characteristic type and value that matches the one specified as the input parameters.

The report also provides tax exemption information for bill segments whose financial transactions satisfy the above criteria. The tax exemption information is retrieved by looking at the bill calculation lines associated with the financial transaction's bill segment.

Procedure

To generate the CI_TXPYBL report:

1. Click the **Menu** link in the **Application** toolbar.
A list appears.
2. From the **Main** menu, select **Batch** and then click **Report Submission**.

The **Report Search** window appears.

3. Enter **CI_TXPYBL** in the **Report Code** field.
4. Click the **Search** button corresponding to the **Report Code** field.

The **Report Submission** screen appears with the following parameters:

Field Name	Field Description	Mandatory (Yes or No)
Start Date	Used to specify the date from when the report should be generated. Note: If you do not specify the start date, the system sets the start date to the current date minus seven days.	No
End Date	Used to specify the date till when the report should be generated. Note: If you do not specify the end date, the system sets the current date as the end date.	No
Account Type Characteristic	Used to specify the characteristic type. You must always specify the characteristic type as Account Type . Otherwise, the report will not be generated.	Yes
Account Type Char Value for Tax Related GL Account	Used to specify the value for the characteristic type.	Yes

5. Enter the parameters based on which you want to generate the report.
6. Click **Submit**.

The **Oracle BI Publisher Enterprise Login** page appears.

7. Enter the BI publisher user name and password.
8. Click **Login**.

The report appears in Oracle BI Publisher.

Related Topics

For more information on...	See...
Report Search window	Report Search on page 1696
Report Submission screen	Report Submission on page 1696

Appendix

A

Most Commonly Used Tasks

Topics:

- [Changing the Layout](#)

This section lists some of the common tasks that are performed while using various functionality in the application.


Changing the Layout

You can change the layout of the zone by:

- [Removing a Column from the Zone](#) on page 1710
- [Adding a Column to the Zone](#) on page 1710
- [Rearranging Columns in the Zone](#) on page 1710

Adding a Column to the Zone

Once you have removed the columns from the zone, you can add them back to the zone. To add a column to the zone:

1. Click the **Column Configuration**  icon in the upper right corner of the zone.
A panel appears at the bottom of the zone with a list of column names.
Note: The column names with the white background in the panel are currently not displayed in the zone.
2. Drag and drop the column name from the panel to the location where you want to add the column in the zone.
The white background of the column name in the panel changes to the grey background indicating that the column is currently displayed in the zone.
3. If you want to add another column name from the panel to the zone, repeat the second step. Click the **Refresh** button, data will be displayed to the columns added in the zone.

Related Topics

For more information on...	See...
How to change the layout of the zone	Changing the Layout on page 1710

Rearranging Columns in the Zone

You can change the order in which the columns are displayed in the zone. To change the position of a column in the zone:

1. Click the column name whose position you want to change in the zone.
2. Drag and drop the column name between the columns where you want to place the selected column.

The position of the column changes in the zone.

Related Topics

For more information on...	See...
How to change the layout of the zone	Changing the Layout on page 1710

Removing a Column from the Zone

To remove a column from the zone:

Click the **Delete**  icon corresponding to the column name that you want to remove from the zone.

The column is removed from the zone and is currently displayed with white background in the panel.

Note: Alternatively you can remove the column from the zone by clicking the Delete (🗑️) icon corresponding to the column name in the panel.

Related Topics

For more information on...	See...
How to change the layout of the zone	Changing the Layout on page 1710

Appendix

B

Administration

Topics:

- [UI Maps](#)
- [Feature Configurations](#)

This section lists some of the administrative tasks.

UI Maps

This section explains how to create the UI maps for viewing and modifying data of the business objects within the approval workflow group.

Creating Display UI Map for an Approval Workflow Group

The system provides you with the ability to automatically generate a Display UI map, and associate it with the approval workflow group. Alternatively, you can create a Display UI map manually, and attach it to the approval workflow group.

