

# **Oracle® Retail Sales Audit Cloud Service**

Foundation Data User Guide

Release 16.0.030

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Oracle Retail Sales Audit Cloud Service Foundation Data User Guide, Release 16.0.030

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# Preface

This document describes the Oracle Retail Import Management Cloud Service user interface. It provides step-by-step instructions to complete most tasks that can be performed through the user interface.

## Audience

This document is for users and administrators of Oracle Retail Import Management Cloud Service. This includes merchandisers, buyers, business analysts, and administrative personnel.

## Documentation Accessibility

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## Related Documents

For more information, see the following documents in the Oracle Other Product One Release 16.0.030 documentation set:

- *Oracle Retail Sales Audit Cloud Service Release Notes*
- *Oracle Retail Sales Audit Auditing Transactions User Guide*
- *Oracle Retail Sales Audit Do the Basics User Guide*

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- Detailed step-by-step instructions to re-create
- Exact error message received
- Screen shots of each step you take

## Review Patch Documentation

When you install the application for the first time, you install either a base release (for example, 13.1) or a later patch release (for example, 13.1.2). If you are installing the base release and additional patch releases, read the documentation for all releases that have occurred since the base release before you begin installation. Documentation for patch releases can contain critical information related to the base release, as well as information about code changes since the base release.

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This process will prevent delays in making critical corrections available to customers. For the customer, it means that before you begin installation, you must verify that you have the most recent version of the Oracle Retail documentation set. Oracle Retail documentation is available on the Oracle Technology Network at the following URL:

<http://www.oracle.com/technetwork/documentation/oracle-retail-100266.html>

An updated version of the applicable Oracle Retail document is indicated by Oracle part number, as well as print date (month and year). An updated version uses the same part number, with a higher-numbered suffix. For example, part number E123456-02 is an updated version of a document with part number E123456-01.

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<http://www.oracle.com/technetwork/documentation/oracle-retail-100266.html>

(Data Model documents are not available through Oracle Technology Network. You can obtain these documents through My Oracle Support.)

## Conventions

The following text conventions are used in this document:

Convention	Meaning
<b>boldface</b>	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.
<i>italic</i>	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
<code>monospace</code>	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.



# Configure Sales Audit

## Define System Options

You can customize various parameters, defaults, and constants that are used throughout the system. Normally, these elements are set when ReSA is installed by the system or database administrator. They tend to remain fixed unless a business practice is changed which necessitates a change in ReSA.

**Figure 1–1 System Options Window**

**System Options**

**System Constraints**

Balancing Level: Register Summary

Locking Level: Store Day

Unit of Work: Transaction

Transaction Navigation: Next Transaction Sequence Number

Maximum Number of Days

Sales Audit Data Stored: 1 Days

Post-Dated Transactions Allowed: 999 Days

To Compare Duplicates: 30 Days

Determine Comp Store Status By

Date: Remodel Date

Elapsed: 999 Days

Execute Automated Audit After Import: ☒

Check for Duplicate and Missing Transactions: ☒

Transaction Appended with Workstation ID: ☐

Cash Management: ☒

Inventory Reservation

For Layaway: ☒

From SIM: ☐

Credit Card

Masking Character: \*

**ACH Information**

Sender ID:

Company ID:

Consolidating Bank:

**Escatement**

Escheat to Government Authorities: ☐ Yes ☐ No

Partner for Income Adjustments:

**Vouchers**

Actions: View

Tender Type	Description	Escheat Days	Purge Days
No data to display.			

**Fuel Management**

Fuel Merchandise: ☐ Yes ☒ No

Fuel Department:

Save Save and Close Cancel

A System Administrator can set the following system options in ReSA.

- **Balancing Level:** Define the level (Cashier, Register, and Store) at which the system totals are summarized and reconciled against the reported value.
- **Locking Level:** Defines the level at which locking is done in ReSA. It can be done either at the Store Day level or at the Transaction level.

- **Unit of Work:** Defines the level at which transactions are processed within ReSA. It is used to determine when to export data to external systems, and it needs to indicate that a transaction or store day must be free of any errors that prevent export.
  - For Transaction level, an individual transaction is exported from ReSA as soon as it is validated.
  - For Store Day level, the data imported in ReSA is exported only once the entire store day is processed.
- **Maximum Number of Days Sales Audit Data Stored:** Defines the number of days for which the audited data is stored in the ReSA system.
- **Maximum Number of Days Post-Dated Transactions Allowed:** Define the number of days after a store day has elapsed, within which backdated transactions will be permitted for upload into the system.
- **Maximum Number of Days to Compare Duplicates:** Defines the number of previous days over which the ReSA system should look for duplicate transactions.
- **Inventory Reservation for Layaway:** Specifies whether the inventory for Layaway orders is reserved.
- **Inventory Reservation from SIM:** Specifies whether the inventory reserve for customer orders will come from SIM or ReSA will generate the flat file for RMS.
- **Determine Comp Store Status By**
  - **Date:** Indicates which of the three following dates (Store Open Date, Acquire Date and Remodel Date) that form a part of the store definition, will be used as the basis for determining whether a store qualifies as a comparison store or not
  - **Elapsed Days:** Indicates that the number of days that must have passed since the "Comparison Store Basis Date" for a store to qualify as a comparison store.
- **ACH Information**
  - **Sender ID:** Contains the ID used by the originator to identify itself to the Originating Financial Depository Institution (ODFI).
  - **Company ID:** Contains the alphanumeric code to identify the company. The first character may be the ANSI one-digit Identification Code Designators (ICD). For example, 1 IRS Employer ID Number or 9 User Assigned Number.
  - **Consolidating Bank**
    - \* **Name:** Contains the name of the Originating Financial Depository Institution (ODFI), it is the name of the central bank at which funds from all branches are collected.
    - \* **Routing:** Contains the routing number of the consolidating bank.
    - \* **Account:** Contains the account number of the consolidating bank.
- **Execute Automated Audit After Import:** Indicates whether the automated audit should run after each import or if the ReSA system should wait until the transaction data for the entire store day is loaded.
- **Store Days Must Be Worked in Order:** Indicates whether the ReSA system can close a current day if the previous day is still open.
- **Check for Duplicate and Missing Transactions:** Indicates whether the ReSA application should look for duplicate and missing transactions. ReSA can accept

