Oracle® Retail Invoice Matching Cloud Service/Invoice Matching

Implementation Guide

Release 19.1.000

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Value-Added Reseller (VAR) Language

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- Did you find any errors in the information?
- Does the structure of the information help you with your tasks?
- Do you need different information or graphics? If so, where, and in what format?
- Are the examples correct? Do you need more examples?

If you find any errors or have any other suggestions for improvement, then please tell us your name, the name of the company who has licensed our products, the title and part number of the documentation and the chapter, section, and page number (if available).

> **Note:** Before sending us your comments, you might like to check that you have the latest version of the document and if any concerns are already addressed. To do this, access the Online Documentation available on the Oracle Technology Network Web site. It contains the most current Documentation Library plus all documents revised or released recently.

Send your comments to us using the electronic mail address: retail-doc_us@oracle.com

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If you require training or instruction in using Oracle software, then please contact your Oracle local office and inquire about our Oracle University offerings. A list of Oracle offices is available on our Web site at `http://www.oracle.com`.

Preface

This Implementation Guide describes the requirements and procedures to install this Oracle Retail Product release.

Audience

This Implementation Guide is for the following audiences:

- System administrators and operations personnel
- Database administrators
- System analysts and programmers
- Integrators and implementation staff personnel

Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at
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When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- 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.

Improved Process for Oracle Retail Documentation Corrections

To more quickly address critical corrections to Oracle Retail documentation content, Oracle Retail documentation may be republished whenever a critical correction is needed. For critical corrections, the republication of an Oracle Retail document may at times not be attached to a numbered software release; instead, the Oracle Retail document will simply be replaced on the Oracle Technology Network Web site, or, in the case of Data Models, to the applicable My Oracle Support Documentation container where they reside.

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.

If a more recent version of a document is available, that version supersedes all previous versions.

Oracle Retail Documentation on the Oracle Technology Network

Oracle Retail product documentation is available on the following web site:

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
boldface	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.
italic	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.

Convention	Meaning
`monospace`	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.

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Getting Started

System Options

System options are used to control a variety of behaviors in Invoice Matching, provide some defaulting for certain document values including and actions as well as reporting options. The first time that Invoice Matching is opened after provisioning, these options should be configured in order to ensure that all Invoice matching documents and processes follow the desired behavior.

Document Maintenance and Processing Parameters

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
Default Pay Now Terms (Deals)	Y	N	Null	This column holds the term id that is defaulted on deal documents. In the document creation dialog, this term, its discount percentage, and due days are defaulted onto new deal documents
Default Pay Now Terms (RTV)	Y	N	Null	This column holds the term id that is defaulted on RTVs and resulting documents. In the document creation dialog, this term, and its discount percentage and due days are defaulted onto RTVs and resolution documents.
Post Dated Document Days	N	N		How many days old a document can be when entered into the system. For example, if set to 180 then a document older than six months cannot be entered via EDI or online entry.
Total Header Quantity Required	N	N	Checked	Is header quantity required when creating a merchandise invoice?
Include Doc Date for Dup Check	N	N	Unchecked	Indicates whether the document date should be included in the uniqueness check. If this setting is checked, 'Include Doc Year for Dup Check' must be unchecked.
Include Doc Year for Dup Check	N	N	Unchecked	Indicates whether the document year should be included in the uniqueness check. If this setting is checked, 'Include Doc Date for Dup Check' must be unchecked
Default Location	Y	N	Null	Default system location, used by non merch document injection.
Default Department	Y	N	Null	Default system department, used by deal processing.
Default Class	Y	N	Null	Default system class, used by deal processing.
Post Based on Doc Header	N	N	Unchecked	Should posting be done based on the document header rather a than the accumulated total of the details.
Prorate Across Tax Codes	N	N	Checked	Should tax posting entries be prorated across tax codes.

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
Post Intra Region Tax Ind	N	N	Checked	This Indicator is applicable on documents where supplier's and location's vat region are different. When set to ON, posting will post the taxes applicable on the item on location's VAT region as it would if supplier's and locations VAT region were the same.
Default Set of Books	Y	N	Null	Default set of books.
Maximum Segments Supported	N	N		Maximum number of supported G/L accounting segments.

Tolerance, Tax and History Parameters

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
Max Tolerance %	N	N		Defines the largest percent tolerance that can be used within the system
Calc Tolerance	Y	N		Calculation tolerance value. This is used to allow documents to be loaded to the system even if they have small rounding differences between the accumulated details and the document header. It is also used to allow for small rounding differences for taxes.
Balancing Tolerance	Y	N		Tolerance setting for adjusting detail lines to align vat amount for balancing posting.
Close Open Receipt Days	N	N		This column holds the number of days that a shipment can remain in ready for match status before it is automatically closed by Invoice Matching.
Document History Days	N	N		Defines the number of days document history will be held before purging (for documents that have been fully processed)
Receipt Write Off Days	N	N		Number of days to keep receipts before purging.
Deal Document Purge Days	N	N		Number of days to keep posted deals

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
Number of Taxes Allowed	N	Conditional	0	Number of supported taxes per item. Valid values include 'Single Tax', 'No Tax', or 'Global Taxes'.
Tax Document Creation Level	Y	N	Null	Tax document creation level; used to define of level at which rejection due to incorrect tax. Valid values include 'Item' or 'Full Invoice'.
Tax Validation Type	Y	Conditional	Null	Type of tax validation. Valid values include 'Reconcile', 'Retailer', or 'Vendor'.
Default Header Tax	N	N	Unchecked	Should header taxes be defaulted from detail taxes
Delay Line Matching	N	N	Unchecked	Checking this indicator means Detail (or line level) matching will not occur until after the routing date is passed. If left unchecked, line matching will be attempted each time automatch is run (assuming the match strategy calls for it) but discrepancies are not generated (or auto resolved) until after the routing date has passed.