Procedure

To create a Display UI map manually:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **U** and then click **UI Map**.
A sub-menu appears.
3. Click the **Search** option from the **UI Map** sub-menu.
The **UI Map** screen appears.
4. In the **Main** tab, enter the name and description of the Display UI map.
Note: The system uses the `CM_<Approval Workflow Group Code>_AppTxn_Display` naming convention while automatically generating a Display UI map. Therefore, do not use this naming convention while creating a Display UI map manually.
5. Select **Complete HTML Document** from the **UI Map Type** list.
6. Click the **Schema** tab.
The **Schema** tab appears.
7. Add the following schema in the **Scheme Editor** zone:

```
<schema>
  <<Business Object Name> type="group">
    <includeBO name="<Business Object Name>" />
  </<Business Object Name>>
</schema>
```

In the above schema, you must replace `<Business Object Name>` with the name of the business object. For example, if you want to create a Display UI map for account, you must use the following schema:

```
<schema>
  <account type="group">
    <includeBO name="Account" />
  </account>
</schema>
```

8. Click the **Save** link in the **Actions/Navigation** area.
The **Display Only** and **Input Map** buttons are enabled on the dashboard.
9. Click the **Display Only** button.
The HTML code is generated in the **HTML Editor** zone.
10. Click the **Save** link in the **Actions/Navigation** area.
The changes are saved.

Related Topics

For more information on...	See...
How to define an approval workflow group	Defining an Approval Workflow Group on page 412
How to edit an approval workflow group	Editing an Approval Workflow Group on page 416

Creating Input UI Map for an Approval Workflow Group

The system provides you with the ability to automatically generate an Input UI map, and associate it with the approval workflow group. Alternatively, you can create an Input UI map manually, and attach it to the approval workflow group.

Procedure

To create an Input UI map manually:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **U** and then click **UI Map**.
A sub-menu appears.
3. Click the **Search** option from the **UI Map** sub-menu.
The **UI Map** screen appears.
4. In the **Main** tab, enter the name and description of the Input UI map.

Note: The system uses the CM_<Approval Workflow Group Code>_AppTxn_Input naming convention while automatically generating an Input UI map. Therefore, do not use this naming convention while creating an Input UI map manually.

5. Select **Complete HTML Document** from the **UI Map Type** list.
6. Click the **Schema** tab.
The **Schema** tab appears.
7. Add the following schema in the **Scheme Editor** zone:

```
<schema>
  <approvalTransactionId/>
  <action/>
  <<Business Object Name> type="group">
    <includeBO name="<Business Object Name>" />
  </<Business Object Name>>
</schema>
```

In the above schema, you must replace <Business Object Name> with the name of the business object. For example, if you want to create an Input UI map for account, you must use the following schema:

```
<schema>
  <approvalTransactionId/>
  <action/>
  <account type="group">
    <includeBO name="Account" />
  </account>
</schema>
```

The <approvalTransactionId/> tag is used in the schema to retrieve the approval transaction ID of the respective business object. The <action/> tag is used in the schema to retrieve the action performed by the submitter.

- Click the **Save** link in the **Actions/Navigation** area.

The **Display Only** and **Input Map** buttons are enabled on the dashboard.

- Click the **Input Map** button.

The HTML code is generated in the **HTML Editor** zone.

- Add the following tag in the head tag:

```
<script language="javascript" type="text/javascript" src="code/
approvalWorkflow.js"></script>
```

- Add the text highlighted in bold within the tag as shown below:

```
<td>
<input onClick="performAction('<Approval Workflow Group Code>');"
oraMdLabel="SAVE_BTN_LBL" class="oraButton" type="button">
<input onClick="oraSubmitMap('CANCEL', false);" oraMdLabel="CANCEL_LBL"
class="oraButton" type="button">
</td>
```

In the above HTML code, you must replace `<Approval Workflow Group Code>` with the code of the approval workflow group for which you are creating a UI map.