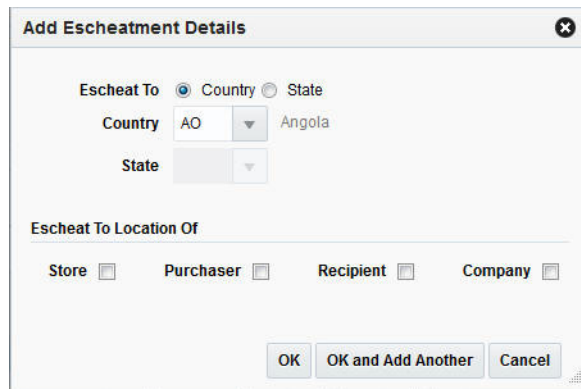
duplicate transaction numbers from OMS and POS. If this field is set as 'Y', then ReSA filters duplicate transactions when the transaction is originating from the same system. Whereas, if the transaction is originating from a different system, then a different sequence number is inserted in the record.

- **Transaction Appended with Workstation ID:** Indicates whether ReSA should append the workstation ID of the employee with their employee ID.
- **Cash Management:** Indicates whether Cash Management will be used within the system. Valid values are 'Y' and 'N'.
- **Partner ID:** Specify whether the partner ID is unique across all partner types.
- **Partner for Income Adjustments:** Specify the type of the partner the deal applies to. Valid values are: S1 for supplier hierarchy level 1, S2 for supplier hierarchy level 2, and S3 for supplier hierarchy level 3.
- **Credit Card Masking Character:** Specify the masking character used for credit/debit card numbers.
- **Default Chain:** Defines the primary chain.
- **Fuel Merchandise:** Specify whether items for audit include fuel items.
- **Fuel Department:** If the items for audit include fuel item, specifies the department the fuel items reside in.
- **Escheatment Details:** Specify whether you would like to escheat vouchers (such as, gift certificates and credit vouchers) back to the state after a defined period of time. The value in the Escheatment field depends on the laws of the state/area where your organization's headquarters is located.

## Add Escheatment Details

To add Escheatment details:

1. From the Tasks menu, select **Foundation Data > Application Administration > System Options**. The System Options window appears.
2. In the Escheatment section, select **Yes** in the **Escheat to Government Authorities** field.
3. Select the appropriate option in the **Partner for Income Adjustment** field.
4. In the Escheatment Details section, select **Actions > Add**. Add Escheatment Details window appears.
5. In the Escheat To field, select either Country or State.
  - If you select country, in the Country field, enter the country code, or select the country.
  - If you select state, in the Country and State fields, enter the country and state codes, or select them from the list.

**Figure 1–2 Add Escheatment Details Window**


The 'Add Escheatment Details' window contains the following fields and controls:

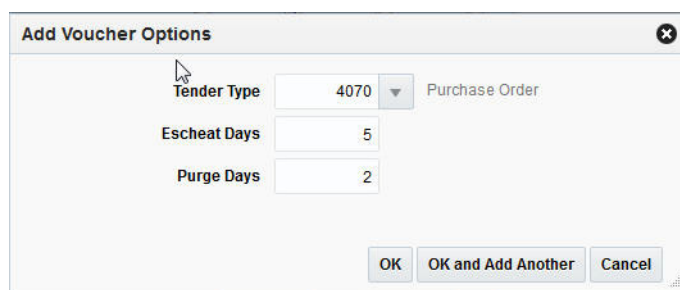
- Escheat To:** Radio buttons for **Country** (selected) and **State**.
- Country:** A dropdown menu showing 'AO' with 'Angola' as the tooltip.
- State:** An empty dropdown menu.
- Escheat To Location Of:** A section with four checkboxes: **Store**, **Purchaser**, **Recipient**, and **Company**.
- Buttons:** 'OK', 'OK and Add Another', and 'Cancel' at the bottom right.

6. In the **Escheat To Location Of** field, select the location to which the escheatment should be applied.
7. Click **OK** to save your changes and close the window.

## Define Voucher Options

To define Voucher Options:

1. From the Tasks menu, select **Foundation Data > Application Administration > System Options**. The System Options window appears.
2. In the Vouchers section, select **Actions > Add**. The Add Voucher Options window appears.
3. In the **Tender Type** field, select the tender type.
4. In the **Escheat No. Days** field, enter the desired number of escheatment days.
5. In the **Purge No. Days** field, enter the number of days a voucher will be valid before it is purged from RMS.

**Figure 1–3 Add Voucher Options Window**


The 'Add Voucher Options' window contains the following fields and controls:

- Tender Type:** A dropdown menu showing '4070' with 'Purchase Order' as the tooltip.
- Escheat Days:** A text input field containing the value '5'.
- Purge Days:** A text input field containing the value '2'.
- Buttons:** 'OK', 'OK and Add Another', and 'Cancel' at the bottom right.

6. Click **OK** to save your changes and close the window.



## Manage Employees

The Employees window is used for associating auditors with the locations based on location traits in the system. This window has two tables, the Employees table and the Assign Stores by Location Traits table. Data displayed in the Assign Stores by Location Traits is based on the records elected in the Employees table. The Employees table displays the Employee ID and the associated display name from the LDAP.