Discrepancy Resolution Parameters

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
Resolution Due Days	N	N		Cost and Quantity discrepancy resolution due days. Used in calculation of resolve by date. This column holds the number of days that a cost resolution can stay outstanding from when it was routed for review to when it should be resolved.
Days Before Due Date	N	N		This parameter will indicate the maximum number of days before the invoice due date that any discrepancies for that invoice should be routed.
Tax Resolution Due Days	N	N		Tax discrepancy resolution due days. Used in calculation of tax discrepancy resolve by date. This column holds the number of days that a tax resolution can stay outstanding from when it was routed for review to when it should be resolved.
Default Overbill Reason Code Cost	N	N		Default reason code for overbill cost.

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
Default Overbill Reason Code Quantity	N	N		Default reason code for overbill quantity.
Default Underbill Reason Code Cost	N	N		Default reason code for underbill cost.
Default Underbill Reason Code Quantity	N	N		Default reason code for underbill quantity.
Debit Memo Prefix Cost	N	N		Document prefix for generated Debit memo cost
Debit Memo Prefix Qty	N	N		Document prefix for generated Debit memo qty
Debit Memo Prefix Tax	N	N		Document prefix for generated Debit memo tax
Credit Memo Prefix Cost	N	N		Document prefix for generated Credit memo cost
Credit Memo Prefix Qty	N	N		Document prefix for generated Credit memo qty
CNR Prefix Cost	N	N		Document prefix for generated Credit note cost
CNR Prefix Qty	N	N		Document prefix for generated Credit note qty
CNR Prefix Tax	N	N		Document prefix for generated Credit note tax

System Variables

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
Document Qty Decimals	N		2	Maximum number of digits allowed for quantity. Both display as well as accepting data
Batch Date Format	N			Expected data format for Injector batch
OBIEE Enabled	N		Checked	Flag associated with OBIEE integration. Used to enable/disable OBIEE reports display.

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
webservice.financial.account.validation	Y	N		Provider URL for account validation
webservice.account.validation.credentials	Y	N		Enable validation of webservice account credentials. Should be secure.
webservice.financial.drill.forward.credentials	Y	N		Enable validation of webservice drill forward credentials. Should be secure.
webservice.financial.drill.forward	Y	N		Provider URL for drill forward

Report Options

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
Past Due Warning	N	N		The Past Due Warning option defines the number of past due invoices necessary for the Past Due tile to appear yellow (indicating a warning) on the dashboard. This value must be less than or equal to the Invoices Due - Past Due Critical System parameter.
Past Due Critical	N	N		The Past Due Critical option defines the number of past due invoices necessary for the Past Due tile to appear red (indicating a critical level of invoices are past due) on the dashboard. This value must be greater than or equal to the Invoices Due - Past Due Warning System parameter.
Today Warning	N	N		The Today Warning option defines the number of invoices due necessary for the Today tile to appear yellow (indicating a warning) on the dashboard. This value must be less than or equal to the Invoices Due - Today Critical System parameter.

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
Today Critical	N	N		The Today Critical option defines the number of invoices due necessary for the Today tile to appear red (indicating a critical level of invoices are due today) on the dash board. This value must be greater than or equal to the Invoices Due - Today Warning System parameter.
Tomorrow Warning	N	N		The Tomorrow Warning option defines the number of invoices due necessary for the Tomorrow tile to appear yellow (indicating a warning) on the dashboard. This value must be less than or equal to the Invoices Due - Tomorrow Critical System parameter.
Tomorrow Critical	N	N		The Tomorrow Critical option defines the number of invoices due necessary for the Tomorrow tile to appear red (indicating a critical level of invoices are due today). This value must be greater than or equal to the Invoices Due - Tomorrow Warning System parameter.
2 Days Out Warning	N	N		The 2 Days Out Warning option defines the number of invoices due necessary for the 2 Days Out tile to appear yellow (indicating a warning) on the dashboard. This value must be less than or equal to the Invoices Due - 2 Days Out Critical System parameter.
2 Days Out Critical	N	N		The 2 Days Out Critical option defines the number of invoices due necessary for the 2 Days Out tile to appear red (indicating a critical level of invoices are due today). This value must be greater than or equal to the Invoices Due - 2 Days Out Warning System parameter.
3 Days Out Warning	N	N		The 3 Days Out Warning option defines the number of invoices due necessary for the 3 Days Out tile to appear yellow (indicating a warning) on the dashboard. This value must be less than or equal to the Invoices Due - 3 Days Out Critical System parameter.

System Option	Optional?	Re-configuration Restricted?	Default Value	Description
3 Days Out Critical	N	N		The 3 Days Out Critical option defines the number of invoices due necessary for the 3 Days Out tile to appear red (indicating a critical level of invoices are due today). This value must be greater than or equal to the Invoices Due - 3 Days Out Warning System parameter.

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Invoice Matching Foundation Entities

Invoice Matching contains several data concepts that are base elements that are not configurable by the customer. Understanding these elements is key to using Invoice Matching. These elements are described below and include; Document Types and Basic Transactions and Reason Code Actions.

