

# Oracle® Banking Supply Chain Finance

## Process Code Maintenance Guide



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The Oracle logo, consisting of a solid red square with the word "ORACLE" in white, uppercase, sans-serif font centered within it.

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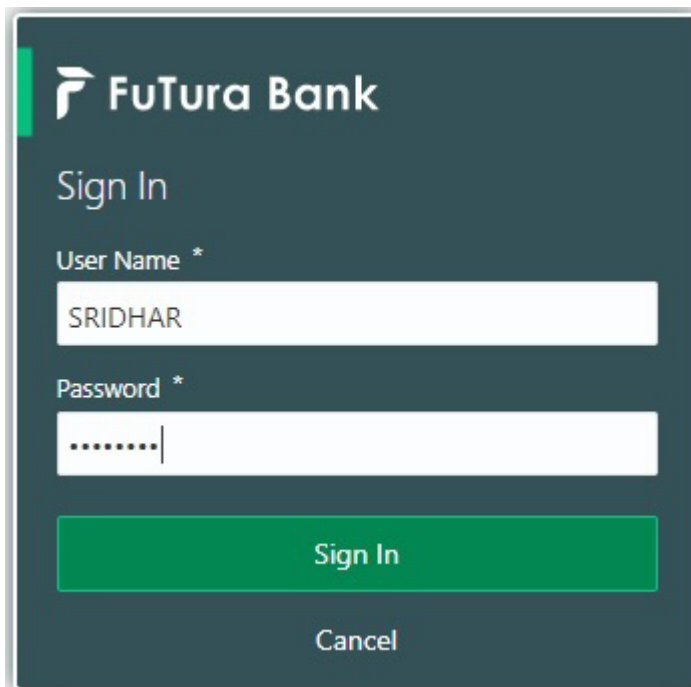
## Create Process Code

Process code creation enables the user to set the process code to the individual stages according to the process.

The bank user must have valid login credentials and access rights.

**To create a new process code:**

1. Using the entitled login credentials for registration stage, login to the application.




**Navigation path:**


From the **Dashboard**, click the **Toggle Menu**, then click **Core Maintenance**, and **Process Code**. Under **Process Code**, click **Create Process Code**.

2. Upon login, navigate through the above path.  
The **Create Process Code** screen appears.

Create Process Code ✖

Process Code \*  Process Description \*  Process Version \*  Domain \*

Stage ID	Stage Description	Seq Order	Source Stage
<input type="text"/>	<input type="text"/>	1	<input type="checkbox"/> 
<a href="#">Add Row</a>			

Phase Code	Phase Description	Seq Order	Stage ID
<input type="text"/>	<input type="text"/>	1	Select 
<a href="#">Add Row</a>			

[Save](#) [Cancel](#)

Field Name	Description
Process Code *	Provide a unique abbreviation for the process name. The code must be an alphanumeric text with a maximum length of 10 characters.
Process Description *	Enter a description for the process.
Process Version *	Enter the version of the process.
Domain *	Enter the relevant domain name.
Click <b>Add Row</b> to add a stage.	
Stage ID	Enter a unique ID for the stage.
Stage Description	Enter a description for the stage.
Seq Order	The sequential order for the stage is automatically updated. This identifies the order of the stage in the complete process. Registration stage must be the first in the sequence.
Source Stage	Select the check-box if the particular stage is the starting point of the process.
Click <b>Add Row</b> to add a phase entry.	
Phase Code	Enter a unique ID for the phase.
Phase Description	Enter a description for the phase.
Seq Order	The sequential order for the phase is automatically updated.
Stage ID	Select the required stages to associate with the phase.

- Once you enter the required data, click **Save**.

A message appears stating that the record is saved successfully.

The process code is created.

# 2

## View Process Code

By using this screen, the Bank user can view, modify, delete, or authorize processes that have been created.

The bank user must have valid login credentials and access rights.

**To view process details:**

**Navigation path:**

From the **Dashboard**, click the **Toggle Menu**, then click **Core Maintenance**, and **Process Code**. Under **Process Code**, click **View Process Code**.

1. Navigate through the above path.

The **View Process Code** screen appears.



2. Perform the following steps to take actions on a process record. Click the Options (⋮) icon and then select any of the below options:
  - **Unlock** – To modify the record details. Refer the 'create' section above for field level details.
  - **Authorize** – To authorize the record. Authorizing requires necessary access rights.
    - Optional: Click **View** to view the record details.
    - Select the record to authorize and then click **Confirm**.
  - **Delete/Close** – To remove the record.
    - Optional: In the confirmation pop-up window, click **View** to view the record details.
    - Click **Proceed** to delete the record.
  - **Copy** – To copy the record parameters for creating a new record.
  - **View** – To view the record details.
  - **Reopen** – To reopen a closed record.

# 3

## Reference and Feedback

### References

For more information on any related features, you can refer to the following documents:

- Getting Started User Guide
- Common Core User Guide

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