**Figure 2–1 Employees Window**

The screenshot shows the 'Employees' window with two tables. The first table, 'Employees', has columns 'Employee' and 'Name' and contains three rows: RESA\_ADMIN, RMS\_ADMIN, and SYLVIA\_GARCIA. The second table, 'Assign Stores by Location Traits', has columns 'Location Trait' and 'Description' and contains one row: 2215, AUTO\_ADMIN\_API\_LOCATION\_TRAIT. At the bottom right, there are buttons for 'Save', 'Save and Close', and 'Cancel'.

Employee	Name
RESA_ADMIN	RESA_ADMIN
RMS_ADMIN	RMS_ADMIN
SYLVIA_GARCIA	SYLVIA_GARCIA

Location Trait	Description
2215	AUTO_ADMIN_API_LOCATION_TRAIT

### Add an Employee

To add an employee:

1. From the Tasks menu, select **Foundation Data > Application Administration > Employees**. The Employees window appears.
2. In the Employees table, select **Actions > Add**. The Add Employee window appears.
3. Enter the employee name in the Employee field.
4. Click **OK**. If the employee exists in LDAP, the employee name is added.

### Associate Stores to an Employee

After an employee is added, you must assign stores using a location trait to the employee.

To assign a location trait:

1. From the Tasks menu, select **Foundation Data > Application Administration > Employees**. The Employees window appears.
2. Select an employee from the Employees table.
3. In the Assign Stores by Location Traits table, select **Actions > Add**. The Add Location Trait window appears.
4. Select the location trait in the Location Trait field.
5. Click **OK**. The location trait is assigned to the selected employee.

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## Define Totals

A total is a summation or count of two or more entities. For example, a total can be a summation of the quantity of items sold in the store on a particular store day.

You can use the Totals Definition Maintenance module of ReSA to define the totals, these totals can either be imported as transactional data from the POS/OMS system into ReSA through a RTLOG file or calculated by ReSA.

Source data can include transaction data and external data, such as money order totals or lottery ticket sales. You can choose the tables and columns for the total, build query statements to yield the desired information, and associate these totals with categories, such as stores or POS values.

You can use totals for the following:

- Evaluating and consolidating data
- Determining whether transactions meet defined tolerances
- Determining over or shorts exported to external systems

Once the totals are calculated, you can export them to an external application.

This chapter contains the following topics to help you understand and manage total definition:

- [Create Totals](#)
- [Manage Totals](#)
- [Frequently Asked Questions](#)

### Frequently Asked Questions

#### 1. What is the difference between a Total and an Audit Rule in ReSA?

Totals in ReSA can either come from the POS or other external systems through the RTLOG. ReSA can also calculate the total itself based on raw transaction data or existing totals. Totals are used in performing store balancing (over/short), analysis within ReSA and exporting the transactions as well as totals. Audit Rules are a set of rules defined by the ReSA user to detect any error or exception in the data imported from external systems. Based on the given conditions if a rule fails, the system generates an exception, the retailer defines if the error can be overridden as well as what systems the error impacts. This system impact prevents a bottleneck in the export process by only prohibiting the export of the transaction or total to the systems defined in the system impact. Even if the transaction or total is in error, ReSA still exports it to other systems as long as they are not defined in the system impact for the given error.

2. **On the Total Maintenance wizard in ReSA, is the question "Is this total a component of the Over/Short or Miscellaneous total?" only used to define on which total screen the defined total appears?**

Yes, this is only used to define the window that displays the total, the Over/Short or the Miscellaneous Totals form. Auditors use Over/Short Totals to perform store balancing (tender balance).

3. **On the Total Maintenance wizard in ReSA, there is a question "Does this total correspond to a value in RTLOG?" Where is the total value displayed when this is set to 'Yes' or 'No'?**

If this is set to 'Yes', it indicates the total is expected in the RTLOG such as a Declared Tender Total; therefore, the value is displayed in the RTLOG Reported column.

If this is set to 'No', it indicates that ReSA calculates this value based on either raw data or existing totals; therefore, the value is displayed in the System Calculated column.

4. **On the Total Maintenance wizard in Retail Sales Audit (ReSA), there is a list box for Display Group and a Display Group Details button. What tables hold this information and what purpose do they serve?**

The Display Group list box defines in what order the total is displayed on the defined form in ReSA. This information is held on the sa\_total\_head table in the display\_order field.

The Display Group Details button displays all other totals that are defined to be displayed on the same form, total category and share the same display group setting for the given total. If more than one total has the same display order, then they are displayed alphabetically. This information is not held on one specific field, but rather queries multiple fields on the sa\_total\_head table.

5. **What is the difference between Accounted For and Accountable For?**

**Accounted For** – These totals represent what is physically counted in the till. (for example, total cash on hand, total checks).

**Accountable For** – These represent what should be in the till (for example, Sales, Returns). These totals can either come from the RTLOG or ReSA can calculate these totals. Auditors use Miscellaneous Totals for other types of analysis (for example, loss prevention totals), which can have no relevance to the Over/Short screen.

6. **What is the impact on store days when a total is edited?**

If you make any changes and re-approve the total, then all the store days that fall in the total date range gets re-audited when total is moved back from approved to worksheet.

## Create Totals

The Total Maintenance wizard allows you to create and update a total definition. It involves a series of steps where various details such as, total type, total entity, data source, roll up level, total usage can be specified. Each window in the wizard has a text box to the right that displays help text for each field. You should understand the following concepts before you create or update a total:

- Revision Number

Each total definition is assigned a revision number because updates to the total definitions are saved as new revisions and the existing definition record is not updated. This allows you to maintain a full audit trail and ensures that if an export is restarted after the total definition has changed, the system still has the total definition of the original export.