Document Types

Doc Type Code	Document Type Description	Notes
MRCHI	Merchandise Invoice	This is a standard invoice from a Merchandise Supplier to the retailer. It is for merchandise items and is used in the matching process and matched to Purchase Orders and Receipts in Merchandising. It may contain items or be a header only level invoice. It also may contain non-merchandise costs as well as taxes. It may be entered into Invoice Matching or loaded through induction or EDI.
NMRCHI	Non Merchandise Invoice	This is an invoice from either a Merchandise Supplier or other type of Partner and does not contain any Merchandise Items. This invoice is not part of the matching process. It may manually be entered into Invoice Matching or loaded through induction or EDI. It may also be created in the Retail Trade Management functions in Merchandising and passed to Invoice Matching through internal integration.
CRDNT	Credit Note	This is a document issued by a vendor to the retailer and is an offset to an Invoice. It may be sent independent of any process in Invoice Matching or may be sent in response to a Credit Note Request issued by Invoice Matching. Credit Notes are processed in the Credit Note/Credit Note Request matching process, but not in the Invoice Matching process. It may manually be entered into Invoice Matching or loaded through induction or EDI.
DEBMC	Debit Memo Cost	This is a document issued by the retailer to a supplier and is an offset to an Invoice that was an overbill for Cost. It is generated as a result of the Invoice Matching discrepancy resolution process or can be manually created or loaded through Induction. Debit Memos are not used in any matching process. Deals…
DEBMQ	Debit Memo Quantity	This is a document issued by the retailer to a supplier and is an offset to an Invoice that was an overbill for Quantity. It is generated as a result of the Invoice Matching discrepancy resolution process or can be manually created or loaded through Induction. Debit Memos are not used in any matching process. Deals…
DEBMET	Debit Memo Tax	This is a document issued by the retailer to a supplier to request that the vendor re-invoice with corrected tax information. It is generated as a result of the Tax discrepancy resolution process in Invoice Matching.

Doc Type Code	Document Type Description	Notes
CRDMEC	Credit Memo Cost	This is a document issued by the retailer to a supplier and is an offset to an Invoice that was an underbill for Cost. It is generated as a result of the Invoice Matching discrepancy resolution process or can be manually created or loaded through Induction. Credit Memos are not used in any matching process.
CRDMEQ	Credit Memo Quantity	This is a document issued by the retailer to a supplier and is an offset to an Invoice that was an underbill for Quantity. It is generated as a result of the Invoice Matching discrepancy resolution process or can be manually created or loaded through Induction. Credit Memos are not used in any matching process.
CRDNRC	Credit Note Request Cost	This is a document issued by the retailer to a supplier and is Issued to request a Credit Note from the vendor to be an offset to an Invoice that was an overbill for Cost. It is generated as a result of the Invoice Matching discrepancy resolution process or can be manually created or loaded through Induction. Credit Note Request are used in the Credit Note/Credit Note Request matching process.
CRDNRQ	Credit Note Request Quantity	This is a document issued by the retailer to a supplier and is Issued to request a Credit Note from the vendor to be an offset to an Invoice that was an overbill for Quantity. It is generated as a result of the Invoice Matching discrepancy resolution process or can be manually created or loaded through Induction. Credit Note Request are used in the Credit Note/Credit Note Request matching process.

Basic Transactions

The basic transactions are all the transactions that are posted by Invoice Matching with the exception of REASON, which is dedicated to the Resolution Action.

Transaction Code	Transaction Code Description	Notes
TAP	Trade Accounts Payable	This Transaction represent the posting for the full amount of an invoice or other document being posted to accounts payable. For a vendor invoice, it represents the amount to be paid to the vendor and is the header level value with a single record per document.
		The mappings assigned can vary by the Location on the Invoice.

Transaction Code	Transaction Code Description	Notes
TAPNDI	Trade Accounts Payable - Non Dynamic	This Transaction represent the posting for the full amount of an invoice or other document being posted to accounts payable. For a vendor invoice, it represents the amount to be paid to the vendor and is the header level value with a single record per document.
		This is used for Non Merchandise invoices.
UNR	Unmatched Receipt	The transaction represents receipts that are being paid, and offsets the Unmatched Receipt Account that was booked in Merchandising when the receipt was first recorded.
VWT	Variance Within Tolerance	Variance within tolerance represents the extended cost difference between receipt and invoice within the set tolerances, which can be specified at multiple levels.
PPA	Pre-Paid Asset	This transaction is written when a user force pays an invoice before it has been matched. The value of the invoice is booked to the account selected for pre-paid asset and the offset is to the TAP transaction. When the invoice is later matched, the posting will be to the usual transactions for a matched invoice with offset to PPA rather than TAP in order to reverse the original PPA posting.
RWO	Receipt Write Off	The RWO transaction is used when a receipt has been unmatched and unpaid for more than the Receipt Write-Off Days. Usually the idea is to move the existing liability to another liability account since it may eventually be paid.
VCT	Variance Calc Tolerance	The transaction is posted in case an invoice header is not equal to the invoice details and postings have been configured to be done based on the header information. The tolerance level is driven by a system option called Calc Tolerance. The tolerance can be defined as percent or amount.
VCTT	Variance Calc Tax Tolerance	The transaction is posted in case the total taxes at an invoice header is not equal to the total taxes based on the invoice details and postings have been configured to be done based on the header information.
TAX	Tax	The TAX transaction represents the VAT that needs to be paid on an invoice. This would be mapped to a VAT Expense which can be sub-account of an expense account.
TAXNDI	Tax Non-Dynamic	The transaction represents VAT payments on operations like obligations, deals, and other transactions that cannot be directly linked to merchandise items.