- Click the **Save** link in the **Actions/Navigation** area.

The changes are saved.

Related Topics

For more information on...	See...
How to define an approval workflow group	Defining an Approval Workflow Group on page 412
How to edit an approval workflow group	Editing an Approval Workflow Group on page 416

Feature Configurations

This section explains how to set various feature configurations which are required for implementing various features in the Banking module.

Setting the C1_MLTCURACC Feature Configuration

Prerequisites

To set the **C1_MLTCURACC** feature configuration, you should have:

- Adjustment types defined in the application

Procedure

To set the **C1_MLTCURACC** feature configuration:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
- Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.

4. Enter **C1_MLTCURACC** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)												
Allow Multi-Currency Accounts	<p>Used to indicate whether you want to enable or disable the Multi-Currency Accounts feature. To enable the feature, set the Allow Multi-Currency Accounts option type to Y. By default, the value is set to N.</p> <p>Note:</p> <p>If the Allow Multi-Currency Accounts option type is set to N, the Invoice Currency field is disabled in the Account screen. By default, the base currency of the account's division appears in the Invoice Currency field. If the base currency is not defined for the account's division, the currency code specified in the Installation Options - Framework screen appears in the Invoice Currency field.</p> <p>If the Allow Multi-Currency Accounts option type is set to Y, the following fields are enabled in the application:</p> <table border="1"> <thead> <tr> <th>Screen Name</th> <th>Field Name</th> </tr> </thead> <tbody> <tr> <td>Account</td> <td>Invoice Currency</td> </tr> <tr> <td>Billable Charge</td> <td>Currency (for Bill Line)</td> </tr> <tr> <td>Adjustment</td> <td>Currency</td> </tr> <tr> <td>Payment Event Add</td> <td>Payment Currency</td> </tr> <tr> <td>Rate Component</td> <td>Allow Currency Conversion</td> </tr> </tbody> </table>	Screen Name	Field Name	Account	Invoice Currency	Billable Charge	Currency (for Bill Line)	Adjustment	Currency	Payment Event Add	Payment Currency	Rate Component	Allow Currency Conversion	Yes
Screen Name	Field Name													
Account	Invoice Currency													
Billable Charge	Currency (for Bill Line)													
Adjustment	Currency													
Payment Event Add	Payment Currency													
Rate Component	Allow Currency Conversion													
Transfer Adjustment Type	Used to specify the adjustment type using which you want to create the transfer adjustment.	Yes												
Reason Code for Cancelling Original Adjustment	Used to specify the reason code that you want to use while cancelling the original adjustment.	Yes												

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
Multi-Currency Accounts functionality	Multi-Currency Accounts on page 455

Setting the C1-ODBFC Feature Configuration

Procedure

To set the **C1-ODBFC** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
4. Enter **C1-ODBFC** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Average Record Size	Used to specify the average size of a usage record in bytes. By default, the value is set to 500. You can change the value, if required.	Yes
Billable Charge Chunk Size	Used to specify the number of billable charges you want to create in each work unit. By default, the value is set to 500. You can change the value, if required.	Yes
File Size Limit	Used to specify the size of a usage data file in bytes. By default, the value is set to 100000. You can change the value, if required.	Yes
Online Bill Creation Limit	Used to determine whether adhoc bills must be generated for a usage data file online or through the background process. If the total number of billable charges created for a usage data file exceeds the online bill creation limit, adhoc bills are generated for the usage data file through a batch process. By default, the value is set to 500. You can change the value, if required.	Yes
Staging XML Size	Used to specify the number of usage records you want to parse and map in each XML file. By default, the value is set to 500. You can change the value, if required.	Yes
Thread Count	Used to specify the number of threads you want to spawn in parallel.	No
Thread Pool Name	Used to specify the thread pool on which you want to execute the batch.	No