#### ■ Status

Each total definition is assigned a status. Based on the status of the total, the values it produces are stored in respective tables. For example, if a total definition is in Worksheet status, the values it calculates are written to the specific tables. This allows you to test total definitions to ensure the definition meets the functional need before introducing the total into the main test or production system.

## Define Basic Information for Totals

**Figure 3–1 Total Window**

The Overview window allows you to enter basic information for a total. You can enter the following information on the Overview window:

Field	Description
Total	A unique ID and a description for the total. It is recommended that you add a description that is relevant to the objective you are trying to achieve with this total.
Description	A description for the total, any alpha numeric value is acceptable in this field.
Start Date and End Date	The period for which the total is active.
Update Date/Time	The system time when the total was last updated. This field is system generated and you cannot edit it.

Field	Description
Total Category	A grouping mechanism that helps to organize totals for display on the Over/Short and Miscellaneous Total windows. It does not influence the total in any way. It only helps to organize the total values for display. It determines the screens on which the total values are displayed. For over/short totals, you must specify an Over/Short Group and an Over/Short Operator.
Over/Short Group	Determines if the total values are 'Accounted For' (actual in hand money) or 'Accountable For' (based on transaction data, money the store should have).
Over/Short Operator	Used to determine whether the values produced by the total are added or subtracted from either the 'Accounted For' or 'Accountable For' groups.
Raw Data or Existing Total	A raw data total is defined using transaction data in the database. A combined total is defined by combining existing totals. While creating a raw data total, the total definition involves building an SQL statement.

## Define Attributes

**Figure 3–2 Attributes Window**

The Attributes window allows you to identify from where can the values for this total come from. The following are the options on the Attributes window:

Field	Description
Corresponds to a value from the RTLOG	Determines whether the total is uploaded from the POS/OMS through an RTLOG file.
System calculated value	Determines whether the total is calculated by the system. For system calculated totals, you must either build a SQL statement or define a total through total maintenance wizard.
Count or sum	Determines whether the total values represent a number of occurrences (count) or an amount resulting from them (sum).

Field	Description
Store or system balancing level	Determines whether one value for the total is produced per store, or if one value is produced per cashier/store (if the balancing level is cashier) or per register/store (if the balancing level is register).
Created with the wizard	Determines whether the wizard is used to actually write the code for the total definition.
Required by the system	Determines whether the total is system required. The only totals that are required by the system and must be set up before production usage are:  OVRSHT_S – Used for the store level over/short total.  OVRSHT_B – Used for the balancing level over/short total (this is only used if the SA_SYSTEM_OPTIONS. BALANCE_LEVEL_IND is either 'C' – cashier or 'R' – register.
Display Group	Determines the order in which the total appears on the Over/Short and Miscellaneous totals form.

## Define Realms and Joins

**Figure 3–3 Realms and Joins Window**

The screenshot displays the 'Realms and Joins' window for a total named 'OS\_ACCTFOR | OverShort Accountable For'. The window is at 'Step 4 of 8'. The 'Selected Realms' section lists three realms: 'Sa\_Tran\_Head', 'Sa\_Store\_Day', and 'Sa\_Tran\_Tender'. The 'Joins' section lists six joins between these realms and parameters like 'STORE\_DAY\_SEQ\_NO', 'STORE', 'DAY', and 'TRAN\_SEQ\_NO'.

The Realms section allows you to add existing realms (tables) to the total. The list of available realms is displayed in the window.

Availability of realms is determined by whether possible joins exist with the realms that are already added to the total definition (the wizard does not allow incomplete joins that create Cartesian products).

In general, you should add the general/parent tables, and then add the specific/child tables. If at any time, a realm that you want to use is unavailable, you should remove the realms already added to the total, and try again in another order.

The Joins section displays how the realms are joined together. These joins are based on metadata defined in the system.

# Define Parameters and Roll-Ups

Figure 3–4 Parameters and Roll-Ups

OverviewAttributesRealms and JoinsParameters and Roll-UpsRestrictionsCombined Total DetailsLocation TrailsUsages

TotalOS\_ACCTFOR | OverShort Accountable ForStart Date5/20/16StatusUpdated Byress\_admin11/02/2016 5:48 AM

Parameters and Roll-Ups

Parameters

ActionsView

Realm Alias	Parameter Name	Parameter Alias
Sa_Store_Day	STORE_DAY_SEQ_NO	Store_Day_Seq_No
Sa_Tran_Head	VALUE	Value
Sa_Tran_Head	DAY	Day
Sa_Tran_Head	TRAN_PROCESS_SYS	Tran_Process_Sys
Sa_Tran_Head	TRAN_TYPE	Tran_Type

Detach

Roll Ups

Parameter to be TotaledSa\_Tran\_Head.VALUE

Roll-Up 1Sa\_Tran\_Head.STORERoll-Up 1 Reference Number LabelRef No. 1

Roll-Up 2Sa\_Tran\_Head.DAYRoll-Up 2 Reference Number LabelRef No. 2

Roll-Up 3Roll-Up 3 Reference Number Label

SubmitBackNextSaveSave and CloseCancel

The Parameters section allows you to choose the parameters for the total definition. You can only choose parameters (columns) that are available in one of the realms that were previously added to the total definition.

Begin by choosing one of the realms. The parameter list then displays a list of all of the parameters that belong to the selected realm. You must choose the parameter that you need to count or sum and any other parameters that may be used to limit the data set.