Transaction Code	Transaction Code Description	Notes
TAXACQ	Acquisition Tax	This transaction is added to an invoice posting when Acquisition Tax is being applied to the transaction. This is the acquisition Tax amount that the retailer is liable to pay for the transaction. It is added onto the invoice at posting and is intended to accrue the acquisition taxes that the retailer needs to pay in their financial system.
TAXACO	Acquisition Tax Offset	This transaction is an offset to the above Acquisition Tax posting to balance the invoice when it is posted. It should match in amount the Acquisition Tax posting but have the opposite sign.
TAXRVC	Reverse Charge VAT	This transaction is added to an invoice posting when Reverse Charge Tax is being applied to the transaction. This is the Reverse Charge Tax amount that the retailer is liable to pay for the transaction. It is added onto the invoice at posting and is intended to accrue the reverse charge taxes that the retailer needs to pay in their financial system.
TAXRVO	Reverse Charge VAT Offset	This transaction is an offset to the above reverse charge tax posting to balance the invoice when it is posted. It should match in amount the reverse charge tax posting but have the opposite sign.
CRN	Credit Note	Booking of the value of the Merchandise on a Credit Note. May be dynamically mapped based on the Department/Class information for the Merchandise items on the Credit Note.
CRNNDI	Credit Note - Non Dynamic	Used for the Non Merchandise value of a Credit Note as no Departments exist to base Dynamic mapping on.
DIRAF	Deal Income Receivable - Fixed	Deals income on fixed deals is posted to AP by Invoice Matching through the Fixed Deal Income Receivable (DIRAF) basic transactions. The associated GL cross reference mapping allows deal income to be mapped to a specific General Ledger account. For VAT posting, a TAX basic transaction allows VAT to be mapped to General Ledger accounts separately from the DIRAF transaction. Debit Memos created by RMS for deals income on complex deals for rebates or bill-backs use the Complex
DIRAR	Deal Income Receivable - Complex	Deal Income Receivable (DIRAR) basic transactions when posting to AP. These transaction and associated GL cross reference mapping allow deal income to be mapped to a specific General Ledger account. For VAT posting, a TAX basic transaction allows VAT to be mapped to General Ledger accounts separately from the associated transaction lines.
NMRCH	Non Merchandise	The NMERCH transaction is posted for non-merchandise codes on invoices. The invoice can be non-merchandise (contain only non-merchandise lines). Also, an invoice can be a merchandise invoice with non-merchandise entries on it.

Reason Code Actions

Action Code	Reason Code Action Description	Notes
DWO	Discrepancy Write Off	This action allows the user to stop any further matching activity, export the invoice for payment, and create an entry for the unresolved difference (no document data is created; any discrepancies are written-off).
CBC	Charge Back Cost	When a cost discrepancy is marked for resolution with a Charge Back Cost, either a debit memo cost or credit note request cost (depending on the im_supplier_options.send_debit_memo indicator) is created. If the supplier option is set to Yes, a debit memo cost will be sent. If the supplier option is No, a credit note request is sent.
CBQ	Charge Back Quantity	When a cost discrepancy is marked for resolution with a Charge Back Quantity, either a debit memo quantity or credit note request quantity (depending on the im_supplier_options.send_debit_memo indicator) is created and sent to the supplier. If the supplier option is set to Yes, a debit memo quantity is sent. If the supplier option is No, a credit note request quantity is sent.
CMC	Credit Memo Cost	When a cost discrepancy is marked for resolution with a Credit Memo Cost, a credit memo cost containing the discrepant item is sent to the supplier.
CMQ	Credit Memo Quantity	When a quantity discrepancy is marked for resolution with a Credit Memo Quantity. A credit memo quantity containing the discrepant item is sent to the supplier.
RCA	Receiver Cost Adjustment Order Receipt Only	This action creates a record based on the adjusted cost of the receiver and the associated PO (for all locations with same item cost) to match the invoice cost or to another value. This action calls a trigger which invokes an API which does the Receiver Cost Adjustment in RMS.
RCAS	Receiver Cost Adjustment Order Receipt Supplier Cost	This action is identical to the action 'Receiver Cost Adjustment - PO and receipt only' except that the supplier cost file in RMS is updated as well.
RCAMR	Receiver Cost Adjustment Order Receipt Matched Receipt Only	This action is identical to the action 'Receiver Cost Adjustment - PO and Receipt only', except that it will also update the cost on Match Receipts as well.
RCASMR	Receiver Cost Adjustment Order Receipt Matched Receipt Supplier Cost	This action is identical to the action 'Receiver Cost Adjustment - PO, Receipt, Matched Receipt only' except that the supplier cost file in RMS is updated as well.
RUA	Receiver Unit Adjustment	This action creates a record from the unit adjustment to match the receiver with associated invoice lines. This action calls a trigger which invokes an API which does the Receiver Unit Adjustment in RMS.

Action Code	Reason Code Action Description	Notes
DMTI	Charge Back Tax Item	Reason codes with this action will generate a Debit Memo for just the individual item with the Tax discrepancy. The item will be flagged as matched. If there are no other unmatched items on the invoice, the invoice will also be flagged as matched.
DMTF	Charge Back Tax Document	Reason codes with this action will generate a Debit Memo for the 'full' amount of the invoice. All items on the invoice and the invoice itself will be flagged as matched
CNRTI	Credit Note Request Tax Item	Reason codes with this action will generate a Credit Note Request for just the individual item with the Tax discrepancy. The item will be flagged as matched. If there are no other unmatched items on the invoice, the invoice will also be flagged as matched.
CNRTF	Credit Note Request Tax Document	Reason codes with this action will generated a Credit Note Request for the full amount of the invoice (see footnote for Debit Memo Vat Full). All items on the invoice and the invoice itself will be flagged as matched.
UIT	Use Invoice Tax	Reason Codes with action are used to indicate that for an Invoice that has a tax discrepancy, that they retailer has chosen to override the tax discrepancy and retain the taxes as entered on the invoice.

3

Configure Foundation Data

Match Strategies

The batch auto-match program performs several types of match attempts in an effort to match invoices to receipts. The Match Strategy rules feature allows retailers to build and maintain match strategies which specifically define the types of matches which should be attempted and the order in which they should be tried during the auto-match process. The match strategies can be defined at the system, supplier group, or supplier level.

Mapping Match Strategy to a Supplier Group or a Supplier

The mapping of a Match Strategy to a Supplier or Supplier Group is done in the Supplier Options UI. The Match Strategy is a field on the Supplier Options table, available for either suppliers or supplier groups. If it is populated, then the supplier or supplier group is mapped to that strategy. If the supplier is not mapped at one of these levels, then the match strategy default is used for that supplier

Tolerances

Tolerance settings in Invoice Matching are independent entities with an ID and a description and the definition of the various cost and quantity tolerance levels that are established for for matching invoices to Purchase orders and Receipts. Each tolerance can have many tolerance levels both for unit costs and for quantities at summary, detail or parent item level, in favor of the retailer or in favor of the supplier. Within detail level tolerances, a resolution action can be defined to automatically resolve any detail level discrepancies that are found. These Tolerance entities are mapped to supplier sites, suppliers, supplier groups, or departments. One of the tolerance entities is also defined as the system default. The match engine looks at the documents in the match and determines the appropriate level to search for a tolerance to be applied.