Option Type	Description	Mandatory (Yes or No)
Transaction Limit	Used to determine whether billable charges for a usage data file must be created online or through the background process. If the total number of valid or approved records in a usage data file exceeds the transaction limit, billable charges are created for the valid or approved records through a batch process.	No
Validation Chunk Size	Used to specify the number of usage records you want to validate or revalidate in each work unit. By default, the value is set to 500. You can change the value, if required.	Yes

- Enter the value for the option types in the **Feature Configuration** screen.
- Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
On Demand Billing	On Demand Billing on page 707
How to upload a usage data file	Uploading a Usage Data File on page 746
How to revalidate a usage data file	Revalidating a Usage Data File on page 788
How to submit the valid records	Submitting a Valid Record on page 781
How to approve the valid records	Approving a Valid Record on page 783
How to generate adhoc bills for a usage data file	Generating Adhoc Bills for a File Group on page 736

Setting the C1_PPARM_FLG Feature Configuration

Procedure

To set the **C1_PPARM_FLG** feature configuration:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
- Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
- Enter **C1_PPARM_FLG** in the **Feature Name** field.
- Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Multi Price Parameter	Used to indicate whether you want to use the multi parameter based pricing feature. The valid values are: <ul style="list-style-type: none"> • True — Indicates that you want to enable the multi parameter based pricing feature. • False — Indicates that you want to disable the multi parameter based pricing feature. 	Yes

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
Multi Parameter Based Pricing feature	Multi Parameter Based Pricing on page 81

Setting the C1_RLENG Feature Configuration

Procedure

To set the **C1_RLENG** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
4. Enter **C1_RLENG** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Logging Rules for Transaction Feed	Used to indicate whether a log should be generated when you execute the Transaction Validation and Initial Product Determination (C1-TXNIP) batch. The valid values are: <ul style="list-style-type: none"> • True • False <p>Note: This log indicates the rules that were executed for each transaction and whether each rule passed or failed during the execution.</p>	Yes

Option Type	Description	Mandatory (Yes or No)
Maximum Number of Rules in Cache	Used to indicate the maximum number of rules whose entry should be created in the log file.	Yes

- Enter the values for the required option types in the **Feature Configuration** screen.
- Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
Transaction Feed Management	Transaction Feed Management on page 533

Setting the C1-TXNDMYID Feature Configuration

For manually added transactions, the system can generate header details including the header ID automatically if you set the option types in the **C1-TXNDMYID** feature configuration.

Procedure

To set the **C1-TXNDMYID** feature configuration:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
- Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
- Enter **C1-TXNDMYID** in the **Feature Name** field.
- Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Dummy File Name	Used to specify the dummy file name.	Yes
Dummy Header ID	Used to specify the dummy header ID.	Yes
Dummy Transaction Source	Used to specify the dummy transaction source.	Yes
Dummy Header Date	Used to specify the dummy header date.	Yes

- Enter the values for the required option types in the **Feature Configuration** screen.
- Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
Transaction Feed Management	Transaction Feed Management on page 533

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Setting the C1_PER_REL Feature Configuration

You can define person to person relationship type sequence in the **C1_PER_REL** feature configuration. This sequence is used while searching for effective price item pricing at the parent customer level.

Procedure

To set the **C1_PER_REL** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
4. Enter **C1_PER_REL** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Person to Person Relationship Type	Used to indicate the person to person relationship type. Note: If you want to define more than one relationship type in the feature configuration, you need to specify the sequence in which the relationship type should be considered while searching effective price item pricing at the parent customer level.	Yes

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
Person to Person Relationship Type Sequence screen	Person to Person Relationship Type Sequence on page 319

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Setting the C1_PR_REC Feature Configuration

Procedure

To set the **C1_PR_REC** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.

- From the **Admin** menu, select **F** and then click **Feature Configuration**.

A sub-menu appears.