The Roll Ups section allows you to define the parameter that is counted (or summed). It also allows you to define up to three parameters to group by. Only parameters that were previously added to the total definition can be either counted (summed) or grouped by. The system by default rolls up the totals to either store or balancing level (cashier/register) level based on whether the total is defined at the store level or cashier/register level

3-6 Oracle Retail Sales Audit Cloud Service Foundation Data User Guide



# Define Restrictions

Figure 3–5 Restrictions Window

OverviewAttributesRealms and JoinsParameters and Roll-UpsRestrictionsCombined Total DetailsLocation TrailsUsages

TotalOS\_ACCTFOR | OverShort Accountable ForStart DateEnd DateVersion5/20/162StatusUpdated ByUpdate Date/TimeApprovedresa\_admin11/30/2016 5:48 AM

RestrictionsStep 6 of 8

Restrict Results By Table Values

ActionsView+-%Detach

Parameter Name	Operator	Parameter Name	Parameter Name
Rlog_Orig_Sys	=	Tran_Process_Sys	

Restrict Results By Constant Values

ActionsView+-%Detach

Parameter Name	Operator	Constant Value	Constant Value
Tran_Type	Is	TOTAL	

SubmitBackNextSaveSave and CloseCancel

The Restrictions window allows you to limit the data set that is included in the total values. You can only restrict with parameters that were previously added to the total definition.

## Restrict Results By Table Values

Restricting allows you to make numerical as well as logical comparisons on the set of parameter values that have been added earlier to the total definition.

## Restrict Results By Constant Values

Restricting by a constant value allows you to define totals that only apply to a simpler data set that can be identified by a constant.

# Define Combined Total Details

Figure 3–6 Combined Total Details

OverviewAttributesRealms and JoinsParameters and Roll-UpsRestrictionsCombined Total DetailsLocation TraitsUsages

Total

TEST\_COMBI | combined total

Start Date  
End Date  
Version

10/4/16  
10/16/16  
7

Status  
Updated By  
Update Date/Time

Worksheet  
resa\_admin  
11/30/2016 5:55 AM

Combined Total Details

Step 3 of 8

Actions View

Operator

Total

Description

+

ACTBL\_FOR

Accountable For Over/Short Total

Submit

Back

Next

Save

Save and Close

Cancel

The Combined Total Details window allows you to combine two existing totals. In order to be combined, the totals must be compatible. To be compatible, totals must be defined at the same balancing level and have the same roll-ups.

# Define Location Traits

Figure 3–7 Location Traits Window

OverviewAttributesRealms and JoinsParameters and Roll-UpsRestrictionsCombined Total DetailsLocation TraitsUsages

Total

OS\_ACCTFOR | OverShort Accountable For

Start Date  
End Date  
Version

5/28/16  
  
2

Status  
Updated By  
Update Date/Time

Approved  
resa\_admin  
11/30/2016 5:48 AM

Location Traits

Step 7 of 8

Location Traits

Location Trait

Description

1

Loc\_Trait\_1

Location Trait Store

Store

Store Name

5251

EIT Company Store2

6251

EIT STORE

Submit

Back

Next

Save

Save and Close

Cancel

The Location Traits window allows you to associate total definitions with stores. The totals are calculated for each store that has the location trait. If multiple traits are added and have overlapping stores, the total is calculated once per store.

Location Traits are defined in RMS. It is recommended that when ReSA is used, you create an All Stores location trait and associate that trait with all available stores. While

some regional or loss prevention totals can be associated with limited groups of stores, you must associate other totals (such as, Over/Short) with every store that uploads data to ReSA.

## Define Usages

**Figure 3–8 Usages Window**

Progress bar steps: Overview, Attributes, Realms and Joins, Parameters and Roll-Ups, Restrictions, Combined Total Details, Location Traits, Usages

Total: OS\_ACTFOR | OverShort Accountable For

Start Date: 5/20/16

End Date:

Version: 2

Status: Updated By

Approved By: resa\_admin

11/30/2016 5:48 AM

Step 8 of 8

Usage	Description
ACH	Automated Clearing House
FLR	Flash Totals Reporting
GL	General Ledger
IM	IM Export
RA	RA Export

Buttons: Submit, Back, Next, Save, Save and Close, Cancel

The Usages window allows you to define what should be done with values calculated by the total definition. There is a usage for each export. Total definitions that have export usages flag their resulting total values so that these values are selected and written to the export files. There is a usage for the Flash Totals Report and a Flash Sales Year to Date report too.

## Create a Total Definition

To create a total definition:

1. From the Tasks menu, select **Create Total Definition**. The Total window appears.
2. In the **Total** field, enter the ID and description of the total definition.
3. In the **Start Date** and **End Date** fields, enter the dates for which the total definition is effective.

---

**Note:** If you leave the End Date field blank, the total is calculated indefinitely.

---

4. Select a category for the total in the **Total Category** field.
5. Click **Next** to navigate through the wizard. Help for the selected field and button appears in the section on the right side of the window. For more information about the fields on each window, see [Frequently Asked Questions](#).

---

**Note:** Select **Raw Data** or **Existing Total** from the Total Overview panel to indicate how the total is defined. If you select Raw Data, you create a completely new rule. To do this, you need a thorough knowledge of the tables and columns in the database. If you select Existing Data, you create a sum of existing totals.

You must associate all totals defined with a specific location list. For more information, see [Define Location Traits](#)

---

6. Click **Save** to create the total definition.

## Create Combined Totals

You can combine existing totals to form a combined total using the Combined Total Details window.

To create a combined total:

1. From the Tasks menu, select **Foundation Data > Create Total Definition**. The Total Maintenance window appears.
2. In the **Total** field, enter the ID and description of the total definition.
3. In the **Start Date** and **End Date** fields, enter the dates for which the total definition is effective.