Tolerance Mapping Maintenance

Tolerance Mapping Maintenance allows users to create a mapping between a supplier sites, suppliers, supplier groups, or departments entity with a Tolerance ID. For example, it allows a tolerance ID to be mapped to a particular supplier. The auto and manual matching processes would then use that Tolerance to determine matches between Invoices and receipts.

Supplier Options

Supplier options control certain functions in Invoice Matching that may need to vary between Suppliers, Supplier Sites and across Groups of Suppliers. All suppliers must have various options defined in order for their invoices to be processed by the system. The Invoice Matching processes require that a supplier must exist in RMS before supplier options can be established in Invoice Matching.

Supplier Options can be set at three different levels, Suppliers Sites, Suppliers and Supplier Groups with specific options at each level having some differences. When there are similar settings across levels, the general rule is that if a specific option can be set at a lower level, then that lower level setting will apply however there are exceptions to the rule. This document does not describe all of the options and will only touch on a few of the key options and differences.

Supplier Group Level Options

The options that can be set at the Supplier Group level are primarily tied to the matching process as the Supplier Group exists only for the purpose of matching documents across suppliers that are part of the group. There are a number of options that can be set at this level but the primary options that can be set at the Supplier Group level are the Match Strategy that will be used for all Suppliers in the Group and the Match Key that will be used.

Supplier Level Options

Supplier Level options are required for all Suppliers in Invoice Matching. At the Supplier Level many of the same options exist that are used at the Supplier Group as well as a number of other options that both the Supplier and Supplier Site have. Supplier Level options will in general be applied to all Supplier Sites that belong to a Supplier, unless Supplier Site level options have also been set up. At the Supplier Level you can optionally assign the Supplier to a Supplier Group. Similar to Supplier Groups, a Supplier can also have a Match Strategy and Match Key assigned.

Beyond these options that are also part of the Supplier Group settings, the Supplier Options includes a few other optional flags and parameters that may be more specific to a supplier such as how chargebacks are managed, the correct use of terms on matching processes and whether a suppliers invoices are typically paid by an outside process.

Supplier Site Level Options

Supplier Site level options are entirely optional in Invoice Matching and are used when specific supplier sites for a supplier operate differently than the parent supplier and therefore require the system to treat them differently. Supplier Site level options when set, will override the same settings that would normally default from the parent supplier.

Reason Codes

Reason codes are used to resolve discrepancies between receipts and invoices. A discrepancy originates when the price or quantity variance exceeds acceptable tolerance levels. Using the Reason Code Maintenance window, you can set up and maintain reason codes. Reason codes are used to resolve discrepancies between receipts and invoices. A discrepancy originates when the price or quantity variance exceeds acceptable tolerance levels. After you create the reason code, you must

associate it with a reason code action that helps you resolve the discrepancies. The reason code actions are a base Invoice Matching entity. These actions are described in the Invoice Matching Foundation Entities section of this document.

Financial Integration Setup

Once Invoices are matched, they are sent to the financial system for payment in accounts payable and recording in the general ledger. In order to properly communicate the Invoices with the AP and GL systems, configuration is required to translate the Invoice Matching data to data required by the financial system. There are two main areas of configuration for this; General Ledger Options and General Ledger Cross Reference.

General Ledger Options Maintenance

The GL Option Maintenance in Invoice Matching allows the retailer to configure Information about how Invoice Matching transactions will be mapped to the general ledger. This feature allows the retailer to specify the structure of the GL chart of accounts for the Invoice Matching mapping including how may segments are used, the labels for the segments and whether any segments will use dynamic mapping based on Merchandising Locations or Merchandise Hierarchy. Setup of actual Dynamic mapping is also done through the General Ledger options configuration.

General Ledger Cross Reference

The GL Cross Reference Maintenance screen allows users to build and maintain the cross reference between Invoice Matching transactions and the accounting segment values necessary to interface transactions to external AP and GL financial systems.

Merchandising Dependencies

The majority of the foundational data that is used by Invoice Matching is supplied by direct integration with Merchandising. In addition to the items, locations, Suppliers and Partners used by Invoice Matching, the following information is also used:

- Languages and data translations
- Currencies and exchange rates
- Currency and quantity precisions
- Units of measure (UOMs)
- Tax Codes and Rates
- Non Merchandise Codes

For details on configuring currencies, languages and translations, currency and quantity precisions, UOMs, and VAT information, see the *Oracle Retail Merchandising Implementation Guide*.

Translation

Invoice Matching supports operating the user interface in 19 languages, including English. As part of the install options for Merchandising, you'll designate one language as "primary", which also applies for Invoice Matching. This primary language is what is loaded as a default for all screen labels and error messages in Invoice Matching at the time of installation. By default, only the primary language you

indicated at installation is loaded in Invoice Matching, but if you wish to have more languages loaded, then you can request to have the language strings loaded for these languages as well.

- Arabic
- Chinese (simplified)
- Chinese (traditional)
- Croatian
- Dutch
- French
- German
- Greek
- Hungarian
- Italian
- Japanese
- Korean
- Polish
- Portuguese
- Russian
- Spanish
- Swedish
- Turkish

This means that all screen labels, error messages, and menu options are supported out of the box in these languages and users are able to select from these languages as their preferred language. Data translation is also supported to allow data that you create as part of your implementation, such as tender types, can be seen in the preferred languages of your users as well.

> **Note:** Data translation is not supported for any Invoice Matching owned entities.