- Click the **Search** option from the **Feature Configuration** sub-menu.

The **Feature Configuration Search** window appears.

- Enter **C1_PR_REC** in the **Feature Name** field.

- Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Effective Pricing RecordSet Limit	Used to specify the number of records that can be displayed in the Search Results section of the Effective Price Assignment zone. The value must be an integer and not in decimals. The maximum number of records that can be displayed are 5000. Note: If you enter the value as 0 or if you do not specify the value for the Effective Pricing RecordSet Limit option type, no records will be displayed in the Search Results section.	Yes

- Enter the values for the required option types in the **Feature Configuration** screen.

- Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
Effective Price Assignment zone in the Pricing (Account) screen	Effective Price Assignments for Account on page 226
Effective Price Assignment zone in the Pricing (Person) screen	Effective Price Assignments for Person on page 247

Setting the C1_PRASNORDR Feature Configuration

Procedure

To set the **C1_PRASNORDR** feature configuration:

- Click the **Admin** link in the **Application** toolbar.

A list appears.

- From the **Admin** menu, select **F** and then click **Feature Configuration**.

A sub-menu appears.

- Click the **Search** option from the **Feature Configuration** sub-menu.

The **Feature Configuration Search** window appears.

- Enter **C1_PRASNORDR** in the **Feature Name** field.

- Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Price Assignment Algorithm	Used to specify the algorithm which contains the default search order for global customers. The valid search order values are: <ul style="list-style-type: none"> • AGREED_PRICELIST • AGREED_FIRST You can change this default search order, whenever required. You can also create a custom search order, if required.	Yes

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
Pricing (Person) screen	<i>Pricing (Person)</i> on page 246

Setting the C1_DIVFUNCT Feature Configuration

Procedure

To set the **C1_DIVFUNCT** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
4. Enter **C1_DIVFUNCT** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Enforce division-specific validations	Used to indicate whether the division-specific validations must be triggered on the Person , Account and Contract screens. The valid values are: <ul style="list-style-type: none"> • Y • N 	Yes

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Setting the C1_PERACCT Feature Configuration

Procedure

To set the **C1_PERACCT** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
4. Enter **C1_PERACCT** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Create Person Account Together	Used to indicate whether you want to create a person and account for that person simultaneously. The valid values are: <ul style="list-style-type: none"> • Y • N 	Yes

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Setting the C1_FINTRANOP Feature Configuration

Procedure

To set the **C1_FINTRANOP** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.

The **Feature Configuration Search** window appears.

4. Enter **C1_FINTRANOP** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Bill Segment Regeneration on Freeze	<p>Used to indicate whether you want to regenerate the bill segments before freezing them. The valid value is:</p> <ul style="list-style-type: none"> • Y <p>If you do not want to regenerate the bill segments before freezing them, you must leave this option type blank.</p> <p>Note: If the Freeze and Complete check box is selected for the bill cycle and the Bill Segment Regeneration on Freeze option type is set to Y, then the bill segments are regenerated and the status of the bill segments is set to Frozen. However, if the Freeze and Complete check box is not selected for the bill cycle, then the bill segments are always regenerated irrespective of whether the Bill Segment Regeneration on Freeze option type is set to Y or not.</p>	No
Billable Charges Date	<p>Used to indicate whether you want to consider the billable charges whose start or end date is earlier than or equal to the cut-off date. The valid values are:</p> <ul style="list-style-type: none"> • S — Used when you want to consider the billable charges whose start date is earlier than or equal to the cut-off date. • E — Used when you want to consider the billable charges whose end date is earlier than or equal to the cut-off date. <p>If you do not set the value of this option type, by default, the system considers the billable charges whose start date is earlier than or equal to the cut-off date.</p>	No

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Setting the C1_EXP_OVRD Feature Configuration

Procedure

To set the **C1_EXP_OVRD** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
4. Enter **C1_EXP_OVRD** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Expire Override Switch	Used to indicate whether you want to automatically expire an agreed pricing when the agreed pricing of a person or an account without end date is overridden. The valid values are: <ul style="list-style-type: none"> • Y • N 	Yes

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.
The changes made to the feature configuration are saved.