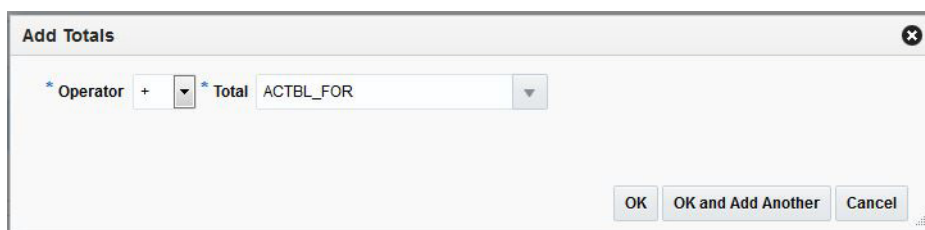
---

**Note:** If you leave the End Date field blank, the total is calculated indefinitely.

---

4. Select a category for the total in the **Total Category** field.
5. Click **Next**. The Attributes window appears.
6. In the **Display Group** field, select the order in which the total appears on the Over/Short and Miscellaneous totals window.
7. Click **Next**. The Combined Total Details window appears.
8. Select **Actions > Add**. The **Add Totals** window appears.
9. In the **Operator** field, select the operator.
10. In the **Total** field, select an existing total.

**Figure 3–9 Add Totals Window**



11. Click **OK** to add the total. You can add more totals by clicking **OK and Add Another**.

**Figure 3–10 Combined Total Details Window**

ReSA Dashboard \* Total \*

Attributes Realms and Joins Parameters and Roll-Ups Restrictions **Combined Total Details** Location Traits

Total 5000 | test Start Date 10/17/16 Status Worksheet  
End Date 10/28/16 Updated By RESA\_ADMIN  
Version 1 Update Date/Time 10/25/2016 11:08 PM

Combined Total Details Step 3 of 8

Actions View + - Detach Total Details

Operator	Total	Description
+	CARD_TOTAL	Card Total
+	CARD_TOTAL	Card Total

12. Click **Next** to navigate through the wizard. Help for the selected field and button appears in the section on the right side of the window.
13. Click **Save** to create the combined total.

## Manage Totals

You can manage totals using the following procedures:

- [Create a Total Definition](#)
- [Create Combined Totals](#)
- [View Totals](#)
- [Edit Totals](#)
- [Update Total Status](#)

## Edit Totals

To edit a total definition:

1. From the Tasks menu, select **Foundation Data > Manage Total Definitions**. The Total Search window appears.
2. Search for and select the total definition you want to edit.
3. From the **Action** menu, select **Edit** or click the Edit icon.  
The Total Maintenance window appears.
4. Select the page you want to edit.
5. Make the necessary changes and click **Save** to save the changes.

## View Totals

To view a total definition:

1. From the Tasks menu, select **Foundation Data > Manage Total Definitions**. The Total Search window appears.

**Figure 3–11 Total Search Window**

2. Enter additional criteria as desired to make the search more restrictive.
3. Click **Search**. The totals that match the search criteria are displayed in a table.
4. Select the total you want to view and from the Actions menu select **View**.

The Total Maintenance window for the selected total appears.

## Update Total Status

The default status of a defined total is Worksheet. You can set the status of a total definition to one of the following actions:

- Submit a total definition for approval  
You can submit a total definition using the **Submit** option, this changes the status to Submitted.
- Approve a total definition  
When a total definition is submitted for approval, you can approve it by changing the status of the total to **Approved** by using the Approve option.
- Disable a total definition  
You can disable a total definition by changing the status to **Disabled** by using the Disable option.
- Delete a total definition  
You can delete a total definition by changing the status to **Deleted** by using the Delete option. You cannot delete an approved total.

To change the status of a total definition:

1. From the Tasks menu, select **Foundation Data > Manage Total Definition**. The Total Search window appears.
2. Search for and retrieve the total definition in Edit mode. The Total Maintenance window appears.

---

**Note:** If you want to submit a total definition for approval, restrict the search to the totals in **Worksheet** status.

---

3. From the Submit menu, select a status for the total. You can select from Submit, Approve, Disable, or Delete.
4. When the system prompts you for a confirmation of status, click **Yes**.
5. Click **Save and Close** to save your changes and close the window.





---

## Define Audit Rules

As a retailer, you may want to supplement the validation built into ReSA by defining your own audit rules. You can define these rules based on transaction data or totals using the Rule Definition module of ReSA.

Because rules are associated with specific errors, you must define the errors and their impacts before you create the audit rules you need. These definitions can disable exports to the impacted system until all errors concerning the system are corrected, or they can disable the export of a particular transaction until it is corrected based on the option selected.

When you create an audit rule, it is initially in the Worksheet Status. You can view, run, modify, and test the rule. Errors created by rules in Worksheet Status are stored in the Error Worksheet table. Once you are satisfied that the rule works correctly, you can submit it and then later approve it.

Rules are executed each time you choose to run the re-total or the audit process using the ReSA user interface.

This chapter contains the following topics to help you understand and manage audit rules in ReSA:

- [Create Rules](#)
- [Manage Rules](#)

### Create Rules

The Rule Maintenance wizard allows you to create and update a rule definition. Each window in the wizard has a text box to the right that displays help text for each field.

## Define Basic Information for Rules

**Figure 4–1 Audit Rule Overview Window**

The Overview window allows you to define basic information for a rule. You can enter the following information using the Rule Overview window:

Field	Description
Rule	A unique ID and a description for the rule.
Start Date and End Date	The period for which the rule is active.
Status	The status (Worksheet, Approved, Submitted, Disabled, or Deleted) of the rule.
Revision	The revision number for the rule. The revisions are tracked by the system.
Updated By	User ID of the person who updates the rule. This field is recorded by the system and you cannot edit it.
Update Date/Time	The date and time when the rule was last updated.
Should failing this rule stop all other rule processing for a store/day?	Use this field for rules that determine whether basic data exists for a store/day. For example, there can be a rule that determines whether a basic piece of data is missing. In case the basic information is missing, it would not make sense to continue flagging errors that confuses the auditor.
Execute Order	Use this field to determine the order in which rules are processed. Rules are placed into various execute groups. Within groups, rules are executed in alphabetical order.
Will you use the wizard to create this rule?	Use this field to specify whether you are defining the rule using the rule definition wizard, or through a manually written rule definition function.
Should this be evaluated at the store or system balancing level?	Use this field to specify whether the rules are evaluated at store, register, or cashier level.