Translate Labels and Seeded Data

If you would like to modify the translations for labels and error messages, or add translations for other languages[1] that are not included in the list above, there are several methods provided. The method used will depend on the data that needs to be updated/added. Translatable text is held in two different ways:

- Resource bundles, which contain most of the screen labels, menus, and messages
- Database tables, which contain strings used in drop-downs, and some labels

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[1] Additional support is also available for the following languages by adding your own translations using the tools described in this section for adding your own translations: Czech, Danish, Finnish, Hebrew, Norwegian, Thai, Albanian, Latin Bosnian, Bulgarian, Estonian, Latvian, Cyrillic Serbian, Lithuanian, Slovakian and Slovenian.

Resource Bundles

Screen labels and other UI related data that may require updates/additions for Invoice Matching are managed in resource bundles. For details on how to make updates to resource bundles see the Resource Bundles section in the *Oracle Retail Merchandising Customization and Extension Guide*.

Configure User Language

Users can choose their preferred language to have the user interface displayed as part of setting up their user preferences. As noted above, the values loaded in the base table of an entity are always maintained in the primary language. And as such all users, irrespective of their configured language, will see the primary language in the screens where an entity is created and maintained, and translations (including their preferred language) are shown in separate translation screens. However, if that same screen is accessed in view mode the description will be shown in their preferred language. Similarly, if viewing the entity in another UI - for example, viewing the item description in the purchase order details screen - the description will be shown in their preferred language.

Not Translated

The following information is available in English only:

- Documentation, including online help, release notes, and product guides

- Batch programs and messages

- Log files

- Configuration tools

- Demonstration data

- Training materials

4

Data Access Schema Configuration

The Data Access Schema (DAS) is a way for certain tables in the Merchandising production database, including Invoice Matching, to be replicated to an on-premise or hosted environment to provide you with more direct access to your production data in order to build extensions, integration, custom reporting, and so on. The DAS uses Oracle GoldenGate, which is a comprehensive software package for real-time data integration and replication in heterogeneous IT environments. If you purchased the subscriber license for using GoldenGate as part of your subscription, then once you have installed and configured your target environment, you can configure which of the tables available for replication you want replicated to your target database. All tables in DAS are accessed via database views. Views are used to ensure that, even if a column it dropped from a base table or no longer used, the view continues to include all columns, so that any integrations or other extensions built using the data will not fail. Although they may need to be altered to remain functionally correct.

The list of tables that are available to be replicated are found in the DAS data model, which can be downloaded from My Oracle Support by accessing note 2200398.1. For details on configuring your target environment and adding tables to DAS, see the My Oracle Support note 2283998.1.

5

Gapless Document Sequences

The purpose of gapless document sequencing functionality is to uniquely identify a fiscal document, which is a requirement of bookkeeping legislation and global standards in many countries. This requirement mandates the ability for each accounting posting of a fiscal document to support an audit trail back to the original document or transaction. Invoice Matching uses a configurable approach to creating and maintaining document sequences, which allows a user to create a document sequence by country or by country/set of books combination and map transaction types to the sequence. The sequence number is incremented and assigned to each qualifying document during the creation process. Additionally the user can select specific attributes associated with the document which can be kept as part of a prefix associated with the document sequence.

The mapping of transaction types to a sequence allows a particular sequence to be associated with only certain types of documents. For instance, an Italian retailer may want create a sequence of only documents created by the retailer such as Consignment Invoices, Evaluated Receipt Settlement (ERS) Invoices, and Bill Back Deals.

The document sequencing functionality is optional in the system and as mentioned can be configured at a country or country set of books level, and is only applied to specific documents. Therefore, you can configure the system to assign gapless document sequences to only specific documents created for specific countries. The list of transaction types eligible for gapless document sequencing is listed below and includes all types of documents. However, the typical requirement for document sequencing is to include only documents created by the retailer not documents coming from the vendor. This requirement can be met by only using transaction types associated with documents created by the retailer and not documents that come from a vendor. When used, the gapless document sequence is an additional data element in addition to the normal system document ID.

Setting up Configuration Data to Define a Document Sequence

The configuration data for creating and maintaining a document sequence is entered via the Data Download/Data Upload process in the Merchandise system.   To initially create a document sequence, you do the following:

1. Download the document sequence (this should create an empty spreadsheet).

2. Populate the spreadsheet with the document sequence(s) you want to build.

3. Upload the document sequence.

Detailed steps:

1. Download the document sequence.

    a. Log in to the Merchandise system.

    b. Navigation: Foundation Data > Download Foundation Data

    c. Select Template Type: Foundation

    d. Select Template: Document Sequence

    e. Click the Download button

2. Populate the spreadsheet. The spreadsheet consists of two worksheets:

- Document Sequence;
- Transaction Types;

The table below shows the columns on each worksheet, and provides information on the usage.

3. Upload the document sequence:

    a. Log in to the Merchandise system.

    b. Navigation: Foundation Data > Upload Foundation Data

    c. Select Template Type: Foundation

    d. Select Template: Document Sequence

    e. Select: Choose File and browse to the spreadsheet to be uploaded.

    f. Click the Upload button.

This same process can also be used on an ongoing basis to modify an existing document sequence, or to add a new document sequence.

> **Note:** See the *Oracle Retail Merchandising Foundation Cloud Service Do the Basics User Guide* for additional details on the Download/Upload process.

Table 5–1 Document Sequence and Transaction Types Worksheet Columns

Columns	Field Type	Mandatory	Comments
Worksheet: Document_Sequences			
Document Sequence ID	Number	Yes	Unique ID to identify the document sequence.
Description	Free Text	No	Description of the Document Sequence
Country Id	Free Text	Yes	The Country ID associated with the document sequence. The country of the location on the document will be one of the criteria to determine if the document should be included in the sequence.
Set of Books	Free Text	No	The Set of Books associated with the country and document sequence. This optional field allows an organization to use separate document sequences for different business units in a particular country.
Minimum Value	Number	Yes	The minimum value is the number you want to use to start the sequence. It will also be the number used when the sequence is reset.