Setting the C1_EXCHRATE Feature Configuration

Procedure

To set the **C1_EXCHRATE** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
4. Enter **C1_EXCHRATE** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
End Date Required for Division Override	Used to indicate whether the end date is mandatory for a division-specific exchange rate. The valid values are: <ul style="list-style-type: none"> • Y • N By default, the value of this option type is set to N.	Yes

- Enter the values for the required option types in the **Feature Configuration** screen.
- Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
How to define an exchange rate	Defining an Exchange Rate on page 523
How to edit an exchange rate	Editing an Exchange Rate on page 527

Setting the C1_AXENTITY Feature Configuration

Procedure

To set the **C1_AXENTITY** feature configuration:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
- Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
- Enter **C1_AXENTITY** in the **Feature Name** field.
- Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Approval Transaction Compare New or Missing Entry Color	Used to indicate the color in which the new additions must be highlighted. This helps in comparing the existing and new data while approving, rejecting, or cancelling approval workflow requests. You must specify hexadecimal value in this option type.	Yes

Option Type	Description	Mandatory (Yes or No)
Approval Transaction Compare Value Changed Color	Used to indicate the color in which the existing data modifications must be highlighted. This helps in comparing the existing and new data while approving, rejecting, or cancelling approval workflow requests. You must specify hexadecimal value in this option type.	Yes
Approval Transaction Entity Access Algorithms	Used to specify the algorithm which controls access to the existing and new maintenance objects based on the access group and division. By default, the C1-APPTXN algorithm is specified. If you create new maintenance objects and want the access control for these new maintenance objects to be based on the access group and division, you have to create a custom algorithm and then attach it to this option type. In such case, you would define this option type twice — one with the default algorithm (that is, C1-APPTXN) and another with the custom algorithm.	Yes
Approval Transaction Fields to be Disabled in Input UI Maps	Used to indicate the fields that you want to disable whenever the input UI maps are regenerated.	Yes
Approval Transaction Resolve To Do Type	Used to indicate the type of To Do that must be created when an approver at any level in the hierarchy rejects a request.	Yes
Display UI XSL	Used to indicate the XSL file that you want to use while regenerating the Display UI maps.	Yes
Input UI XSL	Used to indicate the XSL file that you want to use while regenerating the Input UI maps.	Yes

- Enter the values for the required option types in the **Feature Configuration** screen.
- Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
How to set the prerequisites to implement the approval workflow process	Prerequisites on page 356
How to approve a request	Approving a Request on page 360
How to reject a request	Rejecting a Request on page 361
How to cancel a request	Cancelling a Request on page 362
How to approve price assignment request of an account	Approving Price Assignment Request of an Account on page 379
How to approve price assignment request of a person	Approving Price Assignment Request of a Person on page 380
How to approve price assignment request of a price list	Approving Price Assignment Request of a Price List on page 381

For more information on...	See...
How to reject price assignment request of an account	Rejecting Price Assignment Request of an Account on page 382
How to reject price assignment request of a person	Rejecting Price Assignment Request of a Person on page 383
How to reject price assignment request of a price list	Rejecting Price Assignment Request of a Price List on page 385
How to cancel price assignment request of an account	Cancelling Price Assignment Request of an Account on page 386
How to cancel price assignment request of a person	Cancelling Price Assignment Request of a Person on page 387
How to cancel price assignment request of a price list	Cancelling Price Assignment Request of a Price List on page 388

Setting the C1_FM Feature Configuration

Procedure

To set the **C1_FM** feature configuration:

1. Click the **Menu** link in the **Actions/Navigation** area.
A list appears.
2. Select the **Admin Menu** option from the list.
3. From the **Admin Menu**, select **F** and then click **Feature Configuration**.
The **Feature Configuration Search** window appears.
4. Enter **C1_FM** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Batch Control — First Run	Used to specify the first mandatory batch that you want to be executed in the transaction aggregation cycle. Note: At present, the system does not support any value other than C1-TXNIP for this option type.	Yes
Batch Control — Last Run	Used to specify the last mandatory batch that you want to be executed in the transaction aggregation cycle. Note: At present, the system does not support any value other than C1-TXNCU for this option type.	Yes

Option Type	Description	Mandatory (Yes or No)
Feed Management Used	Used to indicate whether default values must appear in the Ignore Transaction , Aggregate Transaction , and Aggregation Schedule fields while defining product pricing. The valid values are: <ul style="list-style-type: none"> • Y • N 	Yes
Materialized Views Used	Used to indicate whether the product pricing information must be cached in the following tables — CI_PRC_AGRD, CI_PRC_PL, and CI_PRC_INH_PL. The valid values are: <ul style="list-style-type: none"> • true • false 	Yes
Max. No. of Product Parameters Cache Size	Used to indicate the maximum number of products whose product parameters' information must be cached in the memory.	Yes
Max. No. of Product Parameters Group Cache Size	Used to indicate the maximum number of product parameter groups whose information must be cached in the memory.	Yes
SQ Recalculation Required	Used to indicate whether the SQIs in an aggregated billable charge must be recalculated while executing the C1-TXNCU batch. The valid values are: <ul style="list-style-type: none"> • Y • N <p>Note: If you do not specify the value or if you set the value to N, the system will not recalculate the SQIs in an aggregated billable charge.</p>	No
Transaction Detail Account Validation	Used to indicate whether the account must be validated during the transaction validation process. The valid values are: <ul style="list-style-type: none"> • Y • N <p>Note:</p> <p>If you set this parameter to N, the system overrides the transaction's account identifier type, account identifier, and division with the first derived account's account identifier type, account identifier, and division, respectively.</p> <p>If you do not specify the value for this parameter, the system will validate the account during the transaction validation process.</p>	No

Option Type	Description	Mandatory (Yes or No)
Product Tou derivation Batch Description	Used to specify the description for the C1-TXNIP batch. This description appears in the error message when the transaction aggregation batches are not executed in the specified sequence.	Yes
Verify Pricing Batch Description	Used to specify the description for the C1-TXNVP batch. This description appears in the error message when the transaction aggregation batches are not executed in the specified sequence.	Yes
Update Error Transaction Batch Description	Used to specify the description for the C1-TXNEX batch. This description appears in the error message when the transaction aggregation batches are not executed in the specified sequence.	Yes
Service Quantity Calculation Batch Description	Used to specify the description for the C1-TXNSQ batch. This description appears in the error message when the transaction aggregation batches are not executed in the specified sequence.	Yes
Transaction Completion Batch Description	Used to specify the description for the C1-TXNCM batch. This description appears in the error message when the transaction aggregation batches are not executed in the specified sequence.	Yes
Transaction Cleanup Batch Description	Used to specify the description for the C1-TXNCU batch. This description appears in the error message when the transaction aggregation batches are not executed in the specified sequence.	Yes

- Enter the values for the required option types in the **Feature Configuration** screen.
- Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
Clean Up	Clean Up on page 562

Setting the C1-PAYPORTAL Feature Configuration

Procedure

To set the **C1-PAYPORTAL** feature configuration:

- Click the **Admin** link in the **Application** toolbar.
A list appears.
- From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
- Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.