# Define Rule Attributes

Figure 4–2 Rule Attributes Window

OverviewAttributesRealms and JoinsParametersRestrictionsLocation Trails

RuleCC\_RULE | CCRULEStart Date9/2/15End Date9/3/15Revision7StatusUpdated ByUpdate DateTimeApprovedresa\_admin12/1/2016 1:51 AM

Rule AttributesStep 2 of 6

Does the presence or absence of this condition constitute an error?

PresenceAbsence

Record TypeTransaction Tender Level Error

What errors are produced by this condition?

Rule Errors

ActionsView+XZDetach

Error	Description
CCARD_GREATER_100	Credit card tenders should have transaction value greater than 100

SubmitBackNextSaveSave and CloseCancel

The Rule Attributes window allows you to define characteristics of the rule.

Field	Description
Does the presence or absence of this condition constitute an error?	Specify whether the rule triggers an error when a constraint condition is met (presence) or when the data does not exist in the data set (absence).
Record Type	Specify the kind of record that errors are associated with.
Rule Errors	You can choose to associate any predefined errors with the rule. You can view details about all errors by clicking the <b>Error Details</b> button.

## Define Realms and Joins

**Figure 4–3 Realms and Joins Window**

Rule: CC\_RULE | CCRULE

Start Date: 9/2/15  
End Date: 9/3/15  
Revision: 7

Status: Updated By: ressa\_admin  
Update Date/Time: 12/1/2016 1:51 AM

Approved: 12/1/2016 1:51 AM

Step 3 of 6

**Realms and Joins**

**Selected Realms**

Realm Alias	Realm Name
Sa_Tran_Tender	SA_TRAN_TENDER
Sa_Tran_Head	SA_TRAN_HEAD
Sa_Store_Day	SA_STORE_DAY

**Joins**

Realm	Parameter	Link to Realm	Link to Parameter
Sa_Tran_Head	TRAN_SEQ_NO	Sa_Tran_Tender	TRAN_SEQ_NO
Sa_Tran_Head	DAY	Sa_Tran_Tender	DAY
Sa_Tran_Head	STORE	Sa_Tran_Tender	STORE
Sa_Store_Day	STORE_DAY_SEQ_NO	Sa_Tran_Head	STORE_DAY_SEQ_NO
Sa_Store_Day	STORE	Sa_Tran_Tender	STORE

Buttons: Submit, Back, Next, Save, Save and Close, Cancel

The Selected Realms section allows you to add existing realms (tables) to the rule. The list of available realms is displayed in the window, this list also includes the views created for each total.

Availability of realms to be added to the rule is determined by whether possible joins exist with the realms that are already added to the rule definition.

In general, you should add the general/parent tables, and then add the specific/child tables. If at any time, a realm that you want to use is unavailable, you should remove the realms already added to the rule, and try again in another order.

The Joins section displays how the realms are joined together. These joins are based on metadata defined in the system.

## Define Parameters

**Figure 4–4 Parameters Window**

Overview Attributes Realms and Joins **Parameters** Restrictions Location Trails

Rule: CC\_RULE | CCRULE

Start Date: 9/2/15  
End Date: 9/3/15  
Revision: 7

Status: Updated By  
Update Date/Time

Approved: resa\_admin  
12/1/2016 1:51 AM

**Parameters** Step 4 of 6

Realm Alias	Parameter Name	Parameter Alias
Sa_Tran_Tender	TENDER_AMT	Tender_Amt
Sa_Tran_Tender	TENDER_TYPE_GROUP	Tender_Type_Group
Sa_Tran_Tender	TENDER_SEQ_NO	Tender_Seq_No
Sa_Tran_Head	TRAN_TYPE	Tran_Type
Sa_Store_Day	STORE_DAY_SEQ_NO	Store_Day_Seq_No

Submit Back Next Save Save and Close Cancel

The Parameters window allows you to choose the parameters for the rule. You can only choose parameters (columns) that are available in one of the realms that were previously added to the rule. You should add all parameters that you need to use in defining the constraint conditions on the rule. The system uses the parameters needed to log the errors against the correct day and record type.

Begin by choosing one of the realms. The parameter list then displays a list of all of the parameters (columns) that belong to the selected realm (table/view). You must choose the parameter that you need to count or sum and any other parameters that may be used to limit the data set.

## Define Restrictions

Figure 4–5 Restrictions Window

Overview

Attributes

Realms and Joins

Parameters

Restrictions

Location Traits

Rule

CC\_RULE | CCRULE

Start Date

End Date

Revision

9/2/15

9/3/15

7

Status

Updated By

Update Date/Time

Approved

resa\_admin

12/1/2016 1:51 AM

Restrictions

Step 5 of 6

Restrict Results By Table Values

Actions View 

Detach

Parameter Name	Operator	Parameter Name	Tolerance	Tolerance Type	Parameter Name
Store_Day_Sequence	=	Store_Day_Sequence			

Restrict Results By Constant Values

Actions View 

Detach

Parameter Name	Operator	Constant Value	Constant Value
Tender_Type_Group	=	CCARD	
Tender_Amt	<	100	
Trans_Type	=	SALE	

Submit

Back

Next

Save

Save and Close

Cancel

The Restrictions window allows you to limit the data set that is included in the rule. You can only define these restrictions (constraint conditions) using the parameters that were previously added to the rule.