Table 5–1   (Cont.) Document Sequence and Transaction Types Worksheet Columns

Columns	Field Type	Mandatory	Comments
Maximum Value	Number	No	The maximum value is the last number you want to use for this sequence. If this value is exceeded, the current sequence value will be reset.
Current Sequence Value	Number	N/A	Current Sequence Value is set to the Minimum value when a document sequence is created. It will not be updated on an Update action.
Reset Date	Date	No	The Reset Date is the date on which you want to reset the sequence number. When this date is reached, the current sequence value is reset to the minimum value, and the reset date is incremented by the Reset Cycle Days.
Reset Cycle Days	Number	No*	The Reset Cycle Days is the number of days to add to the Reset Date when a date related reset is executed. \n\n *The Reset Cycle Days is required if the Reset Date is populated.
Prefix Heading	Free Text	No	The Prefix Heading, the 4 prefix fields and the prefix separator are optional fields which can be concatenated together to provide a 'Prefix' to be shared with government entities when providing information on documents in a sequence.
Prefix Field 1	Drop Down	No	The 4 prefix fields can store specific data associated with a document. The data is then available to be shared with government entities as part of the concatenated prefix . \n\n The columns available to be included on any of the prefix fields is stored in a codes table in the Merchandise system: \n\n Code Type - IMPV - \n\n ■ Document Date \n\n ■ Document Type \n\n ■ Location \n\n ■ Supplier \n\n ■ Supplier Site \n\n ■ Transaction Type \n\n The values shown are the only value values for the prefix fields, user cannot create additional values.

Table 5–1 (Cont.) Document Sequence and Transaction Types Worksheet Columns

Columns	Field Type	Mandatory	Comments
Prefix Field 2	Drop Down	No	The 4 prefix fields can store specific data associated with a document. The data is then available to be shared with government entities as part of the concatenated prefix . The columns available to be included on any of the prefix fields is stored in a codes table in the Merchandise system: Code Type - IMPV - ■ Document Date ■ Document Type ■ Location ■ Supplier ■ Supplier Site ■ Transaction Type The values shown are the only value values for the prefix fields, user cannot create additional values.
Prefix Field 3	Drop Down	No	The 4 prefix fields can store specific data associated with a document. The data is then available to be shared with government entities as part of the concatenated prefix . The columns available to be included on any of the prefix fields is stored in a codes table in the Merchandise system: Code Type - IMPV - ■ Document Date ■ Document Type ■ Location ■ Supplier ■ Supplier Site ■ Transaction Type The values shown are the only value values for the prefix fields, user cannot create additional values.

Table 5–1   (Cont.) Document Sequence and Transaction Types Worksheet Columns

Columns	Field Type	Mandatory	Comments
Prefix Field 4	Drop Down	No	The 4 prefix fields can store specific data associated with a document. The data is then available to be shared with government entities as part of the concatenated prefix . The columns available to be included on any of the prefix fields are stored in a codes table in the Merchandise system: Code Type - IMPV - ■ Document Date ■ Document Type ■ Location ■ Supplier ■ Supplier Site ■ Transaction Type The values shown are the only value values for the prefix fields, user cannot create additional values.
Prefix Separator	Drop Down	No	The prefix separator will appear between the prefix header and the prefix fields in the concatenated prefix . The values available to be used for the prefix separated are stored in a codes table in the Merchandise system: Code Type - IMPS - . : ; / \ | - _ ,
Transaction_Types			
Document Sequence ID	Number	Yes	Unique ID to identify the document sequence.

Table 5–1 (Cont.) Document Sequence and Transaction Types Worksheet Columns

Columns	Field Type	Mandatory	Comments
Country Id	Free Text	Yes	The Country ID associated with the document sequence. The country of the location on documents will be one of the criteria to determine if the document should be included in the sequence.
Set of Books	Free Text	No	The Set of Books associated with the country and document sequence. This optional field allows an organization to use separate document sequences for different business units for a particular country.
Transaction Type	Drop Down	Yes	The transaction type identifies the types of documents to be included in the document sequence. The values available to be used for the transaction types are stored in a codes table in the Merchandise system: Code Type - IMTT - ■ MRCHCI - Consignment Invoice ■ MRCHEI - ERS Invoice ■ DEBMBB = Bill Back Deal (Fixed or Complex deal) ■ MRCHI - Other Merchandise Invoice * ■ NMRCHI - Non-merchandise Invoice ■ DEBMEC - Debit Memo Cost ■ DEBMEQ - Debit Memo Quantity ■ DEBMET - Debit Memo Tax ■ CRDMEC - Credit Memo Cost ■ CRDMEQ - Credit Memo Quantity ■ CRDNT - Credit Note ■ CRDNRC - Credit Note Request Cost ■ CRDNRQ - Credit Note Request Quantity ■ CRDNRT - Credit Note Request Tax The values shown are the only value values for Transaction Type, user cannot create additional values.

*All Merchandise Invoices except for Consignment Invoices and ERS Invoices.

Gapless Sequence Assignment

A sequence number is assigned to a document based on the configuration setup for the Document Sequence (outlined above). The system will use an asynchronous process to determine the next sequence number. The document will be put in a new status of Processing while this asynchronous process is working. The sequence number is assigned the first time a document is saved in a status other than Worksheet or Submitted. For Merchandise invoices, this means the sequence number is assigned when the document is initially stored in Ready to Match or Tax Discrepant status. For

other documents it means the sequence number is assigned when the document is initially stored in Approved status.

> **Note:** A document can only be included in one document sequence. If the country, set of books, and transaction type associated with a document map to a document sequence, then the document will become part of that sequence, even if the country and transaction type of the document also map to a different document sequence. The Upload process includes the following validations to ensure that a document is only assigned to one sequence:
>
> ■ Country/Set of Books/Transaction Type should be unique across all document sequences.
>
> ■ Country/Transaction Type should be unique across all document sequences.