4. Enter **C1-PAYPORTAL** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Allow Overpayment	Used to indicate whether you want to allow overpayment against an entity while editing the payment amount. The valid values are: <ul style="list-style-type: none"> • true • false 	Yes
FK Reference for Bill	Used to indicate the foreign key reference which generates the information string for a bill in the Edit Payment Amount screen. Note: The C1-BLACT foreign key reference for bill is shipped with the product. You can also create a custom foreign key reference, if required.	Yes
FK Reference for Bill Segment	Used to indicate the foreign key reference which generates the information string for a bill segment in the Edit Payment Amount screen. Note: The C1-BSEG foreign key reference for bill segment is shipped with the product. You can also create a custom foreign key reference, if required.	Yes
FK Reference for Contract	Used to indicate the foreign key reference which generates the information string for a contract in the Edit Payment Amount screen. Note: The C1_F_SA foreign key reference for contract is shipped with the product. You can also create a custom foreign key reference, if required.	Yes
FK Reference for Settlement	Used to indicate the foreign key reference which generates the information string for a settlement ID in the Edit Payment Amount screen. Note: At present, no foreign key reference for settlement ID is shipped with the product. Only the settlement ID appears in the information string. You can create a foreign key reference for settlement ID and specify it in this field.	No

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
How to edit the payment amount against each entity	Editing the Payment Amount on page 999

Setting the C1-PYREQSRT Feature Configuration

Procedure

To set the **C1-PYREQSRT** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
4. Enter **C1-PYREQSRT** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Bill	Used to sort columns by the selected option type. The table fields in CI_BILL table are used to set the values for the option type Bill . It also enables sorting by order. Its valid values are: <ul style="list-style-type: none"> • Ascending • Descending 	No
Bill Segment	Used to sort columns by the selected option type. The table fields in CI_BSEG table are used to set the values for the option type Bill Segment . It also enables sorting by order. Its valid values are: <ul style="list-style-type: none"> • Ascending • Descending 	No
Contract	Used to sort columns by the selected option type. The table fields in CI_SA table are used to set the values for the option type Contract . It also enables sorting by order. Its valid values are: <ul style="list-style-type: none"> • Ascending • Descending 	No

Note: Above options types are configured for the **Sort By** field for sorting columns on the **Edit Payment Amount** screen.

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Setting the C1_ACCTINFO Feature Configuration

Prerequisites

To set the **C1_ACCTINFO** feature configuration, you should have:

- Account Type characteristic type defined in the application (where the characteristic entity is set to Account)
- Invoice Group Account characteristic type defined in the application (where the characteristic entity is set to Account)

Procedure

To set the **C1_ACCTINFO** feature configuration:

1. Click the **Admin** link in the **Application** toolbar.
A list appears.
2. From the **Admin** menu, select **F** and then click **Feature Configuration**.
A sub-menu appears.
3. Click the **Search** option from the **Feature Configuration** sub-menu.
The **Feature Configuration Search** window appears.
4. Enter **C1_ACCTINFO** in the **Feature Name** field.
5. Click the **Search** button corresponding to the **Feature Name** field.

The **Feature Configuration** screen appears. It contains the following option types:

Option Type	Description	Mandatory (Yes or No)
Account Type	Used to specify the characteristic type. This characteristic type is used to define the type of account in the Account screen. Note: By default, the C1_F_ATY characteristic type is specified. If you want to use account types other than the ones defined in the C1_F_ATY characteristic type, you need to create a new predefined characteristic type and add the required account types as its characteristic values. Then, specify the newly created characteristic type as the value for this option type.	Yes
Invoice Group Account	Used to specify the characteristic type. This characteristic type is used to indicate whether the account is a master or member account in the Account screen. Note: By default, the C1_F_IGA characteristic type is specified. If you want to use any other characteristic type other than C1_F_IGA , you need to create a new predefined characteristic type and add two characteristic values — Y and N. Then, specify the newly created characteristic type as the value for this option type.	Yes

6. Enter the values for the required option types in the **Feature Configuration** screen.
7. Click the **Save** button in the **Page Title** area.

The changes made to the feature configuration are saved.

Related Topics

For more information on...	See...
Invoicing Group	Invoicing Group on page 61