## Define Location Traits

Figure 4–6 Location Traits Window

Overview

Attributes

Realms and Joins

Parameters

Restrictions

Location Traits

Rule

CC\_RULE | CCRULE

Start Date

End Date

Revision

9/2/15

9/3/15

7

Status

Updated By

Update Date/Time

Approved

resa\_admin

12/1/2016 1:51 AM

Location Traits

Step 6 of 6

Location Traits

Actions View 

Detach

Location Trait	Location Trait Description
1	Loc_Trait_1

Location Trait Stores

View 

Detach

Store	Store Name
5251	EIT Company Store2
6251	EIT STORE

Submit

Back

Next

Save

Save and Close

Cancel

The Location Traits window allows you to associate rules with location traits which link a group of stores. Once the association is specified, the rule is applied only for those stores. If the rule is based on a total, you can execute the rule only for stores for which the total is calculated.

## Create Rule Calculation Definition

To create a rule calculation definition:

1. From the Tasks menu, select **Foundation Data > Create Audit Rule**. The Rule Maintenance window appears.
2. In the **Rule** field, enter the ID and description of the rule definition.
3. In the **Start Date** and **End Date** fields, enter the dates for which the rule definition is effective.
4. Click **Next** to navigate through the wizard. For more information on the various fields on each window of the Rule Maintenance wizard, see [Create Rules](#).
5. Click **Save** to create the rule calculation definition.

## Manage Rules

You can use the following procedures to manage audit rules in ReSA:

- [Edit Rules](#)
- [View Rules](#)
- [Update Rule Status](#)

### Edit Rules

To edit a rules calculation definition:

1. From the Tasks menu, select **Foundation Data > Manage Audit Rules**. The Audit Rule Search window appears.
2. Search for and retrieve the rules calculation definition in Edit mode. The Rule Calculation Definition Wizard window appears.
3. Once the changes are complete, click **Finish** to save your changes and close the window.

### View Rules

To view a rule calculation definition:

1. From the Tasks menu, select **Foundation Data > Manage Audit Rules**. The Audit Rule Search window appears.

**Figure 4–7 Audit Rule Search Window**

2. Enter additional criteria as desired to make the search more restrictive.
3. Click **Search**. The rules that match the search criteria are displayed in the Audit Rule Search window.
4. If you want to view the details of any rule definition, click the rule definition and select **Actions > View**.

The Rules Definition Wizard appears. You can only view all the details of the rules definition in this window.

## Update Rule Status

The default status of a defined rule is **Worksheet**. You can change the status of the rules calculation definition based on the following actions:

- **Submit for approval**  
You can submit a rule calculation definition using the **Submit** option, this changes the status to **Submitted**.
- **Approve a rules calculation definition**  
Once a rules calculation definition is submitted for approval, you can approve it by changing the status of the rule to **Approved** by using the **Approve** option.
- **Disable a rules calculation definition**  
You can disable a rule calculation definition by changing the status to **Disabled** by using the **disable** option.
- **Delete a rules calculation definition**  
You can delete a rules calculation definition by changing the status to **Deleted** by using **delete** option.

To change the status of a rules definition calculation:

1. From the **Tasks** menu, select **Foundation Data > Manage Audit Rule**. The Audit Rules Search window appears.



2. Search for and retrieve the rules calculation definition in Edit mode. The Rules Calculation Definition Wizard window appears.

---

**Note:** While submitting a rules calculation definition for approval, restrict the search to the rules in **Worksheet** status.

---

3. Click the drop-down arrow next to the Submit button and select **Submit, Approve, Disable, or Delete**. You are prompted for confirmation.
4. Click **Yes**. The status is changed to Submitted, Approved, Disabled, or Deleted respectively.
5. Click **Save** to save your changes and close the window.



---

## Manage Bank/Store Relationships

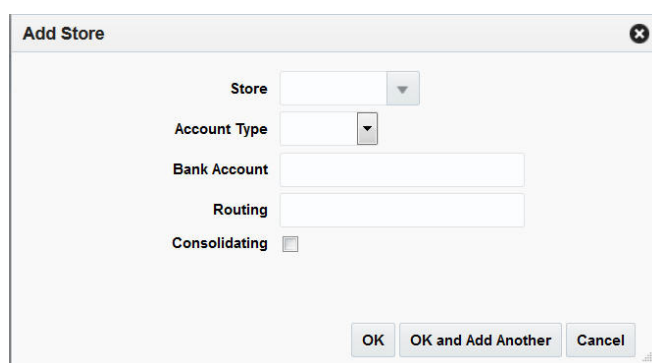
The Bank Stores window is used to enter and maintain the store/bank relationships and bank attributes. The bank attributes are exported to external ACH (Automated Clearing House) and UAR (Universal Account Reconciliation) systems.

### Create a Bank/Store Relationship

To create a bank/store relationship:

1. From the Tasks menu, select **Foundation Data > Bank Store**. The Bank Stores window appears.
2. Select the bank from the Bank field.
3. In the Bank Stores table, select **Actions > Add**. The Add Store window appears.

**Figure 5–1 Add Store Window**



4. In the Store field, enter a store ID number, select or search for the store.
5. In the Account Type field, select the account type the bank has for the store. The options are: Checking, Savings.
6. In the Bank Account field, enter a bank account number.
7. In the Routing field, enter the routing number for the bank.
8. To indicate that the account is a consolidating account, select Consolidating.
9. Click **OK** to add a store. You can add more stores by clicking **OK and Add Another**.
10. Click **Cancel** to return to the Bank Stores window.

## Delete a Bank/Store Relationship

To delete a bank/store relationship:

1. From the Tasks menu, select **Foundation Data > Bank Store**. The Bank Stores window appears.
2. Select the bank stores you want to delete.
3. Select **Actions > Delete**.
4. Click **Yes** to confirm deletion.
5. Click **Save and Close** to save the changes and close the window.