6

E-Invoicing

E-Invoicing is the electronic exchange of financial documents between a business and a government agency, a business to another business, or a business to a consumer. Invoice Matching uses a configurable approach to identifying documents to be extracted for E-invoicing. The configurable approach allows the user to identify documents by country or by country/set of books combination and map transaction types to be included in the extract for integration with third-party solutions which manage local tax reporting.

The E-Invoicing functionality is an optional batch process and can be configured at a country or country set of books level, and is only applied to specific documents. Therefore, you can configure the system to only extract specific documents created for specific countries. The list of document types eligible for E-Invoicing is listed below.

The batch job generates Oracle Retail Bulk Data Integration (BDI) tables containing the data for the documents which meet the extract criteria. The BDI tables are sent to a third-party which manages the process of distributing the documents to the appropriate government agencies in the required format. See the *Oracle Retail Invoice Matching Operations Guide* for additional details on the batch job.

Setting up Configuration Data to Identify Documents for E-Invoicing

The configuration data for creating and maintaining a document sequence is entered via the Data Upload / Data Download process in the Merchandise system.

Perform the following procedure to initially create the configuration for E-Invoicing:

1. Download the E-Invoicing Configuration (this creates an empty spreadsheet).

2. Populate the spreadsheet to identify documents to be extracted for E-Invoicing.

3. Upload the E-Invoicing Configuration.

Detailed steps:

1. Download the E-Invoicing Configuration.

    a. Log in to the Merchandise system.

    b. Navigation: Foundation Data > Download Foundation Data

    c. Select Template Type: Foundation

    d. Select Template: E-Invoice Mapping

    e. Click the Download button

2. Populate the E-invoices worksheet on the spreadsheet. The table below shows the columns on the worksheet, and provides information on the usage.

3. Upload the E-Invoicing Configuration:

   a. Log in to the Merchandise system.

   b. Navigation: Foundation Data > Upload Foundation Data

   c. Select Template Type: Foundation

   d. Select Template: E-Invoice Mapping

   e. Select: Choose File and browse to the spreadsheet to be uploaded.

   f. Click the Upload button.

Table 6–1   E-Invoices Worksheet Columns

Columns	Field Type	Mandatory	Comments
Worksheet: E-Invoices			
Country Id	Free Text	Yes	The Country ID associated with the documents to be extracted. The country of the location on the document will be one of the criteria to determine if the document should be included in the extract.
Set of Books	Free Text	No	The Set of Books associated with the documents to be extracted. This optional field allows an organization to specify that only documents for a particular set of books for a particular country should be extracted.

Table 6–1   (Cont.) E-Invoices Worksheet Columns

Columns	Field Type	Mandatory	Comments
Receiving Authority	Drop Down	No	Receiving Authority is an optional field which is passed with the extracted document to identify the 3rd party who should be receiving the document
			The values available to be used for the Receiving Authority are stored in a codes table in the Merchandise system:
			Code Type - IMRA -
			Trusted Third Party
Transaction Type	Drop Down	Yes	The transaction type identifies the types of documents to be included in the extract.
			The values available to be used for the transaction types are stored in a codes table in the Merchandise system:
			Code Type - IMTT -
			■ MRCHCI - Consignment Invoice
			■ MRCHEI - ERS Invoice
			■ DEBMBB - Bill Back Deal (Fixed or Complex deal)
			■ MRCHI - Other Merchandise Invoice *
			■ NMRCHI - Non-merchandise Invoice
			■ DEBMEC - Debit Memo Cost
			■ DEBMEQ - Debit Memo Quantity
			■ DEBMET - Debit Memo Tax
			■ CRDMEC - Credit Memo Cost
			■ CRDMEQ - Credit Memo Quantity
			■ CRDNT - Credit Note
			■ CRDNRC - Credit Note Request Cost
			■ CRDNRQ - Credit Note Request Quantity
			■ CRDNRT - Credit Note Request Tax
			The values shown are the only value values for Transaction Type, user cannot create additional values.

Table 6–1 (Cont.) E-Invoices Worksheet Columns

Columns	Field Type	Mandatory	Comments
Extract Point	Drop Down	Yes	The extract point determines when a document will be extracted for E-invoicing. Creation means at the time when the document was first saved in Ready to Match, Tax Discrepant, or Approved status. Posted means at the time the document is sent to the financial system. The values available to be used for the Extract Point are stored in a codes table in the Merchandise system: Code Type - IMEP - ■ Creation ■ Posting Creation and Posting are the only valid values for Extract Point.

BDI Tables

The BDI tables will contain document header and line information as well as taxes and comments associated with the document. The tables will generally be those which are included when a document is created, these include:

Table 6–2 BDI Tables

Table	Description
IM_DOC_HEAD	Document Heading information, such as the supplier and/or supplier site, location, terms, amount.
IM_INVOICE_DETAIL	Invoice line (item) level detail. Includes quantity and unit cost.
IM_DOC_DETAIL_ REASON_CODES	Line level for other types of documents such as debit memos, credit memos, and credit notes.
IM_DOC_TAX	Header level tax information
IM_INVOICE_DETAIL_ TAX	Invoice line (item) level tax details.
IM_DOC_DETAIL_RC_ TAX	Line level taxes for other types of documents such as debit memo, credit memo, and credit notes.
IM_DOC_NON_MERCH	Holds non-merchandise codes associated with the document.
IM_DOC_NON_MERCH_ TAX	Tax associated with non-merchandise_codes.
IM_DOC_HEAD_ COMMENTS	Comments associated with the document (at header level).
IM_INVOICE_DETAIL_ COMMENTS	Comments associated with invoice lines.
IM_DOC_DETAIL_ COMMENTS	Comments associated with lines on other documents such as debit memos, credit memos, and credit note requests.

See the *Oracle Retail Invoice Matching Operations Guide* for additional information on the BDI Tables.